

Ordinary Council Meeting

25 March 2020

Minutes



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

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

Vision Statement

Kwinana 2030

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



Mission

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

We will do this by –

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

Values

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

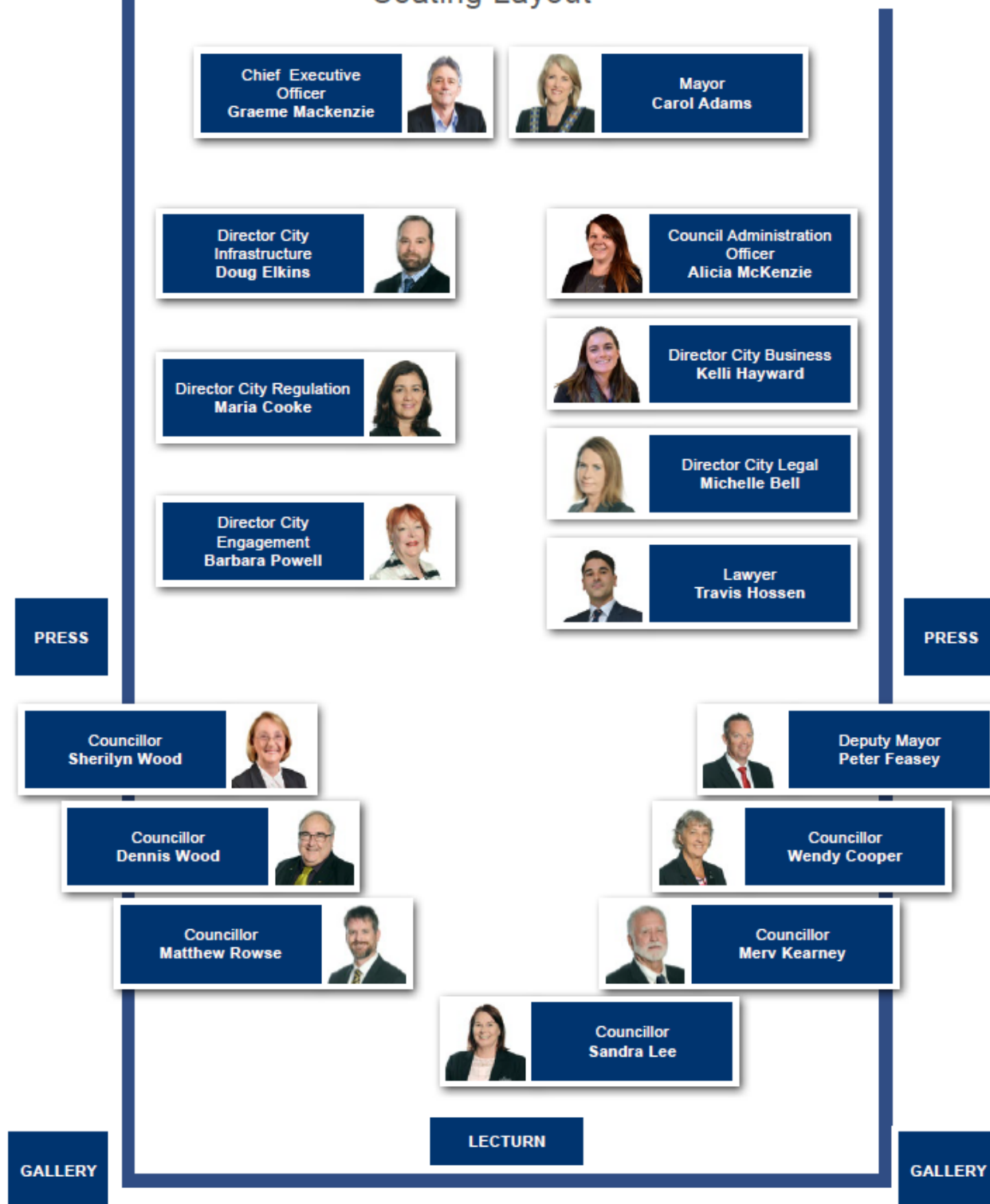
Lead from where you stand – *Leadership is within us all.* | Act with compassion – *Show that you care.* | Make it fun – *Seize the opportunity to have fun.* | Stand Strong, stand true – *Have the courage to do what is right.* | Trust and be trusted – *Value the message, value the messenger.* | Why not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





Council Chambers

Seating Layout



EMERGENCY GUIDE

Council Chambers



The City of Kwinana values the health and safety of its employees, contractors and visitors. Please ensure you are familiar with the emergency procedures in place at the City of Kwinana to ensure your safe evacuation.

Fire Alarm

On hearing the fire alarm, if you are instructed to evacuate, all individuals must:

- remain calm;
- pay attention to the responsible officer (in charge);
- when instructed to evacuate, leave via the appropriate emergency exit as directed;
- assemble at the designated Muster Point; and
- await the arrival Emergency Services. You must not re-enter the building until the all clear has been given by Emergency Services.



Administration Centre – Access, Egress (Red) and Assembly Points (Green)

Assembly Points:

- ▶ Primary - North-west of the main entrance near Gilmore Avenue.
- ▶ Secondary - South-east of the facility on grass area near Koorliny Arts Centre.

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Present:

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

MR G MACKENZIE	-	Chief Executive Officer
MRS B POWELL	-	Director City Engagement
MR D ELKINS	-	Director City Infrastructure
MRS M COOKE	-	Director City Regulation
MRS M BELL	-	Director City Legal
MS R LYNCH	-	Contracts Officer
MS A MCKENZIE	-	Council Administration Officer

Members of the Press 1
Members of the Public 2

1 Opening and announcement of visitors

Presiding Member declared the meeting open at 7:01pm and welcomed Councillors, City Officers and the gallery in attendance.

2 Acknowledgement of country

Presiding Member read the Acknowledgement of country

"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 and we pay our respects to their Elders past and present."

3 Dedication

Councillor Dennis Wood read the dedication

"May we, the Elected Members of the City of Kwinana, have the wisdom to consider all matters before us with due consideration, integrity and respect for the Council Chamber.

May the decisions made be in good faith and always in the best interest of the greater Kwinana community that we serve."

4 Attendance, apologies, Leave(s) of absence (previously approved)

Apologies

Nil

Leave(s) of Absence (previously approved):

Nil

5 Public Question Time

Nil

6 Receiving of petitions, presentations and deputations:

6.1 Petitions:

Nil

6.2 Presentations:

Nil

6.3 Deputations:

6.3.1 Mr Albert Romano, Covalent Lithium Project, regarding item 17.2, Joint Development Assessment Panel Application for General Industry – Lithium Hydroxide Processing Plant – Lot 15 Mason Road, Kwinana Beach

Good evening Mayor and Councillors.

My name is Albert Romano.

I'd like to start by thanking the City of Kwinana for allowing this deputation to be given. My background is I have worked within Industry based in Kwinana for over 25 years. I am also the President of the Kwinana Industries council. Today I am representing Covalent Lithium Project as a Senior Manager.

As background to the Covalent Lithium Project, the Project involves the development of a Mine and Mine Concentrator at Mt Holland which is some 500km east of Kwinana. A Li-concentrate intermediate product is proposed to be produced in Mt Holland and transported by rail to Kwinana. The Li-concentrate is in turn proposed to be further processed in a Refinery located at Lot 15 Mason Road.

Covalent Lithium is a JV between SQM and Wes as the investors. SQM is a major producer of Lithium based in Chile, and Wesfarmers through its interests in WesCEF, CSBP, KHG is a major existing producer of Chemicals, gas and fertilisers with its operations based in Kwinana. The partners are seeking to sanction the construction investment in this project within the next 12 months.

6.3 DEPUTATIONS

Presently the project is at a pre-FID stage and while Lithium markets were already under serious headwinds necessitating a delay of 12 months to the current pre-FID work, as well as some Project team downsizing which occurred recently in February.

Notwithstanding this, the Project Management team (including myself) are actively trying to move the project forward, and this includes the pursuit of approvals.

Approvals are sought by the investors as a means to de-risk the Project, and Covalent is therefore seeking to secure the approval of this DA. While the Project team hopes to progress and overcome issues needed in order to advance of the project, we also acknowledge this has been made more difficult with the more recent events of Covid19.

In reviewing the CoK documents ahead of this meeting in the most part, the Officer's recommendations are broadly supported; however, the Project is not in full agreement with all conditions and we will need to continue to work with the City of Kwinana to review some conditions relating to sundry items (such as traffic and waste requirements) cited in 17.2.

Mr Chris Oughton of KIC will go into this detail further, however, to call out a few concerns we would like to cite the following:

Page 2- 3; Conditions

Item 14. The Traffic and Access Report prepared by independent consultants (Uloth and Associates - dated 5 December 2019) is recommended to be amended. Covalent will seek to amend the Report as recommended.

Where the report identifies deficiencies, these are recommended by CoK to be addressed in accordance with the relevant design standards and guidelines, to the satisfaction of the CoK. Further, it is recommended by CoK that the construction of any required road upgrades shall be completed to the satisfaction of the City of Kwinana, prior to occupancy of the development. The open-ended nature of this DA condition carries a significant risk to the Project. We need to call this out as; a risk which needs further resolution.

Item 15. Prior to commencement of construction works, CoK recommends a pavement investigation is to be undertaken for the route between Lot 15 Mason Road and the Aurizon rail siding yard and a report detailing recommendations of any remedial works is to be submitted to and approved by the CoK. Similarly, the nature of this condition carries a significant risk to the Project. We also need to call this out as a risk which needs further resolution.

The report shall take into account the proposal to have 27.5m trucks transporting materials and waste between the sites. Any recommended works shall be designed and constructed to the satisfaction of the City of Kwinana and prior to the occupancy of the site. Again, the nature of this condition carries a significant risk to the Project, and we need to call this out as a risk which needs further resolution.]

6.3 DEPUTATIONS

Item 16. The CoK has called for Mason Road itself is to be widened to the west at the intersection with Donaldson Road. The widening shall include an auxiliary lane that permits north bound traffic to continue through the intersection unhindered on the left hand side of vehicles that are stopped at the intersection making a right hand turn into Donaldson Road. Covalent understands this is a current issue with the road configuration and the underlying intended physical solution is a reasonable. However Covalent itself is not contributing the traffic turning East onto Donaldson road, and we would seek that this concern be resolved via alternate means outside of it being a DA condition on Covalent. As it stands, the condition is unfair as well as carrying an unnecessary risk to the project.

Item on P4 - Advice Notes

In Part ii. In relation to vehicle crossovers, Cok seeks that all crossovers are required to be angled at 90 degrees to the road way. This is considered an unnecessary condition, as Mason road to the North is not a transport route for Covalent, that is; no traffic leaving the Refinery will travel North.

The existing left turn entry slip lane for the proposed northern crossover is also proposed by CoK to be removed and the verge reinstated. For the same reasons this is considered an unnecessary condition. Also Covalent is investigating improving traffic flow within the site and utilising the alternative access points into the site is seen as beneficial.

In Part iv. In relation to the widening of the intersection at Mason Road and Donaldson Road, to CoK proposes road widening is required to the west side of Mason Road to permit north bound vehicles to pass on the left side of stationary vehicles on Mason Road, waiting to turn right into Donaldson Road. I have already noted this as an onerous condition.

On pages 16-17 - Traffic Considerations

The Traffic and Access Report further outlines that materials will be trucked in and out of the site, to and from the existing Aurizon Rail siding yard adjacent to Mounsey Road. CoK cites the local roads between the subject site and the Aurizon Rail siding yard are not designed to accommodate the large vehicles as proposed by the applicant Given that this facility is used by a number of the Kwinana Industries council members, Chris will discuss our concerns about this further.

Under the third bullet point, CoK states that the local road network to not be currently capable of servicing vehicles of the proposed size, regardless of the number truck movements in and out of the site. The road network is not designed to accommodate trucks of this size, and frequent use by these vehicles may result in failure of the road pavement. Again, the nature of this DA condition carries a significant risk to the Project. We need to call this out as a risk which needs further resolution.

Under the third bullet point, it is said by CoK Investigations are required to determine what potential upgrades may be required to the pavement of the roads and intersections along the transport route. A condition of approval has been recommended to address this Again, the nature of this DA condition carries a significant risk to the Project. We need to call this out as a risk which needs further resolution.

6.3 DEPUTATIONS

On Page 14 item 6.8.10 – Waste Water and Effluent Disposal

Sewerage and grey water generated on site is proposed and required to be disposed of through a waste treatment system with nutrient retention capabilities. The plans indicate a system (referred to as a wastewater treatment plant) located adjacent to the administration building. Treated wastewater will be stored in tanks, and pending approval from Water Corporation, discharged to the Sepia Depression Ocean Outlet Landline (SDOOL).

Covalent instead would like to highlight that experience with other industries have since indicated new sewerage installations within Kwinana are more typically using Aerobic Treatment Units (ATUs). Covalent proposes to install an appropriate number of ATUs. In addition, and in line with Kwinana Council requirements all surplus waste of this nature requiring future removal will be removed as a controlled waste. This necessitates the installation of waste holding tanks with high level alarms which will be monitored by onsite Covalent personnel. The proposed ATUs represent a much-improved low energy environmentally friendly technology solution relative to some existing provisions at older neighbouring industries.

In conclusion, as a long-time advocate for economic growth within Kwinana, I see the Covalent Project as critically important to the establishment and futureproofing of a Kwinana-centralised Lithium industry.

Once again, I would like to thank the City of Kwinana for allowing this deputation to be given, and I look forward to your support for this Project and working constructively with you to resolve matters.

6.3.2 Mr Chris Oughton, Kwinana Industries Council, regarding item 17.2, Joint Development Assessment Panel Application for General Industry – Lithium Hydroxide Processing Plant – Lot 15 Mason Road, Kwinana Beach

Good evening Mayor and Councillors.

My name is Chris Oughton, Director of Kwinana Industries Council and resident of 141 Beauchamp Loop Wellard.

Thank you for the opportunity to speak to you tonight about Item 17.2 in respect to the Council's consideration of the Covalent Lithium Lithium hydroxide production facility. It is pleasing the Council officers are recommending to support the proposed chemical processing facility. There are however a number of concerns I wish to raise in relation to the officers' recommendations before you tonight.

In light of the content Mr. Romano has presented to you already, I have pitched KIC's concerns at a more strategic level, notwithstanding that they apply directly to the Report before you tonight.

The City has a legislated role to provide for the good governance of the community it serves. Industry within the Kwinana Industrial Area is a part of that community of interest. Specifically, and within the industrial area, the City is responsible for the provision of a local road network that is fit for purpose – in other words, a local network (aside from the Main Roads controlled network) that safely provides for the efficient movement of the industrial workforce as well as for the efficient carriage of the freight task, which within the KIA is very significant. To achieve this, one can assume there is a planned approach to its road maintenance and reconstruction program.

6.3 DEPUTATIONS

A very substantial proportion of the Council's rate income comes from the industrial ratepayers, and really the only major single thing that demands substantial funding from the Council is the ongoing maintenance of the road network and associated infrastructure. The industrial area has no libraries, recreation centres, youth and aged services, no use of or desire for municipal parks, no City Assist services, etc.

My point is that industry contributes funds into the Council's revenue streams far more than it receives back in services. This is the way it has been for decades and is consistent with other local government approaches to their industrial precincts. The one thing that industry really needs is well maintained and safe local roads. The basis of this Deputation is to present that if the industrial roads have deteriorated to the point where that are approaching a critical maintenance point because of past normal use, it should not be up to an new industrial entrant to upgrade them.

To the Report now.

There are a number of proposed conditions that attempt to transfer Council's road maintenance and capital refurbishment responsibilities to the Applicant. For example, the evaluation of the condition of all intersections between the Applicant's site and the place from which its trucks will receive the raw material, the Marshalling yards along Old Mandurah Road, is a Council asset maintenance responsibility. Further, this evaluation required of the Applicant extends to some of the actual roads along the way, case in point Mason Road. Does the Council not already know the condition of its road infrastructure? Why is this a problem? It is a problem because these conditions read in such a way that the Council's conditions require the Applicant to expend the funds to write the reports, the City officers then decide to what extent the Applicant has to pay for rebuilds or remedial works, and it seems that the Applicant will have to pay for what the City's officers deem as necessary, as a condition of project approval. In no way can the Applicant, or any industrial development proponent, quantify such an onerous condition IN ADVANCE of the project approval via the JDAP process. It is an unknown quantity.

Major projects, for any company proponent, need to be very precise with their estimates of project costs. Projects like this turn on a dime, in other words small percentage costs expressed as unknown's, or risks to the project, can kill off the project. Businesses factor in project risks as additional costs. The proposed conditions are attempting to pass the City's responsibilities for managing its road network on to the Applicant.

How so? Well the intersections and roads have been normally degrading from the moment they were put in, decades ago. Many hundreds of thousands of trucks have travelled over these industrial roads and through the intersections over the decades, and have all contributed their tiny bit to the normal wear and tear of these roads. At some point the road is resurfaced, and at some later point the road is reconstructed. This is just simply how it works.

How is it then, that a single applicant is to be responsible, the extent to which seems to be proposed to be at the officers' discretion, to pay for the pavement maintenance or reconstruction, the need for which was created through normal wear and tear over decades?

6.3 DEPUTATIONS

Clearly it is unfair to lumber this Applicant, or for that matter, any applicant with the cost of the planned refurbishment of these roads. Every road has a life, and that is a known quantity. Long term maintenance is planned for by the City, and it is funded via the rates paid by industry generally. In this scenario, over the years industry pays and that is fair enough. The industrial roads are old roads, they are deteriorated roads, and industry over the years through their rates has surely paid for their refurbishment, because what else have they principally been paying for?

These onerous conditions need to be revisited.

The upgrading of intersection of Donaldson Road and Mason Road is conditioned to be upgraded by the Applicant.

Within the past 12 months, or maybe longer now, I had corresponded with the City Engineer expressing my concerns about the safety aspects of this intersection. The complexity of the intersection is increased due to the presence of the KBT railway line which is located quite close to the tee intersection. I suggested the solution was to widen Mason Road as it passes Donaldson Road so that vehicles moving north on Mason Road, heading up to BP, the only industry located beyond the intersection, could get their large trucks past the trucks waiting to turn right into Donaldson Road, but held up by a passing, slow moving, freight train going into KBT. The response I received was that the intersection met the safety standards, so there was no need to upgrade the intersection. End of discussion.

My point is that the intersection already needs the improvement work done to it and now. Why should the rectification of this issue be put on the Applicant? This is therefore an unfair condition of approval, and is yet another cost being placed inconsistently on the Applicant. I Understand the Applicant is willing to construct the western side slip lane, because this is logical for entry into their proposed refinery, but being required to upgrade the intersection is beyond reasonable, given the intersection is seen as already problematic. In support of my contention, the trucks servicing the Applicant's refinery needs (in and out) will not even use Donaldson Road, they only use Mason Road as the direct route to the marshalling yards.

I used the word "inconsistently" a little earlier, and I did so deliberately.

Was Tianqi, located on Donaldson Road, required to pay for or contribute to the road construction? No? Simms metals was, but after my discussions with the City and with Landcorp, it was agreed each would put 500k each into the road to make it a public standard road. Landcorp was the 'developer' and should have paid for the whole road like any other developer would be required to do, because it is they who lease or sell the industrial lots the new road opens up. But that is another story. Did BMT have to contribute to the Donaldson road construction? They are on Donaldson and are just in their commissioning phase. What about the business expansion at Kleenheat recently? No contribution required, I believe. Ok, what about Avertas, another new entrant under construction? No contribution? Most, if not all, of these companies will increase the heavy vehicle traffic flows on Mason and Donaldson roads, so on what basis should the City try to attribute the costs to upgrade Mason Road and various other intersections along the supply chain route to the Applicant? This inconsistency warrants further exploration from a Council policy perspective.

6.3 DEPUTATIONS

My next point. Road deterioration is dependent on axle weights per truck. There are regulations governing the axle weights. The heavier the axle, the greater the wear, the shorter is the time the road pavement lasts. There are two types of trucks on the roads on the basis of axle weights. There are the non-concessionally loaded trucks, and these operate within the weight restrictions, and there are the concessionally loaded trucks, which are approved to haul with heavier axle loads, and these adversely impact a great deal more on a pavement's operational life – they shorten it. The Department of Main Roads issue the concessional licences. Mason Road, Old Mandurah Road, and others have concessionally-loaded (heavier) vehicles travelling on them. It is the combination of concessionally-loaded and non-concessionally loaded trucks that have deteriorated Mason and other roads to the point today where many of them need major maintenance or even rebuilding, not the Applicant's trucks, because the plant hasn't even got planning approval yet. The Applicant will be using the non-concessional trucks, lighter trucks in the 'Common Type 1 Road Trains Class 2' (or 'A-Double' configuration). BP uses these daily. To conclude:

- I believe I have shown you the inequity of what the officers are proposing; that is, to shift the financial cost of the City's (possibly overdue) road and intersection maintenance from the Council to a single applicant. This looks like cost shifting onto an unlucky Applicant to me.
- That what is proposed in the 'road-related' recommendations contained in the report represents an inconsistent, and therefore unfair approach, based on other new development approvals in the area that seem to have not had to deal with these sorts of planning conditions.
- That at this point in the development of the project, the costs present an unquantifiable financial burden on the Applicant, and thus a risk to the project. Literally, a risk to the project.
- And finally, that Council rates generated over the years from the industrial rate base should have at least in part, been set aside to provide for the known maintenance schedule for the industrial road network. If not set aside, then sufficient funds set aside in the annual capital works program to carry out the pre-planned (and therefore pre-approved) industrial road maintenance program.

I believe the way forward here is to refer this matter back for a Councillor workshop so that the Applicant can express their views to the Council members, that KIC can provide broader contextual input about the how these matters can dealt with, and for a reasonable compromise to be negotiated.

In suggesting this, I am mindful that the Applicant needs to progress its application through the process and ask that if a Councillor workshop is to be held, if that is even possible these days, that it be done reasonably quickly.

Thank you for hearing me.

7 Confirmation of minutes

7.1 Ordinary Meeting of Council held on 11 March 2020:

COUNCIL DECISION

115

MOVED CR P FEASEY

SECONDED CR W COOPER

That the Minutes of the Ordinary Meeting of Council held on 11 March 2020 be confirmed as a true and correct record of the meeting.

**CARRIED
8/0**

8 Declarations of Interest (financial, proximity, impartiality – both real and perceived) by Members and City Officers

Mayor Carol Adams declared an impartiality interest in item 17.2, Joint Development Assessment Panel Application for General Industry – Lithium Hydroxide Processing Plant – Lot 15 Mason Road, Kwinana Beach due to proponent being a full member of the industry association which her husband works for; namely Kwinana Industries Council and she is a member of the South West Joint Development Panel whom will consider this matter in due course.

Councillor Matthew Rowse declared an impartiality interest in item 17.2, Joint Development Assessment Panel Application for General Industry – Lithium Hydroxide Processing Plant – Lot 15 Mason Road, Kwinana Beach due to being a member of the Joint Development Assessment Panel (JDAP).

Deputy Mayor Peter Feasey declared an impartiality interest in item 18.1, Charitable Rate Exemption – Nulsen Group Ltd due to his supervisor is also the Minister for Housing, the responsible authority for the property mentioned.

Mayor Carol Adams declared an impartiality interest in item 18.3, Accounts for payment for the month ended 29 February 2020 due to her husband's employer being a recipient of a payment.

Councillor Wendy Cooper declared an impartiality interest in item 18.3, Accounts for payment for the month ended 29 February 2020 due to being the President of the Rotary Club of Kwinana that received a payment for breakfast on Australia Day.

9 Requests for leave of absence

COUNCIL DECISION

116

MOVED CR M KEARNEY

SECONDED CR S WOOD

That the previously approved leave of absence, relating to Council Resolution #106, be withdrawn, as detailed below:

- **Councillor Wendy Cooper, leave of absence from 27 March 2020 to 2 April 2020 inclusive; and**
- **Councillor Dennis Wood, leave of absence from 16 April 2020 to 1 June 2020 inclusive.**

**CARRIED
8/0**

10 Items brought forward for the convenience of those in the public gallery

Nil

11 Any business left over from previous meeting

Nil

12 Recommendations of committees

12.1 Annual Compliance Audit Return 2019

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

The Department of Local Government, Sport and Cultural Industries (the Department) has circulated to all Western Australian Local Governments the annual Compliance Audit Return for completion.

The return covers the period 1 January to 31 December 2019. The return is a requirement of the Department and monitors the local government's compliance with the *Local Government Act 1995* and its Regulations.

The function of the Audit Committee includes reviewing the effectiveness of the local government's systems in regard to risk management, internal control and legislative compliance which includes the Compliance Audit Return.

The Compliance Audit Return 2019 is included at Attachment A.

OFFICER RECOMMENDATION:

That the Audit Committee:

1. Reviews the Compliance Audit Return 2019.
2. Recommends that Council adopt the Compliance Audit Return 2019 as detailed in Attachment A.

AUDIT COMMITTEE RECOMMENDATION:

That Council:

1. Reviews the Compliance Audit Return 2019.
2. Adopts the Compliance Audit Return 2019 as detailed in Attachment A.

DISCUSSION:

Each year Western Australian Local Governments are required to complete a Compliance Audit Return (CAR) for the Department in accordance with the *Local Government Act 1995*.

The Department has circulated to all Western Australian Local Governments for completion its annual CAR, covering the review period 1 January 2019 to 31 December 2019. The return is a means of monitoring compliance with the requirements of the *Local Government Act 1995* and its Regulations and is a statutory requirement. These returns are required to be completed and submitted to the Department no later than 31 March each year.

12.1 ANNUAL COMPLIANCE AUDIT RETURN 2019

Regulation 14 of the *Local Government (Audit) Regulations 1996*, requires that the Local Government's Audit Committee review the CAR and report the results of that review to the Council prior to its adoption by Council. Once adopted by Council the report is to be submitted to the Department by 31 March 2020.

Whilst a 100% CAR is the ideal outcome, the CAR must be considered as a means of internal audit, capable of identifying shortcomings and weaknesses in the system, which can then be improved or modified practices can be implemented, to resolve these issues.

The CAR is provided electronically through a secure internet portal and the CAR is divided into sections. Each section deals with a specific area of the *Local Government Act 1995* and these sections are then allocated to the relevant officer within the local government who 'signs in' electronically through the portal to complete each question.

The officers who are required to complete a section within the CAR are advised how to use the online system and how to undertake an audit of their procedures to ensure that compliance is occurring. Where compliance is not occurring, officers are advised that an honest answer is required, so that procedural changes can be made to improve the City's compliance systems.

Once the audit has been completed, the City is required to:

- Present the Compliance Audit Return to the Audit Committee for review;
- Present the Compliance Audit Return to Council;
- Seek Council's adoption of the completed Compliance Audit Return; and
- Return the reviewed, adopted and certified Compliance Audit Return, along with a copy of the Council minutes, to the Department by no later than 31 March 2020.

The particulars of any matters of concern raised by the Audit Committee's review relating to the CAR must be recorded in the minutes of this meeting.

Any person who is not satisfied with the manner in which the compliance assessment process has been undertaken by the City or believes there may be a discrepancy in the CAR, may bring the particular issue to the attention of the Department.

Council may also refer the completed CAR to its Auditor or other external inspection service for an independent assessment, if it is deemed necessary.

The area in which the City did not provide a 'Yes' response was:

- Disclosure of interest
 - Response – No – one designated employee failed to lodge a primary return within three months of commencement. Reports were made to the appropriate authority and the matter has since been resolved.

LEGAL/POLICY IMPLICATIONS:

Section 7.13(1) of the *Local Government Act 1995* contains provisions for the making of regulations requiring local governments to undertake an audit of compliance whether of a financial nature or not. The *Local Government (Audit) Regulations 1996* make completion and submission of the return mandatory.

12.1 ANNUAL COMPLIANCE AUDIT RETURN 2019

Local Government Act 1995**7.13. Regulations as to audits**

- (1) Regulations may make provision -
- (aa) as to the functions of the CEO and the audit committee in relation to audits carried out under this Part and reports made on those audits;
 - (ab) as to the functions of audit committees, including the selection and recommendation of an auditor;
 - (ac) as to the procedure to be followed in selecting an auditor;
 - (ad) as to the contents of the annual report to be prepared by an audit committee;
 - (ae) as to monitoring action taken in respect of any matters raised in a report by an auditor;
 - (a) with respect to matters to be included in agreements between local governments and auditors;
 - (b) for notifications and reports to be given in relation to agreements between local governments and auditors, including any variations to, or termination of such agreements;
 - (ba) as to the copies of agreements between local governments and auditors being provided to the Department;
 - (c) as to the manner in which an application may be made to the Minister for approval as an auditor;
 - (d) in relation to approved auditors, for —
 - (i) reviews of, and reports on, the quality of audits conducted;
 - (ii) the withdrawal by the Minister of approval as an auditor;
 - (iii) applications to the State Administrative Tribunal for the review of decisions to withdraw approval;
 - (e) for the exercise or performance by auditors of their powers and duties under this Part;
 - (f) as to the matters to be addressed by auditors in their reports;
 - (g) requiring auditors to provide the Minister with such information as to audits carried out by them under this Part as is prescribed;
 - (h) prescribing the circumstances in which an auditor is to be considered to have a conflict of interest and requiring auditors to disclose in their reports such information as to a possible conflict of interest as is prescribed;
 - (i) requiring local governments to carry out, in the prescribed manner and in a form approved by the Minister, an audit of compliance with such statutory requirements as are prescribed whether those requirements are —
 - (i) of a financial nature or not; or
 - (ii) under this Act or another written law.
- (2) Regulations may also make any provision about audit committees that may be made under section 5.25 in relation to committees.

Local Government (Audit) Regulations 1996**13. Prescribed statutory requirements for which compliance audit needed (Act s7.13(1)(i))**

For the purposes of section 7.13(1)(i) the statutory requirements set forth in the Table to this regulation are prescribed.

12.1 ANNUAL COMPLIANCE AUDIT RETURN 2019

Table

Local Government Act 1995		
s. 3.57	s. 3.58(3) and (4)	s. 3.59(2), (4) and (5)
s. 5.16	s. 5.17	s. 5.18
s. 5.36(4)	s. 5.37(2) and (3)	s. 5.42
s. 5.43	s. 5.44(2)	s. 5.45(1)(b)
s. 5.46	s. 5.67	s. 5.68(2)
s. 5.70	s. 5.73	s. 5.75
s. 5.76	s. 5.77	s. 5.88
s. 5.103	s. 5.120	s. 5.121
s. 7.1A	s. 7.1B	s. 7.3
s. 7.6(3)	s. 7.9(1)	s. 7.12A
Local Government (Administration) Regulations 1996		
r. 18A	r. 18C	r. 18E
r. 18F	r. 18G	r. 19
r. 22	r. 23	r. 28
r. 34B	r. 34C	
Local Government (Audit) Regulations 1996		
r. 7	r. 10	
Local Government (Elections) Regulations 1997		
r. 30G		
Local Government (Functions and General) Regulations 1996		
r. 7	r. 9	r. 10
r. 11A	r. 11	r. 12
r. 14(1), (3) and (5)	r. 15	r. 16
r. 17	r. 18(1) and (4)	r. 19
r. 21	r. 22	r. 23
r. 24	r. 24AD(2), (4) and (6)	r. 24AE
r. 24AF	r. 24AG	r. 24AH(1) and (3)
r. 24AI	R24E	r. 24F
Local Government (Rules of Conduct) Regulations 2007		
r. 11		

14. Compliance audits by local governments

- (1) A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.
- (2) After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.
- (3A) The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.

12.1 ANNUAL COMPLIANCE AUDIT RETURN 2019

- (3) *After the audit committee has reported to the council under subregulation (3A), the compliance audit return is to be -*
- (a) *presented to the council at a meeting of the council; and*
 - (b) *adopted by the council; and*
 - (c) *recorded in the minutes of the meeting at which it is adopted.*

15. Compliance audit return, certified copy of etc. to be given to Executive Director

- (1) *After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with -*
- (a) *a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and*
 - (b) *any additional information explaining or qualifying the compliance audit, is to be submitted to the Executive Director by 31 March next following the period to which the return relates.*
- (2) *In this regulation -*
- certified** *in relation to a compliance audit return means signed by —*
- (a) *the mayor or president; and*
 - (b) *the CEO.*

FINANCIAL/BUDGET IMPLICATIONS:

There were no financial implications identified as a consequence of this report.

ASSET MANAGEMENT IMPLICATIONS:

There were no asset management implications identified as a consequence of this report.

ENVIRONMENTAL IMPLICATIONS:

There were no environmental implications identified as a consequence of 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	5.8 Apply best practice principles and processes to maximise efficiencies and quality

COMMUNITY ENGAGEMENT:

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

12.1 ANNUAL COMPLIANCE AUDIT RETURN 2019

RISK IMPLICATIONS:

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

Risk Event	Non compliance with the requirements of the <i>Local Government Act 1995</i> , Section 7.13(i) and <i>Local Government (Audit) Regulations 1996</i> , Regulations 13 – 15.
Risk Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Effect/Impact	Compliance
Risk Assessment Context	Operational
Consequence	Moderate
Likelihood	Unlikely
Rating (before treatment)	Moderate
Risk Treatment in place	Avoid - remove cause of risk
Response to risk treatment required/in place	Ensure that the Compliance Return is completed annually.
Rating (after treatment)	Low

COUNCIL DECISION

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MOVED CR M ROWSE**SECONDED CR S LEE**

That Council:

1. Reviews the Compliance Audit Return 2019.
2. Adopts the amended Compliance Audit Return 2019 as detailed in Attachment A.

CARRIED
8/0

NOTE – That the Audit Committee recommendation has been amended at point 2, to adopt the amended Attachment A which has been updated to include additional information in the Finance comments section at no's 7, 8 and 9.



Kwinana - Compliance Audit Return 2019

Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government, Sport and Cultural Industries together with a copy of section of relevant minutes.

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2019?	N/A	The City does not have any major trading undertakings.	Kelli Hayward
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2019?	N/A	The City does not have any major land transactions.	Kelli Hayward
3	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2019?	N/A	The City does not have any major land transactions.	Kelli Hayward
4	s3.59(4)	Has the local government complied with public notice and publishing requirements of each proposal to commence a major trading undertaking or enter into a major land transaction for 2019?	N/A	The City does not have any major trading undertakings.	Kelli Hayward
5	s3.59(5)	Did the Council, during 2019, resolve to proceed with each major land transaction or trading undertaking by absolute majority?	N/A	The City does not have any major trading undertakings/major land transactions.	Kelli Hayward

Delegation of Power / Duty					
No	Reference	Question	Response	Comments	Respondent
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority?	Yes	Resolved by majority at meeting of 25 September 2019.	Victoria Patton
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing?	Yes	All delegations to committees are contained in the 'Register of Delegated Authority - Local Government to Chief Executive Officer, Officers and Committees 2019'.	Victoria Patton
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17?	Yes	Page 3 of the 'Register of Delegated Authority - Local Government to Chief Executive Officer, Officers and Committees 2019' details limits on delegated power in accordance with the LGA.	Victoria Patton



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No	Reference	Question	Response	Comments	Respondent
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations?	Yes	All delegations to committees are recorded in the 'Register of Delegated Authority - Local Government to Chief Executive Officer, Officers and Committees 2019'.	Victoria Patton
5	s5.18	Has Council reviewed delegations to its committees in the 2018/2019 financial year?	Yes	Reviewed by Council at its ordinary meeting of 25 September 2019.	Victoria Patton
6	s5.42(1), 5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act?	Yes	Page 3 of the 'Register of Delegated Authority - Local Government to Chief Executive Officer, Officers and Committees 2019' details limits on delegated power in accordance with the LGA.	Victoria Patton
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority?	Yes	Resolved by majority at meeting of 25 September 2019.	Victoria Patton
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing?	Yes	All delegations to CEO are contained in 'Register of Delegated Authority - Local Government to Chief Executive Officer, Officers and Committees 2019' and 'Register of Delegated Authority - Local Government to Officers 2019'.	Victoria Patton
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes	All CEO delegations are contained in the 'Register of Delegated Authority - Chief Executive Officer to Officer Sub-Delegations 2019'.	Victoria Patton
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority?	Yes	No amendment or revocation of Council delegations occurred in 2019 (excluding Councils annual review of delegations dated 25 September 2019)	Victoria Patton



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No	Reference	Question	Response	Comments	Respondent
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees?	Yes	All delegations to CEO are contained in 'Register of Delegated Authority - Local Government to Chief Executive Officer, Officers and Committees 2019' and 'Register of Delegated Authority - Local Government to Officers 2019'. All delegations by the CEO are contained in the 'Register of Delegated Authority - Chief Executive Officer to Officer Sub-Delegations 2019' and 'Register of Delegated Authority - Local Government to Officers 2019'.	Victoria Patton
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2018/2019 financial year?	Yes	All Council delegations were reviewed by them at their meeting of 25 September 2019. All CEO delegations were subsequently reviewed on 26 September 2019.	Victoria Patton
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required?	Yes	Attain software used by all committees and staff holding delegations for recording uses of their power. Staff undergo training and random checking of records in undertaken.	Victoria Patton

Disclosure of Interest

No	Reference	Question	Response	Comments	Respondent
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68)?	Yes		Michelle Bell
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings?	Yes		Michelle Bell
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made?	Yes		Michelle Bell
4	s5.73	Where the CEO had an interest relating to a gift under section 5.71A(1), was written notice given to the Council?	Yes	There were no instances where the CEO was required to give this notice.	Michelle Bell



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No	Reference	Question	Response	Comments	Respondent
5	s5.73	Where the CEO had an interest relating to a gift in a matter in respect of a report another employee is providing advice on under section 5.71A (3), was the nature of interest disclosed when the advice or report was provided?	Yes	There were no instances where the CEO was required to give this notice.	Michelle Bell
6	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day?	Yes	Only One new Elected Member was appointed at the Ordinary Elections in 2019 and they completed the Primary Return within three months of their start date.	Michelle Bell
7	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day?	No	One Officer failed to lodge a Primary Return within three months of their start date due to mitigating circumstances. This was reported to the appropriate authority and the matter was closed.	Michelle Bell
8	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2019?	Yes	All continuing elected members completed their Annual Return by 31 August 2019.	Michelle Bell
9	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2019?	Yes	All continuing employees completed their Annual Return by 31 August 2019.	Michelle Bell
10	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return?	Yes	The CEO / Mayor provided written acknowledgement for receipt of all primary and annual returns as required by this section.	Michelle Bell
11	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76?	Yes		Michelle Bell
12	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28?	Yes		Michelle Bell
13	s5.89A Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under section 5.71A, in the form prescribed in Administration Regulation 28A?	Yes		Michelle Bell
14	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76?	Yes	All persons ceasing to be relevant persons are removed from the Register.	Michelle Bell



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No	Reference	Question	Response	Comments	Respondent
15	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee?	Yes	All persons ceasing to be relevant persons are removed from the Register.	Michelle Bell
16	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes?	Yes	Minutes record the nature of interest disclosed at Council Meetings.	Michelle Bell
17	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report?	Yes		Michelle Bell
18	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee?	Yes		Michelle Bell
19	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees?	Yes	A register is retained and published on the City website.	Michelle Bell

Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5))?	Yes		Michelle Bell
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property?	Yes		Michelle Bell



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Elections

No	Reference	Question	Response	Comments	Respondent
1	Elect Reg 30G (1) (2)	Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the candidates?	Yes		Michelle Bell
2	Elect Reg 30G(3) & (4)	Did the CEO remove any 'disclosure of gifts' forms relating to an unsuccessful candidate or a successful candidate that completed the term of office from the electoral gift register, and retain those forms separately for a period of at least 2 years?	Yes		Michelle Bell

Finance

No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act?	Yes	Council Decision 008 23/10/2019	Kelli Hayward
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority?	N/A		Kelli Hayward
3	s7.3(1)	Was the person(s) appointed by the local government under s7.3(1) to be its auditor, a registered company auditor?	Yes	OAG appointed Moore Stephens	Kelli Hayward
4	s7.3(1), 7.6(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council?	N/A	OAG Appointed auditor	Kelli Hayward
5	Audit Reg 10	Was the Auditor's report(s) for the financial year(s) ended 30 June received by the local government within 30 days of completion of the audit?	Yes	Audit report dated 29/11/2019, received by Council 11/12/2019	Kelli Hayward
6	s7.9(1)	Was the Auditor's report for the financial year ended 30 June 2019 received by the local government by 31 December 2019?	Yes	Report received by Council at OCM 11/12/2019	Kelli Hayward
7	S7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken, did the local government, ensure that appropriate action was undertaken in respect of those matters?	Yes	Actions outlined in Report to Audit Committee dated 9/12/2019 & OCM 11/12/2019	Kelli Hayward



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No	Reference	Question	Response	Comments	Respondent
8	S7.12A (4)	Where the auditor identified matters as significant in the auditor's report (prepared under s7.9(1) of the Act), did the local government prepare a report stating what action had been taken or it intended to take with respect to each of the matters and give a copy to the Minister within 3 months after receipt of the audit report?	No	Emailed to department 20/03/2020	Kelli Hayward
9	S7.12A (5)	Within 14 days after the local government gave a report to the Minister under s7.12A(4)(b), did the CEO publish a copy of the report on the local government's official website?	Yes	Reports were published on the City's Website in the minutes of Audit Committee 11/12/2019 & OCM 18/12/2019	Kelli Hayward
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit?	Yes	Audit Strategy Memorandum provided.	Kelli Hayward
11	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit?	Yes		Kelli Hayward
12	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit?	Yes		Kelli Hayward
13	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor?	Yes		Kelli Hayward
14	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor?	Yes		Kelli Hayward



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Integrated Planning and Reporting

No	Reference	Question	Response	Comments	Respondent
1	s5.56 Admin Reg 19DA (6)	Has the local government adopted a Corporate Business Plan. If Yes, please provide adoption date of the most recent Plan in Comments?	Yes	The City adopted the Corporate Business Plan at its Ordinary Council Meeting held on 26 June 2019.	Victoria Patton
2	s5.56 Admin Reg 19DA (4)	Has the local government reviewed the Corporate Business Plan in the 2018-2019 Financial Year. If Yes, please provide date of Council meeting the review was adopted at?	Yes	The City adopted the Corporate Business Plan at its Ordinary Council Meeting held on 26 June 2019.	Victoria Patton
3	s5.56 Admin Reg 19C	Has the local government adopted a Strategic Community Plan. If Yes, please provide adoption date of the most recent Plan in Comments?	Yes	The City adopted the Strategic Community Plan at its Ordinary Council Meeting held on 26 June 2019.	Victoria Patton
4	s5.56 Admin Reg 19C (4)	Has the local government reviewed the current Strategic Community Plan. If Yes, please provide date of most recent review by Council in Comments. Note: If the current Strategic Community Plan was adopted after 1/1/2016, please respond N/A and provide adoption date in Comments?	No	Next major review due 30 June 2021.	Victoria Patton
5	S5.56 Admin Reg 19DA (3)	Has the local government developed an Asset Management Plan(s) that covers all asset classes. If Yes, please provide the date of the most recent Plan adopted by Council in Comments?	Yes	Asset Management Strategy adopted on the 11 December 2019	Victoria Patton
6	S5.56 Admin Reg 19DA (3)	Has the local government developed a Long Term Financial Plan. If Yes, please provide the adoption date of the most recent Plan in Comments?	Yes	11 December 2019	Victoria Patton
7	S5.56 Admin Reg 19DA (3)	Has the local government developed a Workforce Plan. If Yes, please provide adoption date of the most recent Plan in comments?	Yes	Not adopted.	Victoria Patton



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Local Government Employees					
No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised?	Yes	CEO selection and appointment process endorsed by Council at OCM 14 Aug 2019 - prior to advertising vacancy.	Victoria Patton
2	s5.36(4) s5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A?	Yes	Only recruitment activity (vacancy) was for CEO position and complied with legislation.	Victoria Patton
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4)?	N/A	Recruitment process has commenced but not yet finalised - still progressing appointment. This will be reported on the Compliance Audit Return 2020.	Victoria Patton
4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only)?	N/A	Recruitment process has commenced but not yet finalised - still progressing appointment. This will be reported on the Compliance Audit Return 2020.	Victoria Patton
5	s5.37(2)	Did the CEO inform Council of each proposal to employ or dismiss a designated senior employee?	N/A	Nil Activity in this Audit Return period.	Victoria Patton



Official Conduct					
No	Reference	Question	Response	Comments	Respondent
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer?	N/A	The CEO is the Complaints Officer.	Michelle Bell
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c)?	N/A		Michelle Bell
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made?	Yes		Michelle Bell
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint?	Yes		Michelle Bell
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred?	Yes		Michelle Bell
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) or (c)?	Yes		Michelle Bell



Optional Questions

No	Reference	Question	Response	Comments	Respondent
1	Financial Management Reg 5 (2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with Local Government (Financial Management) Regulation 5 (2)(c) within the 3 years prior to 31 December 2019? If yes, please provide date of Council resolution in comments?	Yes	28 June 2017	Victoria Patton
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Local Government (Audit) Regulation 17 within the 3 years prior to 31 December 2019? If yes, please provide date of Council resolution in comments?	Yes	28 November 2018	Victoria Patton
3	Financial Management Reg 5A.	Did the local government provide AASB 124 related party information in its annual report(s) tabled at an electors meeting(s) during calendar year 2019?	Yes		Kelli Hayward
4	S6.4(3)	Did the local government submit to its auditor by 30 September 2019 the balanced accounts and annual financial report for the year ending 30 June 2019?	Yes		Kelli Hayward

Tenders for Providing Goods and Services

No	Reference	Question	Response	Comments	Respondent
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2))?	Yes		Michelle Bell
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract?	Yes		Michelle Bell
3	F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice?	Yes		Michelle Bell
4	F&G Reg 14 & 15	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16?	Yes		Michelle Bell



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No	Reference	Question	Response	Comments	Respondent
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation?	Yes		Michelle Bell
6	F&G Reg 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Reg 16?	Yes		Michelle Bell
7	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender?	Yes		Michelle Bell
8	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria?	Yes		Michelle Bell
9	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17 and did the CEO make the tenders register available for public inspection?	Yes		Michelle Bell
10	F&G Reg 19	Did the CEO give each tenderer written notice advising particulars of the successful tender or advising that no tender was accepted?	Yes		Michelle Bell
11	F&G Reg 21 & 22	Did the local governments advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22?	Yes		Michelle Bell
12	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice?	Yes		Michelle Bell
13	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services?	Yes		Michelle Bell
14	F&G Reg 24	Did the CEO give each person who submitted an expression of interest, a notice in writing in accordance with Functions & General Regulation 24?	Yes		Michelle Bell
15	F&G Reg 24AC (1) & (2)	Has the local government established a policy on procurement of goods and services from pre-qualified suppliers in accordance with the regulations?	No		Michelle Bell
16	F&G Reg 24AD(2)	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice?	N/A		Michelle Bell
17	F&G Reg 24AD(4) & 24AE	Did the local government's advertising and panel documentation comply with F&G Regs 24AD(4) & 24AE?	N/A		Michelle Bell



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No	Reference	Question	Response	Comments	Respondent
18	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16 as if the reference in that regulation to a tender were a reference to a panel application?	N/A		Michelle Bell
19	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application, given notice of the variation?	N/A		Michelle Bell
20	F&G Reg 24AH(1)	Did the local government reject the applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time specified in the invitation for applications?	N/A		Michelle Bell
21	F&G Reg 24AH(3)	In relation to the applications that were not rejected, did the local government assess which application (s) to accept and which application(s) were most advantageous to the local government to accept, by means of written evaluation criteria?	N/A		Michelle Bell
22	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers, comply with the requirements of F&G Reg 24AG?	N/A		Michelle Bell
23	F&G Reg 24AI	Did the CEO send each person who submitted an application, written notice advising if the person's application was accepted and they are to be part of a panel of pre-qualified suppliers, or, that the application was not accepted?	N/A		Michelle Bell
24	F&G Reg 24E	Where the local government gave a regional price preference, did the local government comply with the requirements of F&G Reg 24E including the preparation of a regional price preference policy?	N/A		Michelle Bell
25	F&G Reg 24F	Did the local government comply with the requirements of F&G Reg 24F in relation to an adopted regional price preference policy?	N/A		Michelle Bell
26	F&G Reg 11A	Does the local government have a current purchasing policy that comply with F&G Reg 11A(3) in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$150,000 or less?	Yes		Michelle Bell



Department of
**Local Government, Sport
and Cultural Industries**

No	Reference	Question	Response	Comments	Respondent
27	F&G Reg 11A	Did the local government comply with it's current purchasing policy in relation to the supply of goods or services where the consideration under the contract is, or is expected to be \$150,000 or less or worth \$150,000 or less?	Yes		Michelle Bell

I certify this Compliance Audit return has been adopted by Council at its meeting on

Signed Mayor / President, Kwinana

Signed CEO, Kwinana

13 Enbloc reports:

Nil

14 Reports - Community

Nil

15 Reports – Economic

15.1 Local Commercial Support Grant Policy

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

In light of recent economic downturns related to the COVID-19 virus, City Officers have reviewed the existing Local Commercial and Activity Centre Grants Policy to address how it could be expanded to provide additional support for local businesses. The new Local Commercial Support Grant policy (Attachment A) is proposed as a mechanism to drive local investment in commercial centres in Kwinana and support local goods and service providers.

It is also proposed to increase investment in marketing of the value and benefits of shopping local.

OFFICER RECOMMENDATION:

That Council:

1. Rescind the Local Commercial and Activity Centre Grants Policy
2. Adopt the Local Commercial Support Grant policy as detailed in Attachment A
3. Rename the Local Commercial and Activity Centre Grants Funding Panel the Local Commercial Support Grant Panel, noting that the members will be responsible for awarding the Local Commercial Support Grants.
4. Amend Council delegation 1.22, as at Attachment B.

NOTE – AN ABSOLUTE MAJORITY OF COUNCIL IS REQUIRED

DISCUSSION:

Over the past three years, the City has run the Local Commercial and Activity Centre Grants, which invested in local areas in Medina, Calista, Orelia and Parmelia, in an effort to address the impact of higher investment in community centres in other locations around the City. The program has invested significant amounts in local businesses and has seen improved outcomes related to removing of obtrusive security measures and upgrades to the facades and signage of local businesses.

The grant program, while somewhat popular, has been under-allocated in the past two years, and there is a need to encourage investment in other areas in the City, where there has been unfavourable economic conditions in the past twelve months.

The impact of COVID-19 is also being felt by businesses. While the Federal Government is pursuing funding packages to support business during this time, the City has a role to play in working with local businesses to encourage continued investment and trading.

15.1 LOCAL COMMERCIAL SUPPORT GRANT POLICY

The proposed grants fund up to \$1,000 for goods or services that will improve the quality of the business offering, through changes such as removing obtrusive security measures, development of the public realm, improved e-commerce functionality or any other measure that would support the ongoing viability of the business. Stock, wages and running costs are not eligible.

The policy emphasises the importance of local procurement. This should reinforce local supply chains and potentially allow new networks to develop at the local level. The grants are to be run as a competitive expression of interest, with the program to be open for a fortnight following adoption by Council, and the grants to be awarded and expended as soon as possible. If the grants are not fully expended, the program will continue to receive applications on an as comes basis.

Applications will be determined in accordance with the methodology set out in the policy and it is recommended that the Local Commercial and Activity Centre Grants Panel be renamed and repurposed to this new grant program.

Based on the feedback from the current grant program, City Officers have recommended removing some of the more onerous requirements of the grant application, in particular the requirement to demonstrate solvency by producing the current financial of the business. As the grant is paid as a reimbursement, there is no risk to the City with regard to the funding being defaulted upon and, therefore, any comfort that the financial may give to the City is unnecessary. Also, with the reduced amount of \$1,000, the grants are designed to be expended quickly, without overly complicated applications. Successful applications would still be required to enter into a legal agreement with the City.

A funding pool of \$30,000 has been set aside for the funding program, with additional funding earmarked for 2020/21 financial year, subject to Council approval of the forthcoming budget.

In addition to the actions taken in the policy, City Officers will look at other actions to encourage residents to continue to support local businesses, such as social media reminders to shop local. City Officers will divert unspent Consultant budget towards this undertaking, with collateral to be developed internally and promotion of local shopping and businesses to be rolled out through social media platforms and signage, where appropriate.

The delegated authority related to the policy implementation has been recommended for modification to reflect the new policy. The delegation will also be amended to remove the requirement for the CEO to sign each agreement, as this can impact on the timeliness of the delivery of the grants.

LEGAL/POLICY IMPLICATIONS:

There are no specific provisions in the *Local Government Act 1995* (the Act) relating to the distribution of grants by local governments. However, authority for such a grant program can be found in sections 3.1 and 3.18 of the Act

15.1 LOCAL COMMERCIAL SUPPORT GRANT POLICY

With regard to delegations the Act states:

5.16. Delegation of some powers and duties to certain committees

(1) *Under and subject to section 5.17, a local government may delegate* to a committee any of its powers and duties other than this power of delegation.*

** Absolute majority required.*

FINANCIAL/BUDGET IMPLICATIONS:

The funding package of \$30,000 is proposed to be funded from the Programs and Activities Economic Development budget. An additional \$10,000 for the promotion of a “shop local” campaign will be secured from the Consultancy Economic Development budget, with the development work to be undertaken in house.

ASSET MANAGEMENT IMPLICATIONS:

There are no asset management implications related to this item.

ENVIRONMENTAL IMPLICATIONS:

There are no asset management implications related to this item.

STRATEGIC/SOCIAL IMPLICATIONS:

This proposal will support the achievement of the following outcome and objective detailed in the Strategic Community Plan.

Plan	Outcome	Objective
Strategic Community Plan 2019 – 2029	A thriving local economy	2.5 Stimulate economic development and encourage diversification

COMMUNITY ENGAGEMENT:

City Officers will liaise directly with eligible businesses as well as using social media to promote the grants.

PUBLIC HEALTH IMPLICATIONS

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

15.1 LOCAL COMMERCIAL SUPPORT GRANT POLICY**RISK IMPLICATIONS:**

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

Risk Event	Businesses will be significantly disrupted by the current global economic conditions.
Risk Theme	Business and community disruption
Risk Effect/Impact	Reputation
Risk Assessment Context	Strategic
Consequence	Major
Likelihood	Almost Certain
Rating (before treatment)	Extreme
Risk Treatment in place	Reduce - mitigate risk
Response to risk treatment required/in place	While the policy will not change the rating of this risk, it serves to strengthen local supply chains and the City will have done its part to support local businesses at this time.
Rating (after treatment)	Extreme

COUNCIL DECISION**118****MOVED CR D WOOD****SECONDED CR W COOPER**

That Council:

- 1. Rescind the Local Commercial and Activity Centre Grants Policy**
- 2. Adopt the Local Commercial Support Grant policy as detailed in Attachment A**
- 3. Rename the Local Commercial and Activity Centre Grants Funding Panel the Local Commercial Support Grant Panel, noting that the members will be responsible for awarding the Local Commercial Support Grants.**
- 4. Amend Council delegation 1.22, as at Attachment B.**
- 5. Council note that this grant will now be used as part of local economic recovery efforts, with the timing and delivery of the grant to be determined by the Chief Executive Officer.**

CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL

8/0

NOTE – That the Officer recommendation has been amended to include point 5.

Council Policy

Local Commercial Support Grants



Council Policy

Local Commercial Support Grants

Insert TRIM No
D20/13561

- 1. Title**
Local Commercial Support Grants
- 2. Purpose**
The City of Kwinana recognises that the Local Commercial centres in Kwinana play an important role in the quality of life of the community. The continued role of the our shopping precincts support the vitality of our City and are an important source of employment for local residents. The purpose of these grants are to encourage investment in local business that will support the growth of local commercial businesses. The grant funds will be allocated on a competitive basis via and Expression of Interest (EOI) process.
- 3. Scope**
The policy applies to retail businesses within the City of Kwinana that meet the eligibility criteria of the Policy.

The Policy shall be reviewed following a period of three years. Funding for the program is subject to annual budget allocations as determined by Council.
- 4. Definitions**
Retail Business means – an approved shop, local shop, liquor store, health studio, eating house, fish shop, tavern, showroom or trade display as defined in the City of Kwinana Local Planning Scheme No.2.
- 5. Policy Statement**
The Policy also requires the formation of a selection panel comprised of three elected members, and two City Officers to be appointed by the CEO, who will assess the applications against the eligibility assessment criteria for the Local Commercial Support Grants program.
 - 5.1 The following expense will be considered for grant funding under this Policy:**
 - 5.1.1** The removal and replacement of obtrusive security features to make the property more inviting, while providing the necessary security;
 - 5.1.2** External improvements permanently affixed to the property (permanent outdoor signage is an eligible expense) or works directly upon the external premises (must have building owner's written consent);
 - 5.1.3** Enhanced public realm (for which a broad definition shall apply) and will include, but not be limited to, improvements or creation of alfresco areas or enhanced landscaping, such as a flower bed;
 - 5.1.4** The development of websites with e-commerce functions such as sales or booking features.
 - 5.1.5** Installation of security features such as lighting, CCTV or alarm systems.

- 5.1.6** Any other project, that in the opinion of the selection panel, is consistent with the intent of the policy.

5.2 In order to be eligible for a grant, a business must meet the following criteria:

- 5.2.1 Applications are to a maximum contribution of \$1000 (plus GST) from the City of Kwinana.
- 5.2.2 Have ownership of the premise or a lease for at least 12 months from the time of approval, or demonstrate an ongoing rental arrangement confirmed in writing by the owner of the property, that is acceptable to the panel;
- 5.2.3 Have all current, or be able to obtain, insurances, permits and licences for business operation, including being registered by the City of Kwinana and holding an ABN. These approvals must be obtained prior to any application being approved;
- 5.2.4 Have all current, or be able to obtain, insurances, permits and licences for the works proposed. These approvals must be obtained prior to any funds being dispersed;
- 5.2.5 All grant applications must have a written quote for the work. Grants will not be given for works already undertaken. (Disbursement of grant funding will only occur on receipt of final paid invoice);
- 5.2.6 The grant will not fund operational expenses such as wages, stock or marketing;
- 5.2.7 The applicant must be the owner-operator of that business location (franchises are eligible);
- 5.2.8 The project must be complete three months from project approval unless otherwise approved by the City;
- 5.2.9 Goods or services should be procured from businesses within the City of Kwinana (unless exceptional circumstances preclude this);
- 5.2.10 The applicant or owner not be a member of Council or an employee of the City, or a closely associated person of a Councillor or employee of the City, as defined in Section 5.62 of the Local Government Act 1995; and
- 5.2.11 Successful applicants must enter into an agreement with the City. The agreement must include the following information:
- agreement to allow the City to promote the program, the City's support and the outcomes through the City's media;
 - agreed scope of benefits to the business and the community;
 - acquittal of funding; and
 - provision to the City, on a date determined within the agreement, of the achieved benefit as a result of the grant funding.

5.3 The Local Commercial Support Grant funds will be distributed based upon merit with evaluation based upon:

- 5.3.1** The leveraging of private funds as a result of the grant;
- 5.3.2** The goods or services being procured from businesses within the City of Kwinana;
- 5.3.3** The extent to which the proposal brings new products or services to the community;
- 5.3.4** The extent to which the proposal demonstrates financial viability or sound management;
- 5.3.5** The extent to which the project is ready to be implemented (investment ready);
- 5.3.6** The equal distribution of the funds based upon geographic location (to the degree that this is practical based upon quality of submissions);
- 5.3.7** The maximum grant allocated to an individual project will be \$1,000;
- 5.3.8** Preference will be given to applicants who have not received funding from previous grants from the City;
- 5.3.9** Preference will be given to applications that focus on the external aesthetics of the premises and the amenity of the area.
- 5.3.10** An evaluation matrix is included in Appendix One.

5.4 Where a proposal indicates procurement of products from outside the boundaries of the City of Kwinana, the City may approve the application conditional on procuring the goods and services, in part or in full, from businesses within the City of Kwinana, where goods or services of a similar price and quality are available.

6. Financial/Budget Implications

This grant funding program will be subject to allocations as determined by Council in its annual budget.

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

Plan	Outcome	Objective
Strategic Community Plan 2019 - 2029	A thriving local economy	2.5 Stimulate economic development and encourage diversification

10. Occupational Safety and Health Implications

There are no specific OSH implications associated with this Policy.

11. Risk Assessment

Risk Event	Inadequate EOI process leaves applicants feeling that the process was somehow unfair and that the best outcomes were not achieved.
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Risk Theme	Inadequate engagement practices
Risk Effect/Impact	Financial Reputation
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	Transparent application and selection process which provides clear and equitable assessment of projects that enhance services within the community through development of a robust policy.
Rating (after treatment)	Low

12. References

Name of Policy	Local Commercial Support Grants
Date of Adoption and resolution No	
Review dates and resolution No #	Nil
New review date	Prior to March 2023
Legal Authority	There are no specific provisions in the <i>Local Government Act 1995</i> relating to the distribution of grants by local governments. However, authority for such a grant programme can be found by reading together sections 3.1 and 3.18 of the <i>Local Government Act 1995</i> .
Directorate	City Strategy
Department	Economic Development
Related documents	<p>Acts/Regulations <i>Local Government Act 1995</i></p> <p>Plans/Strategies Strategic Community Plan 2019 – 2029 Corporate Business Plan 2019 – 2024</p> <p>Policies Nil</p> <p>Work Instructions To be written</p>

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Note: Changes to References may be made without the need to take the Policy to Council for review.

Appendix One

Evaluation Matrix

Each application will be scored by the *Commercial Support Grant Panel* by the following evaluation matrix. All scores will then be added to create a final score to rank applications.

Criteria	Maximum Score
The leveraging of private funds as a result of the grant	20
Goods or services procured from businesses within City of Kwinana	30
The extent to which the proposal brings new products or services to the community;	10
The extent to which the proposal demonstrates financial viability or sound management;	10
The extent to which the project is ready to be implemented (investment ready);	10
The extent to which the project improves the amenity of an area;	10
The equal distribution of the funds based upon geographic location (to the degree that this is practical based upon quality of submissions);	10
SUBTOTAL	
If no previous grant secured in previous round	+20% OF SUBTOTAL
If outcome is focused on external aesthetics	+20% OF SUBTOTAL
TOTAL	

1.22 Authorised to enter into an agreement on behalf of the City of Kwinana, with any successful applicants of a Local Commercial and Activity Centre Improvement Support Grant	
Function to be performed:	Authorised to enter into an agreement on behalf of the City of Kwinana, with any successful applicants of a Local Commercial and Activity Centre Improvement Support Grant.
Legislative power or duty delegated:	Local Government Act 1995 - Part 9, Division 3 s9.49A(4) Execution of documents
Legislative Power to Delegate:	Local Government Act 1995 s5.42 Delegation of some powers to the CEO
Date Delegation made or reviewed:	12 July 2017 Council Resolution #541 13 June 2018 Council Resolution #196 25 September 2019 Council Resolution #566
Delegation to:	Chief Executive Officer
Conditions and Exceptions:	In accordance with the requirements of the Local Commercial and Activity Centre Improvement Support Grant Funding Policy.
Statutory Power to sub-delegate:	<p>This Authority is not to be sub-delegated.</p> <p><u>Local Government Act 1995</u></p> <p><u>S5.44 CEO may delegate some powers and duties to other employees.</u></p>
Reporting Requirements:	<ol style="list-style-type: none"> Any exercise of this delegation is to be recorded in the Delegated Authority Register; and Where the common seal is affixed the details are to be recorded in the common seal register in accordance with the City's policies and work procedures.

16 Reports – Natural Environment

Nil

17 Reports – Built Infrastructure

17.1 Development Application for Petrol Filling Station, Eating House and Showrooms – Lots 397 and 398 Frederic Street and Lot 10 Dooley Street, Naval Base.

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

An application has been received for a Petrol Filling Station, Eating House and Showrooms at Lots 397 and 398 Frederic Street and Lot 10 Dooley Street in Naval Base (subject site - refer to Attachments A - C). The subject lots are zoned 'Service Commercial' under the City's Local Planning Scheme No.2 (LPS2).

The development extends across all three lots with the intention that the lots would be amalgamated should the proposal be approved. Lots 397 and 398 Frederic Street are currently vacant while an unused hardstand area and outbuilding structure exists on Lot 10 Dooley Street. The proposed development addresses Rockingham Road, however all vehicular access in and out of the subject site is from Dooley and Frederic Streets.

The proposed development meets relevant planning requirements and objectives for the wider Naval Base area. The proposed land uses are consistent with the objectives of LPS2 and the Service Commercial zone.

An aspect of the application that has proved problematic has been traffic movement and management around the subject site as the development abuts Rockingham Road which is controlled by Main Roads Western Australia (MRWA) as a Primary Regional Road. It is an important north - south traffic roadway through the City's industrial area.

In this respect, the application put to the City only applies to the subject lots and affects the adjoining roads of Dooley Street and Frederic Street in respect to access and egress from the subject site. It does not include the Rockingham Road reserve albeit that the proponent is likely to liaise with MRWA in the future to seek support for movement into and out of Rockingham Road. As such, City Officers have assessed the application without reference to any movement to or from Rockingham Road. The City's Engineering Department is satisfied that access/egress requirements are met via the local road system and do not require any linkages to Rockingham Road.

Nonetheless, the application was referred to MRWA for comment as the application had shown some conceptual modifications for linkages to Rockingham Road from Dooley and Frederic Streets but outside the boundary of the application.

MRWA advised that it does not support any modifications to the intersections of Dooley and Frederic Street in the Rockingham Road reserve. City Officers acknowledge the advice from MRWA and to ensure appropriate clarity, are recommending that any approval for the application include a condition which makes it clear that any works and/or modifications to road intersections on or affecting Rockingham Road outside the development area is not part of the application. Ultimately, it will be up to the proponent to make a case to MRWA to reassess its position on connections to Rockingham Road.

The application is therefore recommended for approval subject to conditions.

17.1 DEVELOPMENT APPLICATION FOR PETROL FILLING STATION, EATING HOUSE AND SHOWROOMS – LOTS 397 AND 398 FREDERIC STREET AND LOT 10 DOOLEY STREET, NAVAL BASE.

OFFICER RECOMMENDATION:

That Council approve a Petrol Filling Station, Eating House and Showrooms at Lots 397 and 398 Frederic Street and Lot 10 Dooley Street in Naval Base (Attachments C to M), subject to the following conditions and advice:

CONDITIONS:

- (1) This approval is for the development of a Petrol Filling Station, Eating House and Showrooms at Lots 397 and 398 Frederic Street and Lot 10 Dooley Street only. This approval does not include modifications to roads and/or intersection arrangements outside the boundaries of Lots 397 and 398 Frederic Street and Lot 10 Dooley Street.
- (2) Lots 397 and 398 Frederic Street and Lot 10 Dooley Street are to be amalgamated prior to lodgement of a building permit application.
- (3) The premises being kept in a neat/tidy condition at all times by the owner/occupier to the satisfaction of the City of Kwinana.
- (4) Stormwater drainage from roofed and paved areas being disposed of on-site or as may otherwise be approved under Environmental Protection Authority (EPA) Licence conditions or approved Stormwater Management Plan.
- (5) The proponent shall implement dust control measures for the duration of site and construction works to the satisfaction of the City of Kwinana.
- (6) The provision of vehicle parking bays as defined on the approved development plans in accordance with AS2890, to be clearly marked on the ground and constructed of bitumen, brick or concrete and drained prior to occupation of the development to the satisfaction of the City of Kwinana.
- (7) Crossovers shall be of concrete construction and located to the specifications and satisfaction of the City of Kwinana.
- (8) All existing and proposed trafficked routes within the subject lot are to be sealed and drained to comply with City of Kwinana trafficable area specifications.
- (9) The proponent shall meet the requirements of Local Planning Policy 5 – Development Contribution Towards Public Art through one of the following options:
 - a. Prior to the lodgement of a building permit, submit a Public Art Report in accordance with LPP No. 5 to the City of Kwinana that details the public art to be developed as a component of the development. Prior to the occupation of the development, the approved artwork shall be installed on site to the satisfaction of the City of Kwinana; or
 - b. Prior to the commencement of works, the proponent shall provide a financial contribution of \$24,000 to the City of Kwinana in lieu of installing art work on site to the satisfaction of the City of Kwinana.
- (10) Landscaping shall be installed in accordance with the approved landscaping plan.
- (11) Landscaping areas, vehicle parking spaces, access-ways, etc. are to be installed prior to occupying the proposed development and maintained thereafter by the owner/occupier to the satisfaction of the City of Kwinana.
- (12) Future signage for the development shall comply with the City of Kwinana's Local Planning Policy No. 9: Advertising Signage and shall be located in the area marked "Signage Panel" on the approved plans only.

17.1 DEVELOPMENT APPLICATION FOR PETROL FILLING STATION, EATING HOUSE AND SHOWROOMS – LOTS 397 AND 398 FREDERIC STREET AND LOT 10 DOOLEY STREET, NAVAL BASE.

- (13) The development shall at all times comply with the requirements and recommendations of the Bushfire Management Plan prepared by Strategen Environmental and dated March 2019, reference number: PIC18648_01 R001 (Rev 0) to the satisfaction of the City of Kwinana.
- (14) The proponent shall submit an application to the City of Kwinana Environmental Health Services and/or WA Department of Health for an approval to construct or install an apparatus for the treatment of sewage.
- (15) Bin storage and enclosures must comply with the requirements of the City's Health By-Laws for Refuse Collection and Disposal and the City's Waste Guidelines for New Developments and Multiple Dwellings.
- (16) This approval is valid for 24 months only. If development is not substantially commenced within this period, a fresh approval must be obtained before commencing or continuing with the development.

ADVICE NOTES:

- (1) Should the proponent be aggrieved by the decision or any condition imposed, a review may be lodged with the State Administrative Tribunal within 28 days of the date of this decision.
- (2) Any development on the subject site shall be designed and constructed to protect Western Power infrastructure and interests from potential land use conflict. The proponent is advised to refer to: <https://westernpower.com.au/safety/360-aware/industry-safety/>
- (3) The proponent is further advised that this is not a building permit and/or sign licence the City of Kwinana issues to enable construction to commence. A building permit/sign license is a separate City of Kwinana requirement and construction cannot be commenced until a building permit is obtained.
- (4) The proponent should ensure the proposed development complies with all other relevant legislation, including but not limited to, the *Environmental Protection Act 1986 and Regulations*, *Health (Miscellaneous Provisions) Act 1911 and Regulations*, and the *National Construction Code*.
- (5) In accordance with the *Draft Government Sewerage Policy (Government of Western Australia, 2016)*, the subject land is located within a sewage sensitive area. It is recommended that staff amenities are connected to a reticulated sewerage scheme, or if that is not available, secondary treatment system with nutrient removal.
- (6) The proponent shall arrange with the Water Corporation/service provider, the provision of a potable water supply service to be available to the development.
- (7) In relation to Condition 14, the City of Kwinana policy requires the installation of a nutrient retentive Aerobic Treatment Unit/Alternative Treatment System that complies with the environmental criteria of the State Environmental (Cockburn Sound) Policy 2015 (nitrogen retentive). The proponent is to ensure that adequate unencumbered, unsealed land within the approved building envelope (where applicable) is reserved for the effluent disposal system.
- (8) The existing onsite effluent disposal system/s shall be decommissioned in accordance with Regulation 21 of the *Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974*. A statutory declaration or a certificate of decommissioning, accompanied by a copy of the liquid waste disposal docket, shall be submitted to the City's Environmental Health Service on completion.

17.1 DEVELOPMENT APPLICATION FOR PETROL FILLING STATION, EATING HOUSE AND SHOWROOMS – LOTS 397 AND 398 FREDERIC STREET AND LOT 10 DOOLEY STREET, NAVAL BASE.

- (9) An application to construct or alter a food premises shall be completed and submitted to the City's Environmental Health Service for approval prior to the food business commencing construction/fit out. The food business shall comply with *Food Act 2008*, *Food Regulations 2009* and *Australian New Zealand Food Standards Code*.
- (10) In relation to Condition 15, enclosures shall be five (5) square metres in area as a minimum, enclosed by brick or concrete walls to a minimum height of 1.8 metres, with an opening of not less than one (1) metres width with a self-closing gate. The floor to be constructed with an impervious concrete floor not less than 76 millimetres thickness that is graded to a 100 millimetres diameter industrial waste connected to sewer or approved effluent disposal system. Bin enclosures may be required to be larger than the standards specified and can be subject to further specifications as required by the City of Kwinana.
- (11) All outdoor lighting must be installed and operated in accordance with Australian Standard AS 4282 "*Control of the Obtrusive Effects of Outdoor Lighting*" and the City of Kwinana's *Urban Environment and Nuisance Local Law*.

DISCUSSION:

Land Status

Local Planning Scheme No. 2: Service Commercial
Metropolitan Region Scheme: Industrial

Proposal

The City is in receipt of an application for a Petrol Filling Station, Eating House and three Showrooms at Lots 397 and 398 Frederic Street and Lot 10 Dooley Street in Naval Base (refer to Attachments A - C). Lots 397 and 398 Frederic Street are currently vacant while an unused hardstand area and outbuilding structure exists on Lot 10 Dooley Street. All lots are zoned 'Service Commercial' under the City's Local Planning Scheme No.2 (LPS2).

The proposed development fronts onto Rockingham Road (refer to Attachment Q), however all direct access in and out of the subject site is from Dooley and Frederic Streets. The proposal includes:

- Petrol filling station on the northern portion of the site;
 - Twelve (12) car refill bowsers
 - Two (2) truck refill bowsers
- Eating house;
- Three (3) x showrooms;
- Forty three (43) car parking bays;
- Two (2) truck parking bays and
- Bin store.

Local Planning Scheme No. 2

Land Use

The subject site is zoned 'Service Commercial' under LPS2. The proposed development is for three separate land uses on the site being Petrol Filling Station, Eating House and Showroom. The use permissibility for the three land uses proposed within the Service Commercial zone is outlined in the table below:

17.1 DEVELOPMENT APPLICATION FOR PETROL FILLING STATION, EATING HOUSE AND SHOWROOMS – LOTS 397 AND 398 FREDERIC STREET AND LOT 10 DOOLEY STREET, NAVAL BASE.

Use	Permissibility (as noted in LPS2)	Comment
Petrol Filling Station	AA	Council may exercise discretionary powers to determine a Petrol Filling Station in the Service Commercial zone.
Eating House	AA	Council may exercise discretionary powers to determine an Eating House in the Service Commercial zone.
Showroom	P	Showrooms are a Permitted use in the Service Commercial zone.

The proposed development is located within a strip of Service Commercial zoned land that fronts onto Rockingham Road (refer to Attachment Q). The intent of zoning these lots Service Commercial was primarily due to the exposure that Rockingham Road can offer larger scale, customer attracting businesses that are suitable within a wider industrial area. Therefore, Showroom uses are promoted within LPS2 through their classification as 'P' uses. Clause 6.6.2 of LPS2 further outlines the intention in controlling development within the Service Commercial zone as follows:

- (a) *Promote in the Service Commercial Zone Showroom uses.*
- (b) *Not permit in the Service Commercial Zone Shop uses.*

The proposal for three showrooms indicates that the development is indeed consistent with the intention of the Service Commercial zone. The proposed Eating House (referred to as a Lunch Room in Attachment C) and Petrol Filling Station are additional uses that will complement the showroom use. No Shop uses are proposed as part of the development and therefore the application is considered to be consistent with the overall intent of the Service Commercial zone.

Division 3 – Commercial Zones

The proposed development has been considered against the relevant development provisions outlined under Division 3 – Commercial Zones of LPS2. The applicable requirements outlined under this Division cover aspects of the development, from building setbacks to parking and landscaping. The proposed development is considered to comply with the requirements and objectives of LPS2 in this regard.

Policy Statement – Naval Base

LPS2 establishes Policy Areas across the City of Kwinana. Each Policy Area includes a statement outlining broad land use objectives to guide decisions concerning subdivision, development and zoning. The subject development is located within Naval Base - Policy Area 14 of LPS2. The proposal meets the objectives outlined in the Policy Statement for Naval Base as prescribed in LPS2 with the exception of two objectives. Specifically, the following objectives of the policy statement are being varied:

- a) *Subdivision and development shall be supported where in accordance with an overall structure plan (which includes design levels A.H.D.) approved by Council;*
- b) *Service road, slip road and side road access shall be established along the Rockingham Road frontage in accordance with the overall structure plan approved by Council and the Main Roads Department;*

17.1 DEVELOPMENT APPLICATION FOR PETROL FILLING STATION, EATING HOUSE AND SHOWROOMS – LOTS 397 AND 398 FREDERIC STREET AND LOT 10 DOOLEY STREET, NAVAL BASE.

Objective (b) references a structure plan that has been approved by Council (refer to Attachment O). This structure plan depicts a service road traversing the proposed development site, from Dooley Street through to Frederic Street, parallel to Rockingham Road. It should be noted that this structure plan is historic, dating back to the initial adoption of LPS2 in the early 1990's. City Officers presume the purpose of this service road was a result of advice received from MRWA who envisaged the intersection of Rockingham Road and Frederic Street was to be completely removed in future. In this instance, the service road, as shown on the structure plan, would ensure Frederic Street is directly accessible from Rockingham Road. The City's Engineering Department provided comment stating this structure plan is outdated and is not recommended for implementation. The intent may have been for this service road to be accommodated within the Rockingham Road reserve rather than over the existing lots as shown on the map.

Furthermore, MRWA provided comment stating that the structure plan is consistent with the objectives of MRWA in rationalising access points to and from Rockingham Road. However, MRWA also indicated that future plans for Rockingham Road do not have an imposition on the land owners of Lots 397 and 398 Frederic Street and Lot 10 Dooley Street, Naval Base. While the structure plan and MRWA indicate that the intersection of Frederic Street and Rockingham Road be removed in future, no timeline to this effect has been established. City Officers note the intention of MRWA to remove the Frederic Street and Rockingham Road intersection has been in play for approximately 30 years and therefore it is logical to presume the intersection does not pose any current or future traffic or safety issue.

Therefore, it is considered that the requirement for the service road as identified in the Structure Plan is historic and unnecessary and should not hinder the development of Lots 397 and 398 Frederic Street and Lot 10 Dooley Street, Naval Base.

It should be noted that as the proposal is inconsistent with the approved structure plan under LPS2, City Officers consider it appropriate to refer the application to Council for its determination. Clause 6.2 of LPS2 provides Council with the discretion to modify development standards outlined within LPS2. In this respect City Officers consider the application is consistent with orderly and proper planning and will not have an adverse impact on the amenity of the area. Furthermore, the proposal will not have any adverse effect on the future development of the locality and is considered consistent with relevant planning objectives and principles for the zone.

Local Planning Policy 9: Advertising Signage

The development has also been considered against Local Planning Policy 9: Advertising Signage (LPP9). The plans note areas on each tenancy for future signage. LPP9 permits wall signs to have a maximum aggregate area of 10 square metres per tenancy. The proposed showroom tenancies have a total area of 12.8 square metres for wall signs (per tenancy). This variation is considered minor and will not have an adverse impact on the subject site or streetscape. The signage areas on each tenancy are strategically positioned to ensure clutter and amenity impacts are minimised. The proposal meets the objectives of LPP9 and is therefore considered acceptable.

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Local Planning Policy 5: Development Contribution towards Public Art

Local Planning Policy 5 (LPP5) requires all new development with a value of over two million dollars to comply with the requirements therein. The policy requires a contribution of one percent of the total development cost be provided to the City for the purposes of providing public art in the vicinity or the installation of art on subject site.

A condition of approval is recommended to ensure compliance with LPP5.

Traffic Considerations

Main Roads WA

As previously stated, the proposed development site abuts Rockingham Road. Rockingham Road is classified as a Primary Regional Road, and is therefore under the control of MRWA. As a result, the application was referred to MRWA for comment (as per the Resolution under Section 16 of the *Planning and Development Act 2005* (DEL2017/02)). It should be noted that no direct access between the subject site and Rockingham Road is proposed as part of the application.

In its original proposal, the proposal indicated alterations to Dooley and Frederic Street where they intersect with Rockingham Road (albeit outside the boundary of the application area). These modifications include widening of the existing left-in turn from Rockingham Road to Dooley and Frederic Street and an additional left-out turn from Frederic Street onto Rockingham Road. The current intersection arrangement is for a left-in turn only from Rockingham Road to both Dooley and Frederic Street. All modifications that were proposed were to be within the Rockingham Road reserve. In response MRWA provided comment stating they do not support the application considering Rockingham Road is built to its ultimate, meaning no additional access or egress is permitted. MRWA also stated the proposed modifications are not acceptable as they do not conform to the ultimate access arrangements for Rockingham Road which includes the removal of the access into Frederic Street. The complete referral response can be found in Attachment P.

In November 2019, City Officers met with MRWA to further discuss their position. Following these discussions and further consideration, City Officers determined that intersection alterations to Rockingham Road, as initially proposed by the proposal, were not necessary to enable the use to operate effectively at this location. The surrounding road network provides the necessary capacity for access to and from the site to be achieved. City Officers requested notations on the plans to make it clear that these works were excluded from the application and have recommended a condition to exclude any modifications within the Rockingham Road reserve.

This position is further discussed below.

Planning and Development Regulations 2015

Clause 67 of the *Planning and Development Regulations 2015* (the Regulations) lists a suite of factors that are to be considered in the determination of development applications. In relation to the proposed development, and specifically regarding vehicle movement, the following elements are to be considered under this Clause:

17.1 DEVELOPMENT APPLICATION FOR PETROL FILLING STATION, EATING HOUSE AND SHOWROOMS – LOTS 397 AND 398 FREDERIC STREET AND LOT 10 DOOLEY STREET, NAVAL BASE.

- (s) *the adequacy of:*
 - (i) *the proposed means of access to and egress from the site;*
- (t) *the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;*
- (za) *the comments or submissions received from any authority consulted under clause 66;*

As per the above, access to and from the subject site is to be considered as part of the application. Clause 67(s) above specifically refers to access in and out of the site. It is reasonable to conclude this clause is specifically referring to immediate access to and from the development site. In this instance, the direct access to and from Dooley and Frederic Streets into the development site (through crossover design) is deemed to comply with relevant engineering standards.

The crossover design can accommodate the vehicles that are expected to visit the subject site. Furthermore, the proponent provided plans showing vehicles being able to enter and exit the subject site from local roads, through a suite of swept path drawings (refer to Attachments K and J). This demonstrates that the development can work from a traffic movement, access and egress perspective, without requiring modifications in the Rockingham Road reserve.

These plans also demonstrate that traffic from Rockingham Road will be able to access the site via local roads in addition to the existing Dooley and Frederic streets entrances. Furthermore, Attachments K and J demonstrate vehicles are able to exit the site eastward, into the local road network. In this situation, vehicles will be able to access Rockingham Road via Burlington Street (one block to the south) or Lionel Street (one block to the north). The indicative vehicle movement through the Naval Base local road network is demonstrated in Attachment N.

Consideration was also given to Clause 67(t) in relation to the amount of traffic that will be generated by the development and its relation to the road network capacity. Confirmation has been received from the City's Engineering Department stating that the local roads in Naval Base are industrial grade roads and therefore suited for large amounts and types of vehicles. These local roads are therefore capable of accommodating traffic that will be generated by the proposed development. Furthermore, it should be noted that no outstanding safety concerns have been noted by City Officers or MRWA throughout the consideration of this application.

As previously stated, City Officers have considered the comments received from MRWA in accordance with Clause 67(za) as outlined above. In meeting with MRWA and further discussing the application, City Officers consider the advice received is indeed valid. Therefore, it is emphasised that no modifications to intersections within the Rockingham Road reserve are approved as part of this application. The proponent has been advised of this position and has provided their support via a written response.

Considering the above comments, the development is considered to satisfy Clause 67 of the Regulations and the application can be approved subject to conditions.

17.1 DEVELOPMENT APPLICATION FOR PETROL FILLING STATION, EATING HOUSE AND SHOWROOMS – LOTS 397 AND 398 FREDERIC STREET AND LOT 10 DOOLEY STREET, NAVAL BASE.

Referral to the Western Australian Planning Commission (WAPC)

As per the Resolution under Section 16 of the *Planning and Development Act 2005* (DEL2017/02) where a recommendation that is provided by a public authority (such as MRWA) is not acceptable to the Local Government, the application is to be referred immediately to the WAPC for determination under the Metropolitan Region Scheme (MRS). This would result in two separate determinations: one under the MRS (by the WAPC) and one under LPS2 (by the Local Government). However, in this situation, while MRWA provided comment stating it does not support the application (as per Attachment P), the Officer recommendation for approval of the application is consistent with the advice received from MRWA. In addition to outlining its non-support of the application, MRWA stated it does not support changes to the current access arrangements in the Rockingham Road reserve.

The Officer recommendation maintains that modifications to intersections within the Rockingham Road reserve are not approved as part of the application. Therefore, City Officers are of the view the application is not required to be determined by the WAPC. However, should Council disagree with this position, it has the option to recommend the application be referred to the WAPC for its determination under the MRS. In that instance, this application will be determined by Council under LPS2 only.

Conclusion

City Officers consider the proposed development adequately addresses relevant planning legislation and provisions. The proposed development is considered consistent with the Service Commercial zone in which it is located. The land uses are in line with the intent and objectives of the Service Commercial zone as outlined in LPS2. The Officer recommendation is consistent with advice received from MRWA and the development is able to adequately function from a planning perspective. The proposal is therefore recommended for approval subject to conditions.

LEGAL/POLICY IMPLICATIONS:

For the purpose of Councillors considering a financial or impartiality interest only, the proponent and owner is Sandro Mosole, Director of Mosole Nominees Pty Ltd and Marlu Investments Pty Ltd.

The following strategic and policy based documents were considered in assessing the application;

Legislation

Planning and Development Act 2005;

Planning and Development (Local Planning Schemes) Regulations 2015

Schemes

Metropolitan Region Scheme;

City of Kwinana Local Planning Scheme No.2

Local Planning Policies

Local Planning Policy 9: Advertising Signage;

Local Planning Policy 5: Development Contribution towards Public Art

17.1 DEVELOPMENT APPLICATION FOR PETROL FILLING STATION, EATING HOUSE AND SHOWROOMS – LOTS 397 AND 398 FREDERIC STREET AND LOT 10 DOOLEY STREET, NAVAL BASE.

FINANCIAL/BUDGET IMPLICATIONS:

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

ASSET MANAGEMENT IMPLICATIONS:

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

ENVIRONMENTAL IMPLICATIONS:

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

STRATEGIC/SOCIAL IMPLICATIONS:

This proposal will support the achievement of the following outcome and objective detailed in the Strategic Community Plan.

Plan	Outcome	Objective
Strategic Community Plan	A well planned City	4.4 Create diverse places and spaces where people can enjoy a variety of lifestyles with high levels of amenity.

COMMUNITY ENGAGEMENT:

The proposed development is not considered to adversely impact on the adjoining properties to the east. Therefore, advertising of the development application was deemed not necessary.

PUBLIC HEALTH IMPLICATIONS

The proposal has the potential to help improve the following determinants of health

- Socio-economic Factors – Employment and Income.

RISK IMPLICATIONS:

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

Risk Event	Appeal of Council's decision on the development application.
Risk Theme	Failure to fulfil statutory regulations or compliance requirements Providing inaccurate advice/ information.

17.1 DEVELOPMENT APPLICATION FOR PETROL FILLING STATION, EATING HOUSE AND SHOWROOMS – LOTS 397 AND 398 FREDERIC STREET AND LOT 10 DOOLEY STREET, NAVAL BASE.

Risk Effect/Impact	Reputation Compliance
Risk Assessment Context	Strategic
Consequence	Minor
Likelihood	Possible
Rating (before treatment)	Moderate
Risk Treatment in place	Reduce - mitigate risk
Response to risk treatment required/in place	<ul style="list-style-type: none"> • Work instructions in place and checklists used when assessing the application. • Communicate with relevant external agencies when assessing the application. • Compliance of the proposal with LPS2 and relevant City policies. • Liaising with the applicant throughout the application process.
Rating (after treatment)	Low

COUNCIL DECISION

119

MOVED CR M ROWSE

SECONDED CR S LEE

That Council approve a Petrol Filling Station, Eating House and Showrooms at Lots 397 and 398 Frederic Street and Lot 10 Dooley Street in Naval Base (Attachments C to M), subject to the following conditions and advice:

CONDITIONS:

- (1) This approval is for the development of a Petrol Filling Station, Eating House and Showrooms at Lots 397 and 398 Frederic Street and Lot 10 Dooley Street only. This approval does not include modifications to roads and/or intersection arrangements outside the boundaries of Lots 397 and 398 Frederic Street and Lot 10 Dooley Street.**
- (2) Lots 397 and 398 Frederic Street and Lot 10 Dooley Street are to be amalgamated prior to lodgement of a building permit application.**
- (3) The premises being kept in a neat/tidy condition at all times by the owner/occupier to the satisfaction of the City of Kwinana.**

17.1 DEVELOPMENT APPLICATION FOR PETROL FILLING STATION, EATING HOUSE AND SHOWROOMS – LOTS 397 AND 398 FREDERIC STREET AND LOT 10 DOOLEY STREET, NAVAL BASE.

- (4) Stormwater drainage from roofed and paved areas being disposed of on-site or as may otherwise be approved under Environmental Protection Authority (EPA) Licence conditions or approved Stormwater Management Plan.**
- (5) The proponent shall implement dust control measures for the duration of site and construction works to the satisfaction of the City of Kwinana.**
- (6) The provision of vehicle parking bays as defined on the approved development plans in accordance with AS2890, to be clearly marked on the ground and constructed of bitumen, brick or concrete and drained prior to occupation of the development to the satisfaction of the City of Kwinana.**
- (7) Crossovers shall be of concrete construction and located to the specifications and satisfaction of the City of Kwinana.**
- (8) All existing and proposed trafficked routes within the subject lot are to be sealed and drained to comply with City of Kwinana trafficable area specifications.**
- (9) The proponent shall meet the requirements of Local Planning Policy 5 – Development Contribution Towards Public Art through one of the following options:**
 - a. Prior to the lodgement of a building permit, submit a Public Art Report in accordance with LPP No. 5 to the City of Kwinana that details the public art to be developed as a component of the development. Prior to the occupation of the development, the approved artwork shall be installed on site to the satisfaction of the City of Kwinana; or**
 - b. Prior to the commencement of works, the proponent shall provide a financial contribution of \$24,000 to the City of Kwinana in lieu of installing art work on site to the satisfaction of the City of Kwinana.**
- (10) Landscaping shall be installed in accordance with the approved landscaping plan.**
- (11) Landscaping areas, vehicle parking spaces, access-ways, etc. are to be installed prior to occupying the proposed development and maintained thereafter by the owner/occupier to the satisfaction of the City of Kwinana.**
- (12) Future signage for the development shall comply with the City of Kwinana's Local Planning Policy No. 9: Advertising Signage and shall be located in the area marked "Signage Panel" on the approved plans only.**
- (13) The development shall at all times comply with the requirements and recommendations of the Bushfire Management Plan prepared by Strategen Environmental and dated March 2019, reference number: PIC18648_01 R001 (Rev 0) to the satisfaction of the City of Kwinana.**
- (14) The proponent shall submit an application to the City of Kwinana Environmental Health Services and/or WA Department of Health for an approval to construct or install an apparatus for the treatment of sewage.**
- (15) Bin storage and enclosures must comply with the requirements of the City's Health By-Laws for Refuse Collection and Disposal and the City's Waste Guidelines for New Developments and Multiple Dwellings.**
- (16) This approval is valid for 24 months only. If development is not substantially commenced within this period, a fresh approval must be obtained before commencing or continuing with the development.**

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ADVICE NOTES:

- (1) Should the proponent be aggrieved by the decision or any condition imposed, a review may be lodged with the State Administrative Tribunal within 28 days of the date of this decision.
- (2) Any development on the subject site shall be designed and constructed to protect Western Power infrastructure and interests from potential land use conflict. The proponent is advised to refer to:
<https://westernpower.com.au/safety/360-aware/industry-safety/>
- (3) The proponent is further advised that this is not a building permit and/or sign licence the City of Kwinana issues to enable construction to commence. A building permit/sign license is a separate City of Kwinana requirement and construction cannot be commenced until a building permit is obtained.
- (4) The proponent should ensure the proposed development complies with all other relevant legislation, including but not limited to, the *Environmental Protection Act 1986 and Regulations*, *Health (Miscellaneous Provisions) Act 1911 and Regulations*, and the *National Construction Code*.
- (5) In accordance with the *Draft Government Sewerage Policy (Government of Western Australia, 2016)*, the subject land is located within a sewage sensitive area. It is recommended that staff amenities are connected to a reticulated sewerage scheme, or if that is not available, secondary treatment system with nutrient removal.
- (6) The proponent shall arrange with the Water Corporation/service provider, the provision of a potable water supply service to be available to the development.
- (7) In relation to Condition 14, the City of Kwinana policy requires the installation of a nutrient retentive Aerobic Treatment Unit/Alternative Treatment System that complies with the environmental criteria of the State Environmental (Cockburn Sound) Policy 2015 (nitrogen retentive). The proponent is to ensure that adequate unencumbered, unsealed land within the approved building envelope (where applicable) is reserved for the effluent disposal system.
- (8) The existing onsite effluent disposal system/s shall be decommissioned in accordance with Regulation 21 of the *Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974*. A statutory declaration or a certificate of decommissioning, accompanied by a copy of the liquid waste disposal docket, shall be submitted to the City's Environmental Health Service on completion.
- (9) An application to construct or alter a food premises shall be completed and submitted to the City's Environmental Health Service for approval prior to the food business commencing construction/fit out. The food business shall comply with *Food Act 2008*, *Food Regulations 2009* and *Australian New Zealand Food Standards Code*.
- (10) In relation to Condition 15, enclosures shall be five (5) square metres in area as a minimum, enclosed by brick or concrete walls to a minimum height of 1.8 metres, with an opening of not less than one (1) metres width with a self-closing gate. The floor to be constructed with an impervious concrete floor not less than 76 millimetres thickness that is graded to a 100 millimetres diameter industrial waste connected to sewer or approved effluent disposal system. Bin enclosures may be required to be larger than the standards specified and can be subject to further specifications as required by the City of Kwinana.

17.1 DEVELOPMENT APPLICATION FOR PETROL FILLING STATION, EATING HOUSE AND SHOWROOMS – LOTS 397 AND 398 FREDERIC STREET AND LOT 10 DOOLEY STREET, NAVAL BASE.

- (11) **All outdoor lighting must be installed and operated in accordance with Australian Standard AS 4282 "Control of the Obtrusive Effects of Outdoor Lighting" and the City of Kwinana's Urban Environment and Nuisance Local Law.**

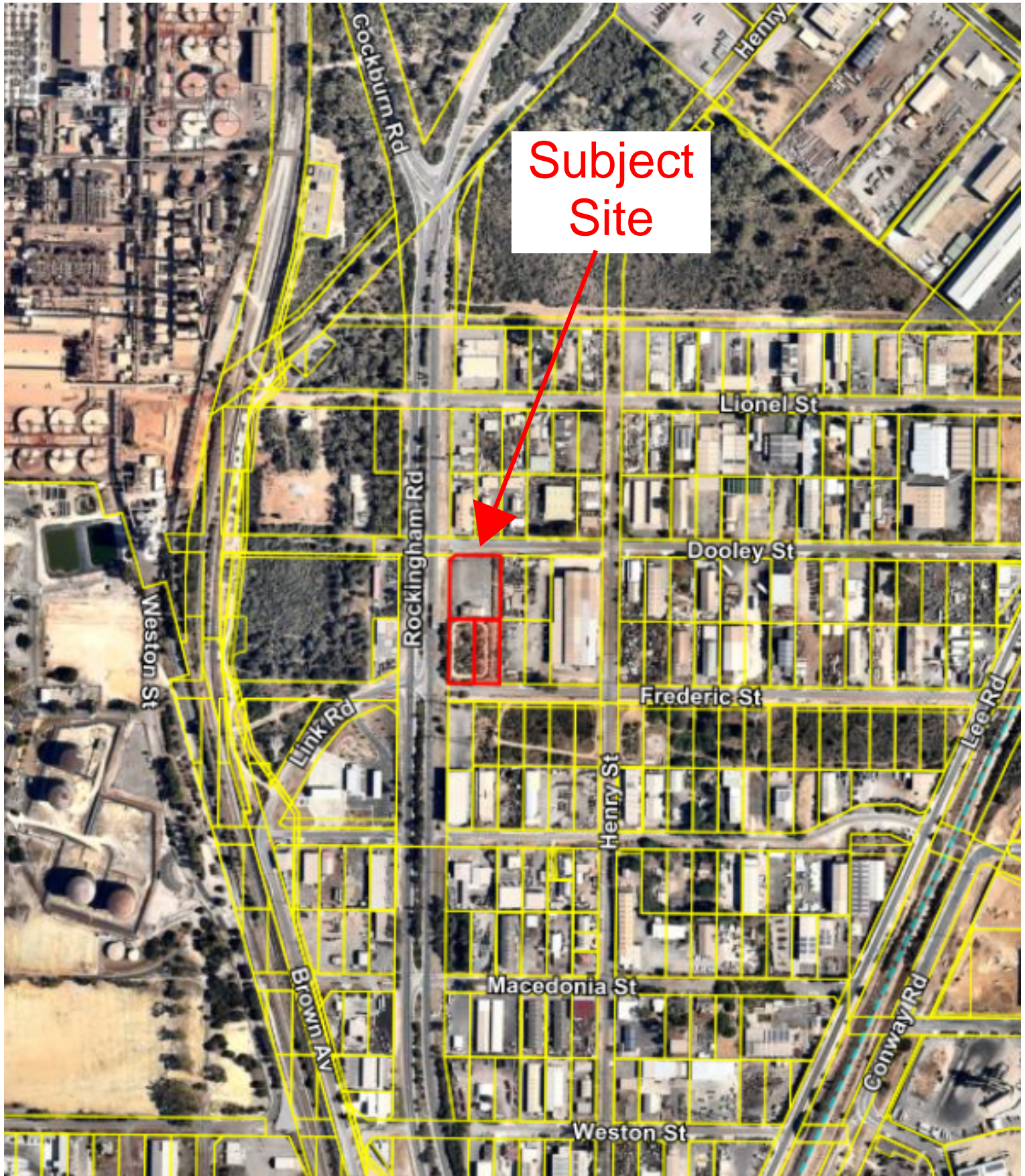
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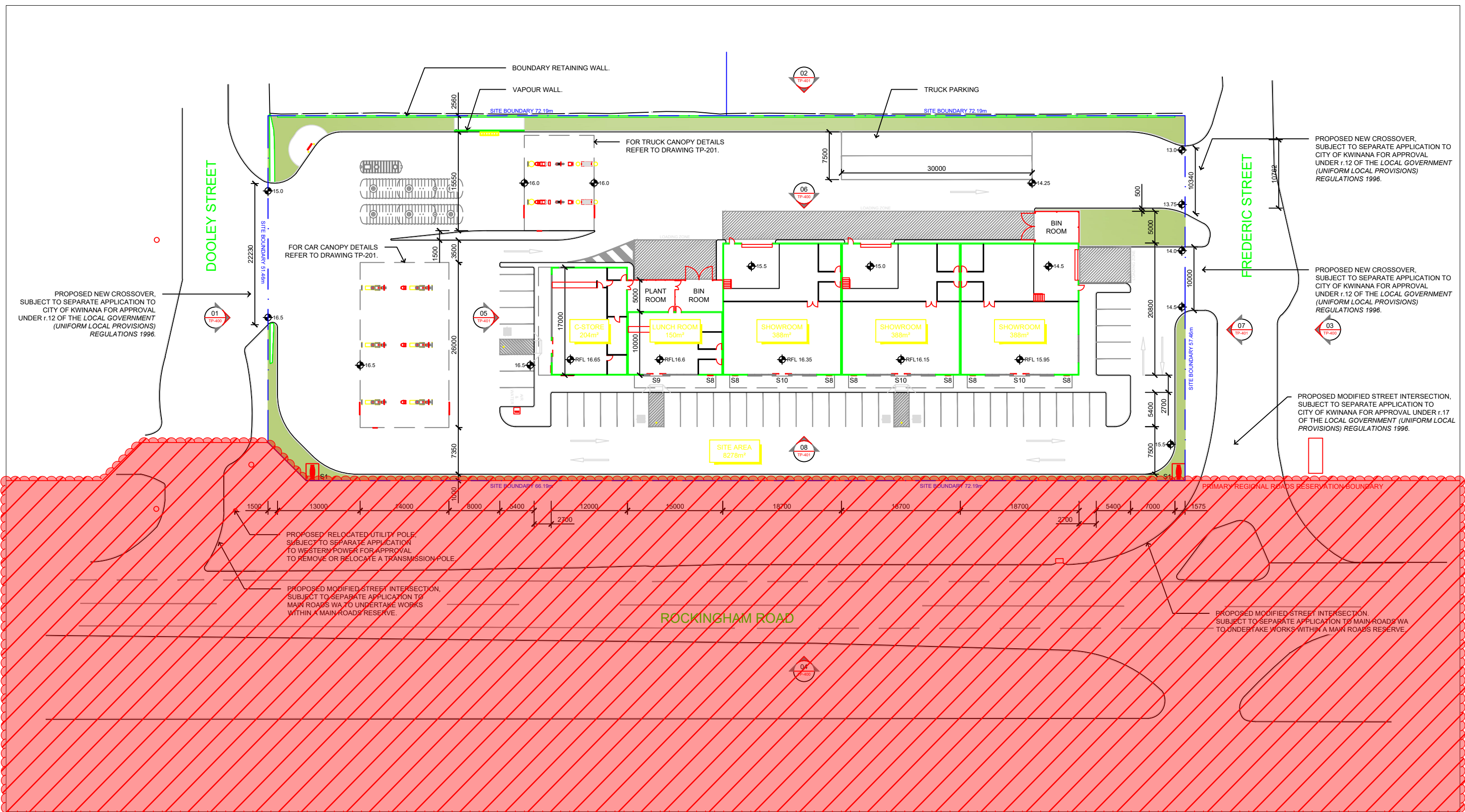
Attachment A

Subject
Site



Attachment B





Proposed Service Station, Rockingham Road, Naval Base

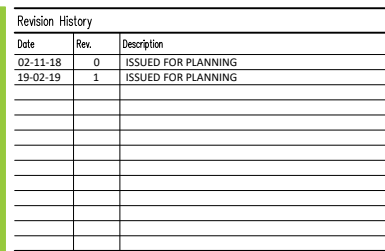
Refer to Condition 1


t17.081.sk07a

07/01/2020

Scale: 1:500 @ A3





Reviewed By	Date
DocuSigned by:  Nick Stylianou	19/2/2019


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Note
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PLOT:February 19, 2019 || SAVE:February 19, 2019 || L:\1473 -
LIBERTY NAVAL BASE\01 DRAWINGS\1473-TP-201.DWG

Project
PROPOSED SERVICE STATION
ROCKINGHAM ROAD,
NAVAL BASE. WA 6165

Project # :	1473	
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Scale: 1:100@A1	Design : MB	Draft : MB
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Discipline:	TOWN PLANNING
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Drawing Title:	PROPOSED SITE PLAN
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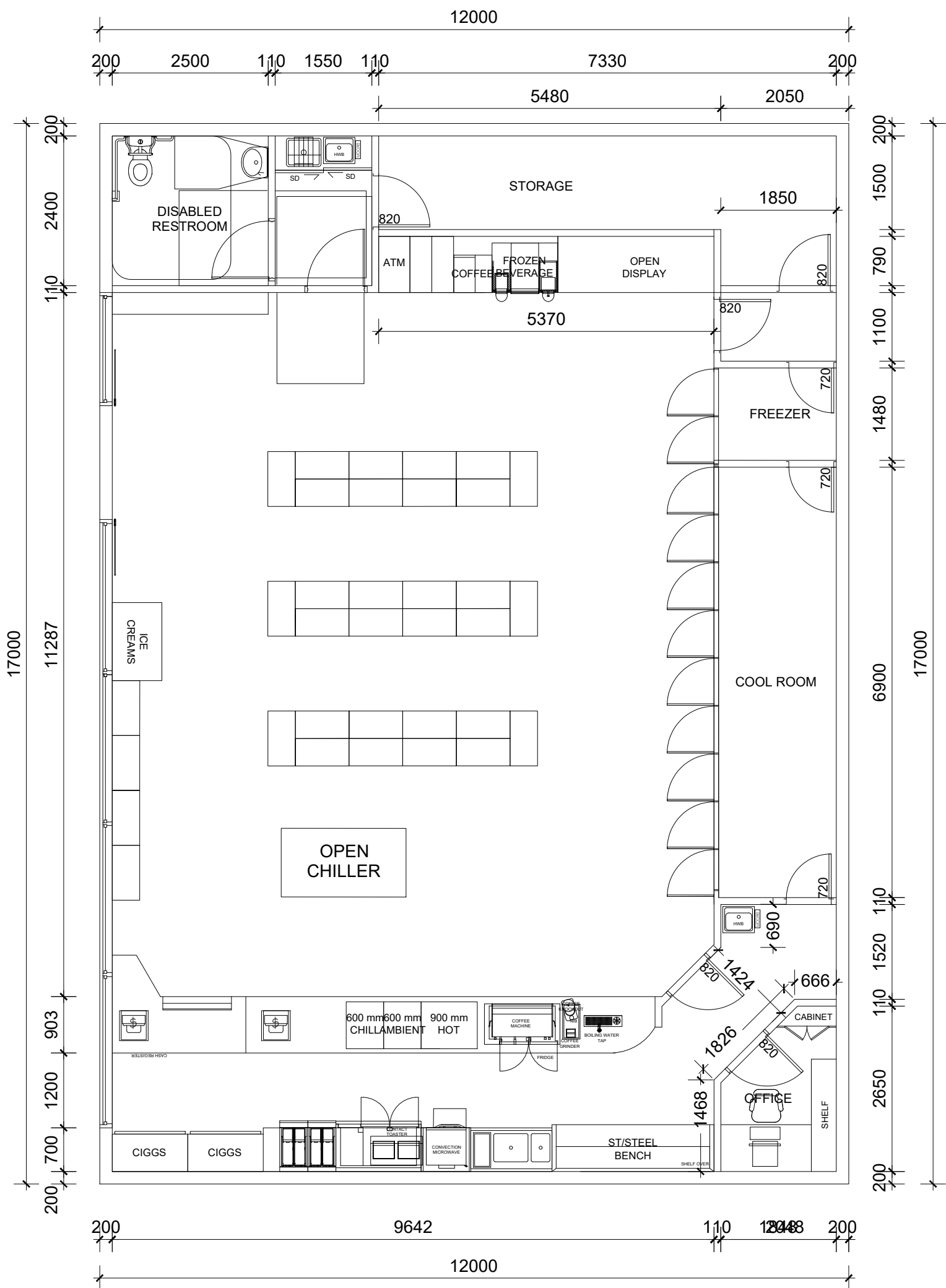
Drawing Number:	TP-201
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Revision:	1
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FOR PLANNING



Revision:	0
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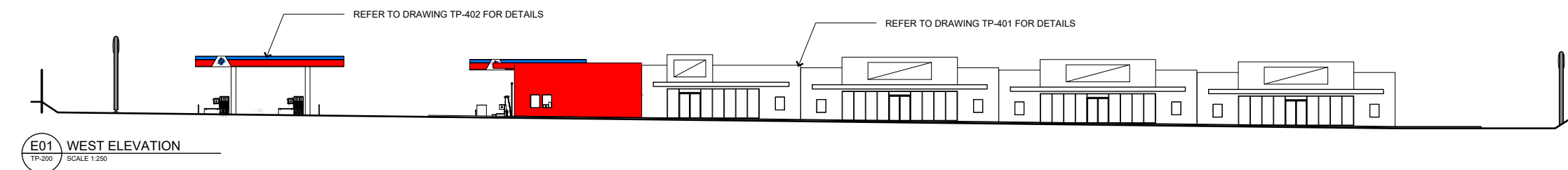


Liberty Oil Corporation Pty Ltd

A: 381 Tooronga Road, Hawthorn East Victoria 3123
P : 03 8530 3558



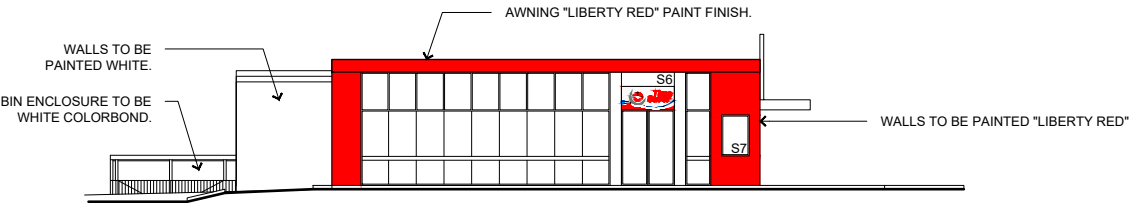
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Designed by : Nara Yang	Document No : 1	Revision : 2
Checked by :	Date : 18.12.2018	Size :
Approved by :	Sheet : A3	Scale : 1:75



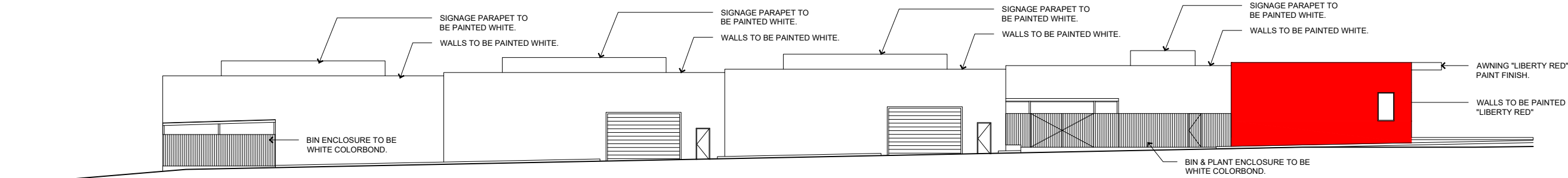
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Revision:	1
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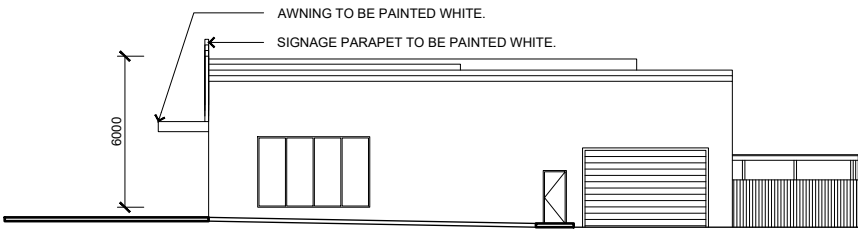
Attachment H



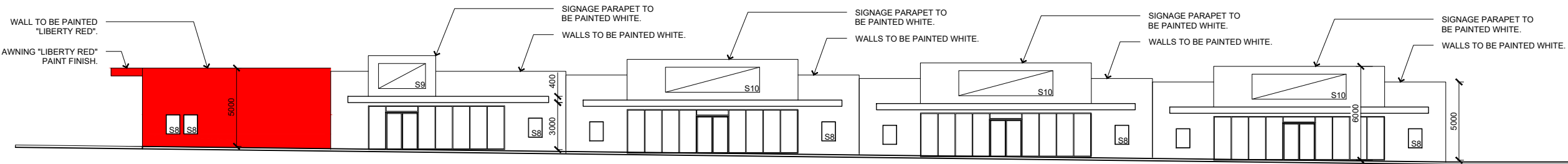
E01 NORTH ELEVATION
TP-200 SCALE 1:150



E02 EAST ELEVATION
TP-200 SCALE 1:150



E03 SOUTH ELEVATION
TP-200 SCALE 1:150



E04 WEST ELEVATION
TP-200 SCALE 1:150

Revision History		
Date	Rev	Description
02-11-18	0	ISSUED FOR PLANNING
19-02-19	1	ISSUED FOR PLANNING

FOR PLANNING

Reviewed By	Date
<i>Nick Stylianou</i>	19/2/2019

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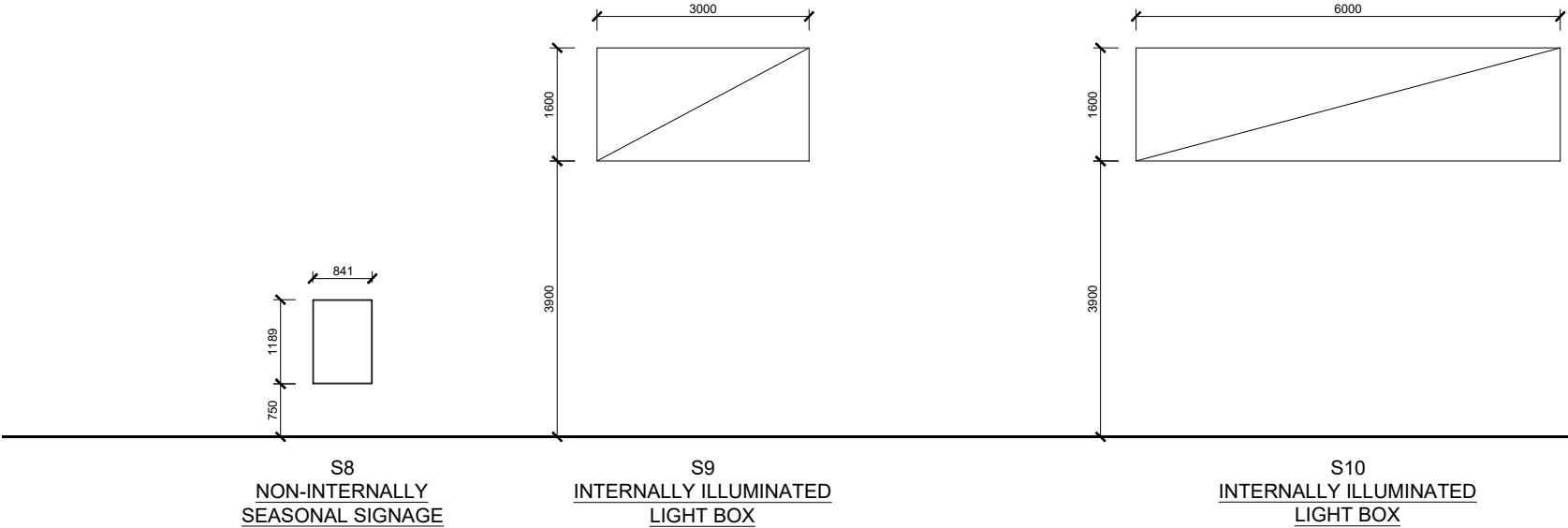
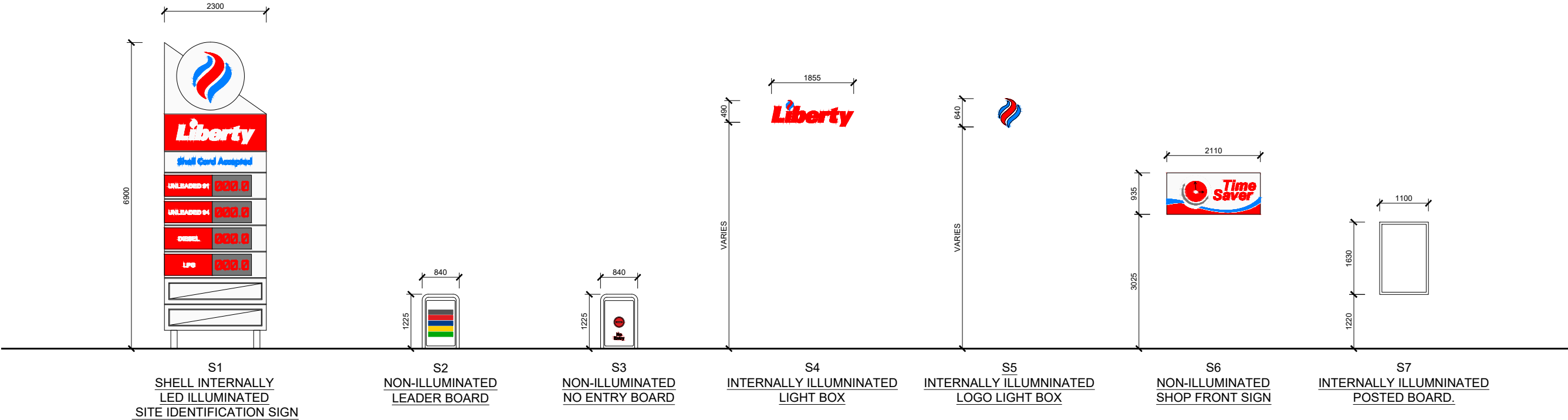
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Note
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PLOT: February 19, 2019 || SAVE: February 19, 2019 || L:\1473 - LIBERTY NAVAL BASE\01 DRAWINGS\1473-TP-401.DWG

Project		
PROPOSED SERVICE STATION ROCKINGHAM ROAD, NAVAL BASE. WA 6165		
Project #:	1473	
Scale: 1:150@A1	Design: MB	Draft: MB
Discipline:	TOWN PLANNING	
Drawing Title:	PROPOSED BUILDING ELEVATIONS	
Drawing Number:	TP-401	
Revision:	1	

Attachment I



Revision History		
Date	Rev	Description
02-11-18	0	ISSUED FOR PLANNING

FOR PLANNING

Reviewed By	Date
<i>Nick Stylianou</i>	02 November 2018

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PLOT: November 2, 2018 II SAVE: November 2, 2018 II L:\1473 - LIBERTY NAVAL BASE\01 DRAWINGS\1473-TP-600.DWG

Project PROPOSED SERVICE STATION ROCKINGHAM ROAD, NAVAL BASE. WA 6165		
Project #:	1473	
Scale:	1:50@A1	Design : MB Draft : MB
Discipline:	TOWN PLANNING	
Drawing Title:	SIGNAGE COMPONENTS ELEVATIONS & DETAILS	
Drawing Number:	TP-600	
Revision:	0	



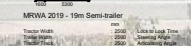
Main Roads WA: 19.0m Semi-Trailer - 15m Radius
Fuel Tanker Entry

Vehicle Body
Wheel Path
500mm Clearance




Scale: 1:750 @ A3





LEGEND



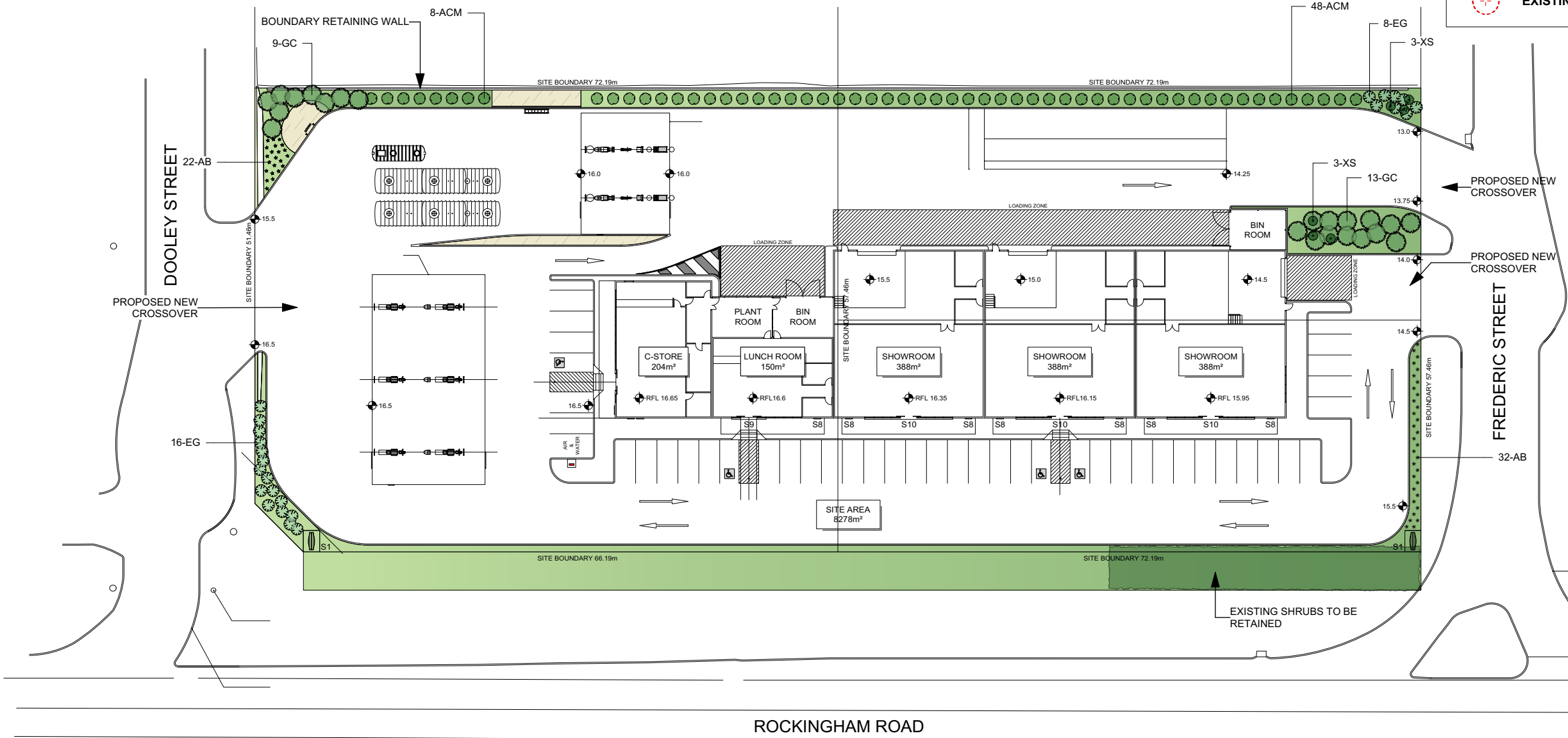


LANDSCAPE AREA		
	REQUIRED	COMPLY
SITE AREA	827.8 m2	N/A
PROPOSED	701.8 m2	NO

ISSUE FOR COUNCIL/DEVELOPER APPROVAL ONLY
NOT FOR CONSTRUCTION

Attachment M

LEGEND	
	COLOUR CONCRETE
	PLAIN CONCRETE
	LAWN
	FENCING
	DECORATIVE GRAVEL/PEBBLE
	STEPPING STONES IN GRAVEL/PEBBLE
	RETAINING WALL
	EXISTING TREE - RETAIN
	EXISTING TREE - REMOVE



PLANTING SCHEDULE

ID	Latin Name	Common Name	Quantity	Scheduled Size	Spread	Height
ACM	Acmena smithii 'Minor'	Lillypilly	56	15lt	1500	2000
AB	Anigozanthos 'Red Velvet'	Kangaroo Paw	54	5lt	400	800
EG	Eremophila glabra	Tar bush	24	15lt	1500	300
GC	Grevillea crithmifolia	Grevillea	22	5lt	2500	600
XS	Xanthorrhoea Species	Grass Tree	6	25lt	1200	2500

PLANT IMAGES

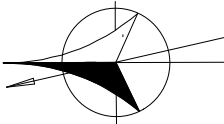


General Notes:
1. See Architects drawings for site levels, setbacks and extent of cut and fill.
2. This plan shall be read in conjunction with the Hydraulic Engineers drawings.
3. Landscape plan has been drawn to meet the minimum council and developer requirements. Additional landscape works further to minimum requirements have also been proposed on this plan. Any completion of works beyond the minimum requirements will remain at the discretion of the owner.
4. Levels and dimensions are indicative only and are subject to site conditions.
5. Requirements for retaining walls including height, position and extent, shall be determined and approved by others.



BLUEGUM DESIGN
Landscape Plans for DA

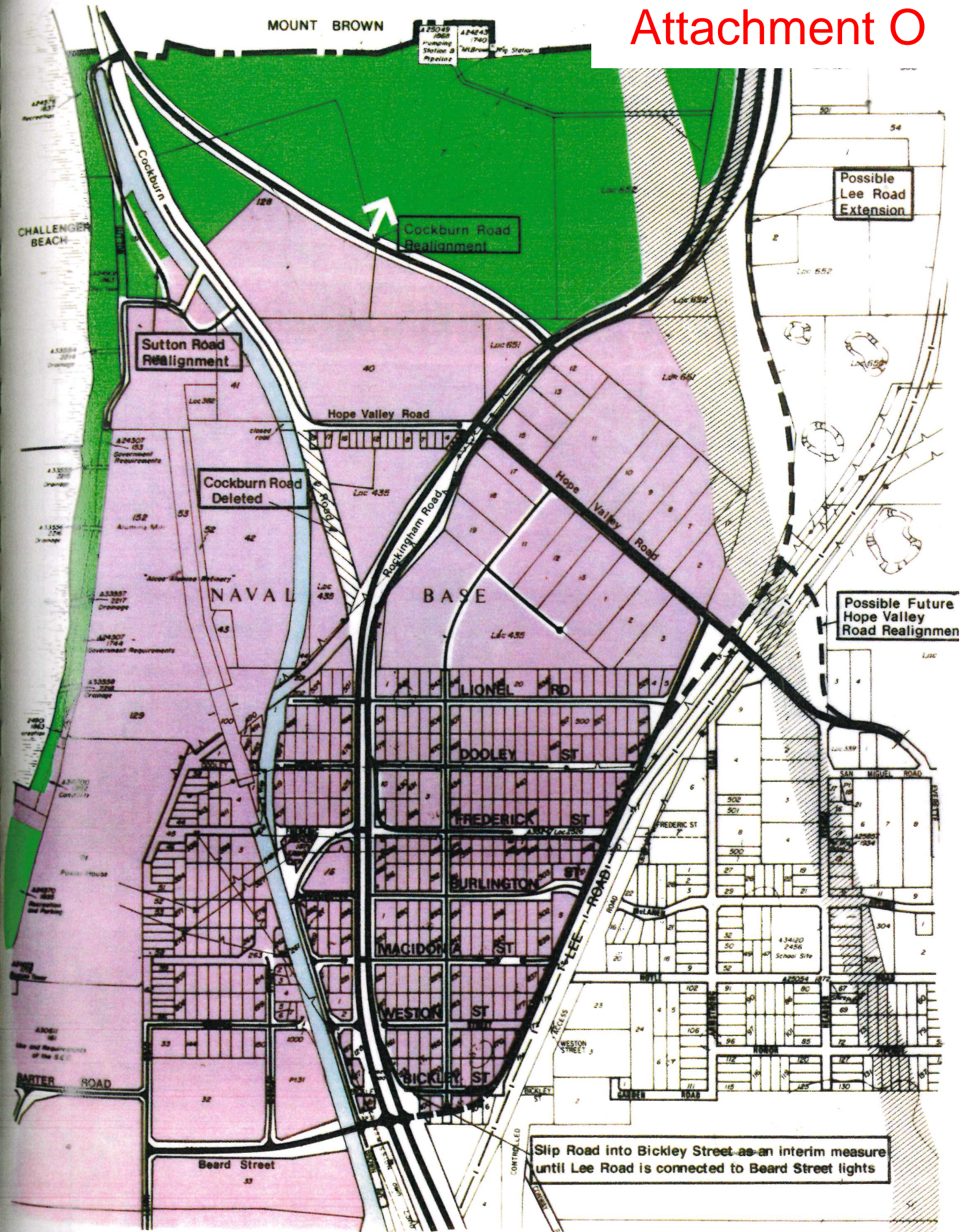
BLUEGUM DESIGN SERVICES
T: 0435 127 244
E: info@bluegumdesign.com.au
W: bluegumdesign.com.au



DATE		REVISION	
DRAWING LANDSCAPE PLAN			
ADDRESS ROCKINGHAM ROAD, NAVAL BASE, WA, 6165		DATE 21/11/19	PROJECT # SWITCH DWG # L/01 REVISION A
CLIENT MOSOLE NOMINEES PTY LTD		DRAWN SL	
LODGEMENT/COUNCIL CITY OF KWINANA		SCALE @ A3 1:600	

Attachment N





 **INDUSTRY**

PARKS, RECREATION & LANDSCAPE PROTECTION



1:12,500

FIG.

19

NAVAL BASE STRUCTURE PLAN



mainroads
WESTERN AUSTRALIA

Attachment P

Enquiries: Nicole Coaker on (08) 9323 6370
Our Ref: 18/10610 (D19#359581)
Your Ref: DA9319

7 May 2019

Chief Executive Officer
City of Rockingham
PO Box 21
Kwinana WA 6966

Email: Laura.DeCarvalho@kwinana.wa.gov.au

ATTENTION: LAURA DECARVALHO

Dear Sir/Madam,

REQUEST FOR COMMENTS - DA9319 – PETROL STATION / SHOWROOMS - LOT 10 (24) DOOLEY STREET AND LOT 398 (27) AND LOT 397 (29) FREDERIC STREET NAVAL BASE

In response to your correspondence received on 15 November 2018 and required further correspondence received 28 March 2019.

Main Roads does not support the abovementioned development application.

The development application proposes to change the current access arrangements at the intersection of Rockingham Road and Frederick Street, from left in only, to left in left out. This modification is not acceptable to Main Roads and does not conform to the ultimate access arrangements for Rockingham Road as illustrated within Land Protected Plan numbered: 8321-93-1 (enclosed).

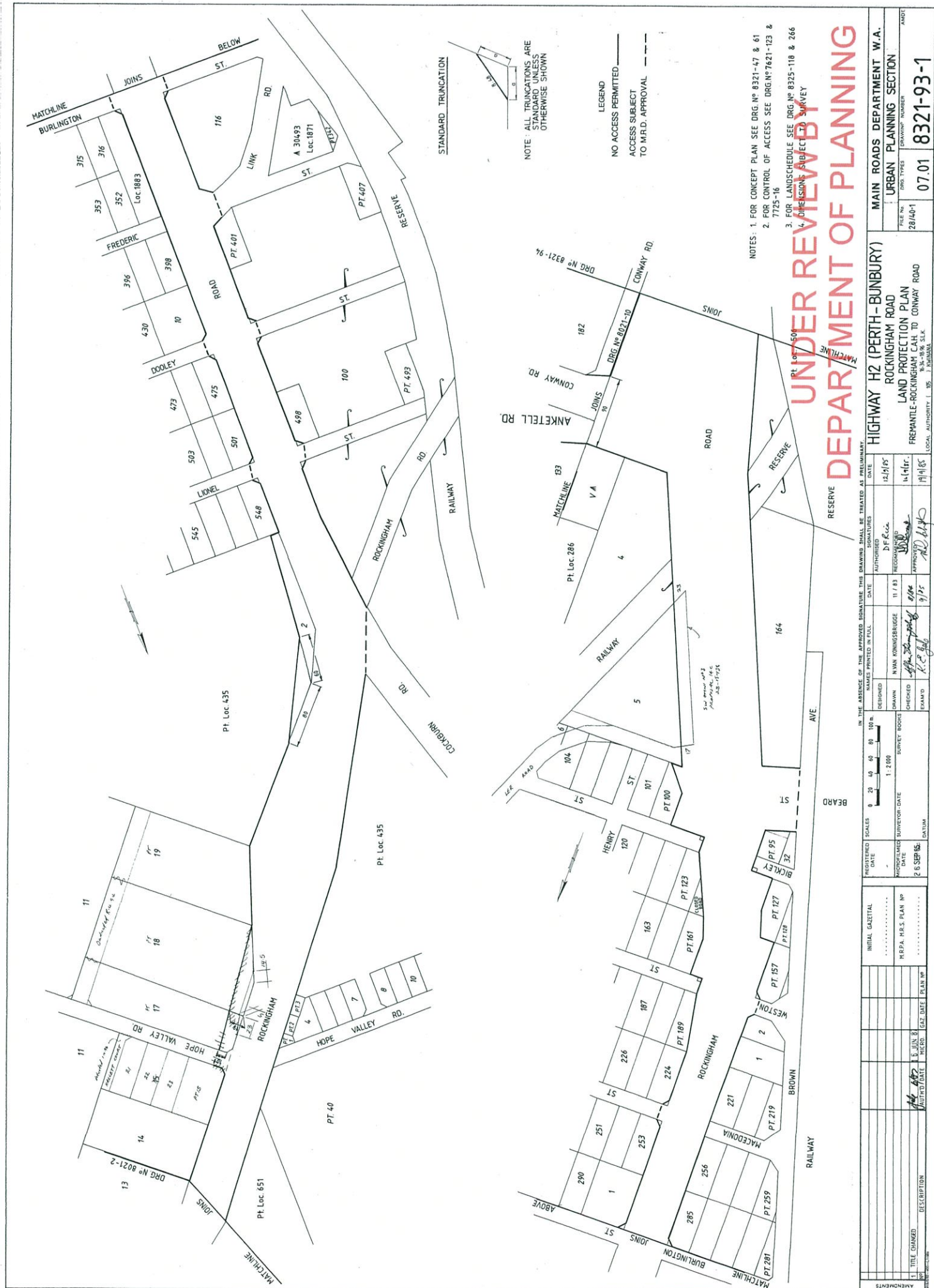
Should the City disagree with or resolve not to include as part of its conditional approval any of the above conditions or advice, Main Roads requests an opportunity to meet and discuss the application further, prior to a final determination being made.

Main Roads requests a copy of the City's final determination on this proposal to be sent to planninginfo@mainroads.wa.gov.au quoting the file reference above.

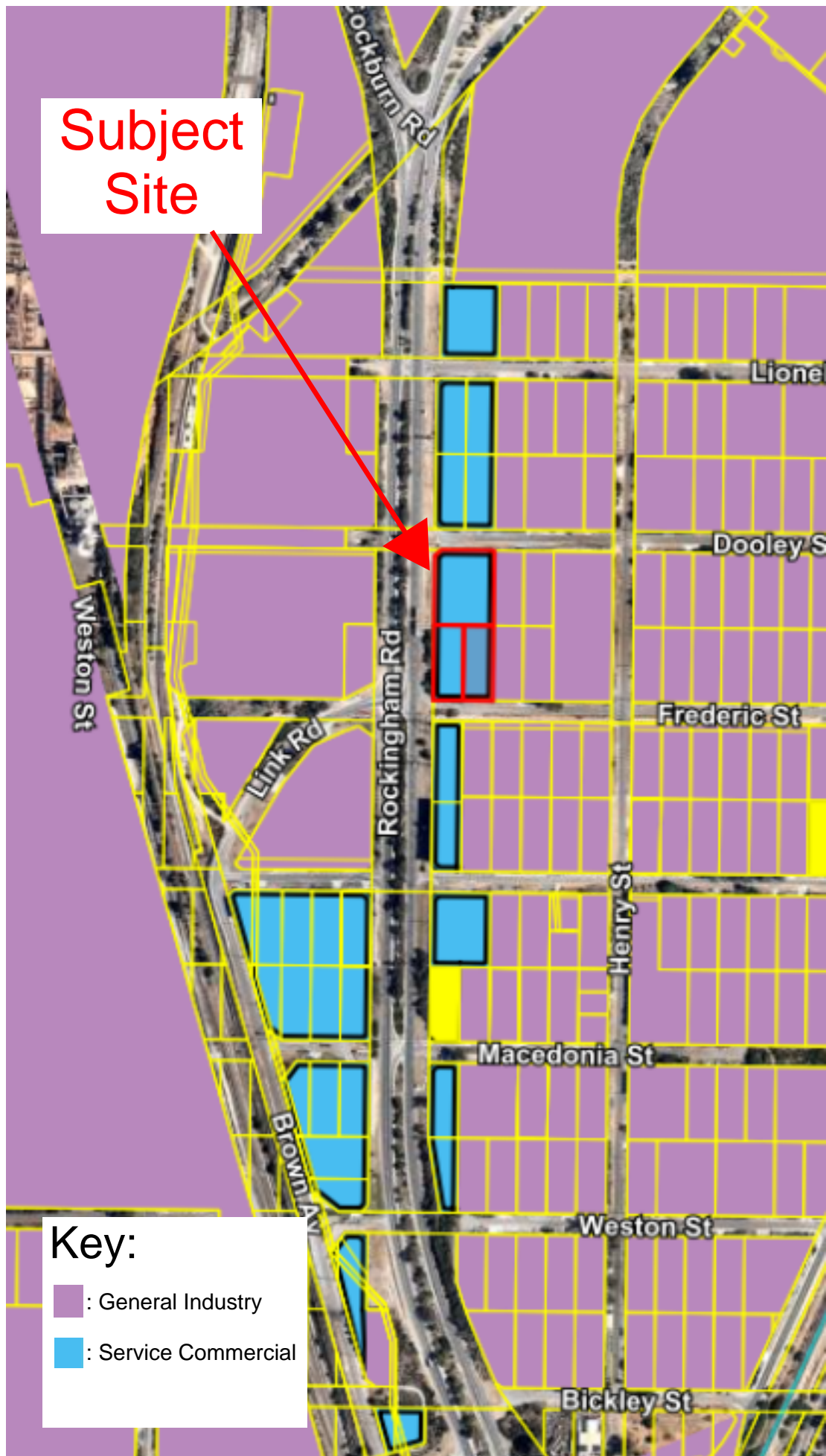
Yours sincerely

Zeljko Zagorac
Statutory Road Planning Manager

Encl: Land Protection Plan: 8321-93-1 and Carriageway Pattern Plan: 06310041



715



17.2 Joint Development Assessment Panel Application for General Industry – Lithium Hydroxide Processing Plant – Lot 15 Mason Road, Kwinana Beach

DECLARATION OF INTEREST:

Mayor Carol Adams declared an impartiality interest due to proponent being a full member of the industry association which her husband works for; namely Kwinana Industries Council and she is a member of the South West Joint Development Panel whom will consider this matter in due course.

Councillor Matthew Rowse declared an impartiality interest due to being a member of the Joint Development Assessment Panel (JDAP).

SUMMARY:

The City has received an application for a Lithium Hydroxide Processing Plant (LHPP) at Lot 15 Mason Road, Kwinana Beach (subject site). The application proposes to construct and operate a LHPP on the northern portion of the subject site (Refer to Attachment 1 and 2 of the Responsible Authority Report (RAR)). The application has been assessed against relevant planning legislation and is considered to meet the requirements of the City's Local Planning Scheme No. 2 (LPS2).

As the estimated development cost of this application is in excess of \$10 million (the estimated cost of development is \$600 million), the City of Kwinana (the City) does not have delegation to determine the application. The application is therefore required to be referred to the Metro South West Joint Development Assessment Panel (JDAP) for determination. The application is scheduled to be considered by the JDAP at a meeting in April 2020. City Officers have prepared the attached Responsible Authority Report (RAR) in accordance with the *Planning and Development (Development Assessment Panels) Regulations 2011* and it is attached for Council's consideration and adoption.

OFFICER RECOMMENDATION:

That Council resolve to support the development application for a Lithium Hydroxide Processing Plant at Lot 15 Mason Road, Kwinana Beach as per the recommendation outlined in the Responsible Authority Report to the Metro South West Joint Development Assessment Panel.

DISCUSSION:

The LHPP is part of an integrated project consisting of a mine, concentrator and the proposed processing plant to produce battery quality lithium hydroxide. The associated mine and concentrator are located in Mt Holland, approximately 500 kilometres east of Perth. The project, once operational, will have a nominal capacity of approximately 129 tonnes per day of battery quality lithium hydroxide monohydrate, which will be sold into the global battery market.

In addition to the highly complex infrastructure proposed for the actual processing plant, the following key non-process components are proposed as part of the development:

- Administration Building;
- Laboratory;

17.2 JOINT DEVELOPMENT ASSESSMENT PANEL APPLICATION FOR GENERAL INDUSTRY – LITHIUM HYDROXIDE PROCESSING PLANT – LOT 15 MASON ROAD, KWINANA BEACH

- Switch room
- Warehouse;
- Workshop;
- Access-ways and Car parks; and
- Landscaping

An assessment has been undertaken against the requirements of LPS2 and relevant Local Planning Policies. The proposal complies with all relevant requirements set out in LPS2. Furthermore, the proposal has been considered against the following Local Planning Policies:

- Local Planning Policy 5 – Development Contribution Towards Public Art
- Local Planning Policy 8 – Designing Out Crime
- Local Planning Policy 11 – Site Requirements and Standards for Development within Industrial Zones.

The development is considered to meet the objectives of each of the above policies. A number of conditions are recommended to further ensure the provisions of the policies are sufficiently addressed. A detailed assessment of the application against LPS2 and the above policies is provided on pages 11 through 16 of the attached RAR.

The proposed development is expected to deliver significant economic benefits to Kwinana and support complementary industries within the Kwinana Industrial Area. With a substantial estimated construction cost of \$600 million, the applicant estimates that approximately 600 direct jobs may be created during construction and construction of the processing plant and the associated supply chain. Once the site is operational, the refinery will employ over 118 workers, split over two shifts.

As part of the process, the application was also referred to various external agencies and government departments. The responses that have been received by the City are further discussed in the RAR.

Considering the estimated development cost of the proposed development exceeds \$10 million, the application is required to be referred to the JDAP for determination. The application is scheduled to be considered by the JDAP at a meeting in April 2020. The City is required to submit the RAR to the DAP Secretariat on 27 March 2020.

The application has been referred to Council as City Officers do not have delegation to prepare the RAR under the Development Assessment Panel Regulations. Council should note that if it wishes to modify or make an alternative recommendation to that contained within the RAR, this should be in the form of a separate recommendation which will be included as an alternative recommendation within the RAR.

LEGAL/POLICY IMPLICATIONS:

For the purpose of Councillors considering a financial or impartiality interest only, the proponent is Urbis Pty Ltd and Covalent Lithium and the land owner is Development WA.

17.2 JOINT DEVELOPMENT ASSESSMENT PANEL APPLICATION FOR GENERAL INDUSTRY – LITHIUM HYDROXIDE PROCESSING PLANT – LOT 15 MASON ROAD, KWINANA BEACH

Legislation

- *Planning and Development Act 2005*
- *Planning and Development (Local Planning Schemes) Regulations 2015*
- *Planning and Development (Development Assessment Panels) Regulations 2015*
- *Environmental Protection Act 1986 and relevant Regulations*
- *Environmental Protection (Kwinana) (Atmospheric Wastes) Regulations 1992*
- *Health (Miscellaneous Provisions) Act 1911 and Regulations*

State Government Planning Policies

- State Planning Policy 4.1 – State Industrial Buffer Policy

Local Planning Scheme

- City of Kwinana, Local Planning Scheme No. 2

Local Planning Policies

- Local Planning Policy 5 – Development Contribution Towards Public Art
- Local Planning Policy 8 – Designing Out Crime
- Local Planning Policy 11 – Site Requirements and Standards for Development within Industrial Zones.

FINANCIAL/BUDGET IMPLICATIONS:

There are no financial or budget implications as a result of this application.

ASSET MANAGEMENT IMPLICATIONS:

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

ENVIRONMENTAL IMPLICATIONS:

The proposed facility is required to obtain a Works Approval, Licence and Clearing Permit from the Department of Water and Environmental Regulation (DWER) prior to the commencement of operations, which will address environmental issues. The majority of existing vegetation on the site is proposed to be retained. Where clearing of vegetation is proposed, a clearing permit is required to be applied for and approved by DWER.

STRATEGIC/SOCIAL IMPLICATIONS:

This proposal will support the achievement of the following outcome and objective detailed in the Strategic Community Plan.

Plan	Outcome	Objective
Strategic Community Plan	A thriving local economy	2.5 Stimulate economic development and encourage diversification.

17.2 JOINT DEVELOPMENT ASSESSMENT PANEL APPLICATION FOR GENERAL INDUSTRY – LITHIUM HYDROXIDE PROCESSING PLANT – LOT 15 MASON ROAD, KWINANA BEACH

COMMUNITY ENGAGEMENT:

The proposed land use is a permitted use under Table 1 – Zoning and Use Classes of Local Planning Scheme No.2, meaning advertising of the application is not required. However, due to the scale of the project, the application was advertised to all adjoining property owners and occupiers for a period of 21 days. One submission in support of the application was received.

PUBLIC HEALTH IMPLICATIONS

The development will require a Dangerous Good Licence to be obtained from the Department of Mines, Industry Regulation and Safety, which will address public health and risk matters.

RISK IMPLICATIONS:

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

Risk Event	Appeal of the JDAP's decision or conditions of approval imposed.
Risk Theme	Failure to fulfil statutory regulations or compliance requirements Providing inaccurate advice/ information.
Risk Effect/Impact	Reputation Compliance
Risk Assessment Context	Strategic
Consequence	Minor
Likelihood	Possible
Rating (before treatment)	Medium
Risk Treatment in place	Reduce - mitigate risk
Response to risk treatment required/in place	Work instructions in place and checklists used when assessing the application. The recommendation on the application is justified on the basis of compliance with the Local Planning Scheme, and the discretion afforded to the JDAP to vary these documents. Liaising with the applicant throughout the application process.
Rating (after treatment)	Low

**17.2 JOINT DEVELOPMENT ASSESSMENT PANEL APPLICATION FOR GENERAL INDUSTRY –
LITHIUM HYDROXIDE PROCESSING PLANT – LOT 15 MASON ROAD, KWINANA BEACH**

OFFICER RECOMMENDATION

MOVED CR M KEARNEY

SECONDED CR P FEASEY

That Council resolve to support the development application for a Lithium Hydroxide Processing Plant at Lot 15 Mason Road, Kwinana Beach as per the recommendation outlined in the Responsible Authority Report to the Metro South West Joint Development Assessment Panel.

**LOST
2/6**

COUNCIL DECISION

120

MOVED CR D WOOD

SECONDED CR W COOPER

That Council defer the matter to an Elected Member Briefing Session.

**CARRIED
8/0**



Form 1 – Responsible Authority Report

(Regulation 12)

Property Location:	Lot 15 Mason Road Kwinana Beach
Development Description:	Lithium Hydroxide Processing Plant
DAP Name:	Metro South-West
Applicant:	Urbis Pty Ltd and Covalent Lithium
Owner:	Development WA
Value of Development:	\$600 Million
LG Reference:	DA9534
Responsible Authority:	City of Kwinana
Authorising Officer:	Jared Veenendaal – Planning Officer
DAP File No:	DAP/20/01738
Report Due Date:	27 March 2020
Application Received Date:	10 January 2020
Application Process Days:	90 Days
Attachment(s):	1: Aerial Photograph/Location Plan 2: Site Plan – North 3: Site Plan – South 4: Site Elevations – North East 5: Site Elevations – North West 6: Site Sections 7: Administration Area – Landscaping Plan 8: Administration Area – Floor Plans 9: Administration Building – Floor Plans 10: Administration Building - Elevation Plans 11: Laboratory + Warehouse Elevations Plans (Administration Area) 12: Traffic Movements Plan 13: Stormwater Drainage Plan 14: Copy of DWER Responses 15: Copy of DFES Response 16: Council Minutes

Officer Recommendation:

That the Metro South West Joint Development Assessment Panel resolves to:

- Approve** DAP Application reference DAP/20/01738 and accompanying plans:

Drawing No: Figure 1.1 – General Arrangement – Development Application
 Drawing No: Figure 1.2 – General Arrangement – Development Application
 Drawing No: Figure 1.3 – Isometric View – North East
 Drawing No: Figure 1.4 – Isometric View – North West
 Drawing No: Figure 1.5 – Sections
 Drawing No: COV-002-AR-DWG-0001 – Administration Area Site Plan
 Drawing No: COV-002-AR-DWG-0002 – Administration Area Floor Plans
 Drawing No: COV-002-AR-DWG-0007 – Administration Area Elevations
 Drawing No: Figure 1.7 – Traffic Movements – Layout
 Drawing No: Figure 1.6 – Stormwater Drainage

in accordance with Clause 68 of Schedule 2 (Deemed Provisions) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, and Clause 6.1 of the City of Kwinana Local Planning Scheme No.2, subject to the following conditions and advice:

Conditions

1. This decision constitutes planning approval only and is valid for a period of two (2) years from the date of approval. If the subject development is not substantially commenced within the two (2) year period, the approval shall lapse and be of no further effect.
2. The proponent shall meet the requirements of Local Planning Policy 5 – Development Contribution Towards Public Art through one of the following options:
 - a. Prior to the lodgement of a building permit, submit a Public Art Report in accordance with LPP No. 5 to the City of Kwinana that details the public art to be developed as a component of the development. Prior to the occupation of the development, the approved artwork shall be installed on site to the satisfaction of the City of Kwinana; or
 - b. Prior to the commencement of works, the proponent shall provide a financial contribution of \$500,000 to the City of Kwinana in lieu of installing art work on site to the satisfaction of the City of Kwinana.
3. The provision of vehicle parking bays as defined on the approved development plans in accordance with AS2890, to be clearly marked on the ground and constructed of bitumen, brick or concrete and drained prior to occupation to the satisfaction of the City of Kwinana.
4. A detailed Landscaping Plan for the entire development area which outlines the proposed species and densities of plants to be used at the time of planting in addition to showing existing vegetation for retention on site, is required to be submitted to the City of Kwinana for approval prior to commencement of works on site. The landscaping plan shall be implemented to the satisfaction of the City prior to the occupation of the development.
5. Existing and proposed landscaping areas shall be installed prior to the occupation of the proposed development and maintained thereafter to the satisfaction of the City of Kwinana.
6. A schedule of colours, materials, textures and finishes for the proposed Administration Building shall be submitted for approval prior to the submission of a building permit to the satisfaction of the City of Kwinana.
7. The proposed parking area adjacent to the Administration Building which is to be used by the public is to be adequately lit in accordance with the requirements of Local Planning Policy 8: Designing out Crime. Details are to be submitted at Building Permit stage.
8. Ancillary structures, equipment and utilities near or adjacent to public access (including the proposed HV switchyard) shall be screened from public view at ground level to the satisfaction of the City of Kwinana.
9. The development shall at all times comply with the requirements and recommendations of the Bushfire Management Plan prepared by Strategen-

JBS&G and dated 3 March 2020, reference number: 56663/125,395 (Rev 2) to the satisfaction of the City of Kwinana.

10. A stormwater management plan is to be designed and constructed consistent with the Stormwater Management Manual for Western Australia (DoW, 2004-2007) and Water quality protection note 52: Stormwater management at industrial sites (DoW, 2010).
11. Vehicle crossovers shall be constructed and designed to the specifications and satisfaction of the City of Kwinana.
12. All trafficable areas are to be sealed and drained as per the City of Kwinana 'Trafficable Areas' Specifications to the satisfaction of the City of Kwinana.
13. All non-trafficable and lay-down areas within the subject lot being sealed and drained to comply with the City of Kwinana non-trafficable and lay-down area specifications.
14. The Traffic and Access Report (prepared by Uloth and Associates - dated 5 December 2019) is to be amended to include the following:
 - a. The required incidental vehicle movements related to site operations and maintenance are to be addressed in the report and volumes added.
 - b. A swept path analysis and an alignment and geometry analysis for large vehicles travelling between Lot 15 Mason Road and the Aurizon Kwinana rail siding yard (adjacent to Mounsey Road).

Where the report identifies deficiencies, these are to be addressed in accordance with the relevant design standards and guidelines, to the satisfaction of the City of Kwinana. Construction of any required road upgrades shall be completed to the satisfaction of the City of Kwinana, prior to occupancy of the development.

15. Prior to commencement of construction works, pavement investigation is to be undertaken for the route between Lot 15 Mason Road and the Aurizon rail siding yard and a report detailing recommendations of any remedial works is to be submitted to and approved by the City of Kwinana. The report shall take into account the proposal to have 27.5m trucks transporting materials and waste between the sites. Any recommended works shall be designed and constructed to the satisfaction of the City of Kwinana and prior to the occupancy of the site.

The investigations, and any subsequent works shall cover the proposed route along Mason Road, Mandurah Road, Butcher Street, Yeates Road and Mounsey Road and associated intersections.

16. Mason Road is to be widened to the west at the intersection with Donaldson Road. The widening shall include an auxiliary lane that permits north bound traffic to continue through the intersection unhindered on the left hand side of vehicles that are stopped at the intersection making a right hand turn into Donaldson Road. Detailed design drawings shall be submitted to the City for approval prior to commencement of construction works and the widening is to

be completed prior to occupancy of the development to the satisfaction of the City of Kwinana.

17. The proponent is to bund all loading/unloading or batching areas. Such areas are to be of impermeable surfaces, with all drainage being captured and treated on-site.
18. The proponent shall implement dust control measures for the duration of construction works and submit a Dust Management Plan for the ongoing operation of the site to the satisfaction of the City of Kwinana.
19. The proponent to make application to the City of Kwinana or Western Australia Department of Health for the installation of waste treatment systems, with nutrient retention capabilities for the servicing of sanitary ablutions.
20. The proponent to make application to the City of Kwinana for approval of a construction noise plan for out of hours work in accordance with the *Environmental Protection Noise Regulations*.
21. The development shall be connected to an adequate potable water supply in accordance with the standards required by the National Health and Medical Research Council Australian Drinking Water Guidelines (2004).
22. The proponent is to construct and operate the development in accordance with the recommendations of Section 8.2 of the GHD - Covalent Lithium Pty Ltd Covalent Lithium Refinery Approvals Noise Impact Assessment (dated December 2019).

Advice Notes

- i. The proponent is advised that all future development must be submitted to the City of Kwinana prior to the commencement of works or alteration of land use.
- ii. In relation to vehicle crossovers, all crossovers are required to be angled at 90 degrees to the road way. The existing left turn entry slip lane for the proposed northern crossover is to be removed and the verge reinstated.
- iii. In relation to the required amendments to the Traffic and Access Report (prepared by Uloth and Associates, dated 5 December 2019), a swept path analysis and alignment and geometry analysis is to be undertaken for 19.0 metre Semi-Trailers and 27.5 metre B-Doubles between Lot 15 Mason Road to the Aurizon Kwinana rail siding yard (adjacent to Mounsey Road), assessing Butcher Street, Yeates Road and Mounsey Road. Designs are to be submitted to the City of Kwinana for approval, prior to commencement of construction works.
- iv. In relation to the widening of the intersection at Mason Road and Donaldson Road, road widening is required to the west side of Mason Road to permit north bound vehicles to pass on the left side of stationary vehicles on Mason Road, waiting to turn right into Donaldson Road. The widening shall be designed in accordance with relevant design standards and guidelines for the 70km/hr posted speed limit for Mason Road, to the satisfaction of the City. The design should be submitted to the City for approval prior to

commencement of works on site. For further information the proponent is advised to contact the City of Kwinana Engineering Department.

- v. In relation to the application and installation of waste treatment systems, on-site effluent disposal systems shall be nutrient retentive to comply with the Health Act 1911 and Cockburn Sound Management Council requirements. Use of conventional septic systems is not permitted.
- vi. The proponent is advised that this approval is not a building permit, which constitutes a separate legislative requirement. Prior to any building work commencing on site, a building permit or building permit exemption must be obtained from the City of Kwinana. Significant penalties apply under the *Building Act 2011* for any failure to comply with this requirement.
- vii. The proponent is advised that a submission consisting of all the relevant information of the proposed structure and associated process areas should be forwarded to the Fire and Emergency Services Commissioner as per the requirements of WA Building Regulations 2012, 18b, Certificate of design compliance – preliminary action (s.19(6)). DFES will be able to provide further advice once detailed designs are provided at the building permit stage.
- viii. The proponent should ensure that the proposed development complies with all other relevant legislation, including, but not limited to the:
 - a. *Environmental Protection Act 1986*,
 - b. *Health Act* and Regulations,
 - c. *Environmental Protection (Noise) Regulations 1997*,
 - d. *Environmental Protection (Unauthorised Discharges) Regulations 2004*
 - e. *Environmental Protection (Kwinana) (Atmospheric Wastes) Regulations 1992*.
 - f. *Dangerous Goods Safety Act 2004* and Regulations,
 - g. *Contaminated Sites Act 2003*
 - h. *National Construction Code*.
- ix. The proponent is advised that any future signage for the development shall be submitted to the City of Kwinana prior to the commencement of works and comply with the City of Kwinana's Local Planning Policy No. 9: Advertising Signage.
- x. The proponent shall register with the City, water cooling and air handling systems that produce water droplets. Documentation of system efficacy is to be provided to the City of Kwinana when requested.
- xi. Discharges of waste water via the Sepia Depression Ocean Outlet are subject to Ministerial Statement 665 under Part IV of the Environmental Protection Act.
- xii. The proponent is advised of the requirements under the Environmental Protection Act 1986 to obtain a clearing permit for the clearing of native vegetation from the Department of Water and Environmental Regulation. The Department advises that no exemption applies to the proposed development and a clearing permit is required. A copy of the advice from the Department is to be forwarded to the City for its records.

- xiii. The proponent is advised of the requirements under the Environmental Protection Act 1986 to obtain a Works Approval from the Department of Water and Environment Regulation prior to constructing a prescribed premises, and makes it an offence to cause an emission or discharge unless a licence or registration is held for the premises.
- xiv. The site is subject to a site management plan, entitled 'Former Petrochemical Industries - Construction and Operational Environmental Management Plan' (Golder, January 2012). This management plan is to be implemented. If further impacts are identified exceeding applicable site use criteria, then these should be reported to the Department of Water and Environment Regulation.
- xv. The proponent is advised of the requirements under the Dangerous Goods Safety Act 2004 and Regulations to obtain a Dangerous Goods Storage Licence from the Department of Mines, Industry Regulation and Safety.

Details: outline of development application

Insert Zoning	MRS:	Industrial/Railways
	TPS:	General Industry
Insert Use Class:		General Industry
Insert Strategy Policy:		City of Kwinana Local Planning Policy No.11: Site Requirements and Standards for Development within Industrial Zones
Insert Development Scheme:		City of Kwinana Local Planning Scheme No.2
Insert Lot Size:		76 hectares (approx. 19.5 hectares development area)
Insert Existing Land Use:		Vacant

Proposal:

Covalent Lithium proposes to construct and operate a Lithium Hydroxide Processing Plant (LHPP) on the northern portion of Lot 15 Mason Road, Kwinana Beach, known hereafter as the subject site (refer to Attachments 1-3).

The LHPP is part of an integrated project consisting of a mine, concentrator and the proposed processing plant to produce battery quality lithium hydroxide. The associated mine and concentrator are located in Mount Holland, approximately 500 kilometres east of Perth. The project, once operational, will have a nominal capacity of approximately 129 tonnes per day of battery quality lithium hydroxide monohydrate, which will be sold into the global battery market. The development cost of the proposed LHPP is estimated to be \$600 million.

The LHPP will also generate a number of by-products and secondary outputs that are beneficial for other industrial operations. Examples include by-products that can be used in road base or cement production. The proponent has indicated it is committed to avoiding disposal of any material to landfill and is actively seeking potential beneficial reuse options for these outputs. The proponent remains firmly committed to pursuing logical synergies within the Kwinana Industrial Area (KIA) and notes that the KIA is a highly conducive location to realise these opportunities. This was a major factor in selecting the KIA to locate the LHPP.

Land Use

The actual processing component of the LHPP takes up a majority of the development area. In addition to the processing area, the proposal comprises the following key non-process components that are accessible to the public;

- Administration Building;
- Laboratory;
- Switch room
- Warehouse;
- Workshop;
- Access-ways and Car parks; and
- Landscaping

Considering the above, it was considered the proposed use of the site be classified as a 'General Industry' use as defined under the City of Kwinana Local Planning Scheme No.2 (LPS2). Further discussion regarding the prescribed land use is outlined later in this report.

Zoning

The subject site is predominately zoned 'General Industry' under LPS2. The subject site is zoned 'Industrial' and 'Railways Reserve' under the Metropolitan Region Scheme (MRS). The portion zoned 'Railways Reserve' under the MRS traverses the northern section of the subject site, extending east to west. This portion zoned 'Railways Reservation' under the MRS is not zoned under LPS2. Considering the proposed development encroaches into this railways reserve (and it is not zoned under LPS2) the application is also required to be considered by the Western Australian Planning Commission (WAPC) under the MRS. A Responsible Authority Report will therefore also be prepared by the WAPC on this application. Further information and an image showing the zoning is outlined later in this report.

Background:

Site Context

The lot is approximately 76 hectares in area with approximately 19.5 hectares to be utilised for the proposed development. The lot is situated in the Kwinana Industrial Area, with direct access from Mason Road. Mason Road borders the north and eastern boundaries of the lot. A railway line, owned by the Fremantle Port Authority (FPA), is also located to the east and north of the subject site, adjacent to the Mason Road reserve. A number of existing and established land uses also surround the lot, a significant land use being the BP refinery directly to the west. The site is approximately 700 metres east of the Cockburn sound.

The City of Kwinana and Metro South-West JDAP approved a proposal in 2016 for a LHPP located to the north-east of the subject site at Lot 12 Mason Road, operated by Tianqi Lithium Australia Pty Ltd (DAP16/01068).

Site History

The subject site is currently vacant. A large hardstand area exists on the northern half of the subject site where the proposed LHPP is located. Although this hardstand area is currently unused, it was previously approved for open air storage of various industrial equipment and materials in 2011. The site has been vacant since June 2019. The southern portion of the lot has historically been (and is currently) sparsely vegetated and will remain largely untouched as part of the proposed development. It

is envisioned the north eastern quadrant of the hardstand area is to remain largely vacant at this stage and will be utilised by Covalent Lithium in future for the expansion of operations, should this be required.

Legislation and Policy:

Legislation

The proposed LHPP is subject to a range of licences and regulations applicable for industry in Western Australia. A summary of the key legislation, regulations or local laws relevant to the application is listed below:

- *Contaminated Sites Act 2003*
- *Dangerous Goods Safety Act 2004 and Regulations*
- *Environmental Protection Act 1986 and relevant Regulations*
- *Health Act 1911*
- *Planning and Development Act 2005*
- *Environmental Protection (Kwinana) (Atmospheric Wastes) Regulations 1992*

State Government Planning Policies

- State Planning Policy 4.1 – State Industrial Buffer Policy
- State Environmental (Cockburn Sound) Policy 2005
- Environmental Protection (Kwinana) (Atmospheric Wastes) Policy 1999.

Local Planning Scheme

- City of Kwinana, Local Planning Scheme No. 2

Local Planning Policies

- Local Planning Policy 5 – Development Contribution Towards Public Art
- Local Planning Policy 8 – Designing Out Crime
- Local Planning Policy 11 – Site Requirements and Standards for Development within Industrial Zones.

Consultation:

Public Consultation

The proposal represents a “P” (permitted) use under Table 1 – Zoning and Use Classes of LPS2, and therefore is not required to be advertised. However, due to the scale of the project, the application was advertised to all adjoining property owners and occupiers for a period of 21 days. One response was received in support of the proposal, with no objections being outlined.

Consultation with other Agencies or Consultants

The following government departments and service agencies were consulted with a response being provided:

- Department of Mines, Industry Regulation and Safety (DMIRS)
- Department of Water and Environmental Regulation (DWER)
- Department of Fire and Emergency Services (DFES)
- Main Roads Western Australia (MRWA)

- Westport
- Fremantle Port Authority (FPA)
- Dampier Bunbury Pipeline operator (DBP)

The City has summarised the comments raised in agency responses below.

DMIRS

The application was referred to DMIRS for comment considering the proposal will require a Dangerous Goods Storage License. DMIRS confirmed the proponent is required to submit a Dangerous Goods Storage License, separate to this development application. It was noted that further information relating to the Dangerous Goods Storage License will be required to be submitted to DMIRS at that time. As a result, an advice note is recommended to notify the proponent of requirement for submission of a Dangerous Goods Storage License to DMIRS.

DWER

The application was referred to DWER in relation to site contamination, existing vegetation, air quality, a Works Approval and Licencing under the *Environmental Protection Act 1986*. A copy of the advice can be seen in Attachment 14.

The DWER Industry Regulation Branch provided comment as summarised below:

- Noise: a Technical Noise report was provided by the proponent. DWER concurs this report satisfactorily demonstrates noise emissions comply with the applicable Noise Regulations.
- Native Vegetation: a clearing permit is required for the clearing of any native vegetation on the site.
- Works Approval: A works approval under Part V Division 3 of the Environmental Protection Act is required from DWER prior to operation.
- Stormwater Management: Stormwater management is to be designed and constructed consistent with the Stormwater Management Manual for Western Australia.

The City recommends each of the above requirements/recommendations be included as conditions and/or advice notes on the development approval.

The DWER Contaminated Sites Branch also provided comment stating no contamination has been identified in the northern portion of the lot where the development is proposed. However, buried asbestos-containing material and hydrocarbon impacted soil has been observed in the southern portion of the subject site, which may be accessed for fire breaks and services. DWER have advised an existing management plan in this regard was endorsed in 2012 and is entitled *Former Petrochemical Industries - Construction and Operational Environmental Management Plan*. DWER have requested that the applicant be advised of this requirement, but have not asked for any conditions of approval in relation to site contamination. An advice note is therefore recommended, drawing the applicant's attention to the plan.

Department of Fire and Emergency Services (DFES)

A significant portion of the subject site is within a bushfire prone area as prescribed by DFES. The proponent has submitted a Bushfire Management Plan (BMP) as required under the *Planning and Development Regulations 2015* which was referred

to DFES for review. To ensure the BMP accurately identifies bushfire risk and necessary mitigation measures for a high-risk land use, DFES requested a number of amendments be made to the BMP (refer to Attachment 15). In response to DFES' comments, the proponent provided an amended BMP showing an emergency exit point to the eastern side of the subject site and an additional action has been incorporated for management of the existing vegetation along the north and eastern boundaries. DFES advised it will be able to provide further advice to the proponent once detailed designs are provided at the building permit stage, particularly in relation to storage of hazardous materials and adequacy of water supply. A condition is also recommended for the development to comply with the requirements and recommendations of the BMP.

Main Roads Western Australia (MRWA)

A response was received from MRWA stating they have no comment to make regarding this application. Further comment in relation to traffic and vehicle movement is discussed later in this report.

Western Power

The application was referred to Western Power considering the need for various power supply works and connections as part of the proposal. No concerns were noted by Western Power.

Westport

Considering the significance of the KIA and its future in relation to Westport, the application was referred to the Westport Taskforce for comment. A response was received stating the site was originally considered by Westport for an empty container park, however, the proposed LHPP represents a higher and better use for the site.

Fremantle Port Authority (FPA)

A response was received from FPA stating the application has been assessed and FPA have no comments. Separate to the application, FPA went on to state safety issues have been raised concerning the intersection at Mason Road and Donaldson Road. This matter is further discussed later in this report under the heading: *Traffic Considerations*.

Dampier to Bunbury Natural Gas Pipeline (DBNGP)

Considering the Dampier to Bunbury Natural Gas Pipeline runs through the KIA, the application is proposing to connect (via a number of adjacent sites) to the pipeline. The gas will be used in the operation of the processing plant. Therefore, the application was referred to DBNGP (WA) who confirmed no objection to the proposed development.

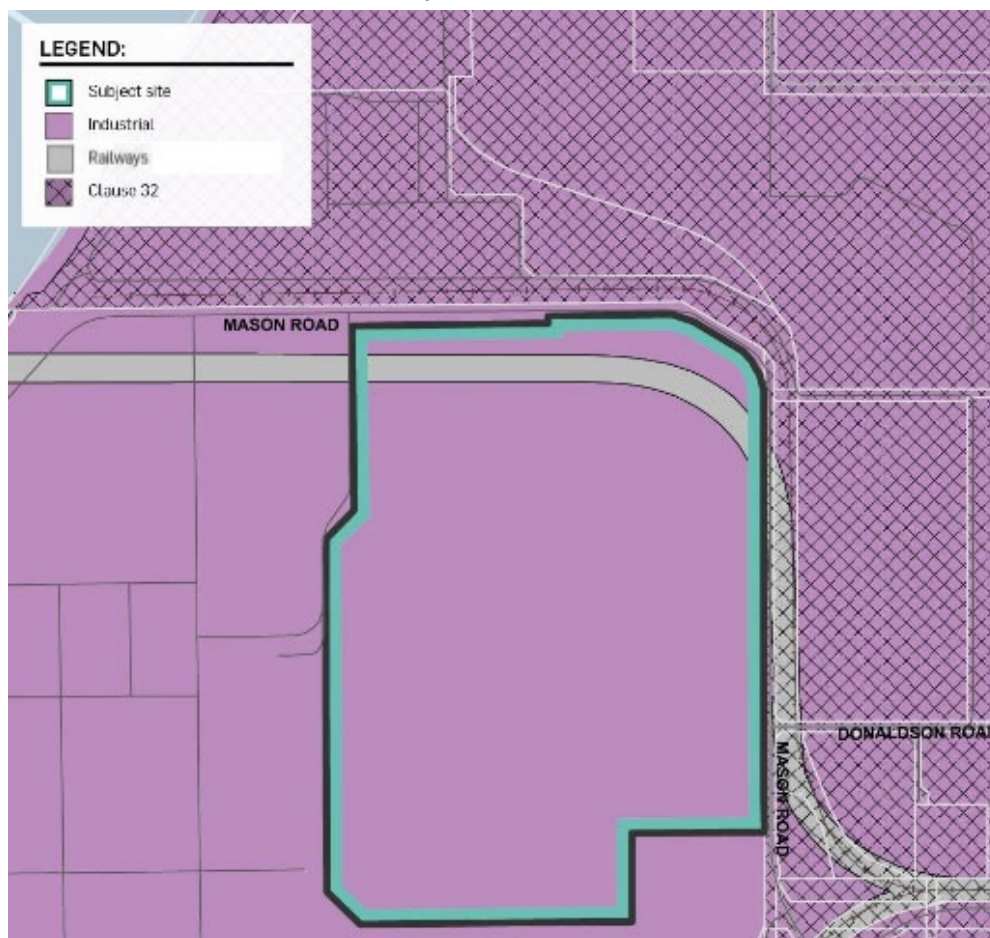
Planning Assessment:

Metropolitan Region Scheme (MRS)

The subject site is zoned Industrial and Railways Reserve under the MRS. See the image below for further detail. The portion allocated as 'Railways Reservation' traverses the northern portion of the site, extending east to west.

An amendment to the MRS is currently being progressed by the WAPC to amend the portion zoned 'Railways Reservation' to be consistent with the remainder of the site, zoned 'Industrial'. In July 2019, the City provided preliminary comment to the WAPC in relation to the MRS amendment. The City outlined its support for the amendment

citing the existing MRS zoning and how it does not correspond with the actual location of the railway line. The railway line has instead been constructed some time ago to the north of the subject land. The MRS amendment will ensure the zoning is an accurate representation of the physical infrastructure and land use in-situ.



City of Kwinana Local Planning Scheme No.2 (LPS2)

Land Use

The proposal represents a 'General Industry' use in the context of LPS2 which is defined under Appendix 4 (Interpretations) as: "...any industry other than a hazardous, light, noxious, rural, extractive or service industry". LPS2 defines 'Industry' as 'the carrying out of any process for and incidental to: ... (b) The winning, processing or treatment of minerals...'

'Hazardous Industry' is defined under LPS2 as '...an industry which by reason of the processes involved or the method of manufacture, or the nature of the materials used or produced requires isolation from other buildings.'

In the context of land use under LPS2, this development has been considered as a 'General Industry' in lieu of 'Hazardous Industry'. The development has been considered as a 'General Industry' use on the basis of the information and detail provided as part of the application. The proponent advised that the types and volume of materials stored at the site are not likely to result in the development being classified as a major hazard facility in accordance with the Dangerous Goods legislation. Furthermore, the proponent submitted a noise report that demonstrates compliance with relevant legislation. The proponent also advised that airborne

emissions are to be appropriately managed and maintained in accordance with relevant standards as specified in *Environmental Protection (Kwinana) (Atmospheric Wastes) Policy 1999*.

For the reasons discussed above, the development has been considered as a 'General Industry' use in the context of LPS2.

Development Standards

The following table lists the relevant development standards under LPS2 which apply to this application.

Local Planning Scheme No.2 Clause	Requirements	Planning Comment
6.8.4 – Plot Ratio and Site Coverage	0.8 Plot Ratio 65% Site Cover	Complies. The plot ratio and site coverage of the lot is well within LPS2 requirements. The approximate site cover is 3.1% of Lot 15 Mason Road.
6.8.5 – Minimum Setbacks from Boundaries	Front – 15 metres Side – 6 metres Rear – 9 metres	Complies. Proposed Front setback (eastern boundary): 108 metres Proposed Side setback (northern boundary): 11 metres Proposed Rear setback (western boundary): 20 metres
6.8.6 – Appearance of Buildings	Buildings and ancillary structures located, constructed and finished so as to not cause detriment to the locality	Complies. The proposed development is considered appropriate for the industrial zone and consistent with existing development in the surrounding area. The proposed development should not detrimentally affect the amenity of the locality. A condition is recommended for the HV switchyard and substation at the very entrance to the subject site to be screened to further reduce visual impacts when entering the site. Although not indicated on plans, the applicant has stated ancillary structures and equipment and utilities (including the HV switchyard) near or adjacent to public access shall be screened from public view at ground level.

		Soft screening will be the preferred solution in such screening applications, as well as in the vicinity of high traffic access around the site entry from Mason Road.
6.8.7 – Landscaping Areas	5% of site area to be landscaped and maintained	<p>Complies</p> <p>Landscaping to be retained onsite far exceeds the minimum 5%. Additional landscaping is proposed around the Administration Building.</p> <p>A landscape plan showing the species of plants in the car parking area and around the administration building has been provided (refer to Attachment 7).</p> <p>A condition is recommended for a landscaping plan over the entire site showing proposed landscaping and the retention and maintenance of existing vegetation on the site.</p>
6.8.8 – Car Parking and Crossovers	<p>Car Parking Spaces to be provided in accordance with Table III of LPS2:</p> <p>Office – 1 bay for every 50m² gross floor area.</p>	<p>Complies</p> <p>The development requires the provision of 60 bays in accordance with the requirements of Table III of LPS2. The proponent has indicated that a total of 59 employees will be on site per shift. Therefore the applicant has provided excess parking bays (124 in total) to account for a 'shift overlap' period and other visitors.</p> <p>Conditions have been recommended requiring trafficable areas to be sealed and drained in accordance with the City of Kwinana's specifications.</p>
6.8.9 – Loading and Unloading	Loading / Unloading areas to be maintained in good order	<p>Complies.</p> <p>The proposed loading / unloading areas of the development are proposed to be provided in an appropriate</p>

		location and manner.
6.8.10 – Waste Water and Effluent Disposal	Waste water to be managed appropriately to preserve the environment and groundwater	<p>Complies.</p> <p>Sewerage and grey water generated on site is proposed and required to be disposed of through a waste treatment system with nutrient retention capabilities. The plans indicate a system (referred to as a wastewater treatment plant) located adjacent to the administration building. Treated wastewater will be stored in tanks, and pending approval from Water Corporation, discharged to the Sepia Depression Ocean Outlet Landline (SDOOL). DWER has advised discharges of waste water via the Sepia Depression Ocean Outlet are subject to <i>Ministerial Statement 665</i> under Part IV of the EP Act. An advice note is accordingly recommended.</p> <p>The site currently has two drain systems that are capable of managing all stormwater collected on site.</p>
6.8.11 – Recycled Water	Not Applicable.	<p>Not Applicable.</p> <p>The development does not generate industrial process water. The comments above regarding the SDOOL should be taken into account.</p>
6.8.12 – Fencing	A security fence proposed on a front lot boundary shall be setback 1.5 metres from the front lot boundary and landscaping shall be established and maintained between these lines to the satisfaction of Council.	<p>Complies</p> <p>The security fence on the front lot boundary is visually permeable with a significant strip of vegetation (approximately 60 metres in width) between the fence and the proposed development area.</p>
6.8.13 – Materials Used	a) The facade on the principal frontage shall be	<p>Complies</p> <p>The application proposes the</p>

	<p>constructed of brick, stone, masonry or such other such material approved by Council.</p> <p>b) Notwithstanding this, Council may approve the installation of strategic landscaping on the principal frontage in lieu of facade treatment.</p>	<p>main administration building to be located approximately 280 metres from the street boundary. The administration building is proposed to be concrete construction (painted). A feature verandah is also proposed around the building. The administration building incorporates two different wall finishes to achieve greater aesthetic amenity.</p> <p>As the proposed administration building is located 280 metres from the boundary, with a significant landscaping strip between, the City considers the development meets this provision of LPS2. However, a condition is recommended to provide further design details prior to the submission of a building permit for the administration building to ensure it presents well aesthetically to confirm it does not detract from the amenity of the locality. This will ensure the administration building is clearly delineated as a building that is publicly accessible.</p>
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Local Planning Policy 5: Development Contribution towards Public Art

Item	Requirement	Proposal	Compliance
Public Art Report	Public Art proposals will be accompanied by a Public Art Report, as set out in Appendix 1 of this Policy and will be required to be approved prior to the lodgement of a building permit application for the associated development.	This proponent has not submitted a Public Art Report. The proponent has stated a professional arts curator will be employed to select all pieces and determine the final layout/presentation of these pieces.	The City welcomes the intention to involve an arts curator. The recommended condition of approval (as mentioned above) incorporates the requirement for a Public Art Report in accordance with the policy.
Public Art contribution	The proponent will meet their public art contribution in one or more of the following	The proponent has indicated its intention to provide public art on the site as part of	Further details regarding the provision of public art will be

	ways by: a) establishing public art "on-site" as a component of their development; b) Providing cash-in-lieu of 1% of development cost (or a maximum of \$500,000.	the proposed development rather than contributing a cash sum of \$500,000 as per option 'b'. However, the proponent has outlined its intention to purchase a wide selection of high quality large scale art exhibits from the Kwinana Industries Youth Art Awards and prominently display these arts throughout its facility.	negotiated with the City of Kwinana prior to occupation of the development as part of the submittal of a public art report. A condition of approval requiring adherence with the policy is therefore recommended.
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Local Planning Policy 8: Designing Out Crime

The application has also been assessed against the provisions of Local Planning Policy 8: Designing out Crime. This Policy sets out design guidelines to reduce the likelihood of crime and anti-social behaviour in the City of Kwinana. The proposed development generally complies with all relevant requirements of this Policy. However, it is noted the Policy requires car parking areas to be adequately lit and security lighting to be provided. This is required for areas that are accessible to the public, specifically around the administration building. Current plans do not provide this level of detail and therefore a condition is recommended to this effect.

Local Planning Policy 11: Site requirements and standards for development within Industrial Zones

The proposed development is considered to meet the objectives and requirements of LPP 11 as follows:

- The administration building is located forward of the actual processing plant and adjacent to parking areas that are proposed to be landscaped.
- The applicant has indicated that prior to the submission of a building permit, detailed design plans for the administration building will be provided to enhance the visual appeal of the development. A condition is recommended to this effect.
- The proposal is sufficiently set back from all boundaries with significant landscaping being retained along both street frontages (north and east boundaries).

Traffic Considerations

As part of the application, the proponent submitted a Traffic and Access Report. This report noted the proposed development generates a total of 236 staff vehicle trips per day that will use the southern crossover entrance into the site. Furthermore, a total of 124 truck trips in and out of the site is proposed per day. The City's Engineering Department has requested the Traffic and Access Report be updated to account for incidental vehicle movements which relate to the operations of the facility such as

plant maintenance, servicing and electricians. A condition is therefore recommended to amend the Traffic and Access Report to incorporate the above.

The Traffic and Access Report further outlines that materials will be trucked in and out of the site, to and from the existing Aurizon Rail siding yard adjacent to Mounsey Road (refer to the image below showing the location of the siding yard). The local roads between the subject site and the Aurizon Rail siding yard are not designed to accommodate the large vehicles as proposed by the applicant. In assessing the suitability of the road network for the development, the following advice is provided:

- No assessment of the route between the development site and the rail yard has been provided by the applicant, rather the focus is on the crossovers in and out of the site and the overall traffic numbers expected to be generated.
- 27.5m permit vehicles are proposed to undertake the bulk of the deliveries of materials, and removal of waste, between the site and the rail yard.
- The local road network is not currently capable of servicing vehicles of this size, regardless of the number truck movements in and out of the site. The road network is not designed to accommodate trucks of this size, and frequent use by these vehicles may result in failure of the road pavement
- Investigations are required to determine what potential upgrades may be required to the pavement of the roads and intersections along the transport route. A condition of approval has been recommended to address this.

Furthermore, the development proposes a significant increase in the number of vehicles travelling on Mason Road. In order to provide an improved level of service to the subject site, it is considered necessary to upgrade the intersection at Mason Road and Donaldson Road (refer to the image below showing the location of the intersection). Northbound vehicles on Mason Road that intend to make a right hand turn into Donaldson Road are occasionally stopped for extended periods of time due to the railway crossing located only 27 metres from the intersection, across Donaldson Road. In this situation, such vehicles will prevent north bound traffic continuing along Mason Road and accessing the subject site. A condition is recommended to widen Mason Road at the intersection with Donaldson Road to the satisfaction of the City of Kwinana to improve the level of service to the subject site and enhance safety.



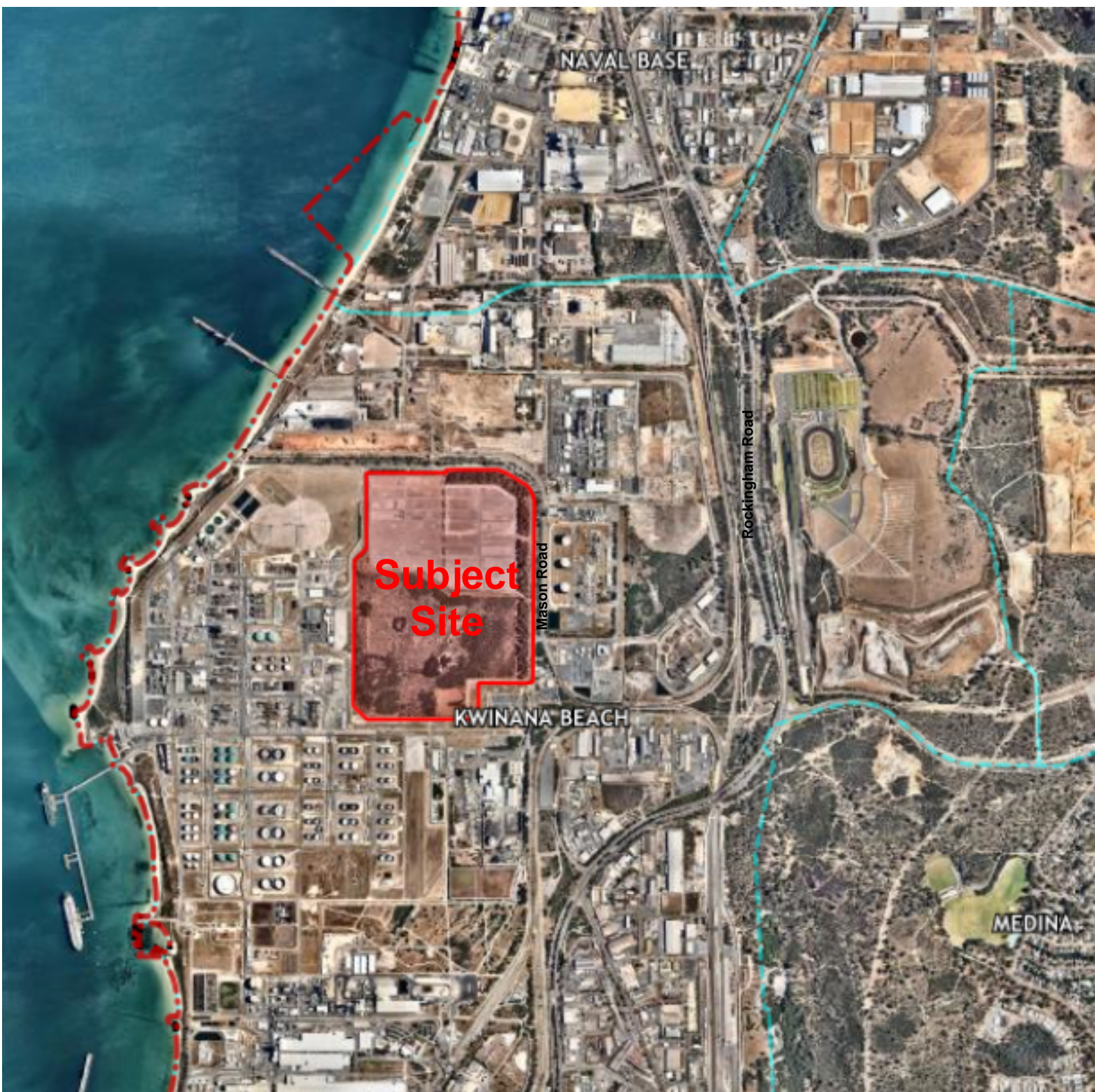
Council Recommendation:

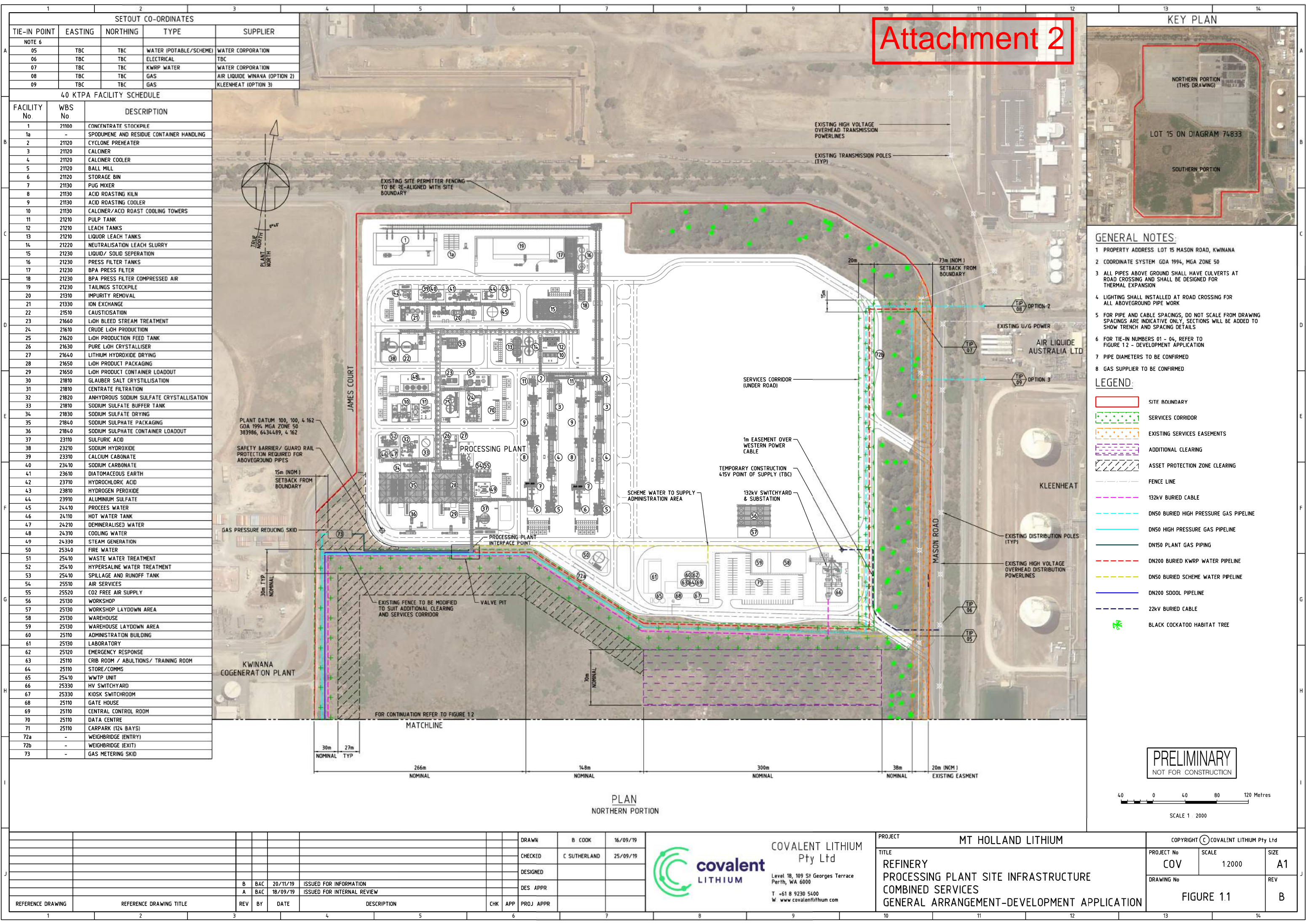
That the application is approved subject to the recommended conditions and advice notes as per this report.

Conclusion:

Upon assessment of the development against the objectives and requirements of Local Planning Scheme No.2 and relevant policy, it is considered that the application can be approved subject to conditions. The development complies with relevant planning provisions and represents effective use of currently underutilised industrial land within the Kwinana industrial area. The subject site is one of few larger vacant industrial lots in the heart of the Kwinana industrial area and the LHPP is considered a suitable land use for such a significant site.

Attachment 1





40 KTPA FACILITY SCHEDULE

FACILITY No

WBS No

DESCRIPTION

1

21100

CONCENTRATE STOCKPILE

1a

-

SPODUMENE AND RESIDUE CONTAINER HANDLING

2

21120

CYCLONE PREHEATER

3

21120

CALCINER

4

21120

CALCINER COOLER

5

21120

BALL MILL

6

21120

STORAGE BIN

7

21130

PUG MIXER

8

21130

ACID ROASTING KILN

9

21130

ACID ROASTING COOLER

10

21130

CALCINER/ACID ROAST COOLING TOWERS

11

21210

PULP TANK

12

21210

LEACH TANKS

13

21210

LIQUOR LEACH TANKS

14

21220

NEUTRALISATION LEACH SLURRY

15

21230

LIQUID/ SOLID SEPERATION

16

21230

PRESS FILTER TANKS

17

21230

BPA PRESS FILTER

18

21230

BPA PRESS FILTER COMPRESSED AIR

19

21230

TAILINGS STOCKPILE

20

21310

IMPURITY REMOVAL

21

21330

ION EXCHANGE

22

21510

CAUSTICISATION

23

21660

LIQH BLEED STREAM TREATMENT

24

21610

CRUDE LIQH PRODUCTION

25

21620

LIQH PRODUCTION FEED TANK

26

21630

PURE LIQH CRYSTALLISER

27

21640

LITHIUM HYDROXIDE DRYING

28

21650

LIQH PRODUCT PACKAGING

29

21650

LIQH PRODUCT CONTAINER LOADOUT

30

21810

GLAUBER SALT CRYSTALLISATION

31

21810

CENTRATE FILTRATION

32

21820

ANHYDROUS SODIUM SULFATE CRYSTALLISATION

33

21810

SODIUM SULFATE BUFFER TANK

34

21830

SODIUM SULFATE DRYING

35

21840

SODIUM SULPHATE PACKAGING

36

21840

SODIUM SULPHATE CONTAINER LOADOUT

37

23110

SULFURIC ACID

38

23210

SODIUM HYDROXIDE

39

23310

CALCIUM CABONATE

40

23410

SODIUM CARBONATE

41

23610

DIATOMACEOUS EARTH

42

23710

HYDROCHLORIC ACID

43

23810

HYDROGEN PEROXIDE

44

23910

ALUMINIUM SULFATE

45

24410

PROCEES WATER

46

24110

HOT WATER TANK

47

24210

DEMIMERALISED WATER

48

24310

COOLING WATER

49

24330

STEAM GENERATION

50

25340

FIRE WATER

51

25410

WASTE WATER TREATMENT

52

25410

HYPERSALINE WATER TREATMENT

53

25410

SPILLAGE AND RUNOFF TANK

54

25510

AIR SERVICES

55

25520

CO2 FREE AIR SUPPLY

56

25130

WORKSHOP

57

25130

WORKSHOP LAYDOWN AREA

58

25130

WAREHOUSE

59

25130

WAREHOUSE LAYDOWN AREA

60

25110

ADMINISTRATION BUILDING

61

25130

LABORATORY

62

25120

EMERGENCY RESPONSE

63

25110

CRIB ROOM / ABULTIONS/ TRAINING ROOM

64

25110

STORE/COMMS

65

25410

WWTP UNIT

66

25330

HV SWITCHYARD

67

25330

KIOSK SWITCHROOM

68

25110

GATE HOUSE

69

25110

CENTRAL CONTROL ROOM

70

25110

DATA CENTRE

71

25110

CARPARK (124 BAYS)

72a

-

WEIGHBRIDGE (ENTRY)

72b

-

WEIGHBRIDGE (EXIT)

73

-

GAS METERING SKID

40 KTPA FACILITY SCHEDULE

FACILITY No

WBS No

DESCRIPTION

1

21100

CONCENTRATE STOCKPILE

1a

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SPODUMENE AND RESIDUE CONTAINER HANDLING

2

21120

CYCLONE PREHEATER

3

21120

CALCINER

4

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CALCINER COOLER

5

21120

BALL MILL

6

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HYDROCHLORIC ACID

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23810

HYDROGEN PEROXIDE

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23910

ALUMINIUM SULFATE

45

24410

PROCEES WATER

46

24110

HOT WATER TANK

47

24210

DEMIMERALISED WATER

48

24310

COOLING WATER

49

24330

STEAM GENERATION

50

25340

FIRE WATER

51

25410

WASTE WATER TREATMENT

52

25410

HYPERSALINE WATER TREATMENT

53

25410

SPILLAGE AND RUNOFF TANK

54

25510

AIR SERVICES

55

25520

CO2 FREE AIR SUPPLY

56

25130

WORKSHOP

57

25130

WORKSHOP LAYDOWN AREA

58

25130

WAREHOUSE

59

25130

WAREHOUSE LAYDOWN AREA

60

25110

ADMINISTRATION BUILDING

61

25130

LABORATORY

62

25120

EMERGENCY RESPONSE

63

25110

CRIB ROOM / ABULTIONS/ TRAINING ROOM

64

25110

STORE/COMMS

65

25410

WWTP UNIT

66

25330

HV SWITCHYARD

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KIOSK SWITCHROOM

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25110

GATE HOUSE

69

25110

CENTRAL CONTROL ROOM

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DATA CENTRE

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23910

ALUMINIUM SULFATE

45

24410

PROCEES WATER

46

24110

HOT WATER TANK

47

24210

DEMIMERALISED WATER

48

24310

COOLING WATER

49

24330

STEAM GENERATION

50

25340

FIRE WATER

51

25410

WASTE WATER TREATMENT

52

25410

HYPERSALINE WATER TREATMENT

53

25410

SPILLAGE AND RUNOFF TANK

54

25510

AIR SERVICES

55

25520

CO2 FREE AIR SUPPLY

56

25130

WORKSHOP

57

25130

WORKSHOP LAYDOWN AREA

58

25130

WAREHOUSE

59

25130

WAREHOUSE LAYDOWN AREA

60

25110

ADMINISTRATION BUILDING

61

25130

LABORATORY

62

25120

EMERGENCY RESPONSE

63

25110

CRIB ROOM / ABULTIONS/ TRAINING ROOM

64

25110

STORE/COMMS

65

25410

WWTP UNIT

66

25330

HV SWITCHYARD

67

25330

KIOSK SWITCHROOM

68

25110

GATE HOUSE

69

25110

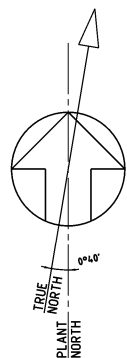
CENTRAL CONTROL ROOM

70

25110

DATA CENTRE

Attachment 3

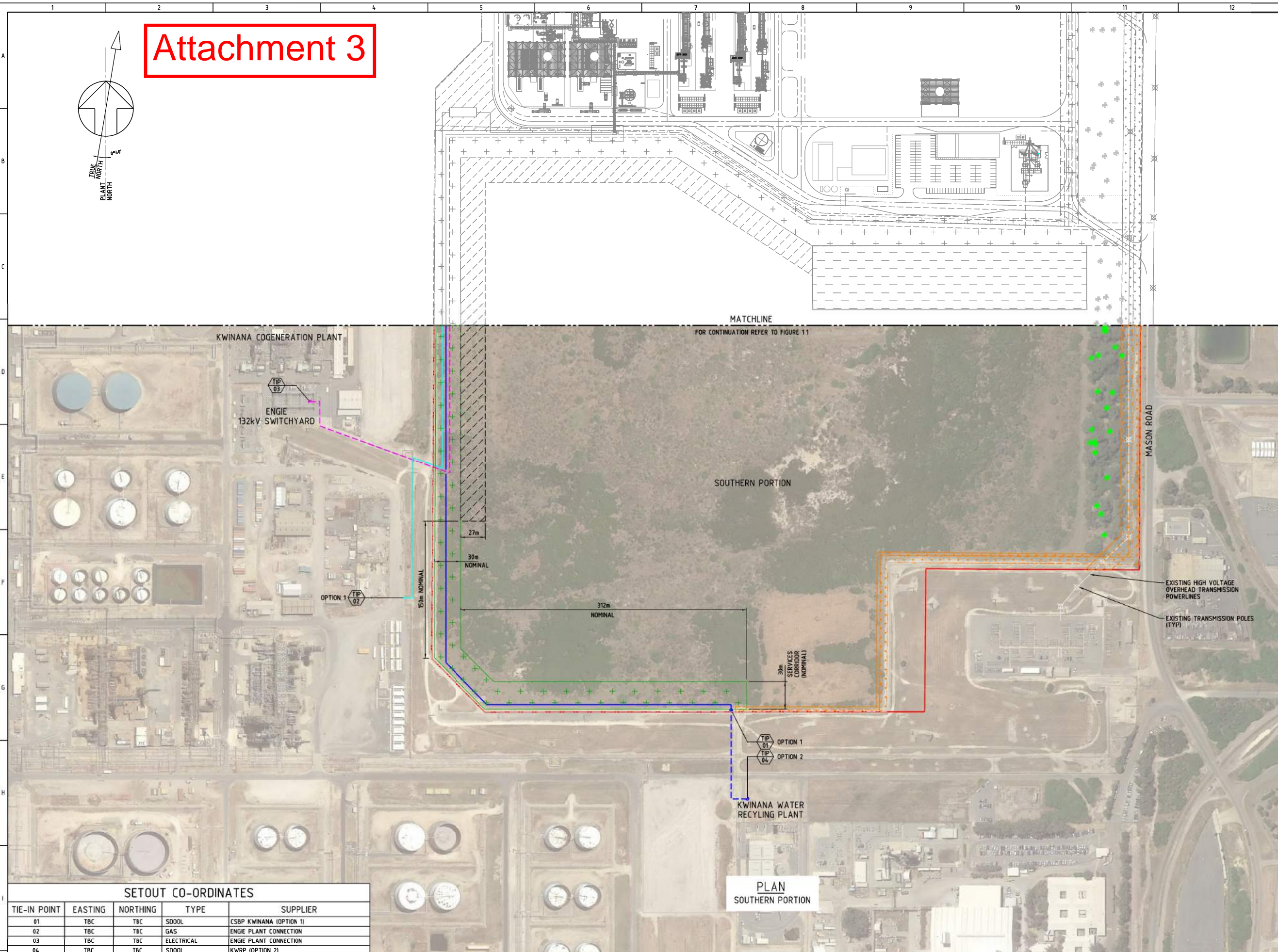


GENERAL NOTES:

- 1 PROPERTY ADDRESS LOT 15 MASON ROAD, KWINANA
- 2 COORDINATE SYSTEM GDA 1994, MGA ZONE 50
- 3 ALL PIPES ABOVE GROUND SHALL HAVE CULVERTS AT ROAD CROSSING AND SHALL BE DESIGNED FOR THERMAL EXPANSION
- 4 LIGHTING SHALL INSTALLED AT ROAD CROSSING FOR ALL ABOVEGROUND PIPE WORK
- 5 FOR PIPE AND CABLE SPACINGS, DO NOT SCALE FROM DRAWING SPACINGS ARE INDICATIVE ONLY, SECTIONS WILL BE ADDED TO SHOW TRENCH AND SPACING DETAILS
- 6 PIPE DIAMETERS TO BE CONFIRMED
- 7 PIPELINE FROM CSBP KWINANA TO BE CONFIRMED
- 8 GAS SUPPLIER TO BE CONFIRMED

LEGEND:

- | | |
|---|---------------------------------|
|  | SITE BOUNDARY |
|  | SERVICES CORRIDOR |
|  | EXISTING SERVICES EASEMENT |
|  | ASSET PROTECTION ZONE CLEARING |
|  | FENCE LINE |
|  | 132kV BURIED CABLE |
|  | DN50 HIGH PRESSURE GAS PIPELINE |
|  | DN200 BURIED SD00L PIPELINE |
|  | DN200 SD00L PIPELINE |
|  | BLACK COCKATOO HABITAT TREE |



SETOUT CO-ORDINATES				
TIE-IN POINT	EASTING	NORTHING	TYPE	SUPPLIER
01	TBC	TBC	SDOOL	CSBP KWINANA (OPTION 1)
02	TBC	TBC	GAS	ENGIE PLANT CONNECTION
03	TBC	TBC	ELECTRICAL	ENGIE PLANT CONNECTION
04	TBC	TBC	SDOOL	KWRP (OPTION 2)

											DRAWN	B COOK	16/09/19
											CHECKED	C SUTHERLAND	25/09/19
											DESIGNED		
				B	BAC	20/11/19	ISSUED FOR INFORMATION						
				A	BAC	18/09/19	ISSUED FOR INTERNAL REVIEW						
											DES APPR		
REFERENCE DRAWING	REFERENCE DRAWING TITLE					REV	BY	DATE	DESCRIPTION		CHK	APP	PROJ APPR

DRAWN	B COOK	16/09/19
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CHECKED	C. SUTHERLAND	25 / 09 / 10
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CHECKED	C SUTHERLAND	25/09/19

DESIGNED		
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DES APPR.		
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PROJ APPR		
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PROG	APPR	
		7

PLAN
SOUTHERN PORTION

COVALENT LITHIUM
Pty Ltd

Level 18, 109 St Georges Terrace
Perth, WA 6000

T +61 8 9230 5400
W www.covalentlithium.com

PROJECT	MT HOLLAND LITHIUM
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TITLE	REFINERY PROCESSING PLANT SITE INFRASTRUCTURE COMBINED SERVICES GENERAL ARRANGEMENT-DEVELOPMENT APPLICATION
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PRELIMINARY
NOT FOR CONSTRUCTION

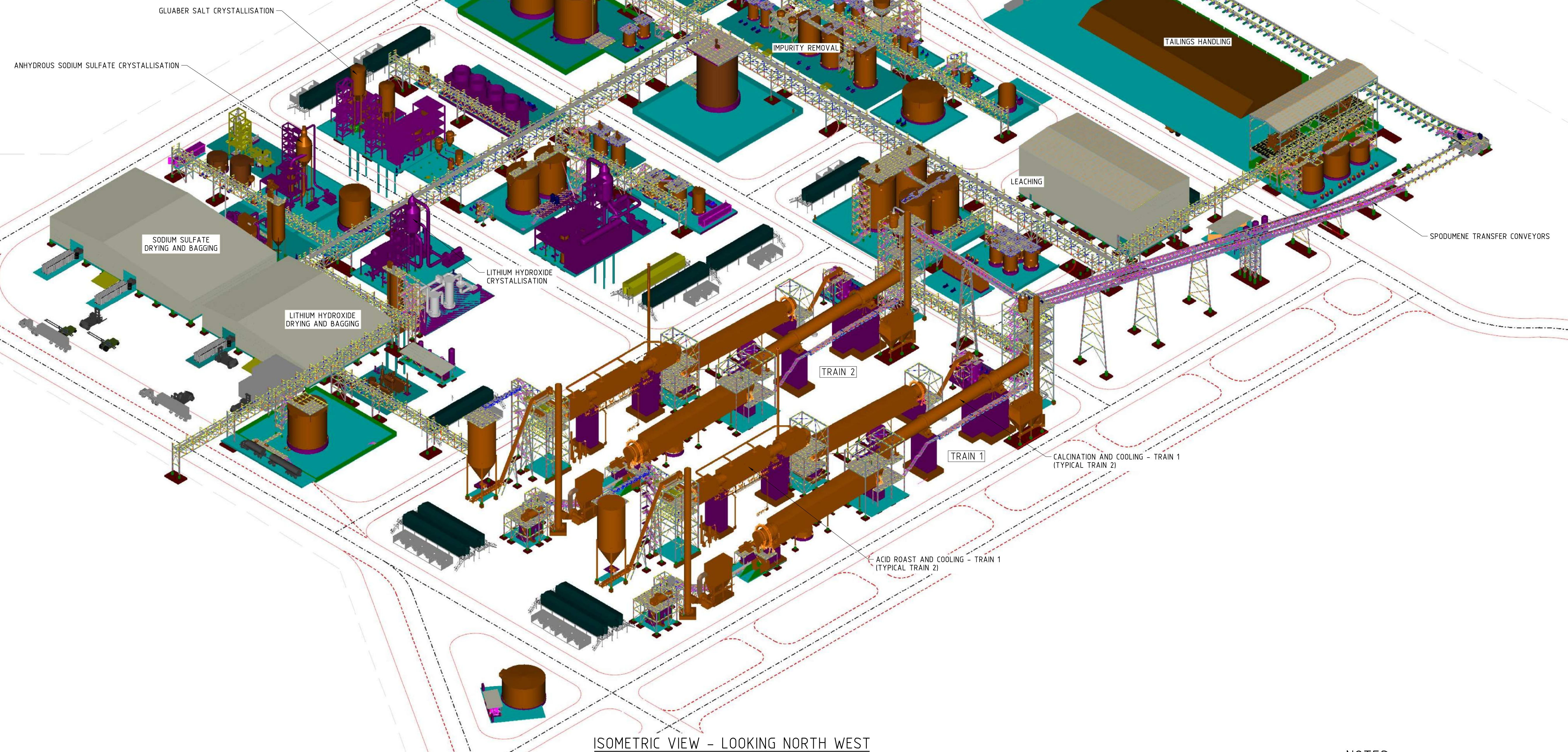
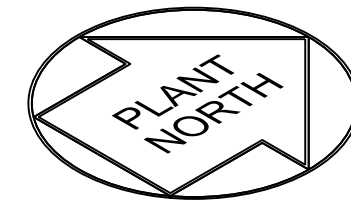
40 0 40 80 120 Metre

SCALE 1 : 2000

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PROJECT No	SCALE	SIZE
COV	1:2000	A1

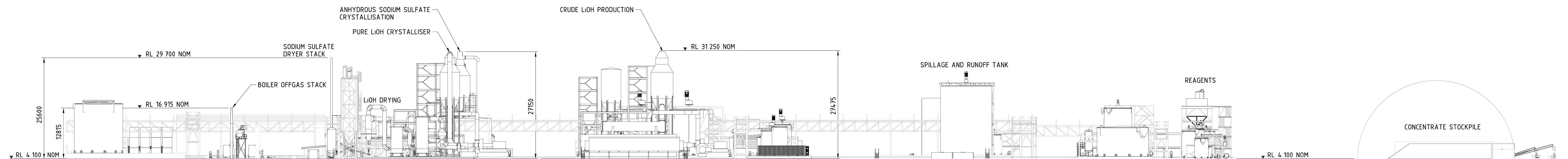
DRAWING No	REV
FIGURE 1.2	B



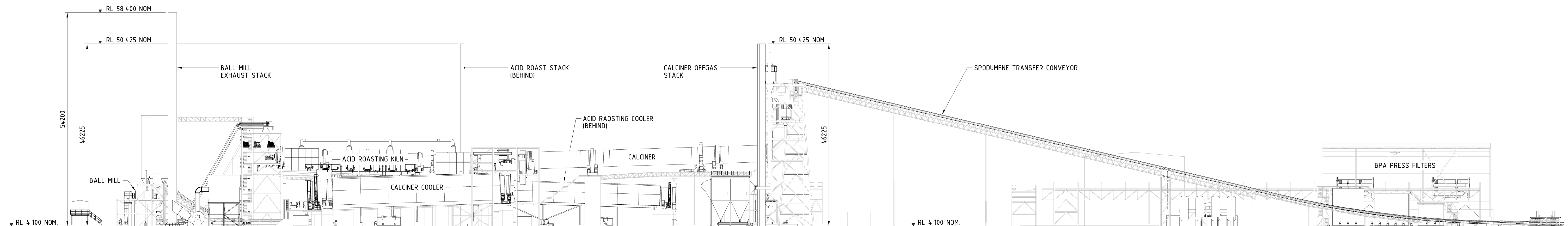
NOTES:

1. FIGURE 1.4 TO BE READ IN CONJUNCTION WITH FIGURE 1.1.

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SECTION A
FIGURE 1.1



SECTION 
FIGURE 1.1


PRELIMINARY
NOT FOR CONSTRUCTION

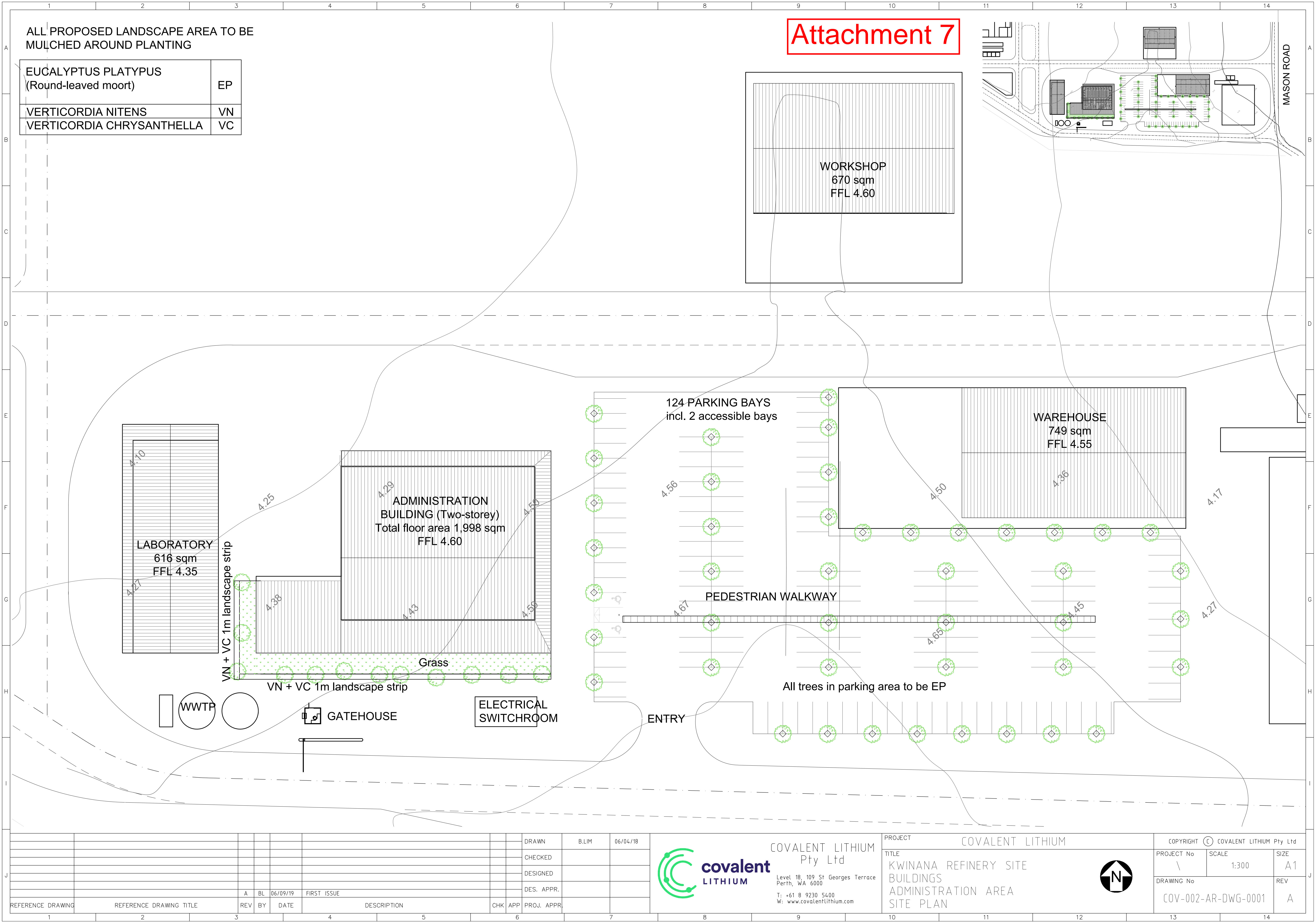
NOTES:

1. FIGURE 1.5 TO BE READ IN CONJUNCTION WITH FIGURE 1.1.



SCALE 1 : 500

							DRAWN	B COOK	23/09/19	 <div style="text-align: center;"> COVALENT LITHIUM Pty Ltd Level 18, 109 St Georges Terrace Perth, WA 6000 T +61 8 9230 5400 W www.covalentlithium.com </div>	PROJECT	MT HOLLAND LITHIUM			COPYRIGHT © COVALENT LITHIUM Pty Ltd		
							CHECKED				TITLE	REFINERY PROCESSING PLANT			PROJECT No	SCALE	SIZE
							DESIGNED					40KTPA – TRAIN 1			COV	1:500	A1
							DES APPR					SECTIONS			DRAWING No		REV
		B	BAC	20/11/19	ISSUED FOR INFORMATION												
		A	BAC	07/10/19	ISSUED FOR INTERNAL REVIEW												
REFERENCE DRAWING	REFERENCE DRAWING TITLE	REV	BY	DATE	DESCRIPTION	CHK	APP	PROJ APPR						FIGURE 1.5			B



Attachment 7

ALL PROPOSED LANDSCAPE AREA TO BE MULCHED AROUND PLANTING

EUCALYPTUS PLATYPUS (Round-leaved moort)	EP
VERTICORDIA NITENS	VN
VERTICORDIA CHRYSANTHELLA	VC

LABORATORY
616 sqm
FFL 4.35

ADMINISTRATION
BUILDING (Two-storey)
Total floor area 1,998 sqm
FFL 4.60

WORKSHOP
670 sqm
FFL 4.60

WAREHOUSE
749 sqm
FFL 4.55

124 PARKING BAYS
incl. 2 accessible bays

PEDESTRIAN WALKWAY

All trees in parking area to be EP

WWTP

GATEHOUSE

ELECTRICAL
SWITCHROOM

ENTRY

REFERENCE DRAWING	REFERENCE DRAWING TITLE	REV	BY	DATE	DESCRIPTION	CHK	APP	PROJ. APPR.
1	2	3	4	5	6	7	8	9

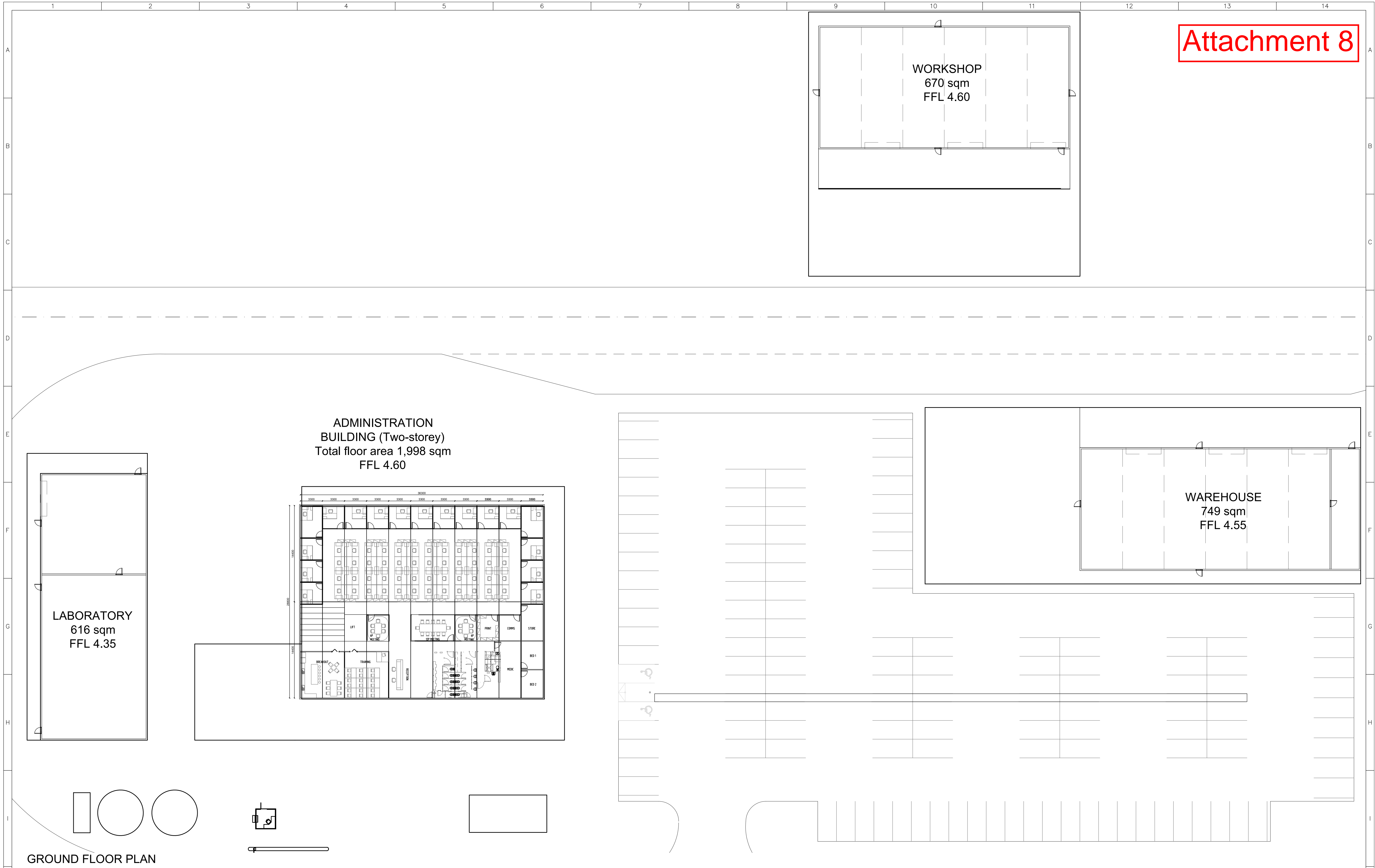



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PROJECT COVALENT LITHIUM
TITLE KWINANA REFINERY SITE
BUILDINGS
ADMINISTRATION AREA
SITE PLAN



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PROJECT No	SCALE	SIZE
\	1:300	A1
DRAWING No		REV
COV-002-AR-DWG-0001		A



										DRAWN			B.LIM		06/04/18		<div><div><div>COVALENT LITHIUM Pty Ltd</div><div>Level 18, 109 St Georges Terrace Perth, WA 6000</div><div>T: +61 8 9230 5400 W: www.covalentlithium.com</div></div></div>	PROJECT COVALENT LITHIUM				COPYRIGHT © COVALENT LITHIUM Pty Ltd																			
										CHECKED								TITLE KWINANA REFINERY SITE				PROJECT No \		SCALE 1:250		SIZE A1															
										DESIGNED								BUILDINGS				DRAWING No																			
										DES. APPR.								ADMINISTRATION AREA				REV																			
										PROJ. APPR.								FLOOR PLANS				COV-002-AR-DWG-0002				A															
REFERENCE DRAWING		REFERENCE DRAWING TITLE								A		BL		06/09/19		FIRST ISSUE																									
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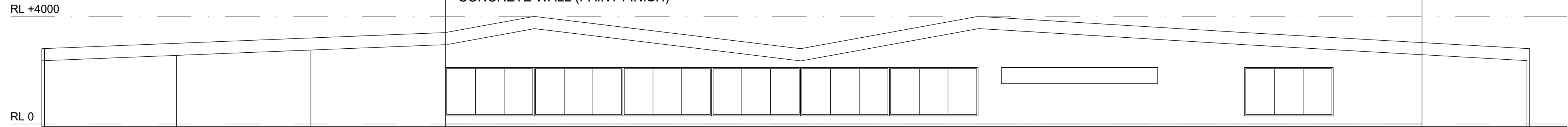
The site plan illustrates the proposed development at the intersection of Mason Road and an unnamed road. The plan is divided into four sections labeled 11, 12, 13, and 14. Section 11 shows a large rectangular building footprint and a parking lot. Section 12 shows a bus stop and a landscaped area with trees. Section 13 shows a landscaped area with trees. Section 14 shows the intersection with Mason Road. The plan also shows the existing road layout and the proposed development footprint.



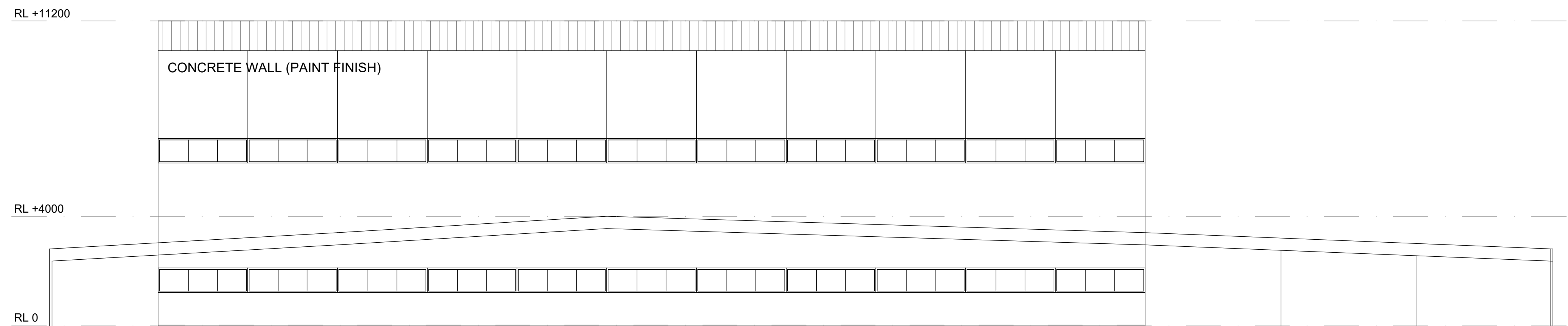
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TITLE
KWINANA REFINERY SITE BUILDINGS ADMINISTRATION AREA FLOOR PLANS

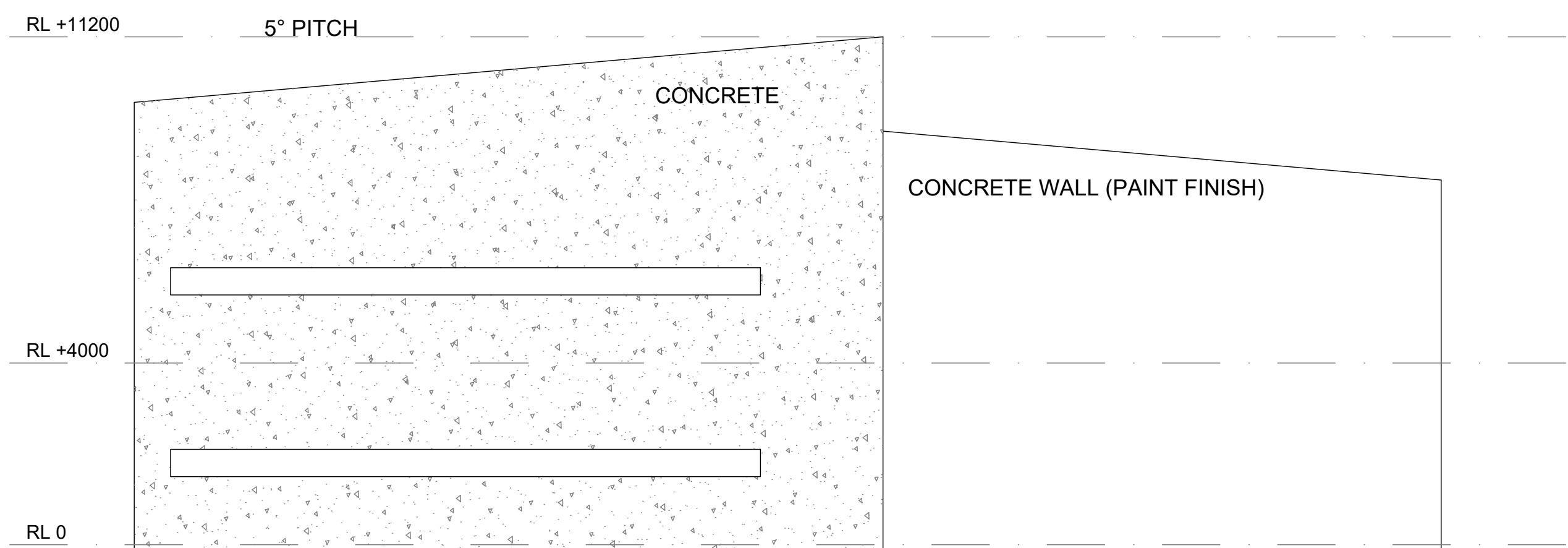
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COV-002-AR-DWG-0002	



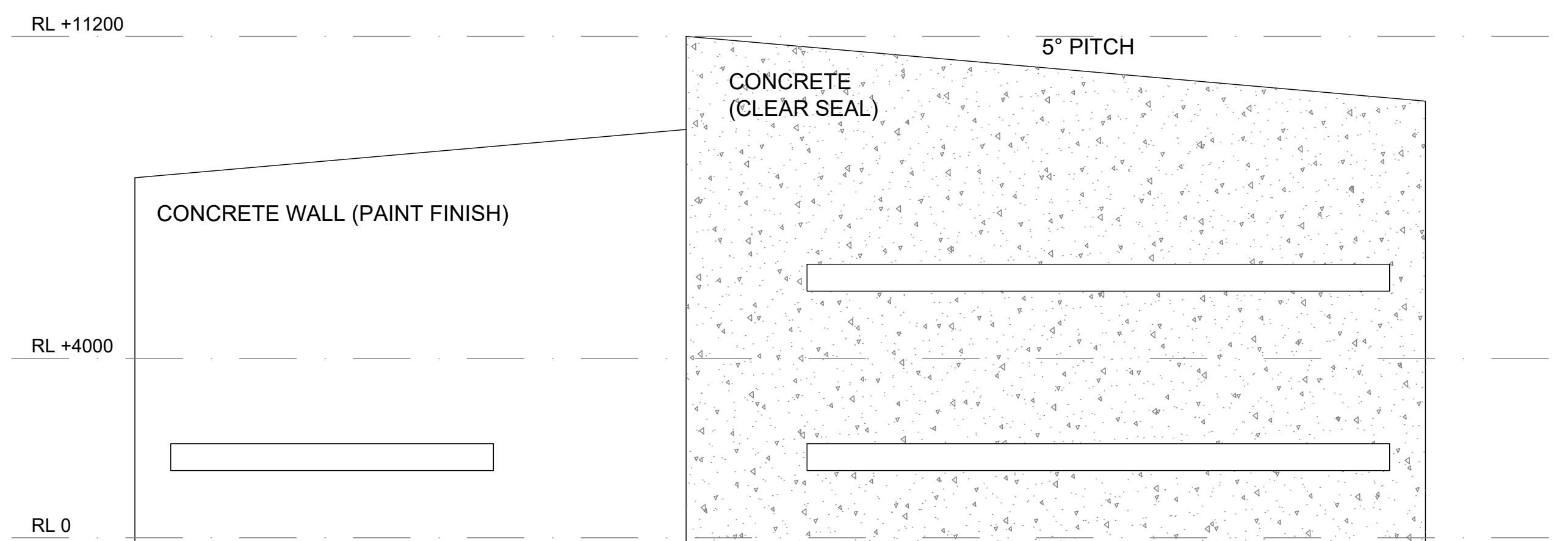
SOUTH ELEVATION



NORTH ELEVATION

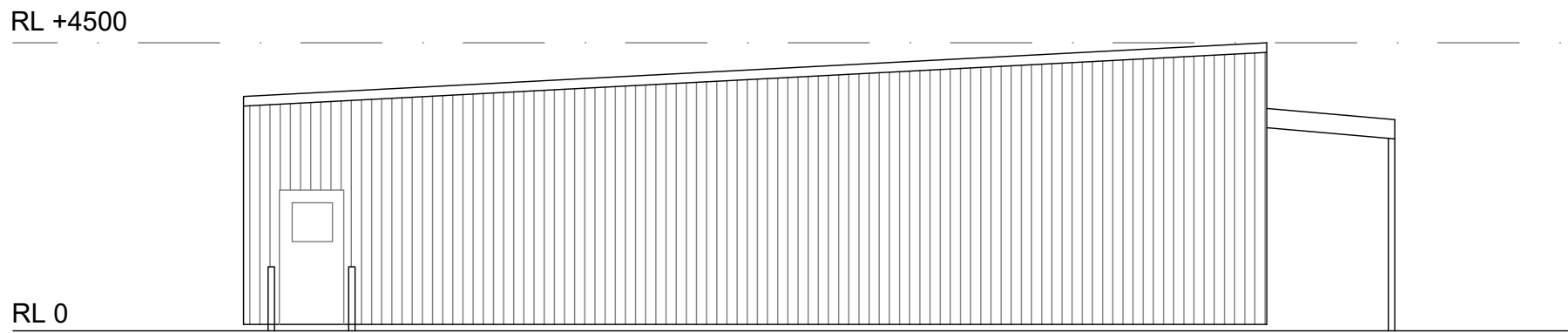


WEST ELEVATION

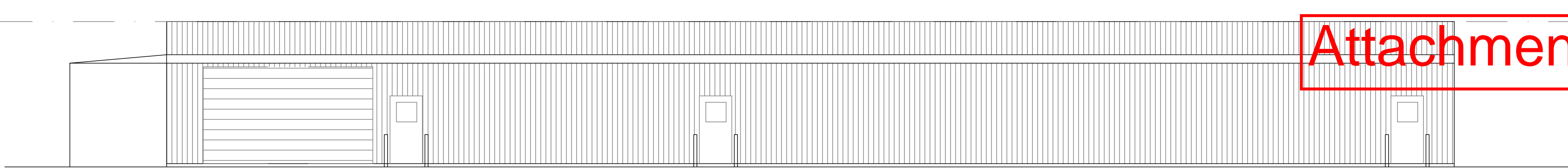


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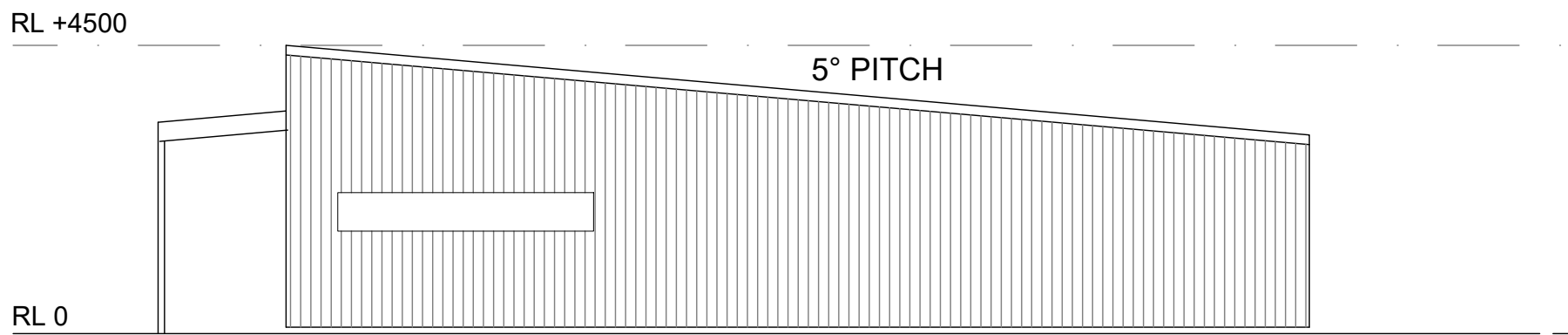
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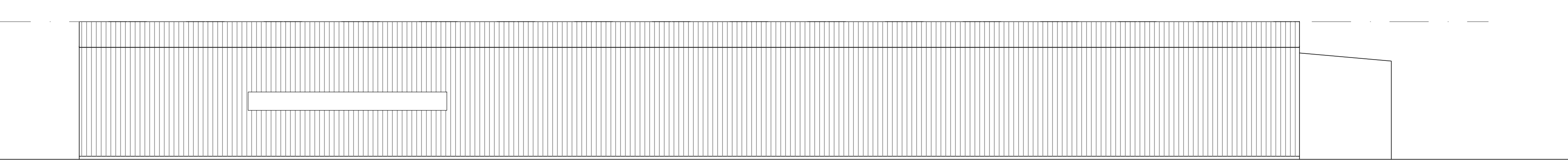
LABORATORY - NORTH ELEVATION



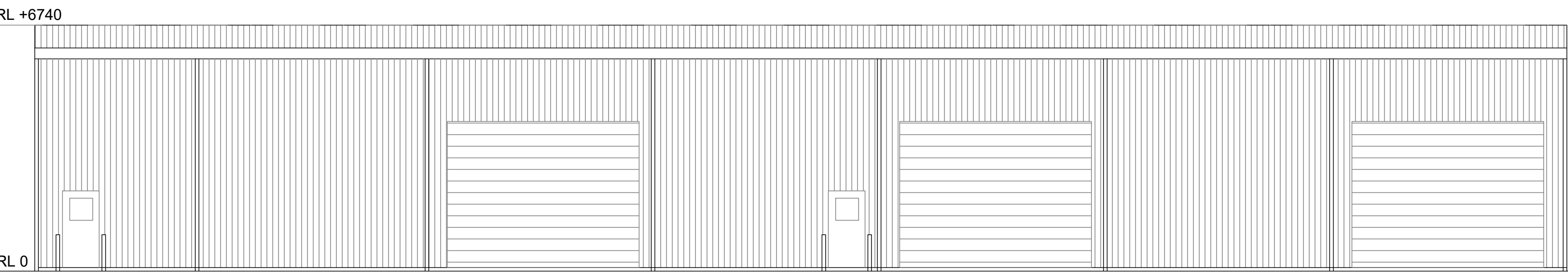
LABORATORY - WEST ELEVATION



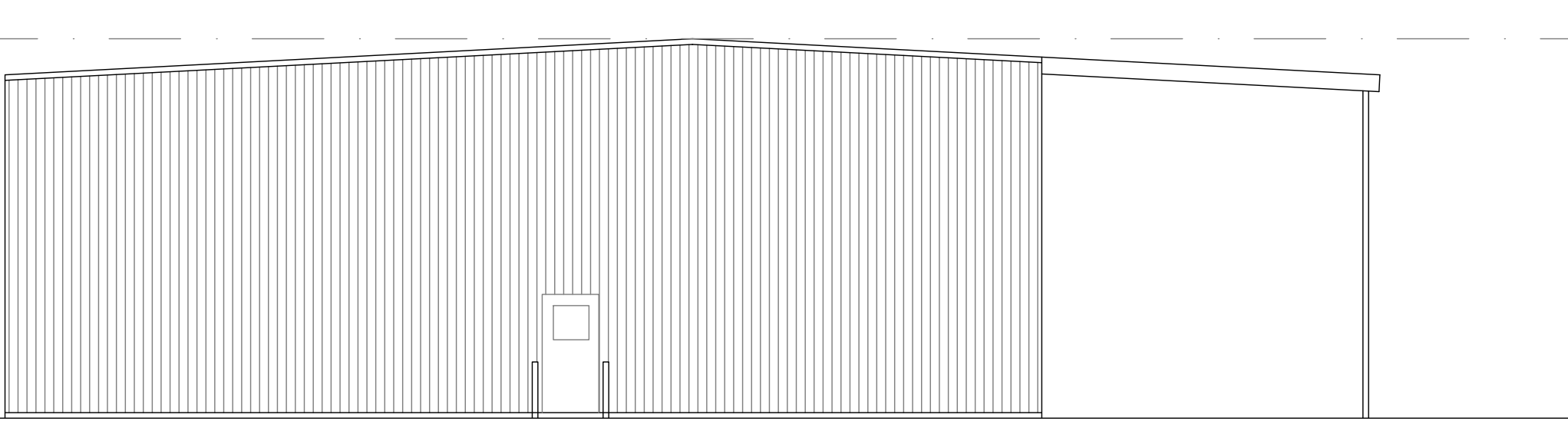
LABORATORY - SOUTH ELEVATION



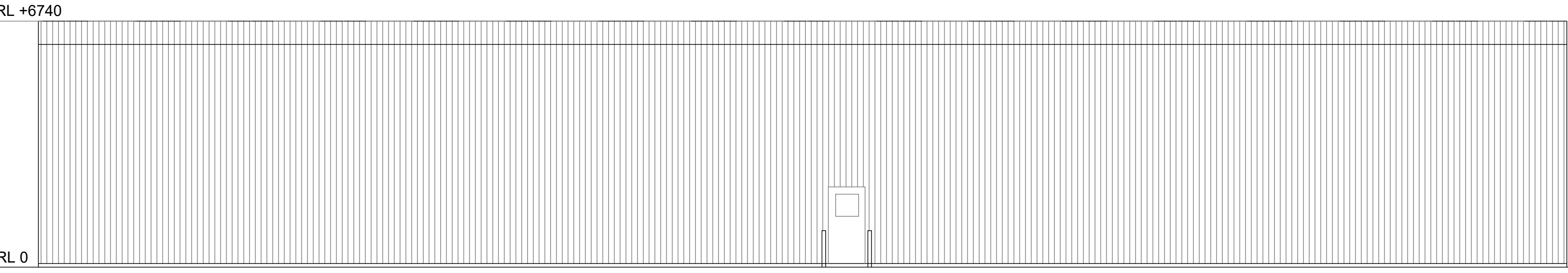
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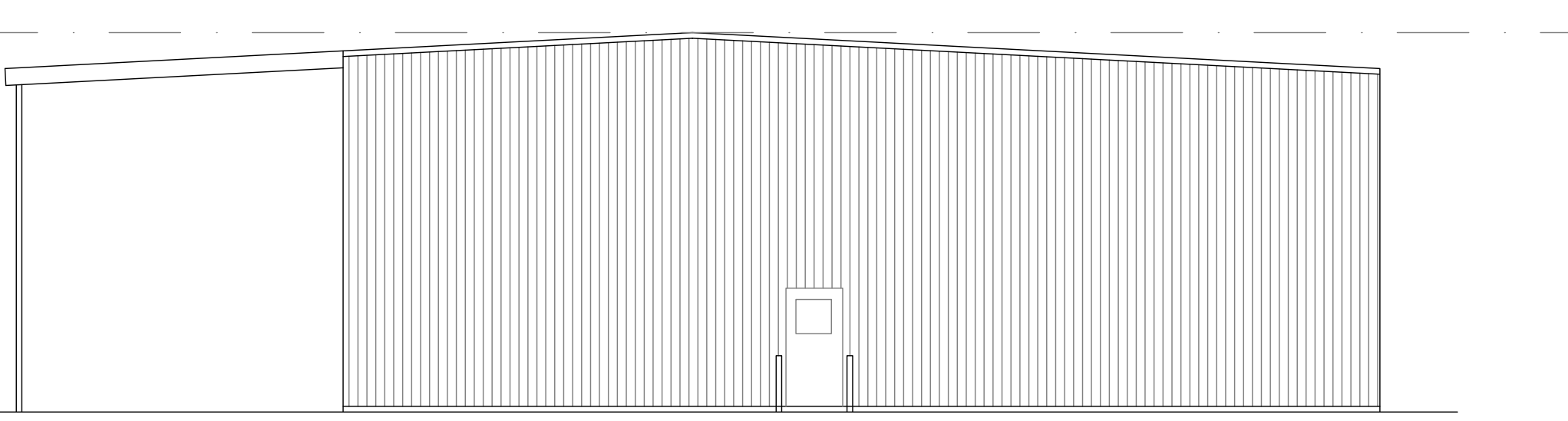
WAREHOUSE - NORTH ELEVATION



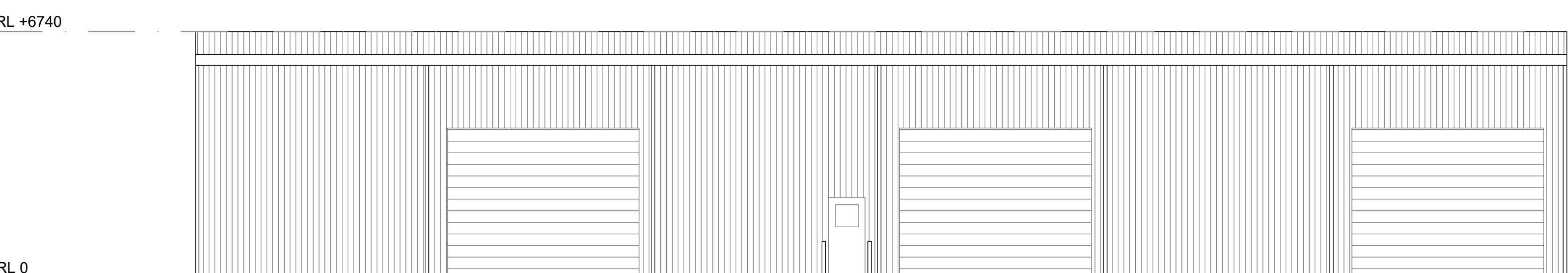
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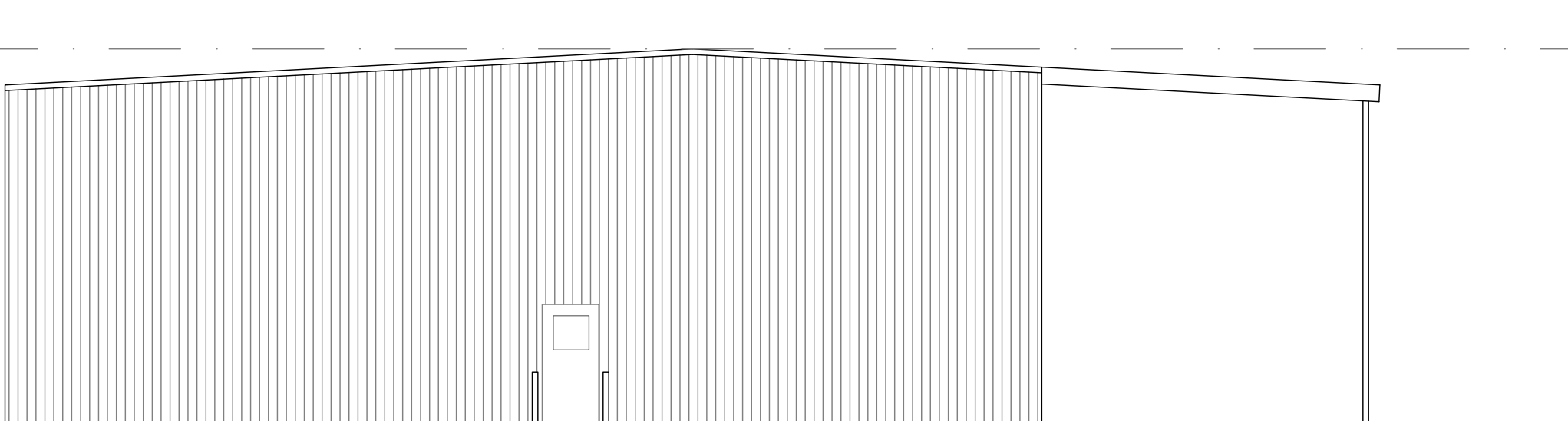
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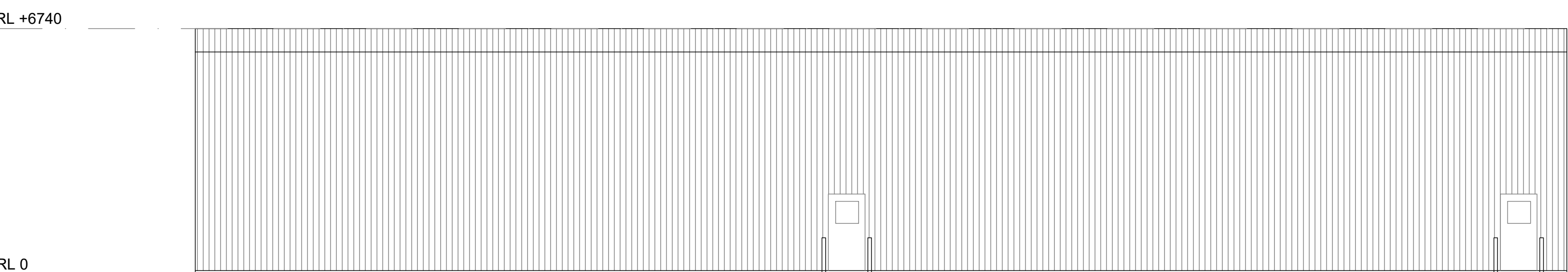
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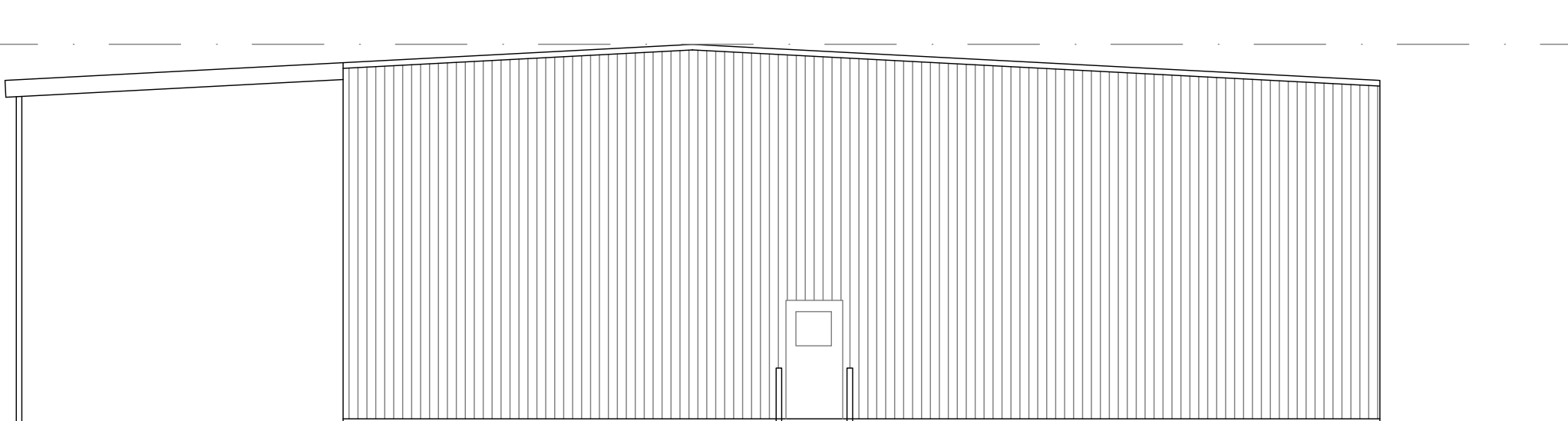
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WORKSHOP - WEST ELEVATION



WORKSHOP - NORTH ELEVATION



WORKSHOP - EAST ELEVATION

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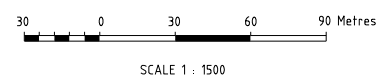
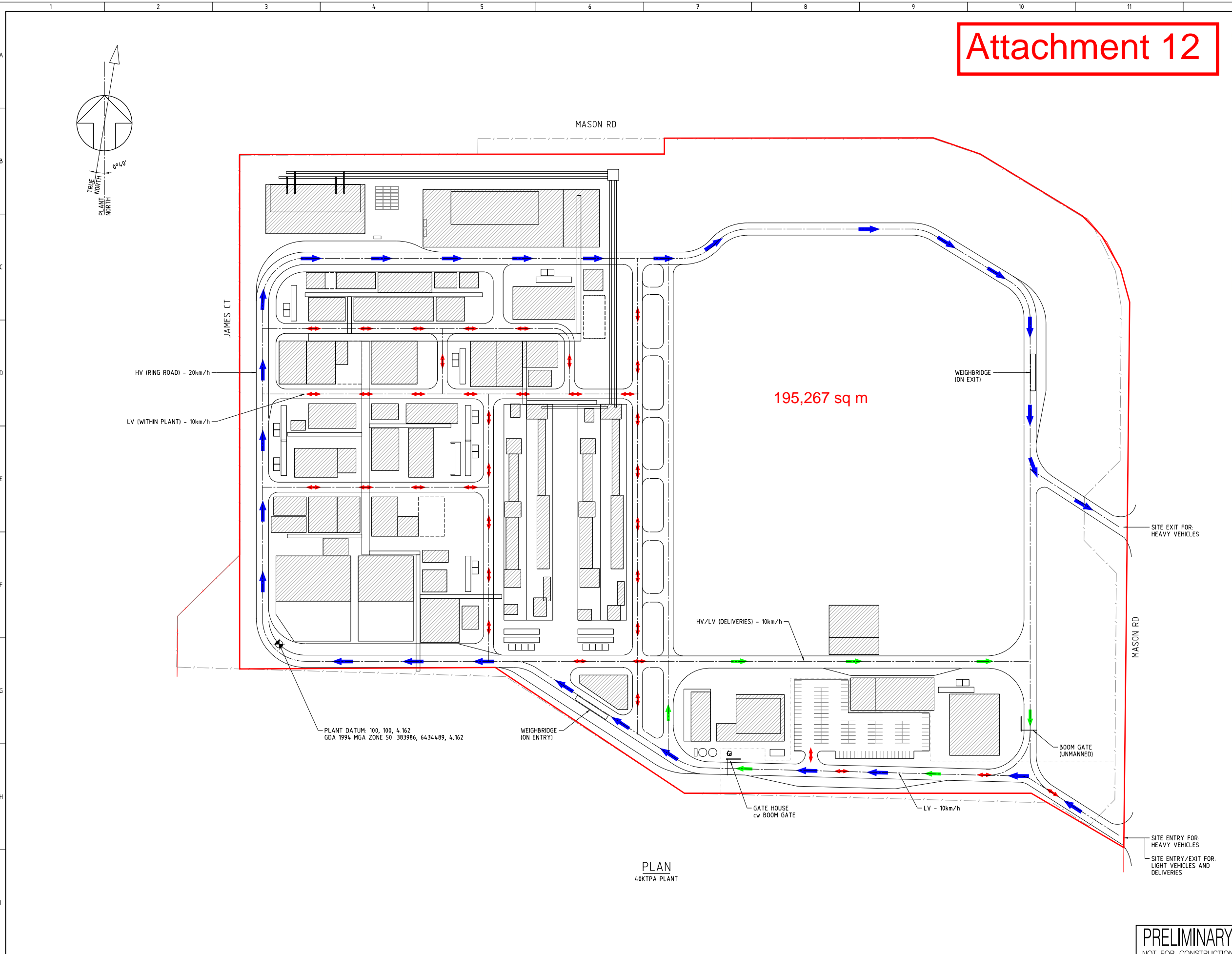
Attachment 12

KEY PLAN




- NOTES:
1. PROPERTY ADDRESS: LOT 15 MASON ROAD, KWANANA.
 2. COORDINATE SYSTEM: GDA 1994, MGA ZONE 50
 3. ALL DIMENSIONS IN METRES UNLESS NOTED OTHERWISE.
 4. LAYOUT ACCOMMODATES B-DOUBLE SWEEP PATHS FOR EXTERNAL LOOP AND LIGHT VEHICLES FOR INTERNAL LOOPS.
 5. MAXIMUM SITE SPEED LIMIT 20km/h UNLESS NOTED OTHERWISE

- LEGEND:
- [Red outline] SITE BOUNDARY (LOT 15)
 - [Red double arrow] TWO WAY - LIGHT VEHICLE
 - [Green arrow] ONE WAY - DELIVERY VEHICLE
 - [Blue arrow] ONE WAY - HEAVY VEHICLE
 - [Hatched box] NEW BUILDINGS



PRELIMINARY
NOT FOR CONSTRUCTION

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DESIGNED					
DES. APPR.					
PROJ. APPR.					
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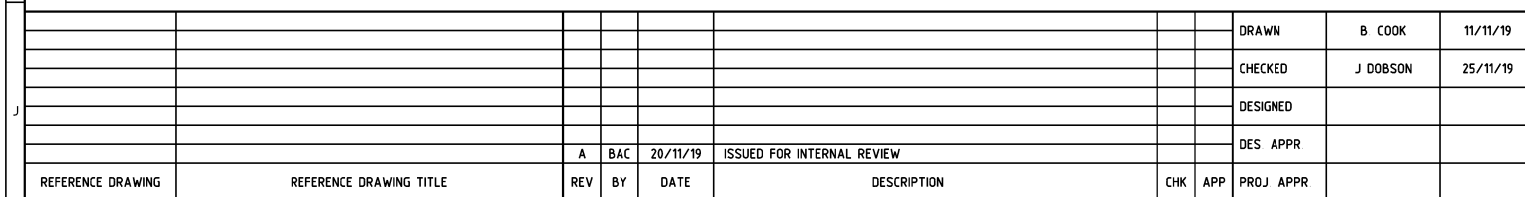
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STORMWATER DRAINAGE
GENERAL ARRANGEMENT



Your ref: DA9534
Our ref: DWERDT243967, PA031797
Enquiries: Jane Sturgess, Ph 9550 4228

City of Kwinana
PO Box 21
Kwinana WA 6966

Attention: Jared Veenendaal

Dear Jared

***PROPOSED DEVELOPMENT APPLICATION - LITHIUM HYDROXIDE
PROCESSING PLANT - LOT 15 MASON ROAD, KWINANA BEACH***

Thank you for providing the proposed lithium hydroxide processing plant for the Department of Water and Environmental Regulation (DWER) to consider.

The Department has identified that the proposal has the potential for impact on environment and water values. While the Department does not object to the proposal key issues and recommendations are provided below, and these matters should be addressed where required.

Issue 1

Native vegetation regulation

Recommendation:

Under section 51C of the *Environmental Protection Act 1986* (EP Act), clearing of native vegetation is an offence unless undertaken under the authority of a clearing permit, or the clearing is subject to an exemption. Exemptions for clearing that are a requirement of written law, or authorised under certain statutory processes, are contained in Schedule 6 of the EP Act. Exemptions for low impact routine land management practices outside of environmentally sensitive areas (ESAs) are contained in the *Environmental Protection (Clearing of Native Vegetation) Regulations 2004* (the Clearing Regulations).

Based on the information provided, no exemption applies to the proposed clearing and a clearing permit is required.

The Department has not received a clearing permit application relating to this proposal. Application forms are available from <https://www.der.wa.gov.au/our-work/clearing-permits/46-clearing-permit-application-forms>.

Additional information on how to apply for a clearing permit is available here:
https://www.der.wa.gov.au/images/documents/your-environment/native-vegetation/Fact_sheets/Fact_Sheet_-_how_to_apply.pdf

Issue 2

Acoustic report

Recommendation:

Please refer to attachment 1 for the *Technical (Review) Report - Advice on Noise Impact Assessment for the Proposal Covalent Lithium Refinery located at Lot 15 Mason Road, Kwinana Beach*.

The Department considers the proponents report satisfactorily demonstrates that noise emissions from the proposed project would be able to comply with the *Environmental Protection (Noise) Regulations 1997 (Noise Regulations)*.

Issue 3

Industry regulation

Recommendation:

The EP Act requires a works approval to be obtained from the Department prior to constructing a prescribed premises, and makes it an offence to cause an emission or discharge unless a licence or registration is held for the premises.

The provided development application request was reviewed in relation to works approval and licence requirements under Part V Division 3 of the EP Act.

Based on the information provided, the proposed operations are likely to cause the premises to become a prescribed premises as per Schedule 1 of the *Environmental Protection Regulations 1987* for the following categories. These categories were self-identified by Covalent Lithium in their planning approval application.

- | | | |
|----|--|--|
| 31 | <i>Chemical manufacturing: premises (other than premises within category 32) on which chemical products are manufactured by a chemical process.</i> | <i>100 tonnes or more per year;</i>

<i>or</i> |
| 72 | <i>Chemical manufacturing: premises on which chemical products are manufactured by a chemical process.</i> | <i>Not more than 100 tonnes per year</i> |
| 44 | <i>Metal smelting or refining: premises on which metal ore, metal ore concentrate or metal waste is smelted, fused, roasted, refined or processed.</i> | <i>1,000 tonnes or more per year</i> |
| 73 | <i>Bulk storage of chemicals etc: premises on which acids, alkalis or chemicals that:</i> | <i>1,000 m³ in aggregate.</i> |
| | <i>a) Contain at least one carbon to carbon bond; and</i> | |
| | <i>b) Are liquid at STP (standard temperature and pressure), are stored</i> | |

The Department is yet to receive any applications under Part V of the EP Act in respect of this proposal. A works approval is likely to be required for the construction phase and a licence required for the operational phase.

The applicant may also be advised that the following Regulations apply to this proposal; *Environmental Protection (Unauthorised Discharges) Regulations 2004* and *Environmental Protection (Kwinana)(Atmospheric Wastes) Regulations 1992*.

Discharges of waste water via the Sepia Depression Ocean Outlet are subject to *Ministerial Statement 665* under Part IV of the EP Act.

Issue 4

Contaminated sites

Recommendation:

Please refer to correspondence dated 31 January 2020 previously issued to the City of Kwinana by the Departments Contaminated Sites Branch (attachment 2).

Issue 5

Stormwater management

Recommendation:

A stormwater management plan is to be designed and constructed consistent with the *Stormwater Management Manual for Western Australia* (DoW, 2004-2007) and *Water quality protection note 52: Stormwater management at industrial sites* (DoW, 2010).

Should you require any further information on the comments please contact Jane Sturgess on 9550 4228.

Yours sincerely



Brett Dunn
Program Manager – Planning Advice
Kwinana Peel Region

03 / 02 / 2020



Your ref: DA9534
Our ref: DMO 410, 2012/5619
Enquiries: Justin Ritchie
Ph: 6364 7183
Email: Justin.Ritchie@dwer.wa.gov.au

Mr Jared Veenendaal
Planning Officer
City of Kwinana
PO Box 21
KWINANA WA 6966

By email customer@kwinana.wa.gov.au and Jared.Veenendaal@kwinana.wa.gov.au

Dear Mr Veenendaal

DEVELOPMENT APPLICATION DA9534 LOT 15 MASON ROAD KWINANA BEACH

I refer to your letter dated 14 January 2020 to the Department of Water and Environmental Regulation (the department) regarding an application to the City of Kwinana for the proposed construction of a lithium hydroxide processing plant (the development) on the above-mentioned lot.

As per the requirements under section 58(6)(b) of the *Contaminated Sites Act 2003* (CS Act), advice is required as to the suitability of the land for the proposed development. Lot 15 is currently zoned "general industry" under the City of Kwinana's Town Planning Scheme.

Land at Lot 15 on Diagram 74883 (the site), as shown on certificate of title 1827/500, was classified under section 13 of the CS Act as *remediated for restricted use* on 10 January 2017.

The classification was based on several soil and groundwater investigations which identified hydrocarbons in soil and groundwater in the southern portion of the site. Soil and groundwater investigations undertaken in 2012 and 2019 for the northern portion of the site (Attachment 1 and 2) did not identify any contaminants in soil or groundwater above assessment levels for commercial/industrial use.

Based on the information provided to the department, the proposed development will occupy the northern portion of the site (Attachment 3). As no contamination has been identified in the northern portion of the site, the department does not recommend that a contaminated sites related condition is placed on the development approval.

However, buried asbestos-containing material and hydrocarbon impacted soil has been observed in the southern portion of this site, which may be accessed for fire breaks and a small portion may be used as a laydown area. Therefore the department recommends the following advice note is applied to the development approval:

Advice

The site is subject to a site management plan, entitled 'Former Petrochemical Industries - Construction and Operational Environmental Management Plan' (Golder, January 2012). This management plan is to be implemented. If further impacts are identified exceeding applicable site use criteria, then these should be reported in accordance with s.11 of the Act.

If you have any further queries, please contact Contaminated Sites Officer, Justin Ritchie, on 6364 7183.

Yours sincerely



Paul Newell
**A/SENIOR MANAGER
CONTAMINATED SITES**
**Delegated Officer under section 91
of the *Contaminated Sites Act 2003***

31 January 2020

- Attachment 1: 2019 Soil sampling locations
- Attachment 2: 2019 Groundwater sampling locations
- Attachment 3: Proposed location of the lithium hydroxide processing plant



Our Ref: D12932
Your Ref: DA9534

Jared Veenendaal
City of Kwinana
customer@kwinana.wa.gov.au

Dear Mr Veenendaal

RE: HIGH-RISK LAND USE – LOT 15 MASON ROAD, KWINANA BEACH – LITHIUM HYDROXIDE REFINERY – DEVELOPMENT APPLICATION (JDAP)

I refer to your email dated 14 January 2020 regarding the submission of a Bushfire Management Plan (BMP) (Version 1), prepared by Strategen JBS&G and dated 18 December 2019, for the above development application. The BMP is accompanied by a report from the applicant titled "Lithium Hydroxide Refinery – Development Application" dated 6 January 2020 for the above development application (DA).

It should be noted that this advice relates only to *State Planning Policy 3.7 Planning in Bushfire Prone Areas* (SPP 3.7) and the *Guidelines for Planning in Bushfire Prone Areas* (Guidelines). It is the responsibility of the proponent to ensure that the proposal complies with all other relevant planning policies and building regulations where necessary. This advice does not exempt the applicant/proponent from obtaining necessary approvals that may apply to the proposal including planning, building, health or any other approvals required by a relevant authority under other written laws.

Assessment

1. Policy Measure 6.6 High-risk land uses

Issue	Assessment	Action
High-risk land use	<p>The vegetation proposed for screening near large LPG tanks around the edges of the property create a hazard for occupants and possible entrapment if a fire starts near the entry/exit points. DFES recommends a reduction of fuel loads surrounding the property.</p> <p>Entry and exit points are proposed along the eastern side of the lot for the high-risk land use. To meet the intent of Element 3 of the Guidelines, DFES recommends an additional access point connecting to James Court for safe access and egress. If there is a fire in the Kleenheat facility opposite the Mason Road verge vegetation, there will be no way to enter or evacuate the site to Mason Road.</p> <p>Further details are required regarding the maximum capacity of hazardous materials being stored onsite at any one time.</p> <p>There is insufficient information available to determine whether the water supply is sufficient for the high-risk land use.</p>	<p>Modification required to the BMP.</p> <p>Further information required.</p>

Recommendation – supported subject to modifications

The development application and the BMP have adequately identified issues arising from the bushfire risk assessment and considered how compliance with the bushfire protection criteria can be achieved. However, modifications to the BMP are necessary to ensure it accurately identifies the bushfire risk and necessary mitigation measures for a high-risk land use. The required modifications and further information required are listed in the table above.

Following a planning approval, a submission consisting of all the relevant information of the proposed structure and associated process areas should be forwarded to the Fire and Emergency Services Commissioner as per the requirements of WA Building Regulations 2012, 18b, Certificate of design compliance – preliminary action (s.19(6)). DFES will be able to provide further advice once detailed designs are provided at the building permit stage.

As this planning decision is to be made by a Joint Development Assessment Panel please forward notification of the decision to DFES for our records.

If you require further information, please contact Richard Trinh – Senior Land Use Planning Officer on telephone number 6551 4031.

Yours sincerely



Ron de Blank
DIRECTOR LAND USE PLANNING

24 February 2020

18 Reports – Civic Leadership

18.1 Charitable Rate Exemption – Nulsen Group Ltd

DECLARATION OF INTEREST:

Deputy Mayor Peter Feasey declared an impartiality interest due to his supervisor is also the Minister for Housing, the responsible authority for the property mentioned.

SUMMARY:

An application for a charitable rate exemption as detailed in Confidential Attachments A and B, has been received by the City and assessed under the Council Policy – Charitable Rate Exemptions.

OFFICER RECOMMENDATION:

That Council, pursuant to section 6.26(2)(g) of the *Local Government Act 1995* grant an exemption to Nulsen Group Ltd for assessments 8972 and 8581 as detailed in Confidential Attachments A and B, effective from 13 August 2019.

DISCUSSION:

Under section 6.26(2)(g) of the *Local Government Act 1995*, an organisation may apply for a Charitable Rate Exemption for land used exclusively for charitable purposes. Any application for exemption is considered in conjunction with Council Policy – Charitable Rate Exemptions.

The land use for which the charitable organisation is applying for an exemption under section 6.26(2)(g) of the *Local Government Act 1995* must be for the exclusive use for charitable purposes as defined in section 12 of the *Charities Act 2013* and these include:

- (a) the purpose of advancing health;
- (b) the purpose of advancing education;
- (c) the purpose of advancing social or public welfare;
- (d) the purpose of advancing religion;
- (e) the purpose of advancing culture;
- (f) the purpose of promoting reconciliation, mutual respect and tolerance between groups of individuals that are in Australia;
- (g) the purpose of promoting or protecting human rights;
- (h) the purpose of advancing the security or safety of Australia or the Australian public;
- (i) the purpose of preventing or relieving the suffering of animals;
- (j) the purpose of advancing the natural environment; or
- (k) any other purpose beneficial to the general public that may reasonably be regarded as analogous to, or within the spirit of, any of the purposes mentioned in paragraphs (a) to (j); and must not be a disqualifying purpose under the meaning given by section 11 of the *Charities Act 2013*.

Council has received two applications from Nulsen Group Ltd.

18.1 CHARITABLE RATE EXEMPTION – NULSEN GROUP LTD

Nulsen Group Ltd lease the properties under application from the Department of Housing and are responsible for paying the rates on both properties. Nulsen Group Ltd is a not for profit organisation who provide support and accommodation to over 200 people with severe and profound disabilities, and short term accommodation to those exiting the Justice system or require relief from crisis, throughout the Perth community.

Nulsen Group Ltd has applied to Council to request an exemption under section 6.26(2)(g) of the *Local Government Act 1995* which states that land is not rateable if it is used exclusively for charitable purposes.

Nulsen Group Ltd is eligible under the Charitable Rate Exemption Policy to receive an exemption from payment of rates only. Confidential Attachment A and B contains supporting documentation for their application. The rates income for the 2019/2020 financial year for the properties is \$1,428.27 and \$1,087.19, respectively, totalling \$2,515.46.

LEGAL/POLICY IMPLICATIONS:

For the purpose of Councillors considering a financial or impartiality interest only, the proponent/owner is Nulsen Group Ltd.

Local Government Act 1995 section 6.26 states:

6.26. Rateable land

- (1) *Except as provided in this section all land within a district is rateable land.*
- (2) *The following land is not rateable land —*
 - (a) *land which is the property of the Crown and —*
 - (i) *is being used or held for a public purpose; or*
 - (ii) *is unoccupied, except —*
 - (I) *where any person is, under paragraph (e) of the definition of **owner** in section 1.4, the owner of the land other than by reason of that person being the holder of a prospecting licence held under the Mining Act 1978 in respect of land the area of which does not exceed 10 ha or a miscellaneous licence held under that Act; or*
 - (II) *where and to the extent and manner in which a person mentioned in paragraph (f) of the definition of **owner** in section 1.4 occupies or makes use of the land; and*
 - (b) *land in the district of a local government while it is owned by the local government and is used for the purposes of that local government other than for purposes of a trading undertaking (as that term is defined in and for the purpose of section 3.59) of the local government; and*
 - (c) *land in a district while it is owned by a regional local government and is used for the purposes of that regional local government other than for the purposes of a trading undertaking (as that term is defined in and for the purpose of section 3.59) of the regional local government; and*
 - (d) *land used or held exclusively by a religious body as a place of public worship or in relation to that worship, a place of residence of a minister of religion, a convent, nunnery or monastery, or occupied exclusively by a religious brotherhood or sisterhood; and*
 - (e) *land used exclusively by a religious body as a school for the religious instruction of children; and*
 - (f) *land used exclusively as a non-government school within the meaning of the School Education Act 1999; and*

18.1 CHARITABLE RATE EXEMPTION – NULSEN GROUP LTD

- (g) *land used exclusively for charitable purposes; and*
- (h) *land vested in trustees for agricultural or horticultural show purposes; and*
- (i) *land owned by Co-operative Bulk Handling Limited or leased from the Crown or a statutory authority (within the meaning of that term in the Financial Management Act 2006) by that co-operative and used solely for the storage of grain where that co-operative has agreed in writing to make a contribution to the local government; and*
- (j) *land which is exempt from rates under any other written law; and*
- (k) *land which is declared by the Minister to be exempt from rates.*
- (3) *If Co-operative Bulk Handling Limited and the relevant local government cannot reach an agreement under subsection (2)(i) either that co-operative or the local government may refer the matter to the Minister for determination of the terms of the agreement and the decision of the Minister is final.*
- (4) *The Minister may from time to time, under subsection (2)(k), declare that any land or part of any land is exempt from rates and by subsequent declaration cancel or vary the declaration.*
- (5) *Notice of any declaration made under subsection (4) is to be published in the Gazette.*
- (6) *Land does not cease to be used exclusively for a purpose mentioned in subsection (2) merely because it is used occasionally for another purpose which is of a charitable, benevolent, religious or public nature.*

FINANCIAL/BUDGET IMPLICATIONS:

The cost of granting this exemption, effective from 13 August 2019 is \$2,213.06 for the 2019/2020 financial year and this amount is proposed to be funded from the interim rates revenue budget. Provided the organisation remains eligible for the exemption, there will be an ongoing cost of rates revenue not being charged for this property, indefinitely.

ASSET MANAGEMENT IMPLICATIONS:

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

ENVIRONMENTAL IMPLICATIONS:

There are no environmental implications as a result of 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

18.1 CHARITABLE RATE EXEMPTION – NULSEN GROUP LTD**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.

RISK IMPLICATIONS:

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

Risk Event	Applicant may apply to the State Administrative Tribunal for rate exemption
Risk Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Effect/Impact	Financial Reputation Compliance
Risk Assessment Context	Operational
Consequence	Minor
Likelihood	Unlikely
Rating (before treatment)	Low
Risk Treatment in place	Reduce - mitigate risk
Response to risk treatment required/in place	Review every application on its own merit against adopted policy and legislative requirements for exemption
Rating (after treatment)	Low

COUNCIL DECISION

121

MOVED CR M KEARNEY

SECONDED CR M ROWSE

That Council, pursuant to section 6.26(2)(g) of the *Local Government Act 1995* grant an exemption to Nulsen Group Ltd for assessments 8972 and 8581 as detailed in Confidential Attachments A and B, effective from 13 August 2019.

**CARRIED
7/1**

18.2 Monthly Financial Report February 2020

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

The Monthly Financial Report, which includes the Monthly Statement of Financial Activity and explanation of material variances, for the period ended 29 February 2020 has been prepared for Council acceptance.

OFFICER RECOMMENDATION:

That Council:

1. Accepts the Monthly Statements of Financial Activity for the period ended 29 February 2020, contained within Attachment A; and
2. Accepts the explanations for material variances for the period ended 29 February 2020, contained within Attachment A.

DISCUSSION:

The purpose of this report is to provide a monthly financial report, which includes rating, investment, reserve, debtor, and general financial information to Elected Members in accordance with Section 6.4 of the *Local Government Act 1995*.

The period of review is February 2020. The municipal surplus for this period is \$21,752,906 compared to a budget position of \$18,785,256. This is considered a satisfactory result for the City as it is maintaining a healthy budget surplus position.

Income for the February 2020 period year to date is \$61,506,993. This is made up of \$56,818,385 in operating revenues and \$4,688,608 in non-operating grants, contributions and subsidies received. The budget estimated \$59,693,213 would be received for the same period. The variance to budget is \$1,813,780. Details of all significant variances are provided in the notes to the Monthly Financial Report contained within Attachment A.

Expenditure for the February 2020 period year to date is \$53,869,176. This is made up of \$47,614,857 in operating expenditure and \$6,254,319 in capital expenditure. The budget estimated \$55,414,513 would be spent for the same period. The variance to budget is \$1,545,337. Details of all significant variances are provided in the notes to the Monthly Financial Report contained within Attachment A.

LEGAL/POLICY IMPLICATIONS:

Section 6.4 of the *Local Government Act 1995* requires a Local Government to prepare an annual financial statement for the preceding year and other financial reports as are prescribed.

Regulation 34 (1) of the *Local Government (Financial Management) Regulations 1996* as amended requires the Local Government to prepare monthly financial statements and report on actual performance against what was set out in the annual budget.

18.2 MONTHLY FINANCIAL REPORT FEBRUARY 2020**FINANCIAL/BUDGET IMPLICATIONS:**

Any material variances that have an impact on the outcome of the budgeted closing surplus position are detailed in the Monthly Financial Report contained within Attachment A.

ASSET MANAGEMENT IMPLICATIONS:

There are no asset management implications associated with this report.

ENVIRONMENTAL IMPLICATIONS:

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

RISK IMPLICATIONS:

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

Risk Event	Inadequate management of the City's provisions, revenues and expenditures.
Risk Theme	Failure to fulfil statutory regulations or compliance Providing inaccurate advice/information
Risk Effect/Impact	Financial Reputation Compliance
Risk Assessment Context	Operational

18.2 MONTHLY FINANCIAL REPORT FEBRUARY 2020

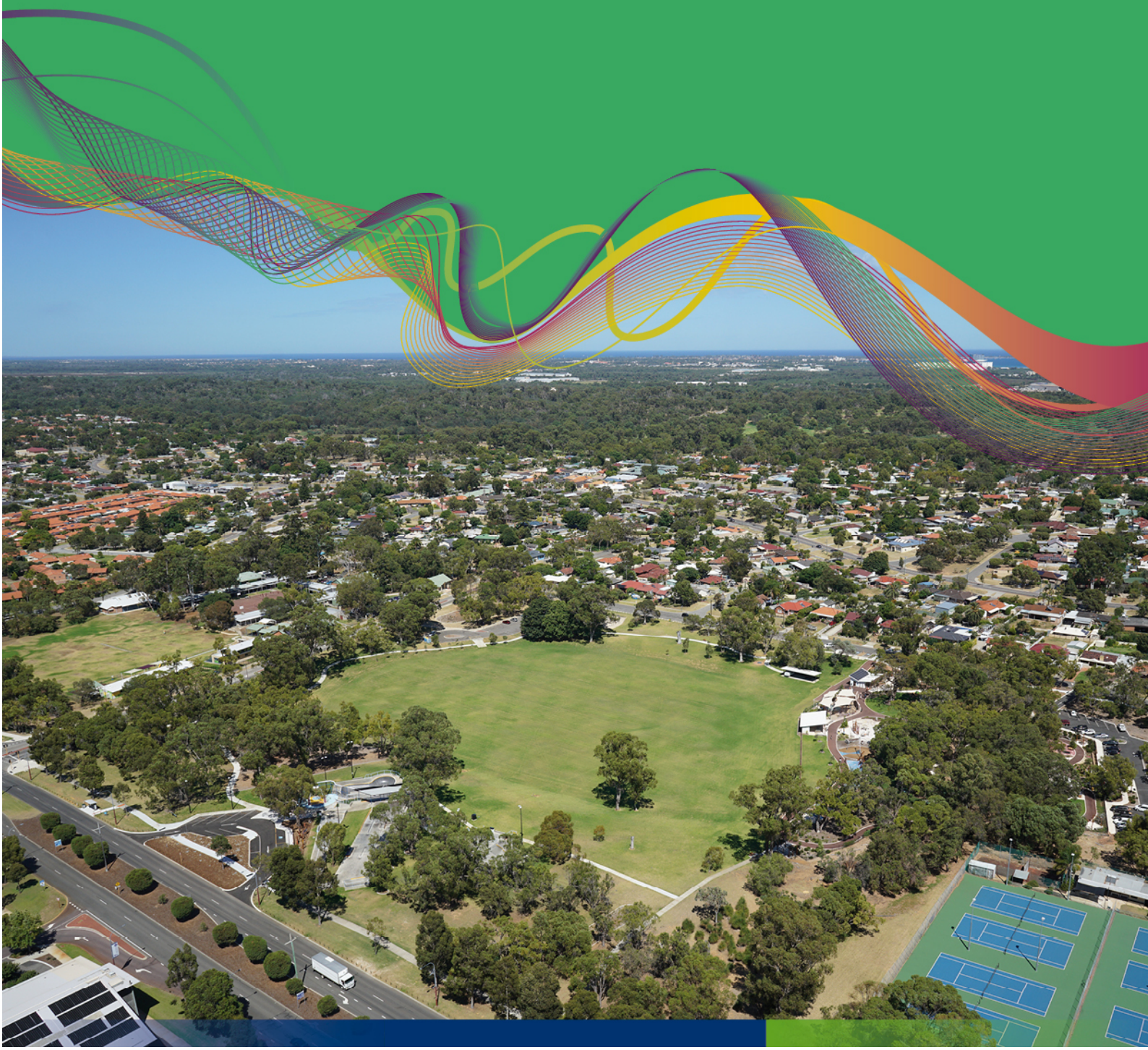
Consequence	Minor
Likelihood	Unlikely
Rating (before treatment)	Low
Risk Treatment in place	Reduce (mitigate the risk)
Response to risk treatment required/in place	Annual adoption of variance tolerances for reporting purposes.
Rating (after treatment)	Low

COUNCIL DECISION**122****MOVED CR S WOOD****SECONDED CR S LEE****That Council:**

- 1. Accepts the Monthly Statements of Financial Activity for the period ended 29 February 2020, contained within Attachment A; and**
- 2. Accepts the explanations for material variances for the period ended 29 February 2020, contained within Attachment A.**

CARRIED
8/0

Monthly Financial Report



CITY OF KWINANA

MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 29 February 2020

LOCAL GOVERNMENT ACT 1995 LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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CITY OF KWINANA
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 29 February 2020

	Note	Adopted Annual Budget	Current Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
		\$	\$	\$	\$	\$	%
Opening Funding Surplus(Deficit)	2	1,504,912	2,478,347	2,478,347	2,478,347	0	0%
Revenue from operating activities							
Governance		37,438	452,106	448,856	412,149	(36,707)	(8%)
General Purpose Funding - Rates	8	39,802,378	39,802,379	39,619,396	39,531,017	(88,379)	(0%)
General Purpose Funding - Other		3,932,577	3,096,562	2,247,002	2,228,590	(18,412)	(1%)
Law, Order and Public Safety		357,487	448,275	346,584	419,075	72,491	21%
Health		166,229	141,136	132,343	135,328	2,985	2%
Education and Welfare		8,408,713	7,841,584	4,787,084	4,553,661	(233,423)	(5%)
Community Amenities		6,081,141	5,858,780	5,678,940	5,716,772	37,832	1%
Recreation and Culture		2,983,042	2,855,422	2,075,152	2,131,402	56,250	3%
Transport		324,478	356,982	286,982	272,820	(14,162)	(5%)
Economic Services		1,261,187	1,268,198	844,971	831,116	(13,855)	(2%)
Other Property and Services		490,540	586,219	538,721	586,455	47,734	9%
		63,845,209	62,707,643	57,006,031	56,818,385	(187,646)	(0%)
Expenditure from operating activities							
Governance		(4,795,486)	(4,517,986)	(3,040,718)	(3,050,671)	(9,953)	(0%)
General Purpose Funding		(1,099,586)	(1,126,007)	(658,991)	(654,429)	4,562	1%
Law, Order and Public Safety		(3,318,431)	(3,317,442)	(2,191,158)	(2,131,667)	59,491	3%
Health		(949,882)	(902,078)	(606,887)	(566,528)	40,359	7%
Education and Welfare		(12,735,451)	(11,895,773)	(7,586,053)	(7,108,764)	477,289	6%
Community Amenities		(10,423,143)	(11,799,192)	(7,860,405)	(7,276,780)	583,625	7%
Recreation and Culture		(22,904,017)	(22,677,710)	(14,711,272)	(14,301,571)	409,701	3%
Transport		(15,076,180)	(14,457,437)	(9,113,780)	(8,617,189)	496,591	5%
Economic Services		(1,742,856)	(1,537,835)	(947,612)	(869,753)	77,859	8%
Other Property and Services		(4,293,260)	(4,265,367)	(2,943,908)	(3,037,505)	(93,597)	(3%)
		(77,338,291)	(76,496,827)	(49,660,784)	(47,614,857)	2,045,927	4%
Operating activities excluded from budget							
Add back Depreciation		14,269,092	14,262,823	9,564,404	9,559,832	(4,572)	(0%)
Adjust (Profit)/Loss on Asset Disposal	7	59,063	91,724	63,961	12,274	(51,687)	(81%)
Movement in deferred pensioner rates		0	4,571	0	34,686	34,686	
Amount attributable to operating activities		835,073	569,934	16,973,612	18,810,319	1,836,707	11%
Investing Activities							
Non-operating Grants, Subsidies and Contributions	12	10,936,569	13,916,294	2,687,182	4,688,608	2,001,426	(74%)
Proceeds from Disposal of Assets	7	334,500	612,325	591,824	377,780	(214,044)	36%
Refund of Developer Contributions		0	(2,654,846)	0	(2,654,846)	(2,654,846)	
Land and Buildings	11	(5,309,694)	(5,556,961)	(974,955)	(440,278)	534,677	55%
Plant, Furniture and Equipment	11	(2,788,666)	(1,716,894)	(1,265,104)	(1,125,433)	139,671	11%
Infrastructure Assets - Roads	11	(6,882,940)	(4,522,093)	(2,066,829)	(1,650,628)	416,201	20%
Infrastructure Assets - Parks and Reserves	11	(1,832,291)	(2,017,876)	(775,872)	(64,311)	711,561	92%
Infrastructure Assets - Footpaths	11	(215,000)	(199,344)	(194,344)	(178,856)	15,488	8%
Infrastructure Assets - Drainage	11	(2,990,583)	(5,275,005)	(162,623)	(77,439)	85,184	52%
Infrastructure Assets - Street Lighting	11	(251,000)	(265,162)	(265,163)	(22,088)	243,075	92%
Infrastructure Assets - Bus Shelters	11	(19,800)	(15,397)	(15,397)	(15,397)	0	0%
Infrastructure Assets - Car Parks	11	(41,000)	(23,442)	(23,442)	(25,042)	(1,600)	(7%)
Infrastructure Assets - Other Structures	11	(10,000)	(10,000)	(10,000)	0	10,000	100%
Amount attributable to investing activities		(9,069,905)	(7,728,400)	(2,474,723)	(1,187,931)	1,286,792	(52%)
Financing Activities							
Proceeds from New Debentures	9	2,268,000	2,268,000	0	0	0	0%
Self-Supporting Loan Principal		16,709	16,709	11,137	12,498	1,361	12%
Transfer from Reserves	6	21,765,512	22,443,594	10,649,356	10,506,173	(143,183)	(1%)
Repayment of Debentures	9	(1,451,093)	(1,451,092)	(702,596)	(702,595)	1	(0%)
Transfer to Reserves	6	(15,869,208)	(18,597,092)	(8,149,877)	(8,163,904)	(14,027)	(0%)
Amount attributable to financing activities		6,729,920	4,680,119	1,808,020	1,652,171	(155,849)	(9%)
Closing Funding Surplus(Deficit)	2	0	0	18,785,256	21,752,906	2,967,650	16%

This statement is to be read in conjunction with the accompanying Financial Statements and notes. All material variances are discussed in Note 1.

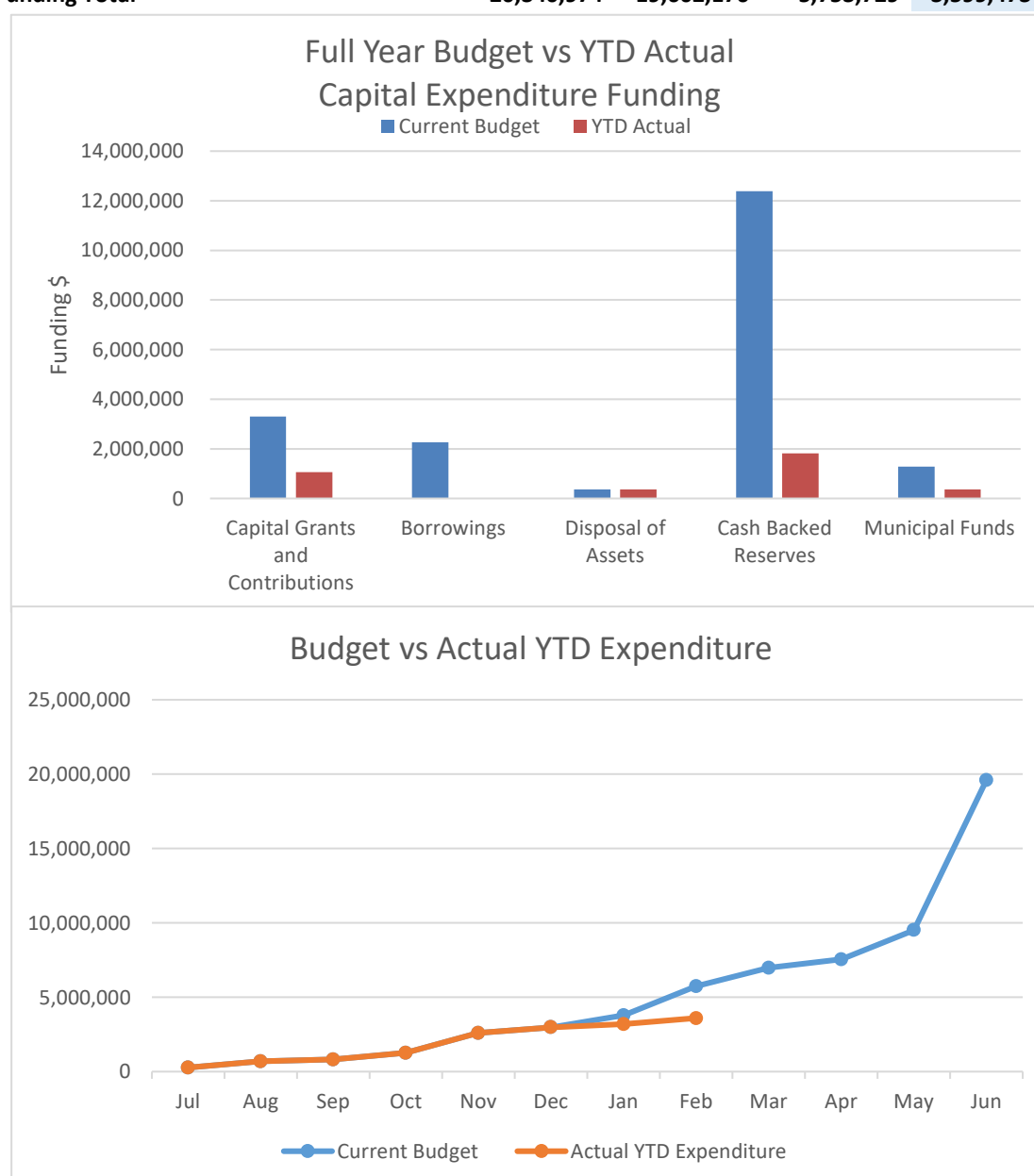
CITY OF KWINANA
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 29 February 2020

	Note	Adopted Annual Budget	Current Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
		\$	\$	\$	\$	\$	%
Opening Funding Surplus (Deficit)	2	1,504,912	2,478,347	2,478,347	2,478,347	0	0%
Revenue from operating activities							
Rates	8	39,802,378	39,802,378	39,619,396	39,531,017	(88,379)	(0%)
Operating Grants, Subsidies and Contributions	12	8,971,318	7,696,606	4,817,501	4,536,867	(280,634)	(6%)
Fees and Charges		12,254,403	12,033,380	9,967,875	10,194,858	226,983	2%
Interest Earnings		2,088,408	1,780,073	1,331,847	1,287,919	(43,928)	(3%)
Other Revenue		685,839	1,303,460	1,189,765	1,189,747	(18)	(0%)
Profit on Disposal of Assets	7	42,863	91,747	79,647	77,977	(1,670)	(2%)
		63,845,209	62,707,643	57,006,031	56,818,385	(187,646)	(0%)
Expenditure from operating activities							
Employee Costs		(29,800,091)	(28,022,355)	(18,369,388)	(18,128,412)	240,976	1%
Materials and Contracts		(29,036,680)	(28,215,310)	(17,205,342)	(15,431,862)	1,773,480	10%
Utility Charges		(2,377,800)	(2,392,637)	(1,585,157)	(1,626,676)	(41,519)	(3%)
Depreciation on Non-Current Assets		(14,269,092)	(14,262,823)	(9,564,404)	(9,559,832)	4,572	0%
Interest Expenses		(1,054,610)	(1,054,610)	(493,831)	(505,650)	(11,819)	(2%)
Insurance Expenses		(575,863)	(576,231)	(575,083)	(574,494)	589	0%
Other Expenditure		(122,229)	(1,789,391)	(1,723,971)	(1,697,681)	26,290	2%
Loss on Disposal of Assets	7	(101,926)	(183,470)	(143,608)	(90,251)	53,357	37%
		(77,338,291)	(76,496,827)	(49,660,784)	(47,614,857)	2,045,927	4%
Operating activities excluded from budget							
Add back Depreciation		14,269,092	14,262,823	9,564,404	9,559,832	(4,572)	(0%)
Adjust (Profit)/Loss on Asset Disposal	7	59,063	91,724	63,961	12,274	(51,687)	(81%)
Movement in deferred pensioner rates		0	4,571	0	34,686	34,686	
Amount attributable to operating activities		835,073	569,934	16,973,612	18,810,319	1,836,707	11%
Investing activities							
Grants, Subsidies and Contributions	12	10,936,569	13,916,294	2,687,182	4,688,608	2,001,426	(74%)
Proceeds from Disposal of Assets	7	334,500	612,325	591,824	377,780	(214,044)	36%
Refund of Developer Contributions		0	(2,654,846)	0	(2,654,846)	(2,654,846)	
Land and Buildings	11	(5,309,694)	(5,556,961)	(974,955)	(440,278)	534,677	55%
Plant, Furniture and Equipment	11	(2,788,666)	(1,716,894)	(1,265,104)	(1,125,433)	139,671	11%
Infrastructure Assets - Roads	11	(6,882,940)	(4,522,093)	(2,066,829)	(1,650,628)	416,201	20%
Infrastructure Assets - Parks and Reserves	11	(1,832,291)	(2,017,876)	(775,872)	(64,311)	711,561	92%
Infrastructure Assets - Footpaths	11	(215,000)	(199,344)	(194,344)	(178,856)	15,488	8%
Infrastructure Assets - Drainage	11	(2,990,583)	(5,275,005)	(162,623)	(77,439)	85,184	52%
Infrastructure Assets - Street Lighting	11	(251,000)	(265,162)	(265,163)	(22,088)	243,075	92%
Infrastructure Assets - Bus Shelters	11	(19,800)	(15,397)	(15,397)	(15,397)	0	0%
Infrastructure Assets - Car Parks	11	(41,000)	(23,442)	(23,442)	(25,042)	(1,600)	(7%)
Infrastructure Assets - Other Structures	11	(10,000)	(10,000)	(10,000)	0	10,000	100%
Amount attributable to investing activities		(9,069,905)	(7,728,400)	(2,474,723)	(1,187,931)	1,286,792	(52%)
Financing Activities							
Proceeds from New Debentures	9	2,268,000	2,268,000	0	0	0	
Self-Supporting Loan Principal		16,709	16,709	11,137	12,498	1,361	12%
Transfer from Reserves	6	21,765,512	22,443,594	10,649,356	10,506,173	(143,183)	(1%)
Repayment of Debentures	9	(1,451,093)	(1,451,092)	(702,596)	(702,595)	1	(0%)
Transfer to Reserves	6	(15,869,208)	(18,597,092)	(8,149,877)	(8,163,904)	(14,027)	(0%)
Amount attributable to financing activities		6,729,920	4,680,119	1,808,020	1,652,171	(155,849)	(9%)
Closing Funding Surplus (Deficit)	2	0	0	18,785,256	21,752,906	2,967,650	16%

This statement is to be read in conjunction with the accompanying Financial Statements and notes. All material variances are discussed in Note 1.

CITY OF KWINANA
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 29 February 2020

Capital Acquisitions	Note	Adopted Annual Budget	Current Annual Budget	YTD Budget (a)	YTD Actual Total (b)	Variance (a) - (b)
		\$	\$	\$	\$	\$
Land and Buildings	11	5,309,694	5,556,962	974,955	440,278	534,677
Plant, Furniture and Equipment	11	2,788,666	1,716,895	1,265,104	1,125,433	139,671
Infrastructure Assets - Roads	11	4,135,562	4,522,093	2,066,829	1,650,628	416,201
Infrastructure Assets - Parks and Reserves	11	1,832,291	2,017,876	775,872	64,311	711,561
Infrastructure Assets - Footpaths	11	215,000	199,344	194,344	178,856	15,488
Infrastructure Assets - Drainage	11	5,737,961	5,275,005	162,623	77,439	85,184
Infrastructure Assets - Street Lighting	11	251,000	265,162	265,163	22,088	243,075
Infrastructure Assets - Bus Shelters	11	19,800	15,397	15,397	15,397	0
Infrastructure Assets - Car Parks	11	41,000	23,442	23,442	25,042	(1,600)
Infrastructure Assets - Other Structures	11	10,000	10,000	10,000	0	10,000
Capital Expenditure Totals		20,340,974	19,602,176	5,753,729	3,599,473	2,154,256
Capital acquisitions funded by:						
Capital Grants and Contributions		1,423,989	3,298,964	1,370,714	1,061,826	308,888
Borrowings		2,268,000	2,268,000	0	0	0
Disposal of Assets		334,500	367,990	367,990	356,321	11,669
Cash Backed Reserves		8,684,361	12,381,173	0	1,818,552	(1,818,552)
Municipal Funds		7,630,124	1,286,049	4,015,025	362,773	3,652,252
Capital Funding Total		20,340,974	19,602,176	5,753,729	3,599,473	2,154,256



CITY OF KWINANA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2020

Note 1: Explanation of Operating Revenue and Expenditure Material Variances by Nature and Type

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2019/20 year is the greater of \$50,000 or 5%.

Nature and Type Category	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues					
Rates	(88,379)	(0%)		No Material Variance	
Operating Grants, Subsidies and Contributions	(280,634)	(6%)	M	Permanent	\$304k Childcare subsidies received were less than that expected at the end of February. These subsidies are directly offset by payments to care providers so that there is no overall impact on surplus. Levies associated with this income have not been significantly affected.
Fees and Charges	226,983	2%		No Material Variance	
Interest Earnings	(43,928)	(3%)		No Material Variance	
Other Revenue	(18)	(0%)		No Material Variance	
Profit on Disposal of Assets	(1,670)	(2%)		No Material Variance	
Operating Expenses					
Employee Costs	240,976	1%		No Material Variance	
Materials and Contracts	1,773,480	10%	M	Timing	Costs have been budgeted to be spent over 12 months. Each month, a number of invoices are not received until after period end processing has finished, resulting in the expenditure reported in these statements not reflecting the actual cost in the month the expense was incurred. Major variances include; \$375k City Regulation - Waste management. \$313k Childcare payments offset by decrease in subsidies received. \$200k Natural Environment. \$168k City Operations - Parks and reserves maintenance.
Utility Charges	(41,519)	(3%)		No Material Variance	
Depreciation on Non-Current Assets	4,572	0%		No Material Variance	
Interest Expenses	(11,819)	(2%)		No Material Variance	
Insurance Expenses	589	0%		No Material Variance	
Other Expenditure	26,290	2%		No Material Variance	
Loss on Disposal of Assets	53,357	37%	M	Timing	Written off vehicle still to be disposed of after insurance proceeds received.
Capital Revenues					
Grants, Subsidies and Contributions	2,001,426	(74%)	M	Timing	Timing of the receipt Developer Contributions is difficult to predict. Funds are transferred to Reserve once received.
Proceeds from Disposal of Assets	(214,044)	36%		No Material Variance	
Refund of Developer Contributions	(2,654,846)	0%		No Material Variance	

CITY OF KWINANA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2020

Note 1: Explanation of Operating Revenue and Expenditure Material Variances by Nature and Type

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

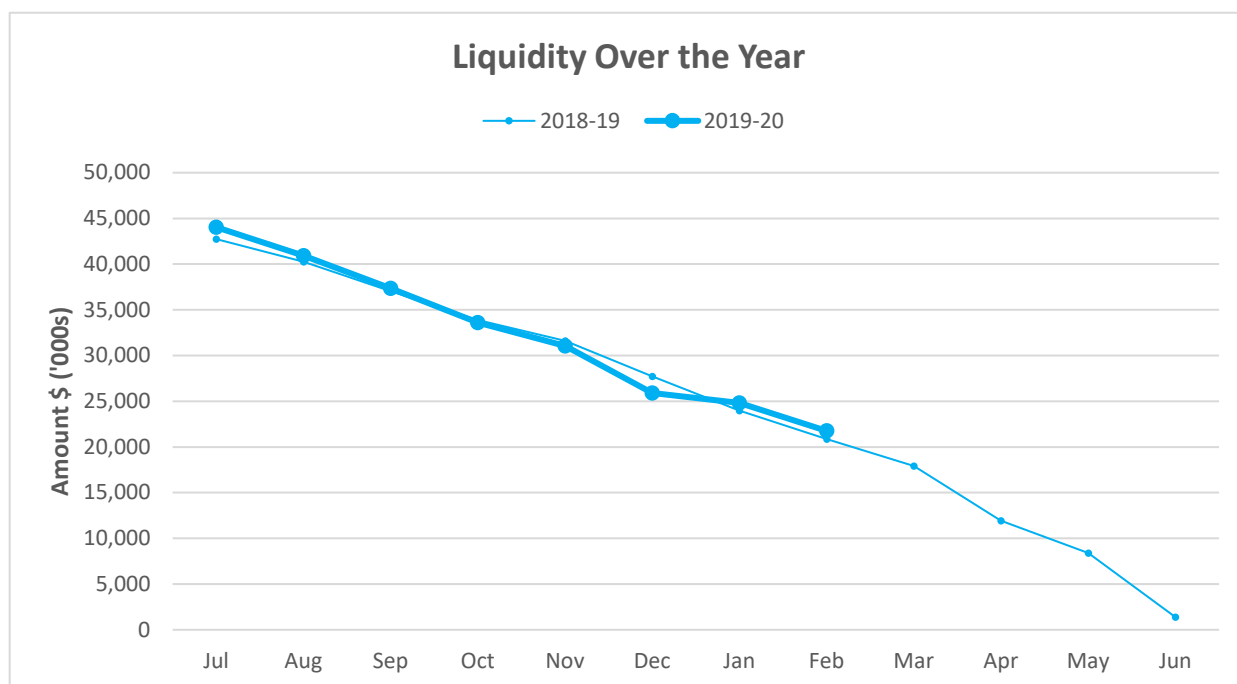
The material variance adopted by Council for the 2019/20 year is the greater of \$50,000 or 5%.

Nature and Type Category	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Capital Expenses					
Land and Buildings	534,677	55%	M	Timing	Projects are progressing - see note 11 for detail.
Plant, Furniture & Equipment	139,671	11%	M	Timing	New plant and equipment to be purchased in March/April.
Infrastructure - Roads	416,201	20%	M	Timing	Projects are progressing - see note 11 for detail.
Infrastructure Assets - Parks and Reserves	711,561	92%	M	Timing	\$115k Parks and reserves renewal projects have not yet commenced. \$492k Thomas Oval lighting project has not commenced.
Infrastructure Assets - Footpaths	15,488	8%		No Material Variance	
Infrastructure Assets - Drainage	85,184	52%	M	Timing	\$90k Spinner Lane drainage project estimated to commence March 2020.
Infrastructure Assets - Street Lighting	243,075	92%	M	Timing	\$208k Street Lighting for Leath Road will possibly be a carried forward project.
Infrastructure Assets - Bus Shelters	0	0%		No Material Variance	
Infrastructure Assets - Car Parks	10,000	100%		No Material Variance	
Financing					
Proceeds from New Debentures	0	0%		No Material Variance	
Proceeds from Advances	0	0%		No Material Variance	
Self-Supporting Loan Principal	1,361	12%		No Material Variance	
Transfer from Reserves	(143,183)	(1%)		No Material Variance	
Advances to Community Groups	0	0%		No Material Variance	
Repayment of Debentures	1	(0%)		No Material Variance	
Transfer to Reserves	(14,027)	(0%)		No Material Variance	

CITY OF KWINANA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2020

Note 2: Net Current Funding Position

	Note	Last Years Closing 30 Jun 2019	This Time Last Year 28 Feb 2019	Current 29 Feb 2020
		\$	\$	\$
Current Assets				
Cash Unrestricted		1,506,176	11,112,888	13,232,170
Cash Restricted - Reserves	6	55,730,366	52,304,208	53,388,098
Receivables - Rates	5(a)	3,865,053	10,872,713	8,636,324
Receivables - Sundry Debtors	5(b)	363,079	754,057	731,702
Other Current Assets		312,998	921,340	914,579
Accrued Income / Prepayments		656,144	0	0
Inventories		32,920	30,268	37,816
		62,466,736	75,995,475	76,940,689
Less: Current Liabilities				
		(4,258,023)	(2,820,798)	(1,799,685)
Less: Cash Reserves	6	(55,730,366)	(52,304,208)	(53,388,098)
Net Current Funding Position - Surplus/(Deficit)		2,478,347	20,870,468	21,752,906



CITY OF KWINANA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2020

Note 3(a): Cash and Investments

	Total Amount	Interest Rate	Calculated Interest Earnings	Institution	S&P Rating	Deposit Date	Maturity Date	Term Days
	\$	%	\$					
CBA Municipal Bank Account	3,427,754	Variable	N/A	CBA	AA	N/A	N/A	N/A
CBA Trust Bank Account	256,533	Variable	N/A	CBA	AA	N/A	N/A	N/A
Cash On Hand - Petty Cash	4,570	N/A	N/A	PC	N/A	N/A	N/A	N/A
Sub-total Cash Deposits	3,688,856							
(b) Term Deposits - Investments								
CBA - TDXXXXXXX.117	4,000,000	1.69%	38,893	CBA	AA	Aug 2019	Mar 2020	210
CBA - TDXXXXXXX.118	2,000,000	1.35%	4,438	CBA	AA	Feb 2020	Apr 2020	60
CBA - TDXXXXXXX.139	2,000,000	1.38%	4,688	CBA	AA	Feb 2020	Apr 2020	62
CBA - TDXXXXXXX.117	2,000,000	1.62%	24,145	NAB	AA	Aug 2019	May 2020	272
Sub-total - Term Deposits - Investments	10,000,000		72,164					
Reserve Funds Investments (Cash Backed Reserves)								
Aged Persons Units Reserve	814,268	1.53%	3,072	NAB	AA	Feb 2020	May 2020	90
Asset Management Reserve	5,554,266	1.50%	28,760	BEN	AAA	Nov 2019	Apr 2020	126
Banksia Park DMF Reserve	190,418	1.65%	1,575	NAB	AA	Sep 2019	Mar 2020	183
City Infrastructure Reserve	1,573,237	1.50%	7,823	BEN	AA	Nov 2019	Mar 2020	121
CLAG Reserve	275,223	1.65%	2,277	NAB	AA	Sep 2019	Mar 2020	183
Community Services & Emergency Relief Reserve	88,836	1.65%	735	NAB	AA	Sep 2019	Mar 2020	183
Employee Leave Reserve	1,914,567	1.54%	10,017	NAB	AA	Nov 2019	Mar 2020	124
Family Day Care Reserve	1,501,498	1.55%	7,588	BWA	AA	Feb 2020	Jun 2020	119
Golf Course Cottage Reserve	28,887	1.70%	245	NAB	AA	Sep 2019	Mar 2020	182
Information Technology Reserve	2,081,600	1.50%	10,608	BEN	AAA	Nov 2019	Mar 2020	124
Plant and Equipment Replacement Reserve	376,728	1.53%	1,437	NAB	AA	Dec 2019	Mar 2019	91
Refuse Reserve	5,615,943	1.55%	23,372	NAB	AA	Nov 2019	Mar 2020	98
Renewable Energy Efficiency Reserve	62,521	1.55%	316	BWA	AA	Feb 2020	Jun 2020	119
Settlement Agreement Reserve	164,874	1.70%	1,398	NAB	AA	Sep 2019	Mar 2020	182
Workers Compensation Reserve	141,443	1.70%	1,199	NAB	AA	Sep 2019	Mar 2020	182
Sub-total - Term Deposits - (Cash Backed Reserves)	20,384,308		100,421					
Reserve Funds Investments (Developer Contributions)								
DCA - 1 Hard Infrastructure - Bertram	640,762	1.40%	2,949	BEN	AAA	Feb 2020	Jun 2020	120
DCA - 2 Hard Infrastructure - Wellard	2,464,057	1.40%	11,341	BEN	AAA	Feb 2020	Jun 2020	120
DCA - 4 Hard Infrastructure - Anketell	537,418	1.55%	2,716	NAB	AA	Feb 2020	Jun 2020	119
DCA 5 - Hard Infrastructure - Wandii	444,998	1.50%	2,048	NAB	AA	Feb 2020	Jun 2020	112
DCA 6 - Hard Infrastructure - Mandogalup	396,542	1.44%	1,439	CBA	AA	Feb 2020	May 2020	92
DCA 7 - Hard Infrastructure - Wellard West	18,057	1.50%	83	NAB	AA	Feb 2020	Jun 2020	112
DCA - 8 Soft Infrastructure - Mandogalup	475,169	1.55%	2,401	NAB	AA	Feb 2020	Jun 2020	119
DCA - 9 Soft Infrastructure - Wandii/Anketell	11,909,128	1.50%	54,815	NAB	AA	Feb 2020	Jun 2020	112
DCA - 10 Soft Infrastructure - Casuarina/Anketell	228,159	1.55%	1,201	NAB	AA	Feb 2020	Jun 2020	124
DCA - 11 Soft Infrastructure - Wellard East	6,149,750	1.40%	28,306	BEN	AAA	Feb 2020	Jun 2020	120
DCA - 12 Soft Infrastructure - Wellard West	8,337,439	1.40%	36,456	BEN	AAA	Feb 2020	Jun 2020	114
DCA - 13 Soft Infrastructure - Bertram	286,885	1.55%	1,511	NAB	AA	Feb 2020	Jun 2020	124
DCA - 14 Soft Infrastructure - Wellard/Leda	676,197	1.55%	3,561	NAB	AA	Feb 2020	Jun 2020	124
DCA - 15 Soft Infrastructure - Townsite	239,076	1.55%	1,259	NAB	AA	Feb 2020	Jun 2020	124
Sub-total - Reserve Funds Investments (Developer Contributions)	32,803,636		150,087					
Total	66,876,801		322,672					
Less Trust Bank	(256,533)							
Total Municipal Controlled Funds	66,620,268		322,672					

CITY OF KWINANA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2020

Note 3(b): Cash and Investments - Compliance with Investment Policy

Portfolio Credit Risk	Funds Held	Actual at Period End	Limit per Policy	
AAA & Bendigo Bank Kwinana Community Branch	25,227,873	6%	100%	✓
AA	41,644,358	94%	100%	✓
A	-	0%	60%	✓
BBB	-	0%	20%	✓
Unrated	-	0%	20%	✓

Counterparty Credit Risk	Funds Held	Actual at Period End	Limit per Policy	
BEN (AAA)	26,801,109	6%	45%	✓
BWA (AA)	1,564,019	29%	45%	✓
CBA (AA)	12,080,828	24%	45%	✓
NAB (AA)	26,426,274	41%	45%	✓

Comments - Investment Policy Compliance

The City's investments are invested in line with Council Policy - Investments. The above tables exclude the total of petty cash (\$4,570) held by the City.
Interest received on the City's investments year to date is \$629,053.

5.5.1 Portfolio Credit Framework

To control the credit quality on the investment portfolio, the following credit framework limits the percentage of the portfolio exposed to any particular credit rating category.

S&P Long Term Rating	S&P Short Term Rating	Direct Investment Maximum for category %
AAA and Bendigo Bank Kwinana Community Branch	A-1+ and Bendigo Bank Kwinana Community Branch	100%
AA	A-1+	100%
A	A-1	60%
BBB	A-2	20%

If any of the investments within the portfolio are subject to a credit rating downgrade such that the portfolio credit percentages are no longer compliant with the Investment Policy, or there is a review of this policy, the investment will be divested as soon as practicable.

5.5.2 Counterparty Credit Framework

Exposure to an individual counterparty/institution will be restricted by its credit rating so that single entity exposure is limited, as detailed in the table below:

S&P Long Term Rating	S&P Short Term Rating	Direct Investment Maximum for category %
AAA and Bendigo Bank Kwinana Community Branch	A-1+ and Bendigo Bank Kwinana Community Branch	45%
AA	A-1+	45%
A	A-1	25%
BBB	A-2	10%

If any of the investments within the portfolio are subject to a credit rating downgrade such that the portfolio credit percentages are no longer compliant with the Investment Policy, or there is a review of this policy, the investment will be divested as soon as practicable.

CITY OF KWINANA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2020

Note 4: Budget Amendments

GL Code	Description	Increase / (Decrease) to Net Surplus Position	Amended Budget Surplus / (Deficit)
		\$	\$
26/06/2019 Annual Budget Adoption			
			0
<u>Items not requiring Council Approval as per OCM 26/06/2019 Council Decision 480</u>			
Transfer of budget in business unit to cover additional costs of advertising full local laws.			
400053.1106.60	Operating Expense - Governance (City Legal) - Advertising & Promotions	(10,000)	
400053.1830.60	Operating Expense - Governance (City Legal) - Land Administration	10,000	
		0	0
Correction of salary and superannuation to correct business units.			
400087.1031.50	Operating Expense - Events & Stakeholder Management - Salaries	(476,682)	
400087.1035.50	Operating Expense - Events & Stakeholder Management - Superannuation	(57,200)	
400092.1031.50	Operating Expense - Community Engagement & Place - Salaries	476,682	
400092.1035.50	Operating Expense - Community Engagement & Place - Superannuation	57,200	
		0	0
Transfer of salary savings in Infrastructure Management due to vacant position to obtain pavement design work consultancy.			
400461.1125.60	Operating Expense - Infrastructure Management Overheads - Consultancy	(60,000)	
400460.1031.50	Operating Expense - Infrastructure Management Overheads - Salaries	60,000	
		0	0
Transfer of salary savings in Building Control due to vacant positions to obtain a swimming pool inspector and a compliance officer contractor.			
400456.1210.61	Operating Expense - Building Control/Approvals - Salaries Contract	(39,116)	
400454.1031.50	Operating Expense - Building Control/Approvals - Salaries	39,116	
400456.1210.61	Operating Expense - Building Control/Approvals - Salaries Contract	(40,418)	
400454.1031.50	Operating Expense - Building Control/Approvals - Salaries Contract	40,418	
		0	0
Grant approval received from Injury Matters for the Stay on Your Feet program.			
400089.1600.60	Operating Expense - Community Engagement & Place Projects - Contractors	(3,230)	
400454.1031.50	Operating Revenue - Community Engagement & Place Projects - Grants	3,230	
		0	0
<u>Items approved by Council falling outside Council Decision 480</u>			
24/07/2019 Purchase of new vehicle to replace vehicle that was written off in previous financial year. Insurance reimbursement was received in 2018/2019 and transferred to reserve for purchase in 2019/2020.			
600012.1000.60	Capital Expense - Plant and Equipment - Law Order & Public Safety	(56,500)	
700006.1006.06	Reserve Transfer - Law Order & Public Safety - Plant and Equipment Replacement Reserve	56,500	
		0	0
14/08/2019 Transfer of sale proceeds to reserve for fleet vehicle that will not be replaced.			
800044.1006.07	Reserve Transfer - Computing Infrastructure - Plant and Equipment Replacement Reserve	(12,600)	
500024.1488.05	Capital Revenue - Computing Infrastructure - Asset Sale - Sale of Vehicle	12,600	
		0	0
11/09/2019 Transfer from Asset Management Reserve to fix leaking roof at Margaret Feilman building.			
600020.1002.60	Capital Expense - Economic Services Facility - Building Construction	(145,000)	
700032.1898.06	Reserve Transfer - Economic Services Facility - Asset Management Reserve	145,000	
		0	0

CITY OF KWINANA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2020

Note 4: Budget Amendments

GL Code	Description	Increase / (Decrease) to Net Surplus Position	Amended Budget Surplus / (Deficit)
11/09/2019 Transfer of insurance claim proceeds from written off vehicle to Plant and Equipment Replacement Reserve.			
800019.1006.07	Reserve Transfer - Executive Management - Plant and Equipment Replacement Reserve	(38,320)	
300159.1000.23	Capital Revenue - Executive Management - Plant and Equipment - Insurance Reimbursement	38,320	
		0	0
25/09/2019 Transfer from Asset Management Reserve to repair Medina Hall floor.			
600019.1002.60	Capital Expense - Recreation & Culture Facility - Building Construction	(60,000)	
700013.1012.06	Reserve Transfer - Recreation & Culture Facility - Asset Management Reserve	60,000	
		0	0
9/10/2019 Reallocation of Roads to Recovery funding from Pace Road to Budden Way. Pace Road works to be postponed until 2020/2021 financial year to coincide with drainage upgrade works.			
600007.1561.60	Capital Expense - Transport Development - Roads to Recovery	(275,000)	
300137.1003.16	Grants - Roads to Recovery - Budden Way	275,000	
600007.1561.60	Capital Expense - Transport Development - Roads to Recovery	275,000	
300137.1003.16	Grants - Roads to Recovery - Pace Road	(275,000)	
		0	0
13/11/2019 Contribution to be received from the Department of Education for Johnson Road/McWhirter Promenade landscaping works.			
600009.1568.60	Capital Expense - Infrastructure - Parks & Ovals - Transport Grounds	(185,585)	
300213.1003.16	Contribution - Department of Education - Infrastructure - Parks & Ovals - Transport Grounds	185,585	
		0	0
13/11/2019 The City was unable to secure budgeted sponsorship for the 2019 Community Concert. The shortfall will be made up of identified savings due to vacant positions at the Zone.			
300158.1600.15	Grant - Events and Stakeholder Management - Concert	(50,000)	
400097.1031.50	Operating Expense - Youth Centre - Salaries	50,000	
		0	0
13/11/2019 Transfer to Plant and Equipment Replacement Reserve of sale proceeds of truck that was originally budgeted to be sold in 2018/2019.			
800105.1006.07	Reserve Transfer - Depot Operating Overheads - Plant and Equipment Replacement Reserve	(5,000)	
500004.1487.05	Capital Revenue - Depot Operating Overheads - Asset Sale - Sale of Vehicle	5,000	
		0	0
27/11/2019 LGIS distribution surplus is to be receipted as a reimbursement and will be surplus funds to be allocated at mid year budget review.			
300009.1364.22	Operating Revenue - Governance - Other Reimbursements	77,599	
		77,599	77,599
27/11/2019 Main Roads have approved Black Spot funding for the Gilmore Avenue pedestrian crossing project. The remainder is to be funded from the Asset Management Reserve.			
600007.1561.60	Capital Expense - Infrastructure - Roads - Transport Development	(310,000)	
300137.1003.16	Grant - Infrastructure - Revenue - Transport Development - Black Spot	206,667	
700022.1898.06	Reserve Transfer - Transport Development - Asset Management Reserve	103,333	
		0	77,599

CITY OF KWINANA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2020

Note 4: Budget Amendments

GL Code	Description	Increase / (Decrease) to Net Surplus Position	Amended Budget Surplus / (Deficit)
27/11/2019 Transfer of operating budget for the City's website redevelopment project to capital for asset capitalisation purposes.			
600002.1001.60	Capital Expense - Computing Infrastructure - Furniture and Equipment	(65,000)	
400761.2020.64	Operating Expense - Computing Infrastructure - Corporate Applications	35,000	
400013.1123.60	Operating Expense - Marketing & Communications - Community Public Relations	30,000	
		0	77,599
27/11/2019 Savings from City Legal salary vacancies and return of lease vehicle to be used towards quantity survey report for the viability of building a new bush fire station.			
600016.1002.60	Capital Expense - Building Construction - Law Order & Public Safety Facility	(20,000)	
400512.1031.50	Operating Expense - Governance - Salaries	8,300	
400628.1099.65	Operating Expense - Fire & Emergency Management - Lease Vehicles	11,700	
		0	77,599
27/11/2019 Scoreboards that were purchased for the Recquatic stadium were portable and under capitalisation threshold. Savings to be used to purchase additional Recquatic operating items for stadium.			
400269.1140.60	Operating Expense - Recquatic Dry Programs - Equipment Repairs	(3,700)	
400270.1249.60	Operating Expense - Recquatic Dry Programs - Netball - General Expenses	(2,100)	
400270.1252.60	Operating Expense - Recquatic Dry Programs - Soccer - General Expenses	(2,100)	
400269.1144.60	Operating Expense - Recquatic Dry Programs - Expendable Equipment	(2,100)	
600004.1000.60	Capital Expense - Plant and Equipment - Recquatic Admin	10,000	
		0	77,599
11/12/2019 The City successfully appealed and achieved a reassessment and increase to the original grant allocation of the Department of Fire and Emergency Services annual operating grant. Expenditure accounts have been increased to reflect this increase in funding.			
400762.1234.62	Operating Expense - FESA ESL - Kwinana South - Vehicle Operating Expenses	(3,240)	
400762.2027.60	Operating Expense - FESA ESL - Kwinana South - Clothing & Accessories	(1,000)	
400762.2029.60	Operating Expense - FESA ESL - Kwinana South - Maintenance of Plant & Equipment	(3,000)	
400762.2030.60	Operating Expense - FESA ESL - Kwinana South - Other Goods & Services	(1,000)	
400762.2032.60	Operating Expense - FESA ESL - Kwinana South - Plant & Equipment Purchases \$1200	(5,197)	
400762.2038.60	Operating Expense - FESA ESL - Kwinana South - Utilities, Rates & Taxes	(2,071)	
400763.1234.62	Operating Expense - FESA ESL - Mandogalup - Vehicle Operating Expenses	(2,240)	
400763.2027.60	Operating Expense - FESA ESL - Mandogalup - Clothing & Accessories	(1,000)	
400763.2029.60	Operating Expense - FESA ESL - Mandogalup - Maintenance of Plant & Equipment	(3,000)	
400763.2030.60	Operating Expense - FESA ESL - Mandogalup - Other Goods & Services	(1,000)	
400763.2032.60	Operating Expense - FESA ESL - Mandogalup - Plant & Equipment Purchases \$1200 - \$5k	(8,560)	
400763.2038.60	Operating Expense - FESA ESL - Mandogalup - Utilities, Rates & Taxes	(2,071)	
300114.1314.15	Operating Revenue - FESA ESL Grant - Govt Grant State	33,379	
11/12/2019 The first quarter payment of the Department of Fire and Emergency grant for 2019/2020 was received in June 2019 and transferred to the Restricted Grants and Contributions Reserve. Funds to be transferred from this reserve to allow for use in the 2019/2020 financial year.			
300114.1314.15	Operating Revenue - FESA ESL Grant - Govt Grant State	(43,750)	
700068.1813.06	Reserve Transfer -FESA ESL Grant - From Res Op - Restricted Grants & Contributions Reserve	43,750	
		0	77,599
11/12/2019 Replacement of the Bright Futures Family Day Care kitchen in the playgroup building to be funded from the Family Day Care Reserve.			
600005.1002.60	Capital Expense - Family Day Care General - Building Construction	(20,000)	
700023.1009.06	Reserve Transfer - Family Day Care General - Family Day Care Reserve	20,000	
		0	77,599

CITY OF KWINANA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2020

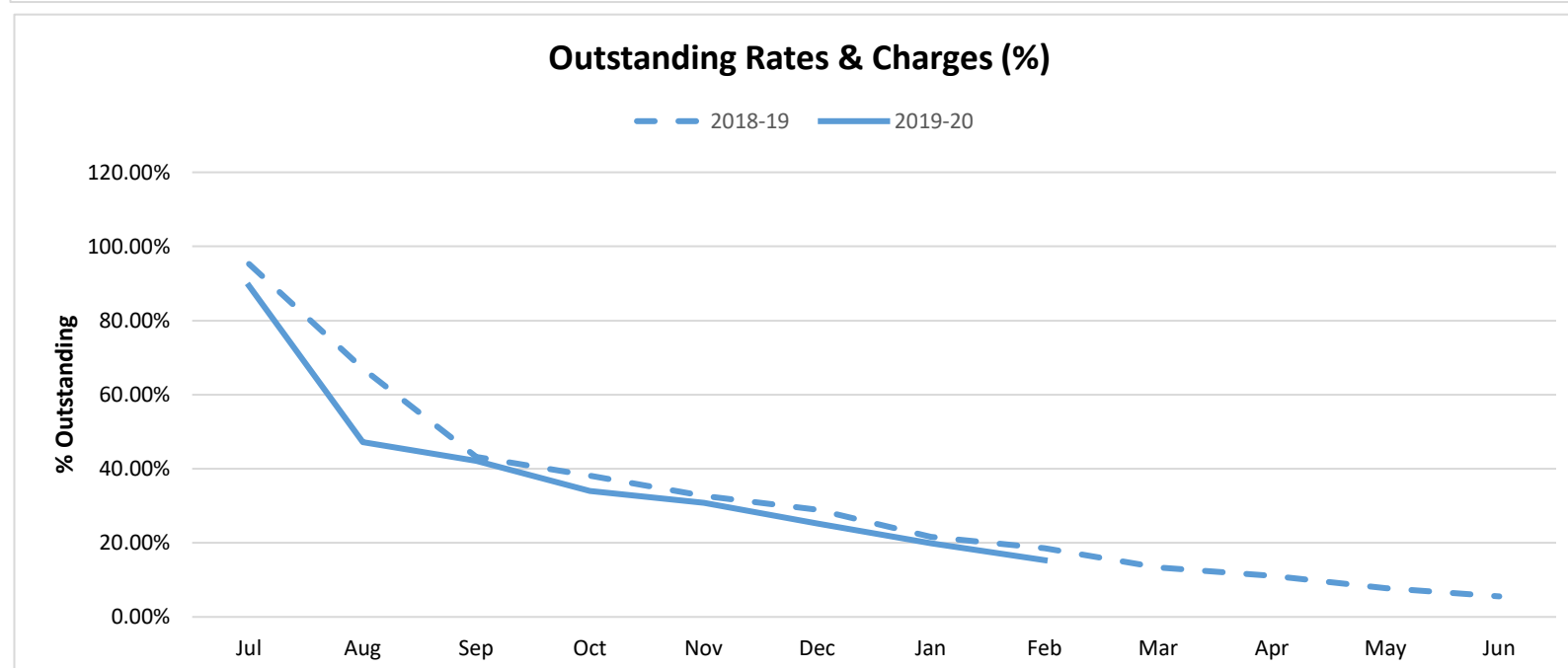
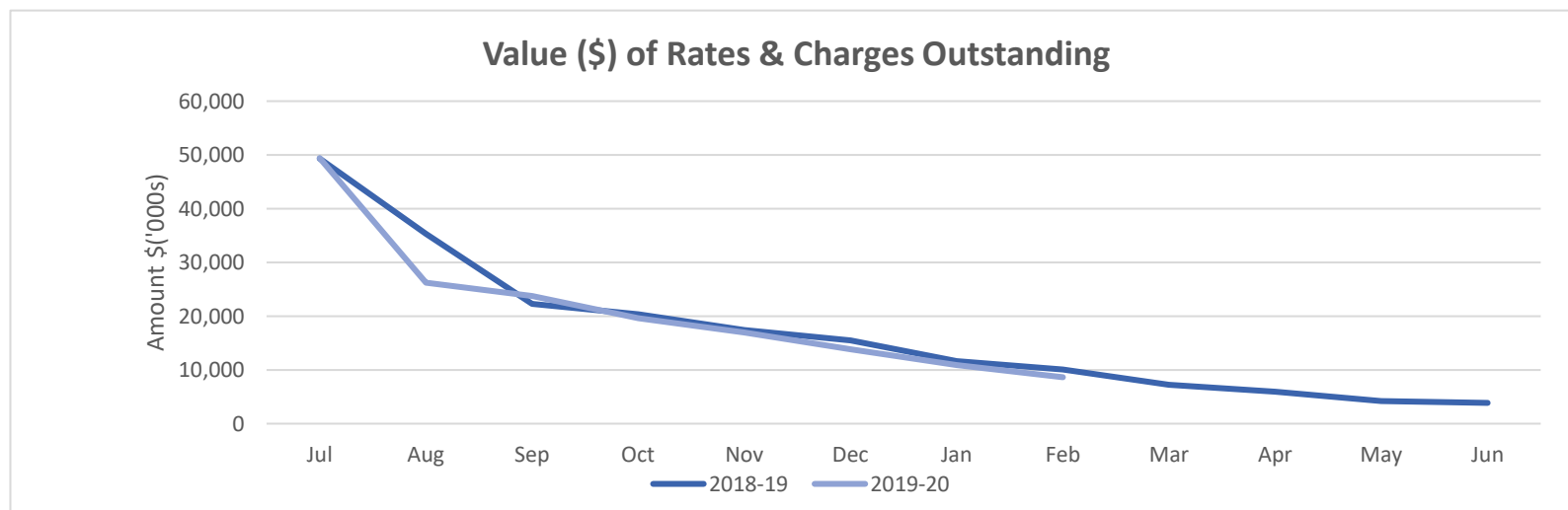
Note 4: Budget Amendments

GL Code	Description	Increase / (Decrease) to Net Surplus Position	Amended Budget Surplus / (Deficit)
11/12/2019 Installation of solar panels and battery system at the Fiona Harris Pavilion to be funded from the Renewable Energy Efficiency Reserve.			
600019.1002.60	Capital Expense - Recreation & Culture Facility - Building Construction	(20,000)	
700013.2042.06	Reserve Transfer - Recreation & Culture Facility - Renewable Energy Efficiency Reserve	20,000	
		0	0
29/01/2020 Anketell Road priority capital works have been identified. The works are to be funded from identified savings in other capital infrastructure projects, and the remainder from the Infrastructure Management consultancy budget.			
600007.1561.60	Capital Expense - Transport Development - Infrastructure - Roads	(55,000)	
600023.1565.60	Capital Expense - Recreation & Culture Development - Infrastructure - Car Parks	17,600	
600007.1562.60	Capital Expense - Transport Development - Infrastructure - Footpaths	15,400	
400461.1125.60	Operating Expense - Infrastructure Management Overheads Consultancy	22,000	
		0	77,599
29/01/2020 New speed alert trailer is to be purchased from insurance proceeds relating to the theft and damage of the City's existing speed alert trailer. The difference (due to insurance excess) to be funded from the trailer's plant operating budget.			
600013.1000.60	Capital Expense - Depot Operating Overheads - Plant & Equipment	(27,030)	
300151.1000.23	Capital Revenue - Depot Operating Overheads - Plant & Equipment Reimbursements	26,530	
400508.1493.60	Operating Expense - Plant Operating Costs - Contractors	500	
		0	77,599
26/02/2020 As per Budget Review Report			
	Increase in Opening Funding Surplus	(1,051,034)	
	Operating Activities	329,798	
	Increase in Non-operating Grants, Subsidies and Contributions	(2,979,725)	
	Increase in Proceeds from Disposal of Assets	(277,825)	
	Reimbursement of Developer Contributions	2,654,846	
	Decrease in Capital Expenditure	(743,459)	
	Decrease in Financing Activities	3,687,839	
		1,620,439	1,698,038
26/02/2020 As per Budget Review resolution allocation of surplus			
	Operating Expense - Depot upgrade design work	(15,000)	
	Operating Revenue - Youth Festival funding shortfall	(45,000)	
	Transfer to Reserve - Asset Management Reserve (depot upgrade)	(500,000)	
	Transfer to Reserve - Employee Vacancy Reserve	(500,000)	
	Transfer to Reserve - Asset Management Reserve	(638,038)	
		(1,698,038)	0
26/02/2020 Increase in the scope of works for the Breccia Parade speed calming capital project. Additional costs to be funded from the Asset Management Reserve from savings in the Gilmore Avenue SB 1 capital project.			
600007.1561.60	Capital Expense - Transport Development - Infrastructure - Roads	(7,700)	
600007.1561.60	Capital Expense - Transport Development - Infrastructure - Roads	7,700	
700022.1898.06	Reserve Transfer - Transport Development - Asset Management Reserve	7,700	
700022.1898.06	Reserve Transfer - Transport Development - Asset Management Reserve	(7,700)	
		0	0
26/02/2020 The price for the Library self-return shelves has increased since the original quote. Additional costs to be transferred from identified savings in the online library collections budget.			
600001.1001.60	Capital Expense - Library - Furniture & Equipment	(4,660)	
400104.2046.60	Operating Expense - Library - Online Library Collection	4,660	
		0	0
Amended Budget Surplus / (Deficit)			0

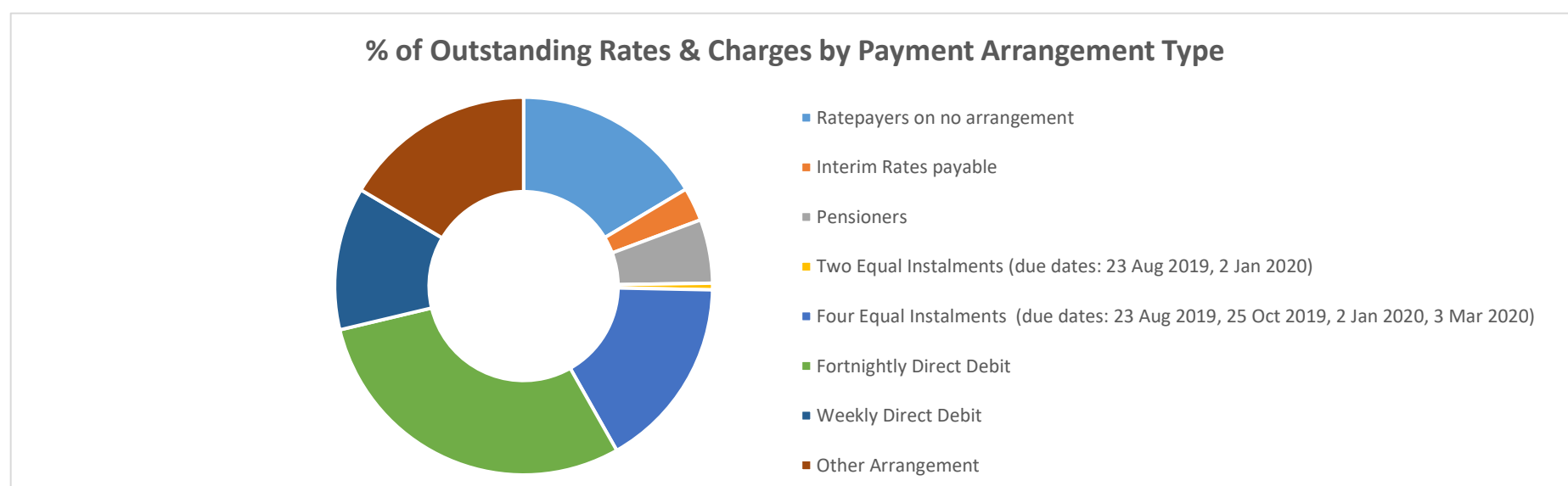
CITY OF KWINANA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2020

Note 5(a): Receivables - Rates & Charges

Receivables - Rates & Charges Receivable	30 June 2019	28 Feb 2019	29 Feb 2020
	\$		\$
Opening Arrears Previous Years	4,275,903	4,275,903	4,576,831
Levied this year	49,841,706	49,512,732	51,798,599
Rates & Charges to be collected	54,117,609	53,788,636	56,375,430
<u>Less</u> Collections to date	(48,635,958)	(42,272,496)	(46,280,509)
<u>Less</u> Excess Rates received	(904,842)	(799,399)	(781,528)
<u>Less</u> Pensioner Deferred Rates	(711,755)	(643,427)	(677,069)
Net Rates & Charges Collectable	3,865,054	10,073,314	8,636,324
% Outstanding	7.14%	18.73%	15.32%



Outstanding Rates & Charges by Payment Arrangement Type	Number of Assessments	Balance Outstanding	
		\$	%
Ratepayers on no arrangement	651	1,418,848	16.43%
Interim Rates payable	148	247,792	2.87%
Pensioners	1081	471,347	5.46%
Two Equal Instalments (due dates: 23 Aug 2019, 2 Jan 2020)	85	48,758	0.56%
Four Equal Instalments (due dates: 23 Aug 2019, 25 Oct 2019, 2 Jan 2020, 3 Mar 2020)	1705	1,422,958	16.48%
Fortnightly Direct Debit	3201	2,545,749	29.48%
Weekly Direct Debit	1266	1,056,363	12.23%
Other Arrangement	274	1,424,509	16.49%
	8,411	8,636,324	100.00%



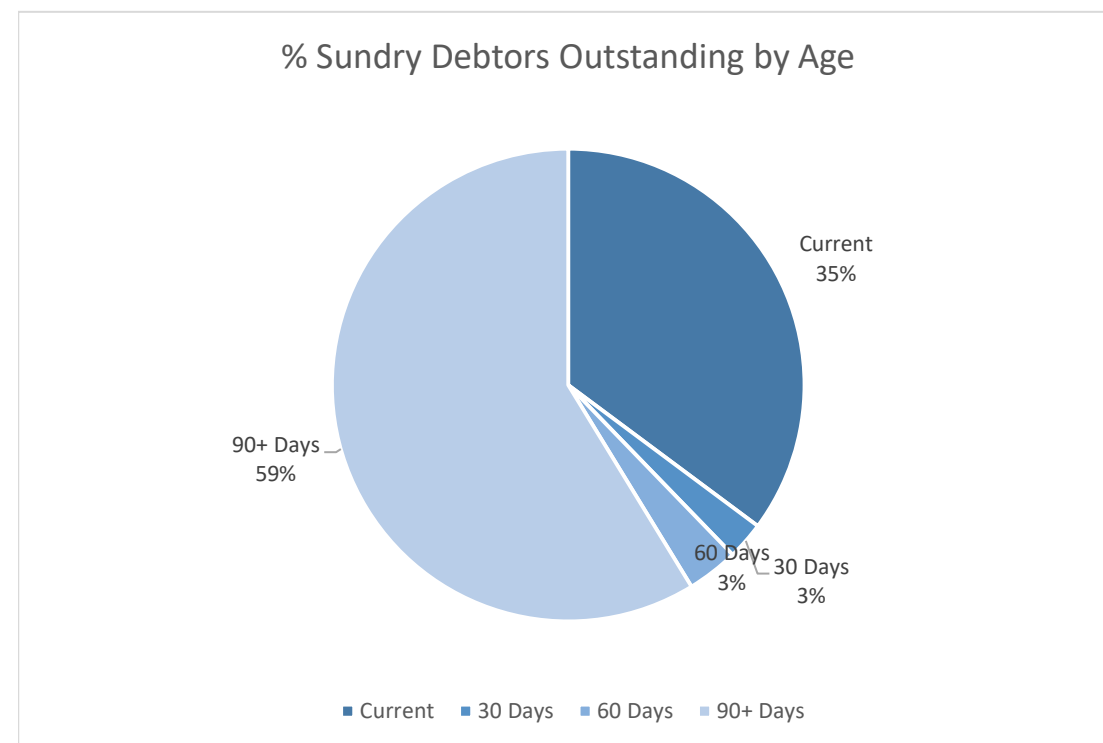
CITY OF KWINANA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2020

Note 5(b): Receivables - General

Receivables - General

	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Sundry Debtors	178,821	13,100	17,849	298,604	508,374
Infringements Register	8,910	7,449	21,743	185,226	223,328
Total Receivables General Outstanding					731,702

Amounts shown above include GST (where applicable)



Sundry Debtors Outstanding Over 90 Days Exceeding \$1,000

Debtor #	Description	Status	\$
Debts with Fines Enforcement Registry (FER)			
1825.07	Prosecution Local Law Fencing	Registered with FER. Payments are being received.	1,408
2442.07	Prosecution Dog Act 1976	Registered with FER.	5,732
3321.07	Prosecution and Infringement Dog Act 1976	Registered with FER. Regular fortnightly payments.	1,360
3909.07	Prosecution Local Government Act 1995	Registered with FER.	3,652
3936.07	Prosecution Building Act 2011 and Planning and Development Act 2005	Registered with FER. Regular fortnightly payments.	2,941
4131.07	Prosecution Dog Act 1976 Dangerous Dog	Registered with FER. Debtor is making payments to FER. City yet to receive payments due to quantum of fines outstanding.	4,654
4233.07	Prosecution Local Law Fencing	Registered with FER.	2,500
4274.07	Prosecution Dog Act 1976	Registered with FER. Regular fortnightly payments.	7,567
4275.07	Prosecution Local Law Urban Environment Nuisance - Disrepair Vehicle	Registered with FER.	14,350
4387.07	Prosecution Dog Act 1976	Registered with FER.	10,200
4465.07	Prosecution Dog Act 1976	Registered with FER. Regular fortnightly payments.	7,165
4467.07	Prosecution Planning & Development Act	Registered with FER. Regular fortnightly payments.	18,995
4545.07	Prosecution Dog Act 1976	Registered with FER. Regular monthly payments.	1,920
Other Sundry Debtors			
306.16	Principal and Interest payments - Loan	Discussions occurring with debtor.	4,554
1573.10	Aged Persons Unit 40	Estate with Public Trustees - waiting on Probate.	1,175
1598.06	Contribution towards roads adjacent to Wellard Primary School	Discussions being undertaken between Engineering and Department of Education.	204,143
3418.04	2019 Seasonal Tenancy Summer and Winter	Payment arrangement in place as approved by Director City Business.	2,067
3884.03	Local Government Act 1995 abandoned vehicle	Payment arrangement in place as approved by Director City Business.	1,115
Total Debtors 90+ days > \$1,000			295,498

CITY OF KWINANA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2020

Note 6: Cash Backed Reserves

Reserve	Adopted Budget				Current Budget				Actual					Variance
	Opening Balance \$	Transfers In (incl Interest) (+) \$	Transfers Out (-) \$	Closing Balance \$	Opening Balance \$	Transfers In (incl Interest) (+) \$	Transfers Out (-) \$	Current Budget Closing Balance \$	Opening Balance \$	Transfers In (+) \$	Interest Earned (+) \$	Transfers Out (-) \$	YTD Closing Balance \$	Actual vs Current Budget \$
Municipal Reserves														
Aged Persons Units Reserve	721,244	176,770	(190,000)	708,014	807,624	217,227	(220,000)	804,851	807,623	0	9,912	0	817,535	12,684
Asset Management Reserve	637,921	5,028,582	(1,952,609)	3,713,894	762,988	6,094,591	(2,266,219)	4,591,360	762,988	4,729,426	56,551	(635,763)	4,913,201	321,841
Banksia Park Reserve	120,249	21,268	(90,000)	51,517	190,418	5,452	(90,000)	105,870	190,418	0	546	0	190,964	85,094
City Assist Initiative Reserve	15,083	194	(15,000)	277	0	0	0	0	0	0	0	0	0	0
City Infrastructure Reserve	0	1,547,468	(930,511)	616,957	0	1,583,071	(930,255)	652,816	0	1,566,924	6,313	(231,589)	1,341,647	688,831
Community Services & Emergency Relief Reserve	88,063	1,134	0	89,197	88,835	972	0	89,807	88,836	0	408	0	89,244	(563)
Contiguous Local Authorities Group Reserve	278,100	13,862	(29,000)	262,962	275,223	13,323	(28,631)	259,915	275,223	10,723	1,319	(28,780)	258,485	(1,430)
Employee Leave Reserve	3,729,783	0	(2,119,426)	1,610,357	4,033,993	5,214	(2,119,426)	1,919,781	4,033,993	0	5,214	(2,119,426)	1,919,781	(0)
Employee Vacancy Reserve	0	0	0	0	0	500,000	0	500,000	0	0	0	0	0	(500,000)
Family Day Care Reserve	1,400,660	18,036	(246,171)	1,172,525	1,489,179	9,018	(282,298)	1,215,899	1,489,179	0	12,319	0	1,501,498	285,599
Future Community Infrastructure Reserve	1,032,565	0	(1,032,565)	0	1,067,201	0	(1,067,201)	0	1,067,201	0	0	(1,067,201)	0	0
Golf Course Cottage Reserve	28,635	369	0	29,004	28,887	323	0	29,210	28,887	0	137	0	29,024	(186)
Golf Club Maintenance Reserve	0	0	0	0	0	8,842	0	8,842	0	0	0	0	0	(8,842)
Information Technology Reserve	2,145,970	27,633	(974,433)	1,199,170	2,068,659	984,743	(161,780)	2,891,622	2,068,659	0	12,941	(39,074)	2,042,525	(849,097)
Infrastructure Reserve	345,032	198	(345,230)	0	348,075	1,648	(349,723)	0	348,076	0	1,648	(349,724)	0	0
Plant and Equipment Replacement Reserve	588,784	514,020	(812,600)	290,204	579,628	610,425	(782,821)	407,232	579,628	520,379	7,114	(688,797)	418,324	11,092
Refuse Reserve	8,928,629	0	(3,242,000)	5,686,629	8,844,888	22,794	(3,242,000)	5,625,682	8,844,888	0	22,794	(3,200,000)	5,667,682	42,000
Renewable Energy Efficiency Reserve	60,058	773	(25,000)	35,831	53,983	384	(35,000)	19,367	53,983	8,025	513	0	62,521	43,154
Restricted Grants & Contributions Reserve	1,573,326	0	(1,530,326)	43,000	3,170,082	20,667	(3,035,432)	155,317	3,170,082	0	0	(2,145,819)	1,024,263	868,946
Settlement Agreement Reserve	163,440	2,105	0	165,545	164,874	1,830	0	166,704	164,874	0	780	0	165,654	(1,050)
Workers Compensation Reserve	138,404	1,782	0	140,186	141,443	1,557	0	143,000	141,443	0	670	0	142,113	(887)
Youth Engagement Reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sub-Total Municipal Reserves	21,995,946	7,354,194	(13,534,871)	15,815,269	24,115,980	10,082,081	(14,610,786)	19,587,275	24,115,981	6,835,477	139,177	(10,506,173)	20,584,463	997,188
Developer Contribution Reserves														
DCA 1 - Hard Infrastructure - Bertram	2,131,883	32,766	(695,753)	1,468,896	228,688	393,965	(297,920)	324,733	228,688	403,350	8,723	0	640,761	316,028
DCA 2 - Hard Infrastructure - Wellard	2,574,546	3,940,205	(2,279,000)	4,235,751	2,435,413	3,582,130	(2,279,000)	3,738,543	2,435,413	0	28,643	0	2,464,056	(1,274,487)
DCA 3 - Hard Infrastructure - Casuarina	0	2,747,378	(2,747,378)	0	0	2,747,378	(2,747,378)	0	0	0	0	0	0	0
DCA 4 - Hard Infrastructure - Anketell	633,006	9,729	0	642,735	533,009	0	0	533,009	533,009	0	4,409	0	537,418	4,409
DCA 5 - Hard Infrastructure - Wandi	1,232,061	1,030,936	(1,453,795)	809,202	1,073,049	389,502	(1,453,795)	8,756	1,073,049	(641,756)	13,680	0	444,973	436,217
DCA 6 - Hard Infrastructure - Mandogalup	0	0	0	0	0	396,542	0	396,542	0	396,542	0	0	396,542	0
DCA 7 - Hard Infrastructure - Wellard West	23,918	368	0	24,286	2,988	12,168	0	15,156	2,989	15,009	85	0	18,083	2,927
DCA 8 - Soft Infrastructure - Mandogalup	0	0	0	0	471,270	0	0	471,270	471,270	0	3,899	0	475,169	3,899
DCA 9 - Soft Infrastructure - Wandj/Anketell	11,770,673	180,905	(1,004,445)	10,947,133	11,762,971	195,656	(1,004,445)	10,954,182	11,762,971	0	146,157	0	11,909,128	954,946
DCA 10 - Soft Infrastructure - Casuarina/Anketell	233,191	3,584	(4,545)	232,230	225,488	2,810	(4,545)	223,753	225,488	0	2,671	0	228,158	4,405
DCA 11 - Soft Infrastructure - Wellard East	5,642,461	86,721	(4,545)	5,724,637	6,079,450	87,392	(4,545)	6,162,297	6,079,450	0	70,300	0	6,149,750	(12,547)
DCA 12 - Soft Infrastructure - Wellard West	7,206,957	110,766	(4,545)	7,313,178	7,741,470	622,125	(4,545)	8,359,050	7,741,470	505,464	90,504	0	8,337,439	(21,611)
DCA 13 - Soft Infrastructure - Bertram	291,237	4,476	(4,545)	291,168	283,533	3,509	(4,545)	282,497	283,533	0	3,352	0	286,885	4,388
DCA 14 - Soft Infrastructure - Wellard/Leda	622,193	9,563	(16,045)	615,711	614,490	7,497	(16,045)	605,942	614,490	54,468	7,239	0	676,198	70,256
DCA 15 - Soft Infrastructure - City Site	170,270	357,617	(16,045)	511,842	162,567	74,339	(16,045)	220,861	162,566	74,577	1,932	0	239,075	18,214
Sub-Total Developer Contribution Reserves	32,532,396	8,515,014	(8,230,641)	32,816,769	31,614,386	8,515,013	(7,832,808)	32,296,591	31,614,386	807,656	381,594	0	32,803,635	507,044
Total Reserves	54,528,342	15,869,208	(21,765,512)	48,632,038	55,730,366	18,597,092	(22,443,594)	51,883,866	55,730,367	7,643,133	520,771	(10,506,173)	53,388,098	1,504,232

CITY OF KWINANA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2020

Note 7: Disposal of Assets

Asset Number	Asset Description	YTD Actual				Budget			
		Net Book	Proceeds	Profit	(Loss)	Net Book	Proceeds	Profit	(Loss)
		Value				Value			
		\$	\$	\$	\$	\$	\$	\$	\$
Motor Vehicles									
5603	Plant Replacement - P429 KWN1956	20,000	15,055		(4,945)	20,000	15,055		(4,945)
5830	Plant Replacement - P456 KWN1986					24,291	15,498		(8,793)
5837	Plant Replacement - P454 1EWO610	23,390	18,918		(4,472)	23,390	18,918		(4,472)
5873	Plant Replacement - P452 KWN2023	22,000	19,145		(2,855)	22,000	19,145		(2,855)
6069	Plant Replacement - P482 1GDA257	9,088	11,496	2,408		9,088	11,496	2,408	
5903	Plant Replacement - P450 KWN2063	13,089	21,873	8,784		13,089	21,873	8,784	
5882	Plant Replacement - P451 KWN2025	11,879	20,509	8,630		11,879	20,509	8,630	
5905	Plant Replacement - P480 KWN2027	10,318	18,691	8,372		10,318	18,691	8,373	
5059	Plant Replacement - P409 KWN1896	20,000	16,418		(3,582)	20,000	16,418		(3,582)
6145	Plant Replacement - P520 KWN2049	19,264	25,509	6,245		19,264	25,509	6,245	
5978	Plant Replacement - P491 1GCH843	11,175	13,964	2,789		11,175	13,964	2,789	
6068	Plant Replacement - P486 KWN2067	11,996	25,055	13,059		14,329	17,500	3,171	
6018	Plant Replacement - P496 1GDR926	16,178	25,282	9,104		16,178	25,282	9,104	
5869	Plant Replacement - P453 KWN1989	24,203	21,873		(2,330)	24,203	21,873		(2,330)
5931	Plant Replacement - P449 KWN2061	9,866	16,873	7,007		9,866	16,873	7,007	
5932	K9 Kube Dog Catcher System - attached to KWN2061	36,851	0		(23,757)	23,757	0		(23,757)
5870	Plant Replacement - P458 KWN1991	26,802	21,191		(5,611)	26,802	21,191		(5,611)
5053	Plant Replacement - P408 KWN1899	22,000	19,827		(2,173)	22,000	19,827		(2,173)
5629	Plant Replacement - P431 KWN1982					26,610	14,000		(12,606)
5628	Plant Replacement - P434 KWN1981	28,000	20,282		(7,718)	28,000	20,282		(7,718)
5876	Plant Replacement - P457 KWN1981					8,616	12,600	3,984	
Plant & Equipment									
2455	Tfr of Bulk Water Truck P62 (Isuzu FTR 900 - KNW631) to Mandogalup Volunteer Bushfire Brigade					25,000	0		(25,000)
2452	Plant Disposal Only - P51 KWN650 Massey Ferguson 362 Tractor					0	10,000	10,000	
2850	Plant Replacement - P208 3 PTL Hyd Drive Road Broom Hyd Angle					0	1,000	1,000	
3130	Plant Replacement - P235 1TJO798 Mowing Dovetail Trailer	1,000	5,285	4,285		1,000	5,285	4,285	
3287	Plant Disposal Only - P252 KWN1761					55,556	65,000	9,443	
3408	Plant Disposal Only - P265 Footpath grinder	800	420		(380)	800	420		(380)
3522	Plant Disposal Only - P306 1TKU712 Boxtop trailer	1,131	656		(475)	1,131	656		(475)
3722	Plant Replacement - P324 KWN1833 Hino 300 Series 816 Crew Cab	32,993	20,379		(12,614)	32,993	20,379		(12,614)
3723	Plant Replacement - P323 1TLN489 Mowing Trailer Industrial Crew	2,548	5,285	2,736		2,548	5,285	2,736	
3724	Plant Replacement - P325 1TLL524 Flat Top Trailer	2,596	5,285	2,688		2,596	5,285	2,688	
3842	Plant Replacement - P333 KWN1835 Signage Truck	27,850	8,511		(19,340)	27,850	8,511		(19,339)
5810	Plant Replacement - P473 Piglet Mower - Environment					2,900	4,000	1,100	
5981	Plant Replacement - P530 1GJU179 Toro Ground Master Ride On Mower					142,289	120,000		(22,289)
6153	Plant Replacement - P530 1GJU179 Toro Ground Master Ride On Mower					2,482	0		(2,482)
6154	Plant Replacement - P532 1GJU178 Toro Ground Master Mower					2,482	0		(2,482)
6163	Plant Disposal Only - P534 Trailer - Transportable Radar Speed Display Trailer	24,660	26,530	1,870		19,566	0		(19,566)
		429,678	404,310	77,977	(90,251)	704,049	612,325	91,747	(183,470)
				Net Profit/(Loss)	(12,274)				(91,724)

CITY OF KWINANA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2020

Note 8: Rating Information	YTD Actual							Budget					
	Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rates	Back Rates	Total Revenue	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue
RATE TYPE	\$		\$	\$	\$	\$	\$		\$	\$	\$	\$	\$
Differential General Rate													
Gross Rental Value (GRV)													
Improved Residential	0.08199	14,112	244,515,024	19,718,902	289,000	(102,954)	19,904,948	13,885	240,503,744	19,718,902	500,000	0	20,218,902
Improved Special Residential	0.07518	824	19,653,591	1,477,596	551	(1,193)	1,476,954	824	19,654,111	1,477,596	0	0	1,477,596
Improved Commercial and Industrial	0.09269	506	108,212,214	10,017,187	12,507	27,710	10,057,405	512	108,071,932	10,017,187	0	0	10,017,187
Vacant Residential	0.17249	431	7,935,880	1,324,927	35,040	(4,990)	1,354,977	387	7,681,180	1,324,927	0	0	1,324,927
Vacant Non Residential	0.12193	42	3,184,500	353,095	32,052	(28,783)	356,364	43	2,895,880	353,095	0	0	353,095
Unimproved Value (UV)													
General Industrial	0.01803	3	121,200,000	2,185,236	0	0	2,185,236	3	121,200,000	2,185,236	0	0	2,185,236
Mining & Industrial	0.00868	25	39,960,000	346,853	0	0	346,853	25	39,960,000	346,853	0	0	346,853
Rural	0.00518	134	231,467,000	1,260,537	(46,042)	11,892	1,226,386	144	243,347,000	1,260,537	0	0	1,260,537
Sub-Totals		16,077	776,128,209	36,684,333	323,107	(98,318)	36,909,122	15,823	783,313,847	36,684,333	500,000	0	37,184,333
Minimum Payment	Minimum												
Gross Rental Value (GRV)	\$												
Improved Residential	\$1,062	1,432	16,963,688	1,520,784	(795)	(85)	1,519,904	1,432	16,962,648	1,520,784	0	0	1,520,784
Improved Special Residential	\$1,062	4	54,600	4,248	0	0	4,248	4	54,600	4,248	0	0	4,248
Improved Commercial and Industrial	\$1,382	62	599,583	84,302	1,382	1,348	87,032	61	588,183	84,302	0	0	84,302
Vacant Residential	\$1,062	838	4,279,803	917,568	(15,982)	97	901,683	864	4,463,193	917,568	0	0	917,568
Vacant Non Residential	\$1,062	3	4,770	3,186	0	0	3,186	3	4,770	3,186	0	0	3,186
Unimproved Value (UV)													
Mining & Industrial	\$1,382	1	156,000	22,112	0	0	22,112	16	187,173	22,112	0	0	22,112
Rural	\$1,062	62	8,872,600	65,844	3,688	14,197	83,729	62	8,872,600	65,844	0	0	65,844
Sub-Totals		2,402	30,931,044	2,618,044	(11,707)	15,557	2,621,894	2,442	31,133,167	2,618,044	0	0	2,618,044
		18,479	807,059,253	39,302,377	311,400	(82,761)	39,531,017	18,265	814,447,014	39,302,377	500,000	0	39,802,378
Concession							0						0
Amount from General Rates							39,531,017						39,802,378
Ex-Gratia Rates							0						0
Specified Area Rates							0						0
Totals							39,531,017						39,802,378

CITY OF KWINANA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2020

Note 9: Information on Borrowings

(a) Debenture Repayments

Particulars	Finalisation of Loan	01 Jul 2019	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Current Budget	Actual	Current Budget	Actual	Current Budget	Actual	Current Budget
			\$		\$	\$	\$	\$	\$	\$
Governance										
Loan 99 - Administration Office Renovations	2024/25	671,799	0	0	47,001	95,471	624,798	576,328	22,695	45,130
Loan 107 - Administration / Chambers Building Refurbishment	TBA	0	0	2,268,000	0	0	0	2,268,000	0	0
Education & Welfare										
Loan 96 - Youth Specific Space	2022/23	122,474	0	0	13,404	27,312	109,070	95,162	4,725	9,555
Loan 100 - Youth Specific Space	2027/28	1,398,797	0	0	63,411	128,303	1,335,386	1,270,494	36,360	73,138
Recreation and Culture										
Loan 94 - Wellard Sports Pavilion	2021/22	158,337	0	0	24,362	49,501	133,975	108,836	4,039	10,406
Loan 95 - Orelia Oval Pavilion	2022/23	293,938	0	0	32,169	65,549	261,770	228,389	11,339	22,933
Loan 97 - Orelia Oval Pavilion Extension	2024/25	1,486,493	0	0	104,000	211,250	1,382,493	1,275,243	50,217	99,859
Loan 102 - Library & Resource Centre	2028/29	7,421,567	0	0	297,321	601,391	7,124,246	6,820,176	188,017	379,164
Loan 104 - Recquatic Refurbishment	2029/30	3,350,000	0	0	0	0	3,350,000	3,350,000	77,805	159,190
Loan 105 - Bertram Community Centre	2029/30	1,296,840	0	0	0	27,568	1,296,840	1,269,272	24,991	50,846
Loan 106 - Destination Park - Calista	2030/31	1,420,421	0	0	49,190	99,153	1,371,231	1,321,268	26,452	53,613
Transport										
Loan 98 - Streetscape Beautification	2024/25	906,930	0	0	63,452	128,886	843,478	778,044	30,638	60,927
Loan 101 - City Centre Redevelopment	2021/22*	2,500,000	0	0	0	0	2,500,000	2,500,000	23,588	79,298
Self Supporting Loans										
Recreation and Culture										
Loan 103B - Golf Club Refurbishment	2031/32	266,682	0	0	8,286	16,709	258,396	249,973	4,784	10,551
		21,294,278	0	2,268,000	702,595	1,451,093	20,591,683	22,111,185	505,650	1,054,610
**Share of SMRC Loan		258,120								
		21,552,398								

*City Centre Redevelopment loan expected to be refinanced upon maturity in 2021/22, as the City awaits reimbursement from the State Government.

** Non-current portion of borrowings includes \$258,120, which represents the City's share of the Southern Metropolitan Regional Council (SMRC) Administration Building loan with the WATC. Due to the balance being immaterial, it has been initially recognised as at 30 June 2019.

(b) New Debentures

No new debentures were raised during the reporting period.

CITY OF KWINANA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2020




































Note 10: Trust Fund

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

Description	Opening Balance 01 Jul 2019	Amount Received	Amount Paid	Closing Balance 29 Feb 2020
	\$	\$	\$	\$
APU Security Bonds	15,591	2,940	(1,003)	17,528
DCA Contingency Bonds	223,133		(223,133)	0
Contiguous Local Authorities Group (CLAG)	3,594			3,594
Public Open Space Cash In Lieu	204,239	31,172		235,411
	446,556	34,112	(224,136)	256,533

CITY OF KWINANA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2020

Note 11: Capital Acquisitions

Assets	Total YTD Actual	Budget				Comment
		Adopted Annual Budget	Current Annual Budget	YTD Budget	YTD Variance	
	\$	\$		\$	\$	
 <i>Level of completion indicator, please see table at the end of this note for further detail.</i>						
Buildings						
 Administration Building & Civic Centre Refurbishment	47,239	2,268,000	2,268,000	35,238	(12,001)	Project on hold.
 Arts & Cultural Centre Upgrade - Stage 2 of 3 Works Studio 1 & 2, MA studio and training room, maintenance work, upgrade little theatre	37,712	92,700	92,700	82,700	44,988	Shade sails have been installed. Awaiting quotes for carpet and blind replacement.
 Budden Way carpet replacement	2,568	8,800	2,568	2,568	(0)	Project complete.
 Budden Way ceiling replacement	27,996	25,000	27,996	27,996	0	Project complete.
 Building Contingency	50,275	102,000	102,000	68,160	17,885	Reactive building works.
 Building Upgrade CCTV - Administration Building	0	15,000	0	0	0	Project was completed in 2018/2019.
 Building Upgrades - Medina Centre - CCTV and lighting improvements	8,841	100,000	100,000	100,000	91,159	
 DCA 9 Local Sports Ground Clubroom - Honeywood Primary School Oval Pavilion 1% City 99% DCA Funded Construction	0	1,010,000	1,010,000	0	0	Tenders are being evaluated.
 DCA 9 Local Sports Ground Clubroom Feasibility	5,540	88,411	88,411	88,411	82,871	Architectural services tender has closed.
 District C Sporting Ground (Medina Oval Extension/Upgrade) - Changeroom Development	12,180	326,166	326,166	12,180	(0)	Project has commenced and due for completion May 2020.
 District C Sporting Ground (Medina Oval Extension/Upgrade) - Masterplan	0	100,000	100,000	0	0	
 Installation of water / energy monitoring equipment	2,650	9,000	9,000	9,000	6,350	Works due to be completed by March 2020.
 Kwinana Tennis Club Ablutions	17,916	15,000	17,914	17,914	(2)	Project completed.
 Kwinana South VBFB Station Extensions - Meeting / Training Room, kitchen, office, store and ablutions	35,800	356,000	376,000	35,800	0	Tender package review in progress. Budget Variation OCM 27 November 2019 for quantity survey.
 Kwinana South VBFB Station Upgrade	0	30,000	30,000	30,000	30,000	Tender package review in progress.
 Mandogalup VBFB Station Extensions - Ablutions	31,593	275,000	275,000	30,749	(844)	Tender package review in progress.
 Mandogalup VBFB Station Upgrade	0	25,000	25,000	25,000	25,000	Tender package review in progress.
 Recquatic Centre - Stadium Re-roof	7,973	242,462	242,462	107,695	99,722	Installation has commenced February 2020.
 Recquatic Front Counter - Automated Gates	0	90,000	90,000	0	0	
 Recquatic Pool Hall Window Tinting	9,400	14,935	9,400	9,400	0	Project completed.
 Sloan Heritage Cottage - internal paint	210	7,210	7,210	7,210	7,000	
 Sloan Reserve ablutions - Renovation of existing toilet block to cater for DDA compliance	39,601	52,530	39,601	39,601	0	Project completed.
 Smirks Heritage Artefacts Shed	25,190	20,000	25,190	25,190	(0)	Project completed.
 Wandri Resource Centre - Installation of a UV water filter for potable water supply	180	6,180	6,180	6,180	6,000	
 Wellard Pavilion Solar Panels	0	15,000	15,000	15,000	15,000	Installation due to occur by March 2020.
 William Bertram Auto Door Conversion	8,750	10,300	10,300	10,300	1,550	
 Works Depot - new PA system	0	5,000	5,000	5,000	5,000	
 Kwinana Recquatic - Strip and Seal Stadium Flooring	6,528	0	6,528	6,528	0	2018/2019 project carried forward. Project completed.
 Margaret Feilman Building - Roof Replacement	5,728	0	145,000	85,728	80,000	Budget Variation OCM 11 September 2019.
 Medina Hall - Floor Replacement	51,407	0	51,407	51,407	0	Budget Variation OCM 25 September 2019. Project completed.
 Bright Futures Family Day Care kitchen replacement	5,000	0	20,000	20,000	15,000	Budget Variation OCM 11 December 2019.
 Fiona Harris Pavilion Solar Panels	0	0	20,000	20,000	20,000	Budget Variation OCM 11 December 2019.
 Sloans Heritage Cottage Electrical work	0	0	12,929	0	0	New project - Budget Review.
 Buildings Total	440,278	5,309,694	5,556,962	974,955	534,677	




































CITY OF KWINANA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2020

Note 11: Capital Acquisitions

Assets	Total YTD Actual	Budget				Comment
		Adopted Annual Budget	Current Annual Budget	YTD Budget	YTD Variance	
Plant, Furniture and Equipment						
Furniture and Equipment						
Design and Replacement of Mayoral Chains	0	8,000	11,500	0	0	
Library - self returns shelves	0	20,000	24,660	5,000	5,000	Budget Variation OCM 26 February 2020.
Removal of Library Circulation Desk	0	55,000	55,000	0	0	
Library - Self Check Touchscreen Computer & Workstation	0	7,000	7,000	7,000	7,000	
Computing Equipment						
City Website Redevelopment	106,048	193,000	258,000	80,093	(25,955)	Budget Variation OCM 27 November 2019.
Computing Equipment - Various purchases as per ICT / City Requirements	5,628	23,000	23,000	5,628	0	
Corporate Business System Renewal - Implementation	39,074	1,298,566	161,780	39,074	(0)	Project has been delayed and will recommence in Quarter 4 2020.
Plant and Equipment						
Recquatic - Hydro pool cleaner replacement, upgrade to pool solar system heating	0	25,000	25,000	10,000	10,000	
Recquatic - Pool plant renewals	0	11,600	11,600	0	0	
Recquatic - Scoreboard installation and replacement	0	10,000	0	0	0	Budget Variation OCM 27 November 2019. Under asset capitalisation threshold and moved to operating budget.
Sound Level Meter for Environmental Health Team	0	12,000	12,000	12,000	12,000	
Plant Disposal Only - P51 KWN650 Massey Ferguson 362 Tractor	0	0	0	0	0	
Plant Replacement - P208 3 PTL Hyd Drive Road Broom Hyd Angle (New Plant 554)	15,875	17,000	15,874	15,874	(1)	Purchase completed.
Plant Replacement - P235 1TJO798 Mowing Dovetail Trailer (New Plant 562)	17,230	18,000	17,230	17,230	0	Purchase completed.
Plant Replacement - P323 1TLN489 Mowing Trailer Industrial Crew (New Plant 583)	17,230	18,000	17,230	17,230	0	Purchase completed.
Plant Replacement - P325 1TLL524 Flat Top Trailer (New Plant 584)	17,230	18,000	17,230	17,230	0	Purchase completed.
Plant Replacement - P333 KWN1835 Signage Truck (New Plant 585)	0	120,000	0	0	0	Cancelled.
Plant Replacement Program - Mitsubishi Canter Tip Truck - Infra - P333 (New Plant 559)	136,020	120,000	136,020	136,020	0	Purchase completed.
Speed Alert Mobile Trailer for Driver Speed Education	0	0	27,030	27,030	27,030	Budget Variation OCM 29 January 2020. Replacement of stolen trailer.
Plant Replacement - P473 Piglet Mower - Environment	0	0	21,046	0	0	New purchase - Budget Review.
Plant Purchase - 4.5T Plant Trailer	0	0	25,000	25,000	25,000	New purchase - Budget Review.
Motor Vehicles						
Plant Replacement - P408 KWN1899	34,984	38,500	34,984	34,984	(0)	Purchase completed.
Plant Replacement - P409 KWN1896	47,576	54,000	47,576	47,576	0	Purchase completed.
Plant Replacement - P429 KWN1956	42,913	45,000	42,913	42,913	0	Purchase completed.
Plant Replacement - P431 KWN1982	48,373	54,000	48,373	48,373	(0)	Purchase completed.
Plant Replacement - P434 KWN1981	48,284	54,000	48,284	48,284	0	Purchase completed.
Plant Replacement - P449 KWN2061	55,814	56,500	55,814	55,814	0	Purchase completed.
Plant Replacement - P450 KWN2063	55,784	56,500	55,784	55,784	(0)	Purchase completed.
Plant Replacement - P451 KWN2025	37,751	38,500	37,751	37,751	0	Purchase completed.
Plant Replacement - P452 KWN2023	36,993	38,500	36,993	36,993	0	Purchase completed.
Plant Replacement - P453 KWN1989	36,993	38,500	36,993	36,993	0	Purchase completed.
Plant Replacement - P454 1EWO610	39,121	41,500	39,121	39,121	(0)	Purchase completed.
Plant Replacement - P456 KWN1986	33,374	35,500	33,374	33,374	(0)	Purchase completed.
Plant Replacement - P458 KWN1991	34,329	36,500	34,329	34,329	1	Purchase completed.
Plant Replacement - P480 KWN2027	42,913	45,000	42,913	42,913	0	Purchase completed.
Plant Replacement - P482 1GDA257	25,077	25,500	25,077	25,077	0	Purchase completed.
Plant Replacement - P486 KWN2067	36,338	42,000	42,000	42,000	5,662	Purchase completed.
Plant Replacement - P491 1GCH843	25,341	25,500	25,341	25,341	(0)	Purchase completed.
Plant Replacement - P496 1GDR926	0	54,000	0	0	0	Vehicle will not be replaced, sale of existing vehicle only.
Plant Replacement - P520 KWN2049	34,628	35,000	34,628	34,628	(0)	Purchase completed.
Plant Replacement - P525 1GJN991	54,514	0	54,514	54,514	(0)	Budget Variation OCM 24 July 2019. Insurance claim vehicle reimbursement. Purchase completed.
New Facility Maintenance Vehicle	0	0	73,933	73,933	73,933	New purchase - Budget Review.
Plant , Furniture and Equipment Total	1,125,433	2,788,666	1,716,895	1,265,104	139,671	























CITY OF KWINANA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2020

Note 11: Capital Acquisitions

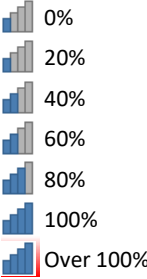
Assets	Total YTD Actual	Budget				Comment
		Adopted Annual Budget	Current Annual Budget	YTD Budget	YTD Variance	
Park and Reserves						
 Bertram Street Tree Planting Program	10,000	110,000	110,000	10,000	0	Design completed. Estimated commencement May 2020.
 KIA Street Tree Planting Program	0	76,000	76,000	0	0	Design completed. Estimated commencement May 2020.
 Kwinana Loop Trail	0	80,000	80,000	0	0	
 Parks for People Strategy - Upgrade of Harrison Park, Calista	7,364	81,000	81,000	7,364	0	Design in progress.
 Parks for People Strategy - Upgrade of Morritt Park, Parmelia	7,364	81,000	81,000	7,364	0	Detail design commenced February 2020.
 POS / Parks & Reserves Renewals - Bores	7,315	94,000	94,000	27,315	20,000	
 POS / Parks & Reserves Renewals - Fencing, Gates & Bollards	0	73,200	73,200	20,000	20,000	
 POS / Parks & Reserves Renewals - Infield Irrigation	9,681	222,200	222,200	85,513	75,832	
 Ridley Green Disconnect Power and reconnect at Hewison Reserve for BBQ	8,837	14,000	14,000	14,000	5,163	
 Sporting Infrastructure - Wandii Playing Fields (Honeywood)	0	89,100	89,100	89,100	89,100	
 Streetscape Upgrade - Orelia Avenue	11,358	124,933	124,933	11,358	0	Design completed. Estimated commencement April 2020.
 Thomas Oval Lighting	2,133	495,000	495,000	495,000	492,867	Works has commenced.
 POS / Parks & Reserves Renewals - Wells Park Sports Shelter	258	8,858	8,858	8,858	8,600	
 DCA 5 - Wandii Public Open Space	0	283,000	283,000	0	0	
 McWhirter Promenade and Johnson Road landscaping	0	0	185,585	0	0	Budget Variation OCM 13 November 2019. Costing in process. Installation due by June 2020.
 Parks and Reserves Total	64,311	1,832,291	2,017,876	775,872	711,561	
Roads						
Urban Road Grant Construction						
 Anketell Road - MRRG - resurface Abercrombie to McLaughlan	367,068	410,300	410,300	410,300	43,232	Project completed, awaiting outstanding invoices.
 Gilmore Avenue SB(1) - MRRG - SB carriageway 380m north Runnymede Gate to 30m north Runnymede Gate	205,684	258,940	251,240	251,240	45,556	Project completed, awaiting outstanding invoices. Budget Variation OCM 26 February 2020.
 Gilmore Avenue SB(2) - MRRG - SB carriageway Runnymede Gate to 380m north of Runnymede Gate	191,239	201,850	201,850	201,850	10,611	Project completed, awaiting outstanding invoices.
 Gilmore Avenue SB(3) - MRRG - SB carriageway Sulphur Road to Chisham Ave	206,612	206,140	206,140	206,140	(472)	Project completed.
 Gilmore Avenue SB(4) - MRRG - SB carriageway south of Thomas Road to south of Pengilly Road	301,127	285,780	303,513	303,513	2,386	Project completed.
 Wellard Road Duplication Project MRRG / DCA Funded	21,614	880,125	880,125	21,891	277	Design is in progress.
Black Spot Grant Construction						
 Gilmore Avenue Pedestrian Crossing	0	0	248,000	0	0	Budget Variation OCM 27 November 2019. Request for quote is being finalised.
Roads to Recovery Grant Construction						
 Gilmore Service Road D - R2R - road resurfacing, kerbing and footpath renewal - Leasham Way to Brownell Crescent	35,723	330,177	330,177	180,096	144,373	Estimated construction completion March 2020.
 Pace Road - R2R - road resurfacing, kerbing, geometric improvements and drainage	0	275,000	0	0	0	Budget Variation OCM 9 October 2019. Project to be moved to 2020/2021 and budget to be moved to Budden Way.
 Budden Way (Medina Avenue to Atkinson Road) - R2R - Resurfacing works, formalising and increasing roadside car parking bays and installing a new shared path and drainage infrastructure.	203,426	0	275,000	275,000	71,574	Budget Variation OCM 9 October 2019. Transfer from Pace Road Roads to Recovery project. Landscaping to commence May 2020.
DCA Funded Construction						
 Roads - DCA 1 - Wellard Road Upgrade – Bertram Road to Millar Road (Item J)	68,048	40,000	105,798	105,798	37,750	Surveying and Telstra works carried out.
 Roads - DCA 5 - Lyon Road - Cassowary to Kenby (Satterleys)	0	437,250	437,250	0	0	
 DCA 5 Lyon Road - Developer to complete	0	729,000	729,000	0	0	
Municipal Road Construction						
 Traffic Management - Abingdon Crescent pedestrian crossing	14,097	15,000	15,000	15,000	903	Project completed.
 Traffic Management - Breccia Parade speed calming	1,091	12,000	19,700	12,000	10,909	Design is complete. Construction to commence April 2020. Budget Variation OCM 26 February 2020.
 Traffic Management - Bronzite Lane	14,357	23,000	23,000	23,000	8,643	Line marking outstanding.
 Traffic Management - Moombaki Avenue between Mangart Road and Price Parkway	20,543	31,000	31,000	31,000	10,457	Line marking outstanding.
 Anketell Road - resurface Mandogalup Road to McLaughlin Road	0	0	55,000	30,001	30,001	Budget Variation OCM 29 January 2020. Estimated commencement April 2020.
 Roads Total	1,650,628	4,135,562	4,522,093	2,066,829	416,201	

CITY OF KWINANA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2020

Note 11: Capital Acquisitions

Assets	Total YTD Actual	Budget				Comment
		Adopted Annual Budget	Current Annual Budget	YTD Budget	YTD Variance	
Street Lighting						
 Street Lighting - New - Leath Road	14,475	223,000	223,000	223,000	208,525	Tender documents being prepared. Possible carried forward project.
 Street Lighting - Upgrade - Reactive work street light requests during the year	7,613	28,000	28,000	28,001	20,388	Reactive street lighting.
 Replacement of damaged streetlight on Gilmore Avenue	0	0	14,162	14,162	14,162	Insurance claim.
 Street Lighting Total	22,088	251,000	265,162	265,163	243,075	
Bus Shelter Construction						
 Bus Shelters	15,397	19,800	15,397	15,397	0	Project completed.
 Bus Shelter Construction Total	15,397	19,800	15,397	15,397	0	
Footpath Construction						
 Footpath - New - Clark Way - install new 1.5m concrete footpath and kerbing, 10 percent slab replacement	104,744	105,000	104,744	104,744	0	Project completed.
 Footpath - New - Perham Crescent - install new 2m concrete path and adjust service lids as required	74,112	110,000	94,600	89,600	15,488	Project completed, awaiting outstanding invoices. Budget Variation OCM 29 January 2020.
 Footpath Construction Total	178,856	215,000	199,344	194,344	15,488	
Drainage Construction						
 Drainage - New - Spinner Lane eliminate run off from verge into properties	18,182	200,000	200,000	109,091	90,909	Estimated completion March 2020.
 Drainage - Upgrade - Drainage Nets x 3	48,627	53,750	48,627	48,627	0	Project completed.
 DCA 1 Stormwater Management (nutrient stripping basin)	0	457,833	0	0	0	Legal agreement in progress. Project expected to be carried forward.
 Drainage - DCA 2 Peel Sub N Drain - Lot 64 Woolcoot Road & Lot 379 Millar, 27 & 201 Mortimer Road	10,630	1,945,000	1,945,000	4,905	(5,725)	Estimated commencement March 2020.
 Drainage - DCA 2 - Peel Sub N1 Drain - Lot 378 & 90 Millar Road	0	334,000	334,000	0	0	
 DCA 3 Peel Sub P Drain (Developer Aigle Royal)	0	1,430,453	1,430,453	0	0	
 DCA 3 Peel Sub P1 drain (Developer Aigle Royal)	0	1,316,925	1,316,925	0	0	
 Drainage Construction Total	77,439	5,737,961	5,275,005	162,623	85,184	
Car Park Construction						
 Carpark - Peace Park (Parmelia Ave) disabled car parking bays	25,042	41,000	23,442	23,442	(1,600)	Project completed. Budget Variation OCM 29 January 2020.
 Car Park Construction Total	25,042	41,000	23,442	23,442	(1,600)	
Other Infrastructure						
 Illuminated Street Sign	0	10,000	10,000	10,000	10,000	
 Other Infrastructure Total	0	10,000	10,000	10,000	10,000	
 Capital Expenditure Total	3,599,473	20,340,974	19,602,176	5,753,729	2,154,256	

Level of Completion Indicators (Percentage YTD Actual to Annual Budget)



CITY OF KWINANA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2020

Note 12: Schedule of Grants, Subsidies & Contributions

Description	Current Annual Budget	YTD Actual	Comments
Operating Grants, Subsidies & Contributions			
Community Amenities			
PTA Bus Shelter Subsidy	7,000	-	Expected June 2020.
SMCC - KIC Coastcare in the KIA	10,000	10,000	
SMCC - BP Coastcare	10,000	10,000	
SMCC - Tronox Adopt a Beach	5,000	5,000	
SMCC - Suez/ProAlliance Adopt a Beach	5,000	5,000	
Education and Welfare			
Banksia Park Operating Cost Contribution	345,950	230,880	Monthly rental income to be fully received by June.
Bright Futures - Mainstream Childcare Subsidy	3,951,299	2,411,795	Government contributions, fully offset by payments to Care Providers.
Bright Futures - Subsidy Other	26,303	15,179	Government contributions, fully offset by payments to Care Providers.
Bright Futures - Inclusion Subsidy Scheme	2,537	-	Government contributions, fully offset by payments to Care Providers.
Bright Futures - Childcare Subsidy	1,376,778	489,488	Government contributions, fully offset by payments to Care Providers.
Bright Futures - In Home Care Operational Subsidy	40,452	40,452	Community Child Care Fund - Sustainability Support two year agreement.
Subsidy Other	2,900	-	Government contributions, fully offset by payments to Care Providers.
NGALA My Time Program	10,608	7,920	Payments received quarterly.
Operational Subsidy - Aboriginal Resource Worker	32,262	27,463	First payment of two instalments.
Youth Social Justice Program	173,745	131,869	Payments received quarterly.
Youth Incentive Sponsorship - Lyrik	10,000	10,000	
Good Spirit Learning Program Grant	20,000	-	Pending grant approval, no expenditure to occur if funding not received.
Youth Wellbeing Benchmark Survey Grant	5,000	-	Pending grant approval, no expenditure to occur if funding not received.
General Purpose Funding			
Local Government General Purpose Grant	421,538	316,154	Payments received quarterly.
Local Government General Purpose Grant - Roads	337,806	253,355	Payments received quarterly.
Non Rateable Property - Dampier to Bunbury Natural Gas Pipeline Corridor	172,550	-	Expected March 2020.
Health			
Mosquito Management Contributions (CLAG)	10,150	10,723	
Law Order & Public Safety			
Department Fire and Emergency Services - ESL	153,279	105,626	Payments received quarterly.
Recreation & Culture			
Harmony & Reconciliation	5,000	-	Pending grant approval, no expenditure to occur if funding not received
Sponsorship - Big Concert	20,500	20,500	
Childrens Festival	35,000	15,000	Lotterywest funding received.
Metro Every Club Funding	15,000	15,000	
Library Contributions & Donations	1,055	909	
Shared Use Agreements	101,378	85,839	
Stay on Your Feet Program - Injury Matters	3,230	3,230	
Recquatic Holiday Program DEDU payments	57,367	59,065	
Volunteer Centre - Thank a Volunteer Event	1,500	-	Expected May 2020 after event held.
Transport			
Main Roads Annual Direct Grant	189,478	189,478	
Main Roads Street Light Subsidy	5,000	-	Received annually in May.
Main Roads Maintenance Contribution	131,944	66,944	
Total Operating Grants, Subsidies & Contributions	7,696,609	4,536,867	

CITY OF KWINANA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2020

Note 12: Schedule of Grants, Subsidies & Contributions

Description	Current Annual Budget	YTD Actual	Comments
Non-Operating Grants, Subsidies & Contributions			
Community Amenities			
DCA 1 - Hard Infrastructure - Bertram	2,229,097	2,266,441	Developer Contributions are estimated at budget, but actual receipts rely on the timing of subdivisions.
DCA 2 - Hard Infrastructure - Wellard	3,545,168	-	Developer Contributions are estimated at budget, but actual receipts rely on the timing of subdivisions.
DCA 3 - Hard Infrastructure - Casuarina	2,747,378	-	Developer Contributions are estimated at budget, but actual receipts rely on the timing of subdivisions.
DCA 4 - Hard Infrastructure - Anketell	-	-	Developer Contributions are estimated at budget, but actual receipts rely on the timing of subdivisions.
DCA 5 - Hard Infrastructure - Wandi	1,162,000	150,000	Developer Contributions are estimated at budget, but actual receipts rely on the timing of subdivisions.
DCA 6 - Hard Infrastructure - Mandogalup	396,542	396,542	Developer Contributions are estimated at budget, but actual receipts rely on the timing of subdivisions.
DCA 7 - Hard Infrastructure - Mandogalup (west)	11,925	15,009	Developer Contributions are estimated at budget, but actual receipts rely on the timing of subdivisions.
DCA 8 - Soft Infrastructure - Mandogalup	-	-	Developer Contributions are estimated at budget, but actual receipts rely on the timing of subdivisions.
DCA 9 - Soft Infrastructure - Wandi / Anketell	-	-	Developer Contributions are estimated at budget, but actual receipts rely on the timing of subdivisions.
DCA 10 - Soft Infrastructure - Casuarina/Anketell	-	-	Developer Contributions are estimated at budget, but actual receipts rely on the timing of subdivisions.
DCA 11 - Soft Infrastructure - Wellard East	-	-	Developer Contributions are estimated at budget, but actual receipts rely on the timing of subdivisions.
DCA 12 - Soft Infrastructure - Wellard West	505,464	625,268	Developer Contributions are estimated at budget, but actual receipts rely on the timing of subdivisions.
DCA 14 - Soft Infrastructure - Wellard / Leda	-	54,468	Developer Contributions are estimated at budget, but actual receipts rely on the timing of subdivisions.
DCA 15 - Soft Infrastructure - Townsite	72,287	95,288	Developer Contributions are estimated at budget, but actual receipts rely on the timing of subdivisions.
Economic Services			
Medina CCTV Grant	100,000	100,000	
Law Order & Public Safety			
Department Fire and Emergency Services - Kwinana South extensions	356,000	-	To be claimed after works are complete.
Department Fire and Emergency Services - Mandogalup extensions	275,000	-	To be claimed after works are complete.
Recreation & Culture			
Medina Oval Extension/Upgrade - Changeroom Development	66,666	-	Expected by June 2020.
Lotterywest - Kwinana Loop Trail	37,670	-	Expected by June 2020.
Department of Infrastructure - Thomas Oval Lighting	150,000	-	Expected by June 2020.
Department of Education - McWhirter Promenade and Johnson Road landscaping	185,585	185,585	Budget variation OCM 13 November 2019.
Transport			
Roads to Recovery - Gilmore Service Road	222,903	-	Expected by June 2020.
Roads to Recovery - Budden Way	275,000	-	Expected by June 2020.
State Road Grant - Anketell Road	248,667	198,934	Second claim completed, 80% of grant claimed.
State Road Grant - Gilmore Avenue SB (1)	156,933	62,773	Initial 40% of grant claimed.
State Road Grant - Gilmore Avenue SB (2)	122,333	48,933	Initial 40% of grant claimed.
State Road Grant - Gilmore Avenue SB (3)	124,933	49,973	Initial 40% of grant claimed.
State Road Grant - Gilmore Avenue SB (4)	172,660	138,560	Second claim completed, 80% of grant claimed.
State Road Grant - Wellard Road duplication	586,750	234,700	Second claim completed, 80% of grant claimed.
Black Spot - Gilmore Avenue Pedestrian Crossing	165,334	66,134	Initial 40% of grant claimed for Stage One.
Total Non-Operating Grants, Subsidies & Contributions	13,916,294	4,688,608	

18.3 Accounts for payment for the month ended 29 February 2020

DECLARATION OF INTEREST:

Mayor Carol Adams declared an impartiality interest due to her husband's employer being a recipient of a payment.

Councillor Wendy Cooper declared an impartiality interest due to being the President of the Rotary Club of Kwinana that received a payment for breakfast on Australia Day.

SUMMARY:

The purpose of this report is to present to Council a list of accounts paid under delegated authority for the month ended 29 February 2020, as required by the *Local Government (Financial Management) Regulations 1996*.

OFFICER RECOMMENDATION:

That Council:

1. Accepts the list of accounts, totalling \$7,623,639.60, paid under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* for the period ended 29 February 2020, as contained within Attachment A.
2. Accepts the detailed transaction listing of credit card expenditure paid for the period ended 29 February 2020, 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	\$ 52,060.39
Cheque Payments #200997 to #201001	\$ 970.41
EFT Payments #3998 to #4009	\$ 6,286,923.93
Payroll Payments 09/02/2020 and 23/02/2020, and Interim Payroll Payments 04/02/2020, 12/02/2020 and 19/02/2020	\$ 1,283,684.87
Total Attachment A	\$ 7,623,639.60

Contained within Attachment B is a detailed transaction listing of credit card expenditure paid for the period ended 29 February 2020. This amount is included within the total payments, listed above.

18.3 ACCOUNTS FOR PAYMENT FOR THE MONTH ENDED 29 FEBRUARY 2020**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.

18.3 ACCOUNTS FOR PAYMENT FOR THE MONTH ENDED 29 FEBRUARY 2020**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

18.3 ACCOUNTS FOR PAYMENT FOR THE MONTH ENDED 29 FEBRUARY 2020

COUNCIL DECISION

123

MOVED CR D WOOD

SECONDED CR S LEE

That Council:

- 1. Accepts the list of accounts, totalling \$7,623,639.60, paid under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* for the period ended 29 February 2020, as contained within Attachment A.**
- 2. Accepts the detailed transaction listing of credit card expenditure paid for the period ended 29 February 2020, as contained within Attachment B.**

**CARRIED
8/0**

Cheque Listing
Payments made between
01/02/2020 to 29/02/2020



<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>
Automatic Deductions								
1823323	21/02/2020	Caltex Australia Petroleum Pty Ltd	8,673.79	INV	21/02/2020	0301823323	Fleet Fuel 010120 to 310120	8,673.79
40220	05/02/2020	Commonwealth Bank	556.87	INV	05/02/2020	040220A	Credit card Functions Officer to 040220	556.87
40220	05/02/2020	Commonwealth Bank	525.30	INV	05/02/2020	040220B	Credit card Director City Legal to 040220	525.30
40220	05/02/2020	Commonwealth Bank	4.50	INV	05/02/2020	040220C	Credit card Executive Assistant to 040220	4.50
40220	05/02/2020	Commonwealth Bank	596.70	INV	05/02/2020	040220D	Credit card Director City Regulation to 040220	596.70
40220	05/02/2020	Commonwealth Bank	3,614.79	INV	05/02/2020	040220E	Credit card Manager Corporate Communications 040220	3,614.79
40220	05/02/2020	Commonwealth Bank	5,086.50	INV	05/02/2020	040220F	Credit card Director City Infrastructure to 040220	5,086.50
40220	05/02/2020	Commonwealth Bank	15.14	INV	05/02/2020	040220G	Credit card Director City Business to 040220	15.14
40220	05/02/2020	Commonwealth Bank	3,070.73	INV	05/02/2020	040220H	Credit card Director City Engagement to 040220	3,070.73
40220	05/02/2020	Commonwealth Bank	1,745.75	INV	05/02/2020	040220I	Credit card Manager Human Resources to 040220	1,745.75
10943040	21/02/2020	BP Australia Pty Ltd	19,358.02	INV	21/02/2020	10943040	Fleet Fuel 010120 to 310120	19,358.02
11736961	20/02/2020	iinet Technologies Pty Ltd	589.93	INV	20/02/2020	117369616	Monthly Internet Charges Feb to March 2020	589.93
1451826	20/02/2020	Windcave Pty Ltd	55.00	INV	20/02/2020	1451826	Monthly service fees January 2020	55.00
25357692	04/02/2020	Fines Enforcement Registry	910.00	INV	04/02/2020	25357692	Lodgement fee for registering unpaid Infringements	910.00
25357759	04/02/2020	Fines Enforcement Registry	140.00	INV	04/02/2020	25357759	Lodgement fee for registering unpaid Infringements	140.00
25357814	04/02/2020	Fines Enforcement Registry	280.00	INV	04/02/2020	25357814	Lodgement fee for registering unpaid Infringements	280.00
25416693	17/02/2020	Fines Enforcement Registry	1,540.00	INV	17/02/2020	25416693	Lodgement fee for registering unpaid Infringements	1,540.00
25451741	24/02/2020	Fines Enforcement Registry	1,610.00	INV	24/02/2020	25451741	Lodgement fee for registering unpaid Infringements	1,610.00
25458953	25/02/2020	Fines Enforcement Registry	140.00	INV	25/02/2020	25458953	Lodgement fee for registering unpaid infringements	140.00
38994	03/02/2020	Go Go On-Hold Pty Ltd	198.00	INV	03/02/2020	38994	On hold phone message system January 2020	198.00
51	21/02/2020	Wright Express Australia Pty Ltd	861.25	INV	21/02/2020	51	Fleet Fuel 010120 to 310120	861.25

Cheque Listing

Payments made between
01/02/2020 to 29/02/2020



Chq/Ref	Pmt Date	Payee	Amount	Tran	Date	Invoice	Description	Amount
740530	01/02/2020	Toyota Financial Services	1,194.07	INV	01/02/2020	740530	January 2020 fleet management agreement	1,194.07
749416	29/02/2020	Toyota Financial Services	1,194.07	INV	29/02/2020	749416	Fleet management services February 2020	1,194.07
0	03/02/2020	TPG Internet Pty Ltd	99.98	INV	03/02/2020	I25543253	Kwinana South/Mandogalup internet connections for February 2020	99.98
Total Automatic Deductions			-52,060.39					
Cheques								
200997	12/02/2020	City Of Kwinana - Pay Cash	241.60	INV	11/02/2020	100220 - Village	Petty cash recoup to 100220 Village	128.80
				INV	11/02/2020	040220 - Library	Petty cash recoup to 040220 Library	112.80
200998	12/02/2020	Hazel Heatherly	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
200999	19/02/2020	City Of Kwinana - Pay Cash	102.30	INV	19/02/2020	170220-Library	Petty cash recoup to 170220 Library	102.30
201000	26/02/2020	City Of Kwinana - Pay Cash	472.80	INV	25/02/2020	250220 - Admin	Petty cash recoup to 250220 Admin	290.20
				INV	25/02/2020	140220-FDC	Petty cash recoup to 140220 Bright Futures	182.60
201001	27/02/2020	Transport Department of	80.50	INV	27/02/2020	KWN703-270220	Manufacture and issue of PBS registration plates KWN703	80.50
Total Cheques			-970.41					
EFT								
3998	06/02/2020	EFT TRANSFER: - 07/02/2020	593,661.93					
3998.10088-01		Child and Adolescent Health Service	919.50	RFD	05/02/2020	1606114	Refund bond meeting room	300.00
				INV	06/02/2020	030220	Cancellation of bookings in Isabella Corker Room	619.50
3998.10109-01		Narelle Best	800.00	INV	05/02/2020	3rdFeb20	2019 Lyrik Educational Scholarship	800.00
3998.10349-01		Keith Hugh Dodd	250.00	INV	06/02/2020	030220	Senior Security Subsidy Scheme 2019/20	250.00
3998.10373-01		Green Willows Industrial Cleaning a	200.00	INV	04/02/2020	46	Retirement Village clubhouse and office cleaning	200.00
3998.10506-01		Shred-X Pty Ltd	80.96	INV	05/02/2020	01387067	Exchange and destroy secure document bins	80.96
3998.10643-01		MetroCert Building Approvals	475.00	INV	04/02/2020	INV0690	Certification of structures Australia Day event	475.00
3998.10874-01		Bianca Meek	100.00	RFD	06/02/2020	1559511	Refund bond Patio hire	100.00
3998.11058-01		J Corp Pty Ltd T/A Impressions	192.00	INV	05/02/2020	300120	Refund of verge material usage fee VP2019/132	192.00

Cheque Listing

Payments made between
01/02/2020 to 29/02/2020



<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>
3998.11204-01		ATC Work Smart	93.50	INV	04/02/2020	GT16219	School based trainee fortnight ending 250120	93.50
3998.11243-01		GPC Asia Pacific Pty Ltd	2,400.99	INV	05/02/2020	1380005135	Auto parts	259.58
				INV	06/02/2020	1380007684	Assorted parts for plant	139.41
				INV	06/02/2020	4330160999	Engine oil	1,941.50
				INV	06/02/2020	4330161848	Supply 12v auto battery charger for truck	60.50
3998.11299-01		Expo Signage and Digital Pty Ltd	64.00	INV	04/02/2020	503554	Vinyl letters for staff honour board	64.00
3998.1130-01		Port Printing Works	1,289.20	INV	04/02/2020	INV049322	A2 posters for Youth Festival	81.40
				INV	04/02/2020	INV049096	Children's Festival A2 size posters	81.40
				INV	04/02/2020	INV049173	Place plan postcards	589.60
				INV	06/02/2020	INV048934	Kwinana Recquatic Term 1 newsletter printing	536.80
3998.11478-01		Turf Care WA Pty Ltd	1,727.00	INV	05/02/2020	00100984	Supply/apply Casper treatment various locations	1,727.00
3998.11629-01		Scatena Clocherty Architects	3,828.00	INV	05/02/2020	1688	Architectural services for Tennis Club refurbishment	3,828.00
3998.11788-01		Cyclus Australia	225.27	INV	05/02/2020	INV-1074	Site crew for Australia Day event	225.27
3998.11789-01		DNR Contracting Pty Ltd	75,976.66	INV	04/02/2020	1199	Minor civil works Budden Way upgrade	75,976.66
3998.11801-01		Stephanie Amanda Lauren Hanbury	100.00	RFD	27/11/2019	1580344	Refund bond Patio hire 221119	100.00
3998.11810-01		Gary Jackson Photography	740.00	INV	06/02/2020	261	Photography for Australia Day 2020	740.00
3998.1187-01		Red Sand Supplies Pty Ltd	500.50	INV	05/02/2020	00012535	Concrete tipping Budden Way upgrade	308.00
				INV	05/02/2020	00012503	Concrete tipping Meares Ave footpath 101219	192.50
3998.11942-01		Ecoscape (Australia) Pty Ltd	2,079.00	INV	05/02/2020	1000600	Landscape design for Wellard Road inception	2,079.00
3998.11979-01		Geraldine Thomas	250.00	INV	22/01/2020	20thJanuary20	Senior Security Subsidy Scheme 2019/20	250.00
3998.11998-01		Kam Cheong Lai	154.00	INV	04/02/2020	Refund	Differential amount refund Health licence 19/20	154.00
3998.12004-01		Kym Oakes	104.60	INV	05/02/2020	Refund-03/02/20	Refund Term 1 swimming lessons 2020	104.60
3998.12006-01		Department of Veteran Affairs	408.00	INV	05/02/2020	SRN # 22562301	Duplicate DVA Payment	408.00
3998.12007-01		Tabita Hunter	250.00	INV	05/02/2020	4thFeb2020	2019 Lyrik award	250.00
3998.12008-01		Katie Batty	100.00	RFD	06/02/2020	1507297	Refund bond Patio hire	100.00

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3998.12009-01		Yvonne Dee Wales	100.00	RFD	05/02/2020	1559511	Refund bond Patio hire	100.00
3998.12010-01		Rocel Mebrano Barber	82.00	INV	06/02/2020	300120	Refund of Recquatic pass bought in error	82.00
3998.12011-01		Chrysocola Masindo Valenton	365.40	INV	06/02/2020	A20407	Crossover subsidy rebate	365.40
3998.12012-01		Neil Jones & Sheryl Tracy Jones	365.40	INV	06/02/2020	A22600	Crossover subsidy rebate	365.40
3998.12013-01		Julie Anne Clarkson	250.00	INV	06/02/2020	030220	Senior Security Subsidy Scheme 2019/20	250.00
3998.12014-01		Christine Drage	250.00	INV	06/02/2020	030220	Senior Security Subsidy Scheme 2019/20	250.00
3998.12015-01		Allan Williams	50.00	INV	06/02/2020	1128958	Recycle bin upgrade fee refund	50.00
3998.12016-01		Mary Magdalene Richards	50.00	INV	06/02/2020	978429	Recycle bin upgrade fee refund	50.00
3998.12017-01		Cheryl Anne Raymond	250.00	INV	06/02/2020	030220	Senior Security Subsidy Scheme 2019/20	250.00
3998.12018-01		Jelbyn Canlas Torres	365.40	INV	06/02/2020	A23253	Crossover subsidy rebate	365.40
3998.12019-01		Jessie Mores	100.00	RFD	05/02/2020	1607049	Refund bond Patio hire	100.00
3998.1276-01		Satellite Security Services	1,080.00	INV	05/02/2020	IV007375	Darius Wells auto door works	1,080.00
3998.1338-01		South West Group	475.00	INV	04/02/2020	192021	Fuel load assessment training	475.00
3998.1423-01		Telstra	2,505.50	INV	05/02/2020	3266288467Jan20	Kwinana South to 270120	13.88
				INV	05/02/2020	9385375010Feb20	Internet and data to 240220	2,491.62
3998.1516-01		Trisley's Hydraulic Services Pty Lt	1,254.00	INV	06/02/2020	100203104	Recquatic new level sensor to spa	1,254.00
3998.1530-01		Wormald Australia Pty Ltd	1,040.57	INV	05/02/2020	8133396	Inspection and testing of alarms at various sites	1,040.57
3998.1572-01		Western Australian Local Government	2,510.00	INV	05/02/2020	I3081011	Mandatory Elected Member training Cr D Wood	475.00
				INV	05/02/2020	I3081012	Mandatory Elected Member training Cr S Wood	475.00
				INV	05/02/2020	I3081047	Mandatory Elected Member training Cr S Wood	195.00
				INV	05/02/2020	I3081048	Mandatory Elected Member training Cr S Wood	195.00
				INV	05/02/2020	I3081049	Mandatory Elected Member training Cr D Wood	195.00
				INV	05/02/2020	I3081051	Mandatory Elected Member training Cr P Feasey	195.00
				INV	05/02/2020	I3081050	Mandatory Elected Member training Cr D Wood	195.00

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				INV	05/02/2020	I3081054	Mandatory Elected Member training Cr W Cooper	195.00
				INV	05/02/2020	I3081052	Mandatory Elected Member training Cr P Feasey	195.00
				INV	05/02/2020	I3081053	Mandatory Elected Member training Cr W Cooper	195.00
3998.1592-01		Water Corporation of Western Austra	4,592.89	INV	04/02/2020	9021511320Jan20	1U Glenfinlass Parade	2.52
				INV	04/02/2020	9021970831Jan20	1U Amber Link Reserve	2.52
				INV	04/02/2020	9021923200Jan20	3U Indigo Bend Reserve	7.55
				INV	04/02/2020	9017125687Jan20	3U Walden Street Reserve	7.55
				INV	04/02/2020	9014096921Jan20	41U Wellard Pavilion	533.01
				INV	04/02/2020	9018600726Jan20	16U Wellard Community Centre	1,530.02
				INV	04/02/2020	9000313235Jan20	9U Peace Park	22.66
				INV	04/02/2020	9014051352Jan20	43U Bertram Community Centre	647.61
				INV	04/02/2020	9014249617Jan20	3U Bertram Oval club facility	547.27
				INV	04/02/2020	9000319469Jan20	2U Chisham Oval toilets	5.04
				INV	04/02/2020	9000323724Jan20	399U Frank Konecny Centre	1,274.55
				INV	05/02/2020	9017289059Jan20	1U Gemstone Pde	2.52
				INV	05/02/2020	9023251890Jan20	4U Glenworth Drive drink fountain	10.07
3998.1614-01		Westbooks	3,970.33	INV	05/02/2020	311764	Books for Library	372.06
				INV	05/02/2020	311773	Books for Library	142.16
				INV	05/02/2020	311772	Junior books for Library	33.30
				INV	05/02/2020	311767	Junior books for Library	166.40
				INV	05/02/2020	311766	Junior books for Library	433.82
				INV	05/02/2020	311765	Adult books for Library	274.76
				INV	05/02/2020	311771	Lost items with reservations	21.25
				INV	05/02/2020	311769	Adult books for Library	191.51
				INV	05/02/2020	311770	Junior Library items for requests	44.37
				INV	05/02/2020	311768	Adult books for Library requests	297.32
				INV	06/02/2020	311662	Books for Library	531.01
				INV	06/02/2020	311664	Replacements of damaged items for Library	143.48
				INV	06/02/2020	311666	Replacement of lost items for Library	40.67
				INV	06/02/2020	311665	Junior items for Library	112.39
				INV	06/02/2020	311670	Books for kits	14.91
				INV	06/02/2020	311667	Audio books for Library	311.12
				INV	06/02/2020	311672	Books for Library	191.01

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				INV	06/02/2020	311668	Parenting books for Library	20.71
				INV	06/02/2020	311669	Book for Library	21.25
				INV	06/02/2020	311671	Book for Library	22.19
				INV	06/02/2020	311663	Junior items for Library	584.64
3998.1629-01		Weston Road Systems	8,736.75	INV	05/02/2020	PR 76	Moombaki Avenue & Bronzite Lane traffic calming	1,089.00
				INV	06/02/2020	PR 75	Temporary line marking Gilmore Avenue	2,178.00
				INV	06/02/2020	PR 72	Gilmore Avenue rehabilitation Runnymede section	1,320.00
				INV	06/02/2020	PR 73	Gilmore Avenue resurfacing from Thomas Road	2,103.75
				INV	06/02/2020	PR 74	Anketell Road rehabilitation	2,046.00
3998.1669-01		Zipform Pty Ltd	742.50	INV	05/02/2020	194939	Dog registration forms	742.50
3998.1762-01		Officeworks BusinessDirect	334.63	INV	05/02/2020	46460531	Items for Mandogalup Bush Fire Brigade	233.13
				INV	05/02/2020	46263629	Supplies for Bertram Community Centre	101.50
3998.19-01		Absolute Painting Services	11,008.00	INV	06/02/2020	INV-1273	Banksia Park external painting Villas 28-33	9,600.00
				INV	06/02/2020	INV-1274	Callistemon Court U4 complete repaint	1,408.00
3998.1948-01		Maia Financial Pty Ltd	1,878.75	INV	05/02/2020	C28111	Quarterly leasing 010220 to 300420	1,878.75
3998.2021-01		Subway Kwinana	154.00	INV	04/02/2020	Refund	Refund differential heath licence 19/20	154.00
3998.2068-01		Echelon Australia Pty Ltd	3,366.00	INV	06/02/2020	156-019997	Business continuity project	3,366.00
3998.2125-01		Synergy	2,800.62	INV	05/02/2020	693987550Jan20	0U Challenger Beach	120.97
				INV	05/02/2020	856518550Feb20	Decorative lighting	2,679.65
3998.2224-01		Prestige Catering & Event Hire	1,467.00	INV	04/02/2020	INV-0961	Catering Elected Member dinner 290120	537.00
				INV	04/02/2020	INV-0963	Catering Elected Member dinner 030220	425.50
				INV	04/02/2020	INV-0962	Catering for worm farm workshops	504.50
3998.2247-01		Rankine Mosquito Management	2,387.00	INV	06/02/2020	KWI-01-07	Mosquito Monitoring Program January 2020	2,387.00
3998.2339-01		ZircoData Pty Ltd	1,306.89	INV	05/02/2020	ZDW0108660	Records storage/retrieval service 261219 to 250120	1,306.89
3998.264-01		Cabcharge Australia Ltd	8.77	INV	05/02/2020	00989066P2001	Cab charge service fees January 2020	8.77
3998.2652-01		Modern Teaching Aids Pty Ltd	74.13	INV	05/02/2020	43885112	Clever craft supplies for term 1 2020	74.13
3998.2698-01		Wilson Security Pty Ltd	873.90	INV	06/02/2020	W00255064	Callistemon Court security patrols January 2020	873.90
3998.2852-01		Downer EDI Works Pty Ltd	171,214.65	INV	04/02/2020	6008085	Gilmore Avenue rehabilitation	132,763.43

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				INV	04/02/2020	6008086	Budden Road supply and lay bituminous concrete	38,451.22
3998.29-01		Acurix Networks Pty Ltd	100.10	INV	05/02/2020	00002521	William Bertram NBN February 2020	100.10
3998.3105-01		Poly Pipe Traders	84.80	INV	04/02/2020	00103126	Reticulation items	42.40
				INV	04/02/2020	00103127	Reticulation items	42.40
3998.3199-01		Syme Marmion & Co	7,891.40	INV	06/02/2020	1329	Economic Development analysis	7,891.40
3998.3212-01		Marketforce Pty Ltd	1,569.42	INV	05/02/2020	31701	Advertising 280120	225.50
				INV	05/02/2020	31702	Advertising 280120	225.50
				INV	05/02/2020	31700	Advertising 280120	225.50
				INV	05/02/2020	31699	Advertising 280120	165.58
				INV	05/02/2020	31703	Advertising 280120	727.34
3998.339-01		Civica Pty Ltd	3,739.32	INV	06/02/2020	M/LG014130	Annual maintenance online requisitions for Authority	3,739.32
3998.3596-01		KLMedia Pty Ltd	631.39	INV	06/02/2020	1142876	DVD's for Library	96.41
				INV	06/02/2020	1142878	DVD's for Library	448.86
				INV	06/02/2020	1142877	Anime DVD's for new collection	86.12
3998.3607-01		Hays Specialist Recruitment Pty Ltd	291.94	INV	04/02/2020	8979735	Temp staff week ending 260120	291.94
3998.3632-01		Eclipse Soils Pty Ltd	2,711.50	INV	05/02/2020	KWIN012R043846	General tipping Budden Way upgrade	2,711.50
3998.3965-01		Fulton Hogan Industries Pty Ltd	11,524.48	INV	04/02/2020	13654091 RI	Budden Way supply and spray primerseal	11,524.48
3998.4003-01		Infiniti Group	1,120.11	INV	06/02/2020	480842	Recquatic toiletries supplies	996.47
				INV	06/02/2020	481362	Recquatic toiletries supplies	123.64
3998.407-01		Winc Australia Pty Ltd	465.00	INV	06/02/2020	9030980772	Stationery for HR and ICT	465.00
3998.4074-01		Tanks for Hire	1,210.00	INV	04/02/2020	00010260	2x hydration trailers for Australia Day event	1,210.00
3998.41-01		Advanced Traffic Management (WA) Pt	13,325.40	INV	04/02/2020	00133001	Traffic management Budden Way	8,674.05
				INV	04/02/2020	00132835	Beacham Cres traffic management for asphalt repair	856.90
				INV	04/02/2020	00132818	Prepare traffic plan for Beard St Naval Base	1,449.25
				INV	05/02/2020	00132655	Traffic management for various road closures	990.00
				INV	05/02/2020	00132653	Emergency call out Orelia fire New Years Day	484.00
				INV	05/02/2020	00133140	Traffic management Budden Way	871.20
3998.4118-01		FunkyDory	1,500.00	INV	06/02/2020	142	Materials for Alcoa Children's Festival	1,500.00

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3998.4245-01		ED Property Services	3,421.00	INV	06/02/2020	00001408	Callistemon Court U39 repair to tiles in kitchen/shower	66.00
				INV	06/02/2020	00001398	Callistemon Court U4 repairs to vacant unit	2,145.00
				INV	05/02/2020	00001407	Relocation of existing fence U32 & 35 Callistemon Court	1,210.00
3998.4279-01		Data #3 Limited	846.32	INV	05/02/2020	01892229	Dell adaptor kit	495.00
				INV	05/02/2020	01892909	Canon ink cartridges	351.32
3998.4490-01		Jungle Gym	393.00	INV	06/02/2020	00000909	Recquatic excursion on 21 January 2020	393.00
3998.4599-01		Blue Tang WA Pty Ltd	4,026.00	INV	05/02/2020	20326	Peel sub N drain landscape design completion	4,026.00
3998.4719-01		Complete Office Supplies Pty Ltd	6.17	INV	05/02/2020	08935825	COS A5 2020 diary	6.17
3998.4800-01		Web In A Box	270.00	INV	05/02/2020	53394	Web hosting 120220 to 110221	270.00
3998.4861-01		Big W	502.95	INV	05/02/2020	176572	Event supplies prizes and decorations for Library	344.75
				INV	05/02/2020	176897	Sunscreen/supplies for Community Liaison Officers	51.70
				INV	06/02/2020	176571	Food for animal care facility	106.50
3998.5170-01		Let It Shine Oven Cleaning	265.00	INV	04/02/2020	00001582	Callistemon Court U4 oven cleaning	265.00
3998.5259-01		Buswest	1,606.00	INV	06/02/2020	110445	Recquatic bus hire Term 4 Vacation Care program	1,606.00
3998.5387-01		Woodlands Distributors & Agencies	1,762.75	INV	04/02/2020	KWA1-017	Degradable dog waste bags	1,762.75
3998.5520-01		Master Lock Service	120.00	INV	04/02/2020	00006624	Banksia Park U17 Bright Rd rear glass sliding door lock	120.00
3998.5645-01		Name Badge World	99.94	INV	06/02/2020	BW7796	Employee name badges	99.94
3998.5670-01		Tracey Jane Gooden	233.30	INV	05/02/2020	300120	Reimbursement of school fees paid for student	233.30
3998.572-01		Fire & Emergency Services, Dept of	59,400.25	INV	05/02/2020	020120	ESL collections December 2019 option A	59,400.25
3998.5754-01		Talis Consultants Pty Ltd	2,992.00	INV	05/02/2020	19774	Traffic loading analysis for Anketell Rd	2,992.00
3998.5823-01		Accord Security Pty Ltd	687.50	INV	05/02/2020	00024456	Cash handling services January 2020	687.50
3998.6018-01		ALSCO Pty Ltd	72.16	INV	04/02/2020	CPER2010927	Table linen for catering	72.16
3998.6091-01		Plants & Garden Rentals	110.00	INV	04/02/2020	00014628	Plant hire Darius Wells February 2020	110.00
3998.6098-01		Christopher John Tanner	59.94	INV	06/02/2020	030220	Reimbursement for fly trap purchase	59.94
3998.6109-01		Enchanted Character Productions	704.00	INV	04/02/2020	93 19	Stilt walker for Australia Day event	704.00

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3998.6115-01		Imagesource Digital Solutions	606.10	INV	05/02/2020	450496	Sign & banner for Children's Festival	606.10
3998.6224-01		The Grant Finder	225.00	INV	05/02/2020	00156	School holiday program Tinkering Fun 160120	225.00
3998.6261-01		Rebecca J Flanagan	1,650.00	INV	04/02/2020	29thOctober2019	William Bertram Fairy Rebecca Term 4 2019	1,650.00
3998.6267-01		Woolworths Group Limited	877.96	INV	05/02/2020	43675535	Depot morning tea and kitchen supplies	134.88
				INV	05/02/2020	3770072	Supplies for Community Liaison Officers	88.40
				INV	05/02/2020	3413269	Purchase of gift cards for Kwinana YAC	49.00
				INV	05/02/2020	3870555	Random Acts	
							Conciliation Advisory Group meeting morning tea	12.36
				INV	05/02/2020	43459437	Admin items	111.49
				INV	05/02/2020	43370143	Catering supplies	145.44
				INV	06/02/2020	43461227	Items for Admin	236.77
				INV	06/02/2020	3870563	Food for drop in at Zone	7.17
				INV	06/02/2020	3870567	Recquatic staff sundries	92.45
3998.6370-01		Elexacom	7,890.33	INV	06/02/2020	28442	Leda Hall emergency/exit light testing	168.07
				INV	06/02/2020	28460	Banksia Park investigate power to retic	451.55
				INV	06/02/2020	28472	Darius Wells electrical testing	915.68
				INV	06/02/2020	28435	Kwinana Districts Tennis Club electrical testing	120.05
				INV	06/02/2020	28436	Bright Futures electrical testing	192.08
				INV	06/02/2020	28440	The Zone Youth Centre electrical testing	192.08
				INV	06/02/2020	28448	Darius Wells electrical testing	553.63
				INV	06/02/2020	28446	Building Maintenance Workshop electrical testing	384.56
				INV	06/02/2020	28443	Kwinana Out of School Care electrical testing	144.07
				INV	06/02/2020	28445	Building Maintenance tools electrical testing	392.15
				INV	06/02/2020	28470	Fiona Harris Pavilion external power point replacement	240.54
				INV	04/02/2020	28500	Banksia Park villa 11 electrical repairs	146.59
				INV	04/02/2020	28499	Callistemon Court U4 replace faulty switch and fan	356.42
				INV	05/02/2020	28454	Edge skatepark lighting repairs	48.02
				INV	05/02/2020	28456	Recquatic replace RCDs	1,315.89
				INV	05/02/2020	28471	Depot yard lighting repairs	158.70
				INV	05/02/2020	28397	Medina Hall repair emergency lighting	719.27

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				INV	05/02/2020	28398	Wandi Hall investigate/repair sewerage pumps	395.45
				INV	05/02/2020	28400	John Wellard repair lighting	995.53
3998.6440-01		Wellard Residential Pty Ltd	56,905.20	RFD	05/02/2020	1550816	Refund early clearance bond	56,905.20
3998.6566-01		Isentia Pty Limited	1,254.00	INV	05/02/2020	MN0788865	Media monitoring for February 20	1,254.00
3998.6567-01		Poolegrave Signs	495.00	INV	06/02/2020	00014348	Recquatic cafe sign	495.00
3998.6576-01		Kylie Ilana Jesus	90.00	INV	05/02/2020	23	Christmas bauble making workshop 201219	90.00
3998.662-01		Green Skills Inc / Ecojobs	2,125.20	INV	04/02/2020	P1854	Green stock maintenance services	2,125.20
3998.665-01		Greggs Glass	213.00	INV	06/02/2020	8721-19	Mandogalup Fire Station repairs to pane of glass	213.00
3998.6736-01		Alyka Pty Ltd	31,342.58	INV	05/02/2020	INV-26231	Website design and development	31,342.58
3998.6743-01		Josh Byrne & Associates	6,899.20	INV	04/02/2020	00002443	Kwinana Adventure Park condition assessment 70%	6,899.20
3998.6832-01		Hobart Food Equipment	343.20	INV	06/02/2020	371596	Senior Citizens Centre dishwasher repairs	343.20
3998.7042-01		Quantum Building Services	3,866.63	INV	05/02/2020	00003009	Darius Wells install inspection panel on roof	357.50
				INV	05/02/2020	00003011	Darius Library change door handle	279.27
				INV	05/02/2020	00003010	Medina Hall door adjustments & threshold installation	1,139.86
				INV	05/02/2020	00003012	Recquatic sliding door repair	2,090.00
3998.7143-01		Sarah Thomson	200.00	RFD	05/02/2020	1483073	Refund bond meeting room hire	200.00
3998.7254-01		Austral Pool Solutions	138.81	INV	06/02/2020	394909	Recquatic lane rope tensioner plus delivery	138.81
3998.7265-01		Megan Louise Radaich	100.00	RFD	05/02/2020	1607179	Refund bond Patio hire	100.00
3998.7388-01		Morris Jacobs	265.00	INV	05/02/2020	13-04/02/2020	Facilitate Tuesday art 040220	265.00
3998.7575-01		Pickles Auctions	77.00	INV	05/02/2020	DI000166087	Vehicle impound fee	77.00
3998.7604-01		Tanya Halliday	88.00	INV	05/02/2020	290120	Purchase of birth certificate	88.00
3998.7605-01		Flying Canape	3,920.00	INV	05/02/2020	11525	Citizenship ceremony catering	3,920.00
3998.7612-01		Professional Trapping Supplies	72.00	INV	04/02/2020	31484	Fujitsu AA rechargeable batteries	72.00
3998.762-01		Blackwood & Sons Ltd	1,045.13	INV	04/02/2020	KW9139VG	Various items for Depot	857.43
				INV	04/02/2020	PE9141VG	Prosafe spectacles for Depot	85.93
				INV	04/02/2020	KW5299VH	Hand wash for Depot	64.81
				INV	04/02/2020	PE0486VH	Flawcheck Dymark for Depot	36.96

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3998.7625-01		Flex Industries Pty Ltd	401.50	INV	04/02/2020	2062414	KWN2035 bus service	200.75
				INV	04/02/2020	2062386	KWN2133 two way wiring repair	200.75
3998.7937-01		Kerb Direct Kerbing Pty Ltd	1,887.60	INV	06/02/2020	22242	Supply & lay barrier kerbing Moombaki Avenue	1,887.60
3998.7994-01		Rockingham Mazda	232.01	INV	06/02/2020	12369M	Spark plugs for 1GJD112	232.01
3998.837-01		Kwinana Heritage Group	2,500.00	INV	06/02/2020	200120	Heritage management fees 3rd qtr Jan to Mar 2020	2,500.00
3998.8372-01		The Playground Cafe	416.50	INV	06/02/2020	IV00000000350	Recquatic excursion on 140120	416.50
3998.853-01		Kwinana South Bush Fire Brigade	3,000.00	INV	05/02/2020	040220	Annual donation to brigade 2019/2020	3,000.00
3998.8899-01		Majestic Plumbing	1,337.94	INV	06/02/2020	235798	Callistemon Court U44/45 repair leaks	390.90
				INV	06/02/2020	235800	Banksia Park U19 clear debris from plumbing	253.26
				INV	04/02/2020	235854	Callistemon Court U50 toilet inspection and repair	115.63
				INV	04/02/2020	235905	Banksia Park U45 plumbing repair	214.76
				INV	04/02/2020	235859	Banksia Park U65 toilet repair	154.13
				INV	04/02/2020	235860	Banksia Park U61 water leak repair	209.26
3998.8925-01		Gina Marie Cuffe	300.00	INV	06/02/2020	050220	2019 Lyrik Educational Scholarship Payment	300.00
3998.9044-01		TenderLink	201.30	INV	05/02/2020	AU-310741	Mandogalup Volunteer Bushfire Brigade tender	201.30
3998.9074-01		Natsales Advertising Pty Ltd	192.50	INV	05/02/2020	00342919	Bin panel for Children's Festival	192.50
3998.9494-01		Reece's Event Hire	15,738.84	INV	04/02/2020	100330	Infrastructure party hire for Australia Day event	15,738.84
3998.9764-01		Datacom Systems (AU) Pty Ltd - WA	1,903.00	INV	06/02/2020	INV0014308	January 2020 fee for City's corporate website	1,903.00
3998.9847-01		Salvacion Miceli	1,000.00	RFD	05/02/2020	1612712	Refund bond hall hire	1,000.00
3998.9860-01		Chantelle Carr	800.00	INV	05/02/2020	5thFeb20	2019 Lyrik Educational Scholarship	800.00
3999	13/02/2020	EFT TRANSFER: - 13/02/2020	785,836.24					
3999.10081-01		Peter Bryan Stevenson	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.10248-01		Charles Ernest Humfrey	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.10260-01		Engineering Technology Consultants	1,650.00	INV	10/02/2020	00023915	Thomas oval Medina sports floodlighting project	1,650.00
3999.10299-01		Jane Lindsay	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21

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3999.10311-01		Go Doors Pty Ltd	847.00	INV	10/02/2020	85070	Darius Wells repairs to Dome doors after hours	544.50
				INV	10/02/2020	85050	Recquatic supply and program 2 x door remotes	302.50
3999.10322-01		Ronald Bardsley	70.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	70.21
3999.10332-01		Ronald Joseph Matthews	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.10373-01		Green Willows Industrial Cleaning a	200.00	INV	10/02/2020	47	Retirement Village office/clubhouse cleaning	200.00
3999.1059-01		Vodafone Messaging	176.00	INV	11/02/2020	11253646	Pager network access fee July 2019	176.00
3999.10670-01		Wheelie Clean	616.00	INV	10/02/2020	6155	Darius Wells bin cleaning January 2020	359.48
				INV	10/02/2020	6156	Administration bin cleaning January 2020	256.52
3999.1072-01		Paint Industries	907.50	INV	10/02/2020	61301	Eco green graffiti remover 25lt	907.50
3999.10898-01		Brian Donald Johnson	1,424.21	INV	10/02/2020	10.4	Rates refund	1,424.21
3999.10916-01		Alison Bannister Career Coaching	495.00	INV	11/02/2020	CWDW04	New Year New Career workshop 040220	495.00
3999.10958-01		Hannah Louise Collins	100.00	RFD	11/02/2020	1580451	Refund bond Patio hire	100.00
3999.11202-01		AHA Consulting Pty Ltd	5,621.00	INV	11/02/2020	2587	Engagement Essentials group training 201119	5,621.00
3999.11239-01		Anne Margaret McDougall	5.01	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	5.01
3999.11243-01		GPC Asia Pacific Pty Ltd	266.40	INV	10/02/2020	4330161870	Spark plugs	266.40
3999.11332-01		Chorus Australia Ltd	341.00	INV	11/02/2020	INV002276	Mowing services at Bright Futures	341.00
3999.11366-01		Outback Handyman	775.50	INV	10/02/2020	2491	Retirement Village relief caretaker to 070220	775.50
3999.11393-01		Fay Cecilia Singleton	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.11412-01		Ecoburba	2,020.00	INV	10/02/2020	feb12020	Compost workshop 010220 plus compost bins	2,020.00
3999.11420-01		Kleenheat	4,027.05	INV	11/02/2020	3192658	Monthly gas charges various locations February 20	4,027.05
3999.11459-01		Amandeep Kaur	50.00	INV	11/02/2020	Refund-010220	Refund of Bokashi bucket payment 010220	50.00
3999.11610-01		Chanthira Sekar Suppiah	315.00	INV	11/02/2020	004	Holiday workshops held 200120 and 220120	315.00
3999.11682-01		Ajidah Zaitu	601.03	INV	12/02/2020	10Feb2020	Payment of Christmas savings and interest	601.03
3999.11767-01		Slavin Architects Pty Ltd	11,550.00	INV	10/02/2020	INV-0140	Administration/Civic building design	11,550.00
3999.11809-01		Katherine John Entertainment	1,320.00	INV	11/02/2020	INV-2022	City Slickers performance Australia Day	1,320.00

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3999.11943-01		Supercivil Pty Ltd	21,765.92	INV	10/02/2020	00009681	Installation of traffic calming devices various	21,765.92
3999.12020-01		Phillip Gerald Vergone	381.08	INV	10/02/2020	10.3	Rates refund	381.08
3999.12021-01		Mavis Coral Gundry	304.17	INV	10/02/2020	10.3	Rates refund	304.17
3999.12022-01		Kumar Rajesh	403.75	INV	10/02/2020	10.3	Rates refund	403.75
3999.12028-01		SMP Lifeskills2Work	1,000.00	RFD	11/02/2020	1580530	Refund hall bond Ken Jackman Hall	1,000.00
3999.12029-01		Anita Saxon	100.00	RFD	11/02/2020	1542007	Refund bond Patio hire	100.00
3999.12030-01		Anita Wood	100.00	RFD	11/02/2020	1559562	Refund bond Patio hire	100.00
3999.12031-01		Jannine Guarino	100.00	RFD	11/02/2020	1588292	Refund bond Patio hire	100.00
3999.12032-01		Raquel Garcia	100.00	RFD	11/02/2020	1612716	Refund bond Patio hire	100.00
3999.1245-01		Rotary Club of Kwinana Inc.	4,900.00	INV	10/02/2020	00000401	680 breakfasts for Australia Day event	4,900.00
3999.1249-01		Royal Life Saving Society	2,709.60	INV	11/02/2020	107210	Certificates for swimming lessons	1,419.60
				INV	11/02/2020	108813	Swim & survive rash vests various sizes	1,290.00
3999.1276-01		Satellite Security Services	7,165.60	INV	10/02/2020	02010063	Security monitoring 010120 to 300420 various	7,165.60
3999.1290-01		Shane McMaster Surveys	990.00	INV	10/02/2020	Kwin 301	Kerb line survey set out Budden Way upgrade	990.00
3999.134-01		Australia Post	795.54	INV	11/02/2020	1009279590	Agency commission fees for period ending 310120	795.54
3999.1423-01		Telstra	43,601.09	INV	11/02/2020	1170168000Jan20	Usage to 160120 corporate phone account	34,730.73
				INV	10/02/2020	1355246271Jan20	Mobile/devices whole organisation January 2020	8,870.36
3999.1516-01		Trisley's Hydraulic Services Pty Lt	2,306.26	INV	11/02/2020	100203103	Service UV generators	1,045.00
				INV	11/02/2020	100203105	PH buffer solution	61.60
				INV	11/02/2020	100203075	Pool water treatment plant service Recquatic	776.16
				INV	10/02/2020	100203114	Supply and install new spa UV cabinet cooling fan	423.50
3999.1561-01		WA Limestone Co	4,279.87	INV	11/02/2020	SW3708/01	Supply & deliver crushed limestone to City Depot	1,717.21
				INV	11/02/2020	ML6361	Supply & deliver road base to City Depot	2,562.66
3999.1592-01		Water Corporation of Western Austra	20.00	INV	11/02/2020	9014096921Jan20	Wellard Pavilion January invoice underpaid	20.00
3999.1681-01		Catalyse Pty Ltd	1,100.00	INV	11/02/2020	INV-1071	A Safer Place safety survey final payment	1,100.00

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3999.1762-01		Officeworks BusinessDirect	146.73	INV	11/02/2020	46424726	Paper towel and water for Mandogalup Brigade	146.73
3999.1767-01		Construction Training Fund	3,843.58	INV	11/02/2020	INV-31525-P4P7B6	CTF Levy for January 2020	3,843.58
3999.1820-01		Cardno (WA) Pty Ltd	11,660.00	INV	11/02/2020	ICW201477	Final ILAT study and ILAT strategy payment	11,660.00
3999.19-01		Absolute Painting Services	9,600.00	INV	10/02/2020	INV-1290	Banksia Park external painting Villas 22-27	9,600.00
3999.2027-01		Carmel Mary Booth	50.95	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	50.95
3999.2125-01		Synergy	182,045.14	INV	11/02/2020	294827290Feb20	11U Art sculpture Darling Park	116.90
				INV	11/02/2020	830669340Feb20	7U Wandi fire pump	115.79
				INV	11/02/2020	294428370Feb20	623U Morningson Park	284.53
				INV	11/02/2020	290833680Feb20	27U BBQ/lights Honeywood Park	121.32
				INV	11/02/2020	198511040Feb20	2158U Bruny Meander bore/BBQ/lights	711.24
				INV	11/02/2020	118367820Feb20	7157U New Thomas Oval Pavilion	1,708.76
				INV	11/02/2020	141057240Feb20	19U The Zone	5,762.02
				INV	11/02/2020	422268910Feb20	7025U Depot	2,058.03
				INV	11/02/2020	177581220Feb20	118528U Recquatic	29,883.49
				INV	11/02/2020	135567600Feb20	53722.18U Darius Wells Library/Resource Centre	14,942.09
				INV	11/02/2020	149872970Feb20	5853U Incubator	1,627.10
				INV	11/02/2020	258360080Feb20	6834U Kwinana Adventure Park	1,400.64
				INV	11/02/2020	259587970Feb20	2607U Irrigation Honeywood Ave	833.75
				INV	11/02/2020	264244690Feb20	2119U Gecko Park bore	698.65
				INV	11/02/2020	214467920Feb20	68U Honeywood Park bore/BBQ/lights	132.67
				INV	10/02/2020	792417950Feb20	Street lighting January 2020	117,170.73
				INV	10/02/2020	179469390Feb20	3018U Bertram Community Centre	741.93
				INV	10/02/2020	107029100Feb20	4838U Wellard Community Centre	1,078.57
				INV	10/02/2020	958335710Jan20	11737U Orelia Oval	2,656.93
3999.2410-01		ABCO Products	1,381.12	INV	10/02/2020	496291	Toiletries various locations	1,381.12
3999.248-01		Bunnings Building Supplies	177.45	INV	10/02/2020	2163/01669235	Recquatic skirting board materials	29.92
				INV	10/02/2020	2163/01506971	Recquatic painting accessories	83.07
				INV	10/02/2020	2163/01507237	Administration rope for flag pole	64.46
3999.2507-01		Ixom Operations Pty Ltd	1,138.26	INV	11/02/2020	6209256	Supply of chlorine gas Recquatic	129.58
				INV	11/02/2020	6207936	Supply of chlorine gas Recquatic	1,008.68
3999.2565-01		Ausco Modular Pty Ltd	1,471.80	INV	10/02/2020	7212276	Demountable hire February 2020	1,471.80

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3999.2617-01		ID Consulting Pty Ltd	6,600.00	INV	11/02/2020	00013155	Greenshot project commencement fee	6,600.00
3999.2646-01		Neverfail Springwater	101.40	INV	11/02/2020	481634	Bottled water Admin	62.40
				INV	10/02/2020	474810	Bottled water Admin	39.00
3999.3087-01		Troy Benjamin Morley	100.00	INV	10/02/2020	070220	Reimbursement for Team Milestone event	100.00
3999.3155-01		PFD Food Services Pty Ltd	1,041.10	INV	10/02/2020	KS619200	Kwinana Recquatic Cafe Splash supplies	1,041.10
3999.3212-01		Marketforce Pty Ltd	2,761.00	INV	11/02/2020	31697	Advertising 150120 and 290120	2,761.00
3999.335-01		City of Rockingham	4,253.86	INV	10/02/2020	109239	Tip Fees December 2019	4,253.86
3999.3462-01		Ann Beaman & Bernard Gordon Beaman	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3463-01		Joyce Edmunds	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3466-01		Shirley Stevenson	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3467-01		Mavis Scothern	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3470-01		Joseph Cecil Edwin Chipping	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3471-01		Bill Griffiths & Pat Griffiths	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3472-01		Mary Annakin	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3479-01		Edith Ellis	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3480-01		Gwen Belbin	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3481-01		Elsie Frank	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3482-01		Linda Mary Maddocks	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3483-01		Glenys Sydney Gomez	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3495-01		Valerie Hookham	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3497-01		Lynette Truswell	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3499-01		Rhonda Dawn McGee	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3502-01		Patricia Clarke	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3504-01		Paula Maria Josepha Geling	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3509-01		Maureen Soady	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3511-01		John Lewis	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3516-01		Patricia Jones & Ray Jones	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3524-01		John Whitton & Elsie Whitton	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21

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3999.3527-01		Vivienne Anne Buckingham	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3529-01		Ray Davis	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3533-01		Maxine Ellis	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3538-01		Cornelia Troost	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3540-01		Joan Butcher	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3541-01		Shirley Ranger	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3542-01		Ron Brooks & Gillian Brooks	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3543-01		Elizabeth Hilton Livesey	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3549-01		Thomas Marlow & Dorothy Marlow	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3550-01		Margaret Beckett	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3552-01		Cherry Hamilton	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.3556-01		Jenny Binks	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.358-01		Coastline Mowers	1,732.50	INV	10/02/2020	22551#5	Supply plate compactor	1,732.50
3999.3596-01		KLMedia Pty Ltd	2,606.43	INV	11/02/2020	1143010	Board games and video games for Library	771.98
				INV	11/02/2020	1143011	DVD's and CD's for Library requests	112.13
				INV	11/02/2020	1143012	Anime DVD's for new Library collection	1,581.58
				INV	11/02/2020	1143013	DVD's for Library requests	140.74
3999.3608-01		Foreshore Rehabilitation & Fencing	420.75	INV	11/02/2020	INV-4603	Repairs to Barker Court chicane	420.75
3999.3700-01		Studiosity Pty Ltd	4,070.00	INV	10/02/2020	INV-4105	Library online tutoring services to Jan 2021	4,070.00
3999.4007-01		Digitales	2,970.00	INV	11/02/2020	SINV-16503	Annual online subscription to Mango Languages	2,970.00
3999.407-01		Winc Australia Pty Ltd	922.23	INV	10/02/2020	9031102913	Darius Wells Library stationery order	290.96
				INV	10/02/2020	9030893119	Administration stationery order January 2020	631.27
3999.41-01		Advanced Traffic Management (WA) Pt	1,146.20	INV	10/02/2020	00133207	Traffic management Moombaki Ave 300120	1,146.20
3999.4106-01		Kennards Hire Rockingham - Generato	110.00	INV	10/02/2020	21199572	Concrete vibe hire	110.00
3999.4139-01		Mary Monica Keep	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.4245-01		ED Property Services	1,210.00	INV	11/02/2020	00001410	Callistemon Court U4 fence/gate modifications	1,210.00
3999.4412-01		JB Hi-Fi Rockingham	359.00					

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				INV	11/02/2020	302987912-100	1 x Bose wireless over-ear set	359.00
3999.4513-01		Audrey Taylor	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.4514-01		John Joachim Xavier	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.4515-01		Margaret Mary Robertson	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.4516-01		Jeanette Hanmer	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.4633-01		Shirley Elfrida Bull	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.4634-01		Doris Alcock	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.4719-01		Complete Office Supplies Pty Ltd	270.90	INV	10/02/2020	08950998	Darius Wells Library stationery order	270.90
3999.480-01		Department of Transport	54.40	INV	11/02/2020	4128294	Disclosure of information fees January 2020	54.40
3999.483-01		Landgate	1,225.49	INV	11/02/2020	987546	Landgate title search fees for January 2020	26.20
				INV	11/02/2020	354003-10001098	GRV chargeable schedule No G2020/2	1,199.29
3999.4861-01		Big W	363.80	INV	11/02/2020	176568	Assorted swim nappies for Recquatic Proshop	363.80
3999.4911-01		Geoffrey Booth	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.4926-01		Aussie Clotheslines	490.00	INV	10/02/2020	15817-1	Callistemon Court U4 replace clothesline	490.00
3999.5061-01		Department of Planning -DAP	10,486.00	INV	12/02/2020	DAP/19/01708	DA9518 Lot 108 Kwinana Beach Road	10,486.00
3999.5195-01		Rosewitha Bywaters	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.5196-01		Joan Hulme	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.5197-01		Brenda Patricia Sawyers	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.5199-01		Henry Wink	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.5441-01		Nindethana Seed Service Pty Ltd	882.20	INV	11/02/2020	N001004	Various seedlings	882.20
3999.5520-01		Master Lock Service	275.00	INV	10/02/2020	00006630	Callistemon Court U52 lock repairs	90.00
				INV	10/02/2020	00006664	Banksia Park U33 Replace flyscreen door handle	185.00
3999.5581-01		Totally Workwear Rockingham	688.05	INV	11/02/2020	RK17750.D1	Uniforms for City Assist team	236.74
				INV	11/02/2020	RK16717.D3	Uniforms for City Assist team	451.31
3999.5670-01		Tracey Jane Gooden	54.74	INV	11/02/2020	300120B	Reimbursement for Youth Services expenses	54.74
3999.5701-01		Ruth Long	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.5703-01		Ronald Spooner	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21

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3999.572-01		Fire & Emergency Services, Dept of	260,696.41	INV	10/02/2020	030220	ESL collections for the month of January 2020	260,696.41
3999.583-01		Flexi Staff Pty Ltd	1,492.43	INV	11/02/2020	214918	Temp staff week ending 260120	1,492.43
3999.5996-01		CMS Engineering Pty Ltd	1,023.00	INV	10/02/2020	35823	Recquatic replace AC wall controller	643.50
				INV	10/02/2020	35824	Business Incubator repair leaking wall AC	379.50
3999.6267-01		Woolworths Group Limited	992.79	INV	10/02/2020	3413284	Items for Cafe Splash	61.80
				INV	10/02/2020	43927009	Items for Admin	108.20
				INV	10/02/2020	43926593	Items for Admin	158.51
				INV	11/02/2020	43687066	Items for Admin	164.21
				INV	11/02/2020	3770098	Items for Cafe Splash	6.40
				INV	11/02/2020	3770097	Items for Cafe Splash	88.46
				INV	11/02/2020	3870574	Items for Mooditj Kulungars and Bright Futures	175.61
				INV	11/02/2020	43860550	Catering supplies	104.92
				INV	11/02/2020	43657221	Items for Cafe Splash	124.68
3999.6370-01		Elxacom	7,656.47	INV	11/02/2020	28413	Callistemon Court U4 various electrical works	707.59
				INV	11/02/2020	28459	Callistemon Court U43 replace light fitting	239.24
				INV	10/02/2020	28468	Darius Wells repair spitfires and exit lighting	1,051.68
				INV	10/02/2020	28461	Adventure Park repairs BBQ thermal overload	48.02
				INV	10/02/2020	28410	Adventure Park splash pad pump investigation	144.07
				INV	10/02/2020	28474	Fiona Harris Pavilion replace powerpoint cover	408.43
				INV	10/02/2020	28504	Medina Oval after hours electrical repairs	4,424.72
				INV	06/02/2020	28441	Thomas clubrooms emergency/exit light testing	316.36
				INV	06/02/2020	28437	Administration Building electrical testing	237.27
				INV	10/02/2020	28549	Banksia Park U25 replace smoke alarm	79.09
3999.6376-01		Daniel Wakeford Turrell	44.05	INV	11/02/2020	100220	Reimbursement of HC licence	44.05
3999.6457-01		Total Green Recycling	247.17	INV	11/02/2020	INV7167	E-waste recycling	247.17
3999.665-01		Gregs Glass	460.00	INV	10/02/2020	8460-19	Darius Wells creche reglaze window	460.00
3999.6796-01		Adelaide Betty Trent	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.6797-01		Norma Newland	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21

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3999.6798-01		Elizabeth Lang	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.6800-01		Walter & Mary Buczolic	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.6801-01		Mary Rafferty Harris	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.6802-01		Marjorie Watson	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.6803-01		Catherine Gardiner Hazeldean	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.6860-01		Advance Scanning Services	1,155.00	INV	10/02/2020	20164595	Service locate Gilmore Avenue service road	1,155.00
3999.6878-01		Charles Bryson Macaulay	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.6971-01		Irene Storey	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.7-01		AAA Windscreens & Tinting	285.00	INV	11/02/2020	INV-46622	Window frosting on small office in pool area	285.00
3999.7185-01		Adolf Herbert Gaschk	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.7273-01		Audrey Elizabeth Newman	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.7315-01		Foxtel Cable Television Pty Ltd	270.00	INV	11/02/2020	351998704	Recquatic Foxtel February 2020	270.00
3999.7388-01		Morris Jacobs	265.00	INV	12/02/2020	13	Facilitate Tuesday art 110220	265.00
3999.7555-01		Select Music	13,200.00	INV	10/02/2020	13650	Part payment for Performer for Youth Festival 2020	13,200.00
3999.762-01		Blackwood & Sons Ltd	250.76	INV	11/02/2020	KW9140VG	Paint dymark spray and mark	63.76
				INV	11/02/2020	PE0483VH	Danger tape do not enter	187.00
3999.770-01		Jason Signmakers	904.53	INV	10/02/2020	205135	Honeywood Primary School kiss and drop signage	904.53
3999.7827-01		Joan Amelia Scott	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.7833-01		Kwinana Veterinary Hospital Pty Ltd	425.00	INV	11/02/2020	71057	Animal services	45.00
				INV	11/02/2020	69824	Microchipping fee	65.00
				INV	11/02/2020	65918	Microchipping fee	65.00
				INV	11/02/2020	67659	Animal services	120.00
				INV	11/02/2020	66102	Microchipping fee	130.00
3999.7855-01		GreenLite Electrical Contractors Pt	476.62	INV	10/02/2020	00012029	Reconnection of loan pump for Medina Oval outer	476.62
3999.8090-01		John Philip Clark & Janice Lynette	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.827-01		Kwinana Bowling Club Inc	285.00	INV	10/02/2020	S0073	Team building at Kwinana Bowling Club	285.00
3999.8290-01		Leda Education Support Centre	139.00	INV	11/02/2020	11FEB2020	Refund from cancelled Patio hire 130220	39.00

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				RFD	11/02/2020	1623794	Refund hall bond Medina Hall	100.00
3999.8324-01		Mae Meatchem	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.8325-01		Envirosweep	537.63	INV	11/02/2020	75195	Sweeping of Budden Way 280120	537.63
3999.8337-01		Cancer Council WA	123.30	INV	12/02/2020	Refund	Building approval certificate unable to be issued	123.30
3999.8519-01		Lucie Marie Johanna Schokker	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.8579-01		Margarita Agnes Nutt	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.8610-01		John Scarfe	1,425.00	INV	11/02/2020	84	Pens x 35 as gifts at Citizenship ceremonies	525.00
				INV	11/02/2020	83	Pens x 60 as gifts at Citizenship ceremonies	900.00
3999.867-01		Lamp Replacements	250.80	INV	10/02/2020	IN1026218	Darius Wells light globe replacements	250.80
3999.8756-01		Ohura Consulting	4,261.07	INV	11/02/2020	INV-0033	Stage 4 Classification System January 2020	4,261.07
3999.888-01		Les Mills Australia	1,007.16	INV	11/02/2020	1049264	Les Mills licence fee February 2020	1,007.16
3999.8899-01		Majestic Plumbing	10,936.68	INV	10/02/2020	235816	Callistemon Court U65 unblock drain	253.26
				INV	10/02/2020	235987	Callistemon Court U71 replace rear garden tap	123.88
				INV	10/02/2020	235985	Callistemon Court U22 unblock toilet	253.26
				INV	10/02/2020	235817	Senior Citizens Centre repair dishwasher	88.13
				INV	10/02/2020	235813	Administration repair kitchen urn	187.26
				INV	10/02/2020	235795	Callistemon Court U4 plumbing works	3,633.03
				INV	10/02/2020	235856	Fiona Harris Pavilion replace backflow device	2,552.28
				INV	10/02/2020	235858	Administration repair running toilet	339.35
				INV	10/02/2020	235920	Thomas Kelly Pavilion repair/replace kitchen sink	1,145.61
				INV	10/02/2020	235410	Callistemon Court U9 replace hose cock	209.26
				INV	10/02/2020	235796	Rhodes Park unblock toilet	155.23
				INV	10/02/2020	235797	Magenup Equestrian Centre replace water filter	703.57
				INV	10/02/2020	235799	Leda Hall repair leaking sink	203.76
				INV	10/02/2020	235968	Banksia Park U21 garden tap replacement	121.13
				INV	10/02/2020	235919	Callistemon Court U9 replace tap and install hose	214.76
				INV	10/02/2020	235861	Callistemon Court U4 replace kitchen sink waste	121.13
				INV	10/02/2020	235857	Department of Housing repair toilet cistern	180.13

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				INV	10/02/2020	235855	Kwinana Bowling Club sewer pit alarm repair	99.13
				INV	10/02/2020	235818	John Wellard repair zip tap	176.26
				INV	10/02/2020	235928	Recquatic gas fryer inspection	88.13
				INV	10/02/2020	235969	Banksia Park U6 oven repairs	88.13
3999.8922-01		Norm Carlisle & Maureen Carlisle	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.8979-01		Vocus Communications	1,694.00	INV	11/02/2020	P523416	Monthly internet services February 2020	1,694.00
3999.8984-01		Baldivis Transport Pty Ltd	175.00	INV	10/02/2020	2016	Casuarina/Wellard Hall water delivery 201119	175.00
3999.8998-01		McLeods	25,064.26	INV	10/02/2020	112337	Legal fees matter 45305	123.45
				INV	07/02/2020	310120	Legal fees matter 45235	1,799.82
				INV	07/02/2020	112286	Legal fees matter 45236	311.67
				INV	07/02/2020	112287	Legal fees matter 45237	1,793.32
				INV	07/02/2020	112288	Legal fees matter 45238	1,797.16
				INV	07/02/2020	112289	Legal fees matter 45239	1,755.03
				INV	07/02/2020	112290	Legal fees matter 45240	1,921.68
				INV	07/02/2020	112292	Legal fees matter 45242	306.27
				INV	07/02/2020	112295	Legal fees matter 45299	423.60
				INV	07/02/2020	112291	Legal fees matter 45241	1,751.73
				INV	07/02/2020	112293	Legal fees matter 45243	1,756.13
				INV	07/02/2020	112316	Legal fees matter 45304	949.67
				INV	07/02/2020	45306	Legal fees matter 45306	529.37
				INV	07/02/2020	112296	Legal fees matter 45305	652.82
				INV	07/02/2020	112314	Legal fees matter 45308	418.65
				INV	07/02/2020	112298	Legal fees matter 45310	531.02
				INV	07/02/2020	112299	Legal fees matter 45311	529.92
				INV	07/02/2020	112300	Legal fees matter 45312	473.19
				INV	07/02/2020	112301	Legal fees matter 45313	493.15
				INV	07/02/2020	112269	Legal fees matter 42544	250.79
				INV	07/02/2020	112302	Legal fees matter 45314	433.13
				INV	11/02/2020	112270	Legal fees matter 44444	406.26
				INV	11/02/2020	112284	Legal fees matter 45233	2,006.79
				INV	11/02/2020	112317	Legal fees matter 45234	305.17
				INV	11/02/2020	112206	Legal fees matter 45199	1,956.60
				INV	11/02/2020	112205	Legal fees matter 44312	1,387.87
3999.9013-01		Department of Mines, Industry	11,659.09	INV	11/02/2020	January20	Building Services Levy January 2020	11,659.09

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3999.9019-01		Kearns Garden Supplies	265.59	INV	11/02/2020	53	Callistemon Court hardware	76.95
				INV	11/02/2020	54	Banksia Park hardware	61.60
				INV	10/02/2020	76-31/01/2020	Assorted hardware items January 2020	116.68
				INV	10/02/2020	78-310120	Assorted hardware items January 2020	10.36
3999.9030-01		Air Liquide Australia	72.56	INV	11/02/2020	WG9489	Hire of medical oxygen	72.56
3999.903-01		Lo-Go Appointments	24,248.46	INV	11/02/2020	00420447	Temp staff week ending 170819	3,147.98
				INV	11/02/2020	00421393	Temp staff week ending 250120	2,243.81
				INV	11/02/2020	00421425	Temp staff week ending 010220	1,792.40
				INV	11/02/2020	00421392	Temp staff week ending 250120	1,629.05
				INV	11/02/2020	00421424	Temp staff week ending 010220	808.49
				INV	11/02/2020	00421391	Temp staff week ending 250120	2,456.96
				INV	11/02/2020	00421423	Temp staff week ending 010220	1,228.48
				INV	11/02/2020	00419556	Temp staff week ending 200419	1,115.27
				INV	11/02/2020	00419262	Temp staff week ending 090519	1,994.37
				INV	11/02/2020	00421422	Temp staff week ending 010220	2,145.96
				INV	10/02/2020	00419140	Temp staff week ending 160219	1,120.74
				INV	10/02/2020	00419558	Temp staff week ending 200419	1,230.08
				INV	10/02/2020	00419391	Temp staff week ending 300319	1,148.07
				INV	10/02/2020	004119348	Temp staff week ending 230319	1,093.40
				INV	10/02/2020	00419305	Temp staff week ending 160319	1,093.40
3999.9076-01		Charles Service Company	75.00	INV	10/02/2020	00032392	Mandogalup Fire Station cleaning services	75.00
3999.9083-01		WA Library Supplies	126.10	INV	11/02/2020	00121390	Labels and barcode protectors Library	126.10
3999.9271-01		Melissa Jade Carter	843.39	INV	10/02/2020	10.3	Rates refund	843.39
3999.9326-01		Gymcare	50.80	INV	11/02/2020	5576	Rower foot straps	50.80
3999.9345-01		Accidental Health & Safety Perth	128.54	INV	11/02/2020	312	Purchase Viraclean for animal management facility	128.54
3999.9497-01		Barbara Grace Staunton	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999.9604-01		WARVRA	156.00	INV	11/02/2020	22211	Banksia Park membership 2020	156.00
3999.9631-01		Micro Focus Australia Pty Ltd	24,103.54	INV	11/02/2020	1AUSA42194	Licences support and maintenance to 310121	24,103.54
3999.9790-01		Classic Hire	789.25	INV	10/02/2020	138904-6	Wellard Pavilion two portable toilets 080220	789.25
3999.9806-01		Sian Musgrave	100.00	RFD	11/02/2020	1585901	Refund bond on Patio hire	100.00

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3999.9978-01		Marjorie Kathleen Preece	73.21	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	73.21
3999	14/02/2020	EFT TRANSFER: - 13/02/2020	-66.01				Payment reversal creditor #7934	
4000	12/02/2020	EFT TRANSFER: - 13/02/2020	98,396.39					
4000.565-01		Bright Futures Family Day Care - Pa	98,396.39	INV	13/02/2020	070120 to 090220	IHC Payroll 270120 to 090220	98,396.39
4001	12/02/2020	EFT TRANSFER: - 13/02/2020	20,203.26					
4001.568-01		Bright Futures In Home Care - Payro	20,203.26	INV	13/02/2020	270120 to 090220	IHC Payroll 270120 to 090220	20,203.26
4002	12/02/2020	EFT TRANSFER: - 13/02/2020	382,441.57					
4002.10152-01		SuperChoice	382,441.57	INV	13/02/2020	Feb-ADJ-2020	Adjustment to super for February 2020	842.60
				INV	31/01/2020	January2020*-01	Superannuation-January2020*-01	270,635.69
				INV	31/01/2020	January2020*-03	Superannuation-January2020*-03	10,945.97
				INV	31/01/2020	January2020*-06	Superannuation-January2020*-06	3,656.89
				INV	31/01/2020	January2020*-07	Superannuation-January2020*-07	4,904.39
				INV	31/01/2020	January2020*-13	Superannuation-January2020*-13	2,524.41
				INV	31/01/2020	January2020*-14	Superannuation-January2020*-14	12,816.57
				INV	31/01/2020	January2020*-16	Superannuation-January2020*-16	1,322.93
				INV	31/01/2020	January2020*-17	Superannuation-January2020*-17	25,723.31
				INV	31/01/2020	January2020*-18	Superannuation-January2020*-18	1,931.59
				INV	31/01/2020	January2020*-21	Superannuation-January2020*-21	1,482.36
				INV	31/01/2020	January2020*-22	Superannuation-January2020*-22	576.40
				INV	31/01/2020	January2020*-30	Superannuation-January2020*-30	1,619.01
				INV	31/01/2020	January2020*-32	Superannuation-January2020*-32	1,264.96
				INV	31/01/2020	January2020*-43	Superannuation-January2020*-43	277.01
				INV	31/01/2020	January2020*-46	Superannuation-January2020*-46	2,199.95
				INV	31/01/2020	January2020*-48	Superannuation-January2020*-48	1,379.58
				INV	31/01/2020	January2020*-49	Superannuation-January2020*-49	981.46
				INV	31/01/2020	January2020*-50	Superannuation-January2020*-50	2,591.05
				INV	31/01/2020	January2020*-54	Superannuation-January2020*-54	2,152.59
				INV	31/01/2020	January2020*-55	Superannuation-January2020*-55	5,734.73
				INV	31/01/2020	January2020*-56	Superannuation-January2020*-56	1,953.66
				INV	31/01/2020	January2020*-58	Superannuation-January2020*-58	1,479.62
				INV	31/01/2020	January2020*-59	Superannuation-January2020*-59	3,232.01
				INV	31/01/2020	January2020*-60	Superannuation-January2020*-60	1,730.00
				INV	31/01/2020	January2020*-63	Superannuation-January2020*-63	434.63
				INV	31/01/2020	January2020*-64	Superannuation-January2020*-64	1,147.89
				INV	31/01/2020	January2020*-66	Superannuation-January2020*-66	691.91

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				INV	31/01/2020	January2020*-70	Superannuation-January2020*-70	1,118.94
				INV	31/01/2020	January2020*-72	Superannuation-January2020*-72	1,509.25
				INV	31/01/2020	January2020*-73	Superannuation-January2020*-73	1,976.72
				INV	31/01/2020	January2020*-75	Superannuation-January2020*-75	336.07
				INV	31/01/2020	January2020*-79	Superannuation-January2020*-79	1,698.18
				INV	31/01/2020	January2020*-81	Superannuation-January2020*-81	918.83
				INV	31/01/2020	January2020*-83	Superannuation-January2020*-83	653.16
				INV	31/01/2020	January2020*-84	Superannuation-January2020*-84	303.12
				INV	31/01/2020	January2020*-85	Superannuation-January2020*-85	1,062.75
				INV	31/01/2020	January2020*-89	Superannuation-January2020*-89	1,218.30
				INV	31/01/2020	January2020*-90	Superannuation-January2020*-90	722.03
				INV	31/01/2020	January2020*-91	Superannuation-January2020*-91	1,269.56
				INV	31/01/2020	January2020*-92	Superannuation-January2020*-92	2,489.61
				INV	31/01/2020	January2020*-93	Superannuation-January2020*-93	346.35
				INV	31/01/2020	January2020B*-01	Superannuation-January2020B*-01	403.56
				INV	31/01/2020	January2020B*-06	Superannuation-January2020B*-06	129.52
				INV	31/01/2020	January2020B*-07	Superannuation-January2020B*-07	52.45
4003	12/02/2020	EFT TRANSFER: - 13/02/2020	233,310.10					
4003.153-01		Australian Taxation Office	219,197.00	INV	04/02/2020	PY99-09-Australi	PAYG tax withheld	12,347.00
				INV	09/02/2020	PY01-17-Australi	PAYG tax withheld	206,850.00
4003.2853-01		Maxxia Pty Ltd	3,270.38	INV	10/02/2020	100329020200131	Employee net ITC for period 010120-310120	349.80
				INV	09/02/2020	PY01-17-Maxxia P	Payroll deduction	1,498.62
				INV	09/02/2020	PY01-17-Maxxia P	Payroll deduction	1,421.96
4003.3376-01		Health Insurance Fund of WA (HIF)	1,115.50	INV	09/02/2020	PY01-17-Health I	Payroll deduction	1,115.50
4003.3719-01		City of Kwinana - Xmas fund	7,750.00	INV	09/02/2020	PY01-17-TOK Chri	Payroll deduction	7,750.00
4003.530-01		Easifleet	1,977.22	INV	10/02/2020	131831	Novated lease for February 2020	1,977.22
4004	20/02/2020	EFT TRANSFER: - 20/02/2020	838,193.29					
4004.10022-01		BBB Advisory	11,660.00	INV	18/02/2020	INV-16263	Customer experience training completion	11,660.00
4004.10078-01		Web Track	550.00	INV	17/02/2020	INV-4155	Install hands free kit KWN2134	550.00
4004.10373-01		Green Willows Industrial Cleaning a	200.00	INV	14/02/2020	48	Village office cleaning	200.00
4004.1046-01		Canon Production Printing Australia	512.56	INV	14/02/2020	1492931	Monthly Charges for Colorwave 550	237.56
							December 19	
				INV	17/02/2020	1491738	Colorwave 3500 scanner charges January 20	275.00

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4004.10884-01		Global Sustainable Energy Solutions	2,860.00	INV	17/02/2020	00010086	Solar PV compliance inspections Recquatic & Wellard Community Centre	2,860.00
4004.10909-01		One Heart City Church	700.00	RFD	17/02/2020	1631645	Refund bond hall hire	700.00
4004.11243-01		GPC Asia Pacific Pty Ltd	2,108.50	INV	17/02/2020	1380019891	Cleaning products	763.49
				INV	17/02/2020	1380019563	160L dangerous goods cabinet	1,119.80
				INV	17/02/2020	4330155948	Parts for City of Kwinana Ford Courier ute	141.30
				INV	18/02/2020	1380020780	Auto parts	83.91
4004.11300-01		Strategic DCP Consulting	3,866.50	INV	19/02/2020	014	DCP consulting services for DCA's	3,866.50
4004.1130-01		Port Printing Works	70.40	INV	18/02/2020	INV049966	Grow it Local A5 flyers print run x200	70.40
4004.11366-01		Outback Handyman	924.00	INV	18/02/2020	2495	Retirement Village relief caretaker to 140220	924.00
4004.11369-01		Paterson Personal Styling	200.00	INV	18/02/2020	1488	Body shape personal styling workshop 140220	200.00
4004.11402-01		Bokashi Composting Australia	13,027.09	INV	17/02/2020	00026829	150 x composting buckets and 300 x compost mix 1kg	13,027.09
4004.11406-01		Leaf Bean Machine Pty Ltd	71.96	INV	17/02/2020	00072776	Recquatic cafe coffee beans	71.96
4004.11430-01		Baycorp	70.40	INV	17/02/2020	0220-068	Additional travel cost to serve minor case claim	70.40
4004.11628-01		Hydroquip Pumps	8,332.50	INV	18/02/2020	INV-41130	Gawler Way supply and install meter	1,496.00
				INV	18/02/2020	INV-41131	Djilba Reserve bore cable replacement	1,457.50
				INV	18/02/2020	INV-41132	Djilba Reserve bore redevelopment	5,379.00
4004.1166-01		RAC Motoring Pty Ltd t/a RAC Busine	259.00	INV	14/02/2020	2974318	After hours call out to replace battery in KWN701	259.00
4004.1178-01		Holcim (Australia) Pty Ltd	2,887.06	INV	18/02/2020	9406750939	1.4 M3 concrete for Nannup Street	456.28
				INV	18/02/2020	9406743761	Supply 1m3 of concrete for corner Chisham Avenue	376.20
				INV	18/02/2020	9406736724	Supply 1m3 of concrete for corner of Darius Drive	416.24
				INV	18/02/2020	9406739057	Supply 1.4m3 of concrete for Burkett Terrace	476.30
				INV	18/02/2020	9406728609	1m3 of concrete for Cowcher Way	416.24
				INV	18/02/2020	9406732608	1.4m3 of concrete for Cowcher Way	456.28
				INV	18/02/2020	9406726721	0.6 M3 concrete for Needlewood Loop	289.52
4004.11789-01		DNR Contracting Pty Ltd	1,887.60	INV	17/02/2020	1201	Budden Way upgrading cart topsoil and back fill	1,887.60
4004.11973-01		Flex Fitness Equipment	3,365.97	INV	18/02/2020	88548	Flex fitness accessory order for functional studio	3,365.97

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4004.12005-01		Sasha Wasley	204.00	INV	18/02/2020	1019	Library Lovers Day event panel presentation	204.00
4004.12034-01		Bake R's Customised Cakes and Sweet	3.00	INV	17/02/2020	Refund	Refund differential amount health licence 19/20	3.00
4004.12035-01		Zailani Zai	10.83	INV	17/02/2020	Refund	Overpayment equine premises invoices	10.83
4004.12037-01		Alana McLeod	221.24	INV	14/02/2020	060220	Refund of swimming lessons	221.24
4004.12038-01		Allisha Rowe	150.00	INV	14/02/2020	060220	Refund of swimming lessons	150.00
4004.12040-01		Lisa Miller	100.00	RFD	17/02/2020	1621145	Refund bond The Patio	100.00
4004.12041-01		Nerissa Empleo	100.00	RFD	17/02/2020	1613012	Refund bond The Patio	100.00
4004.12042-01		Janet Sein Win	100.00	RFD	17/02/2020	1612559	Refund bond The Patio	100.00
4004.12043-01		Ashwin Rao Upidi Badkillaya	1,000.00	RFD	17/02/2020	1607179	Refund bond hall hire	1,000.00
4004.12044-01		Danielle Boyd	100.00	RFD	17/02/2020	1597436	Refund bond The Patio	100.00
4004.12045-01		Rinat Akhmetianov	100.00	RFD	17/02/2020	1588759	Refund bond The Patio	100.00
4004.12046-01		Cameron Hill	100.00	RFD	17/02/2020	1475957	Refund bond The Patio	100.00
4004.12047-01		Doris Maxwell	2,000.00	RFD	17/02/2020	1615382	Refund bond hall hire	2,000.00
4004.12048-01		Sharon Halford	75.80	INV	17/02/2020	120220	Refund for swimming enrolment cancellation	75.80
4004.1205-01		Ridleys Towing & Transport	197.50	INV	19/02/2020	3398	Driver for Adventure World trip	75.00
				INV	19/02/2020	3399	Driver for HR tour	62.50
				INV	19/02/2020	3400	Bus cleaning January 2020	60.00
4004.1317-01		Bullivants Pty Ltd	537.35	INV	18/02/2020	DMI400963619	Lifting gear inspection	537.35
4004.1393-01		Sunny Sign Company Pty Ltd	2,249.50	INV	18/02/2020	425477	Supply of new street signs	371.25
				INV	18/02/2020	425923	Workman ahead signs and stands	1,804.00
				INV	18/02/2020	425476	Supply new street sign	74.25
4004.1423-01		Telstra	58.44	INV	18/02/2020	0335568200Feb20	Banksia Park clubhouse to 090220	58.44
4004.1474-01		Toll Transport Pty Ltd	36.86	INV	18/02/2020	1064217	Courier charges 290120	36.86
4004.150-01		Australian Library & Information As	485.00	INV	17/02/2020	35118	Cataloguing Basics workshop registration	485.00
4004.1516-01		Trisley's Hydraulic Services Pty Lt	9,603.00	INV	18/02/2020	100203134	Replacement pH probes for 25m pool and spa	660.00
				INV	18/02/2020	100203135	Supply of various parts for hydro filters	4,103.00
				INV	18/02/2020	100203131	Annual service to Hydrotherapy filters	2,200.00
				INV	18/02/2020	100203133	Annual service of Leisure pool filters	880.00

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				INV	18/02/2020	100203132	Annual service to 25m de filters	1,760.00
4004.1533-01		Udia (WA)	198.00	INV	18/02/2020	00031524	Registration to UDIA Industry breakfast 110320	198.00
4004.1592-01		Water Corporation of Western Austra	5.04	INV	14/02/2020	9018197324Feb20	2U Honeywood Park drink fountain	5.04
4004.1600-01		Jeffrey Carl Wegner	44.05	INV	19/02/2020	18thFeb2020	HC licence renewal to 110221	44.05
4004.1614-01		Westbooks	1,717.24	INV	17/02/2020	312038	Popular junior items	76.72
				INV	17/02/2020	312039	Adult audio books	115.39
				INV	17/02/2020	312028	Library items	138.32
				INV	17/02/2020	312033	Junior Library items	29.58
				INV	17/02/2020	312037	Lost items with reservations	11.09
				INV	17/02/2020	312029	Adult items for requests	121.29
				INV	17/02/2020	311930	Library items	20.71
				INV	17/02/2020	311935	Junior Library items	75.42
				INV	17/02/2020	311936	Adult Library items	89.09
				INV	17/02/2020	311933	Library books	45.85
				INV	17/02/2020	311927	Junior Library items	48.05
				INV	17/02/2020	311932	Junior Library items	54.18
				INV	17/02/2020	311934	Junior Library items	40.67
				INV	17/02/2020	311928	Adult Library items	18.49
				INV	17/02/2020	311931	Replacement of damaged stock	8.13
				INV	17/02/2020	311929	Library items	51.79
				INV	17/02/2020	311937	Library books	379.97
				INV	14/02/2020	312035	Replacements for damaged items	11.09
				INV	14/02/2020	312031	Popular adult books	138.29
				INV	14/02/2020	312032	Purchase of local stock books	48.82
				INV	14/02/2020	312034	Library items	56.75
				INV	14/02/2020	312030	Popular junior items	113.14
				INV	14/02/2020	312036	Library books	24.41
4004.1660-01		Wurth Australia Pty Ltd	494.52	INV	18/02/2020	4306997121	Various parts	494.52
4004.1726-01		Kyocera Document Solutions Australi	2,927.60	INV	19/02/2020	2852473557	Copy cost January 2020 Recquatic	14.53
				INV	19/02/2020	2852473534	Copy cost January 2020 Admin City Leadership	61.06
				INV	19/02/2020	2852473535	Copy cost January 2020 Business Incubator IT	114.14

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				INV	19/02/2020	2852473536	Copy cost January 2020 Community Centre Team	80.02
				INV	19/02/2020	2852473538	Copy cost January 2020 The Zone	118.06
				INV	19/02/2020	2852473539	Copy cost January 2020 Admin Planning	313.09
				INV	19/02/2020	2852473540	Copy cost January 2020 Admin Governance	432.55
				INV	19/02/2020	2852473537	Copy cost January 2020 Darius Library staff	70.97
				INV	19/02/2020	2852473541	Copy cost January 2020 Admin Finance	139.53
				INV	19/02/2020	2852473542	Copy cost January 2020 Bright Futures	208.05
				INV	19/02/2020	2852473544	Copy cost January 2020 Recquatic 2	439.39
				INV	19/02/2020	2852473545	Copy cost January 2020 Darius Library Public	62.25
				INV	19/02/2020	2852473546	Copy cost January 2020 Admin CSO	65.24
				INV	19/02/2020	2852473547	Copy cost January 2020 Depot admin	127.19
				INV	19/02/2020	2852473548	Copy cost January 2020 Admin Records	322.37
				INV	19/02/2020	2852473549	Copy cost January 2020 John Wellard public	88.03
				INV	19/02/2020	2852473550	Copy cost January 2020 William Bertram public	56.71
				INV	19/02/2020	2852473551	Copy cost January 2020 Darius downstairs reception	53.35
				INV	19/02/2020	2852473552	Copy cost January 2020 Zone reception	14.96
				INV	19/02/2020	2852473553	Copy cost January 2020 Banksia Park Copy	25.84
				INV	19/02/2020	2852473554	cost January 2020 Darius Volunteer Centre	24.31
				INV	19/02/2020	2852473555	Copy cost January 2020 Darius creche	44.49
				INV	19/02/2020	2852473543	Copy cost January 2020 Depot Facility Maintenance	36.09
				INV	19/02/2020	2852473556	Copy cost January 2020 Depot mechanics	15.38
4004.1733-01		McMullen Nolan Group Pty Ltd	28,655.00	INV	18/02/2020	201320	Detailed survey of Brownell Crawford and Chilcott	28,655.00
4004.1856-01		Cornerstone Legal	4,672.80	INV	17/02/2020	16775	Legal fees matter No 004670	4,672.80
4004.1948-01		Maia Financial Pty Ltd	645.50	INV	18/02/2020	E6N0162852-PD	Lease for Hublet tablets from 200120 to 310120	645.50
4004.2097-01		Beaver Tree Services Aust Pty Ltd	54,240.50	INV	18/02/2020	71514	Tree pruning Brookes Way Calista	380.60
				INV	18/02/2020	71520	Tree removal behind Business Incubator	759.00
				INV	18/02/2020	71518	Tree pruning Lambeth Circle Wellard	436.70
				INV	18/02/2020	71515	Tree pruning Hefron Way Parmelia	90.20

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				INV	18/02/2020	71516	Tree removal/stump grinding Sulphur Rd Orelia	267.30
				INV	18/02/2020	71488	Tree removal Budden Way Medina	759.00
				INV	18/02/2020	71521	Tree pruning Lambeth Circle Wellard	436.70
				INV	18/02/2020	71387	Chipping/mulching of greenwaste	990.00
				INV	18/02/2020	71522	Traffic management/tree removal Runnymede Gate	1,812.80
				INV	18/02/2020	71499	Tree pruning Elbuet Way Parmelia	44.00
				INV	18/02/2020	71517	Tree pruning/root grinding Sway Road Wellard	532.95
				INV	18/02/2020	71519	Tree pruning Runnymede Gate Wellard	436.70
				INV	18/02/2020	71429	Tree watering w/ending 061219	4,225.35
				INV	18/02/2020	71430	Tree watering w/ending 131219	4,225.35
				INV	18/02/2020	71431	Tree watering w/ending 201219	4,225.35
				INV	18/02/2020	71432	Tree watering w/ending 271219	4,225.35
				INV	18/02/2020	71433	Tree watering w/ending 030120	4,225.35
				INV	18/02/2020	71434	Tree watering w/ending 100120	4,225.35
				INV	18/02/2020	71435	Tree watering w/ending 170120	4,225.35
				INV	18/02/2020	71446	Tree watering w/ending 240120	4,225.35
				INV	18/02/2020	71498	Various tree pruning works	9,266.40
				INV	18/02/2020	71607	Tree watering w/ending 310120	4,225.35
4004.2121-01		Suez	330,844.00	INV	17/02/2020	35875157	Waste bin servicing at various locations January 20	1,997.27
				INV	17/02/2020	35836027	Mixed waste January 20	174,974.49
				INV	17/02/2020	164933	Commercial recycling January 20	153,872.24
4004.2125-01		Synergy	26,744.16	INV	14/02/2020	201813230Feb20	3515U Mandogalup Station and reserve bore	1,090.43
				INV	13/02/2020	295922660Feb20	1078U Willandra Park	412.27
				INV	13/02/2020	566370150fEB20	1755U Chipperton Park	587.49
				INV	13/02/2020	114826720Feb20	268U Bore industrial s/scapes Naval Base	188.03
				INV	13/02/2020	938812910Feb20	9613U Wandi Reserve	2,032.00
				INV	13/02/2020	129764890Feb20	5987U Lambeth Park POS	1,262.07
				INV	13/02/2020	144372270Feb20	5628U Thomas Oval retic	834.71
				INV	13/02/2020	2072877571Feb20	0U Woko Park bore	113.85
				INV	14/02/2020	657514270Feb20	0U Wandi Oval	117.40
				INV	14/02/2020	958335710Feb20	11400U Orelia Oval	2,650.19
				INV	18/02/2020	198694990Feb20	60568.41U Admin/Arts/Parmelia	17,455.72

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4004.2224-01		Prestige Catering & Event Hire	510.00	INV	17/02/2020	INV-0994	Catering Elected Member dinner 120220	510.00
4004.235-01		Bristol Cleaning Services	630.00	INV	14/02/2020	0220-2	Callistemon Court U42 window cleaning	90.00
				INV	14/02/2020	0220C	Banksia Park clubhouse window cleaning Dec-Feb	360.00
				INV	14/02/2020	0220-1	Callistemon Court U65 window cleaning	90.00
				INV	14/02/2020	0220-3	Banksia Park Villa 43 window cleaning	90.00
4004.2438-01		Business News Pty Ltd	4,950.00	INV	18/02/2020	INV-2026991	Advertising 170220	4,950.00
4004.2460-01		Allcom Communications	385.00	INV	17/02/2020	29483	Two way repair for KWN2134	385.00
4004.248-01		Bunnings Building Supplies	163.26	INV	18/02/2020	2163/00150443	60 Pavers	55.08
				INV	17/02/2020	2163/0128427	Hozelock pressure garden sprayer x 2	75.40
				INV	18/02/2020	2163/01283685	Kincrome pen engraving tool	32.78
4004.2512-01		Konnect	3.58	INV	18/02/2020	17426320	8 x unci bolts	3.58
4004.2546-01		Sigma Chemicals	1,057.33	INV	17/02/2020	137069/01	Pool chemicals and dolphin bag frame/base	1,057.33
4004.2646-01		Neverfail Springwater	85.80	INV	17/02/2020	482264	Admin building bottled water for dispensers	85.80
4004.2852-01		Downer EDI Works Pty Ltd	1,114.76	INV	19/02/2020	6008064	Asphalt for Medina	126.81
				INV	19/02/2020	6008065	Asphalt for Casuarina	302.54
				INV	19/02/2020	9312401	Cationic rapid set for Casuarina/Wellard Hall	136.95
				INV	19/02/2020	6008063	Asphalt supply for Bertram	141.26
				INV	19/02/2020	6008016	Asphalt supply for Wellard	337.46
				INV	19/02/2020	6008102	Asphalt for Wandii	69.74
4004.2903-01		Connect CCS	1,756.04	INV	18/02/2020	00100272	After hours monitoring overcalls January 2020	1,756.04
4004.303-01		Challenge Chemicals Australia	83.93	INV	14/02/2020	102130	Spicesan for animal management facility	83.93
4004.3105-01		Poly Pipe Traders	2,791.56	INV	18/02/2020	00103528	Reticulation items	1,198.26
				INV	18/02/2020	00103616	Reticulation items	1,557.94
				INV	18/02/2020	00103634	PVC pipe	35.36
4004.3212-01		Marketforce Pty Ltd	286.68	INV	17/02/2020	31698	Public notice Electors' General Meeting	286.68
4004.3338-01		AAA Blinds Port Kennedy	176.00	INV	18/02/2020	7413	Callistemon Court U41 & U64 repair blinds	176.00
4004.335-01		City of Rockingham	2,891.56	INV	19/02/2020	109952	January tip fees Depot	2,891.56
4004.358-01		Coastline Mowers	3,192.05	INV	18/02/2020	22651#10	Chainsaw oil cap	15.50
				INV	18/02/2020	22620#5	Concrete floor saw and blade	3,176.55

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4004.3977-01		MRP Osborne Park-General Pest/Termi	6,500.00	INV	18/02/2020	88717	Control of white cedar moth at various locations	6,500.00
4004.407-01		Winc Australia Pty Ltd	656.12	INV	19/02/2020	9031383727	Stationery for Admin building for February 20	656.12
4004.41-01		Advanced Traffic Management (WA) Pt	7,043.85	INV	18/02/2020	00133373	Traffic management for illegal dumping Anketell Rd	663.30
				INV	17/02/2020	00133363	Provision of traffic management Moombaki Ave	939.40
				INV	17/02/2020	00133376	Provision of traffic management Moombaki Ave	709.50
				INV	17/02/2020	00133370	Provision of traffic management Budden Way	4,731.65
4004.4190-01		AC Cooling Services	1,923.90	INV	18/02/2020	5545	Callistemon Court 27 supply/install new A/C unit	1,923.90
4004.4245-01		ED Property Services	1,760.00	INV	18/02/2020	00001416	Replace dividing fence between Villa 32 & 33	1,760.00
4004.4256-01		Rockingham Skylights	300.00	INV	14/02/2020	12233	Callistemon Court 11 replace skylight ducting	300.00
4004.4552-01		Public Libraries Western Australia	250.00	INV	17/02/2020	0041	Public Libraries WA membership 2019/2020	250.00
4004.457-01		Porter Consulting Engineers	1,320.00	INV	18/02/2020	00020025	Completion of initial road inspection review	1,320.00
4004.4719-01		Complete Office Supplies Pty Ltd	1,981.80	INV	14/02/2020	08877670	Recquatic stationery order December 2019	551.23
				INV	17/02/2020	0890765	Recquatic stationery	139.25
				INV	18/02/2020	08962573	Stationery and equipment for Darius Wells	247.62
				INV	18/02/2020	08960060	Stationery for William Bertram Community Centre	275.03
				INV	18/02/2020	08960031	Stationery for John Wellard Community Centre	709.09
				INV	18/02/2020	08994081	Stationery for John Wellard Community Centre	59.58
4004.4861-01		Big W	175.15	INV	18/02/2020	176595	Purchase of supplies for upcoming events	97.00
				INV	18/02/2020	176594	Storytime resources for Library	78.15
4004.4891-01		Display Me	1,087.48	INV	19/02/2020	N0131418	6 double sided 2 meter feather fabric flags	1,087.48
4004.5247-01		Abraham Pattiselanno	235.45	INV	14/02/2020	10thFebruary2020	Reimburse costs for Skatepark and YAK activities	235.45
4004.540-01		EJ's Mini Excavator	500.00	INV	18/02/2020	13475	Clean and reseal drainage lids and pipes Cliveden Ave	500.00
4004.5520-01		Master Lock Service	405.00	INV	18/02/2020	00006640	Callistemon Court U47 lock repair	130.00
				INV	14/02/2020	00006641	Callistemon Court U4 lock repair/replacement	275.00
4004.5581-01		Totally Workwear Rockingham	799.80	INV	18/02/2020	RK18107.D1	Uniform for Environment Team	371.25

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				INV	18/02/2020	RK18107.D2	Uniform for Environment Team	165.89
				INV	18/02/2020	RK18110.D1	Uniform for Environment Team	262.66
4004.5627-01		Tyrecycle Pty Ltd	1,205.63	INV	18/02/2020	835750	Tyre collection 140220	1,205.63
4004.5958-01		West Coast Profilers	12,145.88	INV	18/02/2020	22129	Profiling of road surface Budden Way	9,373.88
				INV	18/02/2020	22132	Profiling of Gilmore Avenue 140120	2,772.00
4004.6018-01		ALSCO Pty Ltd	128.58	INV	17/02/2020	CPER2013430	Table linen hire	108.43
				INV	17/02/2020	CPER2015821	Table linen hire	20.15
4004.6267-01		Woolworths Group Limited	1,042.31	INV	19/02/2020	3870600	Story time resources for Library	9.35
				INV	18/02/2020	441831118	Items for Admin	221.18
				INV	18/02/2020	43898808	Kitchen supplies for Operation Depot	92.28
				INV	18/02/2020	3870593	Supplies for Community Liaison Officers to hand out	94.60
				INV	18/02/2020	3870594	Food for Drop In Term 1	48.64
				INV	18/02/2020	44143097	Kitchen supplies for Operations Depot	199.89
				INV	18/02/2020	43602114	Supplies for Operations Depot	78.59
				INV	17/02/2020	3870572	Refreshments for composting workshop 010220	7.29
				INV	17/02/2020	3870592	Food for Drop In The Zone	66.34
				INV	17/02/2020	3870586	Catering sausage sizzle for Calista Oval survey	128.00
				INV	14/02/2020	3870578	Items for multicultural advisory group meeting	15.10
				INV	14/02/2020	3870580	Supplies for Library event 060220	81.05
4004.6370-01		Elexacom	1,098.70	INV	14/02/2020	28581	Banksia Park clubhouse replace sensor light	273.68
				INV	14/02/2020	28612	Banksia Park U65 replace downlight	95.40
				INV	14/02/2020	28623	Callistemon Court fluorescent globes	119.90
				INV	18/02/2020	28659	Banksia Park repairs to switchboard	345.61
				INV	18/02/2020	28574	Banksia Park U60 electrical investigation	264.11
4004.6457-01		Total Green Recycling	402.60	INV	18/02/2020	INV7220	E-waste recycling	402.60
4004.6566-01		Isentia Pty Limited	1,254.00	INV	14/02/2020	MN0786446	Media Monitoring for January 2020	1,254.00
4004.665-01		Gregs Glass	150.00	INV	14/02/2020	8808-19	Callistemon Court U65 remove existing shower door	150.00
4004.682-01		Harmony Software	204.60	INV	14/02/2020	3-476	Educator subscription January 2020	204.60
4004.7-01		AAA Windscreens & Tinting	185.00	INV	17/02/2020	INV-46521	Windscreen repair to KWN624	185.00

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4004.714-01		HP Financial Services Pty Ltd	36,619.44	INV	19/02/2020	100001173470	Monthly fee printer contract 5389066248AUS2 Apr 2020	15,933.50
				INV	19/02/2020	100001174365	Monthly fee printer contract 5389066248AUS1 Apr 2020	2,216.50
				INV	14/02/2020	100001149239	Monthly lease printer contract 5389066248AUS2 January 20	15,933.50
				INV	14/02/2020	100001150113	Monthly lease printer contract 5389066248AUS1 January 20	2,216.50
				INV	14/02/2020	100001168949	Late payment fee contract 5389066248AUS2	280.43
				INV	14/02/2020	100001169044	Late payment fee contract 5389066248AUS1	39.01
4004.7388-01		Morris Jacobs	265.00	INV	18/02/2020	13-18/02/2020	Facilitate Tuesday art 180220	265.00
4004.7522-01		GPS Linemarking	550.00	INV	18/02/2020	INV-001319	Soccer survey and marking Thomas Oval	550.00
4004.7523-01		Housing Authority	4,954.61	INV	17/02/2020	10.8	Rates refund	4,954.61
4004.762-01		Blackwood & Sons Ltd	304.94	INV	17/02/2020	PE6719VK	Depot hardware items	10.21
				INV	17/02/2020	PE6549VK	Depot hardware items	63.14
				INV	17/02/2020	PE6011VJ	Depot hardware items	52.80
				INV	17/02/2020	KW6010VJ	Depot hardware items	178.79
4004.7625-01		Flex Industries Pty Ltd	1,419.13	INV	17/02/2020	2062406	Replace air sensor on KWN2007	454.89
				INV	17/02/2020	700935	Air filters for various plant	964.24
4004.7780-01		Moore Stephens (WA) Pty Ltd	2,090.00	INV	17/02/2020	849	FBT and GST workshops x 3	2,090.00
4004.7809-01		Frontline Fire and Rescue Equipment	661.87	INV	18/02/2020	66227	LED red chemically resistant helmet torch	572.22
				INV	18/02/2020	66226	DFES battle board A3 blue	89.65
4004.7855-01		GreenLite Electrical Contractors Pt	3,763.38	INV	18/02/2020	00012031	Check electrical start fault on pump Darton Loop	318.84
				INV	18/02/2020	00012033	Install pressure transducer at various sites	3,444.54
4004.7934-01		Jean Marie Heedes & Murry Baden Mis	66.01	INV	11/02/2020	BP2018/19	Banksia Park maintenance fee refund 18/19	66.01
4004.7937-01		Kerb Direct Kerbing Pty Ltd	13,885.30	INV	19/02/2020	22261	Supply & lay kerbing for Moombaki Avenue	1,448.70
				INV	19/02/2020	22262	Supply & lay kerbing for Budden Way	12,436.60
4004.7994-01		Rockingham Mazda	60.02	INV	18/02/2020	12376M	2 key remote batteries	60.02
4004.8131-01		Aaron Leigh McClennan	44.05	INV	19/02/2020	18thFeb2020	HC licence renewal to 130121	44.05
4004.828-01		Koorliny Arts Centre	111,983.29	INV	17/02/2020	00004191	Operating subsidy for Quarter 3 2019/2020	111,983.29
4004.8319-01		Poolwerx Spearwood	2,803.65	INV	17/02/2020	122635-1	Splash pad water quality test Adventure Park	2,803.65

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4004.8325-01		Envirosweep	17,330.56	INV	19/02/2020	75191	Suction sweeper for Gilmore Ave rehabilitation	664.13
				INV	18/02/2020	75197	Footpath sweeping at various sites January 2020	2,846.27
				INV	18/02/2020	75196	Car park sweeping various locations January 20	759.00
				INV	18/02/2020	75189	Suburb sweep of Medina for January 20	4,743.77
				INV	18/02/2020	75187	Suburb sweep of Calista for January 20	2,245.38
				INV	18/02/2020	75192	Suburb sweeping of Leda for January 20	3,036.01
				INV	18/02/2020	75194	Suburb sweeping of Parmelia for January 20	3,036.00
4004.8346-01		Skateboarding WA	1,925.00	INV	14/02/2020	INV-0667	Skate clinics held in January 2020	1,925.00
4004.8358-01		Sweets on The Run	850.00	INV	14/02/2020	3205	Catering for end of year function	850.00
4004.850-01		Gilmore College	375.00	INV	18/02/2020	K de Oro	2019 Lyrik education scholarship payment	375.00
4004.851-01		Kwinana Signs & Engraving	1,078.00	INV	18/02/2020	00013996	Double sided flip frame caution sign	1,078.00
4004.8514-01		Teena Raffa-Mulligan	225.00	INV	18/02/2020	246	Library Lovers Day event chair of panel discussion	225.00
4004.8623-01		Irrigation West	6,047.51	INV	18/02/2020	IV00000000953	Horizontal boring including pipe Summerton/Gilmore	4,584.51
				INV	18/02/2020	IV00000000954	80mm Bermad high flow valve for Thomas Oval	170.50
				INV	18/02/2020	IV00000000960	Supply of SDS data coils	1,292.50
4004.8723-01		Jane Elizabeth Harris	87.00	INV	17/02/2020	120220	Reimbursement for working with children check	87.00
4004.8894-01		Landscape and Maintenance Solutions	27,684.71	INV	18/02/2020	INV-1493	Broadacre mowing sportsgrounds various to 300120	16,992.39
				INV	18/02/2020	INV-1491	Mowing maintenance various Jan 2020	1,878.56
				INV	18/02/2020	INV-1492	Passive/streetscape mowing various to 200120	8,813.76
4004.8899-01		Majestic Plumbing	3,181.31	INV	18/02/2020	236067	Banksia Park U61 install new hot water system	2,167.00
				INV	18/02/2020	236017	Banksia Park U61 quote to replace HWS	203.76
				INV	18/02/2020	236018	Callistemon Court U65 replace shower rail	810.55
4004.9012-01		Monique Mulligan	204.00	INV	18/02/2020	158	Panel member fee for Library Lovers Day 140220	204.00
4004.902-01		Leisure Institute of WA (Aquatics)	132.00	INV	17/02/2020	3189	LIWA membership Recquatic	132.00
4004.9030-01		Air Liquide Australia	61.22	INV	17/02/2020	WC9803	Hire of medical oxygen	61.22
4004.903-01		Lo-Go Appointments	2,750.10	INV	18/02/2020	00421458	Temp staff week ending 080220	2,750.10

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4004.905-01		Local Government Professionals	2,630.00	INV	17/02/2020	15,329	Finance Professionals Conference 2020	1,170.00
				INV	17/02/2020	15,349	Finance Professionals Conference 2020	1,460.00
4004.9102-01		Sanyati Property Services	486.20	INV	19/02/2020	00230653	Professional cleaning of electronic equipment	486.20
4004.9121-01		Rebound Arena	288.00	INV	18/02/2020	30619805-92611	Group booking Recquatic vacation care 280120	288.00
4004.928-01		Major Motors	1,224.05	INV	18/02/2020	863796	Various parts for trucks	1,224.04
				INV	19/02/2020	863796	Various parts for trucks	0.01
4004.9326-01		Gymcare	372.90	INV	17/02/2020	5571	Quarterly service for gym equipment	372.90
4004.9432-01		Forms Express Pty Ltd	1,126.54	INV	17/02/2020	226933	Printing and issuing of 3rd Instalment 2019/20	1,126.54
4004.9494-01		Reece's Event Hire	1,450.81	INV	19/02/2020	102431	Hire of various equipment for event 140220	1,450.81
4004.9572-01		Aaron Thomas	700.00	INV	18/02/2020	400	Open Mic event 130220	700.00
4004.980-01		Midway Drycleaners	3,300.00	INV	18/02/2020	11/02/2020	Local Commercial Activity Centre Improvement Grant	3,300.00
4004.9829-01		Tamika Pinkerton	100.00	RFD	17/02/2020	1607313	Refund bond The Patio	100.00
4004	20/02/2020	EFT TRANSFER: - 20/02/2020	-104.82				Payment reversal creditor #12051	
4005	25/02/2020	EFT TRANSFER: - 25/02/2020	155,398.75					
4005.3228-01		Aegis Aged Care Group Pty Ltd	150,000.00	INV	25/02/2020	Villa61-12/02/20	Tenure sum repayment for Villa 61 Banksia Park	150,000.00
4005.3495-01		Valerie Hookham	5,398.75	INV	25/02/2020	Villa61-12/02/20	Tenure sum repayment for Villa 61 Banksia Park	5,398.75
4006	27/02/2020	EFT TRANSFER: - 27/02/2020	516,405.88					
4006.10373-01		Green Willows Industrial Cleaning a	200.00	INV	25/02/2020	2	Retirement village office/clubhouse cleaning	200.00
4006.10409-01		Bon Leisure	11,759.00	INV	24/02/2020	1072	Recquatic Management contract instalment Nov 19	8,231.00
				INV	24/02/2020	1071	Consulting contract instalment Nov 19	3,528.00
4006.10443-01		Air-Born Amusements	375.00	INV	25/02/2020	00006691	Bouncy castle activity for Medina	375.00
4006.10530-01		Easy Access Lifts Pty Ltd	853.60	INV	25/02/2020	EAL177	Service of 2 swimming pool lifts 140120	853.60
4006.10649-01		Alex Krsnik	24,815.44	INV	25/02/2020	SQ200065	General litter collection urban areas January 2020	7,092.52
				INV	24/02/2020	SQ200058	Fire mitigation works at vacant block Parmelia	781.00
				INV	24/02/2020	SQ200059	Fire mitigation works to fire access way Casuarina	880.00

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				INV	24/02/2020	SQ200060	Clean up leaf litter and branches Medina	297.00
				INV	24/02/2020	SQ200061	Litter pickup and slash Maycock Reserve	297.00
				INV	24/02/2020	SQ200062	Fire mitigation works in Bertram	2,145.00
				INV	24/02/2020	SQ200063	Clean up of Inces Ct Parmelia	297.00
				INV	24/02/2020	SQ200064	Rural road verge litter collection January 20	9,120.39
				INV	24/02/2020	SQ200066	Landscape maintenance Hope Valley Road January 20	700.70
				INV	24/02/2020	SQ200067	City Centre litter collection January 20	3,204.83
4006.10916-01		Alison Bannister Career Coaching	495.00	INV	21/02/2020	CWDW05	Resume and cover letter workshop 180220	495.00
4006.11049-01		QTM Pty Ltd	833.08	INV	21/02/2020	INV-5603	Traffic management services for Symphony Concert	833.08
4006.11058-01		J Corp Pty Ltd T/A Impressions	900.62	INV	21/02/2020	Refund	Duplicate Payment 2020/54	900.62
4006.11243-01		GPC Asia Pacific Pty Ltd	5,682.97	INV	24/02/2020	1380020717	Filters	59.21
				INV	24/02/2020	1380020685	Fuel filter	49.40
				INV	24/02/2020	1380020664	Various filters	107.11
				INV	24/02/2020	1380020703	Various filters	105.06
				INV	24/02/2020	1380020811	Various filters	103.40
				INV	24/02/2020	1380020691	Various filters	73.43
				INV	24/02/2020	1380020721	Filters	48.98
				INV	24/02/2020	1380020684	Filters	90.57
				INV	24/02/2020	1380020719	Filters	48.98
				INV	24/02/2020	1380020669	Filters	90.57
				INV	24/02/2020	1380020688	Filters	56.92
				INV	24/02/2020	1380020727	Filters	46.48
				INV	24/02/2020	1380020720	Filters	48.98
				INV	24/02/2020	1380020689	Filters	90.57
				INV	24/02/2020	1380020706	Various filters	194.43
				INV	24/02/2020	1380020718	Filters	48.98
				INV	24/02/2020	1380020812	Various filters	122.20
				INV	24/02/2020	1380020748	Various filters	139.55
				INV	25/02/2020	4330161593	Various consumables for mechanic workshop	278.85
				INV	25/02/2020	4330162295	Hand cleaner for workshop	146.00
				INV	25/02/2020	4330162268	Indicator assembly LED	104.78
				INV	25/02/2020	4330162573	Indicator assembly LED	34.93
				INV	25/02/2020	4330162250	Various consumables for mechanic workshop	2,398.71

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				INV	25/02/2020	1380020711	Various filters	139.55
				INV	25/02/2020	1380020813	Various filters	108.61
				INV	25/02/2020	1380020722	Cabin filter	30.94
				INV	25/02/2020	1380020690	Filter 4WD kit	103.95
				INV	25/02/2020	1380020872	Various filters	90.57
				INV	25/02/2020	1380020723	Various filters	48.98
				INV	25/02/2020	1380020712	Various filters	51.57
				INV	25/02/2020	1380020692	Various filters	70.02
				INV	25/02/2020	1380020810	Various filters	83.61
				INV	25/02/2020	1380020694	Various filters	90.57
				INV	25/02/2020	1380020696	Various filters	83.61
				INV	25/02/2020	1380020698	Various filters	65.55
				INV	25/02/2020	1380020726	Various filters	110.37
				INV	25/02/2020	1380020683	Oil filter spin on	11.83
				INV	25/02/2020	1380020728	Various filters	98.00
				INV	25/02/2020	1380020681	Oil filter spin on	7.15
4006.11244-01		Netstar Australia Pty Ltd	2,364.12	INV	25/02/2020	88413	EZ subscription advanced website fee	2,364.12
4006.1130-01		Port Printing Works	592.90	INV	25/02/2020	INV049992	Kwinana Recquatic Term 1 newsletter	427.90
				INV	24/02/2020	INV050174	2020 staff business card printing	39.60
				INV	21/02/2020	INV050124	Open Mic Night posters	86.90
				INV	21/02/2020	INV050126	Open Mic Night posters	38.50
4006.11366-01		Outback Handyman	660.00	INV	25/02/2020	2501	Retirement Village relief caretaker	660.00
4006.11406-01		Leaf Bean Machine Pty Ltd	636.60	INV	25/02/2020	00072914	Recquatic Cafe coffee machine service 070220	345.36
				INV	25/02/2020	00072112	Recquatic Cafe coffee order January 2020	223.24
				INV	25/02/2020	00072349	Recquatic Cafe coffee order January 2020	68.00
4006.1142-01		Sonic Health Plus	396.00	INV	25/02/2020	1994453	Pre-employment medical assessment	198.00
				INV	25/02/2020	1997965	Pre-employment medical assessment	198.00
4006.11652-01		Matthew James Walsh	193.00	INV	24/02/2020	200220	2019 Lyrik Awards Round 24 incentive payment	193.00
4006.11996-01		Biffa Mini Bins	1,560.00	INV	25/02/2020	INV-0037	Skip bin hire for community safety project	1,560.00
4006.12025-01		Simply Healthy (Aust) Pty Ltd	3.00	INV	21/02/2020	Refund	Differential refund Health licence 2019/20	3.00
4006.12051-01		Natasha Michelle Dransfield	104.82	INV	18/02/2020	17/02/2020	Catering staff retirement event 100220	104.82

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4006.12053-01		Sivasubramanian Vengadeswara Kurukk	2,060.79	INV	20/02/2020	10.9	Rates refund	2,060.79
4006.12054-01		Customised Projects Pty Ltd	68.00	INV	21/02/2020	BP2019/758	Refund of remaining verge permit	68.00
4006.12058-01		Communicare Inc	3,877.05	INV	24/02/2020	11.1	Rates refund	3,877.05
4006.12059-01		LF Media 2020 Pty Ltd	2,674.80	INV	24/02/2020	23225	Corflute lamp post wraps	2,674.80
4006.12060-01		Simon James Bailey	175.00	INV	24/02/2020	19February20	Sporting donation Men's Netball Championships	175.00
4006.12062-01		Crispin Thornber	350.00	INV	24/02/2020	19February20	Sporting donation for BMX Nationals	350.00
4006.12063-01		Peter Simon Briggs	234.75	INV	25/02/2020	14February2020	Senior security subsidy scheme 2019/2020	234.75
4006.12064-01		Irene Joan Simkins	250.00	INV	25/02/2020	14February2020	Senior security subsidy scheme 2019/2020	250.00
4006.12066-01		Alexandra Collis	100.00	RFD	25/02/2020	1586033	Refund bond Patio hire	100.00
4006.12067-01		Kirsty Hall	100.00	RFD	25/02/2020	1607313	Refund bond Patio hire	100.00
4006.12068-01		Jacinta MacLannan	100.00	RFD	25/02/2020	1607313	Refund bond Patio hire	100.00
4006.12069-01		Daniel Peter Carter	100.00	RFD	25/02/2020	1612716	Refund bond Patio hire	100.00
4006.12070-01		Kate Weekes	100.00	RFD	25/02/2020	1612872	Refund bond Patio hire	100.00
4006.12071-01		Rajesh Nair	2,000.00	RFD	25/02/2020	1632251	Refund bond hire Tuart Room	2,000.00
4006.12072-01		Mailene Del Campo Baring	1,900.00	RFD	25/02/2020	1621266	Refund bond hire Medina Hall	1,900.00
4006.1276-01		Satellite Security Services	1,733.03	INV	24/02/2020	IV007664	Recquatic 2020 Public Holiday programming	75.00
				INV	24/02/2020	IV007659	The Zone 2020 Public Holiday programming	75.00
				INV	24/02/2020	IV007663	Medina Hall 2020 Public Holiday programming	75.00
				INV	24/02/2020	IV007660	Incubator 2020 Public Holiday programming	75.00
				INV	24/02/2020	IV007541	Darius Wells install blind spot motion detectors	1,118.03
				INV	24/02/2020	IV007661	Administration 2020 Public holiday programming	75.00
				INV	21/02/2020	120716	Administration alarm low power repair	240.00
4006.1528-01		Twights Plumbing Pty Ltd	780.10	INV	24/02/2020	G2635	Callistemon Court/Banksia Park retic renewal	780.10
4006.1530-01		Wormald Australia Pty Ltd	649.00	INV	20/02/2020	8147213	Darius Wells investigate fault on fire panel	396.00
				INV	20/02/2020	8147261	Recquatic investigate fault on fire panel	253.00
4006.1572-01		Western Australian Local Government	3,865.00	INV	21/02/2020	I3080361	Mandatory Elected Member training Cr W Cooper	900.00

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				INV	21/02/2020	I3080359	Mandatory Elected Member training Cr W Cooper	475.00
				INV	21/02/2020	I3080362	Mandatory Elected Member training Deputy Mayor	475.00
				INV	21/02/2020	I3080360	Mandatory Elected Member training Cr W Cooper	475.00
				INV	21/02/2020	I3080363	Mandatory Elected Member training Deputy Mayor	900.00
				INV	21/02/2020	I3080364	Mandatory Elected Member training Deputy Mayor	475.00
				INV	21/02/2020	I3081229	Metropolitan Area Recreation Advisory group fee	165.00
4006.1589-01		Waste Stream Management Pty Ltd	660.00	INV	24/02/2020	00425230	Tipping fees 160120 to 290120	660.00
4006.1592-01		Water Corporation of Western Austra	93.61	INV	24/02/2020	9000343469Feb20	0U Old St Johns Ambulance	89.96
				INV	24/02/2020	9021976142Feb20	2U Drink fountain Darling Park Wandi	3.65
4006.160-01		Rubek Automatic Doors	275.00	INV	24/02/2020	00025126	Darius Wells repairs to auto doors	275.00
4006.1614-01		Westbooks	660.44	INV	25/02/2020	312167	Popular junior items	24.95
				INV	25/02/2020	312170	Junior items for requests	101.55
				INV	25/02/2020	312169	Library items	45.11
				INV	25/02/2020	312173	Junior items	9.61
				INV	25/02/2020	312172	Junior items	14.79
				INV	25/02/2020	312171	Library items	20.70
				INV	25/02/2020	312174	Adult audio books	59.15
				INV	25/02/2020	312168	Library items	51.77
				INV	25/02/2020	312175	Library items	12.71
				INV	25/02/2020	312163	Popular Junior items	71.15
				INV	25/02/2020	312164	Popular books	130.19
				INV	25/02/2020	312165	Popular book titles	51.90
				INV	25/02/2020	312166	Junior items	66.86
4006.1649-01		Dennis Cleve Wood	2,931.50	INV	20/02/2020	ICTALLOW19/20	ICT allowance	291.67
				INV	20/02/2020	MEETINGFEES19/	Meeting fees	2,639.83
4006.1688-01		Sherilyn Wood	2,931.50	INV	20/02/2020	ICTALLOW19/20	ICT allowance	291.67
				INV	20/02/2020	MEETINGFEES19/	Meeting Fees	2,639.83
4006.1689-01		Sandra Elizabeth Lee	2,931.50	INV	20/02/2020	ICTALLOW19/20	ICT allowance	291.67
				INV	20/02/2020	MEETINGFEES19/	Meeting fees	2,639.83

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4006.1856-01		Cornerstone Legal	1,370.00	INV	25/02/2020	16951	Legal fee matter 005077	1,370.00
4006.1937-01		Coles Group & Myer	2,444.85	INV	24/02/2020	CGC863793	Gift cards for Recognition of Service	2,444.85
4006.2021-01		Subway Kwinana	65.90	INV	25/02/2020	8	Team Milestone event City Assist	65.90
4006.2048-01		Palm Lakes Gardens & Landscape Serv	4,203.00	INV	25/02/2020	3212	Callistemon Court retic repairs	118.00
				INV	25/02/2020	95455	Callistemon Court U4 repave backyard	4,085.00
4006.2097-01		Beaver Tree Services Aust Pty Ltd	18,662.60	INV	24/02/2020	71487	Pruning/removal of verge trees Labatt Gdns	15,115.10
				INV	25/02/2020	71703	Tree removal from edge of reserve in Wandi	2,032.80
				INV	25/02/2020	71704	Tree pruning Wittering Court Wellard	524.70
				INV	25/02/2020	71437	Watering of trees at Admin building 131219	110.00
				INV	25/02/2020	71439	Watering of trees at Admin building 131219	110.00
				INV	25/02/2020	71440	Watering of trees at Admin building 201219	110.00
				INV	25/02/2020	71442	Watering of trees at Admin building 271219	110.00
				INV	25/02/2020	71443	Watering of trees at Admin building 030120	110.00
				INV	25/02/2020	71444	Watering of trees at Admin building 100120	110.00
				INV	25/02/2020	71445	Watering of trees at Admin building 170120	110.00
				INV	25/02/2020	71447	Watering of trees at Admin building 240120	110.00
				INV	25/02/2020	71606	Watering of trees at Admin building 310120	110.00
4006.2121-01		Suez	1,351.06	INV	24/02/2020	35844764	Green waste bin and tipping fees January 20	1,351.06
4006.2125-01		Synergy	7,487.24	INV	24/02/2020	479742820Feb20	149U Bore Parmelia verge	155.10
				INV	24/02/2020	882174540Feb20	2U The Strand POS lighting	114.40
				INV	24/02/2020	690941950Feb20	549U Gabor Park	271.16
				INV	24/02/2020	618835230Feb20	0U Sloan Caretakers Cottage old bore	115.63
				INV	24/02/2020	200144210Feb20	305U Sloan Caretakers Cottage	155.08
				INV	24/02/2020	958312220Feb20	2198U Djilba View	474.89
				INV	24/02/2020	504616220Feb20	907U Rogan Park	311.43
				INV	24/02/2020	488212530Feb20	1597U Chisham Oval	416.96
				INV	24/02/2020	228715140Feb20	1656U Streetscapes Wellard Village/Pimlico Gardens	548.74
				INV	24/02/2020	166216150Feb20	877U Sloan Reserve bore pump 3	358.40
				INV	24/02/2020	846031050Feb20	1200U Street lights The Strand	446.04
				INV	24/02/2020	809178030Feb20	314U Warner Road sump	200.77
				INV	24/02/2020	151027420Feb20	253U Brandon Mews Reserve	183.89

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				INV	24/02/2020	963532150Feb20	3162U Town Centre Park	989.16
				INV	24/02/2020	786264020Feb20	2014U Bore Sutherland Pde/Chisham Ave	469.43
				INV	24/02/2020	521814530Feb20	8688U Wellard Pavilion	1,429.10
				INV	24/02/2020	144348440Feb20	304U Bore Sutherland Pde	199.78
				INV	24/02/2020	661366430Feb20	1744U Leda Community Hall and bore	532.88
				INV	24/02/2020	821437900Feb20	2U POS lighting near Wellard Village	114.40
4006.2224-01		Prestige Catering & Event Hire	438.10	INV	24/02/2020	INV-1030	Catering Elected Member dinner 170220	438.10
4006.248-01		Bunnings Building Supplies	1,614.03	INV	24/02/2020	2163/01675738	Department of Housing contact adhesive	40.46
				INV	24/02/2020	2163/01675114	William Bertram Community Centre trestle tables	167.58
				INV	24/02/2020	2163/01674406	Gate hinges for Little Rascals	152.43
				INV	24/02/2020	2163/01123867	Hooks and chains Depot	33.94
				INV	24/02/2020	180220	Hardware Wellard Pavilion	167.94
				INV	24/02/2020	2163/01675740	Recquatic hardware taps	46.26
				INV	24/02/2020	2163/01675744	Administration hardware taps	73.24
				INV	24/02/2020	2163/01043714	Plants and seedlings Bright Futures	87.54
				INV	24/02/2020	2163/01673148	Storage containers Bright Futures	247.64
				INV	25/02/2020	2163/01273692	Power tools and battery for Environment Team	597.00
4006.2507-01		Ixom Operations Pty Ltd	1,008.68	INV	25/02/2020	6213664	Supply of chlorine gas Recquatic	1,008.68
4006.264-01		Cabcharge Australia Ltd	6.00	INV	25/02/2020	00989066P2002	Cab charges 270120 to 230220	6.00
4006.2652-01		Modern Teaching Aids Pty Ltd	728.53	INV	24/02/2020	43833119	Items for Bright Futures	294.14
				INV	24/02/2020	43838127	Items for Bright Futures	434.39
4006.2981-01		Peter Edward Feasey	4,801.33	INV	20/02/2020	DEPMAYFEE19/20	Deputy Mayoral allowance	1,869.83
				INV	20/02/2020	ICTALLOW19/20	ICT allowance	291.67
				INV	20/02/2020	MEETINGFEES19/	Meeting fees	2,639.83
4006.30-01		Carol Elizabeth Adams	11,730.76	INV	20/02/2020	ICTALLOW19/20	ICT Allowance	291.67
				INV	20/02/2020	MAYALLOW19/20	Mayoral allowance	7,479.42
				INV	20/02/2020	MEETING19/20	Meeting fees	3,959.67
4006.335-01		City of Rockingham	1,001.42	INV	24/02/2020	109700	Tip fees Depot January 2020	1,001.42
4006.339-01		Civica Pty Ltd	8,717.81	INV	25/02/2020	M/LG014427	Licence support & maintenance 010420 to 300420	8,717.81
4006.3452-01		Western Maze Pty Ltd	20,457.16	INV	21/02/2020	00000543	Green waste collection area 1	20,457.16

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4006.357-01		BullAnt Security Pty	323.65	INV	20/02/2020	10196000	The Zone cutting of 1 x MK14 key	32.28
				INV	24/02/2020	10196507	Business Incubator repair internal passage door	162.25
				INV	24/02/2020	10196472	Thomas Old Pavilion/Medina Hall 4 x keys	129.12
4006.3596-01		KLMedia Pty Ltd	887.66	INV	21/02/2020	1143247	Board and video games for collection Library	532.06
				INV	21/02/2020	1143248	DVD's and CD's for requests Library	98.16
				INV	21/02/2020	1143249	DVD's and CD's for requests Library	18.43
				INV	21/02/2020	1143250	Anime DVD's for new collection Library	95.57
				INV	21/02/2020	1143251	DVDs for Library	143.44
4006.36-01		ADH Fencing	330.00	INV	24/02/2020	00005349	Depot fence inspection 070220	330.00
4006.3632-01		Eclipse Soils Pty Ltd	231.00	INV	24/02/2020	KWIN01R043876	General tipping Budden Way upgrade	231.00
4006.3686-01		KAJ Installations & Services	116.00	INV	25/02/2020	0006120	Banksia Park 21 2 x remote controls for garage	116.00
4006.3916-01		Kwinana Industries Council	289.70	INV	24/02/2020	00012089	School based trainee fortnight ending 140220	144.85
				INV	24/02/2020	00012090	School based trainee fortnight ending 140220	144.85
4006.3977-01		MRP Osborne Park-General Pest/Termi	8,132.65	INV	24/02/2020	88890	Pest control Incubator	195.00
				INV	24/02/2020	88669	Pest control Medina Hall	144.97
				INV	24/02/2020	88668	Pest control Depot	372.94
				INV	24/02/2020	88682	Pest control Sloan Cottage	493.37
				INV	24/02/2020	88675	Pest control Smirk Cottage	161.71
				INV	24/02/2020	88892	Pest control Wandi Hall and old school building	264.71
				INV	24/02/2020	88891	Pest control Thomas Oval Pavilion	340.62
				INV	24/02/2020	88666	Pest control Girl Guide Building	105.06
				INV	24/02/2020	88665	Pest control Casuarina Fire Station	121.54
				INV	24/02/2020	88670	Pest control Sloan 1950s House	257.50
				INV	24/02/2020	88667	Pest control Recquatic	434.70
				INV	24/02/2020	88684	Pest control The Zone	217.00
				INV	24/02/2020	88630	Pest control Darius Wells	793.10
				INV	24/02/2020	88685	Pest control William Bertram Community Centre	217.00
				INV	24/02/2020	88893	Pest control Wheatfield Cottage	366.00
				INV	24/02/2020	88894	Pest control John Wellard Community Centre	217.00

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				INV	24/02/2020	88895	Pest control Magenup Equestrian Centre	217.00
				INV	24/02/2020	88896	Pest control Wandi Pavilion	247.00
				INV	24/02/2020	88681	Pest control Koorliny Arts Centre	177.16
				INV	24/02/2020	88680	Pest control Thomas Kelly Sports Pavilion	257.08
				INV	24/02/2020	88679	Pest control Fiona Harris Pavilion	235.66
				INV	24/02/2020	88678	Pest control Wellard Pavilion	226.60
				INV	24/02/2020	88677	Pest control Little Rascals	377.49
				INV	24/02/2020	88676	Pest control Old St John building	107.07
				INV	24/02/2020	88674	Pest control Senior Citizens	352.94
				INV	24/02/2020	88673	Pest control Casuarina Hall	121.54
				INV	24/02/2020	88672	Pest control Bright Futures	242.05
				INV	24/02/2020	88671	Pest control Parmelia House	139.05
				INV	24/02/2020	88683	Pest control Darius Wells	197.00
				INV	24/02/2020	88718	Pest control Medina Hall	145.00
				INV	24/02/2020	88716	Pest control Administration	387.79
4006.4033-01		Envision Ware Pty Ltd	49.50	INV	25/02/2020	INV-AU-4788	1 CBA-A Vantage note update licence	49.50
4006.407-01		Winc Australia Pty Ltd	439.12	INV	25/02/2020	9029252930	Glue sticks	9.57
				INV	24/02/2020	9031399746	Administration Building stationery February 20	12.69
				INV	24/02/2020	9030900889	Administration Building stationery January 20	217.91
				INV	24/02/2020	9031455677	Administration Building stationery February 20	12.69
				INV	24/02/2020	9030698884	Stationery for The Zone	186.26
4006.41-01		Advanced Traffic Management (WA) Pt	5,191.45	INV	25/02/2020	00133568	Traffic management for upgrade works Gilmore Ave	4,456.65
				INV	25/02/2020	00133564	Traffic management Budden Way upgrade	734.80
4006.4125-01		LD Total	107,545.98	INV	24/02/2020	104035	Landscape maintenance various locations Jan 2020	7,621.39
				INV	24/02/2020	104020	Landscape maintenance various locations Jan 2020	2,050.55
				INV	24/02/2020	104018	Landscape maintenance various locations Jan 2020	1,131.08
				INV	24/02/2020	104022	Landscape maintenance various locations Jan 2020	4,745.32
				INV	24/02/2020	104031	Landscape maintenance various locations Jan 2020	688.48

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				INV	24/02/2020	104029	Landscape maintenance various locations Jan 2020	2,813.78
				INV	24/02/2020	104037	Landscape maintenance various locations Jan 2020	352.15
				INV	24/02/2020	104024	Landscape maintenance various locations Jan 2020	1,441.10
				INV	24/02/2020	104033	Landscape maintenance various locations Jan 2020	417.40
				INV	24/02/2020	104027	Landscape maintenance various locations Jan 2020	232.86
				INV	24/02/2020	120496	Landscape maintenance various locations Jan 2020	32,759.53
				INV	24/02/2020	104021	Landscape maintenance various locations Jan 2020	6,733.10
				INV	24/02/2020	104019	Landscape maintenance various locations Jan 2020	5,078.39
				INV	24/02/2020	104023	Landscape maintenance various locations Jan 2020	15,981.61
				INV	24/02/2020	104032	Landscape maintenance various locations Jan 2020	2,587.54
				INV	24/02/2020	104030	Landscape maintenance various locations Jan 2020	9,370.17
				INV	24/02/2020	104038	Landscape maintenance various locations Jan 2020	1,986.75
				INV	24/02/2020	104025	Landscape maintenance various locations Jan 2020	5,461.12
				INV	24/02/2020	104034	Landscape maintenance various locations Jan 2020	1,171.42
				INV	24/02/2020	104028	Landscape maintenance various locations Jan 2020	817.84
				INV	24/02/2020	104026	Landscape maintenance Latitude 32 Jan 2020	2,755.48
				INV	24/02/2020	103679	Additional maintenance Wellard Jan 2020	690.46
				INV	24/02/2020	103678	Additional maintenance Honeywood Rise Jan 2020	588.64
				INV	24/02/2020	103676	Additional maintenance Belgravia Jan 2020	69.82
4006.4763-01		Bengineering Transport Equipment Pt	319.00	INV	24/02/2020	00002545	Supply and fit QVRB beacons and additional vents	319.00
4006.4861-01		Big W	41.00	INV	25/02/2020	176593	Items for Recquatic	41.00
4006.5143-01		Wendy Gaye Cooper	2,931.50	INV	20/02/2020	ICTALLOW19/20	ICT allowance	291.67

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				INV	20/02/2020	MEETINGFEES19/	Meeting fees	2,639.83
4006.5358-01		Fairway Cabinets	5,500.00	INV	24/02/2020	00002273	Installation of kitchen appliances and tiling	5,500.00
4006.5381-01		Centrecare	1,026.66	INV	24/02/2020	22381	EAP registration and management fee January 20	1,026.66
4006.5520-01		Master Lock Service	316.00	INV	24/02/2020	00006663	Administration install electrical cabinet lock	316.00
4006.56-01		Aim	550.00	INV	24/02/2020	M1009-20	Corporate Bronze subscription 010420 to 310321	550.00
4006.5670-01		Tracey Jane Gooden	139.45	INV	24/02/2020	180220	Reimbursement for expenses The Zone	139.45
4006.5750-01		Kev's Wheelie Kleen	671.00	INV	25/02/2020	7536	Bin cleaning William Bertram 130220	88.00
				INV	25/02/2020	7297	Bin cleaning William Bertram 160120	99.00
				INV	25/02/2020	7073	Bin cleaning John Wellard 261119 & 241219	198.00
				INV	25/02/2020	7622	Bin cleaning John Wellard 210120 & 180220	198.00
				INV	25/02/2020	6991	Bin cleaning William Bertram 191219	88.00
4006.583-01		Flexi Staff Pty Ltd	2,984.86	INV	24/02/2020	215305	Temp staff week ending 090220	1,492.43
				INV	24/02/2020	215476	Temp staff week ending 160220	1,492.43
4006.5940-01		Willem Lodewikus De Klerk	49.95	INV	21/02/2020	19February20	Reimbursement for Team Milestone City Assist	49.95
4006.598-01		Forpark Australia Pty Ltd	4,241.82	INV	24/02/2020	45195	Emerald Park supply/install birds nest swing	2,608.32
				INV	24/02/2020	45237	Skottowe Park tornado basket and ropes replacement	1,633.50
4006.5996-01		CMS Engineering Pty Ltd	10,463.75	INV	24/02/2020	36141	Department of Housing AC repairs	478.50
				INV	24/02/2020	36140	Recquatic hydro pool AC unit repairs	1,216.60
				INV	20/02/2020	36006	Recquatic Centre AC repairs	329.70
				INV	20/02/2020	36007	Senior Citizens repair two AC units	1,643.40
				INV	20/02/2020	36049	Koorliny Community Arts Centre AC coil cleaning	957.00
				INV	21/02/2020	35942	Routine AC maintenance various locations	1,081.85
				INV	21/02/2020	116923	Routine AC maintenance various locations	1,601.61
				INV	21/02/2020	35940	Routine AC maintenance various locations	3,155.09
4006.6000-01		Scott Printers Pty Ltd	4,180.00	INV	25/02/2020	142940	Autumn Spirit of Kwinana 2020 newsletter	4,180.00
4006.6018-01		ALSCO Pty Ltd	148.36	INV	24/02/2020	CPER2017274	Table linen hire	76.20
				INV	24/02/2020	CPER2016151	Table linen hire	72.16
4006.6115-01		Imagesource Digital Solutions	820.60	INV	24/02/2020	450773	Youth Fest 2020 Vinyl banner ropes and eyelet	281.60

Cheque Listing

Payments made between
01/02/2020 to 29/02/2020



<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>
				INV	24/02/2020	450772	Stickers for lamp post wraps and business cards	539.00
4006.6267-01		Woolworths Group Limited	443.12	INV	24/02/2020	3870599	Supplies for Mooditj Kulungars/Bright Futures	107.67
				INV	25/02/2020	44459660	Items for Admin	223.03
				INV	25/02/2020	3592811	Items for Mooditj Kulungars and Bright Futures	112.42
4006.6370-01		Ellexcom	9,130.80	INV	24/02/2020	28694	Onsite electrician for Australia Day event	396.00
				INV	24/02/2020	28684	Kwinana Depot replace faulty RCDs	601.71
				INV	24/02/2020	28690	Kwinana Recquatic check power socket	24.01
				INV	24/02/2020	28689	The Zone install new circuit breaker	1,267.46
				INV	24/02/2020	28575	Mandogalup Fire Station electrical testing	72.03
				INV	24/02/2020	28691	Callistemon Court U65 install power point	243.77
				INV	20/02/2020	28619	Casuarina Fire Station electrical testing	96.04
				INV	20/02/2020	28621	Administration electrical testing	260.94
				INV	20/02/2020	28620	Constant power to CCTV and light poles Chisham Ave	1,326.38
				INV	20/02/2020	28618	Medina Girl Guides electrical testing	72.03
				INV	20/02/2020	286160	Rhodes Park electrical testing	79.09
				INV	20/02/2020	28615	Rhodes Park electrical testing	39.55
				INV	20/02/2020	28614	Wellard Pavilion electrical testing	416.35
				INV	20/02/2020	28613	Wellard Pavilion electrical testing	79.09
				INV	20/02/2020	28610	Trade Centre Auto One replace faulty switch	65.56
				INV	20/02/2020	28579	Casuarina Hall electrical testing	192.08
				INV	20/02/2020	28578	Kwinana Boy Scouts electrical testing	144.07
				INV	20/02/2020	28577	Kwinana Boy Scouts electrical testing	48.02
				INV	20/02/2020	28576	Mandogalup Fire Station electrical testing	96.04
				INV	20/02/2020	28550	Hewison Park BBQ repairs	96.04
				INV	20/02/2020	28542	Darius Wells Library lighting panel adjustments	72.03
				INV	20/02/2020	28551	Recquatic repair lighting and fitting replacements	1,947.19
				INV	20/02/2020	28555	Replace lighting at Thomas Oval Pavilion	1,495.32
4006.664-01		StrataGreen	333.47	INV	25/02/2020	117735	Solo sprayer 7.5lt and chemical measuring jugs	333.47
4006.665-01		Gregs Glass	1,880.00	INV	24/02/2020	8644-19	Callistemon Court U4 shower screen and door repair	720.00
				INV	20/02/2020	8803-19	Darius Wells replace broken external glass	980.00

Cheque Listing

Payments made between
01/02/2020 to 29/02/2020



<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>
				INV	20/02/2020	8763-19	Sloan 1950's House reglaze wooden frame window	180.00
4006.6700-01		Sprayking WA Pty Ltd	16,849.47	INV	24/02/2020	00001803	Weed control Bertram January 2020	451.96
				INV	24/02/2020	00001804	Weed control streetscape gardens January 20	3,299.54
				INV	24/02/2020	00001805	Hardstand weed control January 20	13,097.97
4006.6749-01		Australia Post	4,778.92	INV	24/02/2020	1009290422	Postage period ending 310120	4,778.92
4006.682-01		Harmony Software	1,062.05	INV	24/02/2020	3-462	Harmony web educator subscription January 20	1,062.05
4006.7042-01		Quantum Building Services	2,551.45	INV	24/02/2020	00003021	Medina Oval door replacement	520.30
				INV	24/02/2020	00003022	Depot truck shed post replacement	2,031.15
4006.7168-01		Exit Waste	869.00	INV	24/02/2020	0389D	Darius Wells Dome Cafe service grease traps	869.00
4006.7359-01		Huda Rashid	85.95	INV	20/02/2020	190220	Reimbursement of supplies for vacation care	85.95
4006.7369-01		Specialised Tree Lopping	3,850.00	INV	24/02/2020	200108-1	Callistemon court various tree pruning and removal	3,850.00
4006.7384-01		S J Rural Supplies	623.02	INV	25/02/2020	114682	11 x Vigilant II herbicide and pickup tool	623.02
4006.7388-01		Morris Jacobs	265.00	INV	25/02/2020	13	Darius Wells Art with Morris 250220	265.00
4006.7479-01		Arvin Cabug Laurio	814.18	RFD	25/02/2020	1018821	Refund of bond for Medina Hall	114.18
				RFD	25/02/2020	1623236	Refund of bond for Medina Hall	700.00
4006.7605-01		Flying Canape	3,428.50	INV	24/02/2020	11526	Citizenship ceremonies catering 110220	2,291.50
				INV	25/02/2020	11528	Catering Ken Jackman hall 140220	464.00
				INV	25/02/2020	11527	Catering 070220 Cockburn sound management meeting	673.00
4006.7676-01		Challenger Veterinary Hospital	315.00	INV	24/02/2020	72721	Animal services 040220	215.00
				INV	24/02/2020	67840	Animal services 131119	100.00
4006.7696-01		Allied Pumps Pty Ltd	2,100.01	INV	20/02/2020	84770	Wandi Hall replace sewer pit pump	2,100.01
4006.7809-01		Frontline Fire and Rescue Equipment	3,678.96	INV	24/02/2020	66906	Purchase of PPE for brigades	3,059.71
				INV	25/02/2020	66947	Single head standpipe	619.25
4006.7855-01		GreenLite Electrical Contractors Pt	283.76	INV	24/02/2020	00012089	Inspect and repair earth fault Day Break Park	283.76
4006.805-01		Mervyn Thomas Kearney	2,931.50	INV	20/02/2020	ICTALLOW19/20	ICT allowance	291.67
				INV	20/02/2020	MEETINGFEES19/	Meeting fees	2,639.83

Cheque Listing

Payments made between
01/02/2020 to 29/02/2020



<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>
4006.822-01		Kone Elevators Pty Ltd	3,015.14	INV	24/02/2020	193549759	Darius Wells lift service fee 010420 to 300620	1,507.57
				INV	24/02/2020	193523882	Darius Wells lift service fee 010120 to 310320	1,507.57
4006.8302-01		Chris Kershaw Photography	440.00	INV	24/02/2020	L2653	Photography Citizenship Ceremony 110220	440.00
4006.8320-01		ASB Marketing Pty Ltd	301.40	INV	24/02/2020	229389	Arctic polo's with Fight The Bite logo	301.40
4006.851-01		Kwinana Signs & Engraving	88.00	INV	24/02/2020	00014015	Private Property No Trespassing signs	88.00
4006.853-01		Kwinana South Bush Fire Brigade	4,000.00	INV	25/02/2020	25February2020	Hazard reduction burns	4,000.00
4006.8539-01		TCS Instruments	1,960.20	INV	24/02/2020	1000916	2 x Road tubes 100m	676.50
				INV	24/02/2020	1001048	Supply 100m lengths of road tube	616.00
				INV	24/02/2020	1000982	Supply 100m lengths of road tube	667.70
4006.8884-01		Coffee Works	740.96	INV	25/02/2020	3203	Coffee machine servicing January 2020	370.48
				INV	25/02/2020	3179	Coffee machine servicing December 2019	370.48
4006.8899-01		Majestic Plumbing	11,531.04	INV	25/02/2020	236151	Banksia Park U17 replace toilet cistern	383.61
				INV	25/02/2020	236153	Callistemon Court U67 replace pipe in garden	200.46
				INV	25/02/2020	236152	Callistemon Court U45 shower head replacement	292.86
				INV	24/02/2020	236095	Callistemon Court U10 replace water filter	231.26
				INV	24/02/2020	236135	John Wellard replace stolen backflow device	1,113.48
				INV	24/02/2020	236136	Thomas Kelly Pavilion install backflow device	2,860.79
				INV	20/02/2020	236015	Calista Tennis Club replace stolen copper fittings	313.90
				INV	20/02/2020	236066	Repair leaking hot water system Depot	692.16
				INV	20/02/2020	236013	John Wellard clear blocked drains	341.40
				INV	20/02/2020	236012	Wells Park clear blocked toilets	225.98
				INV	20/02/2020	236011	Thomas Kelly Pavilion investigate leaking zip taps	176.26
				INV	20/02/2020	236010	Wandi Hall site repairs due to stolen copper pipes	2,638.34
				INV	20/02/2020	235941	Recquatic repairs to gas cook top	311.85
				INV	20/02/2020	236014	Kwinana Recquatic repair damaged fire service	304.96
				INV	20/02/2020	236040	Wellard Pavilion replace stolen copper fittings	1,443.73
4006.8978-01		Aigle Royal Properties Pty Ltd	197.00	INV	25/02/2020	11.2	Rates refund	197.00
4006.8996-01		Fridgair Industries Pty Ltd	1,038.28	INV	24/02/2020	34708	Thomas Kelly Pavilion fridge repair	1,038.28

Cheque Listing

Payments made between
01/02/2020 to 29/02/2020



Chq/Ref	Pmt Date	Payee	Amount	Tran	Date	Invoice	Description	Amount
4006.8998-01		McLeods	2,374.76	INV	25/02/2020	111460	Legal fees matter 44312	2,374.76
4006.903-01		Lo-Go Appointments	649.79	INV	24/02/2020	00419264	Bright futures contract staff w/e 090319	649.79
4006.9043-01		Ruckus Scooters Pty Ltd	1,320.00	INV	24/02/2020	INV-0057	Scooter clinics 180120 and 010220	1,320.00
4006.905-01		Local Government Professionals	3,120.00	INV	21/02/2020	15,350	Finance Professionals Conference 110320	1,460.00
				INV	21/02/2020	15,352	Finance Professionals Conference 110320	830.00
				INV	21/02/2020	15,351	Finance Professionals Conference 110320	830.00
4006.9076-01		Charles Service Company	84,983.79	INV	24/02/2020	00032314	Cleaning services January 2020	44,238.10
				INV	24/02/2020	00032391	Cleaning services February 2020	39,970.19
				INV	24/02/2020	00032536	John Wellard cleaning of 140 chairs	693.00
				INV	24/02/2020	00032474	40 Meares Avenue water damage call out	82.50
4006.9114-01		D P & L W Webb	200.00	INV	24/02/2020	10	200 x books for children	200.00
4006.9326-01		Gymcare	117.15	INV	25/02/2020	5629	Repair treadmills	117.15
4006.934-01		Mandogalup Volunteer Fire Brigade	4,400.00	INV	25/02/2020	25February2020	Hazard reduction burns	4,400.00
4006.9345-01		Accidental Health & Safety Perth	59.35	INV	25/02/2020	461	Purchase of Viraclean 4 x 5 L	59.35
4006.9405-01		Matthew James Rowse	2,931.50	INV	20/02/2020	ICTALLOW19/20	ICT allowance	291.67
				INV	20/02/2020	MEETINGFEES19/	Meeting fees	2,639.83
4006.9812-01		Coastal Firebreaks and Slashing	6,043.01	INV	25/02/2020	INV1599	Private works slash block to City specifications	6,043.01
4006.9833-01		Supreme Shades Pty Ltd	2,585.00	INV	24/02/2020	00010891	Koorliny Arts Centre 2 x screens	2,585.00
4007	27/02/2020	EFT TRANSFER: - 27/02/2020	96,363.07					
4007.565-01		Bright Futures Family Day Care - Pa	96,363.07	INV	27/02/2020	100220 to 230220	IHC Payroll 100220 to 230220	96,363.07
4008	27/02/2020	EFT TRANSFER: - 27/02/2020	21,021.64					
4008.568-01		Bright Futures In Home Care - Payro	21,021.64	INV	27/02/2020	100220 to 230220	IHC Payroll 100220 to 230220	21,021.64
4009	27/02/2020	EFT TRANSFER: - 27/02/2020	226,862.64					
4009.151-01		Australian Services Union	672.07	INV	23/02/2020	PY01-18-Aust Ser	Payroll deduction	336.70
				INV	23/02/2020	PY01-18-Aust Ser	Payroll deduction	71.70
				INV	09/02/2020	PY01-17-Aust Ser	Payroll deduction	215.87
				INV	09/02/2020	PY01-17-Aust Ser	Payroll deduction	47.80
4009.153-01		Australian Taxation Office	211,300.00	INV	19/02/2020	PY99-11-Australi	PAYG tax withheld	586.00
				INV	12/02/2020	PY99-10-Australi	PAYG tax withheld	158.00
				INV	23/02/2020	PY01-18-Australi	PAYG tax withheld	210,556.00

Cheque Listing

Payments made between
01/02/2020 to 29/02/2020



<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>
4009.2853-01		Maxxia Pty Ltd	2,920.58	INV	23/02/2020	PY01-18-Maxxia P	Payroll deduction	1,498.62
				INV	23/02/2020	PY01-18-Maxxia P	Payroll deduction	1,421.96
4009.3376-01		Health Insurance Fund of WA (HIF)	1,115.50	INV	23/02/2020	PY01-18-Health I	Payroll deduction	1,115.50
4009.3719-01		City of Kwinana - Xmas fund	7,930.00	INV	23/02/2020	PY01-18-TOK Chri	Payroll deduction	7,930.00
4009.487-01		Child Support Agency	2,144.96	INV	23/02/2020	PY01-18-Child Su	Payroll deduction	1,067.19
				INV	09/02/2020	PY01-17-Child Su	Payroll deduction	1,077.77
4009.892-01		LGRCEU	779.53	INV	09/02/2020	PY01-17-LGREC U	Payroll deduction	369.51
				INV	09/02/2020	PY01-17-LGREC U	Payroll deduction	10.26
				INV	23/02/2020	PY01-18-LGREC U	Payroll deduction	389.50
				INV	23/02/2020	PY01-18-LGREC U	Payroll deduction	10.26

Total EFT	-6,286,923.93
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Payroll

PY99-09	04/02/2020	Payroll - Interim	26,438.87
PY01-17	09/02/2020	Payroll	623,198.63
PY99-10	12/02/2020	Payroll - Interim	301.29
PY99-11	19/02/2020	Payroll - Interim	1,976.71
PY01-18	23/02/2020	Payroll	631,769.37

Total Payroll	-1,283,684.87
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Grand Total	-7,623,639.60
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Credit Card Transactions

1/02/2020 to 29/02/2020

Transaction No	Tran Type	Tran Reference	Invoice Date	Actual	Transaction Description
Credit card Functions Officer to 040220				\$556.87	
4710926	Invoice	040220A	04/02/2020	\$3.69	Catering supplies
4710926	Invoice	040220A	04/02/2020	\$45.41	Catering for celebration
4710926	Invoice	040220A	04/02/2020	\$221.48	Name badges and bag toppers
4710926	Invoice	040220A	04/02/2020	\$236.00	Glasses and trays for catering
4710926	GST	040220A	04/02/2020	\$50.29	GST
Credit card Director City Legal to 040220				\$525.30	
4710928	Invoice	040220B	04/02/2020	\$8.18	ASIC title search
4710928	Invoice	040220B	04/02/2020	\$116.36	Corporate firearm licence
4710928	Invoice	040220B	04/02/2020	\$388.30	Lodgement fee for legal matter
4710928	GST	040220B	04/02/2020	\$12.46	GST
Credit card Executive Assistant to 040220				\$4.50	
4710930	Invoice	040220C	04/02/2020	\$4.09	Supplies for Executive workshop
4710930	GST	040220C	04/02/2020	\$0.41	GST
Credit card Director City Regulation to 040220				\$596.70	
4710932	Invoice	040220D	04/02/2020	\$21.64	Team milestone event Environment
4710932	Invoice	040220D	04/02/2020	\$67.00	City Regulation forward planning session
4710932	Invoice	040220D	04/02/2020	\$225.00	Seminar Reinventing the Perth CBD
4710932	Invoice	040220D	04/02/2020	\$228.82	Team milestone event Environment
4710932	GST	040220D	04/02/2020	\$54.24	GST
Credit card Director City Infrastructure to 040220				\$5,086.50	
4710934	Invoice	040220F	04/02/2020	\$5,086.50	Lodgement fees for minor case claims
Credit card Director City Business to 040220				\$15.14	
4710936	Invoice	040220G	04/02/2020	\$13.76	Parking Technology One project meeting
4710936	GST	040220G	04/02/2020	\$1.38	GST
Credit card Director City Engagement to 040220				\$3,070.73	
4710939	Invoice	040220H	04/02/2020	\$21.60	Sunscreen for events
4710939	Invoice	040220H	04/02/2020	\$26.36	Ice for Australia Day event
4710939	Invoice	040220H	04/02/2020	\$33.86	Safety tape for events

Credit Card Transactions

1/02/2020 to 29/02/2020

Transaction No	Tran Type	Tran Reference	Invoice Date	Actual	Transaction Description
4710939	Invoice	040220H	04/02/2020	\$90.91	Supplies for Australia Day event
4710939	Invoice	040220H	04/02/2020	\$142.73	Supplies for Australia Day event
4710939	Invoice	040220H	04/02/2020	\$164.73	Newspaper subscriptions
4710939	Invoice	040220H	04/02/2020	\$234.55	Eskys for events
4710939	Invoice	040220H	04/02/2020	\$295.80	Facebook advertising
4710939	Invoice	040220H	04/02/2020	\$1,990.88	Find My Past annual online subscription
4710939	GST	040220H	04/02/2020	\$69.31	GST
Credit card Manager Human Resources to 040220				\$1,745.75	
4710943	Invoice	040220I	04/02/2020	\$16.23	Vouchers for service awards
4710943	Invoice	040220I	04/02/2020	\$20.91	Incident management pack supplies
4710943	Invoice	040220I	04/02/2020	\$45.45	Smartrider autoloader top up
4710943	Invoice	040220I	04/02/2020	\$70.00	Donation to Beyond Blue in memory of staff member
4710943	Invoice	040220I	04/02/2020	\$73.55	Flowers for staff member
4710943	Invoice	040220I	04/02/2020	\$190.00	Advertising for Sports Supervisor role
4710943	Invoice	040220I	04/02/2020	\$1,295.00	Vouchers for service awards
4710943	GST	040220I	04/02/2020	\$34.61	GST
Credit card Manager Corporate Communications to 040220				\$3,614.79	
4711085	Invoice	040220E	04/02/2020	\$-54.27	International transaction fee
4711085	Invoice	040220E	04/02/2020	\$1.26	International transaction fee
4711085	Invoice	040220E	04/02/2020	\$29.08	Zapier licence
4711085	Invoice	040220E	04/02/2020	\$50.50	Typeform subscription
4711085	Invoice	040220E	04/02/2020	\$182.76	Google Adwords
4711085	Invoice	040220E	04/02/2020	\$185.27	Transmit SMS recharge
4711085	Invoice	040220E	04/02/2020	\$193.42	Google Adwords
4711085	Invoice	040220E	04/02/2020	\$245.99	Facebook advertising
4711085	Invoice	040220E	04/02/2020	\$305.91	Mailchimp email marketing software
4711085	Invoice	040220E	04/02/2020	\$349.87	Facebook advertising
4711085	Invoice	040220E	04/02/2020	\$580.43	Google Adwords
4711085	Invoice	040220E	04/02/2020	\$612.45	Facebook advertising
4711085	Invoice	040220E	04/02/2020	\$752.73	Mailchimp online survey software

Credit Card Transactions

1/02/2020 to 29/02/2020

Transaction No	Tran Type	Tran Reference	Invoice Date	Actual	Transaction Description
4711085	GST	040220E	04/02/2020	\$179.39	GST

Grand Total:	\$15,216.28
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18.4 Review of Elected Members and Chief Executive Officer Training and Development Council Policy

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

Following the 2019 Local Government Election and in accordance with the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996*, all newly Elected Members are required to attend Mandatory Training. These new requirements have been included within the latest review of the City's Elected Members and Chief Executive Officer Training and Development Council Policy (Policy).

Additionally, there is also now a legislative requirement for the City to have a policy regarding the continuing professional development of Elected Members. Therefore, the Policy has also been reviewed to confirm that it is also compliant with Section 5.128 of the *Local Government Act 1995*.

Several minor amendments to the Policy have also been made, including updates to the purpose, City Officer titles, the references table and Section 5.5.1(b), which has been removed due to the City's insurance policy covering the cancellation of airline tickets.

OFFICER RECOMMENDATION:

That Council approve the Elected Members and Chief Executive Officer Training and Development Council Policy, as detailed in Attachment A.

DISCUSSION:

The last review of the Policy was held in 2019, with the amendments being approved at the Ordinary Council Meeting held on 26 June 2019. Those amendments were mainly required as a result of the State Governments then 'likely' imposition of compulsory Elected Member training for the four successful candidates that were elected in the October 2019 City of Kwinana Local Government Election. The amendments, in summary addressed how the Council will treat any compulsory training imposed by the State Government and it was recommended that Council amend the Policy to state that any compulsory training imposed by the State Government was not included in the Elected Members annual allocation.

Since the introduction of the Mandatory Elected Member training amendments to the Policy were required, an additional section, 5.8, Elected Member Mandatory Training was required to be included within the Policy. This additional section covers the training to be completed, the timeline for the completion of the training as well as the reporting requirements of the training completed.

18.4 REVIEW OF ELECTED MEMBERS AND CHIEF EXECUTIVE OFFICER TRAINING AND DEVELOPMENT COUNCIL POLICY

Section 5.5.19(b) was removed due to previously recommending that insurance be purchased for airline ticket purchases as the current practice does not require the additional purchase of insurance due to the City's insurer providing cover for the cancellation of flights.

A copy of the Policy is detailed in Attachment A with the proposed amendments highlighted in tracked changes.

Following the 2019 Local Government Election it is now a legislative requirement that the City has a policy for continuing professional development of its Elected Members. The City had a Policy in place and therefore has completed a review to ensure compliance is met with the relevant legislation. The purpose of the Policy has been updated to specifically reference continuing professional development for the City's Elected Members.

LEGAL/POLICY IMPLICATIONS:

Local Government Act 1995

Division 10 — Training and development

5.126. Training for council members

- (1) *Each council member must complete training in accordance with regulations.*
- (2) *Regulations may —*
 - (a) *prescribe a course of training; and*
 - (b) *prescribe the period within which training must be completed; and*
 - (c) *prescribe circumstances in which a council member is exempt from the requirement in subsection (1); and*
 - (d) *provide that contravention of subsection (1) is an offence and prescribe a fine not exceeding \$5 000 for the offence.*

5.127. Report on training

- (1) *A local government must prepare a report for each financial year on the training completed by council members in the financial year.*
- (2)
- (3) *The CEO must publish the report on the local government's official website within 1 month after the end of the financial year to which the report relates.*

5.128. Policy for continuing professional development

- (1) *A local government must prepare and adopt* a policy in relation to the continuing professional development of council members.*
** Absolute majority required.*

18.4 REVIEW OF ELECTED MEMBERS AND CHIEF EXECUTIVE OFFICER TRAINING AND DEVELOPMENT COUNCIL POLICY

- (2) A local government may amend* the policy.
* Absolute majority required.
- (3) When preparing the policy or an amendment to the policy, the local government must comply with any prescribed requirements relating to the form or content of a policy under this section.
- (4) The CEO must publish an up-to-date version of the policy on the local government's official website.
- (5) A local government —
 - (a) must review the policy after each ordinary election; and
 - (b) may review the policy at any other time.

Local Government (Administration) Regulations 1996

35. Training for council members

- (1) A council member completes training for the purposes of section 5.126(1) if the council member passes the course of training specified in subregulation (2) within the period specified in subregulation (3).
- (2) The course of training is the course titled Council Member Essentials that —
 - (a) consists of the following modules —
 - (i) Understanding Local Government;
 - (ii) Serving on Council;
 - (iii) Meeting Procedures;
 - (iv) Conflicts of Interest;
 - (v) Understanding Financial Reports and Budgets; and
 - (b) is provided by any of the following bodies —
 - (i) North Metropolitan TAFE;
 - (ii) South Metropolitan TAFE;
 - (iii) WALGA.
- (4) The period within which the course of training must be passed is the period of 12 months beginning on the day on which the council member is elected.

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

18.4 REVIEW OF ELECTED MEMBERS AND CHIEF EXECUTIVE OFFICER TRAINING AND DEVELOPMENT COUNCIL POLICY

- (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 related to 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.

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 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	The City does not have a policy regarding continuing professional development and/or has not reviewed
Risk Theme	Failure to fulfil statutory regulations or compliance requirements

18.4 REVIEW OF ELECTED MEMBERS AND CHIEF EXECUTIVE OFFICER TRAINING AND DEVELOPMENT COUNCIL POLICY

Risk Effect/Impact	Compliance
Risk Assessment Context	Strategic
Consequence	Minor
Likelihood	Unlikely
Rating (before treatment)	Low
Risk Treatment in place	Avoid - remove cause of risk
Response to risk treatment required/in place	Complete an annual review of the Policy and ensure that the current version is available on the City's website.
Rating (after treatment)	Low

COUNCIL DECISION**124****MOVED CR M KEARNEY****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



Council Policy

Elected Members and Chief Executive Officer Training and Development

D14/82821[v46]

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 ongoing professional development; 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 and ongoing professional development.

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 by failing to provide a report arising from attendance at an event, in accordance with Clause 5.8, 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, ~~C~~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 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. 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
Total \$	93.65	128.30

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 and Mayor. 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 (Councillors) / Executive Assistant to the Chief Executive Officer and Mayor (Mayor), 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. Elected Members and the Chief Executive Officer 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.

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.

5.8 Elected Member Mandatory Training

Following the 2019 Local Government Election and in accordance with the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996*, all newly Elected Members are required to attend Mandatory Training.

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5.8.1 Training to be completed

Elected Members are required to complete the course titled Council Member Essentials that consists of the following modules —

- (i) Understanding Local Government;
- (ii) Serving on Council;
- (iii) Meeting Procedures;
- (iv) Conflicts of Interest; and
- (v) Understanding Financial Reports and Budgets;

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5.8.2 Training timeframe

The period within which the course of training must be completed is 12 months, beginning on the day on which the Elected Member is elected.

5.9 Report on Training

The City must prepare a report for each financial year on the training completed by the Elected Members, within that financial year.

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The Chief Executive Officer must publish the report on the City's official website within one month, after the end of the financial year, to which the report relates.

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

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

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 12/11/2014 #304 24/04/2018 #150 13/06/2018 #192 26/06/2019 #482
Next review date due	26/06/2021
Legal Authority	<i>Local Government Act 1995</i> Section 2.7 – Role of Council <u>Division 10 – Training and Development</u> <u>Local Government (Administration) Regulations 1996</u> <u>Part 10 - Training</u>
Directorate	City Strategy
Department	City Strategy

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Related documents	<p>Acts/Regulations <i>Local Government Act 1995</i> <u><i>Local Government (Administration) Regulations 1996</i></u> <i>State Public Service Award 1992</i></p> <p>Plans/Strategies Corporate Business Plan</p> <p>Policies Nil</p> <p>Work Instructions D10/3923[v5] – CS – WI 04Promapp – Process an Elected Members Expenses Claim</p> <p>Other documents D15/37523 – Code of Conduct Clause 6.2 – Travelling and sustenance expenses D12/48178 – Elected Members and Chief Executive Officer Training and Development Application D14/87288 – Elected Members Training and Development Report</p>
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Note: Changes to References may be made without the need to take the policy to Council for review.

18.5 Budget Variations

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

To amend the 2019/2020 budget to reflect various adjustments to the General Ledger with nil effect to the budgeted surplus position as detailed below.

OFFICER RECOMMENDATION:

That Council approves the required budget variations to the Current Budget for 2019/2020 as follows.

ITEM #	DESCRIPTION	CURRENT BUDGET	INCREASE/ DECREASE	REVISED BUDGET
1	Capital Expense – Parks & Reserves Renewals Bores	(94,000)	(24,240)	(118,240)
	Capital Expense – Parks & Reserves Renewals Infield Irrigation	(222,200)	24,240	(197,960)

NOTE: AN ABSOLUTE MAJORITY OF COUNCIL IS REQUIRED

DISCUSSION:

ITEM #	DESCRIPTION	CURRENT BUDGET	INCREASE/ DECREASE	REVISED BUDGET
1	Capital Expense – Parks & Reserves Renewals Bores	(94,000)	(24,240)	(118,240)
	Capital Expense – Parks & Reserves Renewals Infield Irrigation	(222,200)	24,240	(197,960)

Quotes received for the replacement of three iron filtration unit compounds exceed the current budget. The compounds protect the filtration units from vandalism and theft.

The tender amount required for the infield irrigation replacement costs for Rhodes Park and Apex Park has been confirmed, and is less than originally budgeted for the project (saving of \$24,240 in cost of irrigation renewals). The proposal is to adjust the budget to increase the Bores Renewal budget by the \$24,240, to cover the full cost of this project.

18.5 BUDGET VARIATIONS**LEGAL/POLICY IMPLICATIONS:**

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

(b) is authorised in advance by resolution*

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

*requires an absolute majority of Council.

FINANCIAL/BUDGET IMPLICATIONS:

The financial implications are detailed in this report.

ASSET MANAGEMENT IMPLICATIONS:

The allocation of funds towards the upgrading and purchase of City assets will be included in the City’s Asset Management Strategy.

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 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 public health implications as a result of this report.

18.5 BUDGET VARIATIONS**RISK IMPLICATIONS:**

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

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

COUNCIL DECISION

125

MOVED CR S LEE**SECONDED CR M ROWSE**

That Council approves the required budget variations to the Current Budget for 2019/2020 as follows.

ITEM #	DESCRIPTION	CURRENT BUDGET	INCREASE/ DECREASE	REVISED BUDGET
1	Capital Expense – Parks & Reserves Renewals Bores	(94,000)	(24,240)	(118,240)
	Capital Expense – Parks & Reserves Renewals Infield Irrigation	(222,200)	24,240	(197,960)

CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL
8/0

18.6 Amendment to Register of Delegated Authority – Local Government to Chief Executive Officer, Officers and Committees 2019

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

At its 25 September 2019 meeting, Council resolved to delegate the Chief Executive Officer (CEO), Officers and Committees power to exercise certain functions under the *Local Government Act 1995* and other relevant legislation.

As part of the on-going review of delegated powers to ensure all appointments are appropriately captured and meet the operational needs of the City, the following amendment to the Register is recommended:

- 1) That delegation 7.1 which grants functions to the Executive Appraisal Committee be revoked.

The Executive Appraisal Committee (Committee) Terms of Reference has been determined and provides the structure and purpose of the Committee.

OFFICER RECOMMENDATION:

That Council resolve as follows:

1. Adopt the Executive Appraisal Committee Terms of Reference, as at Attachment A.
2. Revoke Council delegation 7.1, as at Attachment B.

NOTE – AN ABSOLUTE MAJORITY OF COUNCIL IS REQUIRED

DISCUSSION:

Sections 5.42 and 5.44 of the *Local Government Act 1995*, as well as other relevant legislation, grant Council the ability to delegate certain local government functions to the CEO, Officers or Committees to exercise. Such delegation may be with or without conditions.

Council last conducted a review of all delegations to the CEO, Officers or Committees at their meeting of 25 September 2019. Those delegations are recorded in the *Register of Delegated Authority – Local Government to Chief Executive Officer, Officers and Committees 2019*.

The Executive Appraisal Committee is granted functions under delegation 7.1 as follows:

To undertake a review of the Chief Executive Officer's performance and appoint a suitably qualified independent reviewer to assist with the review process.

18.6 AMENDMENT TO REGISTER OF DELEGATED AUTHORITY – LOCAL GOVERNMENT TO CHIEF EXECUTIVE OFFICER, OFFICERS AND COMMITTEES 2019

In order to greater reflect the operational needs of the City, it is recommended that delegation 7.1 to the Executive Appraisal Committee be revoked on the basis that the *Terms of Reference* at Attachment A adequately addresses the duties and responsibilities of the Committee.

LEGAL/POLICY IMPLICATIONS:

The Act provides as follows:

5.16. Delegation of some powers and duties to certain committees

- (1) *Under and subject to section 5.17, a local government may delegate* to a committee any of its powers and duties other than this power of delegation.*
** Absolute majority required.*

In relation to opening meeting to members of the public, the Act provides as follows:

5.23. Meetings generally open to public

- (1) *Subject to subsection (2), the following are to be open to members of the public —*
 (a) *all council meetings; and*
 (b) *all meetings of any committee to which a local government power or duty has been delegated.*
- (2) *If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —*
 (a) *a matter affecting an employee or employees; and*
 (b) *the personal affairs of any person; and*
 (c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and*
 (d) *legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and*
 (e) *a matter that if disclosed, would reveal —*
 (i) *a trade secret; or*
 (ii) *information that has a commercial value to a person; or*
 (iii) *information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government; and*
 (f) *a matter that if disclosed, could be reasonably expected to —*
 (i) *impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or*
 (ii) *endanger the security of the local government's property; or*
 (iii) *prejudice the maintenance or enforcement of a lawful measure for protecting public safety; and*
 (g) *information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1971; and*
 (h) *such other matters as may be prescribed.*
- (3) *A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.*

The *Local Government (Administration) Regulations 1996* provides as follows:

18.6 AMENDMENT TO REGISTER OF DELEGATED AUTHORITY – LOCAL GOVERNMENT TO CHIEF EXECUTIVE OFFICER, OFFICERS AND COMMITTEES 2019

5. Question time for public, meetings that require prescribed (Act s. 5.24)

For the purposes of section 5.24(1)(b), the meetings at which time is to be allocated for questions to be raised by members of the public and responded to are —

- (a) every special meeting of a council;*
- (b) every meeting of a committee to which the local government has delegated a power or duty.*

FINANCIAL/BUDGET IMPLICATIONS:

There are no direct financial implications related to this report.

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.

COMMUNITY ENGAGEMENT:

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

STRATEGIC/SOCIAL IMPLICATIONS:

This proposal will support the achievement of the following objectives and strategies detailed in the Corporate Business Plan:

Plan	Outcome	Objective
Corporate Business Plan 2017 - 2022	Business Performance	5.8 Apply best practice principles and processes to maximise efficiencies and quality.

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.

18.6 AMENDMENT TO REGISTER OF DELEGATED AUTHORITY – LOCAL GOVERNMENT TO CHIEF EXECUTIVE OFFICER, OFFICERS AND COMMITTEES 2019

RISK IMPLICATIONS:

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

Risk Event	Officers and committees are appointed or provided with inappropriate or unnecessary delegated authority.
Risk Theme	Failure to fulfil statutory or compliance requirements.
Risk Effect/Impact	Compliance
Risk Assessment Context	Operational
Consequence	Moderate
Likelihood	Unlikely
Rating (before treatment)	Moderate
Risk Treatment in place	Avoid - remove cause of risk
Response to risk treatment required/in place	Ensure officers and committees are appointed or delegated functions which are appropriate and in accordance with the relevant legislation.
Rating (after treatment)	Low

COUNCIL DECISION

126

MOVED CR D WOOD

SECONDED CR S WOOD

That Council resolve as follows:

- 1. Adopt the Executive Appraisal Committee Terms of Reference, as at Attachment A.**
- 2. Revoke Council delegation 7.1, as at Attachment B.**

CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL
8/0

Executive Appraisal Committee

Terms of Reference

1. Establishment

In accordance with Section 5.8, *Local Government Act 1995*, the Council has established the Executive Appraisal Committee.

The Executive Appraisal Committee operates in accordance with the *Local Government Act 1995* and all relevant subsidiary regulations.

2. Purpose of the Executive Appraisal Committee

The Executive Appraisal Committee plays a key role in the selection, performance appraisal and salary review of a Chief Executive Officer for the organisation and community.

3. Powers of the Executive Appraisal Committee

The Executive Appraisal Committee is established by the Council and is responsible to that body.

Reports and recommendations of the Executive Appraisal Committee shall be presented to the next ordinary meeting of Council (where applicable).

The Executive Appraisal Committee does not have any delegated authority and all reports and recommendations are a decision of Council.

4. Membership and participation

The Executive Appraisal Committee consists of five Elected Members (being the Mayor and four additional Councillor's).

Members of the Executive Appraisal Committee are appointed in accordance with Sections 5.10 and 5.11(A), of the *Local Government Act 1995*.

An independent consultant will facilitate the performance review process.

No duty has been delegated by Council to the Executive Appraisal Committee and as such meetings are not required to be open to the public.

The local government shall provide secretarial and administrative support to the Committee.

5. Meetings

5.1 Frequency

The Executive Appraisal Committee Meetings are scheduled as required. There are generally three Executive Appraisal Committee Meetings held each year.

Additional meetings may be convened as required.

5.2 Agendas and Minutes

The agenda for Executive Appraisal Committee Meetings will be distributed to all members on the Thursday prior to the meeting, in most instances.

Minutes of the Executive Appraisal Committee Meetings will be made available within five working days of the meeting.

5.3 Reporting

Reports and recommendations of each Executive Appraisal Committee Meeting requiring a resolution of Council, will be presented at the next practical Ordinary Council Meeting.

6. Quorum

In accordance with Section 5.19, *Local Government Act 1995*, a quorum shall consist of at least 50% of the number of offices of the Executive Appraisal Committee, which equates to three voting members.

7. Functions

To recommend appropriate action to Council on all matters relating to:

- The employment of the Chief Executive Officer;
- Contract of employment to be offered to the Chief Executive Officer;
- Performance appraisal and salary review of the Chief Executive Officer;
- Assist with the development and recommendation of the Chief Executive Officer's Key Performance Indicators.

8. Code of Conduct

Members of the Executive Appraisal Committee are bound by the City's Code of Conduct.

PART 7

COUNCIL TO EXECUTIVE COMMITTEES

7.1 Executive Appraisal Committee																	
Function to be performed:	To undertake a review of the Chief Executive Officer's performance and appoint a suitably qualified independent reviewer to assist with the review process.																
Legislative power or duty delegated:	Local Government Act 1995 s5.38 Annual review of certain employees' performance																
Legislative Power to Delegate:	Local Government Act 1995 – Part 5 Division 2 s5.16 Delegation of some powers and duties to certain committees																
Date Delegation made or reviewed:	<table> <tr> <td>13 October 2010</td><td>Council Resolution #199</td></tr> <tr> <td>November 2011</td><td>D11/90333</td></tr> <tr> <td>December 2012</td><td>D12/77148</td></tr> <tr> <td>February 2015</td><td>D15/8358</td></tr> <tr> <td>10 February 2016</td><td>D16/1283</td></tr> <tr> <td>14 June 2017</td><td>Council Resolution #513</td></tr> <tr> <td>13 June 2018</td><td>Council Resolution #196</td></tr> <tr> <td>25 September 2019</td><td>Council Resolution #566</td></tr> </table>	13 October 2010	Council Resolution #199	November 2011	D11/90333	December 2012	D12/77148	February 2015	D15/8358	10 February 2016	D16/1283	14 June 2017	Council Resolution #513	13 June 2018	Council Resolution #196	25 September 2019	Council Resolution #566
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February 2015	D15/8358																
10 February 2016	D16/1283																
14 June 2017	Council Resolution #513																
13 June 2018	Council Resolution #196																
25 September 2019	Council Resolution #566																
Delegation to:	Executive Appraisal Committee																
Conditions and Exceptions:	The Executive Appraisal Committee will recommend the proposed remuneration and key performance indicators for the proceeding 12 months to Council for approval.																
Statutory Power to sub-delegate:	This Authority is not to be sub-delegated																
Reporting Requirements:	<ol style="list-style-type: none"> Any exercise of this delegation is to be recorded in the Register Delegation of Authority; and Recorded in the Register of delegations to committees 																

19 Notices of motions of which previous notice has been given

Nil

20 Notices of motions for consideration at the following meeting if given during the meeting

Nil

21 Late and urgent Business

21.1 Opposition to proposed Application for Exploration Licence 70/5343 over portions of Thomas and Rockingham Roads, Kwinana

COUNCIL DECISION

127

MOVED CR P FEASEY

SECONDED CR W COOPER

That Council deal with the one item of urgent business as presented in the Addendum to the Agenda, due to the confidential nature of the item it will be presented at 25.1, Confidential Items.

**CARRIED
8/0**

22 Reports of Elected Members

22.1 Councillor Wendy Cooper

Councillor Wendy Cooper reported that she had attended the Southern Metropolitan Regional Council (SMRC) Stakeholders Committee meeting which has been rejuvenated and is and gearing up for the introduction of the Container Deposit Scheme.

23 Answers to questions which were taken on notice

Nil

24 Mayoral Announcements

Mayor Carol Adams stated that our worlds have certainly changed in the space of two weeks when the City held our last Ordinary Council Meeting on 13 March 2020.

The impact of the Coronavirus (COVID-19) having a significant impact globally with ramifications now effecting everyone.

At the local government level, much of my time has been taken up with media updates to the community and regular meetings with the Chief Executive Officer (CEO) to discuss the organisations response to preventing the pandemic spread in our organisation as well as the community at large.

The Mayor passed on her thanks to the CEO and the City Leadership Team for their efforts in that regard and her appreciation that it has been a very much evolving situation with decisions changing almost daily to ensure that the City of Kwinana decisions reflect the directives provided by the Federal and State Government.

The Mayor added that there has certainly been some very tough decisions made and the impact on many of our loyal City Officers and the community has been significant, especially with the closing of all our facilities.

Today we closed our Administration to the public in an effort to keep our staff safe.

The Mayor advised that although her diary has been cleared due to the COVID-19 response, that she had attended the following:

- attended an International Women's Day event hosted by Communities for Children.
- attended a meeting with Madam Zhihua Dong, the Consulate General of the People's Republic of China.
- attended an International Watercolour Exhibition opened by Mayor Brad Pettit in Fremantle.
- attended a Mayors and Presidents briefing by the Minister of Local Government and Minister for Health hosted by WA Local Government Association (WALGA).
- in company with the CEO, participated in a Mayors and Presidents webinar with the Minister for Local Government, hosted by WALGA.

25 Confidential items

COUNCIL DECISION

128

MOVED CR P FEASEY

SECONDED CR W COOPER

That, in accordance with Section 11.7 of the City of Kwinana *Standing Orders Local Law 2019*, Council move behind closed doors to allow discussion of the Confidential Item(s).

CARRIED
8/0

The press exited the Council Chambers and the doors were closed at 8:02pm

25.1 **Opposition to proposed Application for Exploration Licence 70/5343 over portions of Thomas and Rockingham Roads, Kwinana**

This report and its attachments are confidential in accordance with Section 5.23(2)(d) of the Local Government Act 1995, which permits the meeting to be closed to the public for business relating to the following:

- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and

COUNCIL DECISION

129

MOVED CR P FEASEY

SECONDED CR M ROWSE

That Council take the following action with respect to the Application for Exploration Licence 70/5343 portions of Thomas Road and Rockingham Road, Kwinana:

1. Resolve to object to the proposed Exploration Licence 70/5343 and endorse the letter of objection to the application for Exploration Licence 70/5343 in Attachment C; and
2. Authorise the CEO to complete the *Mining Act 1978* Form 16 Objection and Statutory Declaration (Attachments D and E) as the City's nominated objector to accompany the City's objection letter.

CARRIED
8/0

25 CONFIDENTIAL ITEMS

COUNCIL DECISION

130

MOVED CR P FEASEY

SECONDED CR M ROWSE

That Council return from Behind Closed Doors.

**CARRIED
8/0**

The Council Chambers doors were opened at 8:03pm

26 Close of meeting

The Mayor declared the meeting closed at 8:04pm.