

# Ordinary Council Meeting

25 August 2021

## Agenda

Notice is hereby given of the Ordinary Meeting of Council to be held in the Council Chambers, City of Kwinana Administration Centre commencing at 5:30pm.

Wayne Jack  
Chief Executive Officer

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

Agendas and Minutes are available on the City's website [www.kwinana.wa.gov.au](http://www.kwinana.wa.gov.au)

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## **1 Opening and announcement of visitors**

*Presiding Member to declare the meeting open and welcome all in attendance.*

## **2 Acknowledgement of country**

*Presiding Member to 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 Merv Kearney to 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**

**Leave(s) of Absence (previously approved):**

Councillor Dennis Wood from 19 August 2021 to 1 October 2021.

## **5 Public Question Time**

In accordance with the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996*, any person may during Public Question Time ask any question.

In accordance with Regulation 6 of the *Local Government (Administration) Regulations 1996*, the minimum time allowed for Public Question Time is 15 minutes.

A member of the public who raises a question during Question Time is to state his or her name and address.

Members of the public must provide their questions in writing prior to the commencement of the meeting. A public question time form must contain all questions to be asked and include contact details and the form must be completed in a legible form.

Please note that in accordance with Section 3.4(5) of the *City of Kwinana Standing Orders Local Law 2019* a maximum of two questions are permitted initially. An additional question will be allowed by the Presiding Member if time permits following the conclusion of all questions by members of the public.



## 6 Receiving of petitions, presentations and deputations:

### 6.1 Petitions:

A petition must -

- (a) be addressed to the Mayor;
- (b) be made by electors of the district;
- (c) state the request on each page of the petition;
- (d) contain at least five names, addresses and signatures of electors making the request;
- (e) contain a summary of the reasons for the request;
- (f) state the name of the person to whom, and an address at which, notice to the petitioners can be given; and
- (g) be respectful and temperate in its language and not contain language disrespectful to Council.

The only motion which shall be considered by the Council on the presentation of any petition are -

- a) that the petition be received;
- b) that the petition be rejected; or
- c) that the petition be received and a report prepared for Council.

### 6.2 Presentations:

In accordance with Clause 3.6 of the *Standing Orders Local Law 2019* a presentation is the acceptance of a gift, grant or an award by the Council on behalf of the local government or the community.

Prior approval must be sought by the Presiding Member prior to a presentation being made at a Council meeting.

Any person or group wishing to make a presentation to the Council shall advise the CEO in writing before 12 noon on the day of the meeting. Where the CEO receives a request in terms of the preceding clause the CEO shall refer it to the presiding member of the Council committee who shall determine whether the presentation should be received.

A presentation to Council is not to exceed a period of fifteen minutes, without the agreement of Council.

### 6.3 Deputations:

In accordance with Clause 3.7 of the *Standing Orders Local Law 2019*, any person or group of the public may, during the Deputations segment of the Agenda with the consent of the person presiding, speak on any matter before the Council or Committee provided that:

- (a) the person has requested the right to do so in writing addressed to the Chief Executive Officer by noon on the day of the meeting.
- (b) setting out the agenda item to which the deputation relates;
- (c) whether the deputation is supporting or opposing the officer's or committee's recommendation; and

### 6.3 DEPUTATIONS

- (d) include sufficient detail to enable a general understanding of the purpose of the deputation.

A deputation to Council is not to exceed a period of fifteen minutes, without the agreement of Council.

## 7 Confirmation of minutes

### 7.1 Ordinary Meeting of Council held on 11 August 2021:

#### COUNCIL DECISION

###

MOVED CR

SECONDED CR

That the Minutes of the Ordinary Meeting of Council held on 11 August 2021 be confirmed as a true and correct record of the meeting.

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

Section 5.65(1) of the *Local Government Act 1995* states:

A member who has an interest in any matter to be discussed at a council or committee meeting that will be attended by the member must disclose the nature of the interest —

- (a) in a written notice given to the CEO before the meeting; or
- (b) at the meeting immediately before the matter is discussed.

Section 5.66 of the *Local Government Act 1995* states:

If a member has disclosed an interest in a written notice given to the CEO before a meeting then —

- (a) before the meeting the CEO is to cause the notice to be given to the person who is to preside at the meeting; and
- (b) at the meeting the person presiding is to bring the notice and its contents to the attention of the persons present immediately before the matters to which the disclosure relates are discussed.

## 9 Requests for leave of absence

#### COUNCIL DECISION

###

MOVED CR

SECONDED CR

That Councillor ..... be granted a leave of absence from ..... to ..... inclusive.

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

**11 Any business left over from previous meeting**



## 12 Recommendations of committees

### 12.1 Chief Executive Officer Performance Review 2020/21 and setting of 2021/22 Key Performance Indicators and Remuneration

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

- (a) a matter affecting an employee or employees; 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

## **12.2 Chief Executive Officer Performance Review 2020/21 and setting of Total Remuneration Package**

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

- (a) a matter affecting an employee or employees; 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**

### **13 Enbloc reports**

Nil

### **14 Reports - Community**

Nil



## 15 Reports – Economic

### 15.1 Submission on Infrastructure WA – State Infrastructure Strategy

#### **SUMMARY:**

Infrastructure WA (IWA) was established on 24 July 2019 to provide advice and assistance to the State Government on infrastructure needs and priorities for over the short, medium and long-term. One of their primary tasks was to develop a State Infrastructure Strategy that will cover a 20-year horizon and will reflect where the State has been and where it is today, addressing future needs and emerging trends.

The Strategy focusses on recommendations to improve the foundations of the State's infrastructure system – addressing areas for improvement and best practice approaches to support the planning and delivery of appropriate infrastructure. Infrastructure WA has highlighted the need to build smarter, more integrated, connected and resilient infrastructure that maximises value to the community and industry.

City Officers have reviewed the Strategy and prepared a submission outlined in Attachment A for Council's endorsement.

#### **OFFICER RECOMMENDATION:**

**That Council endorse the the submission on the State Infrastructure Strategy as outlined in Attachment A.**

#### **DISCUSSION:**

The Strategy is the first time that the government has combined the aspirations for state infrastructure into a single document. The IWA board, who has worked to prepare the strategy, will adopt the final document. The adopted Strategy will help inform the government of the day on infrastructure decisions, however it does not bind the government.

City Officers are generally supportive of the document, which has many high-level policy outcomes, however it is not always clear about what mechanism will help deliver the proposed outcomes. Some specific recommendations support the ongoing work for Westport, which are supported.

From a delivery perspective, the largest challenge will likely be the coordination of the various state government agencies tasked with infrastructure planning and development. However, the strategy will help develop common themes and purpose to the development of state infrastructure projects.

The full strategy is over 300 pages in length, and has not been included as an attachment to the report, but is available at the Infrastructure WA website. Public comment closes on 15 September 2021.

**15.1 SUBMISSION ON INFRASTRUCTURE WA – STATE INFRASTRUCTURE STRATEGY****LEGAL/POLICY IMPLICATIONS:**

*Local Government Act 1995* section 2.7 broadly defines Councils role in governing the affairs of the Local Government, which could include making submissions to the State Government.

**FINANCIAL/BUDGET IMPLICATIONS:**

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

**ASSET MANAGEMENT IMPLICATIONS:**

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

**ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS:**

There are no implications on any determinants of health 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 2021-31	2. A resilient and thriving community with exciting opportunities	2.2 Create strong regional connections that will improve the ability for residents to access jobs, training and goods and services

**COMMUNITY ENGAGEMENT:**

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

## **Submission to Infrastructure WA**

The City is supportive of the strategy's intents to better coordinate efforts in the planning and delivery of infrastructure across the State, however the strategy requires further detail of how it will hold state government agencies accountable to this vision. The breaking down of silos between various decision making entities is not a challenge unique to the state government, it is however an outcome that is rarely accomplished. Greater emphasis is needed in the strategy to emphasise the importance and compel all government agencies to participate in open information sharing.

One of the greatest impediments to new technology coming to the State is the complex regulatory framework. Recent statements by the Minister for Hydrogen Industry was that development of the industry had several hundred touch points to legislation in WA. While there was discussion of "sandboxing" the industry to insulate it from various regulatory constraints, there is need for legislation to better guide and facilitate projects of State Government importance.

Ideally the State should be able to offer a pathway for major private investment opportunities, where the State can offer a level of concierge service to facilitate outcomes. This would assist in making the State competitive with other international destinations.

Similarly, the strategy makes reference to single approval pathways. This requires significant improvements on our current approval systems, where decisions by the WAPC or JDAP can then be disallowed by other agencies such as Main Roads. This part of the State's regulatory framework is not only complex but has the potential to damage the State's reputation as a destination from private investment.

The City agrees with the Strategy's push for a single set of assumptions to be used for decision making state wide, with regard to population growth and other demographic trends. This information needs to be public and regularly updated to reflect actual data, such as building approvals and known migration, rather than left for long periods without update. Equally, the anticipated growth milestone dates are not always helpful in planning for infrastructure. Whether the state population reaches a milestone in a certain year is less important as the fact it will meet the milestone. Therefore it may be more prudent, where



possible, to plan for infrastructure for Perth and Regions at certain population thresholds rather than by certain years, as the growth is the key to infrastructure need.

The Strategy recognises the need for further heavy industrial land in Perth, which is a position the City has advocated strongly for. Given the lack of land that is suitable for industrial development, due to access to services, buffers to community and scale required for economic viability, there is a requirement to proceed with this work in the very short term. While the State has used the Industrial Lands Committee in the past, the outcomes of the committee are not published and deliberations are not transparent. While some aspects of their deliberations may be commercially sensitive, a commitment to open decision making, that allows for community and industry awareness of the forecast demands is required.

From a industrial development perspective, the economic benefits of clustering development are well established. However the practicalities of delivering land in this fashion is problematic. The Strategy notes the uptake of industrial land during the COVID-19 recovery, meaning that land allocation has been ad hoc, being sold to any interested parties who intend to develop. While areas like Latitude 32 were developed with regions that focus on freight and logistics, and others in R&D, unless all development fronts are open and being delivered, these clustering outcomes will not be achieved. From a purely land development economic analysis, opening large areas, including state funded enabling infrastructure, is not viable. However greater analysis should consider the long term benefits of clustering industry and consideration given to the economic return to the state over the longer term. Development of regions with specialities have occurred largely organically, but could be catalysed through the land use planning process. If WA is to be a leader in a certain new and emerging technology, there will be an immediate cost in delivering the land development outcomes that may seem unpalatable in the short term.

The Strategy makes reference to the environmental approval pathway and the need for certainty. Given WA has a limited number of Strategic Industrial Areas (SIA) throughout the State, priority should be given to resolving the environmental approvals in these areas. In many examples, the environmental values need to be carefully considered against state development and the social outcomes that employment can bring. The SIAs have the potential to drive the economic development of the State and must be deconstrained as a priority.

The Strategy notes the importance of the Circular Economy, mentioning that Waste-to-Energy developments have commenced, bringing about greater opportunities for green energy. There is a requirement for State Government policy to align to facilitate private sector investment. While waste avoidance and recycling will continue to play an important role in the waste sector, green initiatives, such as Waste-to-Energy should not be burdened by levies that apply to land fill sites. From an organics perspective, Waste-to-Energy offers a net zero emission outcome and will play an important part of meeting the State's waste management needs. The absence of Waste-to-Energy as a preferred landfill avoidance process appears to be an oversight of the regulatory framework, however without immediate rectification will lead to an unwillingness for further private sector investments in the circular economy industry.

The development of a Waste Infrastructure Plan will be required for the State Government to meet its emission targets. While the private sector will play an important role in the delivery of specific waste outcomes, the overall architecture of the circular economy requires careful planning of infrastructure to ensure that waste transportation, management and processing can occur in a coordinated manner over a geographic region. This will be a role for government.

The movement of Perth's primary container port from Fremantle to Kwinana is a key recommendation noted in the Strategy. The City, which raised this strategic project with the State, which led to the Westport Strategy, is supportive of the transition. The Strategy notes revisiting some of the assumptions and timeframes set out in Westport in the short term. While there is merit in checking assumptions, this infrastructure is currently needed, with existing congestion around the Fremantle Port and connecting road system. While it is possible to re-forecast the freight, ultimately all economic models are in some way flawed. Regardless of the precise date that the current infrastructure fails to meet the needs of the State, that date will certainly come. This means that the planning and delivery for this critical infrastructure needs to proceed in a very timely manner, with a commitment to deliver the outcomes expediently from Government.

Finally, the Strategy makes significant mentions of Regional Development. Development of the regions is critical to the State and will ensure that the social, environmental and economic outcomes will be to the benefit of our combined community. As the world's economy is more global and mobile than ever before, our cities must have leading edge technology and infrastructure to attract international investors, as major investment decisions by multinational companies are less about which part of the state they invest in, but whether

the investment occurs in this continent or another. For that reason the principle that what is good for each region, is good for the State must be embraced and the development of the State not be perceived as a competition between the regions but rather the means to improve the quality of life for all.



## **16 Reports – Natural Environment**

Nil

## 17 Reports – Built Infrastructure

### 17.1 Development application – Use Not Specified (Occasional Respite Care Facility) – 21 Nella Place, Wellard

#### SUMMARY:

The City of Kwinana (the City) has received an application for a change of use from Single house to a Use Not Specified (Occasional Respite Care Facility) at No. 21 Nella Place, Wellard (subject site) (Attachment A). The subject site is zoned Special Rural under Local Planning Scheme No. 2 (LPS2) and is surrounded by Single houses on similar sized, semi-rural blocks.

An application was previously submitted to Council in July 2020, for an unauthorised Respite Care Facility on the site. The proposal included a number of permanent and semi- permanent clients staying on site, support staff and classes for clients (both occupants and external). Additionally, approval was sought for a number of farm animals and additional accommodation in a transportable building that had been installed on site. Given the site's Special Rural zoning and existing special rural residential properties nearby, the intensity and level of activity was not considered suitable for the zone and as the proposed stocking levels were assessed to potentially contribute to environmental degradation of the site, the application was refused.

The applicant has long ceased using the site for anything other than a permanent dwelling. Since the refusal, they have worked on a new proposal for the site which was submitted in late 2020. The proposal is for significantly less respite clients on site (a total of 2 at any one time) and no classes attracting external patrons are proposed. A number of issues have been worked through, including bushfire and environmental concerns, with a satisfactory resolution reached subject to appropriate mitigation and management conditions.

The application is therefore recommended for conditional development approval.

#### OFFICER RECOMMENDATION:

**That Council approve the development application for a Use Not Specified (Occasional Respite Care Facility) as shown in attachment A at No. 21 Nella Place, Wellard in accordance with Clause 60 of Schedule 2 Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* for the following reasons:**

- 1. A maximum of two clients and one carer, in addition to the permanent residents, are to be present on site at any one time to the satisfaction of the City of Kwinana.**
- 2. No stock is permitted on site.**
- 3. Stormwater drainage from roofed and paved areas shall be contained and disposed of on site at all times to the satisfaction of the City of Kwinana.**

**17.1 DEVELOPMENT APPLICATION – USE NOT SPECIFIED (OCCASIONAL RESPITE CARE FACILITY) – 21 NELLA PLACE, WELLARD**

- 4. The accessway shall be provided and maintained for the life of the development in accordance with SPP 3.7 Planning in Bushfire Prone Areas and associated guidelines to the satisfaction of the City of Kwinana.**
- 5. The development shall at all times comply with the requirements and recommendations of the Bushfire Management Plan (as amended) prepared by Envision Bushfire Protection and dated February 2021 to the satisfaction of the City of Kwinana.**
- 6. Within 90 days of this approval, an application shall be submitted to decommission the existing and construct a new apparatus for the treatment of sewage to the City of Kwinana. Within 60 days of the approval of the system, the new effluent disposal system shall be installed to the satisfaction of the City of Kwinana.**
- 7. Prior to commencement of the Use Not Specified (Occasional Respite Facility) a Section 70A notification shall be placed on the certificate of title to advise any future landowners of the presence of, and need to comply with, the Bushfire Management Plan.**
- 8. A Management Plan is to be submitted and implemented prior to the commencement of the Use Not Specified (Occasional Respite Facility), to the satisfaction of the City of Kwinana, with regard to the following matters:**
  - a. Procedure for the management of complaints.**
  - b. Details regarding compliance with noise regulations.**
  - c. Management of carparking and traffic.**
- 9. Prior to commencement of the Use Not Specified (Occasional Respite Facility), the Bushfire Management Plan shall be modified to ensure that references to the APZ dimensions are consistent to the satisfaction of the City of Kwinana.**
- 10. Prior to commencement of the Use Not Specified (Occasional Respite Facility), a wetland buffer revegetation plan shall be submitted to the City of Kwinana. The plan shall include a minimum 1460sqm of revegetation within the Conservation Category Wetland buffer but outside of the Asset Protection Zone identified under the Bushfire Management Plan.**
- 11. The revegetation shall commence within 12 months of commencement of the Use Not Specified (Occasional Respite Facility) or as otherwise agreed by the City of Kwinana. The revegetation shall be maintained in perpetuity to the satisfaction of the City of Kwinana.**
- 12. Land within the asset protection zone (APZ) is to be managed and maintained as per the approved Bushfire Management Plan (Envision Bushfire Protection, February 2021) in perpetuity.**

**17.1 DEVELOPMENT APPLICATION – USE NOT SPECIFIED (OCCASIONAL RESPITE CARE FACILITY) – 21 NELLA PLACE, WELLARD****Advice note:**

- i. The proponent should ensure that 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 associated Regulations, *Contaminated Sites Act 2003* and Regulations and the National Construction Code.
- ii. The alteration of the use of the building may require a change in class of building under building legislation. It is recommended that the proponent engage a private building surveyor to determine requirements and obtain approval for unapproved structures.
- iii. The Minister for Planning has extended the deadline for substantial commencement by an additional two (2) years for all applications approved during the current COVID 19 State of Emergency. In effect, this means that the timeframe for substantial commencement is now four (4) years from the date of this determination.
- iv. Pursuant to clause 26 of the Metropolitan Region Scheme, this approval is deemed to be an approval under clause 24(1) of the Metropolitan Region Scheme.
- v. Native vegetation shall not be removed from outside the building envelope except any native vegetation determined by the City of Kwinana to be diseased or dangerous, required to be removed for the purposes of a firebreak construction or the construction of an approved accessway, provided the removal of such vegetation is permitted under the *Environmental Protection Act 1986* and *Environmental Protection (Clearing of Native Vegetation) Regulations 2004*.
- vi. No signage is approved as part of this proposal.
- vii. The existing system needs to be decommissioned and upgraded or a separate phosphorus retentive effluent disposal system shall be installed in accordance with the *Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974*, the City's Nutrient Retentive Effluent Disposal System Policy and Government Sewage Policy.
- viii. The proponent shall ensure the onsite effluent disposal system/s are wholly located within the approved building envelope boundaries to the satisfaction of the City of Kwinana.

**NOTE: AN ABSOLUTE MAJORITY OF COUNCIL IS REQUIRED**

### 17.1 DEVELOPMENT APPLICATION – USE NOT SPECIFIED (OCCASIONAL RESPITE CARE FACILITY) – 21 NELLA PLACE, WELLARD

#### DISCUSSION:

##### **Strategic planning framework**

The application addresses the following Strategic Directions of the City's draft Local Planning Strategy under the strategies:

- To identify, permanently protect and enhance Kwinana's natural environment which is critical to the maintenance of ecological processes and biodiversity.

##### **Background**

The subject site is located in the Special Rural zone on the northern side of Nella Place in Wellard. It is occupied by a single storey, single house and a number of outbuildings, as well as a paddock for stock. The site is within a bushfire prone area and is also partially affected by a conservation category wetland (CCW) and its buffer. The site also has an established building envelope.

In August 2019, the City received a complaint regarding activity and noise occurring at the subject site, with the complainant suspecting a business was operating on site. A site inspection undertaken by the City's Compliance officers confirmed that the property was being used by Focused Supports, a business which provides respite services. A number of further complaints followed citing noise disturbances, high levels of traffic, large number of cars on the property, delivery vans, round the clock operations and privacy concerns.

In January 2020, the City issued the owner of the property with a Directions Notice to cease operating the business unless development approval was obtained. In February 2020 the applicant lodged an application to SAT to appeal the Directions Notice. Mediation occurred with the resulting action being the lodgement of a development application to enable detailed consideration of the land use. An application for the retrospective business was subsequently lodged by the owner's planning consultants in May 2020.

The previous retrospective application sought approval to continue the following:

- Respite accommodation for a maximum 4 persons and associated staff, plus two permanent residents.
- On site activities for people with disabilities who would attend the site from elsewhere. Maximum of six participants for these activities.
- Maximum four staff members.
- Farm animals and stables.

Following detailed assessment of the proposal, Council refused the application for the following reasons:

- The proposal was considered to result in a negative impact on character of the area and may disrupt the quiet Special Rural area with its level of activity.
- The amount of traffic accessing the site was significantly greater than what was typically expected for the zone.
- The use is not consistent with the designated zoning for the property or desired character of the Special Rural zone.
- Stocking rates were too high and had the potential to contribute to contamination of the water table, as well as wetland degradation.
- The proposal was for a vulnerable land use that did not comply with SPP3.7 Planning in Bushfire Prone Areas (SPP 3.7).



### 17.1 DEVELOPMENT APPLICATION – USE NOT SPECIFIED (OCCASIONAL RESPITE CARE FACILITY) – 21 NELLA PLACE, WELLARD

After the refusal was issued, the applicant confirmed that they had ceased use of the site, and withdrew their SAT appeal against the Directions Notice. Since this time, there have been no substantiated complaints received.

In October 2020, a new application was submitted and is detailed further in this report.

#### Proposal

In October 2020, the applicant submitted a new application for a Use Not Specified at the subject site. The proposal is still to use the site as a Respite Care Facility, but this is reduced in intensity from the previous unauthorised use.

The application includes the following:

- Occasional use of existing dwelling for respite accommodation for people with disabilities with a maximum of two clients, with one carer at any one time.
- Expected to be used for respite for 40% of the year.
- Period of stay for each respite care client will vary as it will be dependent on individual client needs.
- Carers to work in shifts (8.30am-5pm and 5pm – 8.30am).
- Carers would bring clients to site.
- One animal shelter and farm animals (2 x alpacas, cow, mini-pony, guinea pigs, rabbits, geese and chickens).
- Permanent residents in dwelling at the same time respite use is occurring.

Following feedback from the City and external agencies, the applicant has opted to remove the existing farm animals from site and not seek approval to keep them on site.

The following table compares the features of the refused application and the current proposal:

Refused application	Current application
Respite accommodation for maximum 3 persons in main dwelling + associated staff	Respite accommodation for maximum 2 persons with one carer
Respite accommodation for 1 person in transportable + associated staff (overflow)	Transportable not being used for respite accommodation
Two permanent residents/carers in main residence	Two permanent residents
Respite clients to be on site for temporary periods with varying timeframes per client	Respite clients to be on site for temporary periods with varying timeframes per client
On site organised activities for external clients (6 participants)	No external clients attending for organised activities
Additional stables for animals	No additional stable proposed
Farm animals (i.e. alpacas, cow, pony)	No farm animals proposed
Occupancy for 75% of year	Occupancy for 40% of year

#### Consultation

The application was advertised to neighbouring landowners along Nella Place for a period of fourteen (14) days. One response from an adjoining landowner was received citing concerns that the use does not consider existing residents and that it had been operating for two years. The submission is noted, and generally relates to the concerns raised by officers on the previous unauthorised proposal. The appropriateness of the use is explored in detail in the report below.

### 17.1 DEVELOPMENT APPLICATION – USE NOT SPECIFIED (OCCASIONAL RESPITE CARE FACILITY) – 21 NELLA PLACE, WELLARD

#### **Referrals**

##### *External agencies*

The application was sent out to a number of agencies due to the site's features and zoning. In relation to the Conservation Category Wetland, both the Department of Water and Environmental Regulation and Department of Biodiversity, Conservation and Attractions had no comment to make on the proposal. The Department of Primary Industries and Regional Development did raise concerns in relation to the animals being kept on site. The applicant has confirmed that all stock will be removed from site.

As the site is a designated Bushfire Prone Area, and the proposal is classified as a Vulnerable Land Use by nature of the activity on site, the application was referred to the Department of Fire and Emergency Services for review. In October, DFES requested an updated Bushfire Management Plan (BMP) as it was unchanged from the previous application. In November, the applicant provided the updated BMP which was referred to DFES, with comments provided in early December. The response from DFES confirmed that the application was not supported as the BMP had not demonstrated compliance with all relevant measures of SPP 3.7 Planning in Bushfire Prone Areas (SPP 3.7).

Further updates to the BMP were provided by the applicant and submitted to DFES in June 2021. Final comments have been provided, with support subject to some changes to the BMP. In summary, the following requirements need to be addressed by the applicant and are recommended as conditions of approval–

- A section 70A notification should be placed on the certificate of title to advise any future landowners of the presence of, and need to comply with, the BMP.
- Modification of the BMP, to ensure that inconsistencies with the APZ distance to be rectified.

##### *Environmental Health*

The City's Environmental Health team had initial concerns about the location of the existing effluent disposal, as the unauthorised transportable building had been constructed over the top.

Upon considering the City's advice, the applicant has now confirmed that they will decommission the existing system and install a new, compliant system once planning approval is obtained. A condition of approval is recommended to ensure this occurs and an appropriate system is installed.

#### **Planning assessment**

##### ***Use Not Specified***

The proposed land use does not match a specific land use defined in LPS2 given the unusual nature of the business combined with a dwelling. In this type of circumstance, LPS2 allows the local government to approve the use, after advertising, where it is consistent with the objectives and purpose of the zone. The clause requires that this be done at Council level by absolute majority. The previous application was refused against this provision, predominantly due to the intensity of activity and traffic and the potential for environmental degradation which was not considered to be consistent with the intent of the zone.

### 17.1 DEVELOPMENT APPLICATION – USE NOT SPECIFIED (OCCASIONAL RESPITE CARE FACILITY) – 21 NELLA PLACE, WELLARD

The applicant has redesigned their proposal and submitted an application that has significantly less activity than previously proposed. The key differences are shown in the table earlier in the report. The applicant has provided the following justification for the land use:

*“...the impact of the proposed use is very similar (arguably less) to the impact of a special rural dwelling, given the minimal impact of the proposed development, specifically in terms of the traffic generation and nature of the land use. The traffic generated by the land use would comfortably fit within what could reasonably be expected to occur on a rural-residential property. An average special rural dwelling would accommodate a family with a number of children. The proposed use is comparable to that given there will only be one or two permanent residents, in addition to the occasional use of the respite care use. Accordingly, there will never be more than 5 persons at the home, and this will only occur up to 40% of the year.”*

There are no specific objectives listed in LPS2 for the Special Rural zone, however the site falls within Policy Area 2 – Mortimer Road under clause 4.3 of LPS2, where the following applies:

- a) *The predominant use shall be rural home sites with special rural zones and equestrian special rural development shall not be supported north of Lots 54 and 148 Woolcoat Road*
- b) *The keeping of more than two horses shall not be supported*
- c) *Rezoning of the lots on either side of Born Road for the predominant use will be supported by Council*
- d) *Development of land for special rural purposes shall occur in such a manner as to secure the preservation of banksia woodlands.*
- e) *Tailing ponds are not permitted*
- f) *Land use and development shall be consistent with the objectives of Statement of Planning Policy No. 2.3 Jandakot Groundwater Protection*

The proposed land use of Use Not Specified (Occasional Respite Care) is supported for the following reasons:

- While a business will occupy the premises, it is of a small scale and residential in nature. There are no activities with extra participants proposed and staff on site will be kept to a maximum of one, with two clients. The site will not be occupied every day by the business (estimated by the applicant to be at 40% of the year) and will also have permanent residents living on site. In any case, the maximum number of people on site during times when the facility is being used as an occasional respite facility is 5 (including up to 2 permanent residents).
- There is no stock proposed as part of this use. This will reduce the potential for impact on the existing CCW and allow its buffer to regenerate.
- The applicant has confirmed that they will be removing the non-compliant ATU and will install a compliant system upon approval of their new use. This will ensure the proposal avoids significant impacts on groundwater.

In addition to the LPS2 provisions, the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations), include a number of matters to be given due regard in the assessment of an application. In summary, the following details additional reasons for supporting the application -

- Compatibility of the development with its setting
  - There are no alterations proposed to the front of the property, with the transportable located within the building envelope at the rear of the existing house.
- Effect of development on natural environment or water resources

- There is no stock proposed as part of the development, meaning that areas previously degraded will be able to naturally revegetate.
- The site does have a CCW, which typically requires a 50m buffer from development. The applicant has provided a BMP that includes an APZ that protrudes into this area and will need to be maintained with limited vegetation. This means that this area of the buffer will not be allowed to regenerate naturally and could affect the health of the wetland. To compensate for this, an equivalent area of land is recommended to be revegetated in the buffer. Further discussion on this is below.
- The amenity and character of the location
  - The nature of the business means that to neighbours, it should appear to be no different to a normal dwelling. Numbers are restricted as is transport to and from the site. No additional activities, outside regular domestic living will occur other than care being provided by professionals staying on site in the respite component. Noise and traffic is not expected to be excessive.
- Traffic and vehicle access
  - The proposal does not include deliveries or frequent trips to and from site. Staff rotation is not high in volume, noting the shift times of 8.30am-5pm and 5pm – 8.30am, are not dissimilar to times a resident may drive to and from work.
  - Respite clients will be coming to site with the staff member, so there will not be further vehicle trips added by parents or regular carers.
  - Vehicle access for the dwelling is adequate for the level of traffic expected for the business and permanent residents.
  - There is sufficient parking on site in the carport and driveway.
- The adequacy of access for people with disability
  - The applicant is recommended to engage a private building surveyor to determine compliance with disability access requirements under the Building Code of Australia.

Conditions of approval are recommended to ensure the facility operates in the manner proposed and the impact on neighbours and the locality can be kept to a minimum.

### **Bushfire**

The subject site is affected by a Bushfire Prone Area as per SPP 3.7. The intent of the state planning policy is to ensure planning processes consider bushfire risk and aim to preserve life, and protect infrastructure.

The applicant has provided a BMP, that is supported by DFES subject to some minor modifications. The BMP shows an Asset Protection Zone (APZ) around the dwelling and habitable structures, which can retain existing trees but not be more densely vegetated. Much of the APZ is occupied by the established building envelope, but a portion sits outside of this area and clashes with the wetland buffer, which in ideal circumstances would be revegetated for the health of the CCW. In order to protect the land use and structures, this portion of the APZ will not be able to be revegetated. However, rather than refusing the proposal or requiring substantial alterations or removal of structures, a compromise is detailed below to achieve some rehabilitation of previously grazed sections of the CCW buffer and retain the APZ as designed.

Conditions of approval are recommended to ensure the BMP is modified as per DFES requirements and implemented for the life of the development.

### 17.1 DEVELOPMENT APPLICATION – USE NOT SPECIFIED (OCCASIONAL RESPITE CARE FACILITY) – 21 NELLA PLACE, WELLARD

#### **Wetland**

The site is partially impacted by a CCW in its north eastern corner. This category of wetland requires a 50m buffer between the wetland and development, that is clear of improvements and development. The Environmental Protection Authority (EPA) describes a CCW as –

*Wetlands which support a high level of attributes and functions. Highest priority wetlands. Objective is to preserve and protect the existing conservation values of the wetlands. No development or clearing is considered appropriate. These are the most valuable wetlands and any activity that may lead to further loss or degradation is inappropriate.*

In addition to the buffer, the land use also needs to have an APZ to comply with bushfire protection requirements. This area must be maintained in its current condition and will not be able to be revegetated. LPS2 allows for the removal of vegetation for bushfire protection, while the BMP does not require further clearing for compliance it does require ongoing maintenance to prevent further growth. SPP 3.7 and its supporting guidelines, seeks to:

- *Achieve an appropriate balance between bushfire risk management measures and, biodiversity conservation values, environmental protection and biodiversity management and landscape amenity, with consideration of the potential impacts of climate change.*

The required APZ falls partially within the buffer zone as shown in yellow in Figure 1 below. This will restrict the ability for the buffer to be revegetated naturally or by the owner, and could impact the health of the wetland.

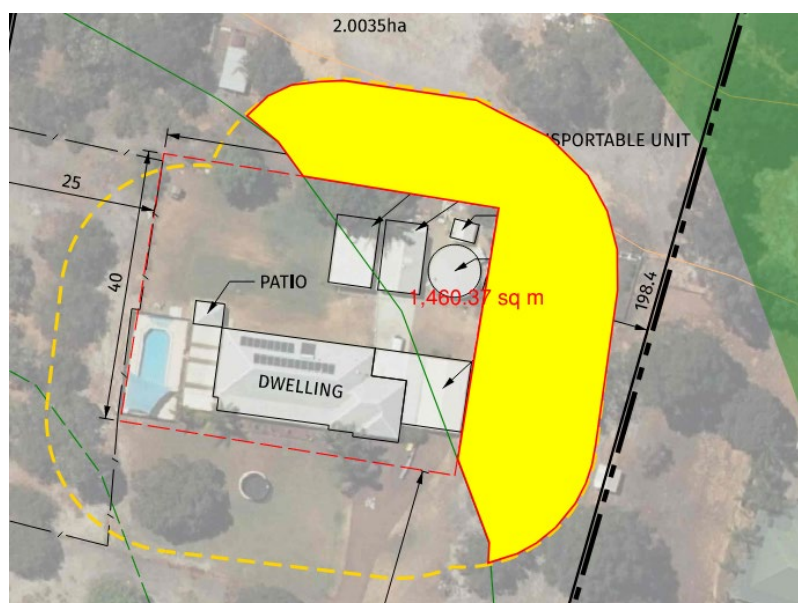


Figure 1 – Area of APZ within wetland buffer (outside Building Envelope)

The APZ is being applied as part of the proposed new vulnerable land use, as the house was built prior to the gazettal of SPP 3.7. The addition of the transportable building extends the size of the APZ, affecting much more of the buffer than if it just applied to the existing house being used for respite. As noted above, SPP3.7 seeks to strike a balance between bushfire and environmental protection.



### 17.1 DEVELOPMENT APPLICATION – USE NOT SPECIFIED (OCCASIONAL RESPITE CARE FACILITY) – 21 NELLA PLACE, WELLARD

A number of other state planning policies consider the impact of development on the natural environment. SPP 2.0 Environment and Natural Resources (SPP 2.0) sets out requirements for the protection of wetlands and the requirement to setback development to maintain or improve their ecological function. Development should also seek to avoid or minimise any adverse impacts, directly or indirectly, on wetlands. The development is located within an established building envelope with the exception of the APZ. Additionally, the applicant will be required to decommission and replace the waste water and effluent treatment system to avoid potential for contamination. SPP 2.1 Peel-Harvey Coastal Plain Catchment encourages the retention and rehabilitation of existing remnant vegetation, particularly near and on water bodies like wetlands. It requires that existing vegetation also be retained unless required to be cleared for firebreaks (i.e. the APZ).

To allow bushfire needs to be met and the protection of the wetland to also be addressed, a corresponding area outside of the APZ within the wetland buffer, is recommended to be revegetated. This equates to an area of 1,460m<sup>2</sup>. It is noted that the site has long had a building envelope established. This area is permitted under the scheme to be cleared of vegetation so is excluded from the total compensating area required to be revegetated. LPS2 includes provisions for the City to be able to require a landowner to undertake a tree planting programme on lots nominated as being deficient in vegetation cover. Portions of the buffer area appear to be in a degraded state and the revegetation recommended will assist with the regeneration of these areas.

It is recommended that the applicant should provide a wetland management and revegetation plan and be afforded a reasonable time to plant in the area to ensure survival of the plants by planting at the best time of year. The plan can also look at the section of the buffer to be planted that will result in the most positive impact on the wetland.

#### **Waste water treatment**

Waste water is an important consideration in the City's Special Rural areas due to the potential impact on groundwater and wetland ecosystems. In addition to the requirements of LPS2, LPP Development within Special Rural Zones and state planning policies for development to have compliant systems, all installed systems must comply with *Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974*, the City's Nutrient Retentive Effluent Disposal System Policy and Government Sewage Policy.

One of the outstanding issues for the site is the location and type of wastewater treatment. At present, the installed system is non-compliant. The system will need to be decommissioned and upgraded or a new system installed. The applicant has confirmed that they intend to do this upon approval of their land use. A condition of approval and supporting advice notes are included in the officer's recommendation.

#### **Special rural zone**

The City's Special Rural policy includes general principles and provisions for development in this zone. The following elements are of relevance to this application:

- Additions, such as the transportable building, are within the building envelope for the site and are located behind the main dwelling.
- No additional clearing is proposed, however the APZ does extend outside of the building envelope and cannot be revegetated.
- Revegetation of natural vegetation is recommended to compensate for the area that cannot naturally rehabilitate due to the requirement to kept a portion outside the building envelope at a lower threat level in the APZ.
- An area of the site was used for stock without planning approval. Revegetating a portion of the site in the buffer of the wetland will assist in repairing existing degradation.

**17.1 DEVELOPMENT APPLICATION – USE NOT SPECIFIED (OCCASIONAL RESPITE CARE FACILITY) – 21 NELLA PLACE, WELLARD****CONCLUSION**

The previous, unauthorised proposal was refused for a number of reasons. The current proposal is supported for the following reasons:

- The Use Not Specified (Occasional respite care facility), is of a scale that is appropriate for the zone and is not a substantial departure from the intent of the zone given its residential component.
- The development will achieve an appropriate balance between bushfire safety and environmental protection with the implementation of management conditions.
- Stock is being removed from site which is a positive move for the protection of groundwater and the wetland.
- The non-compliant effluent disposal system is being removed and replaced with a compliant system.
- There is limited traffic proposed to and from the site.

**LEGAL/POLICY IMPLICATIONS:**

For the purpose of Councillors considering a financial or impartiality interest only, the owner is Cinci Dymock and the applicant is Harley Dykstra.

The following legislation is applicable to this item:

- *Planning and Development (Local Planning Schemes) Regulations 2015*
- *Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974*
- *Local Planning Scheme No. 2*
- SPP 2.0 Environment and Natural Resources
- SPP 2.1 Peel-Harvey Coastal Plain Catchment
- SPP 3.7 Planning in Bushfire Prone Areas
- Local Planning Policy Development in Special Rural Zones

**FINANCIAL/BUDGET IMPLICATIONS:**

Nil.

**ASSET MANAGEMENT IMPLICATIONS:**

Nil.

**ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS:**

As noted, the existing CCW and impact of the proposal on groundwater is an important consideration for this application. Conditions of approval are recommended to protect the existing features.

**17.1 DEVELOPMENT APPLICATION – USE NOT SPECIFIED (OCCASIONAL RESPITE CARE FACILITY) – 21 NELLA PLACE, WELLARD****Public Health Implications:**

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

- Built Environment – Sanitation; Environmental Quality
- Socio-economic Factors –Family and Social Support; Community Safety
- Clinical Care – Access to Care; Quality of Care

**STRATEGIC/SOCIAL IMPLICATIONS:**

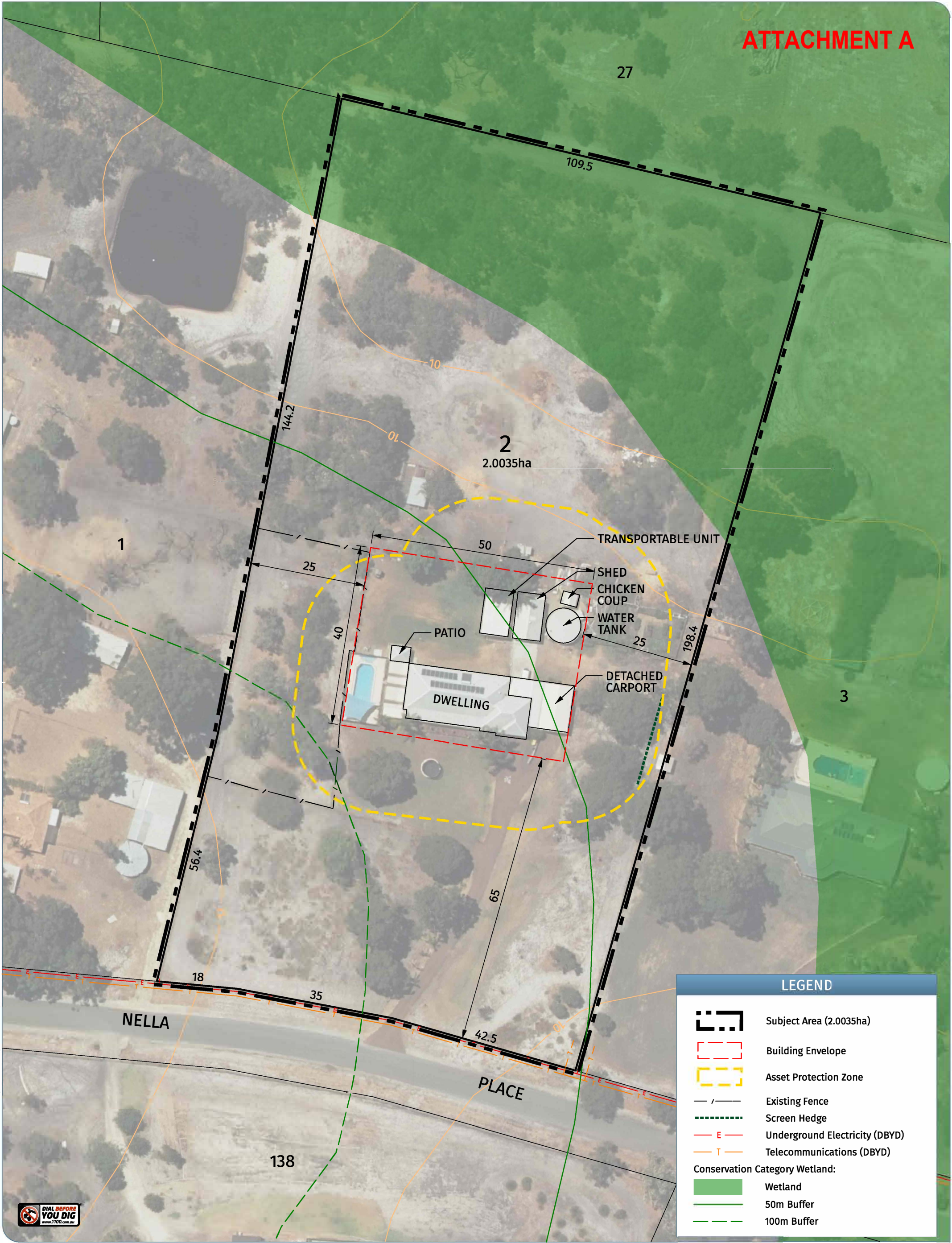
This proposal will support the achievement of the following outcome and objective detailed in the Strategic Community Plan.

Plan	Outcome	Objective
Strategic Community Plan	A naturally beautiful environment that is enhanced and protected	Maintain and enhance our beautiful, natural environment through sustainable protection and conservation

**COMMUNITY ENGAGEMENT:**

Neighbour consultation was undertaken upon submission of the application as per the requirements of LPS2 and the Regulations. Further discussion is included in the report.





# SITE PLAN

Lot 2 (No.21) Nella Place,  
WELLARD

Plan No. | 22199-01  
Date | 07/07/21  
Drawn | NP  
Checked | CP  
Revision | H

PERTH & FORRESTDALE:  
Lvl 1, 252 Fitzgerald St  
PERTH WA 6000  
15/2 Hensbrook Loop,  
FORRESTDALE WA 6112  
T: 08 9495 1947  
E: metro@harleydykstra.com.au  
ALBANY | BUNBURY | BUSSELTON | FORRESTDALE | PERTH

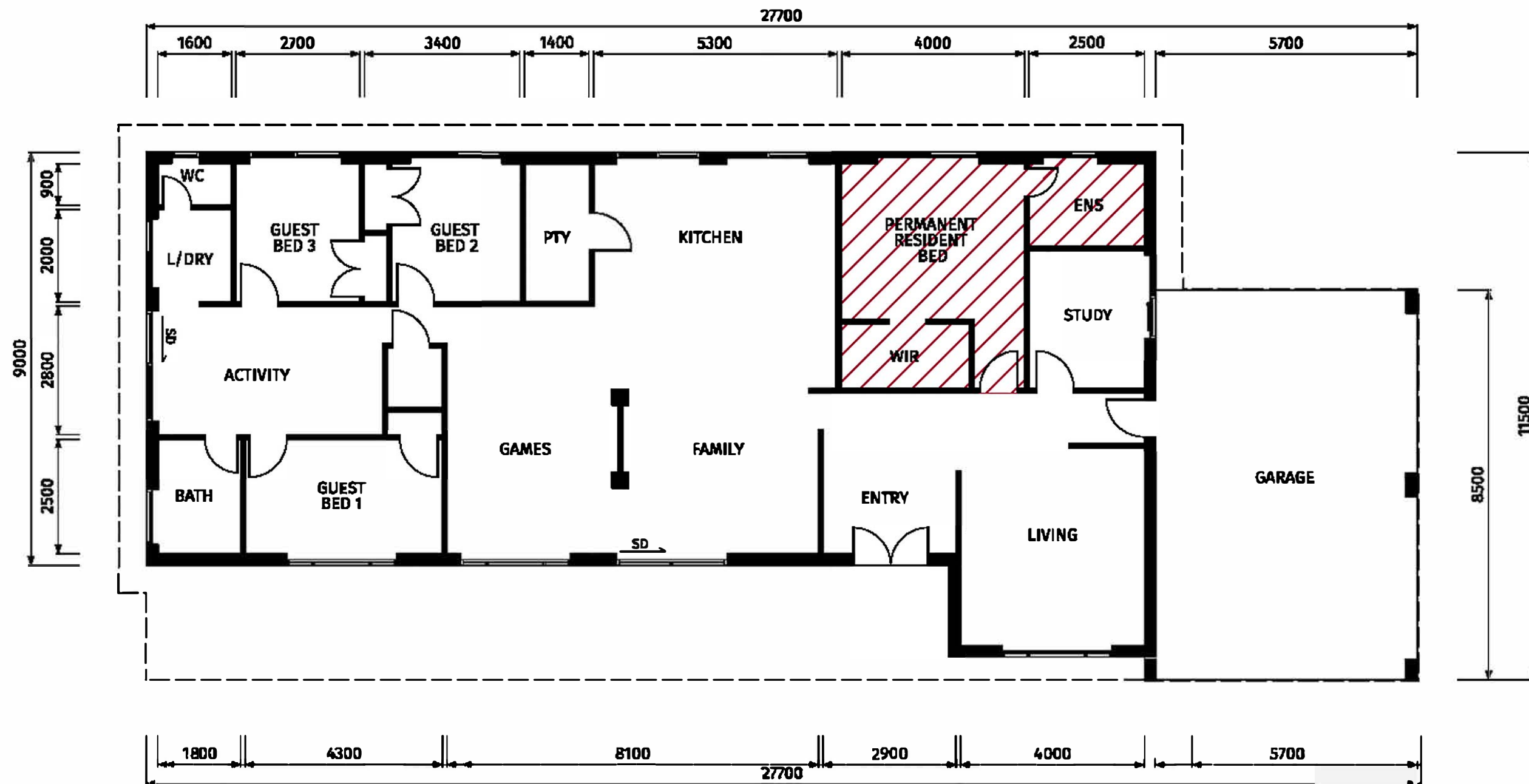
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Scale | 1:750@A3

0 10m 20m

NOTE: This plan has been prepared for planning purposes. Areas, Contours and Dimensions shown are subject to survey





Private

# FLOOR PLAN

Lot 2 (No. 21) Nella Place,  
WELLARD

Plan No. | 22199-02  
Date | 22/06/20  
Drawn | NP  
Checked | BdR  
Revision | C

PERTH & FORRESTDAL  
Lot 1, 232 Fitzgerald St  
PERTH WA 6000  
15/2 Henabrook Loop  
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ALBANY | BUNBURY | BUSSELTON | FORRESTDAL | PERTH

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Scale | 1:100 @ A3



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Harley Dykstra

PLANNING & SURVEY SOLUTIONS

# Bushfire Management Plan

Respite Care Facility

21 Nella Place WELLARD

Client – Focused Supports

February 2021



## LIMITATIONS STATEMENT

This Bushfire Management Plan ('BMP') has been solely prepared for a residential scale respite care facility at 21 Nella Place Wellard WA.

### Envision Bushfire Protection

ABN: 90958370365

124 Derby Road SHENTON PARK WA 6008

P: 0439 112 179

Email: [admin@envisionbp.com.au](mailto:admin@envisionbp.com.au)

### Version Control

21 Nella Place WELLARD			
Version	Date	Author	
V1	May 5 2020	Anthony Rowe	Draft
V2	May 13 2020	Anthony Rowe	Revised site plan
V3	August 3 2020	Anthony Rowe	Incorporating DFES comments
V4	February 12 2021	Anthony Rowe	For clarification purposes: Delete Fig 2 -enlarged vegetation map. Replace Fig 3 with BAL Contour Plan – enlarged. Address Typographical amendments.

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### Disclaimer

In undertaking this work, the authors have made every effort to accurately apply the available information **at the time of writing** following the instructions of the regulatory authorities and applying best practice as described by the Fire Protection Association Australia. Any conclusions drawn or recommendations made in the report are made in good faith, and the consultants take no responsibility for how this information and the report is subsequently used.

Envision Bushfire Protection accepts no liability for a third party's use of, or reliance upon, this specific report.

Importantly the measures contained in this report cannot guarantee, human safety or an absence of harm, or that the building will not be damaged or would survive a bushfire event on every occasion. This is due to the unpredictable nature of fire behaviour (knowledge in this field continues to develop) and the unpredictable nature of extreme weather conditions.

### Scope of this report

Envision Bushfire Protection has been engaged to provide expert bushfire safety and planning advice.

The scope of the advice has been to assess the proposal for compliance with the policy measures described in State Planning Policy 3.7 and identify appropriate mitigation measures to be considered by the determining authority. This is described in a Bushfire Management Plan and prepared with regard to the Department of Planning Lands and Heritage templates.

The investigations and mitigation measures identified in the BMP, has, in turn, formed the basis for the preparation of a Bushfire Emergency Evacuation Plan.

### Client relationship

I was engaged in providing expert bushfire safety and planning advice. My relationship with the client is a standard commercial contract, and no private, personal, or other matter has influenced the content of the BMP or my findings.

STATEMENT OF CONFORMITY – PLANNING AND DEVELOPMENT ACT 2005



**Anthony Rowe Level 3 - BPAD36690**

Principal



The signatory declares that this Bushfire Management Plan meets the requirements of State Planning Policy 3.7 and the Guidelines for Planning in Bushfire Prone Areas V1.3.

# EXECUTIVE SUMMARY

## Preface

Focused Supports, a disability service provider, is proposing a respite care facility to be located within an existing dwelling at 21 Nella Place Wellard (the site) in the City of Kwinana. Focused Supports offer occasional respite care for a maximum of 2 participants and 1 carer at any one time. Clients of Focused Supports have low level support needs and are independently mobile. The facility has a vegetable garden and a number of farm animals, and will be used to provide open space and a calming environment for its visitors.

The site is within a declared bushfire prone area and State Planning Policy 3.7 *Planning in Bushfire Prone Areas* ('SPP 3.7') applies.

In accordance with SPP 3.7, the planning authority when determining an application in a declared bushfire prone area must first be satisfied the proposal is consistent with the policy intent, ***to preserve life and reduce the impact of bushfire on property and infrastructure.***

The proposal is a 'vulnerable' class of development as described in SPP 3.7 because it will accommodate people with reduced ability (physical or mental) who will require assistance in a bushfire event. Additional policy measures in SPP 3.7 and the Guidelines V1.3 (December 2017) apply to a vulnerable development.

As required by SPP 3.7 a Bushfire Emergency Evacuation Plan ('BEEP') has been prepared following in accordance with cl 5.5.2 of the Guidelines, AS 3745-2010 and the WAPC template – *Emergency Evacuation Plans*.

### ***Suitability of the building for the intended purpose***

The subject land is zoned Special Rural in the City of Kwinana Town Planning Scheme.

The proposal was assessed against the bushfire policy measures 6.2, 6.5, and 6.6 and the Bushfire Protection Criteria under the four Elements – location, siting and design, vehicular access, and water (Guidelines V 1.3).

The location and the siting of the proposal is outside of an Extreme Bushfire Hazard level classification. Whilst initially assessed as BAL-FZ, due to the immediate presence of grasses occasioning more than 100 mm in height, the attainable BAL is BAL-12.5 at the residence (Respite Building) and BAL-29 at the proposed respite overflow building (Auxiliary Respite Building). This is compliant with Elements 1 and 2, respectively: no habitable development on completion should exceed BAL-29.

Nella Place is a cul-de-sac, but the site is within 200 m of a two-way public road (Woolcoot Road) that provides access to alternative destinations. The road access to the site complies with the specifications of Table 6 in the Guidelines. The proposal complies with access requirements described in Element 3.

Properties in Nella Place rely on tank water for domestic supply; there are no hydrants on Nella Place. 21 Nella Place has a 100,000L tank but it is not accessible to the driveway. The provision of an additional 10,000 L water tank accessible from the driveway and dedicated for use by emergency services, would comply with Element 4 and is recommended as a condition of approval.

### ***Caring for vulnerable people***

Early evacuation of the site is preferred if alerted to an approaching fire. Whilst the site is beyond the flame length (BAL-29), evacuation, when safe to do, is the safest and least traumatic option. Should it not be possible to evacuate, because the routes are not safe, then shelter on-site as a last resort can be taken. The organisation, preparation, response and recovery are addressed in the BEEP for both evacuating the facility or taking shelter.

### ***Conclusion***

The proposal can satisfy the requirement ***to preserve life and reduce the impact of bushfire on property and infrastructure.***

This justification, however, is conditioned upon:

1. Maintenance of the grounds is as important as the construction of the building in terms of overall resistance to bushfire attack.

### **Suggested conditions of planning approval**

Further to the above, the following conditions of Development Approval are recommended, and the identified works are required to be undertaken before the operation of the facility:

1. The adoption of the Bushfire Emergency Evacuation Plan for 21 Nella Place Wellard.
2. The inside face of all external doors shall display the Evacuation Diagram.
3. A 4kg chemical Fire Extinguisher shall be provided together with operating instruction.
4. Hard wired smoke detectors shall be installed (as per class 1a the Building Code Australia Requirements).
5. The Asset Protection Zone shall be maintained in accordance with the Standards for Asset Protection Zones (Schedule 1 Guidelines for planning in bushfire prone areas V1.3) and cl.2.2.2.3(f) AS 3959:2018.
6. The Accessway shall be provided and maintained in accordance with Table 6 Vehicle access technical requirements column 3 (Element 3 Guidelines for planning in bushfire prone areas V1.3).
7. A 10,000 L static water supply shall be provided and maintained dedicated for use by emergency services. The tank shall be non – combustible and provided with a 100 mm gate valve/Camlock coupling and a 50 mm adaptor, or another coupling type as otherwise specified by the City, set 300mm above the tank base.
8. External water (fire) hoses, capable of applying water safely onto each part of the respite care buildings, without relying on mains power, shall be provided.

### **Advisory notes**

1. The landowner acknowledges any materials located against or near adjacent to the building, should they ignite, will expose the building to flame contact, and will increase its risk of ignition.
2. The landowner is responsible for availing himself of any promotions and information to assist owners in preparing for and responding to a bushfire event as may be made by the City or the Department Fire and Emergency Services.
3. The landowner acknowledges that bushfire protection is their responsibility. Alert and assistance from emergency services should not be relied upon in a bushfire event.
4. The landowner acknowledges that external material can be damaged, perish, or distort over time and that can, in turn, provide a point of vulnerability for bushfire attack. The landowner should undertake an inspection of the building's external surfaces prior to each fire season, to eliminate any externally visible gaps greater than 2 mm.
5. A fire break 3m wide is to be provided inside the perimeter of the site in accordance with the City's Firebreak Notice (*Bushfire Act 1954*),
6. Where there is conflict between this Bushfire Management Plan and the City's Firebreak Notice (*Bushfire Act 1954*), the higher level of bushfire protection will prevail.








## Spatial representation of the proposed risk management strategies



### Notes

1. The Asset Protection Zone shall be maintained in accordance with the Standards for Asset Protection Zones (Schedule 1 Guidelines for planning in bushfire prone areas V1.3) and cl.2.2.2.3(f) AS 3959:2018.
2. The Accessway shall be provided and maintained in accordance with Table 6 Vehicle access technical requirements column 3 (Element 3 Guidelines for planning in bushfire prone areas V1.3)
3. A 10,000 L static water supply shall be provided and maintained dedicated for use by emergency services. The tank shall be non-combustible and provided with a 100 mm gate valve/Camlock coupling, and a 50 mm adaptor, or as otherwise specified by the City, set 300mm above the tank base.
4. External water (fire) hoses, capable of applying water safely onto each part of the respite care buildings, without relying on mains power, shall be provided.
5. City Firebreak requirements apply.

### Legend

-  Site Boundary
-  Asset Protection Zone
-  Accessway
-  Fire break
-  Water tank dedicated for emergency services

### Property Assessment Details

House No.: 21 Nella Place Wellard  
 Prepared by: Anthony Rowe  
 Accreditation Level: Level 3  
 Accreditation Number: 36690  
 Date: 3 August 2020



# EMERGENCY EVACUATION DIAGRAM

**YOUR LOCATION IS**  
**21 Nella Place**  
**WELLARD**

- **IF YOU SEE SMOKE**
- **IF YOU SEE FIRE**

**PHONE 000**

Describe your location and where the smoke or fire is.

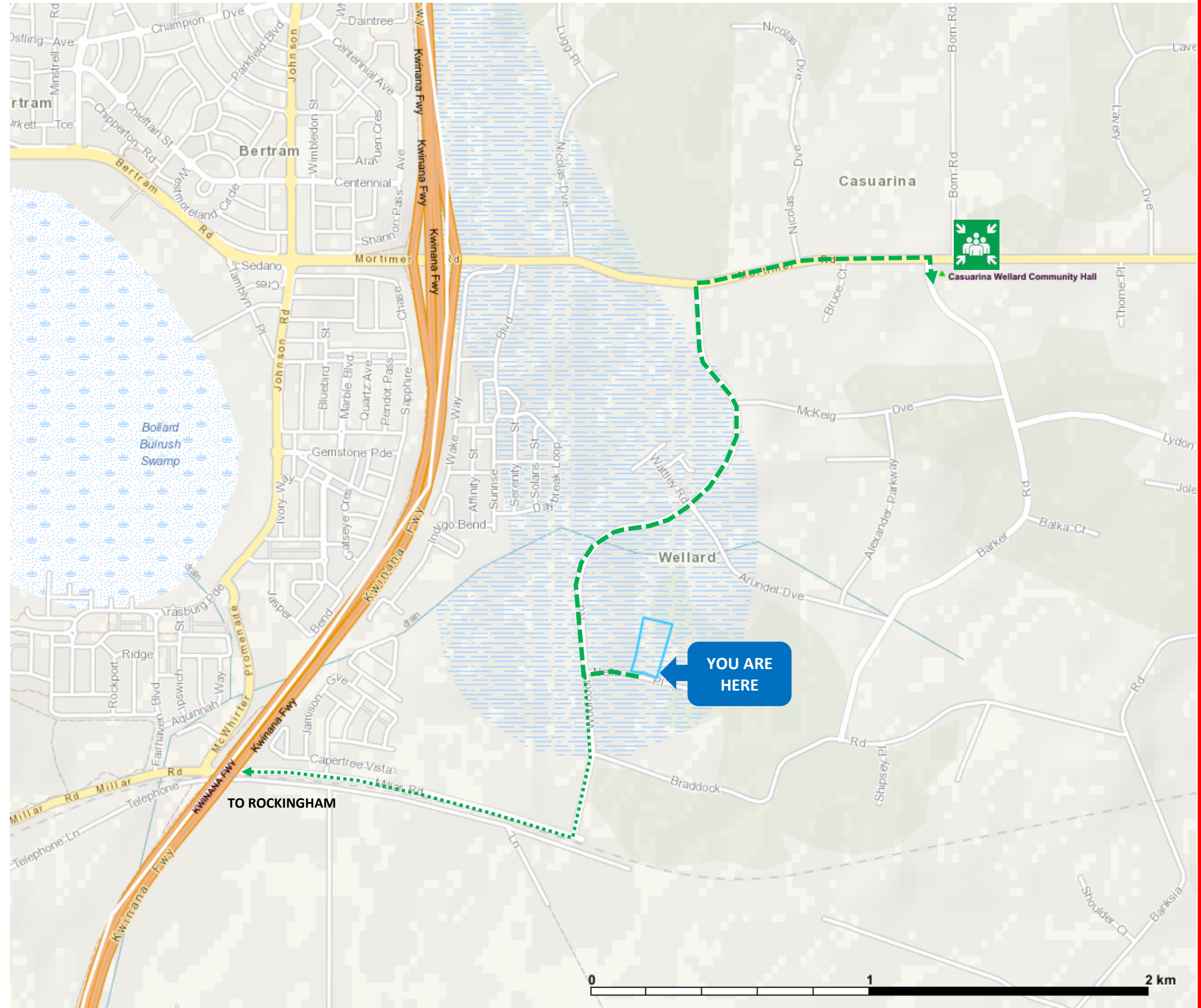
- **IF YOU ARE TOLD TO LEAVE**

EVACUATE BY VEHICLE TO  
**CASUARINA WELLARD COMMUNITY HALL**

11 Barker Road, WELLARD

**OR AS OTHERWISE ADVISED BY DFES** (directly or  
via publicly broadcast information and warnings)

1. Close all windows and doors
2. Evacuate by vehicle west along Nella Place to Woolcoat Road, turn right, then turn right at Mortimer Road. The Casuarina Wellard Community Hall is at the corner of Mortimer Road and Barker Road.  
**DO NOT TRAVEL THROUGH FIRE.**
3. Advise emergency contacts of visitors that the facility has been evacuated and confirm arrangements and transport for visitors to return home.



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# 1. PROPOSAL DETAILS

## 1.1 Introduction

Focused Supports, a disability service provider, is proposing a respite care facility to be located within an existing dwelling at 21 Nella Place Wellard (the site) in the City of Kwinana (Plate 1). Focused Supports offer occasional respite care for a maximum of 2 participants and 1 carer at any one time. Clients of Focused Supports have low level support needs and are independently mobile. The facility has a vegetable garden and a number of farm animals, used to provide open space and a calming environment for its visitors.

The subject land is within a declared bushfire prone area (Plate 2).

In accordance with SPP 3.7 the planning authority in determining an application in a declared bushfire prone area must be satisfied the proposal is consistent with the Policy intent, ***to preserve life and reduce the impact of bushfire on property and infrastructure.***

### Purpose of this Plan

This document presents an assessment of a proposed development against the requirements provided in State Planning Policy 3.7 and the Guidelines for Planning in Bushfire Prone Areas (WAPC, V1.3 December 2017). This includes an assessment against each of the Bushfire Protection Criteria.

### Site and Proposal Description

The proposal is to use the existing dwelling (Respite Building) and the habitable outbuilding (Auxiliary Respite Building), for the purpose of respite care for a maximum of 2 participants and 1 carer at any one time.

In broad context the site is located 39 km south of the Perth CBD. The subject land is east of Kwinana Freeway and 13 km from Rockingham.

The site is 20,000 m<sup>2</sup> and a regular shape with a 95 m frontage (south boundary) that connects it to Nella Place. Nella Place is a public sealed cul-de-sac that joins to Woolcoot Road (west).

The site is predominantly level (flat) it contains a single house predating contemporary bushfire construction requirements, an auxiliary building, outbuildings and a 150,000 L water tank. The site is clear of native vegetation between the house and Nella Place (south).

The southern section of the site (42 m from the dwelling) contains scrub (predominantly trees up to 6 metres in height) that extends north beyond the site north boundary.

The site is adjoined by rural residential development on large level lots.

Kwinana South Volunteer Bushfire Brigade is located 3 km from the subject land.

The site does not have access to a reticulated water supply but has an existing above ground tankage of 150,000 L

### Land Zoning

The land is zoned Special Rural in the City of Kwinana Town Planning Scheme.

### Adjoining Land Uses

North	rural living
South	rural living
East	rural living
West	rural living



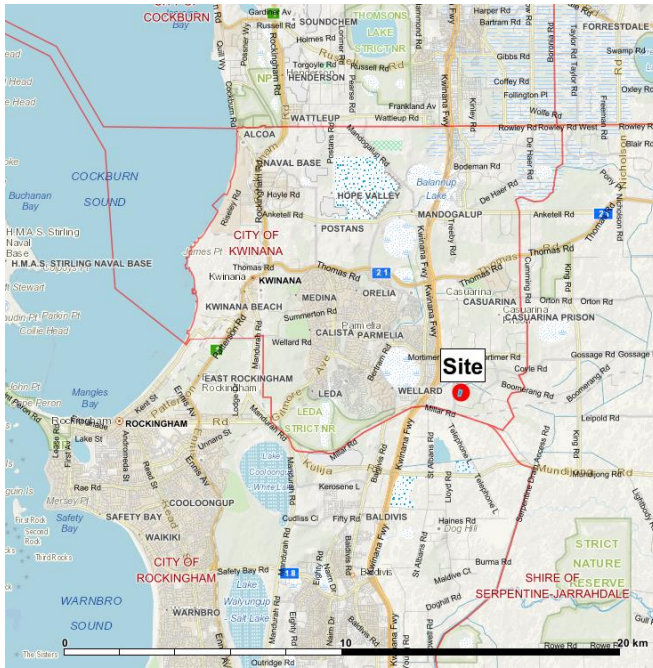


Plate 1: Site in Locality

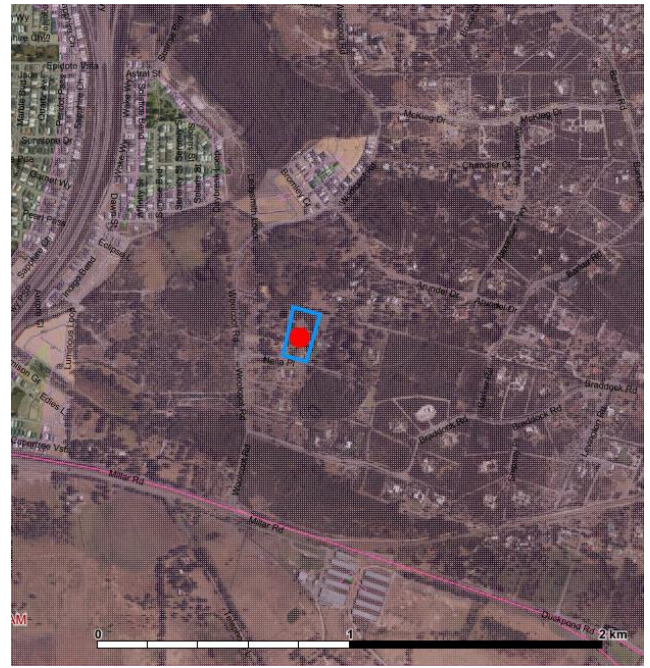


Plate 2: OBRM Bushfire Prone Area (Pink area)

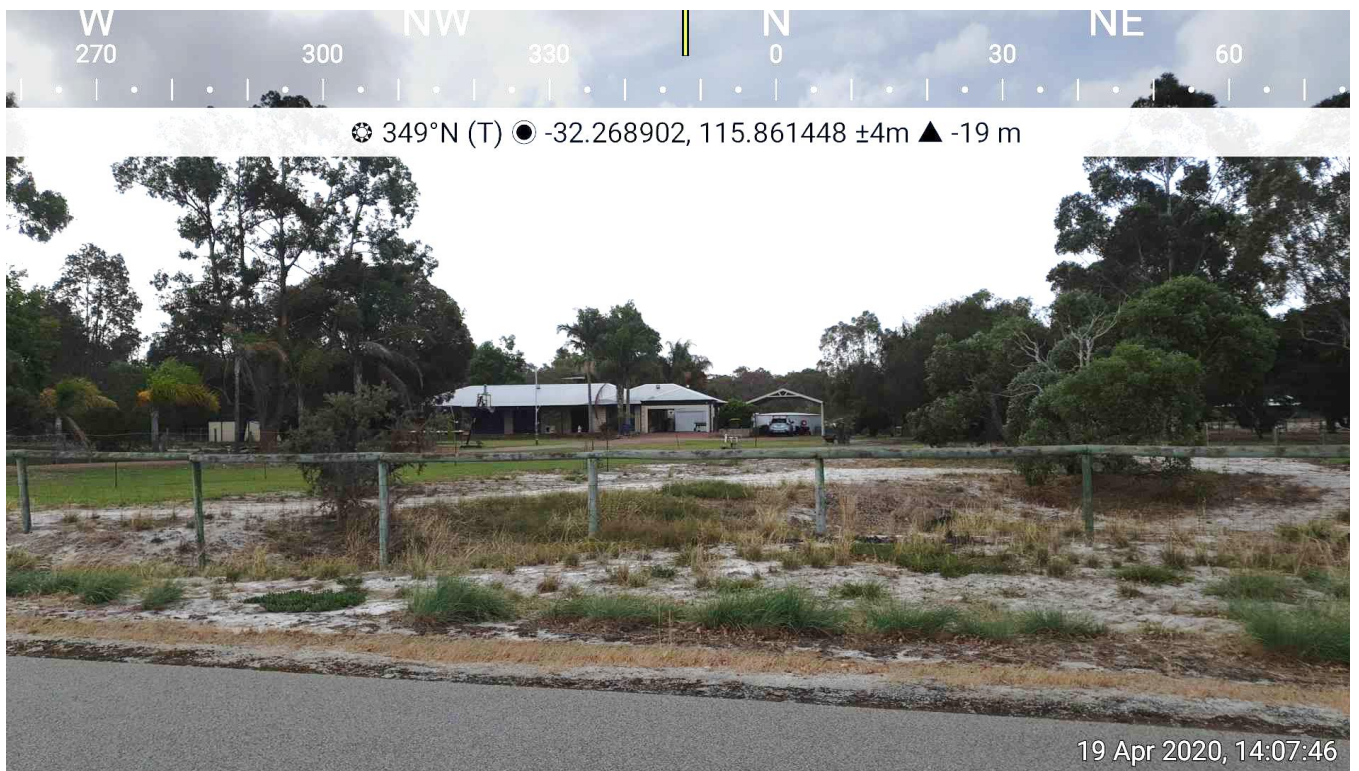


Plate 3: Site

## 1.2 Stakeholders

The proponent's requirements are:

- To comply with State Planning Policy 3.7.
- To ensure the protection of the safety, health and wellbeing of the occupants.
- To accept superficial damage to buildings and grounds will occur during a bushfire event.
- To acknowledge the support of emergency services for fire suppression cannot be relied upon in a bushfire event

## 1.3 Regulatory Compliance Requirements

### ***Planning and Development Act 2005 - SPP 3.7***

On December 7 2015 the State Government introduced by Gazette, a state map of Bushfire Prone Areas by order under the *Fire and Emergency Services Act 1998* and introduced development controls in Bushfire Prone Areas through the *Planning and Development Act 2005*. These controls were authorised by State Planning Policy 3.7 (Planning in Bushfire Prone Areas) regulations introduced under Part 10A Schedule 2 of the *Planning and Development (Local Planning Scheme) Regulations 2015* and guided by the *Guidelines for Planning in Bushfire Prone Areas*.

The State Planning Policy, Regulations, and Guidelines now form the foundation for fire risk management planning in WA at a community and land development level. The Policy Intent of SPP 3.7 is ***to preserve life and reduce the impact of bushfire on property and infrastructure***.

The proposal is 'development' requiring a planning approval. Part 10A Schedule of the LPS Regulations 2015 describe process requirements for various development types within a bushfire prone area. In comparing the proposal with the administration requirements, it is identified that it is not a minor development (the site is not within a built-out urban area), or an 'unavoidable development' (the habitable buildings will not within BAL 40-FZ upon completion).

The proposal is, however, a type listed as a 'vulnerable class' because it will include visitation of people with reduced physical or mental ability that will require assistance in the event of a bushfire (cl.5.5.1.).

The SPP 3.7 and the Guidelines also provide that a development application for a vulnerable development should be accompanied by a (Bushfire) Emergency Evacuation Plan within the statement against the bushfire protection criteria (5.5.2.).

### ***The Building Act 2011***

The *Building Act 2011*, and *Building Regulations 2012*, applies the construction standards of the Building Code of Australia where it relates to an 'applicable' building.

The proposal is a class 3 building. Whilst the construction standards AS 3959:2018 do not directly apply to this class of building, other fire safety requirements apply, it is still subject to the determined BAL and the siting/construction requirements as a consideration under the *Planning and Development Act 2005*.

### ***Bushfires Act 1954***

Section 33 of the Bushfires Act 1954 recognises the responsibility of all landowners to prevent the spread of bushfire. Local government at any time, may give notice in writing to an owner or occupier of land within the district of the local government. The Notice may specify works to be undertaken including the provision of a firebreak and the management of grasses on the property usually to be maintained at less than 10 cm during the fire season. It also provides that the identified works can be undertaken as a separate operation or in coordination with the neighbouring land.

This requirement may be enforced on the subject land or upon neighbouring land to maintain the land between the parties in a condition that is not conducive to the ignition or spread of a fire.

## 2. ENVIRONMENTAL CONSIDERATIONS

### 2.1 Native Vegetation – Modification and Clearing

A fundamental consideration in the assessment of development under SPP 3.7 is to avoid instances where bushfire risk management measures would conflict with or be limited by other biodiversity management measures.

In accordance with the Department of Planning Lands and Heritage template (BMP template to support a BAL Contour Assessment) a review of the listed databases has been undertaken as part of this assessment to identify whether restrictions or other specific considerations may apply that would affect the implementation of any bushfire protection initiatives that may otherwise be identified.

Table 1: Ecological database assessment.

Is the land affected by:	Yes/No/NA	If yes - describe	
Conservation Wetland or buffer (DBCA-019 DBCA-017)	NA		
RAMSAR Wetland (DBCA-010)	NA		
Threatened and Priority Flora (DBCA-036)	Yes	Banksia Woodland area	
Threatened and Priority Fauna (DBCA-037)	NA		
Threatened Ecological Communities (DBCA-038)	NA		
Bush Forever (COP-071)	NA		
Environmentally Sensitive Area (DWER-046)	Yes		
Regionally Significant Natural Areas (DWER-070)	NA		
Conservation Covenant (DPIRD-023)	NA		
South West Ecological Linkages	NA		
Does the proposal require the removal of restricted vegetation?		Yes	No

No restricted vegetation is required to be removed to establish the Asset Protection Zone (APZ). The APZ will require existing grasses to be maintained below 100 mm.

### 2.2 Re-Vegetation/Landscape Plans

Revegetation/landscape plans are not included, nor are they required as part of this proposal.



### 3. BUSHFIRE ASSESSMENT

#### 3.1 Bushfire Attack Level Assessment (Inputs)

##### Bushfire Behaviour

Bushfire behaviour is the primary determinant of the bushfire risk and the design fire as a basis for identifying appropriate treatments. Bushfire behaviour is affected by three factors;

- Climate (drought and season) & weather (temperature, humidity, wind, atmospheric instability) – determines the intensity of a fire, the speed and direction and potential for advanced spotting. Measured as an FDI in AS3959.
- Topography (slope of the ground, aspect and wind influences) – fire travels faster uphill, the flame length is increased uphill, landforms can channel and increase local windspeed and create turbulence. Measured as 0.0° or a degree downslope in AS3959 (Method 1).
- Vegetation (horizontal and vertical structure, flammability, mass and availability). Measured as a vegetation classification, or an exclusion, in AS3959 (Method 1).

It is assumed that a bushfire will achieve a steady-state and be fully developed to maximum intensity over a 100 m (minimum fire run). Grass fires travel faster (GFDI) than a forest canopy fire, but a forest canopy fire can eject a higher level of embers and also eject them over a greater distance. Crown fires occur when the ground fire is intense, and conversely when ground fuels are managed the resultant fire intensity may not be sufficient to involve the crown, and a crown fire cannot be sustained. Separating the vertical structure so there is no direct connection between the ground and the crown, reduces the likelihood of a crown fire.

The arrangement of fuel has a greater affect upon the intensity of the fire than just its mass, its exposure to oxygen is referred to as its availability in a bushfire.

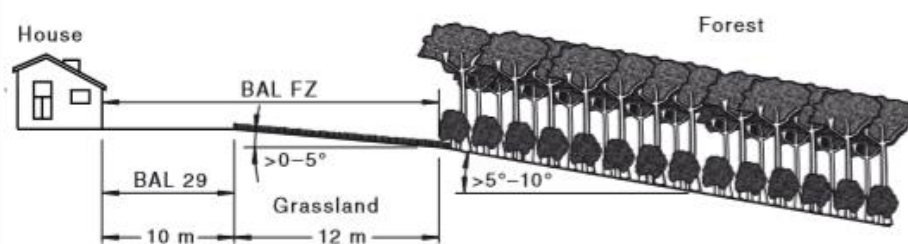
The following assessment has been undertaken in accordance with the methodologies described in AS3959:2018 and in accordance with the Guidelines and the Fire Protection Association accredited practitioner methodology.

All vegetation within 150 m (**context**) of the subject building has been classified (AS 3959:2018 Clause 2.2.3) to determine the Bushfire Hazard Level at the locality;

The BAL rating has been determined through site inspection and assessment of the following parameters:

- Fire Danger Index (FDI) rating; assumed to be FDI - 80 for Western Australia;
- Separation distance between the building and the classified vegetation source(s) within 100 m (for BAL impact) the separation distance is measured from the wall face (receiver) to the unmanaged understory rather than the canopy edge (dripline) *see plate 4*; and
- Slope of the land under the classified vegetation.

*In assessing vegetation classes for forests, woodlands and rainforests, the classified vegetation will be determined by the unmanaged understorey rather than either the canopy (drip line) or the trunk of any trees.*



**FIGURE 2.2 EXAMPLE OF VARYING SLOPE RANGES FOR ASSESSMENT**

Plate 5: Arrangement of inputs for the determination of a BAL.

A site inspection was undertaken on April 19 2020, in accordance with the Fire Protection Association Australia (FPAA) Guidelines.

All vegetation within 150 m of the site / proposed development was classified in accordance with Clause 2.2.2.3 and Table 2.5 in AS 3959:2018. (See Figure 2 Appendix 1)

A BAL Assessment has been prepared in accordance with the FPAA Guidelines and is attached (Appendix 1).

### 3.2 Determined Bushfire Attack Level (Outputs)

The Determined Bushfire Attack Level (highest BAL) has been determined in accordance with clause 2.2.6 of AS 3959:2018, up to the position of the **Auxiliary respite building and Respite Building**.

<b>Determined Bushfire Attack Level (highest BAL) Auxiliary Respite Building</b>	<b>BAL 40</b>
--	---------------

<b>Determined Bushfire Attack Level (highest BAL) Respite Building</b>	<b>BAL 40</b>
--	---------------

<b>Attainable Bushfire Attack Level (see Figure 3 Appendix 1)</b>	<b>BAL</b>
<b>Auxiliary Respite Building (existing outbuilding)</b>	<b>BAL - 29</b>
<b>Respite Building (existing Dwelling)</b>	<b>BAL - 12.5</b>



## 4. IDENTIFICATION OF BUSHFIRE HAZARD ISSUES

The Bushfire Danger Season has traditionally been between November and April each year, but recent climatic conditions have caused fire danger conditions to be present on either side of this period.

Bushfire behaviour is affected by three factors;

- Climate (drought and season) & weather (temperature, humidity, wind, atmospheric instability) determines the intensity of a fire, the speed and direction and potential for advanced spotting. This is measured as an FDI in AS3959.
- Topography (slope of the ground, aspect and wind influences). Fire travels faster uphill, flame length is increased uphill, landforms can channel and increase local windspeed and create turbulence. They are measured as 0.00 or a degree downslope in AS3959 (Method 1).
- Vegetation (horizontal and vertical structure, flammability, mass and availability). It is measured as a vegetation classification, or an exclusion, in AS3959 (Method 1).

Severe bushfire conditions FDI 50+, occur mostly between January and March. Extreme and Catastrophic conditions occur mostly in the afternoon and typically with south-south westerly winds; however, a bushfire can come from any direction.

### 4.1 Fire weather

#### Climate

Climate information has been obtained from the closest weather station which is at Jandakot Airport 16 km east of the site.

The bushfire season generally occurs over the summer months of December to February, and March. During this period, the area experiences average temperatures of a minimum of 17.2°C and a maximum of 31.6°C. The mean number of days per month with rainfall exceeding 1 mm is two days from December to April. Relative humidity at 3 pm increases from a low of 36 in December progressively through to April. Wind speed declines progressively from a high of 25.2 kmh in December through to a low of 19 kmh in April.

#### FFDI

The FFDI is calculated from temperature, wind speed, relative humidity, drought factor(time since last rain) and Keetch-Byram Drought Index (soil moisture) index which is a measure of soil moisture

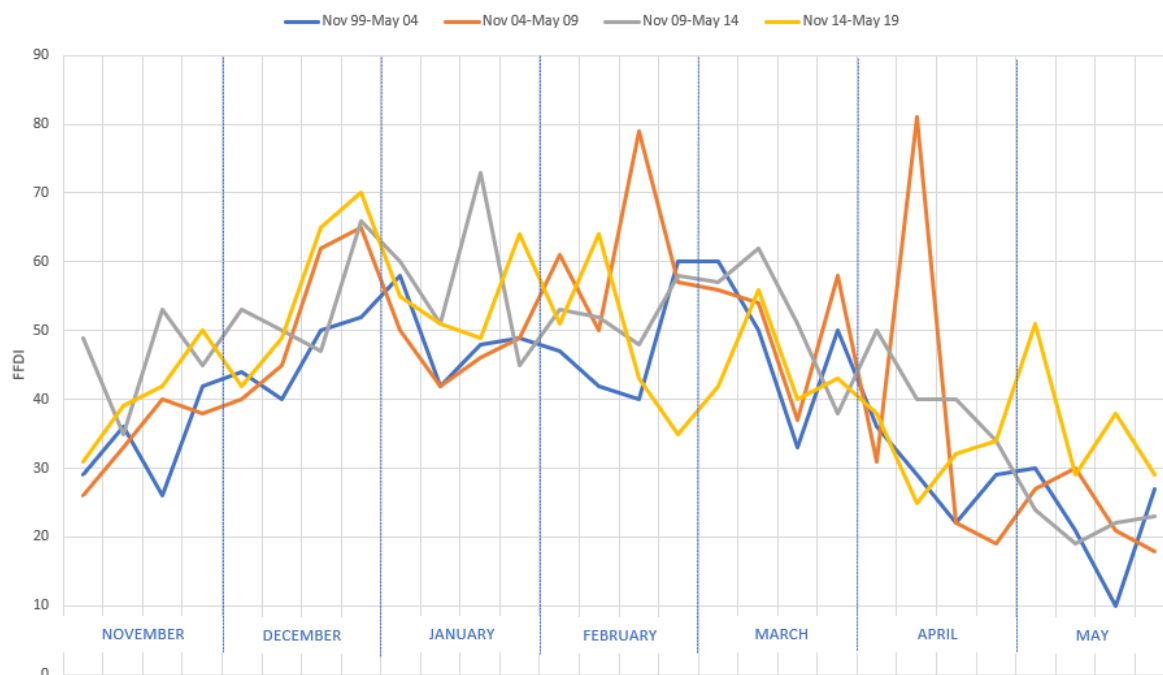


Figure A

Copyright Envision BP

The above FFDI data, for the past 20 years, is provided from the Perth Weather Station, which is the nearest FFDI recording location to the site.

The FFDI history (shown in Figure A) suggests a high individual variability in FFDI 50+ in the second half of December and the second half of March. Extreme Conditions > 75 (Total Fire Ban Days) and Catastrophic Conditions > 100 are mostly confined to January and February. The highest FFDI of 81 was recorded on April 14 2009, however this considered an anomaly.

An analysis of the past 20 years has projected a 1:50 AEP FFDI of 79 and 1:200 AEP FFDI of 96 (*Envision 2020*).

In the last five years, five days per year have had an FFDI above 50, and of those days the highest FFDI was 79.

### Windspeed and direction

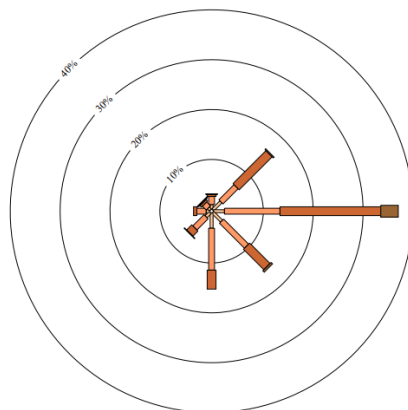
Records of wind information were obtained from the Bureau of Meteorology regional data. The mean wind speed and direction has been obtained for the month of February at 9 am, and 3 pm at Jandakot Airport and are illustrated below.

**JANDAKOT AERO**  
Site No: 009172 • Opened Aug 1972 • Still Open • Latitude: -32.1011° • Longitude: 115.8794° • Elevation 30m  
An asterisk (\*) indicates that calm is less than 0.5%.  
Other important info about this analysis is available in the accompanying notes.

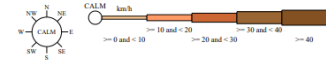


9 am Feb  
842 Total Observations

Calm 2%



**JANDAKOT AERO**  
Site No: 009172 • Opened Aug 1972 • Still Open • Latitude: -32.1011° • Longitude: 115.8794° • Elevation 30m  
An asterisk (\*) indicates that calm is less than 0.5%.  
Other important info about this analysis is available in the accompanying notes.



3 pm Feb  
775 Total Observations

Calm \*

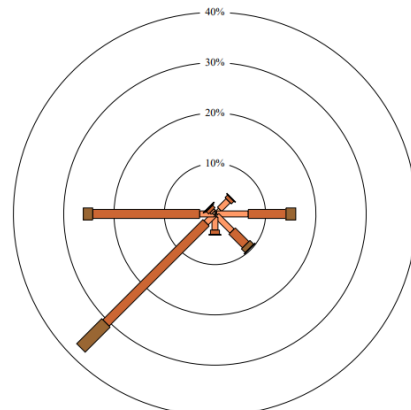


Plate 6: Windspeed and direction February

The local area is generally subject to easterly and south-easterly winds in the morning with wind speed of 10-30 km/h. The wind direction changes to the south-west and west in the afternoon with an increase in average wind speed.

## 4.2 Hazard Assessment

### Likelihood - Bushfire History

The Bushfire Season within the City Kwinana is between December 1 and April 28 each year, but typically extreme conditions for bushfire occur mostly in January and February.

### Landscape Assessment

The site is located within an area that has been historically cleared for agricultural production on gently undulating land, slopes not exceeding 5.0°. Immediate to the site are rural living lots that are predominantly grass understorey with trees coverage of less than 10%.

The extent of remnant vegetation around the site (1km) is predominantly low trees up to 6 m (Scrub AS3959:2018) is shown below in Plate 7.



Plate 7: Beard remnant vegetation surrounding the site.

There is a likelihood (Possible) that a bushfire may affect the site either directly by a grassfire or through ember attack. Ember attack up to 700 m ahead of a fire is common in a bushfire event, but larger intense fires can eject embers up to 9 km, however the density disperses with the distance. The largest area of forest likely to achieve an intensity capable of ejecting embers greater than 700 m, is 3km west of the site. Local areas of scrub >10ha are located within 300 m of the site to the south and west. A bushfire event from the south-west, affecting the closest 'extreme' vegetation is possible because of the prevailing wind directions.

The likelihood of the loss of a building is increased with its closeness to a forest<sup>1</sup>. In studies of bushfire fatalities of those found within a building, 88% have occurred within 30 m of a forest. These studies have identified that when the FFDI is less than 50, building losses are rare, and up to FFDI 80, the majority of

<sup>1</sup> Blanchi R. Leonard J, Haynes K Opie K, James M, Kilnic M, De Oliveira F, and van den Honert – *Life and house loss database description and analysis* CSIRO December 2012.

fatalities occur whilst fleeing the fire. The studies have also found that if the building survives people survive; however, at FFDI 80 + building loss significantly increases and in turn the fatalities occurring within a building.

The studies have identified that people often perish by remaining within a building after conditions outside had established to be survivable. A fire front typically has a peak of two minutes (ABCB Bushfire Verification Methods 2019)<sup>2</sup>. AFAC<sup>3</sup> shelter advice is now to shelter to observe the fire's passing and leave the building when safe to do so but not stay in a burning building.

Grass fires are fast-moving and intense. Grasses kept less than 100 mm < 2 tonnes per ha may have a flame height not exceeding 1.5m and grasses up to 500 mm equate to 4.92 tonnes per ha and may have a flame height up to 3 m. Grassfires, however, only have a short residence time and consequently a low heat transfer. Building ignition is dependent upon progressively heavier and longer-lasting fuels, being ignited by the grass fire, that are more effective in transferring heat to cause the ignition of a building<sup>4</sup>. Similarly, ember attack relies upon embers finding and igniting progressively heavier flammable materials adjacent or within the building to cause a building to ignite.

The safest option for addressing the safety of guests is to evacuate before the fire's arrival. The prevailing wind direction suggests an evacuation (north) by Nella Place to Woolcoot Road to Mortimer Road and onto Kwinana Freeway would be in the opposite direction of the fire.

The best option to reduce the impact of bushfire on the building is to separate the building from flammable materials, and to maintain the building free of any gaps greater than 2 mm that may permit the entry of embers into the building.

Should it not be safe to evacuate, then shelter can be taken in the building. It is greater than 30m from a forest; the site is more likely to be subject to a grass fire the intensity of which will be determined by the length of the grass at the time. Grassfires quickly pass, and tenable conditions outside the building would establish quickly after its passing. This provides the opportunity to attend to any small fires after the passing of the fire or to evacuate the building should an ignition occur. It takes longer for a building to become untenable than the passing of the fire front.

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<sup>2</sup> Australian Building Codes Board *Bushfire Verification Methods* July 2019

<sup>3</sup> Australian Fire and Emergency Service Authority Council Limited (AFAC) *Community Safety Messaging for catastrophic Bushfires, Lessons Learnt from Black Saturday Bushfire, Victoria 2009*, October 2016.

<sup>4</sup> Cheney P and Sullivan A - *Grassfires Fuel weather and fire behaviour* CSIRO 2008.

## 5. BUSHFIRE PROTECTION MEASURES

### 5.1 Bushfire Protection Criteria Compliance (Appendix 4 of the Guidelines V1.4)

For each 'Element' listed within Appendix 4 of the Guidelines for Planning in bushfire-prone areas, the 'intent' must be achieved either by the proposal meeting the acceptable solutions; or where these acceptable solutions cannot be fully met, then by a performance-based solution that can achieve the 'intent'.

Table 2: Bushfire Protection Criteria assessment.

✓	Acceptable solution provided	C	An Acceptable Solution to be conditioned	
N/A	Not Applicable	P	Performance Principle solution see 5.1	
Bushfire Protection Criteria	Method of Compliance	AS	PP	Proposed Bushfire Management Strategies
Element 1: location	To ensure that strategic planning proposals, subdivision and development applications are located in areas with the least possible risk of bushfire to facilitate the protection of people, property and infrastructure	✓		
	A1.1 Development location			<p>In accordance with the WAPC Position Statement: <i>Planning in bushfire prone areas – Demonstrating Element 1: Location and Element 2: Siting and design</i>, the consideration of the bushfire hazard level is a strategic planning consideration, and not applicable to a development application that is following the purpose its land-use zone.</p> <p>Element 2 addresses the matter of compliance with SPP 3.7 cl.6.7 to achieve BAL -29 upon completion at the development site.</p>
Element 2: Siting and Design	To ensure that the siting and design of development minimises the level of bushfire impact	✓		
	A2.1 Asset Protection Zone	✓		<p>The existing dwelling (Respite Building) is set centrally within its lot, which is a rectangular shape (longwise east and west). The building is placed across the lot and is surrounded by grassland, grasses slashed but</p>

				<p>over 100 mm with occasional trees.</p> <p>This is a longstanding condition at the lot and at the adjoining lots. Sufficient space on site is available to provide an APZ to achieve BAL 12.5, set against Forest 42m north of the building.</p> <p>The proposed respite overflow building has sufficient space from an adjoining boundary to achieve BAL-29, with a separation from the nearest Forest vegetation.</p> <p>For consistency an APZ of 21 m extending from both buildings has been proposed.</p>
<b>Element 3: Vehicular Access</b>	To ensure that the vehicular access serving a subdivision/development is available and safe during a bushfire event	✓		
	A3.1 Two access routes	✓		Access/egress to Nella Place is from Woolcoot Road which connects to Mortimer Road and on to Kwinana Freeway. An alternative access/egress is from Nella Place, Woolcoot Road and Millar Road (south). Millar Road connects to Kwinana Freeway and can also lead to the eastern road network and connections to the Perth urban area.
	A3.2 Public road	✓		
	A3.3 Cul-de-sac (including a dead-end road)	N/A		
	A3.4 Battle-axe	N/A		
	A3.5 Private driveway longer than 50 m	N/A		
	A3.6 Emergency access way	N/A		
	A3.7 Fire service access routes (perimeter roads)	N/A		
	A3.8 Firebreak width	✓		



<b>Element 4: Water</b>	To ensure that water is available to the subdivision, development or land use to enable people, property and infrastructure to be defended from bushfire	✓		
	A4.1 Reticulated areas	N/A		
	A4.2 Non-reticulated areas	✓		<p>A water tank 100,000 L is provided at the site but not accessible to the driveway.</p> <p>It is recommended a water tank providing 10,000 L dedicated for use by emergency services with appropriate coupling be provided along the driveway, for ease of access for emergency service vehicles.</p>
	A4.3 Individual lots within non-reticulated areas	N/A		

## 5.2 BUSHFIRE MANAGEMENT STRATEGIES

The relationship between the fire safety concepts<sup>5</sup> that are applicable to a bushfire affecting the respite care facility and its context, can be categorised into the following streams:

### Minimising the ignition

- Manage human interaction, education and policing

This is largely a government responsibility. Most bushfire ignitions are deliberate causes 55.24%, with the remainder accounted for by accidental 29.81% (mostly cigarettes and machinery failure) 13.92% unknown, and 1.17% natural causes. Arson reduction programs and a range of public education and awareness programs have been effective in reducing the rates of ignition.

### Minimising the exposure

- Reducing exposure of resident/guests to the effects of bushfire.

This aspect addresses the preservation of life and is in addition to satisfying Element 3 Access. Reducing exposure means reducing the likelihood of a resident or guest being harmed physically and/or psychologically from the effects of a bushfire. Avoidance and early evacuation is best (detailed in the BEEP), but if safe evacuation is not possible because there is insufficient time to evacuate, survival may be sought in a prepared dwelling. The BEEP describes annual preparations and survival procedures (as a last resort).

The most intense bushfire is likely to arrive in the afternoon between December and March each year (fire season), although the risk can extend from November to April and a fire can arrive from any direction.

Guests should confine their travel to townships on days declared to have “extreme” or “catastrophic” conditions.

The single dwelling is not recommended as a place of refuge, and the site should be evacuated upon DFES advice of a fire that may affect the site and upon awareness of a fire within 5 km of the site. Instruction should be taken from DFES (public announcements) on evacuation destination and route.

### Managing the fire through planning, preparation, response and recovery measures including.

- Land management – maintaining the Asset Protection Zone and avoiding the placement of structures that may ignite and impinge flame contact upon the building.
- Limiting the building vulnerability by construction and maintenance.
- Fire Suppression – assisting the suppression of fire with an appropriate water supply and reliable means of application.

Vegetation within the site should be maintained at a standard equivalent to an Asset Protection Zone. The Standards for APZ describes an arrangement of vegetation horizontally and vertically separated. This can be assisted through the use of high moisture low flammability plant species and non-curing plants as described at cl.2.2.3.2(f) in AS3959:2018.

This aspect addresses reducing the impact of bushfire on property. The dwelling is a contemporary construction but predates a BAL construction. Its resistance to bushfire attack can be assisted by maintaining the building in good condition, eliminating gaps of greater than 2 mm that may allow ember entry into the roof cavity, and addressing any distortion of material by annual inspection.

The site will be required to provide a dedicated water supply for emergency services. In addition, the domestic supply may be used by the owner or any persons attending the site to either pre-wet surfaces or extinguish

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<sup>5</sup> Australian Building Codes Board 2019, *Handbook: Bushfire Verification Method*, Commonwealth of Australia and States and Territories 2019, published by the Australian Building Codes Board.



small fires. Convenient access to a reliable water supply, not dependent upon mains power (powered by a petrol or diesel pump) and feeding hoses (that are shielded from the fire passing) capable of applying water to all parts of the building are recommended; for convenient availability for those in attendance after the fires passing or defending ember attack from a distant fire.

Each aspect above also has a relationship with the principles of Emergency Management, and these can be divided across the BMP and BEEP working in unison – the BMP determines the capability of the building and the Emergency options described in the BEEP:

- Prevention - mitigation works undertaken in advance i.e. Planning - siting and construction considerations (BMP).
- Preparation - education procedures training, seasonal maintenance, regular review of requirements, awareness of warning systems (BEEP).
- Response – actions taken in an event saving lives (primarily) and assets secondary (BEEP).
- Recovery – return and restoration (BEEP)

### 5.3 Vulnerable Development Emergency Evacuation (CI 6.6)

Appendix 2 includes the Bushfire Emergency Evacuation Plan (BEEP). The BEEP has followed the State Government's (WAPC) *A Guide to developing a Bushfire Emergency Evacuation Plan* - October 2019 and the *Emergency Evacuation Plan template V1.1*. The BEEP has been developed consistent with the Australian Standard AS 3745-2010, Planning for Emergencies in facilities.

The attached Emergency Evacuation Plan incorporates the requirements listed under section 5.5.2 V1.3 Guidelines for Planning in Bushfire Prone areas (**Table 3**).

#### Assumptions:

- Carers will be on site (at the home) at all times
- Vehicles are available if evacuation is required.
- That no resident or visitor is to be left unattended in the house.
- That the carers can see and smell smoke and can see a fire.
- That the carers can read and understand the English language.

#### Key features to achieve occupant life safety include:

- Establishing alert triggers; and
- Establishing evacuation procedure
- Provide DFES Sheltering in Your Home Bushfire Fact Sheet to assist with information for refuge as a last resort if safe evacuation is not possible.

Table 3: Compliance with CI. 5.5.2 *Guidelines for Planning in Bushfire Prone Areas*

The emergency evacuation plan should be concise and consider:	Addressed in Emergency Evacuation Plan <i>The plan has followed AS3745-2010</i>
The number of guests at the facility	Three maximum (2 clients and one carer)
Whether the occupants are permanent or transient	Transient
Whether there is a caretaker on site	Hosted
Whether there are people with a disability, medically dependant, young children, or the elderly	Clients have low-level support needs and are independently mobile.

Identification of a safe alternative location if there was a need for evacuation/relocation	<p>Access/egress to Nella Place is from Woolcoat Road which connects to Mortimer Road and onto Kwinana Freeway.</p> <p>A fire is most likely to arrive from the south, so an evacuation north is preferred.</p>
A proposed method of movement of occupants to a safe location(s)	Private vehicles (staff)
Details of suitable access/egress routes for the expected type/volume of traffic, including alternatives when suitable roads are inaccessible, insufficient or inappropriate	An alternative access/egress is from Nella Place, Woolcoat Road and Millar Road (south). Millar Road leads to Baldivis Road to connect to Kwinana Freeway. Miller road can also lead to eastern road network connections and access to the Perth urban area.
Transport options for those without access to private vehicles	Staff and visitors will arrive by private vehicle and will evacuate by private vehicle.
Options to shelter in place as a last resort	The respite building is set within a site classification of BAL -12.5. The prospect of building survival, the construction exceeding the BAL exposure, if flammable materials are separated from the building, gaps >2mm are eliminated and if small ignitions are extinguished immediately after the fire passing when safe to do so.
Roles and responsibilities of facility personnel and emergency services.	The landowner/manager will have responsibility for seasonal preparations. The staff member on duty is the Chief Warden who will be responsible for monitoring bushfire conditions and ensuring on extreme or catastrophic days that flammable materials are not located or have accumulated against the building.

The emergency evacuation plan should consider if actions will change based on a series of triggers, such as:	Addressed in Emergency Evacuation Plan
Effective warning methods appropriate for the occupants (including consideration of at-risk persons and the demographics of the occupants)	<p>Carers/supervisors are expected to recognise smoke and the smell and sight of fire.</p> <p>The Chief Warden (staff member on duty) will monitor conditions at the DFES website, through media alerts, and by observation of conditions.</p>

Closure of facility and early relocation of occupants appropriate to the fire danger rating (FDR) and bushfire warnings	The site is in close proximity to the urban area adjacent Kwinana Freeway with alternative access and egress options. It may be prudent to close on Extreme or Catastrophic Fire Danger Rating conditions.
Any local government bushfire requirements (for example, harvest and vehicle movement bans)	N/A
A suitably qualified emergency management professional should prepare the emergency evacuation plan in collaboration with relevant stakeholders including the landowner/developer and the local government (refer to section 6.14 of the Guidelines)	Anthony Rowe Accreditation Level 3 Accreditation Number: 36690

## 6. RESPONSIBILITIES FOR IMPLEMENTATION AND MANAGEMENT OF BUSHFIRE MEASURES

### Owner

1. The adoption of the Bushfire Emergency Evacuation Plan for 21 Nella Place Wellard.	Prior to operation and ongoing
2. The inside face of all external doors shall display the Evacuation Diagram.	Prior to operation and ongoing
3. A 4kg chemical Fire Extinguisher shall be provided together with operating instruction.	Prior to operation and ongoing
4. Hard wired smoke detectors shall be installed (as per class 1a the Building Code Australia Requirements).	Prior to operation and ongoing
5. The Asset Protection Zone shall be maintained in accordance with the Standards for Asset Protection Zones (Schedule 1 Guidelines for planning in bushfire prone areas V1.3) and cl.2.2.2.3(f) AS 3959:2018.	Prior to operation and ongoing
6. The Accessway shall be provided and maintained in accordance with Table 6 Vehicle access technical requirements column 3 (Element 3 Guidelines for planning in bushfire prone areas V1.3).	Prior to operation and ongoing
7. A 10,000 L static water supply shall be provided and maintained dedicated for use by emergency services. The tank shall be non – combustible and provided with a 100 mm gate valve/Camlock coupling and a 50 mm adaptor, or another coupling type as otherwise specified by the City, set 300mm above the tank base.	Prior to operation and ongoing
8. External water (fire) hoses (AS1221), capable of applying water safely onto each part of the respite care buildings, without relying on mains power, shall be provided.	Prior to operation and ongoing

### The City of Kwinana (Acknowledged bushfire risk controls – not forming part of the recommendation)

1. Developing and maintaining district bushfire fighting services and facilities.	Ongoing
2. Administer the <i>Bushfire Act 1954</i> and monitor landowner compliance to maintain land in a state not conducive to the ignition or spread of bushfire.	Ongoing
3. Promoting education and awareness of bushfire prevention and preparation measures through the community.	Ongoing
4. Administering the requirements of the Planning and Development Act 2005 and the Building Act 2011, to apply to future development.	Ongoing

### State Government (Acknowledged bushfire risk controls – not forming part of the recommendation)

• Notification of Emergency Alerts - Website and Telecommunication Media	Ongoing
--	---------

<ul style="list-style-type: none"> <li>• Policing operation to minimise the outbreak of bushfires.</li> </ul>	Ongoing
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## **Acknowledgement**

### **Acknowledgement - Proponent**

The proponent acknowledges the responsibilities as listed above and the requirement to ensure that should the land transfer to a new owner, that the new owner is aware of the BMP and their ongoing responsibility.

## APPENDIX 1 - BAL Assessment

# Bushfire Attack Level Assessment Report

Prepared by a BPAD Accredited Practitioner



Fire Protection Association Australia Life Property Environment



## AS 3959 BAL Assessment Report

This report has been prepared by an Accredited BPAD Practitioner using the Simplified Procedure (Method 1) as detailed in Section 2 of AS 3959 – 2018 (Incorporating Amendment Nos 1, 2 and 3). FPA Australia makes no warranties as to the accuracy of the information provided in the report. All enquiries related to the information and conclusions presented in this report must be made to the BPAD Accredited Practitioner.

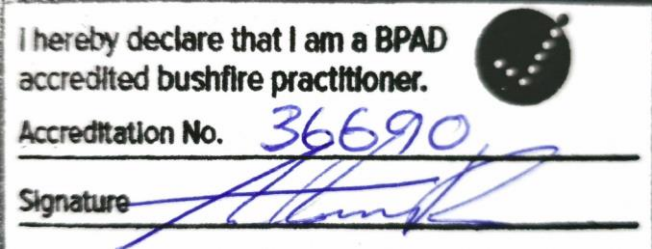

### Property Details and Description of Works

Address Details	Unit no	Street no	Lot no	Street name / Plan Reference		
		21	2	Nella Place		
Local government area	Suburb			State	Postcode	
	Wellard			WA	6170	
Main BCA class of the building	City of Kwinana					
Description of the building or works	Class 3	Use(s) of the building	Respite care			
	Change of land use, existing residential building to be used for respite care.					

### Report Details

Report / Job Number	Report Version	Assessment Date	Report Date
	V2	19 April 2020	12 February 2021

### BPAD Accredited Practitioner Details

Name ANTHONY ROWE – BPAD 36690	
 <b>Company Details</b> Envision Bushfire Protection Ph - 0439 112 179 Email - admin@envisionbp.com.au  ABN 90958370365	

Reliance on the assessment and determination of the Bushfire Attack Level contained in this report should not extend beyond a period of 12 months from the date of issue of the report. If this report was issued more than 12 months ago, it is recommended that the validity of the determination be confirmed with the Accredited Practitioner and where required an updated report issued.

## Site Assessment & Site Plans

The assessment of this site / development was undertaken on 19 April 2020 by a BPAD Accredited Practitioner for the purpose of determining the Bushfire Attack Level in accordance with AS 3959 - 2018 Simplified Procedure (Method 1).



**Figure 1: Location and Topography**

Address: 21 Nella Place Wellard

Assessment Date: 3 August 2020  
Prepared by: Anthony Rowe  
Accreditation Level: BPAD L3  
Accreditation Number: 36690  
Accreditation Expiry: Dec 2020  
WALGA-EPT 12-2019  
GA=DA 1994 MGA Zone 50



### Legend


Dwelling	150m area assessment	A Forest	D Scrub
Site boundary	Plot Label	B Woodland	G Grassland
100m area assessment	Plot / Veg Class. & Slope	C Shrubland	Excluded



© 2021 Any conclusions drawn, or recommendations made in this report are made in good faith. No responsibility is taken for how this information and the report are used subsequently by others.



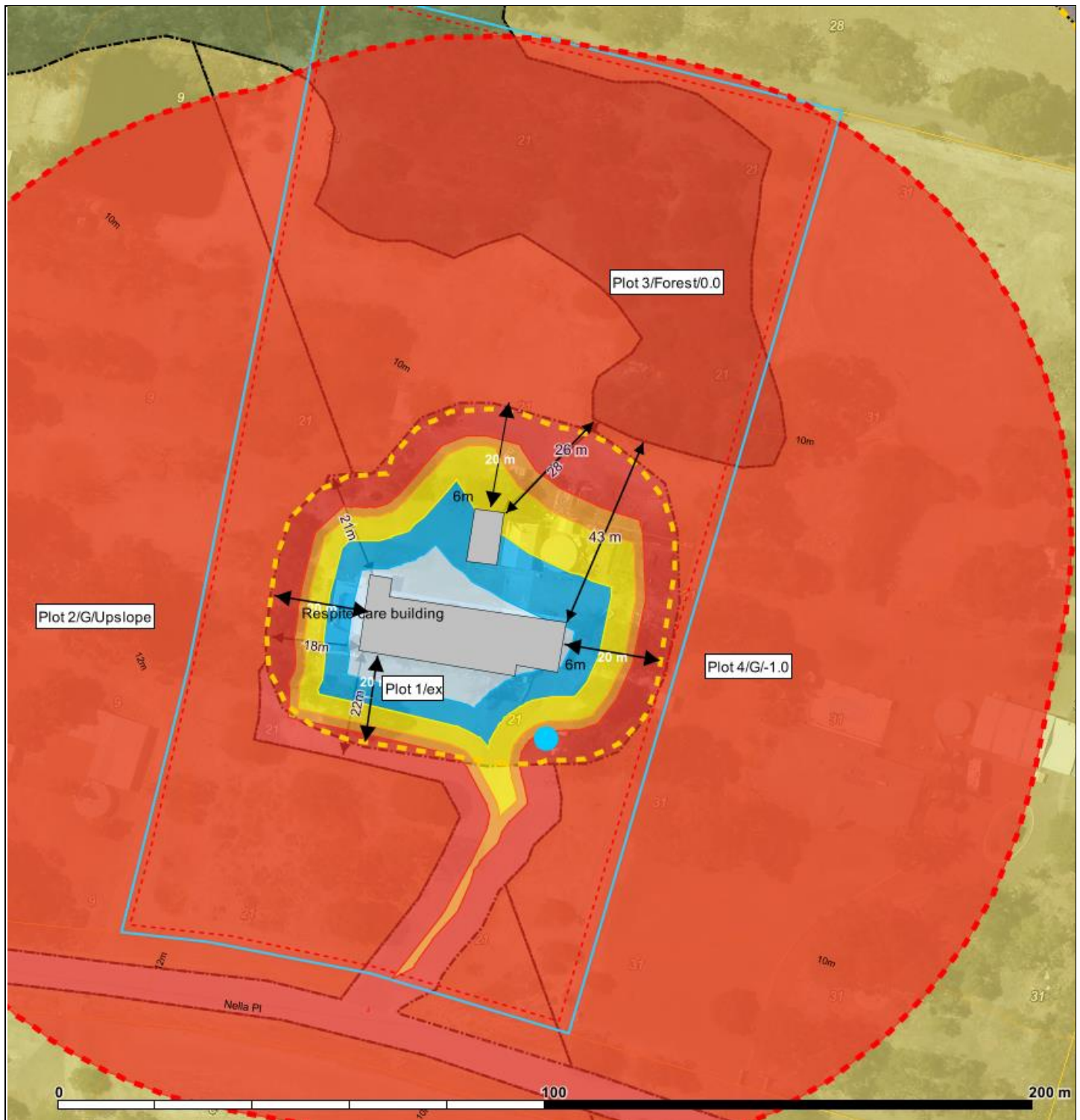


Figure 2: Vegetation Classification - site		Legend					
Address: 21 Nella Place Wellard							
Assessment Date: 3 August 2020 Prepared by: Anthony Rowe Accreditation Level: BPAD L3 Accreditation Number: 36690 Accreditation Expiry: Dec 2020 WALGA-EPT 12-2019 GA=DA 1994 MGA Zone 50							
							



© 2021 Any conclusions drawn, or recommendations made in this report are made in good faith. No responsibility is taken for how this information and the report are used subsequently by others.





**Figure 3: BAL Contour Post Development**

Address: 21 Nella Place Wellard

Assessment Date: 3 August 2020  
Prepared by: Anthony Rowe  
Accreditation Level: BPAD L3  
Accreditation Number: 36690  
Accreditation Expiry: Dec 2020  
WALGA-EPT 12-2019  
GA=DA 1994 MGA Zone 50



## Legend

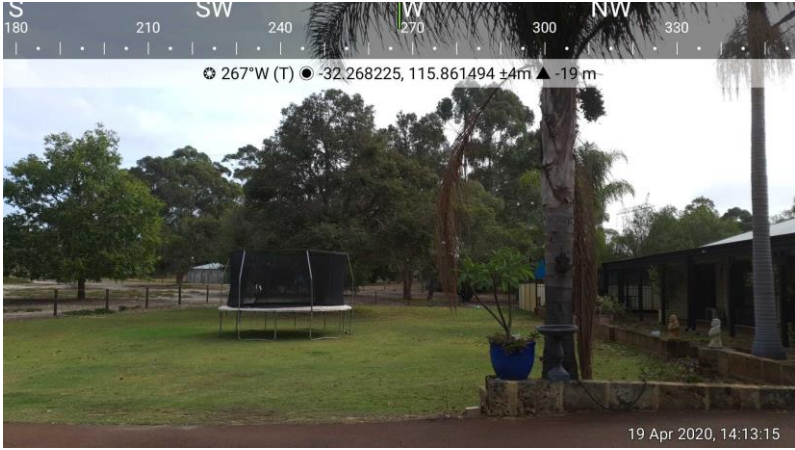
	Buildings		150m area assessment		BAL FZ		BAL 19
	Site boundary				BAL 40		BAL 12.5
	100m area assessment				BAL 29		BAL Low
	Plot Label		Plot / Veg Class. & Slope				



© 2021 Any conclusions drawn, or recommendations made in this report are made in good faith. No responsibility is taken for how this information and the report are used subsequently by others.

## Vegetation Classification

All vegetation within 150m of the site / proposed development was classified in accordance with Clause 2.2.3 of AS 3959-2018. Each distinguishable vegetation plot with the potential to determine the Bushfire Attack Level is identified below.

<b>Photo ID:</b>	1	<b>Plot:</b>	Ex
<b>Vegetation Classification or Exclusion Clause</b>			
<b>Excludable - 2.2.3.2(f) Low Threat Vegetation</b>			
<b>Description / Justification for Classification</b>			
<p><i>Vegetation regarded as low threat due to factors such as flammability, moisture content or fuel load. This includes grassland managed in a minimal fuel condition.</i></p> <p><i>Minimal fuel condition means there is insufficient fuel available to significantly increase the severity of the bushfire attack (recognisable as short-cropped grass for example, to a nominal height of 100 mm).</i></p>			
			


<b>Photo ID:</b>	2	<b>Plot:</b>	Ex
<b>Vegetation Classification or Exclusion Clause</b>			
<b>Excludable - 2.2.3.2(f) Low Threat Vegetation</b>			
<b>Description / Justification for Classification</b>			
<p>Mineral earth surface, right of frame. Grassland west of frame, single row of trees over grasses.</p> <p><i>Vegetation regarded as low threat due to factors such as flammability, moisture content or fuel load. This includes .....windbreaks.</i></p> <p><i>A windbreak is considered a single row of trees used as a screen or to reduce the effect of wind on the leeward side of the trees.</i></p>			
			




Photo ID:	3	Plot:	Ex
Vegetation Classification or Exclusion Clause			
Excludable - 2.2.3.2(f) Low Threat Vegetation			
Description / Justification for Classification			
<p><i>Vegetation regarded as low threat due to factors such as flammability, moisture content or fuel load. This includes grassland managed in a minimal fuel condition.</i></p> <p><i>Minimal fuel condition means there is insufficient fuel available to significantly increase the severity of the bushfire attack (recognisable as short-cropped grass for example, to a nominal height of 100 mm).</i></p>			
			


Photo ID:	4	Plot:	Ex
Vegetation Classification or Exclusion Clause			
Excludable - 2.2.3.2(f) Low Threat Vegetation			
Description / Justification for Classification			
<p><i>Vegetation regarded as low threat due to factors such as flammability, moisture content or fuel load. This includes grassland managed in a minimal fuel condition.</i></p> <p><i>Minimal fuel condition means there is insufficient fuel available to significantly increase the severity of the bushfire attack (recognisable as short-cropped grass for example, to a nominal height of 100 mm).</i></p>			
			

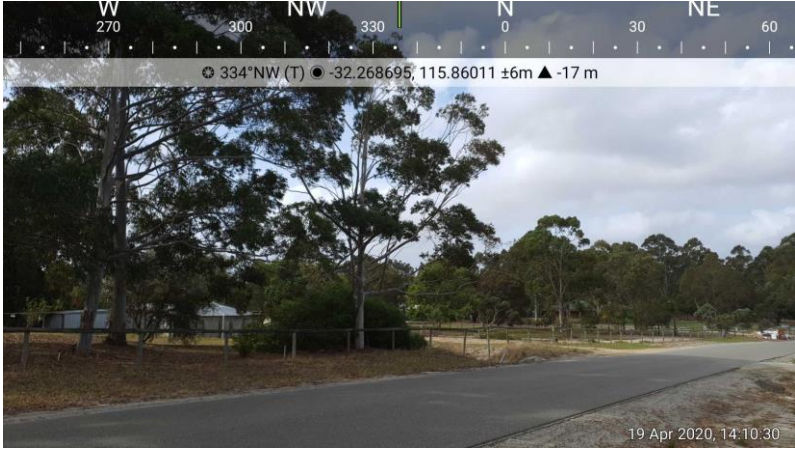
Photo ID:	5	Plot:	Ex
Vegetation Classification or Exclusion Clause			
Excludable - 2.2.3.2(f) Low Threat Vegetation			
Description / Justification for Classification			
<p>Grassland, irregular management of grasses under occasional trees.</p> <p><i>Grassland includes all form including situations with shrubs and trees, if the overstorey foliage cover is less than 10%. Includes pasture and cropland.</i></p>			
			

Photo ID:	6	Plot:	1
<b>Vegetation Classification or Exclusion Clause</b>			
<b>Class G Grassland – Sparse open herbfield G-28</b>			
<b>Description / Justification for Classification</b>			
<p>Vegetation regarded as low threat due to factors such as flammability, moisture content or fuel load. This includes .....windbreaks.</p> <p>A windbreak is considered a single row of trees used as a screen or to reduce the effect of wind on the leeward side of the trees.</p>			



Photo ID:	7	Plot:	3
<b>Vegetation Classification or Exclusion Clause</b>			
<b>Class A Forest - Open forest A-03</b>			
<b>Description / Justification for Classification</b>			
<p>Trees on site were observed to be predominantly upto to 6 m in height, and therefore the predominant vegetation, with no evidence of recent modification. The class is Scrub (AS3959:2018)</p> <p>Classification as requested by DFES - Forest</p> <p>Trees over 30 m high; 30%-70% foliage cover (may include understorey of sclerophyllous low trees or shrubs). Typically dominated by eucalypts, melaleuca or callistemon (may include riverine and wetland environments) and callitris. Includes eucalypt plantations.</p>			



Photo ID:	8	Plot:	2
<b>Vegetation Classification or Exclusion Clause</b>			
<b>Class G Grassland – Sparse open herbfield G-28</b>			
<b>Description / Justification for Classification</b>			
<p>Grassland, irregular management of grasses under occasional trees.</p> <p>Grassland includes all form including situations with shrubs and trees, if the overstorey foliage cover is less than 10%. Includes pasture and cropland.</p>			






Photo ID:	9	Plot:	4
Vegetation Classification or Exclusion Clause			
Class G Grassland – Sparse open herbfield G-28			
<p>Grassland, irregular management of grasses under occasional trees.</p> <p><i>Grassland includes all form including situations with shrubs and trees, if the overstorey foliage cover is less than 10%. Includes pasture and cropland.</i></p>			
			


Photo ID:	10	Plot:	4
Vegetation Classification or Exclusion Clause			
Class G Grassland – Sparse open herbfield G-28			
Description / Justification for Classification			
<p>Grassland, irregular management of grasses under occasional trees.</p> <p><i>Grassland includes all form including situations with shrubs and trees, if the overstorey foliage cover is less than 10%. Includes pasture and cropland.</i></p>			
			

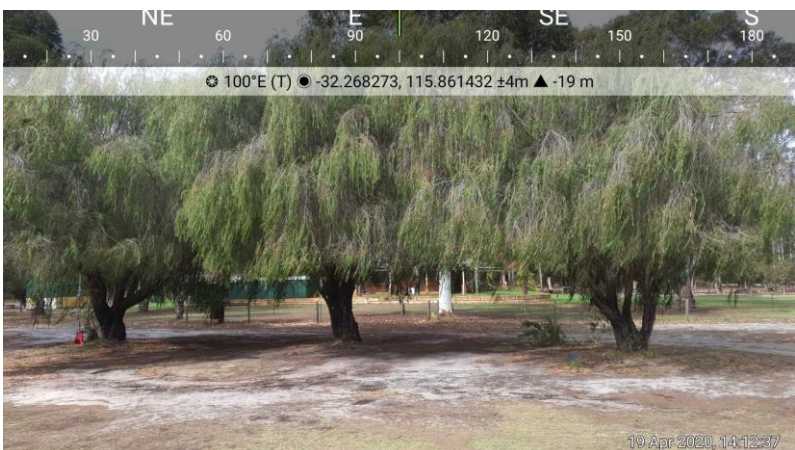
Photo ID:	11	Plot:	4
Vegetation Classification or Exclusion Clause			
Class G Grassland – Sparse open herbfield G-28			
Description / Justification for Classification			
<p>Grassland, irregular management of grasses under trees. Trees excluded as a single row.</p> <p><i>Vegetation regarded as low threat due to factors such as flammability, moisture content or fuel load. This includes .....windbreaks.</i></p> <p><i>A windbreak is considered a single row of trees used as a screen or to reduce the effect of wind on the leeward side of the trees.</i></p>			
			




Photo ID:	12	Plot:	4
<b>Vegetation Classification or Exclusion Clause</b>			
<b>Class G Grassland – Sparse open herbfield G-28</b>			
<b>Description / Justification for Classification</b>			
<p>Grassland, irregular management of grasses under occasional trees.</p> <p><i>Grassland includes all form including situations with shrubs and trees, if the overstorey foliage cover is less than 10%. Includes pasture and cropland.</i></p>			
			



Photo ID:	13	Plot:	4
<b>Vegetation Classification or Exclusion Clause</b>			
<b>Class G Grassland – Sparse open herbfield G-28</b>			
<b>Description / Justification for Classification</b>			
<p>Grassland, irregular management of grasses under occasional trees.</p> <p><i>Grassland includes all form including situations with shrubs and trees, if the overstorey foliage cover is less than 10%. Includes pasture and cropland.</i></p>			
			

Photo ID:	14	Plot:	1
<b>Vegetation Classification or Exclusion Clause</b>			
<b>Class G Grassland – Sparse open herbfield G-28</b>			
<b>Description / Justification for Classification</b>			
<p>Grassland, irregular management of grasses under occasional trees.</p> <p><i>Grassland includes all form including situations with shrubs and trees, if the overstorey foliage cover is less than 10%. Includes pasture and cropland.</i></p>			
			

**Relevant Fire Danger Index**

The fire danger index for this site has been determined in accordance with Table 2.1 or otherwise determined in accordance with a jurisdictional variation applicable to the site.

**Fire Danger Index**FDI 40 ☐

Table 2.7

FDI 50 ☐

Table 2.6

FDI 80 ☒

Table 2.5

FDI 100 ☐

Table 2.4

**Potential Bushfire Impacts**

The potential bushfire impact to the site / proposed development from each of the identified vegetation plots are identified below.

**Auxillary Respite Building (existing outbuilding)**

Plot	Vegetation Classification	Effective Slope	Separation (m)	BAL	Post Devt separation	Indicative BAL
Ex	Excludable – Clause 2.2.3.2(f)	0.0 Flat			0	BAL – LOW
1	Class G Grassland	0.0 upslope	33.0	BAL – 12.5	21.0	BAL – 12.5
2	Class G Grassland	0.0 Flat	6.0	BAL – FZ	21.0	BAL – 12.5
3	Class A - Forest	0.0 Flat	27.0	BAL – 29	21.0	BAL – 29
4	Class G Grassland	1.0 Downslope	29.0	BAL – 12.5	21.0	BAL – 12.5

**Respite Building (existing Dwelling)**

Plot	Vegetation Classification	Effective Slope	Separation (m)	BAL	Post Devt separation	BAL
Ex	Excludable – Clause 2.2.3.2(f)	0.0 Flat	0			BAL – LOW
1	Class G Grassland	0.0 Upslope	18.0	BAL – 12.5	21.0	BAL – 12.5
2	Class G Grassland	0.0 Flat	21.0	BAL – 12.5	21.0	BAL – 12.5
3	Class A - Forest	0.0 Flat	43.0	BAL – 12.5	43.0	BAL – 12.5
4	Class G Grassland	1.0 Downslope	6.0	BAL – 40	21.0	BAL – 40

**Indicative Bushfire Attack Level (BAL)**

The Determined Bushfire Attack Level (highest BAL) for the site / proposed development has been determined in accordance with clause 2.2.6 of AS 3959-2018 using the above analysis. It is based upon observations taken on inspection and accounting for any short term disturbance to observed vegetation, the assumption of long-run condition.

**Determined Bushfire Attack Level - Auxillary Respite Building****BAL- 40**

**Determined Bushfire Attack Level - Respite building****BAL- 40****ATTAINABLE BAL APZ separation from external vegetation**

The attainable vegetation is achievable BAL, as determined by the proximity to vegetation that is restricted within the site or located adjacent to the site. In this instance, there is space within the site to establish a BAL of 29 at the identified habitable buildings.

Attainable Bushfire Attack Level	Separation (m)	BAL
Auxillary Respite Building (existing outbuilding)	21 m	BAL 29
Respite Building (existing Dwelling)	20 m	BAL – 12.5

## APPENDIX 2 - Emergency Evacuation Plan

# **BUSHFIRE EMERGENCY EVACUATION DOCUMENT**

## **21 Nella Place WELLARD**

February 12, 2021

This plan has been prepared having regard to AS3745-2010

# 1. ESTABLISHING THE EMERGENCY MANAGEMENT TEAM

For the purpose of a respite care facility the Emergency Management Team shall comprise of the owner and manager.

In accordance with the Guidelines for preparing a bushfire emergency evacuation plan an accredited bushfire practitioner was engaged (Anthony Rowe BPAD L3 36690).

**The bushfire planning practitioner has been responsible for assisting the emergency management team with**

- The establishment and implementation of emergency plans and procedures
- Formulation of emergency procedures
- Consultation with local government and local emergency services

**Following the development of the emergency plan, the Emergency Management Team is responsible to**

- Ensure the respite care facility is compliant with the bushfire safety measures
- Identify and assign duties and responsibilities
- Ensure carers are provided with the emergency plan
- Ensure carers (staff) are aware of the emergency procedures applicable to the facility
- Consult with local government and emergency services

The emergency management team should regularly review the emergency evacuation plan to ensure it remains practical and current.



## 2. PREPARING THE EMERGENCY PLAN

The facility is for day visitation by people with low-level support needs and also offers short term (overnight) respite care. There are a maximum of 2 clients with low-level support needs on-site at any time, and a carer is at the facility at all times.

The Bushfire Management Plan dated **February 12, 2021** describes the site's vulnerability to bushfire, articulates the bushfire safety measures and provides:

- The building construction standard and maintenance
- Firefighting equipment and maintenance
- The Asset Protection Zone identification and maintenance

The City of Kwinana has several community halls and recreation centres which may be activated in an emergency. The closest of these is the Casuarina Wellard Community Centre on Barker Street, Casuarina (3km) however during a bushfire event, announcements will be made via electronic media and online confirming locations of activated evacuation centres.

Monitor the DFES Alerts and Warnings web page <https://www.emergency.wa.gov.au>  
*The Chief Warden is responsible for monitoring this site at regular intervals.*

*Evacuate before the fires arrival when safe to do so.*

Evacuate by vehicle to the alternative facilities at either

- a. If a fire is approaching to within 5 km of the facility
- b. If directly advised to leave by DFES or the police

**Time Required to Evacuate – 30 minutes**

**Suitable Access Routes – to the north via Woolcoot Road**

**Transportation Arrangements – Private Vehicles**

**THE CAPACITIES OF THE VISITORS AND ANY SPECIAL NEEDS MUST BE CONSIDERED.**

### 3. DETERMINE EMERGENCY ACTION

The **primary action** in response to bushfire threat is early **evacuation**, when safe to do so.

### 4. EVACUATION / SHELTER REQUIREMENTS

Carers (staff) should ensure there are vehicle/s on site at all times sufficient to facilitate evacuation for visitors and staff.

Whilst shelter on site is not recommended the owner should ensure gutters are free of leaf litter, flammable objects are not stored within 10 m, and the Asset Protection Zone is maintained.

## 5. PRIMARY AND SECONDARY EMERGENCY PROCEDURES

Prior to the commencement of the bushfire season, the Emergency Evacuation Plan must be reviewed ensuring all details, procedures, contact details and any attached publications (e.g. DFES) are current. Make any updates required and ensure the updated copy is kept at the home and an A3 size copy of the current evacuation diagram is displayed at all exit doors.

The fire extinguisher must be checked to ensure it is charged and in working order. Fire hoses should be checked to ensure all are in good condition and capable of reaching all surfaces of the building.

The driveway access should be clear and easily trafficable.

The roof and gutters should be checked to ensure they are free of leaf litter and debris and flammable materials should not be stored within 10 m of the single dwelling.

## 6. TRAINING REQUIREMENTS

All carers at the facility during the fire season must acknowledge that they have sighted and understood the emergency evacuation procedures and understand their role and responsibilities.

- Individual roles and responsibilities.
- Access and egress routes.
- Assembly point location.
- Firefighting equipment locations
- The written procedures applicable to the site.

# Appendix 1

A Guide to developing a BUSHFIRE EMERGENCY EVACUATION PLAN – Step 4

**The following questions will assist the individual developing or reviewing the Emergency Evacuation Plan to identify an off-site location. For an appropriate off-site location**

**If there are occupants with support needs that require a similar facility to support them, is the off-site location suitable?**

Yes ☐  
No ☒

**Comment:** visitors have low level support needs. Similar facility not required

**Is the off-site location in an area away from the effects of a bushfire?**

Yes ☒  
No ☐

**Comment:** City nominated emergency evacuation facility

**Are there amenities (toilets, food, water etc.) available at the off-site location? (if applicable)**

Yes ☒  
No ☐

**Can the off-site location accommodate the number of occupants?**

Yes ☒  
No ☐

**Comment:** City nominated emergency evacuation facility

**Does the route to the off-site location require transporting through bushfire affected areas or areas that may be affected by an approaching bushfire?**

Yes ☒  
No ☐

The site has access to two different routes to the nominated evacuation centres.

**Has the owner of the off-site location advised that they are happy to accommodate occupants if evacuation from a bushfire emergency occurs?**

Yes ☒  
No ☐

**Comment:** City nominated emergency evacuation facility

<b>Consider the following questions to assist planning transport arrangements.</b>		
Do you have your own transport for all occupants? <b>If no, what transport provider will you use?</b>	Yes	<input checked="" type="checkbox"/>
	No	<input type="checkbox"/>
Are private vehicles to be used?	Yes	<input checked="" type="checkbox"/>
	No	<input type="checkbox"/>
If using private vehicles, will they be available when you need them, and will there be drivers available? <b>If no, consider another mode of transport</b>	Yes	<input checked="" type="checkbox"/>
	No	<input type="checkbox"/>
Will there be sufficient vehicles to transport all the occupants?	Yes	<input checked="" type="checkbox"/>
	No	<input type="checkbox"/>
Have occupants with support needs been considered when determining transport types and necessary timing to evacuate?	Yes	<input checked="" type="checkbox"/>
	No	<input type="checkbox"/>
Is disabled transport required, and is this sufficient to move the number of occupants from the facility?	Yes	<input type="checkbox"/>
	No	<input checked="" type="checkbox"/>
Do you require ambulances? <b>If yes, St John Ambulance Australia needs to be consulted.</b>	Yes	<input type="checkbox"/>
	No	<input checked="" type="checkbox"/>
Is a community bus available?	Yes	<input type="checkbox"/>
	No	<input checked="" type="checkbox"/>
Will community buses are available when you need them, and will drivers be available?	Yes	<input type="checkbox"/>
	No	<input checked="" type="checkbox"/>
Are other means of transport available?	Yes	<input type="checkbox"/>
	No	<input checked="" type="checkbox"/>
Do you need any other type of special transport?	Yes	<input type="checkbox"/>
	No	<input checked="" type="checkbox"/>



**The following questions will assist the individual developing or reviewing the Emergency Evacuation Plan to identify an on-site building. For an appropriate building, the answers to the below questions should receive a 'yes'.**

<b>Is the property well maintained and kept free from a build-up of fuel and leaf litter in gutters and around buildings?</b>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<ul style="list-style-type: none"> <li>The Standards for Asset Protection Zones in the Guidelines for Planning in Bushfire Prone Areas should be used as a reference.</li> </ul>	
<b>Is there a building on-site that is away from bushland and is unlikely to be impacted by bushfire?</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Occupants should assemble in the family room for evacuation departure</li> </ul>	
<b>Is the building constructed in a manner that minimises bushfire attack with appropriate Asset Protection Zones?</b>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<ul style="list-style-type: none"> <li>The Australian Standard AS3959 Construction for buildings in bushfire-prone areas should be used as a reference.</li> </ul>	
<b>Can the building accommodate the number of occupants and visitors?</b>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Is there ease of accessibility to the building and is it easily identifiable?</b>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Is there access to amenities (toilets, food, water etc.) away from the effects of a bushfire?</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

# BUSHFIRE EMERGENCY PLAN

**NAME OF FACILITY** NELLA FARM

**ADDRESS** 21 Nella Place WELLARD

**PREPARED BY** Anthony Rowe, L3 BPAD 36690

**OWNER/OPERATOR** Cinci Dymock

**DATE** February 12 2021

**VERSION NUMBER** 4

## Document Control

Version	Date	Details	Undertaken by
1	05/05/2020	DRAFT	Anthony Rowe
2	13/05/2020	superseded	Anthony Rowe
3	03/08/2020	superseded	Anthony Rowe
4	12/02/2021	FINAL	Anthony Rowe

## Emergency Management Team

Name	Organisation	Contact Details
Cinci Dymock	Owner	0434 887 369

## Facility Details

This Plan is for a: RESPITE FACILITY at **21 Nella Place WELLARD** and has been designed to assist management in protecting life and property in the event of a bushfire.

The plan outlines procedures for both **evacuation** and **shelter-in-place** to enhance the protection of occupants from the threat of a bushfire.

**The primary action to follow in a bushfire emergency is to:**

**Evacuate**



**Shelter in place**



NAME OF CONTACT PERSON		Cinci Dymock	
POSITION / ROLE OF CONTACT PERSON		Owner	
PHONE NUMBER		0434 887 369	
FACILITY TYPE	Respite Care	NUMBER OF BUILDINGS	2
NUMBER OF STAFF	1	NUMBER OF OCCUPANTS	3
NUMBER OF OCCUPANTS WITH SUPPORT NEEDS		2	
DESCRIPTION OF SUPPORT NEEDS		Low Level social and physical support needs	

## Emergency Contacts

Name or Organisation	Office / Contact	Contact details
Fire / Police / Ambulance	Fire or Emergency	<b>000 (112 from mobile)</b>
Department of Fire & Emergency Services	Emergency Information	<b>13 33 37 (13 DFES)</b>
Emergency WA	Warnings and incidents	<b><a href="http://www.emergency.wa.gov.au">www.emergency.wa.gov.au</a></b>
Bureau of Meteorology	Weather information	<b>1300 659 213</b>

# Preparedness

## EMERGENCY MANAGEMENT TEAM

The **PURPOSE OF THE EMERGENCY MANAGEMENT TEAM ('EMT')** is:

- responsible for ensuring the plan is promoted and available to appropriate persons.
- determines the Emergency Control Organisation and ensures the compliance of the facility with all bushfire safety measures.

The responsibility of the **EMT** is to prepare for the bushfire emergency and includes overseeing:

- Awareness of procedures;
- Training;
- Testing; and
- Review of the Emergency Plan.

The **EMT** prior to the commencement of the bushfire season will audit the facility utilising the Preparation Checklist and attend to any items of non-compliance.

## ESTABLISHING THE EMERGENCY CONTROL ORGANISATION ('ECO')

The **EMT** is responsible for ensuring the establishment of the **ECO** and to nominate people to the key positions who will be responsible for implementing the plan.

The ECO will comprise nominated people who will be on site whenever the facility is operating.

The primary role of the ECO is to respond to the bushfire emergency and protect human safety during a bushfire event.

The ECO should have clearly documented bushfire emergency (Response) and post bushfire emergency (Recovery) procedures and responsibilities.

The ECO (Chief Warden or nominee) will undertake a daily inspection of the facility during the bushfire season using the Daily Preparation Checklist as a guide.

## KEY POSITIONS AND RESPONSIBILITY

The following outlines who has responsibility for implementing emergency procedures in the event of a bushfire.

Position	Name	Role	Responsibility
Facility Owner or Manager		CHIEF WARDEN	<ul style="list-style-type: none"><li>• Daily - check the DFES website for any alerts</li><li>• Ensure adequate transport remains on site for evacuation</li><li>• ensure mobile phone is charged and on hand</li><li>• Determine when to evacuate or safe to stay</li><li>• Oversee evacuation</li><li>• Notify ECO of evacuation</li></ul>
		DEPUTY CHIEF WARDEN	<ul style="list-style-type: none"><li>• A person nominated to act as the Chief Warden if delegated by the Chief Warden or in the absence of the Chief Warden</li></ul>

## TRAINING REQUIREMENTS

Management and staff at the facility shall be trained in the following emergency management response:

- Individual roles and responsibilities.
- Access and egress routes.
- Assembly point location.
- Fire-fighting equipment locations
- The written procedures applicable to the site.

Management and staff attending the facility during the fire season must acknowledge that they have read and understood the emergency evacuation procedures, understand their role and responsibilities, and had any questions relating to the evacuation procedure adequately answered.

### Exercise drills

- Familiarity with information sources
  - [www.emergency.wa.gov.au](http://www.emergency.wa.gov.au)
  - DFES 13 33 37
- Practice site preparation procedures (the actions to take before a fires arrival)
- Promote familiarity with fire-fighting equipment (including protective clothing)
- Practice fire-fighting techniques to address small fires
- Practice assembly and evacuation (fire drill)
- Practice the debrief process



CHECKLIST – ongoing, prior to and during the bushfire season		
BUSHFIRE SEASON: COMMENCES DECEMBER 1 AND CONCLUDES MAY 12 OF EVERY YEAR (UNLESS OTHERWISE ADVISED)		
Action	Frequency	Responsibility
To be completed just prior to the bushfire season (by November 30 each year)		
1. Ensure all roof and building junctions are clear of litter	Annual	Owner
2. Check roof presents no gaps greater than 2 mm. By external inspection or observation of daylight in the roof cavity. Screen any gaps (steel mesh 2 mm aperture) or fill with mineral wool or non-flammable sealant	Annual	
3. Prune / maintain all vegetation in accordance with the Standards for Asset Protection Zones ( <i>Schedule 1 Guidelines for planning in bushfire prone areas V1.3</i> ).	Annual	
4. Ensure all building surfaces present no gaps greater than 2 mm, including deck boards	Annual	
5. All objects attached to the buildings are non-combustible or easily removable, and the removing mechanism is in working order	Annual	
6. The hoses supplied for firefighting (AS1221) are protected from radiant heat (non-flammable fire reel cover) and are in working order	Annual	
7. Ensure all responsible personnel have undertaken the Training requirements	Annual	
To be completed/reviewed regularly during the bushfire season between December 1 and April 30 each year.		
8. Check the building is free of flammable materials, none located within 3 m	Ongoing	Owner or on-site manager
9. Check Fire Extinguisher charge levels are in working order and the instructions on use is attached	Ongoing	
10. Check Smoke detectors are in working order	Ongoing	
11. The Evacuation Diagram is clearly displayed on the inside face of the external doors	Ongoing	
12. Emergency Contacts details are confirmed as current and identified on the Evacuation Diagram	Ongoing	

# Response

## ALERTS

The Chief Warden will check the Emergency WA website daily for alerts and warnings  
[www.emergency.wa.gov.au](http://www.emergency.wa.gov.au)

The Department of Fire and Emergency Services provides community and emergency advice about predicted and current conditions that advise about the level of bushfire threat.

The Fire Danger Rating (FDR) is based on the forecast weather conditions, the higher the rating the higher the threat.

**Extreme or Catastrophic ratings are the highest level and represent unsafe conditions.**

### Fire Danger Rating (DFES)

### Emergency Warnings

#### CATASTROPHIC

#### EXTREME

*The worst conditions for a fire. Homes are not designed or built to withstand a fire in these conditions. The only safe place is away from bushfire risk areas.*

#### EMERGENCY WARNING

*An out of control fire is approaching very fast. You need to act immediately to survive. If you haven't prepared your home it is too late. You must leave now if it is safe to do so.*

#### SEVERE

#### VERY HIGH

*Seek out information and be ready to leave or stay and actively defend your property if a fire starts. Only stay if you are 100% prepared.*

#### WATCH AND ACT

*A fire is approaching and is out of control. Put your plan into action. If your plan is to leave, make sure you leave early. Only stay if you are mentally, physically and emotionally prepared to defend your property and you have all the right equipment.*

#### HIGH

#### LOW - MODERATE

*Be vigilant. Check your fire plan and continue to monitor conditions as they can change quickly.*

#### ADVICE

*A fire has started but there is no immediate danger. Stay alert and watch for signs of a fire.*

Action	Frequency	Responsibility
<b>Fire Danger Rating is VERY HIGH or SEVERE; or</b> <b>An ADVICE Warning has been issued by an emergency service authority</b>		
<ol style="list-style-type: none"> <li>1. Actively monitor Emergency WA and the media for alerts and warnings</li> <li>2. Ensure all staff and visitors are aware of the Fire Danger Rating and prepared to evacuate should it be necessary in an emergency or as a precaution</li> </ol> <p><b>Take the following into account to determine if evacuation is required</b></p> <ol style="list-style-type: none"> <li>1. The severity of a bushfire incident</li> <li>2. The location of and distance to the bushfire incident relative to the residential care facility</li> <li>3. The approximate time for the bushfire to impact the building</li> <li>4. DFES and/or police advice</li> <li>5. The preparation of the facility</li> </ol>	Daily (morning)	Chief Warden
<b>A WATCH AND ACT ALERT has been issued by an emergency service authority: or</b> <b>A fire is approaching within 5 Km and is expected to impact the facility</b> <b>A secondary fire is observed at an adjoining property</b>		
<ol style="list-style-type: none"> <li>1. Ensure evacuation route is safe (confirm with DFES or police)</li> <li>2. Turn off air conditioning</li> <li>3. Account for all visitors and staff</li> <li>4. Close window blinds</li> <li>5. Close windows and doors</li> <li>6. Confirm the evacuation route, and destination</li> <li>7. Evacuate by vehicle to nominated evacuation centre</li> <li>8. Account for all visitors and staff and have safely evacuated</li> <li>9. Inform families and carers</li> <li>10. Monitor Emergency WA and the media for updates</li> <li>11. Return to the facility when Emergency WA advise is ALL CLEAR</li> </ol>		Chief Warden

# Emergency Procedure, Location, and Transport Details

## Evacuation

Designated evacuation assembly point - the driveway

### Primary off-site location

Name of venue	CASUARINA WELLARD COMMUNITY HALL		
Address of venue	11 Barker Road, WELLARD		
Nearest cross street	Mortimer Road	Map reference	PVVC+PW Wellard
Venue phone number			
Primary route to location	Head west along Nella Place to Woolcoot Road, turn right, then turn right at Mortimer Road. The Casuarina Wellard Community Hall is at the corner of Mortimer Road and Barker Road		
Secondary route to location	Head west along Nella Place to Woolcoot Road, turn left, then turn left at Braddock Road. Follow Braddock Road for 1.03km then turn left onto Barker Road. The Casuarina Wellard Community Hall is 2.09km along Barker Road on the right close to the intersection with Mortimer Road.		

**Estimated travelling time to destination** 5 minutes

### Secondary off-site location

Name of venue	JOHN WELLARD COMMUNITY CENTRE		
Address of venue	Cnr Runnymede Gate and The Strand, Wellard		
Nearest cross street	Endell Way	Map reference	PRQ8+36 Wellard
Venue phone number	(08) 9439 4992		
Primary route to location	Head west along Nella Place to Woolcoot Road, turn left, then turn right at Millar Road. Follow Millar Road for 2.14km then turn right onto Wellard Road then turn left onto Runnymede Gate. The John Wellard Community Centre is 720m along Runnymede Gate on the right		
Secondary route to location	Head west along Nella Place to Woolcoot Road, turn right, then turn left at Mortimer Road. Follow Mortimer Road for onto Bertram Road then turn right onto Wellard Road. Stay on Wellard Road for 2.5km then turn left onto Runnymede Gate. The John Wellard Community Centre is 720m along Runnymede Gate on the right.		

**Estimated travelling time to destination** 9 minutes

**Primary transportation arrangements** Private vehicles

# Shelter in Place

The **primary action** to follow if there is an imminent bushfire threat is to **EVACUATE** following confirmation (DFES or emergency services) that a safe evacuation route is available.

**Shelter in place is not recommended and should only occur on the advice of DFES that a safe evacuation route is not available (it is too late to leave).**

If it is unsafe to leave

- a. Turn off air-conditioning and ensure all doors and windows are sealed as best as possible.
- b. Take shelter inside a room furthest from the fire front with ready access to an exit and ability to observe the fire fronts passing.
- c. Soak towels, blankets and rugs in water and keep close by.
- d. Exit the building if it becomes unsafe and after the worst of the fire's passing. Take cover under soaked towels and shelter from radiant heat.
- e. Refer to DFES publication (attachment 2) for further survival instructions

## **Attachment 1 – Emergency Plan and Evacuation Map**



# BUSHFIRE EMERGENCY RESPONSE PLAN

## FACILITY DETAILS

**Location -** 21 Nella Place WELLARD

**Facility –** Nella Farm Respite Facility

**Visitors –** Maximum 2

CONTACT PERSONS NAME		CONTACT NO.
Owner	Cinci Dymock	0434 887 369

### Chief Wardens Role:

Remain informed of DFES Emergency Warnings by monitoring public information sources (listed below)

### INFORMATION SOURCES

Local ABC radio	720 am
DFES information line	13 33 37
Emergency WA	www.emergency.wa.gov.au
Bureau of Meteorology	1300 659 213

### **EMERGENCY CONTACTS**

**Fire, Police or Ambulance**                      **000**

## EMERGENCY WARNINGS (DFES)

### ADVICE

- An ADVICE warning has been issued across telecommunications media.
- The Chief Warden will take the following issues into consideration when determining if and when to evacuate:
- The severity of a bushfire incident
  - The location of, and distance to, the fire incident relative to the building
  - The approximate time for the bushfire to impact the building
  - DFES and Police advice
  - Preparation of the facility

### EMERGENCY

- DFES or Police have advised **EVACUATION IS REQUIRED**
- Turn off air conditioning
  - Assemble in the living room
  - Account for all visitors
  - Close all doors, windows and window blinds
  - evacuate by vehicle to safe destination via route confirmed as safe by DFES or police (public information sources)
- DFES or Police have advised **EVACUATION IS NOT SAFE**
- Ensure all doors and windows are sealed as best as possible.
  - Take shelter inside a room furthest from the fire front with ready access to an exit and ability to observe the fire fronts passing.
  - Soak towels and rugs in water and keep close by
  - Exit the dwelling, if it becomes unsafe or after the fire's passing, take cover under soaked towels and take shelter from radiant heat or assemble in the driveway

### WATCH AND ACT

- DFES or Police have advised **EVACUATION IS REQUIRED**
- Turn off air conditioning
  - Assemble in the living room
  - Account for all visitors
  - Close all doors, windows and window blinds
  - evacuate by vehicle to safe destination via route confirmed as safe by DFES or police (public information sources)

### ALL CLEAR

- When the owner / manager has confirmed the area has been deemed safe by emergency services:
- return to the site
  - check grounds for any smouldering objects
  - monitor grounds and buildings, particularly roofs for smouldering material and small fires for 24 hours after the event. Extinguish small fires if safe to do so and advise the property manager

### Vehicle Management:

Visitors are expected to arrive by private transport. Staff must ensure sufficient vehicles and drivers are onsite and available for evacuation of visitors at all times whilst the property is occupied during the bushfire season.

# EMERGENCY EVACUATION DIAGRAM

**YOUR LOCATION IS**  
**21 Nella Place**  
**WELLARD**

- **IF YOU SEE SMOKE**
- **IF YOU SEE FIRE**

**PHONE 000**

Describe your location and where the smoke or fire is.

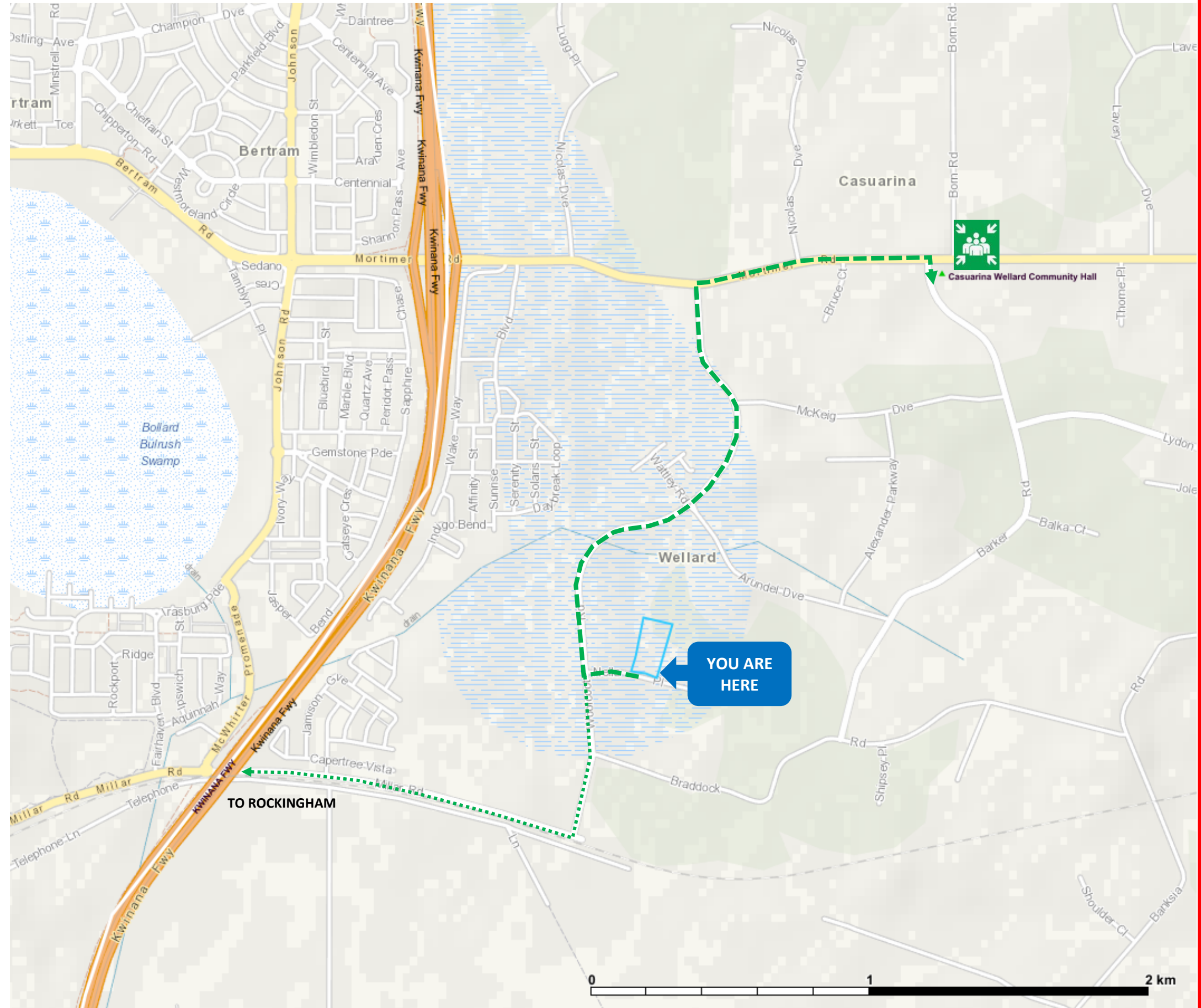
- **IF YOU ARE TOLD TO LEAVE**

EVACUATE BY VEHICLE TO  
**CASUARINA WELLARD COMMUNITY HALL**

11 Barker Road, WELLARD

**OR AS OTHERWISE ADVISED BY DFES** (directly or  
via publicly broadcast information and warnings)

1. Close all windows and doors
2. Evacuate by vehicle west along Nella Place to Woolcoat Road, turn right, then turn right at Mortimer Road. The Casuarina Wellard Community Hall is at the corner of Mortimer Road and Barker Road.  
**DO NOT TRAVEL THROUGH FIRE.**
3. Advise emergency contacts of visitors that the facility has been evacuated and confirm arrangements and transport for visitors to return home.



## **Attachment 2 – DFES Bushfire Survival Information**

# Sheltering in Your Home

Bushfire Fact Sheet

**Sheltering in your home during a bushfire should be your last option, when all other plans fail and you are unable to leave.**

Bushfires are very unpredictable and you need to be well prepared to change your plans if you can no longer leave your property.

Even if you do not intend to stay and actively defend your property, you need to be physically and mentally prepared if sheltering in your home becomes your only option.

When the fire front passes, the heat will be extreme and you must shelter at this time whether you planned to or not.

## If it is too late to leave the property

- Stay in the house when the fire front is passing.
- If people are expecting you to leave, let them know you are now staying.
- Take shelter inside in the room furthest from the fire front.
- Make sure all doors and windows are sealed as best as possible.
- Soak towels and rugs in water, and lay them along the inside of external doorways.
- Soak woollen blankets and keep them handy for protection against radiant heat.
- Take down curtains and push furniture away from windows.
- Get down low to limit your exposure to smoke.
- Actively defend your property by putting out spot fires.
- Remember to check the roof cavity through the manhole for any spot fires.
- Drink plenty of water to avoid becoming dehydrated.



**People have died sheltering in bathrooms and other rooms without an exit door leading outside. Make sure you can easily escape and shelter in a room with at least two ways to get outside and one that has a water supply (eg. a laundry with a door that goes outside or a kitchen).**

## Preparing to evacuate

Shelter in the house for as long as possible. Many people have died from toxic smoke and fumes when their house has caught fire.

If your house catches on fire and the conditions inside become unbearable, leave through the door furthest from the approaching fire and go to an area that has already been burnt.

The majority of people die in a bushfire from radiant heat. You should protect yourself from radiant heat with long sleeves, long trousers and strong leather boots.



**For more information visit [dfes.wa.gov.au](https://dfes.wa.gov.au)**  
or contact DFES Community Engagement – 9395 9816

The information contained in this material is provided voluntarily as a public service by the Department of Fire and Emergency Services (DFES). This material has been prepared in good faith and is derived from sources believed to be reliable and accurate at the time of publication. Nevertheless, the reliability and accuracy of the information cannot be guaranteed and DFES expressly disclaims liability for any act or omission done or not done in the reliance on the information and for any consequences whether direct or indirect, arising from such act or omission. This publication is intended to be a guide only and viewers should obtain their own independent advice and make their own necessary inquiries.



Government of **Western Australia**  
Department of **Fire & Emergency Services**



## APPENDIX 3 - APZ Guidelines

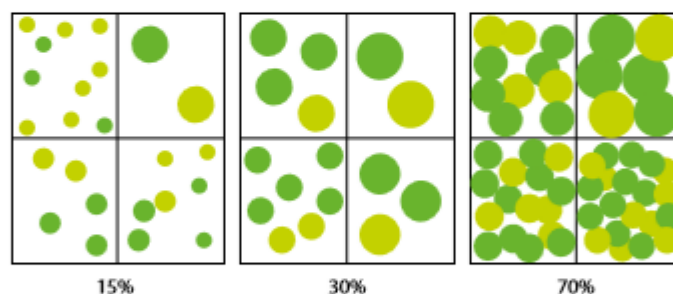


## ELEMENT 2: SITING AND DESIGN OF DEVELOPMENT

### SCHEDULE 1: STANDARDS FOR ASSET PROTECTION ZONES

- **Fences:** within the APZ are constructed from non-combustible materials (e.g. iron, brick, limestone, metal post and wire). It is recommended that solid or slatted non-combustible perimeter fences are used.
- **Objects:** within 10 metres of a building, combustible objects must not be located close to the vulnerable parts of the building i.e. windows and doors.
- **Fine Fuel load:** combustible dead vegetation matter less than 6 millimetres in thickness reduced to and maintained at an average of two tonnes per hectare.
- **Trees (> 5 metres in height):** trunks at maturity should be a minimum distance of 6 metres from all elevations of the building, branches at maturity should not touch or overhang the building, lower branches should be removed to a height of 2 metres above the ground and or surface vegetation, canopy cover should be less than 15% with tree canopies at maturity well spread to at least 5 metres apart as to not form a continuous canopy.

Figure 18: Tree canopy cover – ranging from 15 to 70 per cent at maturity



- **Shrubs (0.5 metres to 5 metres in height):** should not be located under trees or within 3 metres of buildings, should not be planted in clumps greater than 5m<sup>2</sup> in area, clumps of shrubs should be separated from each other and any exposed window or door by at least 10 metres. Shrubs greater than 5 metres in height are to be treated as trees.
- **Ground covers (<0.5 metres in height):** can be planted under trees but must be properly maintained to remove dead plant material and any parts within 2 metres of a structure, but 3 metres from windows or doors if greater than 100 millimetres in height. Ground covers greater than 0.5 metres in height are to be treated as shrubs.
- **Grass:** should be managed to maintain a height of 100 millimetres or less.



## APPENDIX 4 – References

## GENERAL REFERENCES

Australian Institute for Disaster Resilience 2015, *Australian Disaster Resilience Handbook 10: National Emergency Risk Assessment Guidelines*, CC BY-NC

Australian Building Codes Board 2019, *Handbook: Bushfire Verification Method*, Commonwealth of Australia and States and Territories 2019, published by the Australian Building Codes Board.

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SA Department of Environment and Natural Resources, Government of South Australia, 2012 *Overall Fuel Hazard Guide for South Australia*

Standards Australia 2010, *Australian Standard AS 3745:2010 Planning for emergencies in facilities*

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Standards Australia and Standards New Zealand 2018, *Australian Standard / New Zealand Standard ISO 31000:2018 Risk management – principles and guidelines*

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Western Australian Planning Commission (WAPC) *Position Statement: Planning in bushfire prone areas – Demonstrating Element 1: Location and Element 2: Siting and design* November 2019

Western Australian Planning Commission (WAPC) *Position Statement: Tourism land uses in bushfire prone areas* November 2019

Western Australian Local Government Association, *Road Visual Condition Assessment Manual VERSION 1 – 2016*

Whittaker J., Blanchi R., Haynes K., Leonard J., Opie K., 2017 *Experiences of sheltering during Black Saturday bushfire: Implications for policy and research*

## 18 Reports – Civic Leadership

### 18.1 Monthly Financial Report June 2021

#### **SUMMARY:**

The Monthly Financial Report, which includes the Monthly Statement of Financial Activity and explanation of material variances, for the period ended 30 June 2021 has been prepared for Council acceptance.

#### **OFFICER RECOMMENDATION:**

##### **That Council:**

1. **Accepts the Monthly Statements of Financial Activity for the period ended 30 June 2021, as detailed in Attachment A; and**
2. **Accepts the explanations for material variances for the period ended 30 June 2021, as detailed in 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*.

This report is a summary of the financial activities of the City at the reporting date. End of financial year processing continues and adjustments are still being finalised. The 2020/2021 Annual Financial Statements will be finalised and audited by the City's auditors with presentation due to the Audit Committee in November/December 2021. At this time, the final 2020/2021 result will be determined and any impact on the 2021/2022 Annual Budget will be presented to Council for consideration.

The period of review is June 2021. The current closing municipal surplus for this period is \$3,264,539 (includes carry forward projects, grants in advance and pre-payment of Federal Assistance Grants) compared to a budget position of \$502,000. This is considered a satisfactory result for the City as it is maintaining a healthy budget surplus position. Final end of year Reserve transfers and other adjustments may have an impact on this surplus to be reported in the Annual Financial Statement.

The City's cash balances are tracking well with a positive unrestricted cash balance as at 30 June of \$4,044,487.

Income for the June 2021 period year to date is \$67,301,698. This is made up of \$63,571,196 in operating revenues and \$3,730,502 in non-operating grants, contributions and subsidies received and proceeds from other investing activities. The budget estimated \$77,281,161 would be received for the same period. The variance to budget is \$9,979,463.

**18.1 MONTHLY FINANCIAL REPORT JUNE 2021**

Expenditure for the June 2021 period year to date is \$77,503,273. This is made up of \$69,520,015 in operating expenditure and \$7,983,258 in capital expenditure. The budget estimated \$92,842,513 would be spent for the same period. The variance to budget is \$15,339,240 predominantly due to the timing of capital works being completed.

Details of all significant variances against the Current Budget 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.

**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/PUBLIC HEALTH 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	Visionary leadership dedicated to acting for its community	5.1 Model accountable and ethical governance, strengthening trust with the community.

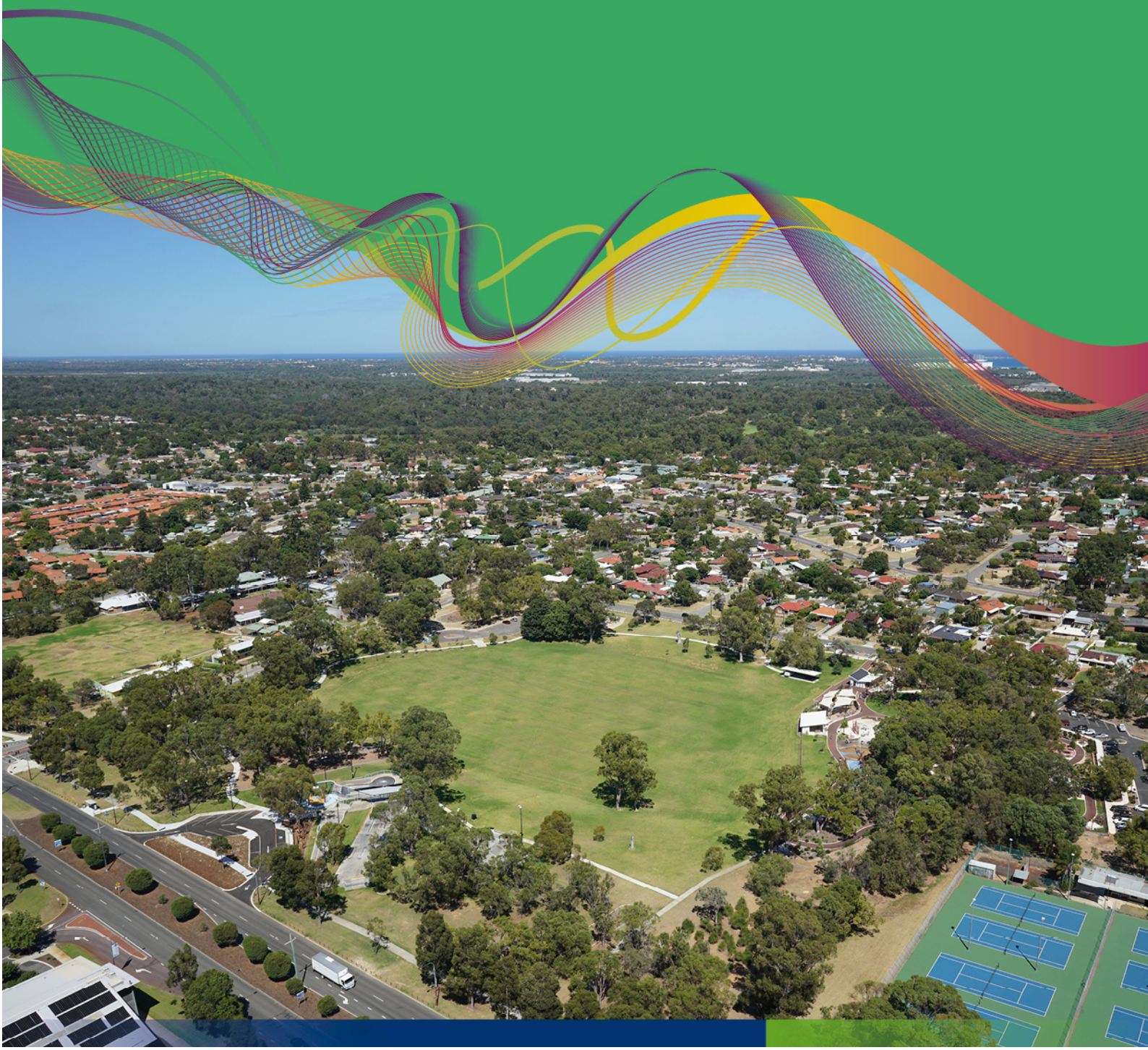
*18.1 MONTHLY FINANCIAL REPORT JUNE 2021*

**COMMUNITY ENGAGEMENT:**

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



# Monthly Financial Report





**CITY OF KWINANA**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the period ending 30 June 2021**

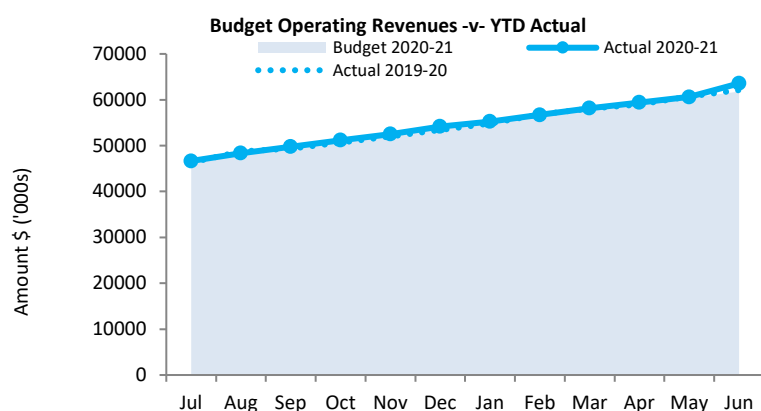
**LOCAL GOVERNMENT ACT 1995**  
**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

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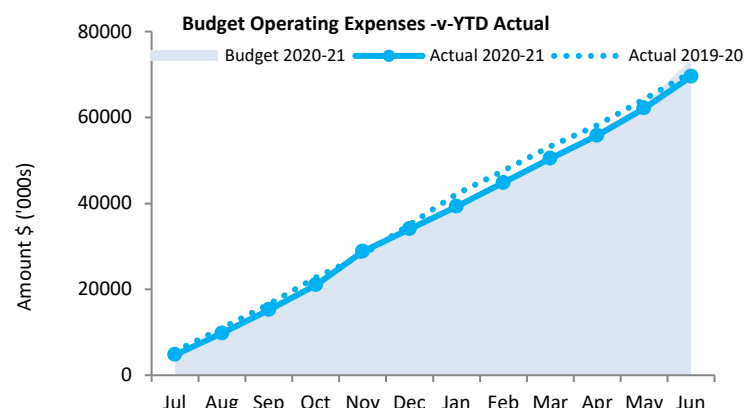
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**OPERATING ACTIVITIES**

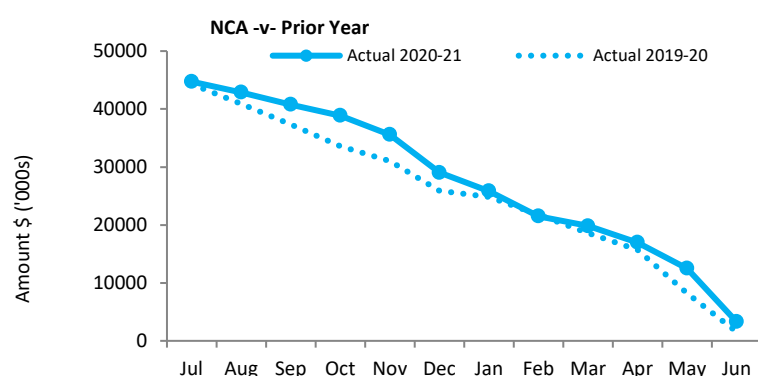
**OPERATING REVENUE**



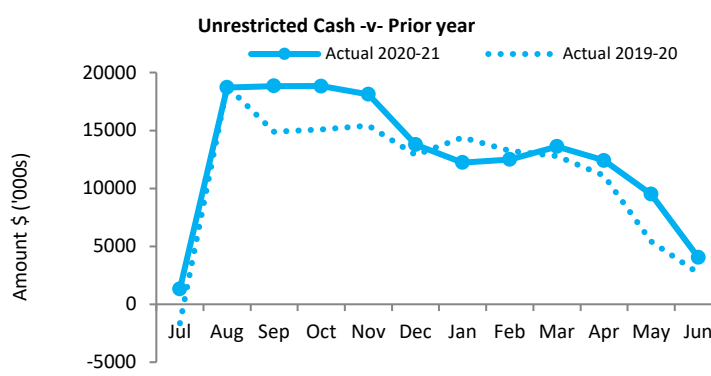
**OPERATING EXPENSES**



**NET CURRENT ASSETS**

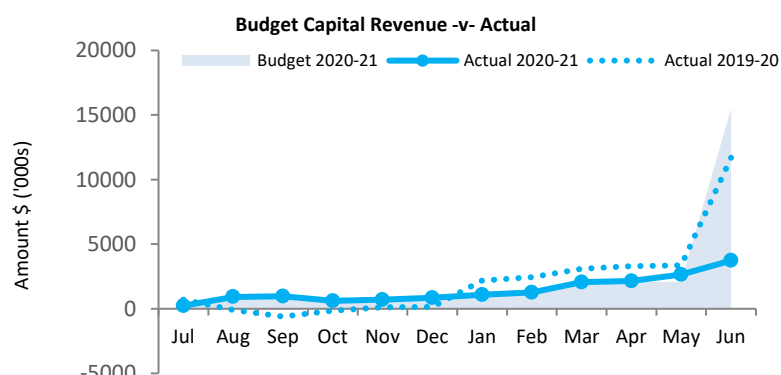


**UNRESTRICTED CASH**

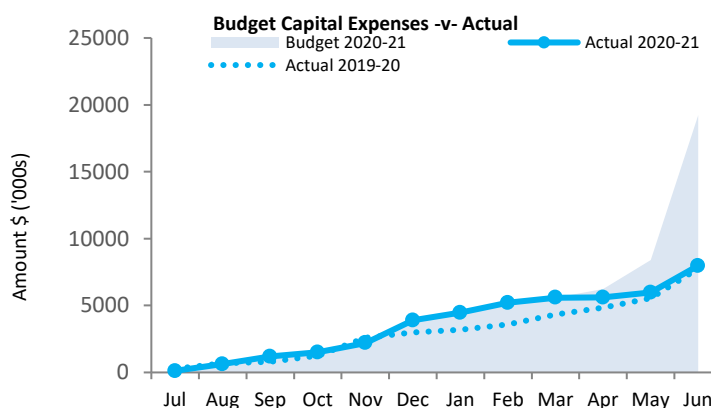


**INVESTING ACTIVITIES**

**CAPITAL REVENUE**

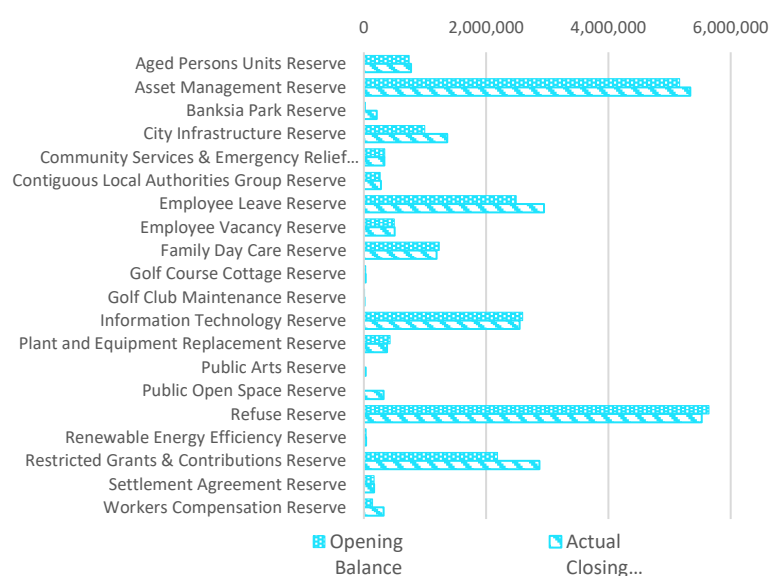


**CAPITAL EXPENSES**

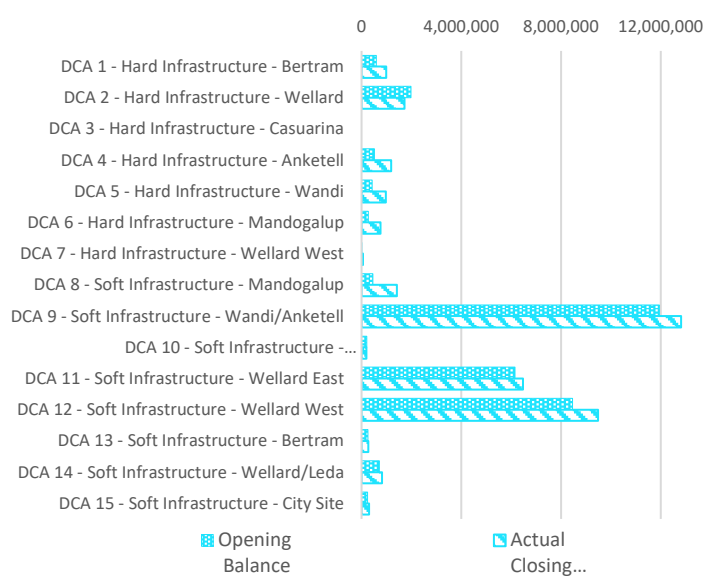


**FINANCING ACTIVITIES**

**RESERVES**



**DCA RESERVES**



Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Current Budget	YTD Current Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$2.83 M	\$2.83 M	\$2.83 M	(\$0.00 M)
Closing	\$0.50 M	\$0.50 M	\$3.26 M	\$2.76 M
Refer to Statement of Financial Activity				

Cash and cash equivalents		
	\$66.71 M	% of total
Unrestricted Cash	\$4.04 M	6.1%
Restricted Cash	\$62.67 M	93.9%
Refer to Note 3 - Cash and Financial Assets		

Payables	
	\$6.31 M
Trade Payables	\$2.44 M
Bonds & Deposits Held	\$1.81 M
Other Payables	\$2.06 M

Receivables		
	\$5.44 M	% Outstanding
Rates Receivable	\$3.47 M	6.3%
Trade Receivable	\$1.96 M	
Refer to Note 4 - Receivables		

Key Operating Activities

Amount attributable to operating activities			
Current Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$4.37 M	\$4.37 M	\$7.97 M	\$3.59 M
Refer to Statement of Financial Activity			

Rates Revenue		
YTD Actual	\$40.89 M	% Variance
YTD Budget	\$40.83 M	0.2%
Refer to Statement of Financial Activity		

Operating Grants and Contributions		
YTD Actual	\$7.35 M	% Variance
YTD Budget	\$6.36 M	15.7%
Refer to Note 9 - Operating Grants and Contributions		

Fees and Charges		
YTD Actual	\$12.99 M	% Variance
YTD Budget	\$12.87 M	1.0%
Refer to Statement of Financial Activity		

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$5.75 M)	(\$4.82 M)	\$1.39 M	\$6.21 M
Refer to Statement of Financial Activity			

Proceeds on sale		
YTD Actual	\$0.40 M	% Received
YTD Budget	\$0.51 M	
Current Budget	\$0.51 M	78.2%
Refer to Note 5 - Disposal of Assets		

Asset Acquisition		
YTD Actual	\$7.98 M	% Spent
Current Budget	\$19.22 M	41.5%
Adopted Budget	\$19.12 M	41.7%
Refer to Note 6 - Capital Acquisition		

Capital Grants		
YTD Actual	\$2.45 M	% Received
Current Budget	\$5.13 M	47.8%
Adopted Budget	\$3.11 M	78.7%
Refer to Note 6 - Capital Acquisition		

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$10.62 M	(\$1.88 M)	(\$8.92 M)	(\$7.04 M)
Refer to Statement of Financial Activity			

Borrowings	
Principal repayments	\$1.89 M
Interest expense	\$0.96 M
Principal due	\$18.38 M
Refer to Note 7 - Borrowings	

Reserves	
Reserves balance	\$25.17 M
DCA Reserve Balance	\$37.46 M
Interest earned	\$0.28 M
Refer to Note 8 - Cash Reserves	

Lease Liability	
Principal repayments	\$0.15 M
Interest expense	\$0.00 M
Principal due	\$0.55 M
reclassified from Lease Expense June 2020 - AASB16	

This information is to be read in conjunction with the accompanying Financial Statements and notes.

STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2021

BY NATURE OR TYPE

	Ref Note	Adopted Budget	Current Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$		\$	\$	\$	%	
Opening funding surplus / (deficit)		1,360,000	2,833,954	2,833,954	2,833,950	(4)	(0.0%)	
Revenue from operating activities								
Rates	5	39,933,543	40,825,305	40,825,305	40,893,364	68,059	0.2%	
Operating grants, subsidies and contributions	9	6,617,653	6,358,254	6,358,254	7,354,508	996,254	15.7%	▲
Fees and charges		11,913,171	12,865,058	12,865,058	12,993,197	128,139	1.0%	
Interest earnings		1,220,577	777,787	777,787	780,513	2,726	0.4%	
Other revenue		451,881	877,021	877,021	1,478,692	601,671	68.6%	▲
Profit on disposal of assets	5	124,510	80,684	80,684	70,922	(9,762)	(12.1%)	
		60,261,335	61,784,109	61,784,109	63,571,196	1,787,087		
Expenditure from operating activities								
Employee costs		(28,033,854)	(26,628,405)	(26,628,405)	(26,274,618)	353,787	1.3%	
Materials and contracts		(27,604,630)	(26,021,717)	(26,021,717)	(24,568,478)	1,453,239	5.6%	▲
Utility charges		(2,557,908)	(2,539,706)	(2,539,706)	(2,444,838)	94,868	3.7%	
Depreciation on non-current assets		(14,691,676)	(16,427,955)	(16,427,955)	(14,612,485)	1,815,470	11.1%	▲
Interest expenses		(987,579)	(967,518)	(967,518)	(965,752)	1,766	0.2%	
Insurance expenses		(583,736)	(584,360)	(584,360)	(588,958)	(4,598)	(0.8%)	
Other expenditure		(189,547)	(428,348)	(428,348)	(53,394)	374,954	87.5%	▲
Loss on disposal of assets	5	(83,085)	(19,814)	(19,814)	(11,491)	8,323	42.0%	
		(74,732,015)	(73,617,823)	(73,617,823)	(69,520,015)	4,097,808		
Non-cash amounts excluded from operating activities	2	8,241,957	16,206,256	16,206,256	13,914,668	(2,291,588)	(14.1%)	▼
Amount attributable to operating activities		(6,228,723)	4,372,542	4,372,542	7,965,849	3,593,307		
Investing activities								
Grants, Subsidies and Contributions	10	13,434,461	14,986,865	14,986,865	3,331,473	(11,655,392)	(77.8%)	
Proceeds from disposal of assets	5	473,350	510,187	510,187	399,029	(111,158)	(21.8%)	
Self-Supporting Loan Principal Received	7	17,269	17,269	17,269	17,269	(0)	(0.0%)	
Purchase of Right of Use assets	6	(553,030)	(484,880)	(484,880)	(502,496)	(17,616)	3.6%	
Payments for property, plant and equipment	6	(19,121,835)	(19,224,690)	(19,224,690)	(7,983,258)	11,241,432	58.5%	▲
		(5,749,785)	(4,195,249)	(4,195,249)	(4,737,982)	(542,733)		
Non-cash amounts excluded from investing activities	2		(629,288)	(629,288)	6,123,755	6,753,043	1073.1%	
Amount attributable to investing activities		(5,749,785)	(4,824,537)	(4,824,537)	1,385,773	6,210,310		
Financing Activities								
Proceeds from new debentures	7	5,000,000	0	0	0	0	0.0%	
Repayment of debentures	7	(6,871,990)	(1,871,990)	(1,871,990)	(1,871,991)	(1)	0.0%	
Self-Supporting Loan Principal Paid		(17,269)	(17,269)	(17,269)	(17,269)	0	(0.0%)	
Proceeds from new leases	6	553,030	484,880	484,880	502,496	17,616	(3.6%)	
Payments for principal portion of lease liabilities		(229,206)	(146,329)	(146,329)	(148,227)	(1,897)	(1.3%)	
Transfer from reserves	8	20,399,567	16,925,584	16,925,584	6,992,821	(9,932,763)	58.7%	
Transfer to reserves	8	(8,215,624)	(17,254,835)	(17,254,835)	(14,378,863)	2,875,972	16.7%	▲
Amount attributable to financing activities		10,618,508	(1,879,959)	(1,879,959)	(8,921,033)	(7,041,073)		
Closing funding surplus / (deficit)		0	502,000	502,000	3,264,539	2,762,539		

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Actual and YTD Budget data as per the adopted materiality threshold.

Refer to Note 1 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

**STATEMENT OF FINANCIAL POSITION  
FOR THE PERIOD ENDED 30 JUNE 2021**

	NOTE	Closing 30 June 2020 \$	Current Month 30 June 2021 \$	This Time Last Year 30 June 2020 \$
<b>CURRENT ASSETS</b>				
Cash and cash equivalents	8	25,754,874	6,968,593	25,754,874
Other financial assets - Term Deposits	8	33,787,559	59,711,623	33,787,559
Other financial assets - Banksia Park Deferred Mgmt Fees		319,490	212,269	319,490
Other financial assets - Self Supporting Loans		17,269	17,847	17,269
Rates receivable	4	3,588,655	3,471,676	3,588,655
Other receivables ( <i>incl. allowance for impairment</i> )	4	866,606	2,246,271	866,606
Inventories		37,323	0	37,323
Other assets		1,776,055	1,453,867	1,776,055
<b>TOTAL CURRENT ASSETS</b>		<b>66,147,831</b>	<b>74,082,146</b>	<b>66,147,831</b>
<b>NON-CURRENT ASSETS</b>				
Trade and other receivables		760,126	846,399	760,126
Other financial assets - Banksia Park Deferred Mgmt Fees		3,184,673	3,576,482	3,184,673
Other financial assets - Local Govt House Trust		124,637	129,162	124,637
Other financial assets - Self Supporting Loans		232,704	214,857	232,704
Investment in associate (SMRC)		504,775	504,775	504,775
Property, plant and equipment		135,058,794	134,852,018	135,058,794
Infrastructure		363,572,820	358,851,730	363,572,820
Intangible assets		616,115	1,839,690	616,115
Right of use assets		190,680	585,141	190,680
<b>TOTAL NON-CURRENT ASSETS</b>		<b>504,245,324</b>	<b>501,400,254</b>	<b>504,245,324</b>
<b>TOTAL ASSETS</b>		<b>570,393,155</b>	<b>575,482,400</b>	<b>570,393,155</b>
<b>CURRENT LIABILITIES</b>				
Trade and other payables		7,727,435	6,313,250	7,727,435
Banksia Park Unit Contributions		16,975,350	16,733,635	16,975,350
Contract and other liabilities	9 & 10	10,282,025	11,734,564	10,282,025
Lease liabilities		114,357	174,595	114,357
Borrowings	7	2,314,779	2,527,450	2,314,779
Employee related provisions		5,505,931	5,522,504	5,505,931
<b>TOTAL CURRENT LIABILITIES</b>		<b>42,919,877</b>	<b>43,005,999</b>	<b>42,919,877</b>
<b>NON-CURRENT LIABILITIES</b>				
Other liabilities (Developer Contributions)	10	16,953,626	23,225,496	16,953,626
Lease liabilities		77,148	371,179	77,148
Borrowings	7	17,953,926	15,851,996	17,953,926
Employee related provisions		410,209	410,209	410,209
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>35,394,909</b>	<b>39,858,879</b>	<b>35,394,909</b>
<b>TOTAL LIABILITIES</b>		<b>78,314,786</b>	<b>82,864,878</b>	<b>78,314,786</b>
<b>NET ASSETS</b>		<b>492,078,369</b>	<b>492,617,522</b>	<b>492,078,369</b>
<b>EQUITY</b>				
Retained surplus		216,805,177	206,801,788	216,805,177
Reserves - cash/financial asset backed	8	55,249,686	62,635,729	55,249,686
Revaluation surplus		220,023,505	223,180,005	220,023,505
<b>TOTAL EQUITY</b>		<b>492,078,369</b>	<b>492,617,522</b>	<b>492,078,369</b>

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2021**

**NOTE 1  
EXPLANATION OF MATERIAL VARIANCES**

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 2020-21 year is \$50,000 or 5.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
<b>Revenue from operating activities</b>				
Rates	68,059	0%	No Material Variance	
Operating Grants, Subsidies and Contributions	996,254	16%	▲ Timing	Refer note 9. FY22 General Purpose Grants received in June \$1m.
Fees and Charges	128,139	1%	No Material Variance	
Interest Earnings	2,726	0%	No Material Variance	
Other Revenue	601,671	69%	▲ Permanent	\$526k Fair Value adjustment to Banksia Park DMF receivable and lease liability (non-cash).
Profit on Disposal of Assets	(9,762)	(12%)	No Material Variance	
<b>Expenditure from operating activities</b>				
Employee Costs	353,787	1%	No Material Variance	
Materials and Contracts	1,453,239	6%	▲ Permanent/Timing	Covid Recovery programs to be carried forward to FY22. Lower infrastructure and facility maintenance costs. ICT Lease expenses under budget partially offset by increase in right of use assets.
Utility Charges	94,868	4%	No Material Variance	
Depreciation on Non-Current Assets	1,815,470	11%	▲ Timing	Depreciation yet to be processed for June.
Interest Expenses	1,766	0%	No Material Variance	
Insurance Expenses	(4,598)	(1%)	No Material Variance	
Other Expenditure	374,954	88%	▲ Permanent	No City contributions to DCA funds compared to budget.
Loss on Disposal of Assets	8,323	42%	No Material Variance	
<b>Investing activities</b>				
Non-Operating Grants, Subsidies and Contributions	(11,655,392)	(78%)	Timing	Refer note 10. Timing of grant receipt and completion of related capital works, predominantly DCA funded projects.
Proceeds from disposal of assets	(111,158)	(22%)	Timing	Refer note 5. Timing of assets to be sold FY22.
Self-Supporting Loan Principal	(0)	(0%)	No Material Variance	
Purchase of Right of Use assets	(17,616)	4%	No Material Variance	
Payments for property, plant and equipment	11,241,432	58%	▲ Timing	Refer note 6. Projects carried forward to FY22 and DCA projects not completed FY21.
<b>Financing activities</b>				
Proceeds from new debentures	0	0%	No Material Variance	
Repayment of debentures	(1)	0%	No Material Variance	
Payments for principal portion of lease liabilities	(1,897)	(1%)	No Material Variance	
Transfer from reserves	(9,932,763)	59%	Timing	Timing of DCA Reserve funded projects.
Transfer to reserves	2,875,972	17%	▲ Timing	Budgeted DCA 3 contributions not received.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2021**

**NOTE 2  
NET CURRENT FUNDING POSITION**

	Notes	Last Years Closing 30 June 2020	This Time Last Year 30 June 2020	YTD Actual 30 June 2021
		\$	\$	\$
<b>(a) Non-cash items excluded from operating activities</b>				
The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.				
<b>Non-cash items excluded from operating activities</b>				
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals	5	(124,076)	(124,076)	(70,922)
Less: Movement in pensioner deferred rates (non-current)		(48,371)	(48,371)	(86,273)
Movement in employee benefit provisions		544,157	544,157	16,573
Add: Loss on asset disposals		1,247,308	1,247,308	11,491
Mvmt in Local Govt House Trust		(2,017)	(2,017)	(4,525)
Change in accounting policies		(1,040,123)	(1,040,123)	-
Add: Depreciation on assets		15,630,143	15,630,143	14,612,485
Mvmt in operating contract liabilities associated with restricted cash		194,030	194,030	(37,858)
Mvmt in Banksia Park deferred management fees receivable		(110,762)	(110,762)	(284,589)
Mvmt in Banksia Park valuation of unit contribution		(158,075)	(158,075)	(241,715)
Rounding adjustment prior year closing		-	-	-
<b>Total non-cash items excluded from operating activities</b>		<b>16,132,213</b>	<b>16,132,213</b>	<b>13,914,668</b>
Mvmt in non-operating liabilities associated with restricted cash		82,701	82,701	6,123,755
<b>Total non-cash items excluded from investing activities</b>		<b>82,701</b>	<b>82,701</b>	<b>6,123,755</b>
<b>Total Non-cash items</b>		<b>16,214,915</b>	<b>16,214,915</b>	<b>20,038,423</b>

**(b) Adjustments to net current assets in the Statement of Financial Activity**

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation* 32 to agree to the surplus/(deficit) after imposition of general rates.

<b>Adjustments to net current assets</b>			
Less: Reserves - restricted cash	(55,249,686)	(55,249,686)	(62,635,729)
Less: Financial assets at amortised cost - self supporting loans	(17,269)	(17,269)	(17,847)
Less: Banksia Park DMF Recievable	(319,490)	(319,490)	(212,269)
Add: Borrowings	2,314,779	2,314,779	2,527,450
Add: Provisions - employee	5,505,931	5,505,931	5,522,504
Add: Current portion of contract and other liability held in reserve	10,282,025	10,282,025	10,096,053
Add: Lease liabilities	114,357	114,357	174,595
Add: Banksia Park Unit Contributions	16,975,350	16,975,350	16,733,635
<b>Total adjustments to net current assets</b>	<b>(20,394,003)</b>	<b>(20,394,003)</b>	<b>(27,811,608)</b>

**(c) Net current assets used in the Statement of Financial Activity**

<b>Current assets</b>	66,147,831	66,147,831	74,082,146
<b>Less: Current liabilities</b>	(42,919,877)	(42,919,877)	(43,005,999)
<b>Less: Total adjustments to net current assets</b>	<b>(20,394,003)</b>	<b>(20,394,003)</b>	<b>(27,811,608)</b>
<b>Closing funding surplus / (deficit)</b>	<b>2,833,950</b>	<b>2,833,950</b>	<b>3,264,539</b>

**CURRENT AND NON-CURRENT CLASSIFICATION**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

Description	Unrestricted	Restricted	Trust	Total Cash	Interest Rate	Institution	S&P Rating	Maturity Date	Days
	\$	\$	\$	\$					
Cash on hand									
CBA Municipal Bank Account	4,040,517	2,924,106		6,964,623	Variable	CBA	AA		
CBA Online Saver Bank Account				0	0.20%	CBA	AA		
CBA Trust Bank Account			31,424	31,424	N/A	CBA	AA		
Cash On Hand - Petty Cash	3,970			3,970	N/A	PC	N/A		
Term Deposits - Muni Investments									
NIL									
Reserve Funds Investments (Cash Backed Reserves)									
Comm. Serv. & Emergency Relief Reserve (incl. Covid \$250k)		334,163		334,163	0.30%	NAB	AA	Jul 2021	90
CLAG Reserve		267,323		267,323	0.30%	SUN	A	Nov 2021	182
Workers Compensation Reserve		324,707		324,707	0.30%	SUN	A	Nov 2021	182
Settlement Agreement Reserve		168,680		168,680	0.30%	SUN	A	Nov 2021	182
Public Art Reserve		29,900		29,900	0.30%	SUN	A	Nov 2021	182
City Infrastructure Reserve		1,360,530		1,360,530	0.30%	SUN	A	Nov 2021	150
Information Technology Reserve		2,471,000		2,471,000	0.30%	SUN	A	Nov 2021	150
Family Day Care Reserve		1,184,500		1,184,500	0.30%	SUN	A	Nov 2021	150
APU Reserve		780,000		780,000	0.30%	SUN	A	Nov 2021	150
BP Reserve		225,140		225,140	0.30%	SUN	A	Nov 2021	150
Renewable Energy Efficiency Reserve		34,355		34,355	0.30%	SUN	A	Nov 2021	150
Employee Vacancy Reserve		502,650		502,650	0.30%	BEN	AAA	Mar 2022	272
Golf Club Maintenance Reserve		8,900		8,900	0.30%	BEN	AAA	Mar 2022	272
Golf Course Cottage Reserve		29,557		29,557	0.30%	BEN	AAA	Mar 2022	272
Refuse Reserve		5,473,000		5,473,000	0.29%	NAB	AA	Nov 2021	150
Asset Management Reserve		5,222,400		5,222,400	0.28%	NAB	AA	Oct 2021	120
Plant and Equipment Replacement Reserve		240,445		240,445	0.28%	NAB	AA	Oct 2021	120
Employee Leave Reserve		2,946,685		2,946,685	0.37%	CBA	AA	Jan 2022	210
Public Open Space Reserve		320,613		320,613	0.37%	CBA	AA	Jan 2022	210
Reserve Funds Investments (Developer Contributions)									
DCA - 4 Hard Infrastructure - Anketell		1,211,232		1,211,232	0.30%	NAB	AA	Aug 2021	120
DCA 5 - Hard Infrastructure - Wandi		991,548		991,548	0.20%	BEN	AAA	Aug 2021	120
DCA 7 - Hard Infra Mandogalup		50,294		50,294	0.30%	NAB	AA	Aug 2021	120
DCA 8 - Soft Infrastructure - Mandogalup		1,312,941		1,312,941	0.30%	NAB	AA	Aug 2021	120
DCA 9 - Soft Infrastructure - Wandi/Anketell		12,985,371		12,985,371	0.30%	NAB	AA	Aug 2021	120
DCA 10 - Soft Infrastructure - Casuarina/Anketell		205,337		205,337	0.30%	NAB	AA	Aug 2021	120
DCA 13 - Soft Infrastructure - Bertram		264,796		264,796	0.30%	NAB	AA	Aug 2021	120
DCA 14 - Soft Infrastructure - Wellard/Leda		828,935		828,935	0.30%	NAB	AA	Aug 2021	120
DCA 15 - Soft Infrastructure - Townsite		309,821		309,821	0.20%	BEN	AAA	Aug 2021	120
DCA 1 - Hard Infrastructure - Bertram		1,139,179		1,139,179	0.37%	CBA	AAA	Jan 2022	208
DCA 2 - Hard Infrastructure - Wellard		1,730,310		1,730,310	0.37%	CBA	AAA	Jan 2022	208
DCA 6 - Hard Infrastructure - Mandogalup		771,865		771,865	0.37%	CBA	AAA	Jan 2022	208
DCA 11 - Soft Infrastructure - Wellard East		6,489,264		6,489,264	0.30%	BEN	AAA	Jan 2022	208
DCA 12 - Soft Infrastructure - Wellard West		9,496,183		9,496,183	0.30%	BEN	AAA	Jan 2022	208
Total	4,044,487	62,635,729	31,424	66,711,640					
	6%	94%	0.0%						
Comprising									
Cash and cash equivalents (Exclude Trust)	4,044,487	3,258,269	0	7,302,756					
Financial assets at amortised cost	0	59,377,460	0	59,377,460					
Trust	0	0	31,424	31,424					
	4,044,487	62,635,729	31,424	66,711,640					

KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

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	21,469,276	32%	100%	✓
AA	38,392,259	58%	100%	✓
A	6,846,134	10%	60%	✓
BBB	-	0%	20%	✓
Unrated	3,970	0%	20%	✓

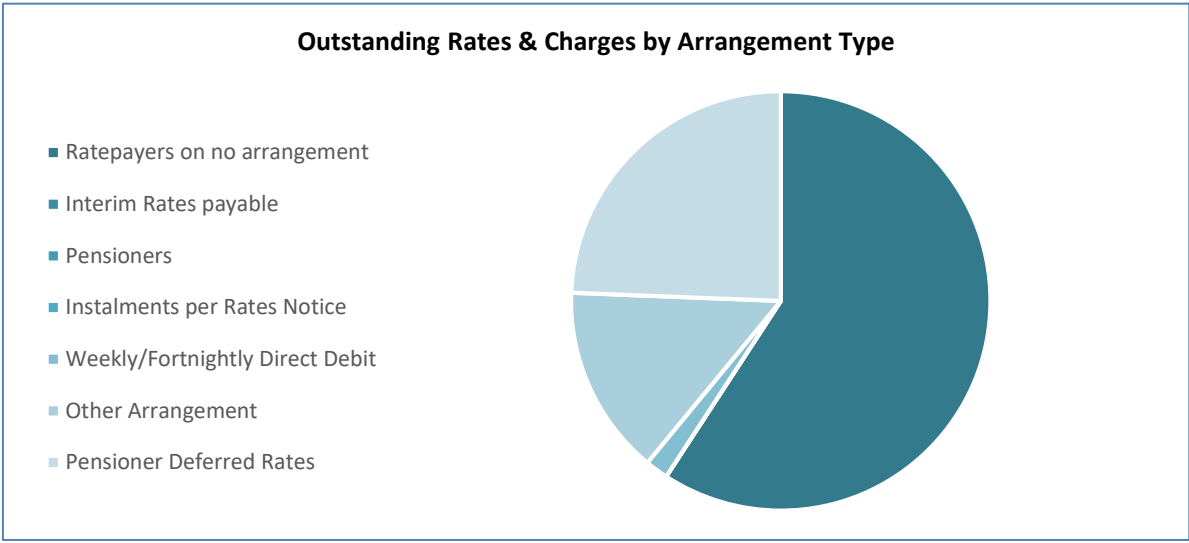
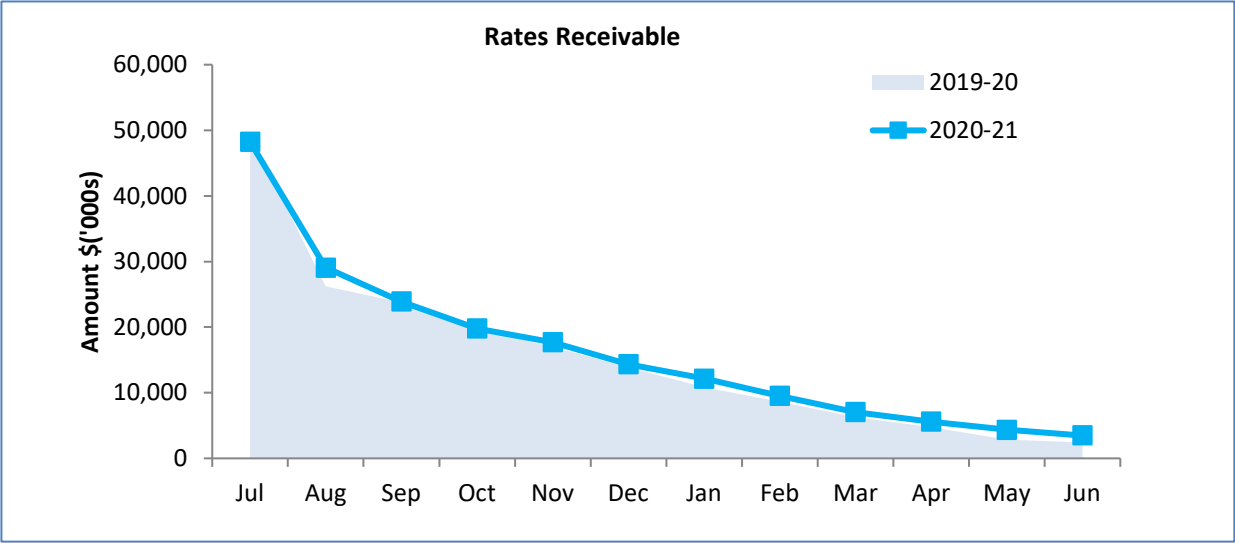
Counterparty Credit Risk	Funds Held	Actual at Period End	Limit per Policy	
BEN (AAA)	17,827,923	27%	45%	✓
NAB (AA)	28,128,914	42%	45%	✓
CBA (AA)	13,904,699	21%	45%	✓
SUN (A)	6,846,134	10%	45%	✓
WBC (AA)	-	0%	45%	✓

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2021

OPERATING ACTIVITIES  
NOTE 4  
RECEIVABLES

Rates receivable	30 June 2020	30 June 2020	30 Jun 2021
	\$		\$
Opening arrears previous years	4,576,831	4,576,831	3,148,533
Levied this year	51,941,047	51,941,047	52,278,031
<b>Rates &amp; Charges to be collected</b>	<b>56,517,878</b>	<b>56,517,878</b>	<b>55,426,565</b>
<u>Less</u> Collections to date	(52,169,098)	(52,169,098)	(51,108,490)
<u>Less</u> Pensioner Deferred Rates	(760,126)	(760,126)	(846,399)
<b>Net Rates &amp; Charges Collectable</b>	<b>3,588,655</b>	<b>3,588,655</b>	<b>3,471,676</b>
% Outstanding	6.35%	6.35%	6.26%
<u>Prepaid</u> Rates received (not included above)	(1,198,500)	(1,198,500)	(1,055,273)
	4.23%	4.23%	4.36%

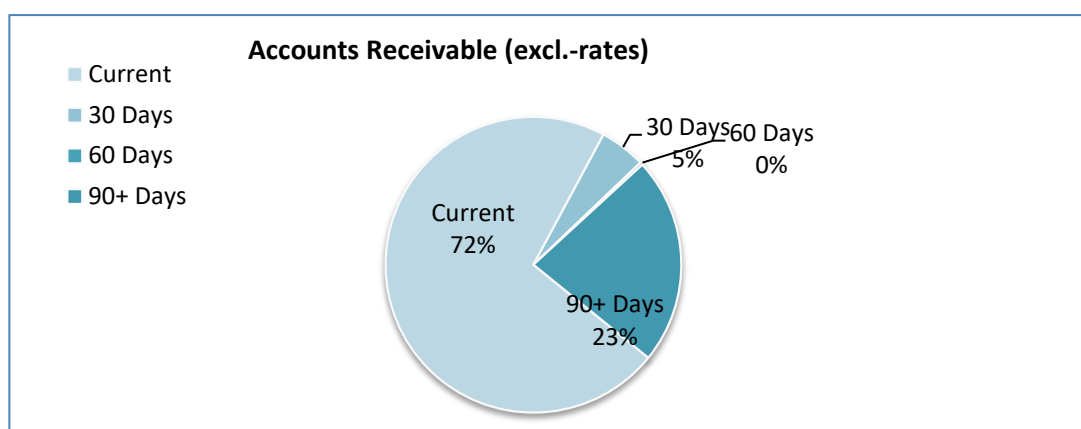
Outstanding Rates & Charges by Payment Arrangement Type	30 Jun 2021		
	No. of Assessments	\$	%
Ratepayers on no arrangement	1,140	2,055,337	59%
Interim Rates payable	0	0	0%
Pensioners	0	0	0%
Instalments per Rates Notice	0	0	0%
Weekly/Fortnightly Direct Debit	241	61,403	2%
Other Arrangement	150	508,537	15%
	<b>1,531</b>	<b>2,625,277</b>	<b>76%</b>
Pensioner Deferred Rates	28	846,399	24%
	<b>1,559</b>	<b>3,471,676</b>	<b>100%</b>



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 JUNE 2021**

**OPERATING ACTIVITIES**  
**NOTE 4**  
**RECEIVABLES**

Receivables - general	Current	30 Days	60 Days	90+ Days	Total
<i>Amounts shown below include GST (where applicable)</i>	\$	\$	\$	\$	\$
Sundry receivable	1,397,997	95,350	4,825	226,408	1,724,581
Infringements Register	2,100	2,208	792	214,178	219,278
<b>Total sundry receivables outstanding</b>	<b>1,400,097</b>	<b>97,559</b>	<b>5,617</b>	<b>440,586</b>	<b>1,943,859</b>
<i>Exclude rebates receivable</i>	72%	5%	0%	23%	
Rebates receivable - Rates	18,663	0	0	0	18,663
Rebates receivable - ESL	1,081	0	0	0	1,081
<b>Total general receivables outstanding</b>	<b>1,419,842</b>	<b>97,559</b>	<b>5,617</b>	<b>440,586</b>	<b>1,963,604</b>



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

Description	Debtor #	Status	\$
<b>Sundry Debts with Fines Enforcement Registry (FER)</b>			
Prosecution Dog Act 1976	2442.07	Registered with FER. Regular payments being received.	4,478
Prosecution Planning & Development Act	2549.07	Registered with FER. Regular payments being received.	5,623
Prosecution Planning & Development Act	3859.07	Registered with FER. Regular payments being received.	15,075
Prosecution Local Government Act 1995	3909.07	Registered with FER.	3,652
Prosecution Dog Act 1976 Dangerous Dog	4131.07	Registered with FER. Regular payments being received.	3,711
Prosecution Local Law Fencing	4233.07	Registered with FER.	2,500
Prosecution Dog Act 1976	4274.07	Registered with FER. Regular payments being received.	3,892
Prosecution Local Law Urban Environment Nuisance - Disrepair Vehicle	4275.07	Registered with FER.	13,734
Prosecution Dog Act 1976	4387.07	Registered with FER.	10,200
Prosecution Dog Act 1976	4465.07	Registered with FER. Regular payments being received.	5,040
Prosecution Planning & Development Act	4467.07	Registered with FER. Regular payments being received.	11,865
Prosecution Dog Act 1976	4610.07	Registered with FER.	25,598
Prosecution Dog Act 1976	4741.07	Registered with FER. Regular payments being received.	4,000
Prosecution Planning & Development Act	4885.07	Registered with FER. Regular payments being received.	18,416
Prosecution Parking Act	5152.07	Registered with FER.	5,250
Prosecution Dog Act 1976	5285.07	Registered with FER.	2,142
Prosecution Building Act	5321.07	Registered with FER. Regular payments being received.	3,527
Prosecution Planning & Development Act	5325.07	Registered with FER.	38,463
Prosecution Building Act	5344.07	Registered with FER. Regular payments being received.	3,880
			<b>181,046</b>
<b>Other Sundry Debtors</b>			
Lease & Outgoings	854.16	Communications in progress between Lease Officer & tenant.	6,266
Local Government Act 1995 abandoned vehicle	3884.03	Defaulted Payment arrangement. Potential minor case claim.	1,155
Developer Contribution- Hazard Reduction costs	4312.03/06	Address unknown - all avenues exhausted.	1,390
Shortfall outgoings - as per lease agreement terms	4833.16	Communications in progress between Lease Officer & tenant.	20,477
Hazard Reduction costs	4355.03	Debtors policy being followed to recover outstanding debt.	1,054
Hazard Reduction costs	1059.03	Debtors policy being followed to recover outstanding debt.	3,177
Establishment of screen printing	4324.03	Payment scheduled within the fortnight.	1,915
<b>Total Debtors 90+ days &gt; \$1,000</b>			<b>216,480</b>

**KEY INFORMATION**

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for impairment of receivables is raised when there is objective evidence that they will not be collectible.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2021

OPERATING ACTIVITIES  
NOTE 5  
DISPOSAL OF ASSETS

Asset description	Current Budget				YTD Actual				Comment
	Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)	
	\$	\$	\$	\$	\$	\$	\$	\$	
<b>Motor Vehicles</b>									
Plant Replacement - P432	18,000	26,646	8,646	0	18,000	26,645	8,645	0	
Plant Replacement - P448	17,100	25,964	8,864	0	17,100	25,964	8,864	0	
Plant Replacement - P479	15,500	24,145	8,645	0	15,500	24,145	8,645	0	
Plant Replacement - P483 - Insurance Claim	17,256	13,500	0	(3,756)	17,256	13,500	0	(3,756)	
Plant Replacement - P484	15,000	19,145	4,145	0	15,000	19,145	4,145	0	
Plant Replacement - P485	19,828	22,273	2,445	0	19,828	22,273	2,445	0	
Plant Replacement - P487	19,800	22,273	2,473	0	19,800	22,273	2,473	0	
Plant Replacement - P492	0	0	0	0	0	0	0	0	Disposal moved to FY22.
Plant Replacement - P493	18,000	22,273	4,273	0	18,000	22,273	4,273	0	
Plant Replacement - P494	18,000	24,091	6,091	0	18,000	24,091	6,091	0	
Plant Replacement - P511	34,137	32,632	0	(1,505)	34,137	32,632	0	(1,505)	
Plant Replacement - P515	22,825	18,000	0	(4,826)	22,825	30,055	7,230	0	
Plant Replacement - P551	34,289	29,678	0	(4,611)	34,289	29,678	0	(4,611)	
Plant Replacement P574 - Insurance Claim	35,606	39,696	4,090	0	35,606	39,696	4,091	0	
Plant Replacement - P518	18,000	18,000	0	0	19,250	28,691	9,441	0	
Disposal - P516	22,000	27,404	0	0	22,825	27,405	4,580	0	
<b>Plant &amp; Equipment</b>									
Plant Replacement P275 - Trailer Roller	3,688	4,500	812	0	4,000	3,962	0	(38)	
Plant Replacement P114 - Tandem Axle Tilt Trailer	2,500	2,000	0	(500)	0	0	0	0	To be sold FY22.
Plant Replacement P351 Mitsubishi Canter Tip Truck	24,800	25,000	200	0	0	0	0	0	To be sold FY22.
Plant Replacement P392 Mitsubishi Canter Fuso	27,000	25,000	0	(2,000)	0	0	0	0	Disposal cancelled, vehicle reallocated.
Plant Replacement P223 Volvo Loader L70	50,000	80,000	30,000	0	0	0	0	0	To be sold FY22.
Plant Replacement P227 Molnar 4 post Hoist	2,400	1,365	0	(1,035)	0	0	0	0	
Disposal P350 - KWN5307 Tandem Axle Trailer	5,412	4,403	0	(1,009)	5,412	4,403	0	(1,009)	
Disposal P348 - 1TMI191 Trailer	2,771	2,199	0	(572)	2,771	2,199	0	(572)	
	<b>443,912</b>	<b>510,187</b>	<b>80,684</b>	<b>(19,814)</b>	<b>339,599</b>	<b>399,029</b>	<b>70,922</b>	<b>(11,491)</b>	
			<b>Net Profit/(Loss)</b>	<b>60,870</b>			<b>Net Profit/(Loss)</b>	<b>59,430</b>	



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2021**




































**INVESTING ACTIVITIES  
NOTE 6  
CAPITAL ACQUISITIONS**

















Capital acquisitions	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance
	\$	\$	\$	\$	\$
Land and Buildings	5,231,570	5,656,029	5,656,029	1,030,306	(4,625,723)
Plant, Furniture and Equipment	2,344,265	2,180,415	1,433,268	1,085,642	(347,626)
Intangible Assets	622,809	622,809	1,369,956	1,248,048	(121,908)
Infrastructure - Roads	3,642,090	3,536,957	3,536,957	2,479,535	(1,057,422)
Infrastructure - Parks & Reserves	994,154	872,108	872,108	757,934	(114,174)
Infrastructure - Footpaths	191,075	382,148	382,148	348,030	(34,118)
Infrastructure - Drainage	5,822,737	5,775,732	5,775,732	841,181	(4,934,551)
Infrastructure - Bus Shelters	36,630	34,995	34,995	34,995	0
Infrastructure - Street Lights	236,505	163,497	163,497	157,586	(5,911)
<b>Payments for Capital Acquisitions</b>	<b>19,121,835</b>	<b>19,224,690</b>	<b>19,224,690</b>	<b>7,983,258</b>	<b>(11,241,432)</b>
Right of use assets	553,030	484,880	484,880	502,496	17,616
<b>Total Capital Acquisitions</b>	<b>19,674,865</b>	<b>19,709,570</b>	<b>19,709,570</b>	<b>8,485,753</b>	<b>(11,223,817)</b>
<b>Capital Acquisitions Funded By:</b>					
	\$	\$	\$	\$	\$
Capital grants and contributions	3,112,697	5,130,401	5,130,401	2,450,766	(2,679,635)
Lease liabilities	553,030	484,880	484,880	502,496	17,616
Disposal of Assets	473,350	503,585	503,585	392,428	(111,157)
Cash Backed Reserves (includes DCA funding)	8,684,361	9,001,789	9,001,789	4,525,780	(4,476,009)
Municipal Funds	6,851,427	4,588,915	4,588,915	614,284	(3,974,631)
<b>Capital funding total</b>	<b>19,674,865</b>	<b>19,709,570</b>	<b>19,709,570</b>	<b>8,485,753</b>	<b>(11,223,817)</b>













































**SIGNIFICANT ACCOUNTING POLICIES**































All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.























Capital Expenditure		Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance	Comments
		\$	\$	\$	\$	\$	
<b>Buildings</b>							
	13617 Building & Parks Contingency	101,750	92,750	92,750	76,053	(16,697)	
	13634 Administration Building Refurbishment	40,000	190,000	190,000	21,742	(168,258)	Ongoing.
	13636 Animal Care Facility Refurbishment	85,470	85,470	85,470	0	(85,470)	Carried forward to FY22.
	13619 Kwinana South VBFB Station Extensions	376,000	699,600	699,600	0	(699,600)	Practical completion estimated Oct-21.
	13620 Kwinana South VBFB Station Upgrade	30,000	62,700	62,700	85,043	22,343	Practical completion estimated Oct-21.
	13621 Mandogalup VBFB Station Extensions	328,159	134,246	134,246	134,246	0	Construction completed. DFES Grant funded.
	13622 Mandogalup VBFB Station Upgrade	25,000	13,151	13,151	1,600	(11,551)	Construction completed.
	13849 Mandogalup VBFB - Repair storage room cracked wall	0	5,000	5,000	2,900	(2,100)	LRCI 1 Project completed, below capitalisation threshold.
	13616 Recquatic Front Counter - Automated Gates	90,000	0	0	0	0	Deposit Paid. Allocated to prepayments for FY22 carried forward expenditure.
	13873 Recquatic - Swim School Office Relocation	0	9,820	9,820	9,820	(0)	Project complete.
	13640 Recquatic Resurface Floor	7,875	7,855	7,855	7,855	0	Project complete.
	13988 Recquatic Centre - Stadium Floor Replacement - Insurance claim reimbursement LGISWA: PR0030045		38,065	38,065	0	(38,065)	Works to be completed October 2021.
	13641 Recquatic Spa balance tank lid and ladder	8,400	0	0	0	0	Project completed using operational budget. Capital budget removed.
	13642 Recquatic 25m backwash tank lid Replacement	7,350	0	0	0	0	Project completed using operational budget. Capital budget removed.
	13643 Recquatic Centre - Internal paint public areas	0	8,000	8,000	8,000	0	LRCI 1 Project completed.
	13834 Recquatic Centre - Entrance area external walls repaint	0	25,000	25,000	0	(25,000)	LRCI 1 Projects.
	13835 Recquatic Centre - Grout renewal - change rooms replace damaged grout	0	25,000	25,000	7,418	(17,582)	LRCI 1 Project completed.
	13987 Recquatic Centre - Electrical works and rubber floor replacement	0	44,400	44,400	44,151	(249)	Project completed.
	13627 Darius Wells Stormwater System	27,300	36,300	36,300	35,927	(374)	Project completed.
	13629 Darius Wells Roof Fall Arrest System	21,000	21,000	21,000	13,590	(7,410)	Project completed.
	13836 Darius Wells Knowledge Centre - Roof leak repair	0	3,500	3,500	7,070	3,570	LRCI 1 Project completed.
	13630 Darius Wells Automate Disabled Toilet Doors	21,000	25,988	25,988	25,988	(0)	Project complete.
	13632 Darius Wells Room Conversion	9,666	9,666	9,666	9,108	(558)	In progress.
	13623 John Wellard Community Centre External Paint	6,300	6,300	6,300	6,950	650	LRCI 1 Project completed.
	13628 John Wellard Community Centre Stormwater System	22,050	12,382	12,382	12,382	0	Project complete.
	13838 John Wellard Community Centre - Paving stain cleaning/repaint due to vandalism	0	10,000	10,000	9,890	(110)	LRCI 1 Project completed.
	13839 John Wellard Community Centre - Wall Finishes - meeting rooms repaint	0	7,000	7,000	6,470	(530)	LRCI 1 Project completed.
	13840 John Wellard Community Centre - Wisteria room carpet replacement	0	15,000	15,000	9,591	(5,409)	LRCI 1 Project completed.
	13846 William Bertram Community Centre - External cracked walls repairs/metal fencing repaint	0	7,000	7,000	6,335	(665)	LRCI 1 Project completed.
	13847 William Bertram Community Centre - External walls repaint in the playground area	0	7,000	7,000	6,630	(370)	LRCI 1 Project completed.
	13848 William Bertram Community Centre - Rusted gutters restoration close to playground area	0	7,000	7,000	6,580	(420)	LRCI 1 Project completed.
	13850 Zone Youth Centre - Roof leak repair	0	10,000	10,000	8,754	(1,246)	LRCI 1 Project completed.
	13943 Zone Youth Centre - repaint basketball court	0	30,000	30,000	1,017	(28,983)	LRCI Project 2nd round. Project carried forward to 2021/2022.
	13633 Sloans Cottage Accessibility Works	26,709	11,870	11,870	11,870	0	Engaging heritage architect.
	13644 Sloans Heritage (Caretaker) Cottage Accessibility Works	20,700	64,350	64,350	0	(64,350)	Engaging heritage architect.
	13624 Parmelia House Roof Renovation	47,775	15,002	15,002	15,002	0	Project complete. Budget savings transferred to Kwinana South VBFB Station upgrade.
	13842 Medina Oval Changerooms - Terracing/seating/accessibility	0	15,000	15,000	17,616	2,616	LRCI 1 project completed.

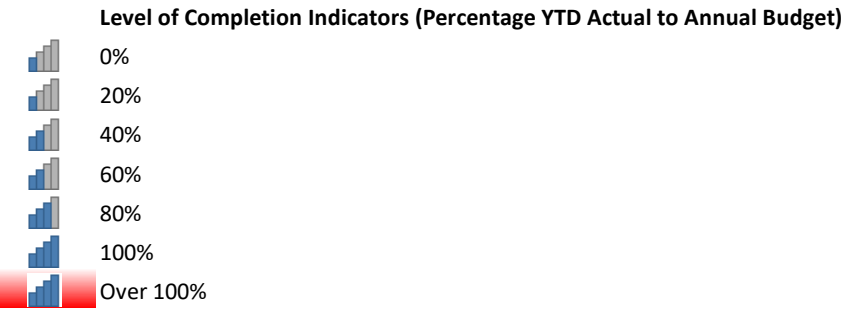
Capital Expenditure			Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance	Comments
			\$	\$	\$	\$	\$	
	13626	Medina Oval Toilet Refurbishment	26,250	32,267	32,267	33,721	1,454	Project complete.
	13941	Medina Oval Spectators stand and shelter	0	20,000	20,000	17,022	(2,978)	LRCI 2 project completed.
	13841	Medina Hall - Isabela Corker wing - lift, dispose, install and underlay carpet	0	4,000	4,000	3,273	(727)	LRCI 1 Project completed, below capitalisation threshold.
	13814	Medina Centre - CCTV, lighting and WIFI upgrades	0	10,007	10,007	6,011	(3,996)	\$10k grant cfwd from 2019/20. Project complete.
	13631	Calista Oval Tennis Clubrooms	137,363	122,764	122,764	122,764	(0)	Project complete.
	13635	Rhodes Park Accessible Toilet Design	15,750	0	0	0	0	
	13637	Challenger Beach Ablutions Structural Renewal	10,500	0	0	0	0	
	13618	DCA 9 Local Sportsground Clubroom Honeywood Primary School Oval	3,718,203	3,636,336	3,636,336	175,713	(3,460,623)	In progress.
	13639	Wandi Resource Centre Asbestos Removal Program	15,750	14,240	14,240	14,240	0	Project complete.
	13837	Goldney Velodrome BMX Track Kiosk & Ablution - External wall repaint/paving restoration	0	17,000	17,000	9,562	(7,438)	LRCI 1 project completed.
	13843	Thomas Oval Electrical Compound - External walls cleaning/renewal and painting	0	4,500	4,500	2,555	(1,945)	LRCI 1 Project completed, below capitalisation threshold.
	13844	Wellard Pavilion - External wall finishes.	0	10,000	10,000	12,700	2,700	LRCI Projects.
	13845	Wells Park public toilet - External brick wall and paving cleaning/repaint	0	10,000	10,000	4,070	(5,930)	LRCI Project Funding Round 2.
	13638	18 Maydwell Way Asbestos Removal Program	5,250	5,500	5,500	1,150	(4,350)	In progress.
	13856	18 Maydwell Way - Window screen renewal	0	7,000	7,000	2,045	(4,955)	
	13855	Magenup Equestrian Centre - Stable renovation	0	7,000	7,000	7,200	200	In progress.
	15124	Zone Youth Centre - PA System Upgrade	0	0	0	8,682	8,682	
	Buildings Total		5,231,570	5,656,029	5,656,029	1,030,306	(4,625,723)	

Capital Expenditure			Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance	Comments
			\$	\$	\$	\$	\$	
Plant, Furniture and Equipment								
Furniture and Equipment								
	13660	Library - self returns shelves	12,355	12,305	12,305	12,305	(1)	Purchase complete.
	13661	Library - self check out touchscreen computer & workstation	7,000	7,046	7,046	7,046	0	Purchase complete.
	13662	Library - self check out stations for Community Centres	25,438	25,438	25,438	21,797	(3,641)	Purchase complete.
	13825	Replacement of Mayoral Chains	0	11,237	11,237	11,237	0	Purchase complete.
	13900	Folding/insertion machine with software for Rates	0	17,505	17,505	17,505	0	Purchase complete.
	13997	Variable Message Sign - Fire & Emergency Services	0	35,000	35,000	0	(35,000)	Project carried forward to 2021/2022.
	13998	New furniture - Councillors Lounge	0	35,000	35,000	584	(34,416)	In progress. Project carried forward to 2021/2022.
Computing Equipment								
	13646	City Website Redevelopment Stage 3 of 3	122,860	99,951	99,951	53,375	(46,576)	In progress. Project carried forward to 2021/2022.
	13647	Computing Equipment as required	25,438	25,438	25,438	0	(25,438)	Nil required 2021.
	13648	Corporate Business System Implementation	1,519,953	1,270,005	1,270,005	1,194,673	(75,332)	In progress. Project carried forward to 2021/2022.
Plant and Equipment								
	13606	Plant Replacement P275 Trailer Roller	23,500	18,516	18,516	18,516	(0)	Purchase complete.
	13663	Plant Replacement P499 DECK - Toro Ride on mower	5,500	5,440	5,440	5,440	0	Purchase complete.
	13664	Plant Replacement P500 DECK - Toro Ride on mower	5,500	5,440	5,440	5,440	0	Purchase complete.
	13665	Plant Replacement P531 DECK - Toro Ride on mower	5,500	5,440	5,440	0	(5,440)	Timing of delivery. To be carried forward to 2021/2022.
	13666	Plant Replacement P114 Tandem Axle Tilt Trailer	15,000	14,750	14,750	14,750	0	Purchase complete.
	13667	Plant Replacement P120 Trailer Box top - Coastcare	3,500	3,696	3,696	3,696	(0)	Purchase complete. Under \$5,000 capitalisation threshold.
	13668	Plant Replacement P148 Trailer box 7x4 with water tank and Pump	10,500	9,200	9,200	9,200	0	Purchase complete.
	13669	Plant Replacement P199 Trailer box 7x4 with water tank and pump	10,500	9,950	9,950	9,950	0	Purchase complete.
	13670	Plant Replacement P351 Mitsubishi Canter Tip Truck	135,000	134,410	134,410	0	(134,410)	Timing of delivery. To be carried forward to 2021/2022.
	13671	Plant Replacement P392 Mitsubishi Canter Fuso	95,000	99,610	99,610	0	(99,610)	Timing of delivery. To be carried forward to 2021/2022.
	13672	Plant Replacement P443 Isuzu Tip Truck 6x4	150,000	0	0	0	0	Cancelled.
	13673	Plant Replacement P223 Volvo Loader L70	260,000	260,000	260,000	260,000	0	Purchase complete.
	13905	Plant Replacement P227 Molnar 4 post Hoist	0	18,451	18,451	17,870	(581)	Purchase complete.
	13674	Traffic Management - Traffic Equipment	26,530	0	0	0	0	Budget reallocated.
	13833	Recquatic Pool Upgrades	0	30,500	30,500	30,500	0	Purchase complete.
	13903	Outdoor toxic substance unit PR850-6	0	6,080	6,080	6,080	0	Purchase complete.
Motor Vehicles								
	13886	Plant Replacement P551	43,000	32,118	32,118	32,117	(1)	Purchase complete.
	13686	Plant Replacement P483	27,500	25,978	25,978	25,978	0	Purchase complete.
	13693	Plant Replacement P511	43,000	42,629	42,629	42,629	0	Purchase complete.
	13696	Plant Replacement P515	35,000	34,826	34,826	34,826	0	Purchase complete.
	13697	Plant Replacement P492	27,500	27,069	27,069	27,069	0	Purchase complete.
	13694	Plant Replacement P448	42,000	45,635	45,635	45,635	(0)	Purchase complete.
	13687	Plant Replacement P479	40,000	44,759	44,759	44,759	0	Purchase complete.
	13688	Plant Replacement P484	45,000	47,699	47,699	47,699	(0)	Purchase complete.
	13695	Plant Replacement P485	40,000	39,971	39,971	39,971	(0)	Purchase complete.
	13685	Plant Replacement P487	40,000	42,641	42,641	42,641	(0)	Purchase complete.
	13689	Plant Replacement P493	40,000	41,234	41,234	41,234	(0)	Purchase complete.
	13690	Plant Replacement P494	40,000	45,182	45,182	45,182	(0)	Purchase complete.
	13691	Plant Replacement P432	45,000	41,571	41,571	41,571	(0)	Purchase complete.
	13895	Additions to P587 - Bar lights and recovery points	0	8,750	8,750	8,750	0	Purchase complete.
	13907	Plant Replacement P574 (Insurance replacement)	0	39,696	39,696	33,828	(5,868)	Purchase complete.
	13908	Plant replacement P478	0	47,168	47,168	47,140	(28)	Purchase complete.
	13964	Deposits paid to secure 2021/2022 vehicles	0	3,000	3,000	0	(3,000)	Deposit Paid. Costs allocated to prepayments for FY22 expenditure.
	13995	Plant Replacement P518	0	32,890	32,890	32,698	(192)	Purchase complete.
Plant , Furniture and Equipment Total			2,967,074	2,803,224	2,803,224	2,333,690	(469,534)	

Capital Expenditure		Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance	Comments
		\$	\$	\$	\$	\$	
<b>Park and Reserves</b>							
	13675 KIA Street Tree Planting Program	76,313	76,313	76,313	74,722	(1,591)	Project complete.
	13676 Kwinana Loop Trail	10,000	48,000	48,000	10,608	(37,392)	Carried forward from 2019/20. Project complete.
	13677 Thomas Oval Lighting	413,361	263,899	263,899	263,898	(1)	Project complete.
	13678 Bertram Street Tree Planting Program	111,925	111,925	111,925	101,933	(9,992)	Project complete.
	13679 Parks for People Strategy Ascot Park	145,000	1,320	1,320	1,320	0	Design complete.
	13680 Parks for People Strategy Peace Park	10,000	13,736	13,736	13,560	(176)	Project complete.
	13888 Parks for People Strategy Gemstone Park	0	129,360	129,360	65,827	(63,533)	In progress.
	13682 POS / Parks & Reserves Renewals Bores, Fencing, Irrigation	227,555	227,555	227,555	226,067	(1,488)	
	15087 Bird Waterer for administration building grounds	0	0	0	0	0	Project carried forward to 2021/2022.
<b>Parks and Reserves Total</b>		<b>994,154</b>	<b>872,108</b>	<b>872,108</b>	<b>757,934</b>	<b>(114,174)</b>	
<b>Roads</b>							
<b>Urban Road Grant Construction</b>							
	13704 Wellard Road Duplication Project MRRG / DCA Funded	282,905	45,782	45,782	70,533	24,751	Project carried forward to 2021/2022.
	13705 Road Reseal Renewals MRRG Ocean Street	345,200	329,293	329,293	328,696	(597)	Works completed.
	13706 Road Reseal Renewals MRRG Mandurah Road SB1	188,300	138,910	138,910	138,909	(1)	Works completed. \$6k grant underspend refunded.
	13710 Road Reseal Renewals MRRG Mandurah Road NB 2	64,800	62,015	62,015	62,014	(1)	Works completed.
	13707 Road Reseal Renewals MRRG Cockburn Road NB	46,400	46,283	46,283	46,224	(59)	Works completed.
	13709 Road Reseal Renewals MRRG Leath Road 1	99,300	95,367	95,367	98,778	3,411	Works completed.
	13711 Road Reseal Renewals MRRG Leath Road 2	49,700	47,490	47,490	55,554	8,064	Works completed.
	13708 Road Reseal Renewals MRRG Leath Road 3	395,300	385,215	385,215	389,663	4,448	Works completed.
	13712 Road Reseal Renewals MRRG Mason Rd	211,701	207,661	207,661	176,091	(31,570)	Works completed.
<b>Black Spot Grant Construction</b>							
	13703 Gilmore Avenue Pedestrian Crossing	262,073	252,295	252,295	250,522	(1,773)	Works completed.
	13887 Meares Road Challenger Avenue roundabout pre-deflection treatment	0	114,687	114,687	126,912	12,225	Works completed.
<b>Roads to Recovery Grant Construction</b>							
	13700 Road Reseal Renewals RTR Pace Road	275,000	275,000	275,000	255,436	(19,564)	Works completed.
	13701 Road Reseal Renewals RTR Orton Road	174,000	174,000	174,000	190,919	16,919	Works completed.
	13702 Road Reseal Renewals RTR Milton Place	77,000	64,494	64,494	62,836	(1,658)	Works completed.
<b>DCA Funded Construction</b>							
	13713 DCA 5 - Lyon Road - Cassowary to Kenby	437,250	437,250	437,250	0	(437,250)	
	13714 DCA 2 Millar Road Chg 470 to 577. Developer to complete	293,983	293,983	293,983	0	(293,983)	
	13715 DCA 2 Sunrise Boulevard Internal Collector Road (b) Lot 59 - (Developer to complete)	351,079	351,079	351,079	0	(351,079)	
<b>LRCI Projects</b>							
	13853 Stefanelli Close - Road Resurfacing	0	58,637	58,637	61,757	3,120	LRCI 1 Projects. Completed.
	13854 Wandi Drive - Road Resurfacing	0	79,870	79,870	80,593	723	LRCI 1 Projects. Completed.
<b>Municipal Road Construction</b>							
	13698 Traffic Management - Breccia Parade speed calming	6,699	0	0	0	0	Project cancelled.
	13699 General Traffic Management - Traffic calming	81,400	77,646	77,646	83,244	5,598	Project complete.
<b>Roads Total</b>		<b>3,642,090</b>	<b>3,536,957</b>	<b>3,536,957</b>	<b>2,479,535</b>	<b>(1,057,422)</b>	



Capital Expenditure		Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance	Comments
		\$	\$	\$	\$	\$	
<b>Street Lighting</b>							
	13683 Street Lighting - New - Leath Road	208,525	129,425	129,425	129,425	0	Project complete.
	13684 Street Lighting Upgrade reactive work street light requests	27,980	34,072	34,072	28,161	(5,911)	
<b>Street Lighting Total</b>		<b>236,505</b>	<b>163,497</b>	<b>163,497</b>	<b>157,586</b>	<b>(5,911)</b>	
<b>Bus Shelter Construction</b>							
	13645 Bus Shelter Upgrades	36,630	34,995	34,995	34,995	0	Project complete.
<b>Bus Shelter Construction Total</b>		<b>36,630</b>	<b>34,995</b>	<b>34,995</b>	<b>34,995</b>	<b>0</b>	
<b>Footpath Construction</b>							
	13657 Footpath Renewals	50,875	61,109	61,109	57,499	(3,610)	
	13658 Gilmore Avenue Shared Path Stage 1 Design (Perth Bicycle Network LG Grants Program)	81,400	51,097	51,097	67,497	16,400	Design in progress. Project identified to be carried forward to 2021/2022.
	13659 Parmelia Avenue Shared Path Stage 1 Design (Perth Bicycle Network LG Grants Program)	58,800	42,067	42,067	42,067	0	Design project complete.
	13821 Breccia Parade footpath	0	3,590	3,590	3,590	0	Carried forward from 2019/20. Project complete.
	13851 Barwell Road - Construction of 1.5m wide concrete footpath	0	33,997	33,997	33,997	0	LRCI 1 Funding. Project complete.
	13852 Bilya Gardens - Construction of 2m wide concrete footpath	0	85,288	85,288	85,288	0	LRCI 1 Funding. Project complete.
	13956 Roach Place, Orelia - New 1.5m footpath construction.	0	20,000	20,000	0	(20,000)	LRCI 2 Project carried forward to 2021/2022.
	13957 Sub N drain path - Sunrise/Living Edge - New 2m footpath construction.	0	30,000	30,000	250	(29,750)	LRCI 2 Project carried forward to 2021/2022.
	13986 Mulligan Way, Orelia - New footpath construction.	0	55,000	55,000	57,841	2,841	LRCI 2 Project. Works completed.
<b>Footpath Construction Total</b>		<b>191,075</b>	<b>382,148</b>	<b>382,148</b>	<b>348,030</b>	<b>(34,118)</b>	
<b>Drainage Construction</b>							
	13651 Drainage - DCA 2 Peel Sub N Drain - Lot 64 Woolcoot Road & Lot 379	1,093,205	1,093,205	1,093,205	271,166	(822,039)	Carried forward from 2019/20. Project complete.
	13652 Drainage - DCA 2 - Peel Sub N1 Drain - Lot 378 & 90	334,000	334,000	334,000	0	(334,000)	Completed prior year.
	13653 DCA1 Stormwater Management Infrastructure	572,473	572,473	572,473	243,599	(328,874)	In progress.
	13654 DCA 3 Peel Sub P1 Drain Casuarina	1,164,627	1,164,627	1,164,627	0	(1,164,627)	
	13655 DCA 3 Peel Sub P1A Drain Casuarina	1,098,363	1,098,363	1,098,363	0	(1,098,363)	
	13656 DCA 3 Peel Sub P Drain Anketell South & Casuarina	1,186,647	1,186,647	1,186,647	0	(1,186,647)	
	13649 Drainage New Ocean Street	212,850	172,784	172,784	172,784	0	Project complete.
	13650 Drainage New Pace Road	160,572	153,633	153,633	153,632	(1)	Project complete.
<b>Drainage Construction Total</b>		<b>5,822,737</b>	<b>5,775,732</b>	<b>5,775,732</b>	<b>841,181</b>	<b>(4,934,551)</b>	
<b>Capital Expenditure Total</b>		<b>19,121,835</b>	<b>19,224,690</b>	<b>19,224,690</b>	<b>7,983,258</b>	<b>(11,241,432)</b>	



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2021**

**FINANCING ACTIVITIES**

**NOTE 7  
BORROWINGS**

**Repayments - borrowings**

**Information on borrowings**

Particulars	Finalisation of Loan	1 July 2020	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Current Budget	Actual	Current Budget	Actual	Current Budget	Actual	Current Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Governance</b>										
Loan 99 - Administration Building Renovations	2024/25	576,328	0	0	101,531	101,532	474,796	474,796	38,373	38,476
<b>Education and welfare</b>										
Loan 96 - Youth Specific Space	2022/23	95,162	0	0	29,407	29,407	65,755.17	65,755	7,212	7,290
Loan 100 - Youth Specific Space	2027/28	1,270,494	0	0	134,365	134,365	1,136,128	1,136,129	66,171	66,272
<b>Recreation and culture</b>										
Loan 94 - Wellard Sports Pavilion	2021/22	108,836	0	0	52,710	52,709	56,126	56,127	6,360	6,728
Loan 95 - Orelia Oval Pavilion	2022/23	228,389	0	0	70,577	70,576	157,813	157,813	17,308	17,497
Loan 97 - Orelia Oval Pavilion Extension	2024/25	1,275,247	0	0	224,660	224,660	1,050,587	1,050,587	84,908	85,135
Loan 102 - Library & Resource Centre	2028/29	6,820,176	0	0	629,004	629,005	6,191,172	6,191,171	347,309	347,778
Loan 104 - Recquatic Refurbishment	2029/30	3,350,000	0	0	277,849	277,849	3,072,151	3,072,151	155,693	155,846
Loan 105 - Bertram Community Centre	2029/30	1,269,272	0	0	112,530	112,530	1,156,743	1,156,742	48,108	48,147
Loan 106 - Destination Park - Calista	2030/31	1,321,267	0	0	102,291	102,291	1,218,976	1,218,976	49,688	49,749
<b>Transport</b>										
Loan 98 - Streetscape Beautification	2024/25	778,043	0	0	137,067	137,066	640,975	640,977	51,803	51,943
Loan 101 - City Centre Redevelopment	2021/22*	2,500,000	0	0	0	0	2,500,000	2,500,000	79,250	79,250
<b>B/Fwd Balance</b>		19,593,213	0	0	1,871,991	1,871,990	17,721,222	17,721,223	952,182	954,111
<b>Self supporting loans</b>										
<b>Recreation and culture</b>										
Loan 103B - Golf Club Refurbishment	2031/32	249,972	0	0	17,269	17,269	232,704	232,703	9,831	9,869
		249,972	0	0	17,269	17,269	232,704	232,703	9,831	9,869
**Share of SMRC Loan		425,520	0	0	0	0	425,520	425,520	0	0
<b>Total</b>		20,268,705	0	0	1,889,259	1,889,259	18,379,446	18,379,446	962,013	963,980
Current borrowings		1,889,259					2,527,450			
Non-current borrowings		18,379,446					15,851,996			
		20,268,705					18,379,446			

\*City Centre Redevelopment loan to be refinanced upon maturity in 2021/22.

\*\* Current portion of borrowings includes \$425,520, which represents the City's share of the Southern Metropolitan Regional Council (SMRC) Administration Building loan with the WATC.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2021

OPERATING ACTIVITIES  
NOTE 8  
CASH RESERVES

Cash backed reserve

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual Closing Balance
<b>Municipal Reserves</b>	\$	\$	\$	\$	\$	\$	\$	\$	\$
Aged Persons Units Reserve	741,044	3,950	3,950	195,761	200,831	(190,000)	(173,080)	750,755	772,744
Asset Management Reserve	5,163,247	61,572	61,572	1,725,401	1,725,401	(1,850,853)	(1,611,780)	5,099,367	5,338,440
Banksia Park Reserve	23,997	144	143	221,902	405,755	(136,050)	(220,625)	109,993	209,270
City Infrastructure Reserve	995,255	5,272	5,271	360,000	360,000	0	0	1,360,527	1,360,526
Community Services & Emergency Relief Reserve	340,995	3,348	3,168	0	0	(260,000)	(10,000)	84,343	334,163
Contiguous Local Authorities Group Reserve	265,918	1,435	1,391	32,941	39,010	(28,420)	(27,534)	271,874	278,784.56
Employee Leave Reserve	2,488,383	0	0	458,300	458,300	0	0	2,946,683	2,946,683
Employee Vacancy Reserve	500,233	2,416	2,415	0	0	0	0	502,649	502,648
Family Day Care Reserve	1,229,903	6,657	6,658	0	0	(51,512)	(47,140)	1,185,048	1,189,420
Golf Course Cottage Reserve	29,396	162	161	0	0	0	0	29,558	29,557
Golf Club Maintenance Reserve	8,846	49	49	5,004	0	(5,004)	0	8,895	8,895
Information Technology Reserve	2,597,169	12,242	12,241	1,630,270	1,630,270	(1,768,836)	(1,693,504)	2,470,845	2,546,176
Plant and Equipment Replacement Reserve	430,899	2,113	2,113	488,018	492,188	(676,733)	(546,873)	244,297	378,327
Public Arts Reserve	0	0	0	29,900	29,900	0	0	29,900	29,900
Public Open Space Reserve	0	0	0	0	320,613	0	0	0	320,613
Refuse Reserve	5,644,888	0	0	0	0	(86,927)	(120,367)	5,557,961	5,524,521
Renewable Energy Efficiency Reserve	34,172	182	182	2,035	2,113	(2,035)	(2,113)	34,354	34,354
Restricted Grants & Contributions Reserve	2,187,985	0	0	2,520,609	2,345,051	(2,012,751)	(1,659,096)	2,695,843	2,873,940
Settlement Agreement Reserve	167,771	927	899	0	0	0	0	168,698	168,670
Workers Compensation Reserve	143,928	795	771	180,000	180,000	0	0	324,723	324,699
<b>Sub-Total Municipal Reserves</b>	<b>22,994,028</b>	<b>101,264</b>	<b>100,984</b>	<b>7,850,141</b>	<b>8,189,431</b>	<b>(7,069,121)</b>	<b>(6,112,114)</b>	<b>23,876,312</b>	<b>25,172,330</b>
<b>Developer Contribution Reserves</b>									
DCA 1 - Hard Infrastructure - Bertram	599,722	3,186	3,186	660,537	665,622	(522,373)	(282,015)	741,072	986,515
DCA 2 - Hard Infrastructure - Wellard	1,988,294	9,836	9,836	86,847	16,847	(2,082,167)	(294,063)	2,810	1,720,913
DCA 3 - Hard Infrastructure - Casuarina	0	0	0	3,472,228	0	(3,459,537)	0	12,691	0
DCA 4 - Hard Infrastructure - Anketell	521,489	3,348	3,760	686,768	686,769	(9,900)	(17,994)	1,201,705	1,194,025
DCA 5 - Hard Infrastructure - Wandi	427,218	2,703	2,835	561,924	561,924	(447,150)	(19,919)	544,695	972,057
DCA 6 - Hard Infrastructure - Mandogalup	274,056	1,599	1,599	297,311	496,210	(9,900)	(17,910)	563,066	753,955
DCA 7 - Hard Infrastructure - Wellard West	18,172	155	166	31,989	34,366	(9,900)	0	40,416	52,703
DCA 8 - Soft Infrastructure - Mandogalup	450,501	3,548	3,957	859,335	972,035	(9,900)	(7,503)	1,303,484	1,418,990
DCA 9 - Soft Infrastructure - Wandi/Anketell	11,941,274	71,518	72,176	980,354	980,353	(3,246,236)	(183,174)	9,746,910	12,810,629
DCA 10 - Soft Infrastructure - Casuarina/Anketell	204,182	1,289	1,289	0	0	(9,900)	(8,249)	195,571	197,221
DCA 11 - Soft Infrastructure - Wellard East	6,152,977	28,628	28,627	317,560	307,660	(9,900)	(10,785)	6,489,265	6,478,479
DCA 12 - Soft Infrastructure - Wellard West	8,468,096	39,709	39,709	988,378	988,378	(9,900)	(8,039)	9,486,283	9,488,144
DCA 13 - Soft Infrastructure - Bertram	263,326	1,642	1,642	0	11,846	(9,900)	(7,740)	255,068	269,075
DCA 14 - Soft Infrastructure - Wellard/Leda	706,921	4,335	4,407	118,144	118,145	(9,900)	(15,690)	819,500	813,783
DCA 15 - Soft Infrastructure - City Site	239,431	1,557	1,523	69,002	73,581	(9,900)	(7,626)	300,090	306,909
<b>Sub-Total Developer Contribution Reserves</b>	<b>32,255,658</b>	<b>173,053</b>	<b>174,712</b>	<b>9,130,377</b>	<b>5,913,736</b>	<b>(9,856,463)</b>	<b>(880,707)</b>	<b>31,702,625</b>	<b>37,463,399</b>
<b>Total Reserves</b>	<b>55,249,686</b>	<b>274,317</b>	<b>275,696</b>	<b>16,980,518</b>	<b>14,103,167</b>	<b>(16,925,584)</b>	<b>(6,992,821)</b>	<b>55,578,937</b>	<b>62,635,729</b>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2021

NOTE 9  
OPERATING GRANTS AND CONTRIBUTIONS

Operating grants, subsidies and contributions	Contract Liability	Current Budget Revenue	Budget YTD Revenue	Actual YTD Revenue	Comments
Provider	\$	\$		\$	
<b>Governance</b>					
Local Government General Purpose Grant		503,192	503,192	1,040,790	Advance payment FY22 received June 21.
Local Government General Purpose Grant - Roads		392,264	392,264	887,423	Advance payment FY22 received June 21.
Non Rateable Property - Dampier to Bunbury Natural Gas Pipeline Corridor		176,587	176,587	176,587	
<b>Law, order, public safety</b>					
Department Fire and Emergency Services - ESL	0	141,129	141,129	188,172	
Department Fire and Emergency Services - ESL 2022	52,067	0	0	0	Qtr 1 FY22 received June 2021.
Department Fire and Emergency Services - RCTI ESG 1819 & 1920	0	38,110	38,110	38,110	DFES Operating Grant from FY19 received July.
Western Australian Local Government (WALGA)	0	2,000	2,000	2,000	Review & development of plan for animal welfare in emergencies.
Mitigation Activity Fund Grant 20/21 Round 2	0	15,251	15,251	13,865	
<b>Health</b>					
Department of Health - Larvicide	0	0	0	0	
<b>Education and welfare</b>					
Banksia Park Operating Cost Contribution	0	346,320	346,320	346,320	
Family Daycare - Mainstream Childcare Benefit Subsidy		2,561,366	2,561,366	2,494,519	
Family Daycare - Subsidy Other		260,985	260,985	262,226	
Family Daycare - Operational Subsidy - Dept of Communities NW04		532	532	533	
Family Daycare - Inclusion Subsidy Scheme		2,580	2,580	0	
In-Home Care - CCB Subsidy		848,632	848,632	881,339	
In-Home Care - Subsidy - Department of Communities		49,968	49,968	51,793	
Family Day Care Sustainability Grant	80,904	143,264	143,264	62,360	Balance to be reconciled and refunded FY22.
NGALA My Time Program	0	7,920	7,920	10,560	
Operational Subsidy - Aboriginal Resource Worker		30,514	30,514	30,514	
Library Contributions and Donations		127	127	87	
Youth Spaces Activation		0	0	0	
CSIRO - Indigenous STEM awards event recognition		700	700	700	
<b>Community amenities</b>					
SMCC - Suez/ProAlliance Adopt a Beach		0	0	0	
Greening fund	23,201	39,652	39,652	39,652	\$100k Grant received in 2018. 3 year funding to 2021, balance to be carried forward.
Bin Tagging Funding	0	0	0	0	City funding only.
Sustainability Workshops	0	1,455	1,455	0	
Grow it Local	0	0	0	0	
<b>Recreation and culture</b>					
Shared Use Agreements		117,684	117,684	104,707	
Stay on Your Feet Program - Injury Matters	0	3,230	3,230	3,230	
Department of Local Government - Medina Activation Grant		0	0	947	Portion of grant towards operating expenses.
Australia Day branding grant		1,000	1,000	1,000	
Good Things Foundation Grant - Get Online Week		1,000	1,000	1,000	
KIC Sponsorship 2020 Lollyrun		10,000	10,000	10,000	
Community Development Fund - Kwinana Industries Council		40,000	40,000	40,000	Kwinana Community Chest.
OMG Kwinana Fringe Festival		72,636	72,636	66,068	DLGSC, Fremantle Ports & Koorliny Arts Centre.
<b>Transport</b>					
Main Roads Annual Direct Grant		191,745	191,745	198,072	
Main Roads Street Light Subsidy		6,000	6,000	0	
Main Roads Maintenance Contribution		131,780	131,780	173,534	
<b>TOTALS</b>	<b>156,172</b>	<b>6,358,254</b>	<b>6,358,254</b>	<b>7,354,508</b>	

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2021

NOTE 10  
NON-OPERATING GRANTS AND CONTRIBUTIONS

Non-operating grants, subsidies and contributions Provider	Unspent Funding Liability	Current Budget Revenue	Budget YTD Revenue	Actual YTD Revenue	Comments
	\$	\$		\$	
<b>Law, order, public safety</b>					
Department Premier & Cabinet - Kwinana South VBFB extensions	0	0	0	30,000	Works commenced.
Department Fire and Emergency Services - Kwinana South VBFB extensions	349,800	699,600	699,600	0	50% received May 2021. Capital works to be completed FY22.
Department Premier & Cabinet - Mandogalup extensions	0	1,600	1,600	13,151	Capital project completed.
Department Fire and Emergency Services - Mandogalup Ablutions	0	131,718	131,718	110,824	Capital project completed.
<b>Recreation and culture</b>					
Honeywood Oval - Sports Ground Clubroom - Dept. Local Government	0	400,000	400,000	0	Project carried forward to FY22. Grant not received in FY21.
Department of Infrastructure - Thomas Oval Lighting	0	37,500	37,500	37,500	Capital project completed.
Local Roads and Community Infrastructure Program - Round 1	41,155	229,000	229,000	130,139	LRC11 - Sloans House funding carried forward to FY22.
Local Roads and Community Infrastructure Program - Round 2	130,250	280,500	280,500	0	50% received, most projects to be completed FY22.
Lotterywest - Kwinana Loop Trail	0	38,000	38,000	38,000	Project complete.
Local Government Canopy Grant Program - WALGA	18,480	0	0	0	FY22 Bertram Tree Funding, grant received FY21.
Calista Oval Jnr Bike Rd Safety Track - Dept. Local Government	350,000	0	0	0	FY22 Project. Grant received June 2021.
<b>Transport</b>					
Roads to Recovery - Pace Road Re-seal	0	275,000	275,000	275,000	Capital project completed. Final grant claim completed.
Roads to Recovery - Orton Road Re-seal	0	174,000	174,000	174,000	Capital project completed. Final grant claim completed.
Roads to Recovery - Milton Place Re-seal	0	48,903	48,903	48,903	Capital project completed. Final grant claim completed.
State Road Grant - Wellard Road Duplication Project CFWD	0	0	0	77,350	Final grant claim received.
State Road Grant - Road Reseal - Ocean Street	0	227,441	227,441	219,131	Capital project completed. Final grant claim completed.
State Road Grant - Road Reseal - Cockburn Road NB	0	30,816	30,816	30,816	Capital project completed. Final grant claim completed.
State Road Grant - Road Reseal - Leath Road 1	0	66,200	66,200	66,200	Capital project completed. Final grant claim completed.
State Road Grant - Road Reseal - Leath Road 2	0	31,660	31,660	34,826	Capital project completed. Final grant claim completed.
State Road Grant - Road Reseal - Leath Road 3	0	263,533	263,533	259,775	Capital project completed. Final grant claim completed.
State Road Grant - Road Reseal - Mandurah Road SB1	0	92,606	92,606	92,606	Capital project completed. \$6k Grant balance refunded.
State Road Grant - Road Reseal - Mandurah Road NB 2	0	41,682	41,682	41,682	Capital project completed. Final grant claim completed.
State Road Grant - Road Reseal - Mason Rd	0	138,441	138,441	117,394	Capital project completed. Final grant claim completed.
Black Spot - Gilmore Avenue Pedestrian Crossing	0	154,940	154,940	149,773	Capital project completed. Final grant claim completed.
Black Spot - Meares Road - roundabout deflection treatment	0	73,333	73,333	73,333	Capital project completed. Final grant claim completed.
Department of Education - McWhirter Promenade and Johnson Road landscaping	0	55,663	55,663	55,663	Project completed FY20. Grant revenue recognised.
Department of Education - Breccia Parade Footpath	0	2,547	2,547	2,547	Capital project completed FY21. Grant revenue recognised.
Perth Bicycle Network LG Grant - Gilmore Avenue Shared Path Stage 1 Design	123,260	40,700	40,700	40,700	Design completed, to be constructed FY22.
Perth Bicycle Network LG Grant - Parmelia Avenue Shared Path Stage 1 Design	0	21,034	21,034	21,034	Design project completed.
Local Roads and Community Infrastructure Program - Round 1	0	305,720	305,720	304,409	Qtr 3 pmt received, projects completed by June.
Local Roads and Community Infrastructure Program - Round 2	640,653	1,261,306	1,261,306	0	50% received, most projects to be completed FY22.
<b>Economic services</b>					
Department of Local Government - Medina Activation Grant	0	6,958	6,958	6,011	Project complete. Unspent funds returned.
<b>Community amenities</b>					
DCA 1 - Hard Infrastructure - Bertram	378,522	522,373	522,373	282,015	
DCA 2 - Hard Infrastructure - Wellard	1,427,235	2,082,167	2,082,167	294,063	
DCA 3 - Hard Infrastructure - Casuarina	0	3,459,537	3,459,537	0	
DCA 4 - Hard Infrastructure - Anketell	1,182,967	9,900	9,900	17,994	
DCA 5 - Hard Infrastructure - Wandi	1,499,723	447,150	447,150	19,919	
DCA 6 - Hard Infrastructure - Mandogalup	750,693	9,900	9,900	17,910	
DCA 7 - Hard Infrastructure - Mandogalup (west)	51,638	9,900	9,900	0	
DCA 8 - Soft Infrastructure - Mandogalup	1,408,580	9,900	9,900	7,503	
DCA 9 - Soft Infrastructure - Wandi / Anketell	11,147,462	3,246,237	3,246,237	183,174	Revenue is recognised upon meeting performance obligations (in-line with expenditure on DCA infrastructure).
DCA 10 - Soft Infrastructure - Casuarina/Anketell	186,550	9,900	9,900	8,249	
DCA 11 - Soft Infrastructure - Wellard East	5,712,220	9,900	9,900	10,785	
DCA 12 - Soft Infrastructure - Wellard West	8,254,521	9,900	9,900	8,039	
DCA 13 - Soft Infrastructure - Bertram	174,169	9,900	9,900	7,740	
DCA 14 - Soft Infrastructure - Wellard / Leda	650,212	9,900	9,900	15,690	
DCA 15 - Soft Infrastructure - Townsite	325,797	9,900	9,900	7,626	
<b>TOTALS</b>	<b>34,803,887.53</b>	<b>14,986,865</b>	<b>14,986,865</b>	<b>3,331,473</b>	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2021**

**NOTE 11  
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 1 July 2020	Amount Received	Amount Paid	Closing Balance 30 Jun 2021
	\$	\$	\$	\$
APU Security Bonds	17,934	3,500	0	21,434
Contiguous Local Authorities Group (CLAG)	3,594	1,567	0	5,161
* Public Open Space Cash In Lieu	283,848	36,765	(320,613)	0
Off Road Vehicles	0	0	0	0
Uncollected Vehicles	0	4,829	0	4,829
	<b>305,376</b>	<b>46,661</b>	<b>(320,613)</b>	<b>31,424</b>

- \* In accordance with the Planning and Development Act 2005, the City has moved all Public open Space cash in lieu from Trust into a Reserve account.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2021**

**NOTE 12  
BUDGET VARIATIONS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

Date	Description	Increase / (Decrease) to Net Surplus	Amended Budget Running Balance
		\$	\$
<b>24/06/2020</b>	<b>Annual Budget adoption</b>	<b>0</b>	<b>0</b>
<b>12/08/2020</b>	<b>Non-Operating Grants &amp; Contributions - Local Roads and Community Infrastructure Program</b>	534,720	
	Capital projects expenditure- Buildings	(229,000)	
	Capital projects expenditure - Footpaths	(145,720)	
	Capital projects expenditure - Roads	(160,000)	<b>0</b>
<b>26/08/2020</b>	<b>Opening Surplus Adjustment</b>	25,000	
	Capital project expenditure - Plant & Equipment - Recquatic upgrades	(25,000)	
	Opening Surplus Adjustment	3,540	
	Transfer from Reserve - Restricted Grants and Contributions Reserve	7,000	
	Capital project expenditure - Furniture & Equipment - Mayoral Chains	(10,540)	<b>0</b>
<b>9/09/2020</b>	<b>Reallocation of budgets between Capital building projects as did not meet LRCI criteria</b>		
	W13856 - Maydwell Way - Window screens renewal	7,000	
	W13855 - Magenup Equestrian Centre - Stable renovation	7,000	
	W13633 - Sloans Cottage Accessibility Works	(14,000)	<b>0</b>
	<b>Allocation of FESA ESL Grant received</b>		
	FESA ESL Grant - Govt Grant State	6,992	
	FESA ESL - Kwinana South Vehicle Expenses	(1,320)	
	FESA ESL - Mandogalup Vehicle Expenses	(1,321)	
	FESA ESL - Kwinana South Plant & Equipment Purchases	(1,422)	
	FESA ESL - Mandogalup Plant & Equipment Purchases	(2,929)	<b>0</b>
<b>20/09/2020</b>	<b>Transfer of Insurance proceeds from stolen statue to Public Arts Reserve.</b>		
	Insurance Proceeds	29,900	
	Transfer to Public Arts Reserve	(29,900)	<b>0</b>
	<b>Reallocation of capital funding.</b>		
	W13833 - Pool upgrades to align with new chlorine gas standard.	(7,000)	
	W13642 - Backwash tank no longer required	7,000	
	Transfer from Reserve Asset Mgmt Reserve - to W13833 Pool Upgrades	7,000	
	Transfer from Reserve Asset Mgmt Reserve - to W13642 25m backwash tank lid	(7,000)	
	W13630 - Darius Wells Automated Disabled toilet doors - additional expenditure	(5,000)	
	W13628 - John Wellard CC Stormwater system	5,000	
	Transfer from Asset Management Reserve - W13630 Darius Wells Automated Doors	5,000	
	Transfer from Asset Management Reserve - W13628 John Wellard Community Centre Stormwater System	(5,000)	<b>0</b>
<b>14/10/2020</b>	<b>Reallocation of capital funding to Kwinana South VBFB Station.</b>		
	W13624 - Transfer from Asset Management Reserve (savings in Parmelia House roof renovation)	32,700	
	W13620 - Transfer from Asset Management Reserve to Kwinana South VBFB Station upgrade	(32,700)	
	W13624 - Capital Expenditure - savings in Parmelia House roof renovation	(32,700)	
	W13620 - Capital Expenditure- Kwinana South VBFB Station upgrade.	32,700	
	Site works construction costs not allowed for under DFES funding.		<b>0</b>
<b>28/10/2020</b>	<b>Reallocation of fleet vehicle replacement Plant 551.</b>		
	W13692/W13886 - Capital Expense - Plant and equipment	(10,000)	
	W13692/W13886 - Reserve Transfer - Plant and Equipment Replacement Reserve	10,000	<b>0</b>
	<b>Playground remediation work for Gemstone Park - reallocation of Parks for People Strategy funding.</b>		
	Capital Expense - Parks for People Strategy - Gemstone Park	(129,360)	
	Capital Expense - Parks for People Strategy - Ascot Park	143,680	
	Transfer from Asset Management Reserve	(14,320)	<b>0</b>



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2021**

**NOTE 12  
BUDGET VARIATIONS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

Date	Description	Increase / (Decrease) to Net Surplus	Amended Budget Running Balance
		\$	\$
<b>28/10/2020</b>	<b>Main Roads Black Spot funding (2/3) to construct pre-deflection treatment at Meares Avenue.</b>		
	Capital Expense - Meares Avenue - Challenger Avenue roundabout pre deflection treatment	(110,000)	
	W13699 - Traffic Management - Traffic Calming	36,667	
	W13699 Transfer from Asset Management Reserve	(36,667)	
	W13887 Transfer from Asset Management Reserve	36,667	
	Capital Revenue - Grant - Black Spot Grant Funding	73,333	0
	<b>In-house delivery of Age Friendly Strategy.</b>		
	Operating expense - City Engagement Admin - Salaries	(75,000)	
	Operating expense - City Executive - Consultancy	75,000	0
	<b>Thomas Oval Lighting carried forward from 2019/2020.</b>		
	Capital Expense - Reserve Development - Sport - Thomas Oval Lighting	134,607	
	Capital Revenue - Grant - Department of Sport and Recreation	(112,500)	
	Reserve transfer - Restricted Grants and Contributions - Thomas Oval Lighting	(54,613)	
	Opening Surplus	32,506	0
	<b>Maintenance of Wellard sub drain for 21months following handover per Development Contribution Plan.</b>		
	Operating expense - Drainage maintenance - Wellard	(22,240)	
	Reserve transfer - DCA 2 Reserve	22,240	0
<b>12/11/2020</b>	<b>Good Things Foundation Grant</b>		
	Operating Grant Revenue	1,000	
	Operating expense - Special Events	(1,000)	0
	<b>Recquatic Café Splash opening</b>		
	Revenue - Café Income	44,058	
	Operating Expenditure (employee expenses, materials and contracts)	(44,058)	0
<b>25/11/2020</b>	<b>Recquatic Swim Club Office relocation</b>		
	W13873 Capital Expense - Swim Club Office relocation	(10,400)	
	Operating expense - Expendable equipment	10,400	0
	<b>Inhouse Printer for Rates department</b>		
	Capital expense - Folding/insertion machine with software	(17,505)	
	Operating expense - stationary and printing	17,505	0
	<b>DFES Mitigation Works Grant</b>		
	Revenue - Operating Grants	15,251	
	Operating expense - Mitigation works	(15,251)	0
<b>16/12/2020</b>	<b>Plant Replacement P227 Molnar 4 post Hoist</b>		
	W13905 Capital Expense - Plant & Equipment - New Molnar 4 post hoist	(18,541)	
	Sales Proceeds - Plant & Equipment	1,500	
	Operating Expense - savings in City Operations Infrastructure Maintenance	17,041	0
<b>27/01/2021</b>	<b>Local Roads and Community Infrastructure Program - Round 2 Funding</b>		
	Capital Revenue - Grant - LRCI	534,720	
	Capital Expense - Buildings - Various	(229,000)	
	Capital Expense - Footpaths - Various	(145,720)	
	Capital Expense - Roads - Various	(160,000)	0
	<b>Family Day Care Vehicle - purchase rather than lease</b>		
	Capital Expense - Bright Futures - Vehicles	(55,000)	
	Operating Expense - Bright Futures - Lease Vehicles	(5,000)	
	Family Day Care Reserve	60,000	0



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2021**

**NOTE 12  
BUDGET VARIATIONS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

Date	Description	Increase / (Decrease) to Net Surplus	Amended Budget Running Balance
		\$	\$
<b>27/01/2021</b>	<b>Insurance Replacement P574</b>		
	Capital expense - New fleet vehicle	(39,697)	
	Capital Revenue - Insurance proceeds	39,197	
	Operating Expense - Plant operating - contractors	500	0
	<b>Purchase of Toxic Chemical Storage Cabinet</b>		
	Operating expense - City Operations - Expendable equipment	(13,771)	
	Capital Expense - Plant & Equipment - Toxic chemical storage cabinet	(6,081)	
	Capital Revenue - Plant & Equipment proceeds - Trailers x2	6,602	
	Operating revenue - City Operations - sale of operating equipment	13,250	0
	<b>Deposits Payable to Secure 2021/2022 Vehicles</b>		
	Prepayment - Plant & Equipment - Vehicles Deposit	(3,000)	
	Reserve Transfer - Plant and Equipment Replacement Reserve	3,000	0
<b>10/02/2021</b>	<b>Donation to Wooroloo and Hills Bushfire Appeal</b>		
	Operating Expense - Other Welfare - Sundry Donations	(5,000)	
	Reserve Transfer - Community Services & Emergency Relief Reserve	5,000	0
<b>24/02/2021</b>	<b>Budget Review December 2020/2021</b>		
	Increase in Operating Funding Surplus brought forward	1,412,908	
	Operating Activities	1,087,235	
	Depreciation/Other Non Cash	6,420,692	
	Decrease in Non-operating Grants, Subsidies and Contributions	(35,623)	
	Decrease in proceeds from disposal of assets	(56,946)	
	Decrease in Capital Expenditure	150,878	
	Decrease in Financing Activities	(4,451,148)	4,527,996
	<b>Allocation of Surplus</b>		
	Operating expenditure - Online Booking System	(7,500)	
	Operating expenditure - Industrial Relations advice	(10,000)	
	Operating expenditure - Internal Audit	(15,000)	
	Operating expenditure - Consultant for Bank Tender Review	(15,000)	
	Operating expenditure - Regulation 17 Review	(16,000)	
	Operating expenditure - Natural Area Management Plan	(25,000)	
	Operating expenditure - City Leadership Training	(146,000)	
	Capital Expenditure - Admin Building Refurbishment	(150,000)	
	Capital Expenditure - Corporate Business System Project	(619,795)	
	Reserve Transfer - Workers Compensation Reserve	(180,000)	
	Reserve Transfer - Infrastructure Reserve (future funding of PTA grants shared pathways)	(360,000)	
	Reserve Transfer - Restricted Grants & Contributions Reserve - Workforce reclassification project	(400,000)	
	Reserve Transfer - Information Technology Reserve - Corporate Business System 2021/22	(400,000)	
	Reserve Transfer - Employee Leave Provision Reserve	(458,300)	
	Reserve Transfer - Asset Management Reserve	(1,725,401)	0
<b>14/04/2021</b>	<b>Donation to Lord Mayor's Distress Relief Fund - Tropical Cyclone Seroja Appeal 2021</b>		
	Operating expense - Sundry Donations	(5,000)	
	Reserve Transfer - Community Services & Emergency Relief Reserve	5,000	0

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2021**

**NOTE 12  
BUDGET VARIATIONS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

Date	Description	Increase / (Decrease) to Net Surplus	Amended Budget Running Balance
		\$	\$
<b>12/05/2021</b>	<b>LRCI Grant - change in scope of works</b>		
	Capital Expense - Footpaths - Bilya Gardens	29,712	
	Capital Expense - Roads - Stefanelli Close	16,363	
	Capital Expense - Roads - Wandl Drive	5,130	
	Capital Expense - Street Lighting - Leath Road	3,795	
	Capital Expense - Footpaths - Mulligan Way	(55,000)	0
	<b>Additional funding for Goldney Velodrome Buidling Works</b>		
	Capital Expense - Buildings - Goldney BMX Track	(5,000)	
	Capital Expense - Street Lighting - Leath Road	5,000	0
	<b>Darius Wells Stormwater system - change in scope of works</b>		
	Capital Expense - Buildings - Darius Wells Stormwater system	(9,000)	
	Capital Expense - Buildings - Contingency	9,000	0
	<b>Recquatic works - funded from savings in other capital &amp; operating expenditure</b>		
	Capital Expense - Buildings - Recquatic electrical works and rubber floor replacement	(44,400)	
	Capital Expense - Buildings - Recquatic Spa balance tank lid and ladder	8,400	
	Operating Expense - Recquatic - Marketing & Promotions	20,000	
	Operating Expense - Recquatic - Special Events Expenses	8,000	
	Operating Expense - Recquatic - Health & Fitness - Expendable Equipment	8,000	0
<b>26/05/2021</b>	<b>Budget Review April 2020/2021</b>		
	Operating Activities	1,753,817	
	Depreciation/Other Non Cash	916,380	
	Decrease in Non-operating Grants, Subsidies and Contributions	(450,837)	
	Decrease in Capital Expenditure	2,704,773	
	Decrease in purchase of Right of Use assets and proceeds from asset disposal	35,169	
	Decrease in Financing Activities	(3,048,827)	1,910,475
	<b>Allocation of Surplus</b>		
	Reserve Transfer - Information Technology Reserve - Corporate Business System 2021/22	(1,010,475)	
	Reserve Transfer -Restricted Grants & Contributions Reserve - various community projects tbd	(400,000)	500,000
<b>26/05/2021</b>	<b>Replacement of vehicle Plant 518 brought forward from 2021/22 Budget.</b>		
	Sale Proceeds - Sale of Plant 518	18,000	
	Sale Proceeds - Sale of Plant 516	22,000	
	Capital Expenditure - Plant Replacement P518	(32,890)	
	Transfer to Reserve - Plant & Equipment Replacement Reserve	(5,110)	502,000

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2021

NOTE 12  
BUDGET VARIATIONS

Amendments to original budget since budget adoption. Surplus/(Deficit)

Date	Description	Increase / (Decrease) to Net Surplus	Amended Budget Running Balance
		\$	\$
23/06/2021	Minor corrections to Budget Review April 2021 and Budget Variation tabled at OCM 26th May 2021.		
	Transfer to Reserve - Plant & Equipment Replacement Reserve	(3,235)	
	Sale Proceeds - Sale of Plant 518	5,404	
	Operating Expenditure - Revolving Energy purchase	(1,235)	
	Capital Expenditure - Building Construction - Medina Oval Spectators shelter	(2,978)	
	Capital Revenue - LRCI Grant Round 2 - Medina Oval Specatators shelter	2,978	
	Contract liability - Waste Consultancy - Grow it Local	10,000	
	Contributions - Waste Consultancy - Grow it Local	(10,000)	
	Operating Expenditure - Natural Environment	(12,061)	
	Reserve Transfer - Restricted Grants & Contributions Reserve- Natural Environment - Greening Fund	12,062	
	Contract Liability - Natural Environment - Greening Fund	(12,062)	
	Contributions - Natural Environment - Greening Fund	12,062	
	Capital Expenditure - Urban Road Grant - Leath Road 2	23,853	
	Capital Revenue - Urban Road Grant - Leath Road 2	(1,473)	
	Reserve Transfer - Asset Management Reserve - Urban Road Grant - Leath Road 2	(22,380)	502,935
	Establishment of Public Open Space Reserve in accordance with the <i>Planning and Development Act 2005</i>		
	Trust Account - Public Open Space	(320,613)	
	Reserve Transfer - Public Open Space Reserve	320,613	502,935
	Establishment of Trust account for net proceeds from uncollected abandoned vehicles		
	Operating Revenue - Law Order and Public Safety	(935)	
	Trust Account - Uncollected vehicles	935	502,000
		502,000	

KEY TERMS AND DESCRIPTIONS  
FOR THE PERIOD ENDED 30 JUNE 2021

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

NATURE OR TYPE DESCRIPTIONS

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

## 18.2 Monthly Financial Report July 2021

### SUMMARY:

The Monthly Financial Report, which includes the Monthly Statement of Financial Activity and explanation of material variances, for the period ended 31 July 2021 has been prepared for Council acceptance.

### OFFICER RECOMMENDATION:

**That Council:**

- 1. Accepts the Monthly Statements of Financial Activity for the period ended 31 July 2021, as detailed in Attachment A; and**
- 2. Accepts the explanations for material variances for the period ended 31 July 2021, as detailed in 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*.

This report is a summary of the financial activities of the City at the reporting date. End of financial year processing continues and adjustments are still being finalised. The 2020/2021 Annual Financial Statements will be finalised and audited by the City's auditors with presentation due to the Audit Committee in November/December 2021. At this time, the final 2020/2021 result will be determined and any impact on the 2021/2022 opening surplus and 2021/2022 Annual Budget will be presented to Council for consideration.

The period of review is July 2021. The current closing municipal surplus for this period is \$50,026,238 compared to a budget position of \$45,077,291. This is considered a satisfactory result for the City as it is maintaining a healthy budget surplus position. Opening municipal surplus may be adjusted as the 2021 Annual Financial Statements are finalised.

The City's cash balances are tracking well with a positive unrestricted cash balance as at 31 July of \$7,705,485.

Income for the July 2021 period year to date is \$49,456,041. This is made up of \$49,338,675 in operating revenues and \$117,366 in non-operating grants, contributions and subsidies received and proceeds from other investing activities. The budget estimated \$49,528,806 would be received for the same period. The variance to budget is (\$72,765).

Expenditure for the July 2021 period year to date is \$3,076,481. This is made up of \$2,761,801 in operating expenditure and \$314,680 in capital expenditure. The budget estimated \$6,698,574 would be spent for the same period. The variance to budget is \$3,622,093 predominantly due to the timing of works being completed.

## 18.2 MONTHLY FINANCIAL REPORT JULY 2021

Details of all significant variances against the Current Budget 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.

### 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/PUBLIC HEALTH 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	Visionary leadership dedicated to acting for its community	5.1 Model accountable and ethical governance, strengthening trust with the community.

### COMMUNITY ENGAGEMENT:

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



# Monthly Financial Report



**CITY OF KWINANA**

**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the period ending 31 July 2021**

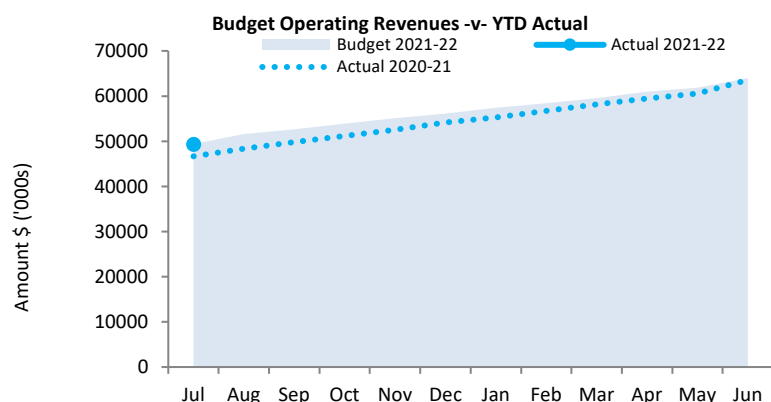
**LOCAL GOVERNMENT ACT 1995**  
**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

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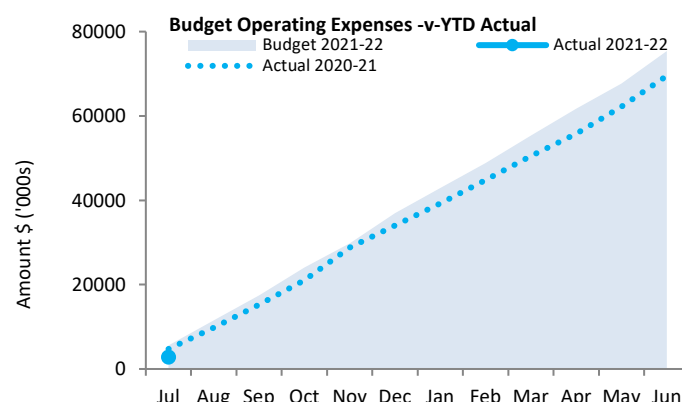
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OPERATING ACTIVITIES

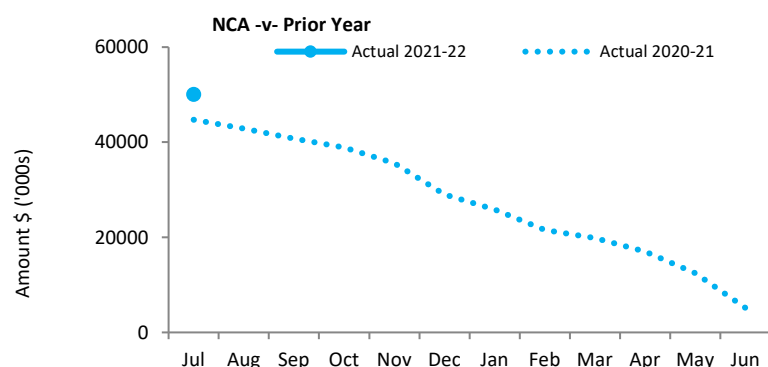
OPERATING REVENUE



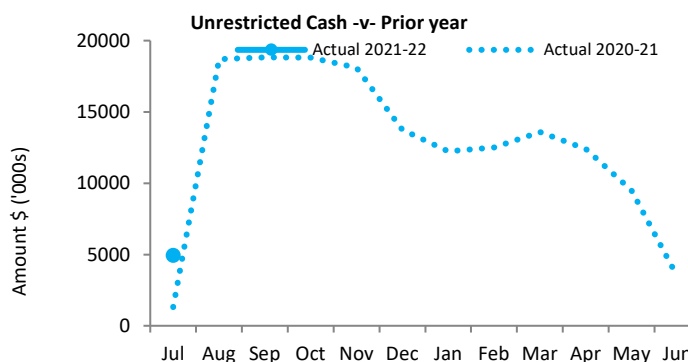
OPERATING EXPENSES



NET CURRENT ASSETS

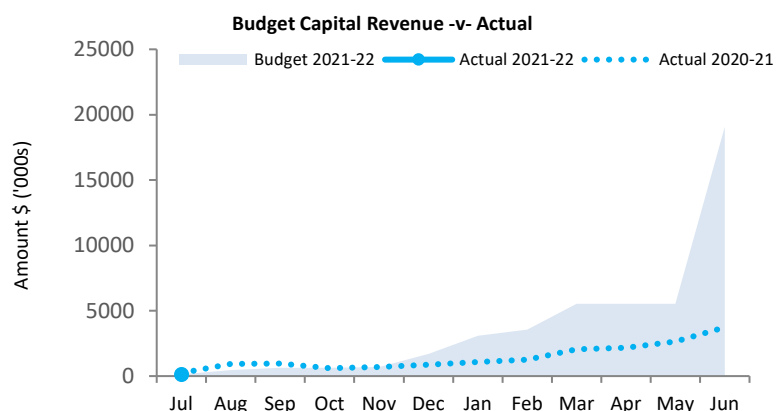


UNRESTRICTED CASH

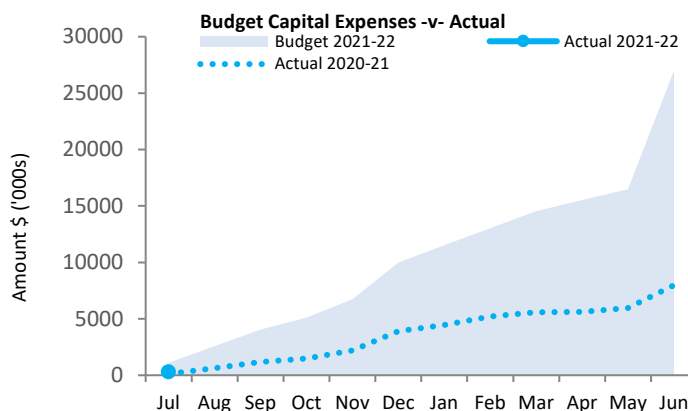


INVESTING ACTIVITIES

CAPITAL REVENUE

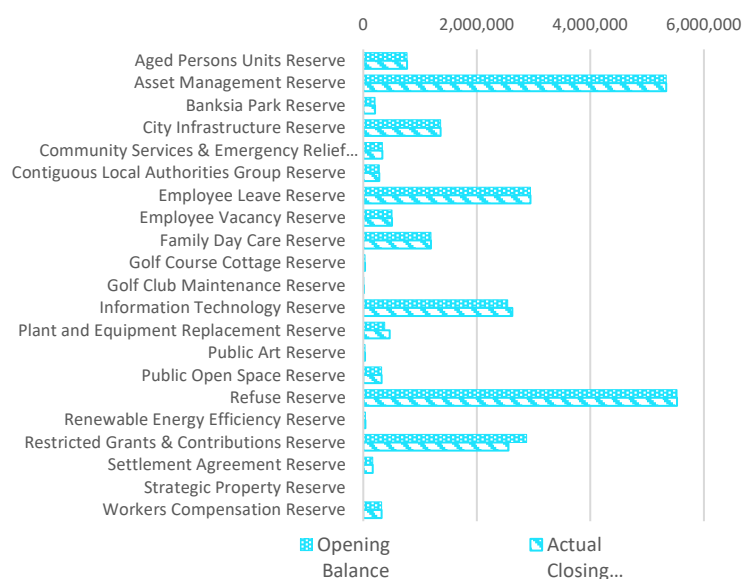


CAPITAL EXPENSES

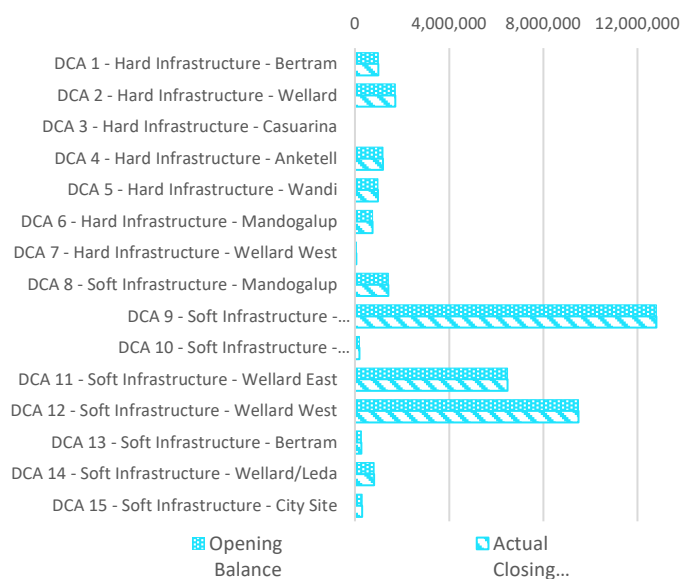


FINANCING ACTIVITIES

RESERVES



DCA RESERVES





Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Current Budget	YTD Current Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$0.70 M	\$0.70 M	\$3.26 M	\$2.56 M
Closing	\$0.00 M	\$45.08 M	\$50.03 M	\$4.95 M
Refer to Statement of Financial Activity				

Cash and cash equivalents		
	\$67.45 M	% of total
Unrestricted Cash	\$4.93 M	7.3%
Restricted Cash	\$62.52 M	92.7%
Refer to Note 3 - Cash and Financial Assets		

Payables	
	\$8.65 M
Trade Payables	\$5.94 M
Bonds & Deposits Held	\$1.83 M
Other Payables	\$0.88 M

Receivables		
	\$54.13 M	% Outstanding
Rates Receivable	\$50.48 M	89.0%
Trade Receivable	\$3.66 M	
Refer to Note 4 - Receivables		

Key Operating Activities

Amount attributable to operating activities			
Current Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$5.42 M	\$45.17 M	\$46.81 M	\$1.64 M
Refer to Statement of Financial Activity			

Rates Revenue		
YTD Actual	\$42.06 M	% Variance
YTD Budget	\$42.66 M	(1.4%)
Refer to Statement of Financial Activity		

Operating Grants and Contributions		
YTD Actual	\$0.92 M	% Variance
YTD Budget	\$0.45 M	103.2%
Refer to Note 9 - Operating Grants and Contributions		

Fees and Charges		
YTD Actual	\$6.30 M	% Variance
YTD Budget	\$6.23 M	1.1%
Refer to Statement of Financial Activity		

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$10.63 M)	(\$0.98 M)	(\$0.19 M)	\$0.78 M
Refer to Statement of Financial Activity			

Proceeds on sale		
YTD Actual	\$0.12 M	% Received
YTD Budget	\$0.08 M	
Current Budget	\$1.10 M	10.7%
Refer to Note 5 - Disposal of Assets		

Asset Acquisition		
YTD Actual	\$0.31 M	% Spent
Current Budget	\$27.03 M	1.2%
Adopted Budget	\$26.23 M	1.2%
Refer to Note 6 - Capital Acquisition		

Capital Grants		
YTD Actual	\$0.00 M	% Received
Current Budget	\$17.98 M	
Adopted Budget	\$17.52 M	
Refer to Note 6 - Capital Acquisition		

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$4.71 M	\$0.19 M	\$0.14 M	(\$0.04 M)
Refer to Statement of Financial Activity			

Borrowings	
Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$18.38 M
Refer to Note 7 - Borrowings	

Reserves	
Reserves balance	\$25.03 M
DCA Reserve Balance	\$37.46 M
Interest earned	\$0.00 M
Refer to Note 8 - Cash Reserves	

Lease Liability	
Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$0.54 M
reclassified from Lease Expense June 2020 - AASB16	

This information is to be read in conjunction with the accompanying Financial Statements and notes.

**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2021**

**BY NATURE OR TYPE**

	Ref Note	Adopted Budget	Current Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$		\$	\$	\$	%	
<b>Opening funding surplus / (deficit)</b>		500,000	700,000	700,000	<b>3,264,539</b>	2,564,539	366.4%	▲
<b>Revenue from operating activities</b>								
Rates	5	42,663,528	42,663,528	42,663,528	<b>42,062,420</b>	(601,108)	(1.4%)	
Operating grants, subsidies and contributions	9	7,101,622	7,101,622	450,479	<b>915,198</b>	464,719	103.2%	▲
Fees and charges		13,077,409	13,077,409	6,225,786	<b>6,296,009</b>	70,223	1.1%	
Interest earnings		694,600	694,600	36,400	<b>25,241</b>	(11,159)	(30.7%)	
Other revenue		448,580	448,580	25,613	<b>39,807</b>	14,194	55.4%	
Profit on disposal of assets	5	1,767	1,767	0	<b>0</b>	0	0.0%	
		<b>63,987,506</b>	<b>63,987,506</b>	<b>49,401,806</b>	<b>49,338,675</b>	(63,131)		
<b>Expenditure from operating activities</b>								
Employee costs		(27,892,254)	(27,892,254)	(2,410,021)	<b>(1,789,497)</b>	620,524	25.7%	▲
Materials and contracts		(26,127,651)	(26,449,201)	(1,380,515)	<b>(875,222)</b>	505,293	36.6%	▲
Utility charges		(2,712,312)	(2,712,312)	(12,748)	<b>(64,369)</b>	(51,621)	(404.9%)	▼
Depreciation on non-current assets		(16,305,054)	(16,305,054)	(1,358,755)	<b>0</b>	1,358,755	100.0%	▲
Interest expenses		(834,101)	(834,101)	(502)	<b>(169)</b>	333	66.4%	
Insurance expenses		(613,769)	(613,769)	(425,299)	<b>(31,402)</b>	393,897	92.6%	▲
Other expenditure		(363,550)	(42,000)	(3,450)	<b>(1,143)</b>	2,307	66.9%	
Loss on disposal of assets	5	(37,879)	(37,879)	0	<b>0</b>	0	0.0%	
		<b>(74,886,570)</b>	<b>(74,886,570)</b>	<b>(5,591,290)</b>	<b>(2,761,801)</b>	2,829,489		
Non-cash amounts excluded from operating activities	2	16,317,966	16,317,966	1,358,755	<b>235,456</b>	(1,123,299)	(82.7%)	▼
<b>Amount attributable to operating activities</b>		<b>5,418,902</b>	<b>5,418,902</b>	<b>45,169,271</b>	<b>46,812,330</b>	1,643,059		
<b>Investing activities</b>								
Grants, Subsidies and Contributions	10	17,515,755	17,975,755	47,000	<b>0</b>	(47,000)	(100.0%)	
Proceeds from disposal of assets	5	943,425	1,097,475	80,000	<b>117,366</b>	37,366	46.7%	
Self-Supporting Loan Principal Received	7	17,847	17,847	1,487	<b>2,950</b>	1,463	98.3%	
Payments for property, plant and equipment	6	(26,229,317)	(27,032,208)	(1,107,284)	<b>(314,680)</b>	792,604	71.6%	▲
		<b>(7,752,290)</b>	<b>(7,941,131)</b>	<b>(978,797)</b>	<b>(194,364)</b>	784,433		
Non-cash amounts excluded from investing activities	2	(2,880,331)	(2,880,331)	0	<b>0</b>	0	0.0%	
<b>Amount attributable to investing activities</b>		<b>(10,632,621)</b>	<b>(10,821,462)</b>	<b>(978,797)</b>	<b>(194,364)</b>	784,433		
<b>Financing Activities</b>								
Proceeds from new debentures	7	2,500,000	2,500,000	0	<b>0</b>	0	0.0%	
Repayment of debentures	7	(4,601,930)	(4,601,930)	0	<b>0</b>	0	0.0%	
Payments for principal portion of lease liabilities		(176,055)	(176,055)	(6,191)	<b>(3,559)</b>	2,632	42.5%	
Transfer from reserves	8	21,810,003	21,925,894	447,043	<b>400,000</b>	(47,043)	10.5%	
Transfer to reserves	8	(14,818,299)	(14,945,349)	(254,035)	<b>(252,709)</b>	1,326	0.5%	
<b>Amount attributable to financing activities</b>		<b>4,713,719</b>	<b>4,702,560</b>	<b>186,817</b>	<b>143,732</b>	(43,085)		
<b>Closing funding surplus / (deficit)</b>		<b>0</b>	<b>0</b>	<b>45,077,291</b>	<b>50,026,238</b>	4,948,946		

**KEY INFORMATION**

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Budget data as per the adopted materiality threshold.

Refer to Note 1 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

**STATEMENT OF FINANCIAL POSITION  
FOR THE PERIOD ENDED 31 JULY 2021**

	NOTE	Closing 30 June 2021 \$	Current Month 31 July 2021 \$	This Time Last Year 31 July 2020 \$
<b>CURRENT ASSETS</b>				
Cash and cash equivalents	8	6,968,593	7,705,485	24,396,041
Other financial assets - Term Deposits	8	59,711,623	59,462,460	33,787,559
Other financial assets - Banksia Park Deferred Mgmt Fees		212,269	212,269	319,490
Other financial assets - Self Supporting Loans		17,847	17,847	17,269
Rates receivable	4	3,471,676	50,475,527	48,270,646
Other receivables ( <i>incl. allowance for impairment</i> )	4	2,246,271	3,837,831	2,431,992
Inventories		0	0	38,174
Other assets		1,453,867	1,361,434	1,369,700
<b>TOTAL CURRENT ASSETS</b>		<b>74,082,146</b>	<b>123,072,853</b>	<b>110,630,871</b>
<b>NON-CURRENT ASSETS</b>				
Trade and other receivables		846,399	822,953	757,924
Other financial assets - Banksia Park Deferred Mgmt Fees		3,576,482	3,576,482	3,184,673
Other financial assets - Local Govt House Trust		129,162	129,162	124,637
Other financial assets - Self Supporting Loans		214,857	211,907	229,849
Investment in associate (SMRC)		504,775	504,775	504,775
Property, plant and equipment		134,852,018	134,855,865	134,670,034
Infrastructure		358,851,730	358,880,287	362,724,134
Intangible assets		1,839,690	2,004,599	653,685
Right of use assets		585,141	585,141	180,705
<b>TOTAL NON-CURRENT ASSETS</b>		<b>501,400,254</b>	<b>501,571,172</b>	<b>503,030,416</b>
<b>TOTAL ASSETS</b>		<b>575,482,400</b>	<b>624,644,025</b>	<b>613,661,287</b>
<b>CURRENT LIABILITIES</b>				
Trade and other payables		6,313,250	8,646,291	8,859,788
Banksia Park Unit Contributions		16,733,635	16,938,635	16,975,350
Contract and other liabilities	9 & 10	11,734,564	11,777,824	10,282,025
Lease liabilities		174,595	171,036	111,401
Borrowings	7	2,527,450	2,527,450	2,314,779
Employee related provisions		5,522,504	5,529,515	5,486,771
<b>TOTAL CURRENT LIABILITIES</b>		<b>43,005,999</b>	<b>45,590,750</b>	<b>44,030,114</b>
<b>NON-CURRENT LIABILITIES</b>				
Other liabilities (Developer Contributions)	10	23,225,496	23,225,496	16,953,626
Lease liabilities		371,179	371,179	77,148
Borrowings	7	15,851,996	15,851,996	17,953,926
Employee related provisions		410,209	410,209	410,209
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>39,858,879</b>	<b>39,858,879</b>	<b>35,394,909</b>
<b>TOTAL LIABILITIES</b>		<b>82,864,878</b>	<b>85,449,630</b>	<b>79,425,023</b>
<b>NET ASSETS</b>		<b>492,617,522</b>	<b>539,194,395</b>	<b>534,236,264</b>
<b>EQUITY</b>				
Retained surplus		206,801,788	253,525,952	258,971,499
Reserves - cash/financial asset backed	8	62,635,729	62,488,437	55,241,260
Revaluation surplus		223,180,005	223,180,005	220,023,505
<b>TOTAL EQUITY</b>		<b>492,617,522</b>	<b>539,194,395</b>	<b>534,236,264</b>

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



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2021**

**NOTE 1  
EXPLANATION OF MATERIAL VARIANCES**

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 2021-22 year is \$50,000 or 5.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
<b>Revenue from operating activities</b>				
Rates	(601,108)	(1%)	No Material Variance	
Operating Grants, Subsidies and Contributions	464,719	103%	▲ Timing	Refer note 9.
Fees and Charges	70,223	1%	No Material Variance	
Interest Earnings	(11,159)	(31%)	No Material Variance	
Other Revenue	14,194	55%	No Material Variance	
Profit on Disposal of Assets	0	0%	No Material Variance	
<b>Expenditure from operating activities</b>				
Employee Costs	620,524	26%	▲ Timing /Permanent	Reversal of salaries accrued to FY21 - \$230k. Various vacancies July-21.
Materials and Contracts	505,293	37%	▲ Timing	Timing of Art Centre Mgmt Fees yet to be paid -\$102k. Timing of payment of Family Daycare Child Care Benefit yet to be remitted - \$102k. Timing of Urban Design expenses in Strategic Planning - \$40k. Timing of Events expenditure budgeted in July - \$39k.
Utility Charges	(51,621)	(405%)	▼ Timing	Timing of receipt of Utility invoices.
Depreciation on Non-Current Assets	1,358,755	100%	▲ Timing	Depreciation to be processed after finalisation of AFS-2021.
Interest Expenses	333	66%	No Material Variance	
Insurance Expenses	393,897	93%	▲ Timing	Insurance invoices received Aug-21.
Other Expenditure	2,307	67%	No Material Variance	
Loss on Disposal of Assets	0	0%	No Material Variance	
<b>Investing activities</b>				
Non-Operating Grants, Subsidies and Contributions	(47,000)	(100%)	No Material Variance	Refer note 10.
Proceeds from disposal of assets	37,366	47%	No Material Variance	Refer note 5.
Self-Supporting Loan Principal	1,463	98%	No Material Variance	
Purchase of Right of Use assets	0	0%	No Material Variance	
Payments for property, plant and equipment	792,604	72%	▲ Timing	Refer note 6.
<b>Financing activities</b>				
Proceeds from new debentures	0	0%	No Material Variance	
Repayment of debentures	0	0%	No Material Variance	
Payments for principal portion of lease liabilities	2,632	43%	No Material Variance	
Transfer from reserves	(47,043)	11%	No Material Variance	
Transfer to reserves	1,326	1%	No Material Variance	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2021**

**NOTE 2  
NET CURRENT FUNDING POSITION**

	Notes	Last Years Closing 30 June 2021	This Time Last Year 31 July 2020	YTD Actual 31 July 2021
		\$	\$	\$
<b>(a) Non-cash items excluded from operating activities</b>				
The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.				
<b>Non-cash items excluded from operating activities</b>				
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals	5	(70,922)	-	-
Less: Movement in pensioner deferred rates (non-current)		(86,273)	2,202	23,446
Movement in employee benefit provisions		16,573	(19,160)	7,011
Add: Loss on asset disposals		11,491	-	-
Mvmt in Local Govt House Trust		(4,525)	-	-
Add: Depreciation on assets		14,612,485	1,331,223	-
Mvmt in operating contract liabilities associated with restricted cash		(37,858)	-	-
Mvmt in Banksia Park deferred management fees receivable		(284,589)	-	-
Mvmt in Banksia Park valuation of unit contribution		(241,715)	-	205,000
Rounding adjustment prior year closing		-	-	-
<b>Total non-cash items excluded from operating activities</b>		<b>13,914,668</b>	<b>1,314,265</b>	<b>235,456</b>
Mvmt in non-operating liabilities associated with restricted cash		6,123,755	-	-
<b>Total non-cash items excluded from investing activities</b>		<b>6,123,755</b>	<b>0</b>	<b>0</b>
<b>Total Non-cash items</b>		<b>20,038,423</b>	<b>1,314,265</b>	<b>235,456</b>

**(b) Adjustments to net current assets in the Statement of Financial Activity**

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation* 32 to agree to the surplus/(deficit) after imposition of general rates.

**Adjustments to net current assets**

Less: Reserves - restricted cash	(62,635,729)	(55,241,260)	(62,488,437)
Less: Financial assets at amortised cost - self supporting loans	(17,847)	(17,269)	(17,847)
Less: Banksia Park DMF Recievable	(212,269)	(319,490)	(212,269)
Add: Borrowings	2,527,450	2,314,779	2,527,450
Add: Provisions - employee	5,522,504	5,486,771	5,529,515
Add: Current portion of contract and other liability held in reserve	10,096,053	10,282,025	10,096,053
Add: Lease liabilities	174,595	111,401	171,036
Add: Banksia Park Unit Contributions	16,733,635	16,975,350	16,938,635
<b>Total adjustments to net current assets</b>	<b>(27,811,608)</b>	<b>(20,407,692)</b>	<b>(27,455,865)</b>

**(c) Net current assets used in the Statement of Financial Activity**

<b>Current assets</b>	74,082,146	110,630,871	123,072,853
<b>Less: Current liabilities</b>	(43,005,999)	(44,030,114)	(45,590,750)
<b>Less: Total adjustments to net current assets</b>	<b>(27,811,608)</b>	<b>(20,407,692)</b>	<b>(27,455,865)</b>
<b>Closing funding surplus / (deficit)</b>	<b>3,264,539</b>	<b>46,193,065</b>	<b>50,026,237</b>

**CURRENT AND NON-CURRENT CLASSIFICATION**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

Description	Unrestricted	Restricted	Trust	Total Cash	Interest Rate	Institution	S&P Rating	Maturity Date	Days
	\$	\$	\$	\$					
<b>Cash on hand</b>									
CBA Municipal Bank Account	4,675,537	3,025,978		7,701,515	Variable	CBA	AA		
CBA Online Saver Bank Account				0	0.20%	CBA	AA		
CBA Trust Bank Account			31,424	31,424	N/A	CBA	AA		
Cash On Hand - Petty Cash	3,970			3,970	N/A	PC	N/A		
<b>Term Deposits - Muni Investments</b>									
NIL									
<b>Reserve Funds Investments (Cash Backed Reserves)</b>									
Comm. Serv. & Emergency Relief Reserve (incl. Covid \$250k)		85,000		85,000	0.27%	NAB	AA	Nov 2021	126
CLAG Reserve		267,323		267,323	0.30%	SUN	A	Nov 2021	182
Workers Compensation Reserve		324,707		324,707	0.30%	SUN	A	Nov 2021	182
Settlement Agreement Reserve		168,680		168,680	0.30%	SUN	A	Nov 2021	182
Public Art Reserve		29,900		29,900	0.30%	SUN	A	Nov 2021	182
City Infrastructure Reserve		1,360,530		1,360,530	0.30%	SUN	A	Nov 2021	150
Information Technology Reserve		2,471,000		2,471,000	0.30%	SUN	A	Nov 2021	150
Family Day Care Reserve		1,184,500		1,184,500	0.30%	SUN	A	Nov 2021	150
APU Reserve		780,000		780,000	0.30%	SUN	A	Nov 2021	150
BP Reserve		225,140		225,140	0.30%	SUN	A	Nov 2021	150
Renewable Energy Efficiency Reserve		34,355		34,355	0.30%	SUN	A	Nov 2021	150
Employee Vacancy Reserve		502,650		502,650	0.30%	BEN	AAA	Mar 2022	272
Golf Club Maintenance Reserve		8,900		8,900	0.30%	BEN	AAA	Mar 2022	272
Golf Course Cottage Reserve		29,557		29,557	0.30%	BEN	AAA	Mar 2022	272
Refuse Reserve		5,473,000		5,473,000	0.29%	NAB	AA	Nov 2021	150
Asset Management Reserve		5,222,400		5,222,400	0.28%	NAB	AA	Oct 2021	120
Plant and Equipment Replacement Reserve		240,445		240,445	0.28%	NAB	AA	Oct 2021	120
Employee Leave Reserve		2,946,685		2,946,685	0.37%	CBA	AA	Jan 2022	210
Public Open Space Reserve		320,613		320,613	0.37%	CBA	AA	Jan 2022	210
<b>Reserve Funds Investments (Developer Contributions)</b>									
DCA - 4 Hard Infrastructure - Anketell		1,211,232		1,211,232	0.30%	NAB	AA	Aug 2021	120
DCA 5 - Hard Infrastructure - Wandi		991,548		991,548	0.20%	BEN	AAA	Aug 2021	120
DCA 7 - Hard Infra Mandogalup		50,294		50,294	0.30%	NAB	AA	Aug 2021	120
DCA 8 - Soft Infrastructure - Mandogalup		1,312,941		1,312,941	0.30%	NAB	AA	Aug 2021	120
DCA 9 - Soft Infrastructure - Wandi/Anketell		12,985,371		12,985,371	0.30%	NAB	AA	Aug 2021	120
DCA 10 - Soft Infrastructure - Casuarina/Anketell		205,337		205,337	0.30%	NAB	AA	Aug 2021	120
DCA 13 - Soft Infrastructure - Bertram		264,796		264,796	0.30%	NAB	AA	Aug 2021	120
DCA 14 - Soft Infrastructure - Wellard/Leda		828,935		828,935	0.30%	NAB	AA	Aug 2021	120
DCA 15 - Soft Infrastructure - Townsite		309,821		309,821	0.20%	BEN	AAA	Aug 2021	120
DCA 1 - Hard Infrastructure - Bertram		1,139,179		1,139,179	0.37%	CBA	AAA	Jan 2022	208
DCA 2 - Hard Infrastructure - Wellard		1,730,310		1,730,310	0.37%	CBA	AAA	Jan 2022	208
DCA 6 - Hard Infrastructure - Mandogalup		771,865		771,865	0.37%	CBA	AAA	Jan 2022	208
DCA 11 - Soft Infrastructure - Wellard East		6,489,264		6,489,264	0.30%	BEN	AAA	Jan 2022	208
DCA 12 - Soft Infrastructure - Wellard West		9,496,183		9,496,183	0.30%	BEN	AAA	Jan 2022	208
<b>Total</b>	<b>4,679,507</b>	<b>62,488,437</b>	<b>31,424</b>	<b>67,199,369</b>					
	7%	93%	0%						
<b>Comprising</b>									
Cash and cash equivalents (Exclude Trust)	4,679,507	3,025,978	0	7,705,485					
Financial assets at amortised cost	0	59,462,460	0	59,462,460					
Trust	0	0	31,424	31,424					
	<b>4,679,507</b>	<b>59,462,460</b>	<b>31,424</b>	<b>67,199,369</b>					

KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

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

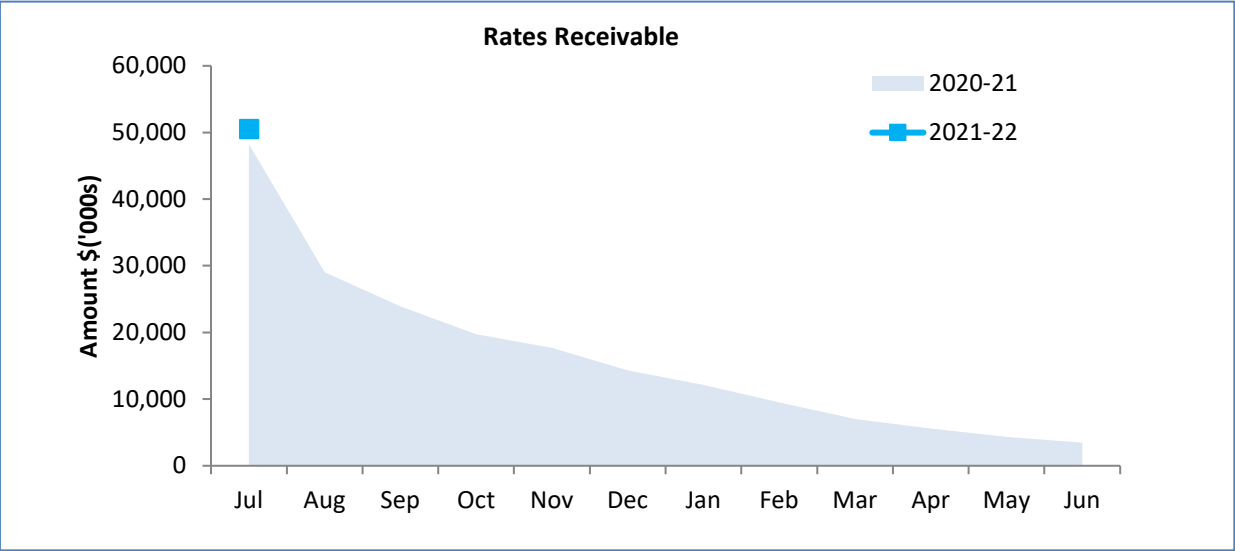
Portfolio Credit Risk	Funds Held	Actual at Period End	Limit per Policy	
AAA & Bendigo Bank Kwinana Community Branch	21,469,276	32%	100%	✓
AA	39,129,151	58%	100%	✓
A	6,846,134	10%	60%	✓
BBB	-	0%	20%	✓
Unrated	3,970	0%	20%	✓

Counterparty Credit Risk	Funds Held	Actual at Period End	Limit per Policy	
BEN (AAA)	17,827,923	26%	45%	✓
NAB (AA)	28,128,914	42%	45%	✓
CBA (AA)	14,641,591	22%	45%	✓
SUN (A)	6,846,134	10%	45%	✓
WBC (AA)	-	0%	45%	✓

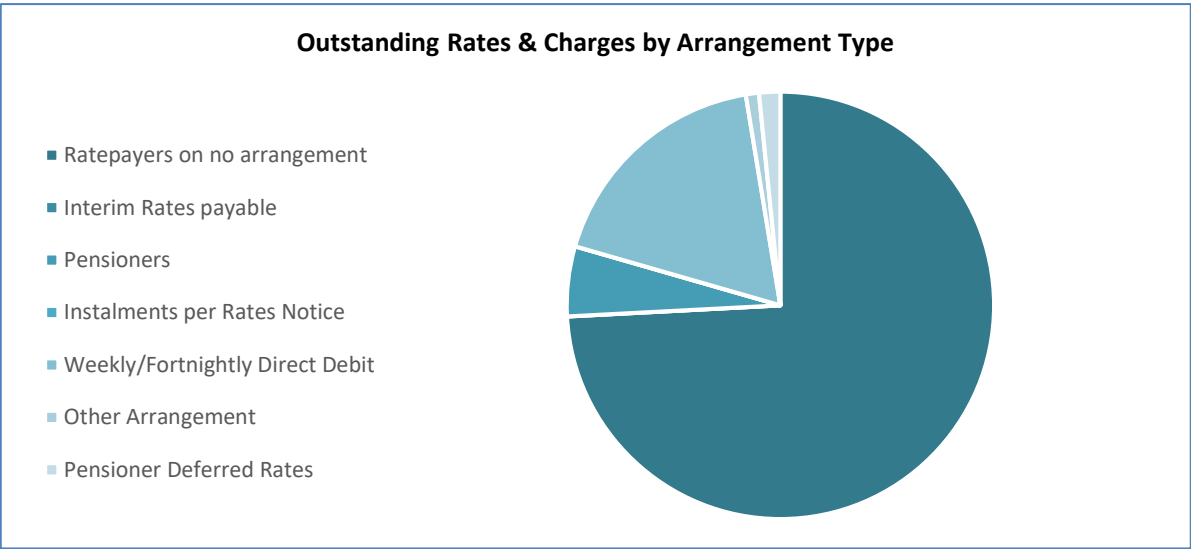
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2021

OPERATING ACTIVITIES  
NOTE 4  
RECEIVABLES

Rates receivable	30 Jun 2021	31 July 2020	31 Jul 2021
	\$		\$
Opening arrears previous years	3,148,533	3,148,533	3,262,814
Levied this year	52,278,031	50,621,699	53,440,107
<b>Rates &amp; Charges to be collected</b>	<b>55,426,565</b>	<b>53,770,232</b>	<b>56,702,921</b>
<u>Less</u> Collections to date	(51,108,490)	(4,741,662)	(5,404,442)
<u>Less</u> Pensioner Deferred Rates	(846,399)	(757,924)	(822,953)
<b>Net Rates &amp; Charges Collectable</b>	<b>3,471,676</b>	<b>48,270,646</b>	<b>50,475,527</b>
% Outstanding	6.26%	89.77%	89.02%
<u>Prepaid</u> Rates received (not included above)	(1,055,273)	(385,434)	(341,317)
	4.36%	89.06%	88.42%



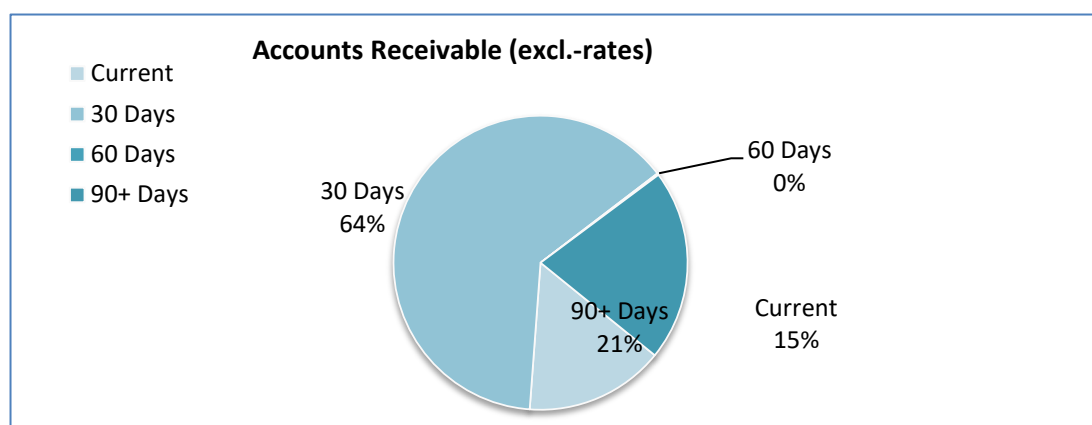
Outstanding Rates & Charges by Payment Arrangement Type	31 Jul 2021		
	No. of Assessments	\$	%
Ratepayers on no arrangement	10,945	38,048,995	74%
Interim Rates payable	0	0	0%
Pensioners	2,075	2,711,165	5%
Instalments per Rates Notice	0	0	0%
Weekly/Fortnightly Direct Debit	4,510	9,206,653	18%
Other Arrangement	121	508,714	1%
	<b>17,651</b>	<b>50,475,527</b>	<b>98%</b>
Pensioner Deferred Rates	243	822,953	2%
	<b>17,894</b>	<b>51,298,480</b>	<b>100%</b>



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 JULY 2021**

**OPERATING ACTIVITIES**  
**NOTE 4**  
**RECEIVABLES**

Receivables - general	Current	30 Days	60 Days	90+ Days	Total
<i>Amounts shown below include GST (where applicable)</i>	\$	\$	\$	\$	\$
Sundry receivable	317,324	1,315,481	1,850	226,436	1,861,092
Infringements Register	1,305	1,928	2,074	210,262	215,569
<b>Total sundry receivables outstanding</b>	<b>318,629</b>	<b>1,317,409</b>	<b>3,924</b>	<b>436,698</b>	<b>2,076,660</b>
<i>Exclude rebates receivable</i>	15%	63%	0%	21%	
Rebates receivable - Rates	1,364,359	0	0	0	1,364,359
Rebates receivable - ESL	216,600	0	0	0	216,600
<b>Total general receivables outstanding</b>	<b>1,899,588</b>	<b>1,317,409</b>	<b>3,924</b>	<b>436,698</b>	<b>3,657,619</b>



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

Description	Debtor #	Status	\$
<b>Sundry Debts with Fines Enforcement Registry (FER)</b>			
Prosecution Dog Act 1976	2442.07	Registered with FER. Regular payments being received.	4,378
Prosecution Planning & Development Act	2549.07	Registered with FER. Regular payments being received.	5,323
Prosecution Planning & Development Act	3859.07	Registered with FER. Regular payments being received.	14,875
Prosecution Local Government Act 1995	3909.07	Registered with FER.	3,652
Prosecution Dog Act 1976 Dangerous Dog	4131.07	Registered with FER. Regular payments being received.	3,411
Prosecution Local Law Fencing	4233.07	Registered with FER.	2,500
Prosecution Dog Act 1976	4274.07	Registered with FER. Regular payments being received.	3,682
Prosecution Local Law Urban Environment Nuisance - Disrepair Vehicle	4275.07	Registered with FER.	13,734
Prosecution Dog Act 1976	4387.07	Registered with FER.	10,200
Prosecution Dog Act 1976	4465.07	Registered with FER. Regular payments being received.	4,900
Prosecution Planning & Development Act	4467.07	Registered with FER. Regular payments being received.	11,465
Prosecution Dog Act 1976	4610.07	Registered with FER.	25,598
Prosecution Dog Act 1976	4741.07	Registered with FER. Regular payments being received.	3,850
Prosecution Planning & Development Act	4885.07	Registered with FER. Regular payments being received.	18,376
Prosecution Parking Act	5152.07	Registered with FER.	5,250
Prosecution Dog Act 1976	5285.07	Registered with FER.	2,142
Prosecution Building Act	5321.07	Registered with FER. Regular payments being received.	3,407
Prosecution Planning & Development Act	5325.07	Registered with FER.	38,463
Prosecution Building Act	5344.07	Registered with FER. Regular payments being received.	1,966
			<b>177,172</b>
<b>Other Sundry Debtors</b>			
Lease & Outgoings	854.16	Communications in progress between Lease Officer & tenant.	6,266
Hazard Reduction costs	1059.03	Debtors policy being followed to recover outstanding debt.	3,177
Local Government Act 1995 abandoned vehicle	3884.03	Defaulted Payment arrangement. Potential minor case claim.	1,155
Developer Contribution- Hazard Reduction costs	4312.03/06	Address unknown - all avenues exhausted.	1,390
Shortfall outgoings - as per lease agreement terms	4833.16	Communications in progress between Lease Officer & tenant.	20,477
Hazard Reduction costs	4355.03	Debtors policy being followed to recover outstanding debt.	1,054
Establishment of screen printing	4324.03	Payment scheduled within the fortnight.	1,915
<b>Total Debtors 90+ days &gt; \$1,000</b>			<b>212,606</b>

**KEY INFORMATION**

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for impairment of receivables is raised when there is objective evidence that they will not be collectible.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2021

OPERATING ACTIVITIES  
NOTE 5  
DISPOSAL OF ASSETS









































Asset description	Current Budget				YTD Actual				Comment
	Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)	
	\$	\$	\$	\$	\$	\$	\$	\$	
<b>Motor Vehicles</b>									
Plant Replacement P495	22,825	20,000	0	(2,825)	0	0	0	0	
Plant Replacement P502	19,800	20,000	200	0	0	0	0	0	
Plant Replacement P512	20,000	20,000	0	0	0	0	0	0	
Plant Replacement P517	22,825	22,825	0	0	0	0	0	0	
Plant Replacement P522	20,000	20,000	0	0	0	0	0	0	
Plant Replacement P519	20,000	20,000	0	0	0	0	0	0	
Plant Replacement P524	22,825	22,825	0	0	0	0	0	0	
Plant Replacement P541	15,822	14,850	0	(972)	0	0	0	0	
Plant Replacement P543	16,164	14,850	0	(1,314)	0	0	0	0	
Plant Replacement P545	23,937	22,825	0	(1,112)	0	0	0	0	
Plant Replacement P548	18,161	14,850	0	(3,311)	0	0	0	0	
Plant Replacement P549	26,211	22,825	0	(3,386)	0	0	0	0	
Plant Replacement P550	24,910	22,825	0	(2,085)	0	0	0	0	
Plant Replacement P523	20,000	20,000	0	0	0	0	0	0	
Plant Replacement P553	25,975	23,000	0	(2,975)	29,905	29,905	0	0	
Plant Replacement P492	22,050	22,050	0	0	0	0	0	0	cfwd from FY21.
<b>Plant &amp; Equipment</b>									
Plant Replacement P260	16,250	13,000	0	(3,250)	0	0	0	0	
Plant Replacement P263	20,560	16,250	0	(4,310)	0	0	0	0	
Plant Replacement P446	40,000	40,000	0	0	0	0	0	0	
Plant Replacement P332	433	2,000	1,567	0	0	0	0	0	
Plant Replacement P419	3,080	1,000	0	(2,080)	0	0	0	0	
Plant Replacement P441	10,000	10,000	0	0	0	0	0	0	
Plant Replacement P442	33,273	25,000	0	(8,273)	0	0	0	0	
Plant Replacement P503	9,486	7,500	0	(1,986)	0	0	0	0	
Plant Replacement P531	10,000	10,000	0	0	0	0	0	0	
Plant Replacement P114 - Tandem Axle Tilt Trailer	2,000	2,000	0	0	0	0	0	0	cfwd from FY21.
Plant Replacement P351 Mitsubishi Canter Tip Truck	25,000	25,000	0	0	0	0	0	0	cfwd from FY21.
Plant Replacement P223 Volvo Loader L70	80,000	80,000	0	0	87,462	87,462	0	0	cfwd from FY21.
Plant Replacement P557	25,000	25,000	0	0	0	0	0	0	cfwd from FY21.
<b>Land</b>									
Moombaki	517,000	517,000	0	0	0	0	0	0	
	1,133,587	1,097,475	1,767	(37,879)	117,366	117,366	0	0	
			Net Profit/(Loss)	(36,112)			Net Profit/(Loss)	0	

























































Capital acquisitions	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance
	\$	\$	\$	\$	\$
Land and Buildings	6,745,168	6,910,168	400,892	350	(400,542)
Plant, Furniture and Equipment	1,269,300	1,447,191	6,818	120,863	114,045
Intangible Assets	1,407,909	1,407,909	115,417	164,910	49,493
Infrastructure - Roads	13,386,090	13,236,090	310,559	25,167	(285,392)
Infrastructure - Parks & Reserves	1,612,892	1,962,892	110,363	3,390	(106,973)
Infrastructure - Footpaths	1,265,975	1,525,975	134,243	0	(134,243)
Infrastructure - Car Parks	49,717	49,717	4,520	0	(4,520)
Infrastructure - Drainage	268,278	268,278	22,727	0	(22,727)
Infrastructure - Bus Shelters	29,796	29,796	0	0	0
Infrastructure - Street Lights	194,192	194,192	1,745	0	(1,745)
<b>Payments for Capital Acquisitions</b>	<b>26,229,317</b>	<b>27,032,208</b>	<b>1,107,284</b>	<b>314,680</b>	<b>(792,604)</b>
Right of use assets	0	0	0	0	0
<b>Total Capital Acquisitions</b>	<b>26,229,317</b>	<b>27,032,208</b>	<b>1,107,284</b>	<b>314,680</b>	<b>(792,604)</b>
<b>Capital Acquisitions Funded By:</b>					
	\$	\$	\$	\$	\$
Capital grants and contributions	17,515,755	17,975,755	47,000	0	(47,000)
Disposal of Assets	943,425	453,425	80,000	29,905	(50,095)
Cash Backed Reserves	8,684,361	19,141,609	0	0	0
Municipal Funds	(914,224)	(10,538,581)	980,284	284,775	(695,509)
<b>Capital funding total</b>	<b>26,229,317</b>	<b>27,032,208</b>	<b>1,107,284</b>	<b>314,680</b>	<b>(792,604)</b>

























#### SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

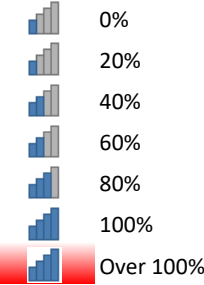
Capital Expenditure			Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance	Comments
			\$	\$	\$	\$	\$	
Buildings								
	15030	Recquatic Front Counter - Automated Gates	90,000	90,000	0	0	0	
	14003	Kwinana South VBFB Station Extensions - Meeting/Training Room,	699,600	699,600	0	0	0	
	15023	Sloans Heritage (Caretaker) Cottage Accessibility Works	44,000	44,000	0	0	0	
	14002	Kwinana South VBFB - Additional work	25,000	25,000	0	0	0	
	15002	Administration Building - New / Upgrade	50,000	132,500	2,381	175	(2,206)	Additional \$165k carried forward from FY21.
	15002	Administration Building - Renewal	50,000	132,500	2,381	175	(2,206)	
	15004	Building & Parks Contingency	100,000	100,000	0	0	0	
	15014	DCA 9 - Local Sports Ground Clubroom - Honeywood	3,718,203	3,718,203	309,850	0	(309,850)	
	15029	Operations Centre Extension - New / Upgrade	578,947	578,947	28,947	0	(28,947)	
	15029	Operations Centre Extension - Renewal	578,947	578,947	28,947	0	(28,947)	
	15005	Building Renewals - 18 Maydwell Way - window screens	4,988	4,988	238	0	(238)	
	15006	Building Renewals - Administration Building - fire alarm sensors	12,968	12,968	618	0	(618)	
	15008	Building Renewals - asbestos removal Bright Futures	6,983	6,983	3,658	0	(3,658)	
	15007	Building Renewals - Administration Building - front counter window tint	5,985	5,985	285	0	(285)	
	15010	Building Renewals - asbestos removal 156 Medina Avenue	12,469	12,469	594	0	(594)	
	15012	Building Renewals - Business Incubator - security screens	14,963	14,963	713	0	(713)	
	15013	Building Renewals - Business Incubator - ablutions renovation	24,938	24,938	1,188	0	(1,188)	
	15009	Building Renewals - Bright Futures Family Day Care Office - AC units	7,980	7,980	380	0	(380)	
	15015	Building Renewals - John Wellard Community Centre - creche softfall	24,938	24,938	1,188	0	(1,188)	
	15033	Building Renewals - Recquatic Centre - stadium floor strip and seal	12,469	12,469	594	0	(594)	
	15034	Building Renewals - Recquatic Centre - mechanical	59,850	59,850	2,850	0	(2,850)	
	15035	Building Renewals - Recquatic Centre - emergency exit doors	13,466	13,466	641	0	(641)	
	15037	Building Renewals - Senior Citizens Centre	39,900	39,900	1,900	0	(1,900)	
	15016	Building Renewals - Sloan Heritage House (1950's) - external repairs	14,963	14,963	713	0	(713)	
	15017	Building Renewals - Sloan Cottage - renewal and accessibility works	49,875	49,875	2,375	0	(2,375)	
	15018	Building Renewals - Smirks Cottage Museum - drainage	9,975	9,975	5,225	0	(5,225)	
	15019	Building Renewals - Tennis Club	9,975	9,975	475	0	(475)	
	15020	Building Renewals - Wandi Schoolrooms	14,963	14,963	713	0	(713)	
	15021	Building Renewals - Wheatfield Cottage	49,875	49,875	2,375	0	(2,375)	
	15022	Building Renewals - Koorliny Arts Centre	34,913	34,913	1,663	0	(1,663)	
	15024	Darius Wells Library and Resource Centre - Electrical Works	80,000	80,000	0	0	0	LRCI Round 2
	15025	Darius Wells Library and Resource Centre - Ken Jackman hall flooring	45,000	45,000	0	0	0	LRCI Round 2
	15026	John Wellard Community Centre - Repair solar panels connection to	10,000	10,000	0	0	0	LRCI Round 2
	15027	Koorliny Community Arts Centre - Air conditioner and exhaust fan	8,500	8,500	0	0	0	LRCI Round 2
	15031	Recquatic Centre - Front Admin east and Reception area - Air Conditioner	67,000	67,000	0	0	0	LRCI Round 2
	15038	Zone Youth Centre - repaint basketball court	30,000	30,000	0	0	0	LRCI Round 2
	15028	Thomas Oval Pavilion(Old) - Roof Restoration including gutters and downpipes	20,000	20,000	0	0	0	LRCI Round 2
	15032	Recquatic Centre - Stadium Floor Replacement - Insurance claim reimbursement LGISWA: PR003004	38,065	38,065	0	0	0	
	13987	Recquatic Centre - Electrical works and rubber floor replacement	0	0	0	0	0	
	15036	Animal Care Facility Refurbishment	85,470	85,470	0	0	0	
	Buildings Total		6,745,168	6,910,168	400,892	350	(400,542)	

Capital Expenditure			Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance	Comments
			\$	\$	\$	\$	\$	
<b>Plant, Furniture and Equipment</b>								
<b>Furniture and Equipment</b>								
	15059	Furniture and Fittings Renewal	20,000	20,000	0	3,800	3,800	
	15207	Furniture - Councillors Lounge	0	35,000	6,818	17,713	10,895	Carried forward from FY21.
<b>Computing Equipment</b>								
	15042	CFWD City Website Redevelopment	22,909	46,000	0	0	0	Additional \$23k carry forward from FY21.
	15043	OneCouncil Implementation	1,385,000	1,385,000	115,417	164,910	49,493	
<b>Plant and Equipment</b>								
	15088	City Assist - Animal Enclosures	12,000	12,000	0	0	0	
	15089	Recquatic Equipment renewal - 25m pool stairs and trolley	30,000	30,000	0	0	0	
	15090	Recquatic Plant renewal	27,300	27,300	0	0	0	
	15091	Variable Message Sign - Fire & Emergency Services	35,000	35,000	0	0	0	
	15190	Plant Replacement P353	4,000	4,000	0	0	0	
	15092	Plant Replacement P438	5,000	5,000	0	0	0	
	15093	Plant Replacement P147	4,500	4,500	0	0	0	
	15094	Plant Replacement P260	60,000	60,000	0	0	0	
	15095	Plant Replacement P263	65,000	65,000	0	0	0	
	15096	Plant Replacement P446	240,000	240,000	0	0	0	
	15097	Plant Replacement P332	7,500	7,500	0	0	0	
	15098	Plant Replacement P419	36,500	36,500	0	0	0	
	15099	Plant Replacement P441	29,000	29,000	0	0	0	
	15100	Plant Replacement P442	100,000	100,000	0	0	0	
	15101	Plant Replacement P503	22,000	22,000	0	0	0	
	15102	Plant Replacement P530	6,000	6,000	0	0	0	
	15103	Plant Replacement P531	38,000	38,000	0	0	0	
	15104	Plant Replacement P532	6,500	6,500	0	0	0	
	15216	Plant Replacement P531	0	5,440	0	0	0	Carried forward from FY21.
	15217	Plant Replacement P114	0	14,750	0	0	0	Carried forward from FY21.
	15218	Plant Replacement P557	0	99,610	0	99,350	99,350	Carried forward from FY21.
<b>Motor Vehicles</b>								
	15107	Plant Replacement P495	41,500	41,500	0	0	0	
	15109	Plant Replacement P502	45,000	45,000	0	0	0	
	15110	Plant Replacement P512	41,000	41,000	0	0	0	
	15111	Plant Replacement P517	41,500	41,500	0	0	0	
	15114	Plant Replacement P522	41,000	41,000	0	0	0	
	15108	Plant Replacement P519	41,000	41,000	0	0	0	
	15112	Plant Replacement P524	41,500	41,500	0	0	0	
	15115	Plant Replacement P541	27,500	27,500	0	0	0	
	15117	Plant Replacement P543	27,500	27,500	0	0	0	
	15116	Plant Replacement P545	35,000	35,000	0	0	0	
	15118	Plant Replacement P548	27,500	27,500	0	0	0	
	15120	Plant Replacement P549	35,000	35,000	0	0	0	
	15121	Plant Replacement P550	35,000	35,000	0	0	0	
	15113	Plant Replacement P523	41,000	41,000	0	0	0	
<b>Plant, Furniture and Equipment Total</b>			<b>2,677,209</b>	<b>2,855,100</b>	<b>122,235</b>	<b>285,773</b>	<b>163,538</b>	

Capital Expenditure			Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance	Comments
			\$	\$	\$	\$	\$	
<b>Park and Reserves</b>								
	15061	Kwinana Loop Trail Upgrade	350,000	350,000	0	0	0	
	15062	Parks Upgrade Strategy - Ascot Park	160,000	160,000	44,545	0	(44,545)	
	15063	Public Open Space/Parks & Reserves Renewals	697,892	697,892	29,000	0	(29,000)	
	15064	Streetscape Strategy - Gilmore Ave	150,000	150,000	13,636	0	(13,636)	
	15065	Streetscape Strategy - Sulphur Road	70,000	70,000	6,364	0	(6,364)	
	15066	Urban Tree Planting - Sulphur Road	185,000	185,000	16,818	0	(16,818)	
	15221	Calista Oval Bike Track	0	350,000	0	0	0	
	15223	Bird Waterer for administration building grounds	0	0	0	3,390	3,390	
<b>Parks and Reserves Total</b>			<b>1,612,892</b>	<b>1,962,892</b>	<b>110,363</b>	<b>3,390</b>	<b>(106,973)</b>	
<b>Roads</b>								
<b>Urban Road Grant Construction</b>								
	15070	MRRG Road Renewals Gilmore Ave	450,836	450,836	40,985	0	(40,985)	
	15071	MRRG Road Renewals Wellard Road A	514,640	514,640	46,785	0	(46,785)	
	15072	MRRG Road Renewals Hope Valley	340,684	340,684	30,971	0	(30,971)	
<b>Black Spot Grant Construction</b>								
	15068	Wellard Road & Henley Boulevard Pre-deflection	470,000	470,000	42,727	0	(42,727)	
<b>Roads to Recovery Grant Construction</b>								
	15083	Roads to Recovery Westcott Road	480,000	480,000	43,636	0	(43,636)	
<b>DCA Funded Construction</b>								
	15069	DCA 3,4 - Thomas Road	9,009,930	9,009,930	0	0	0	
<b>LRCI Projects</b>								
	15079	LRCI Phase 2 Sicklemore Road	760,000	760,000	0	2,200	2,200	
	15080	LRCI Phase 2 Joiner Place	150,000	0	0	0	0	
	15081	LRCI Phase 2 Summerton Rd and Gilmore Ave Intersection crossing	50,000	50,000	0	22,967	22,967	
<b>Municipal Road Construction</b>								
	15073	Muni Funded Road Renewals Hefron Way	275,000	275,000	25,000	0	(25,000)	
	15074	Muni Funded Road Renewals Munday Way	205,000	205,000	18,636	0	(18,636)	
	15075	Muni Funded Road Renewals Derbal St	185,000	185,000	16,818	0	(16,818)	
	15076	Muni Funded Road Renewals Powel Ct	135,000	135,000	12,273	0	(12,273)	
	15077	Muni Funded Road Renewals Inglis Ct	135,000	135,000	12,273	0	(12,273)	
	15078	Muni Funded Road Renewals Dent Court	125,000	125,000	11,364	0	(11,364)	
	15082	Traffic Management Projects	100,000	100,000	9,091	0	(9,091)	
<b>Roads Total</b>			<b>13,386,090</b>	<b>13,236,090</b>	<b>310,559</b>	<b>25,167</b>	<b>(285,392)</b>	

Capital Expenditure			Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance	Comments
			\$	\$	\$	\$	\$	
<b>Street Lighting</b>								
	15084	Challenger Ave Street light construction - Warner to Bertram Road	135,000	135,000	0	0	0	
	15085	Street Lighting New	40,000	40,000	0	0	0	
	15086	Street Lighting Renewal per Asset Management Plan	19,192	19,192	1,745	0	(1,745)	
<b>Street Lighting Total</b>			<b>194,192</b>	<b>194,192</b>	<b>1,745</b>	<b>0</b>	<b>(1,745)</b>	
<b>Bus Shelter Construction</b>								
	15039	Bus Shelters - New	12,000	12,000	0	0	0	
	15040	Bus Shelters - Renewal	17,796	17,796	0	0	0	
<b>Bus Shelter Construction Total</b>			<b>29,796</b>	<b>29,796</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Footpath Construction</b>								
	15046	Footpath Renewals	109,669	109,669	19,970	0	(19,970)	
	15058	Gilmore Ave Shared path Construction - Thomas Rd to Chisham Ave	850,000	850,000	67,273	0	(67,273)	
	15047	LRCI Phase 2 - Hunt Place Footpath	35,000	35,000	0	0	0	
	15048	LRCI Phase 2 - Cowling Way Footpath	55,000	55,000	0	0	0	
	15049	LRCI phase 2 - Mulligan Way Footpath	55,000	55,000	0	0	0	
	15050	LRCI phase 2 - Napoleon Way Footpath	20,000	20,000	0	0	0	
	15051	LRCI phase 2 - Warrior Pass Footpath	25,000	25,000	0	0	0	
	15052	LRCI phase 2 - Tranby Way Footpath	30,000	30,000	0	0	0	
	15053	LRCI phase 2 - Ameer Cres Footpath	25,000	25,000	0	0	0	
	15054	LRCI phase 2 - Roach Place Footpath	25,000	25,000	25,000	0	(25,000)	
	15055	LRCI phase 2 - Sub N Drain Footpath	22,000	22,000	22,000	0	(22,000)	
	15057	LRCI phase 2 - Trusty Way West, Bertram - New 1.5m footpath construction	14,306	14,306	0	0	0	
	15209	LRCI phase 2 - Gamble Place Footpath	0	30,000	0	0	0	
	15210	LRCI phase 2 - Waddingham Way Footpath	0	60,000	0	0	0	
	15211	LRCI phase 2 - Pudney Place Footpath	0	20,000	0	0	0	
	15212	LRCI phase 2 - Joiner Place Footpath	0	150,000	0	0	0	
<b>Footpath Construction Total</b>			<b>1,265,975</b>	<b>1,525,975</b>	<b>134,243</b>	<b>0</b>	<b>(134,243)</b>	
<b>Drainage Construction</b>								
	15044	Tanson Road Drainage Upgrade	250,000	250,000	22,727	0	(22,727)	
	15045	Drainage Renewals per Asset Management Plan	18,278	18,278	0	0	0	
<b>Drainage Construction Total</b>			<b>268,278</b>	<b>268,278</b>	<b>22,727</b>	<b>0</b>	<b>(22,727)</b>	
<b>Car Park Construction</b>								
	15041	Car Park Renewal	49,717	49,717	4,520	0	(4,520)	
<b>Capital Expenditure Total</b>			<b>26,229,317</b>	<b>27,032,208</b>	<b>1,107,284</b>	<b>314,680</b>	<b>(792,604)</b>	

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



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2021**

**FINANCING ACTIVITIES  
NOTE 7  
BORROWINGS**

**Repayments - borrowings**

**Information on borrowings**

Particulars	Finalisation of Loan	1 July 2021	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Current Budget	Actual	Current Budget	Actual	Current Budget	Actual	Current Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Governance</b>										
Loan 99 - Administration Building Renovations	2024/25	474,796	0	0	0	107,976	474,796	366,820	0	31,413
<b>Education and welfare</b>										
Loan 96 - Youth Specific Space	2022/23	65,755	0	0	0	31,663	65,755.17	34,092	0	4,855
Loan 100 - Youth Specific Space	2027/28	1,136,128	0	0	0	140,713	1,136,128	995,415	0	59,110
<b>Recreation and culture</b>										
Loan 94 - Wellard Sports Pavilion	2021/22	56,126	0	0	0	56,126	56,126	0	0	2,841
Loan 95 - Orelia Oval Pavilion	2022/23	157,813	0	0	0	75,991	157,813	81,822	0	11,652
Loan 97 - Orelia Oval Pavilion Extension	2024/25	1,050,587	0	0	0	238,920	1,050,587	811,667	0	69,508
Loan 102 - Library & Resource Centre	2028/29	6,191,172	0	0	0	657,885	6,191,172	5,533,287	0	315,089
Loan 104 - Recquatic Refurbishment	2029/30	3,072,151	0	0	0	289,216	3,072,151	2,782,935	0	142,512
Loan 105 - Bertram Community Centre	2029/30	1,156,743	0	0	0	116,232	1,156,743	1,040,511	0	43,760
Loan 106 - Destination Park - Calista	2030/31	1,218,976	0	0	0	105,528	1,218,976	1,113,448	0	45,790
<b>Transport</b>										
Loan 98 - Streetscape Beautification	2024/25	640,975	0	0	0	145,768	640,975	495,207	0	42,417
Loan 101 - City Centre Redevelopment	2021/22*	2,500,000	0	0	0	2,500,000	2,500,000	0	0	0
Loan 101B - City Centre Redevelopment	TBA*	0	0	2,500,000	0	118,065	0	2,381,935	0	50,005
<b>B/Fwd Balance</b>		17,721,222	0	2,500,000	0	4,584,083	17,721,222	15,637,139	0	818,952
<b>Self supporting loans</b>										
<b>Recreation and culture</b>										
Loan 103B - Golf Club Refurbishment	2031/32	232,704	0	0	0	17,847	232,704	214,857	0	9,169
		232,704	0	0	0	17,847	232,704	214,857	0	9,169
**Share of SMRC Loan		425,520	0	0	0	0	425,520	425,520	0	0
<b>Total</b>		18,379,446	0	2,500,000	0	4,601,930	18,379,446	16,277,516	0	828,121
Current borrowings		4,601,930					2,527,450			
Non-current borrowings		13,777,516					15,851,996			
		18,379,446					18,379,446			

\*City Centre Redevelopment loan expected to be refinanced upon maturity in 2021/22.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2021**

**OPERATING ACTIVITIES**  
**NOTE 8**  
**CASH RESERVES**

**Cash backed reserve**

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual Closing Balance
<b>Municipal Reserves</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Aged Persons Units Reserve	772,744	3,768	0	189,193	0	(190,000)	0	775,705	772,744
Asset Management Reserve	5,338,440	63,740	0	1,824,777	0	(3,741,911)	0	3,485,046	5,338,440
Banksia Park Reserve	209,270	124	0	128,950	0	(90,000)	0	248,344	209,270
City Infrastructure Reserve	1,360,526	5,064	0	0	0	(404,418)	0	961,172	1,360,526
Community Services & Emergency Relief Reserve	334,163	1,720	247	0	0	(200,000)	0	135,883	334,410
Contiguous Local Authorities Group Reserve	278,785	1,356	0	23,840	0	(38,800)	0	265,181	278,784.56
Employee Leave Reserve	2,946,683	0	0	0	0	0	0	2,946,683	2,946,683
Employee Vacancy Reserve	502,648	2,544	0	0	0	0	0	505,192	502,648
Family Day Care Reserve	1,189,420	6,020	0	0	0	(64,186)	0	1,131,254	1,189,420
Golf Course Cottage Reserve	29,557	148	0	0	0	0	0	29,705	29,557
Golf Club Maintenance Reserve	8,895	44	0	5,004	0	(5,004)	0	8,939	8,895
Information Technology Reserve	2,546,176	10,680	0	80,000	80,000	(1,385,000)	0	1,251,856	2,626,176
Plant and Equipment Replacement Reserve	378,327	2,880	0	920,050	87,462	(882,257)	0	419,000	465,788
Public Art Reserve	29,900	152	0	0	0	0	0	30,052	29,900
Public Open Space Reserve	320,613	0	0	0	0	0	0	320,613	320,613
Refuse Reserve	5,524,521	0	0	0	0	(184,178)	0	5,340,343	5,524,521
Renewable Energy Efficiency Reserve	34,354	172	0	16,535	0	(9,035)	0	42,026	34,354
Restricted Grants & Contributions Reserve	2,873,940	0	0	85,000	85,000	(2,186,822)	(400,000)	772,118	2,558,940
Settlement Agreement Reserve	168,670	856	0	0	0	0	0	169,526	168,670
Strategic Property Reserve	0	0	0	512,000	0	0	0	512,000	0
Workers Compensation Reserve	324,699	732	0	0	0	0	0	325,431	324,699
<b>Sub-Total Municipal Reserves</b>	<b>25,172,330</b>	<b>100,000</b>	<b>247</b>	<b>3,785,349</b>	<b>252,462</b>	<b>(9,381,611)</b>	<b>(400,000)</b>	<b>19,676,068</b>	<b>25,025,039</b>
<b>Developer Contribution Reserves</b>									
DCA 1 - Hard Infrastructure - Bertram	986,515	5,652	0	500,000	0	(14,410)	0	1,477,757	986,515
DCA 2 - Hard Infrastructure - Wellard	1,720,913	9,012	0	50,000	0	(14,410)	0	1,765,515	1,720,913
DCA 3 - Hard Infrastructure - Casuarina	0	0	0	6,000,000	0	(5,535,695)	0	464,305	0
DCA 4 - Hard Infrastructure - Anketell	1,194,025	5,420	0	3,200,000	0	(3,503,055)	0	896,390	1,194,025
DCA 5 - Hard Infrastructure - Wandi	972,057	4,436	0	500,000	0	(14,410)	0	1,462,083	972,057
DCA 6 - Hard Infrastructure - Mandogalup	753,955	2,564	0	400,000	0	(14,410)	0	1,142,109	753,955
DCA 7 - Hard Infrastructure - Wellard West	52,703	224	0	5,000	0	(14,410)	0	43,517	52,703
DCA 8 - Soft Infrastructure - Mandogalup	1,418,990	5,876	0	200,000	0	(14,410)	0	1,610,456	1,418,990
DCA 9 - Soft Infrastructure - Wandi/Anketell	12,810,629	58,108	0	5,000	0	(3,332,613)	0	9,541,124	12,810,629
DCA 10 - Soft Infrastructure - Casuarina/Anketell	197,221	920	0	5,000	0	(14,410)	0	188,731	197,221
DCA 11 - Soft Infrastructure - Wellard East	6,478,479	29,020	0	5,000	0	(14,410)	0	6,498,089	6,478,479
DCA 12 - Soft Infrastructure - Wellard West	9,488,144	42,468	0	5,000	0	(14,410)	0	9,521,202	9,488,144
DCA 13 - Soft Infrastructure - Bertram	269,075	1,184	0	5,000	0	(14,410)	0	260,849	269,075
DCA 14 - Soft Infrastructure - Wellard/Leda	813,783	3,708	0	5,000	0	(14,410)	0	808,081	813,783
DCA 15 - Soft Infrastructure - City Site	306,909	1,408	0	5,000	0	(14,410)	0	298,907	306,909
<b>Sub-Total Developer Contribution Reserves</b>	<b>37,463,399</b>	<b>170,000</b>	<b>0</b>	<b>10,890,000</b>	<b>0</b>	<b>(12,544,283)</b>	<b>0</b>	<b>35,979,116</b>	<b>37,463,399</b>
<b>Total Reserves</b>	<b>62,635,729</b>	<b>270,000</b>	<b>247</b>	<b>14,675,349</b>	<b>252,462</b>	<b>(21,925,894)</b>	<b>(400,000)</b>	<b>55,655,184</b>	<b>62,488,437</b>

Operating grants, subsidies and contributions	Contract	Funds Held in	Current Budget	Budget	Actual	
Provider	Liability	Reserve	Revenue	YTD Revenue	YTD Revenue	Comments
	\$	\$	\$		\$	
<b>Governance</b>						
Local Government General Purpose Grant			994,876	0	0	Qtr 1 FY22 received June 2021.
Local Government General Purpose Grant - Roads			811,188	0	0	Qtr 1 FY22 received June 2021.
Non Rateable Property - Dampier to Bunbury Natural Gas Pipeline Corridor			175,000	0	0	
<b>Law, order, public safety</b>						
Department Fire and Emergency Services - ESL	0	0	191,030	0	0	
Department Fire and Emergency Services - ESL 2022	52,067	52,067	0	0	0	Qtr 1 FY22 received June 2021.
Mitigation Activity Fund Grant 20/21 Round 2	0	0	80,000	0	188,126	Round 1 received July 21.
<b>Health</b>						
Mosquito Management Contributions (CLAG)	0	0	21,840	1,820	1,105	
Department of Health - Larvicide	0	0	2,000	0	0	
<b>Education and welfare</b>						
Banksia Park Operating Cost Contribution	0	0	353,808	29,484	29,484	
Family Daycare - Mainstream Childcare Benefit Subsidy			2,640,000	220,000	231,582	
Family Daycare - Subsidy Other			0	0	0	
Family Daycare - Operational Subsidy - Dept of Communities NW04			0	0	0	
Family Daycare - Inclusion Subsidy Scheme			5,004	417	0	
In-Home Care - CCB Subsidy			900,000	75,000	89,983	
In-Home Care - Subsidy - Department of Communities			10,320	860	0	
Family Day Care Sustainability Grant	80,904	80,904	0	0	0	Unspent balance to be refunded.
NGALA My Time Program	0	0	10,560	2,640	3,344	
Operational Subsidy - Aboriginal Resource Worker			31,500	15,750	30,514	
Library Contributions and Donations			1,596	8	3	
Youth Social Justice Program	0	0	174,000	43,500	44,690	
Youth Leadership and Development LYRIK			30,000	0	364	
Youth Intervention Program			20,000	20,000	0	
Youth Spaces Activation			5,000	0	0	
CSIRO - Indigenous STEM awards event recognition			0	0	0	
<b>Community amenities</b>						
PTA Bus Shelter Subsidy			10,000	0	0	
SMCC - BP Coastcare			10,000	0	0	
SMCC - Tronox Adopt a Beach			5,000	5,000	0	
SMCC - Suez/ProAlliance Adopt a Beach			5,000	5,000	0	
Greening fund	23,201	23,201	23,200	0	0	
<b>Recreation and culture</b>						
Shared Use Agreements			127,500	0	60,319	
Every Club Funding - Dept. Gaming and Waging			30,000	30,000	30,000	
Good Things Foundation Grant - Get Online Week			1,000	1,000	0	
Event Sponsorship			60,000	0	0	
Community Development Fund - Kwinana Industries Council			40,000	0	0	
<b>Transport</b>						
Main Roads Annual Direct Grant			192,000	0	205,684	
Main Roads Street Light Subsidy			6,200	0	0	
Main Roads Maintenance Contribution			134,000	0	0	
<b>TOTALS</b>	<b>156,172</b>	<b>156,172</b>	<b>7,101,622</b>	<b>450,479</b>	<b>915,198</b>	

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2021

NOTE 10  
NON-OPERATING GRANTS AND CONTRIBUTIONS

Non-operating grants, subsidies and contributions Provider	Unspent Funding Liability	Funds Held in Reserve	Adopted Budget Revenue	Current Budget Revenue	Budget YTD Revenue	Actual YTD Revenue	Comments
	\$	\$		\$		\$	
<b>Law, order, public safety</b>							
Department Fire and Emergency Services - Kwinana South VBFB extensions	349,800	349,800	699,600	699,600	0	0	
<b>Recreation and culture</b>							
Honeywood Oval - Sports Ground Clubroom - Dept. Local Government	0	0	400,000	400,000	0	0	
Local Government Canopy Grant Program - WALGA - Sulphur Road Tree Planting	18,480	0	36,960	36,960	0	0	
Calista Oval Jnr Bike Rd Safety Track - Dept. Local Government	350,000	0	0	350,000	0	0	
Cash in lieu of Public Art	20,000	0	0	0	0	0	
<b>Local Roads and Community Infrastructure Program - Round 1</b>							
Sloan House (1950s)	41,155	41,155	44,000	44,000	0	0	
<b>Local Roads and Community Infrastructure Program - Round 2</b>							
Darius Wells Library - electrical works	40,000	40,000	80,000	80,000	0	0	
Darius Wells - Ken Jackman Hall flooring	22,500	22,500	45,000	45,000	0	0	
John Wellard Community Centre - Repair solar panel connections	5,000	5,000	10,000	10,000	0	0	
Koorliny Arts Centre - air conditioner replacement	4,250	4,250	8,500	8,500	0	0	
Thomas Oval Pavilion (old) roof restoration	10,000	10,000	20,000	20,000	0	0	
Recquatic Centre - front admin east and reception area airconditioner replacement	33,500	33,500	67,000	67,000	0	0	
Zone Youth Centre - repaint basketball court	15,000	0	30,000	30,000	0	0	
<b>Transport</b>							
Perth Bicycle Network LG Grant - Gilmore Avenue Shared Path Stage 1 Design	146,520	123,260	425,000	425,000	0	0	
Kwinana Loop Trail	0	0	175,000	175,000	0	0	
<b>Local Roads and Community Infrastructure Program - Round 2</b>							
Footpaths - Gamble Place, Orelia	15,000	15,000	30,000	30,000	0	0	
Footpaths - Joiner Place, Parmelia	15,000	15,000	30,000	180,000	0	0	
Footpaths - Hunt Place (with Cowling Way), Parmelia	10,000	10,000	20,000	35,000	0	0	
Footpaths - Cowling Way (with Hunt Place ), Parmelia	25,000	25,000	50,000	50,000	0	0	
Footpaths - Mulligan Way, Orelia	0	0	0	55,000	0	0	
Footpaths - Waddingham Way (formerly Porter Garden, Leda)	30,000	30,000	60,000	60,000	0	0	
Footpaths - Pudney Place, Orelia	10,000	10,000	20,000	20,000	0	0	
Footpaths - Napoleon Way, Bertram	8,000	8,000	16,000	16,000	0	0	
Footpaths - Warrior Pass, Bertram	9,000	9,000	18,000	18,000	0	0	
Footpaths - Tranby Way, Bertram	12,500	12,500	25,000	25,000	0	0	
Footpaths - Ameer Cres, Bertram	11,500	11,500	23,000	23,000	0	0	
Footpaths - Trusty Way West, Bertram	7,153	7,153	14,306	14,306	0	0	
Footpaths - Roach Place	5,000	10,000	0	25,000	25,000	0	
Footpaths - Sub N Drain	15,000	14,750	0	15,000	22,000	0	
Roads - Sicklemore Road, Parmelia	430,000	430,000	760,000	760,000	0	0	
Roads - Joiner Place	15,000	0	150,000	0	0	0	
Roads - Summerton Road, Calista	22,500	21,646	50,000	50,000	0	0	
<b>Main Roads MRRG Funding</b>							
MRRG Road Renewals Gilmore Ave	0	0	300,557	300,557	0	0	
MRRG Road Renewals Wellard Road A	0	0	343,093	343,093	0	0	
MRRG Road Renewals Hope Valley	0	0	227,123	227,123	0	0	
<b>Roads to Recovery</b>							
Roads to Recovery Westcott Road	0	0	480,000	480,000	0	0	
<b>Blackspot</b>							
Blackspot -Wellard Road & Henley Boulevard Pre-Deflection	0	0	313,333	313,333	0	0	

Non-operating grants, subsidies and contributions Provider	Unspent Funding Liability	Funds Held in Reserve	Adopted Budget Revenue	Current Budget Revenue	Budget YTD Revenue	Actual YTD Revenue	Comments
	\$	\$		\$		\$	
Community amenities							
DCA 1 - Hard Infrastructure - Bertram	378,522	378,522	14,410	14,410	0	0	
DCA 2 - Hard Infrastructure - Wellard	1,427,235	1,427,235	14,410	14,410	0	0	
DCA 3 - Hard Infrastructure - Casuarina	0	0	5,535,695	5,535,695	0	0	
DCA 4 - Hard Infrastructure - Anketell	1,182,967	1,182,967	3,503,055	3,503,055	0	0	
DCA 5 - Hard Infrastructure - Wandi	1,499,723	596,075	14,410	14,410	0	0	
DCA 6 - Hard Infrastructure - Mandogalup	750,693	750,693	14,410	14,410	0	0	
DCA 7 - Hard Infrastructure - Mandogalup (west)	51,638	51,638	14,410	14,410	0	0	
DCA 8 - Soft Infrastructure - Mandogalup	1,408,580	1,408,580	14,410	14,410	0	0	Revenue is recognised upon meeting performance obligations (in-line with expenditure on DCA infrastructure).
DCA 9 - Soft Infrastructure - Wandi / Anketell	11,147,462	10,807,184	3,332,613	3,332,613	0	0	
DCA 10 - Soft Infrastructure - Casuarina/Anketell	186,550	186,550	14,410	14,410	0	0	
DCA 11 - Soft Infrastructure - Wellard East	5,712,220	5,712,220	14,410	14,410	0	0	
DCA 12 - Soft Infrastructure - Wellard West	8,254,521	8,254,521	14,410	14,410	0	0	
DCA 13 - Soft Infrastructure - Bertram	174,169	174,169	14,410	14,410	0	0	
DCA 14 - Soft Infrastructure - Wellard / Leda	650,212	650,212	14,410	14,410	0	0	
DCA 15 - Soft Infrastructure - Townsite	325,797	325,797	14,410	14,410	0	0	
TOTALS	34,847,148	33,165,376	17,515,755	17,975,755	47,000	0	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2021**

**NOTE 11  
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:

<b>Description</b>	<b>Opening Balance 1 July 2021</b>	<b>Amount Received</b>	<b>Amount Paid</b>	<b>Closing Balance 31 Jul 2021</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
APU Security Bonds	21,434	0	0	<b>21,434</b>
Contiguous Local Authorities Group (CLAG)	5,161	0	0	<b>5,161</b>
Off Road Vehicles	0	0	0	<b>0</b>
Uncollected Vehicles	4,829	0	0	<b>4,829</b>
	<b>31,424</b>	<b>0</b>	<b>0</b>	<b>31,424</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2021**

**NOTE 12  
BUDGET VARIATIONS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

Date	Description	Increase / (Decrease) to Net Surplus	Amended Budget Running Balance
		\$	\$
<b>23/06/2021 Annual Budget adoption</b>		<b>0</b>	<b>0</b>
<b>14/07/2021 FY21 Carry Forward Projects</b>			
	Capital Expenditure - Buildings - Administration Building refurbishment	(165,000)	
	Brought forward surplus	165,000	<b>0</b>
	Capital Expenditure - Computing Infrastructure - City Website Project	(23,091)	
	Reserve Transfer - Restricted Grants and Contributions Reserve - City Website Project	23,091	<b>0</b>
	Capital Revenue - Sales Proceeds - Sale of P492- Fleet Vehicle	22,050	
	Reserve Transfer - Plant & Equipment Replacement Reserve	(22,050)	<b>0</b>
	Capital Expenditure - Plant & Equipment - Plant Replacement P531 - Toro Ride on Mower deck only	(5,440)	
	Reserve Transfer - Plant & Equipment Replacement Reserve	5,440	<b>0</b>
	Capital Expenditure - Plant & Equipment - Plant Replacement P114 - Tandem Axle Trailer	(14,750)	
	Capital Revenue - Sales Proceeds - Sale of P114 - Tandem Axle Tilt Trailer	2,000	
	Reserve Transfer - Plant & Equipment Replacement Reserve	12,750	<b>0</b>
	Capital Revenue - Sales Proceeds - Sale of P351 Mitsubishi Canter Truck	25,000	
	Reserve Transfer - Plant & Equipment Replacement Reserve	(25,000)	<b>0</b>
	Capital Expenditure - Plant & Equipment - Plant Replacement P557 - Mitsubishi Canter Truck	(99,610)	
	Capital Revenue - Sales Proceeds - Sale of P557 Mitsubishi Canter Truck	25,000	
	Reserve Transfer - Plant & Equipment Replacement Reserve	74,610	<b>0</b>
	Capital Revenue - Sales Proceeds - Sale of P223 Volvo Loader L70	80,000	
	Reserve Transfer - Plant & Equipment Replacement Reserve	(80,000)	<b>0</b>
<b>14/07/2021 Calista Oval Bike Track - State Government Grant</b>			
	Capital Expenditure - Reserve Development - Calista Oval Bike track	(350,000)	
	Non-Operating Grant - Other Liability - Department of Local Government, Sport and Cultural Industries	350,000	<b>0</b>
		<b>0</b>	



## KEY TERMS AND DESCRIPTIONS

### FOR THE PERIOD ENDED 31 JULY 2021

#### REVENUE

##### RATES

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

##### OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

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

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

##### REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

##### FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

##### SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

##### INTEREST EARNINGS

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

##### OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

##### PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

## NATURE OR TYPE DESCRIPTIONS

#### EXPENSES

##### EMPLOYEE COSTS

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

##### MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

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

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

##### INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

##### LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

##### DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

##### INTEREST EXPENSES

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

##### OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

### 18.3 Accounts for payment for the month ended 31 July 2021

#### SUMMARY:

The purpose of this report is to present to Council a list of accounts paid under delegated authority for the month ended 31 July 2021, as required by the *Local Government (Financial Management) Regulations 1996*.

#### OFFICER RECOMMENDATION:

##### That Council:

1. **Accepts the list of accounts, totalling \$6,121,542.92, paid under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* for the period ended 31 July 2021, as detailed within Attachment A.**
2. **Accepts the detailed transaction listing of credit card expenditure paid for the period ended 31 July 2021, as detailed 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.

<b>Payment Type</b>	<b>Amount (\$)</b>
Automatic Payment Deductions	\$ 80,126.44
Cheque Payments #201059 to #201064	\$ 36,770.50
EFT Payments #4220 to #4231	\$ 4,680,302.28
Payroll Payments 11/07/21 and 25/07/21 and Interim Payroll Payments 04/07/21 and 11/07/21	\$ 1,324,343.70
<b>Total Attachment A</b>	<b>\$ 6,121,542.92</b>

Contained within Attachment B is a detailed transaction listing of credit card expenditure paid for the period ended 31 July 2021. This amount is included within the total payments, listed above.

#### 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 —*

**18.3 ACCOUNTS FOR PAYMENT FOR THE MONTH ENDED 31 JULY 2021**

- (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.

**ASSET MANAGEMENT IMPLICATIONS:**

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

**ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS:**

There are no implications on any determinants of health 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	Visionary leadership dedicated to acting for its community	5.1 Model accountable and ethical governance, strengthening trust with the community.

**18.3 ACCOUNTS FOR PAYMENT FOR THE MONTH ENDED 31 JULY 2021**

**COMMUNITY ENGAGEMENT:**

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

# Payment Listing

Payments made between 01/07/2021 and 31/07/2021

Payee	Invoice	Description	Amount
<b>Automatic Deductions</b>			
Go Go On-Hold Pty Ltd	00049773	Messages on hold services July 2021	198.00
Commonwealth Bank	020721A	Credit card Functions Officer to 020721	2,363.37
Commonwealth Bank	020721B	Credit card Executive Assistant to 020721	681.93
Commonwealth Bank	020721C	Credit card Manager Economic Development and Advocacy to 020721	573.00
Commonwealth Bank	020721D	Credit card Director City Development to 020721	30.50
Commonwealth Bank	020721E	Credit card Manager Customer and Communications to 020721	3,070.69
Commonwealth Bank	020721F	Credit card Director City Infrastructure to 020721	2,276.57
Commonwealth Bank	020721G	Credit card Chief Executive Officer to 020721	787.15
Commonwealth Bank	020721H	Credit card Director City Life to 020721	4,677.14
Commonwealth Bank	020721I	Credit card Rates Coordinator to 020721	743.40
Commonwealth Bank	020721J	Credit card Manager Human Resources to 020721	6,758.07
BP Australia Pty Ltd	11640351	Fleet Fuel 010621 to 300621	14,089.56
Windcave Pty Ltd	1740722	Monthly service fees Library	104.50
Ampol Australia Petroleum Pty Ltd	0301954966	Fleet Fuel 010621 to 300621	7,612.25
iinet Technologies Pty Ltd	127290607	Monthly internet charges various	589.93
Fines Enforcement Registry	27897256	Lodgement fee for infringements	159.00
Dell Financial Services Pty Ltd	5400066175	Dell hardware fleet 010421 to 300621	34,802.42
Wright Express Australia Pty Ltd	68A	Fleet Fuel 010621 to 300621	408.99
iinet Technologies Pty Ltd	712754145	Monthly internet charges Bertram Community Centre	79.99
TPG Internet Pty Ltd	I267585645	Kwinana South Station internet connection	59.99
TPG Internet Pty Ltd	I268002629	Mandogalup Station internet connection	59.99
<b>Total Automatic Deductions</b>			<b>-80,126.44</b>
<b>Cheques</b>			
City Of Kwinana - Pay Cash	300621 - Admin	Petty cash recoup to 300621 Admin	242.35
	160621 - Depot	Petty cash recoup to 160621 Depot	100.75
	300621 - Depot	Petty cash recoup to 300621 Depot	83.60
	300621 - Library	Petty cash recoup to 300621 Library	95.05
	300621 - Health	Petty cash recoup to 300621 Health	46.50
Department of Communities	INV-183390-V7T1X	Bright Futures annual fee 2021/2022	422.00
City Of Kwinana - Pay Cash	300621 - FDC	Petty cash recoup to 300621 Bright Futures	253.70
	300621 - Village	Petty cash recoup to 300621 Village	110.00
Transport Department of	B9816A-21/22	Fleet Registration Annual to 31 July 2022	35,247.95
City Of Kwinana - Pay Cash	260721 - Village	Petty cash recoup to 210721 Retirement Village	168.60
<b>Total Cheques</b>			<b>-36,770.50</b>
<b>EFT</b>			
EFT TRANSFER: - 07/07/2021			48,986.80
Bright Futures Family Day Care - Pa	280621 to 040721	FDC Payroll 280621 to 040721	34,555.19
Bright Futures In Home Care - Payro	280621 to 040721	IHC Payroll 280621 to 040721	14,431.61
EFT TRANSFER: - 08/07/2021			736,069.61

# Payment Listing

Payments made between 01/07/2021 and 31/07/2021

Payee	Invoice	Description	Amount
Powerlyt	INV2226	Djilba View lighting redesign	1,771.00
Nilfisk Pty Ltd	PSVI022916	Nilfisk repairs at the Recquatic	546.15
Canon Production Printing Australia	INV-4611	Colorwave 3500 scanner charges June 21	288.75
	INV-3066	Colorwave 3500 scanner charges May 21	288.75
Tauss and Associates Biodiversity	210625	Flora survey and vegetation survey	9,330.00
Shred-X Pty Ltd	01638930	Exchange and destroy secure document bins	60.72
RSPCA WA Inc	Lyrik Donation21	Donation on behalf of 2021 Lyrik award winners	50.00
Summers Consulting	INV-947	Mosquito monitoring 290421	1,406.90
	INV-963	Mosquito monitoring 130621	1,918.40
Alex Krsnik	SQ21099	Streetscape and maintenance Dunrobin Ave	660.00
	SQ21109	Kirkus Road sumps brushcut/litter pick up	330.00
	SQ21100	Repair roundabout Summerton Ave	165.00
	SQ21101	Streetscape garden maintenance Lee Road	990.00
	SQ21104	City Centre litter collection June 21	3,190.00
	SQ21103	Roundabout garden maintenance June 21	3,621.00
	SQ21105	Streetscape garden maintenance June 21	2,112.00
Wheelie Clean	8958	Rubbish bin clean for Admin Building	267.52
	8957	Rubbish bin clean for Darius Wells	369.38
Living Turf	69232/01	Soil testing Epidote Park	489.50
Ivy Penny	30June21	Reimbursement of various expenses for workshops	241.97
The Salvation Army WA Division	Lyrik Donation21	Donation on behalf of 2021 Lyrik award winners	100.00
The Lucy Saw Centre	Lyrik Donation21	Donation on behalf of 2021 Lyrik award winners	50.00
AHA Consulting Pty Ltd	3093	Additional hours for Development Engagement Policy	4,840.00
	3092	Community Engagement framework review	6,050.00
Netstar Australia Pty Ltd	118549	EZ subscription advanced website fee	6,829.68
Matchbox Mandurah	21-00147319	Items for the Darius Wells Resource Centre	715.50
Ecoburbia	280621	Living Smart Course	5,498.90
Turf Care WA Pty Ltd	INV-3310	Renovation and spraying at Epidote Park	3,598.54
	INV-3309	Renovation and spraying Price Regent Park	3,904.78
IWI Tapu Perth Ltd	29June21	Cancellation of hire on 290621 Alf Lydon Room	23.30
Travis Hayto Photography	00002292	2021 Lyrik Awards photography	682.00
SoundPack Solutions Pty Ltd	INV-14928	DVD's and cases for Library	543.68
R U OK? Limited	Lyrik Donation21	Donation on behalf of 2021 Lyrik award winners	100.00
Hydroquip Pumps	INV-42488	Bore and pump inspection reports	17,600.00
	INV-42489	Repairs to pumps Newstead Park and Rutherford	9,586.50
Golden Gateway Developments Pty Ltd	1.1	Rates Refund	751.46
Building Lines	INV-2106075	Building Permit Assessment Mandogalup	209.00
	INV-2106077	Building Permit Assessment Wellard	209.00
	INV-2106078	Building Permit Assessment Wandi	209.00
	INV-2106074	Building Permit Assessment Wellard	209.00
	INV-2106079	Building Permit Assessment Wellard	209.00
	INV-2106080	Building Permit Assessment Wellard	209.00
	INV-2106076	Building Permit Assessment Wellard	209.00
Julia Kay Wallis	2020-2021-012	Production of 5 oral history transcripts	520.00
Omac Enterprises Pty LTD t/as Total	894179	Staff uniforms	646.00
	895313	Staff uniforms	986.58
Jo Art House	ZJ9619131	Consultation Honorarium	150.00
George H Lilley Regalia	SI-00643698	Mayoral chain and pendant	12,411.30
Time Booksellers	47577	Town of Cockburn Centenary Year 1971 book	25.00



# Payment Listing

Payments made between 01/07/2021 and 31/07/2021

Payee	Invoice	Description	Amount
Chloe Louise Johnston	30June2021	Annual PIA registration as per contract	500.00
KPC Investments Pty Ltd	24June2021	Local commercial support grant funding	1,100.00
Burson Automotive Pty Ltd	114713740	Battery terminal for workshop	432.30
Mackie Plumbing and Gas Pty Ltd	I99145	Banksia 23 shower head	150.96
	I99142	Banksia V60 re-connect oven	173.03
Premier & Cabinet Department of	1000815	Basis of rates	108.15
CPR Building & Approval Services	IV1691	Building Permit assessments	1,520.00
As Clean As A Whistle	00000737	Banksia Clubhouse and Office cleaning June 21	819.50
Australian HVAC Services Pty Ltd	61903	Inspect air con in Administration Building	448.25
	61906	Investigate air con at John Wellard Centre	1,758.14
	61861	Air conditioning monthly monitoring	4,318.60
	61649	Air conditioning monthly monitoring	4,318.60
	61867	Replace fan in air con at Recquatic	1,039.94
Royal Life Saving Society	143257	Home pool barrier inspections June 21	2,640.00
	141231	Swim and survive rash vests for Recquatic	955.00
	1886890	Refund bond on Wisteria Room	300.00
Infocouncil Pty Ltd	INFO-2021296	Base implementation fee	39,219.40
Online Social Butterfly	IV00004604	Consultation Honorarium	165.00
Lavish Art & Comms	2018	Art consulting May to June 2021	990.00
	2019	Art consulting June 2021	1,980.00
Maria Evina	1872818	Refund bond on Tuart Room	1,000.00
Octagon Lifts Pty Ltd	51807	Lift servicing at various facilities	5,072.10
Steve Hensby	130698	Performance for June lounge series	200.00
Kwinana Senior Citizens	00001	Supply of afternoon tea for Free Range Kids panel	50.00
Anna Kelly	210606	Stencil Workshop and cancellation fee	240.00
	210605	Cancellation fees for Bertram and Wellard Park	160.00
Satellite Security Services	IV011673	Office card reader for Darius Wells	1,864.61
	IV011600	Replace sensor at Adventure Park public toilets	1,201.29
	IV011601	Inspect alarm fault at John Wellard Centre	137.50
	IV011602	Install sensor at Kwinana Adventure Park	340.45
	IV011639	Remote access to Margaret Feilman Centre alarm	50.00
	IV011522	Replace alarm battery Darius Wells	302.30
	IV011527	Remote downloading to Depot alarm	50.00
	IV011593	Investigate alarm fault Bertram Community Centre	347.60
	IV011596	Investigate alarm fault Fiona Harris Pavilion	110.00
Picnic Tables Hire	PTH1064	Hire of tables for Bertram Community Centre	1,700.00
	PTH1062	Hire of tables for Bertram Community Centre	2,145.00
Perth Observatory Volunteer Group I	INV21-23901	Astronomy night for Chisham Square	637.80
Alyce Bonnie Brewis	25June2021	Storage tubs for events	60.00
Kadeklerk Photography	010721	Cancellation fee for event 010721	237.50
	290621	Cancellation fee for Naidoc Week photography	752.50
Little Design Group Pty Ltd T/As Fu	2140	Custom artwork promoting City of Kwinana	5,280.00
Carlisle Events Hire Pty Ltd	14776	Office furniture for Lyrik Awards	275.00
Shenton Enterprises Pty Ltd	179702	Clips for dolphin pool cleaner at Recquatic	44.57
Sarah Moore Wellness	2181	Staff nutrition presentation	385.00
K & S Catering	25June2021	Catering for Business After Hours meeting	720.00
WG Outdoor Life	113005	Bench rhodes for William Bertram Activation	610.50
Sharon Marshall-Curtis	CK003A	Aqua group fitness instructor for Recquatic	294.85

# Payment Listing

Payments made between 01/07/2021 and 31/07/2021

Payee	Invoice	Description	Amount
Heroes Framing and Memorabilia	INV-4884	OMG Fringe frames for sponsors shirts	610.00
Picturesque Wedding Gardens	113	Consultation Honorarium	150.00
Plus Fitness Bertram	IV00000000105	Consultation Honorarium	165.00
Krietviti Natural Handmade Artisan	1	Consultation Honorarium	150.00
Daimler Trucks Perth	6225477D	Dosing module for exhaust for DPF	2,540.55
Mark Turner	777	Lounge Series sessions at various Centres	220.00
Annette Carmichael Projects	386	Chorus 2022 sponsorship contribution	22,000.00
Katie McMahon Music	30June21	Musician for Business After hours 240621	200.00
The Purple VA / VOA Perth	INV-0153	Consultation Honorarium	150.00
Shop for Shops	783898	Self-checkout kiosk counters and computer desks for Library	2,693.60
Natural Medicine Care	2101	Consultation Honorarium	150.00
Yashraj Singh	24June21	Co-winner of Kwinana Inspires photo comp	200.00
Karen Sztor	24June21	Co-winner of Kwinana Inspires photo comp	200.00
Safety Culture Pty Ltd	IN0003337	Annual licences for Health Department	4,303.20
Bernon Espina Lazalita	Refund	Refund 63642 BP20/1139	61.65
Cielo Edwards	11June21	Placemaking grant for community projects	500.00
Marisa Wilkinson	1880514	Refund bond on Boronia Room	300.00
Peel District of Alcohol Anonymous	1878591	Refund bond on Ken Jackman Hall	300.00
Joelle Tze Yen Lee	1880514	Refund bond on Isabella Corker Wing	1,000.00
Raevenna Pomay-O	1878608	Refund bond on Ken Jackman Hall	200.00
Gordana Douglas	1.1	Rates Refund	2,086.74
Prvoslav Ristanovic	1.1	Rates Refund	1,473.94
BMJ Installations	28 June 2021	Refund of BSL BP2020/1007	61.65
Lyn Coomer	29June2021	Placemaking grant	500.00
Kunjal Shan	05July2021	Cancellation of hire on 030721 Ken Jackman Hall	84.60
	1887835	Refund bond on Ken Jackman Hall	300.00
Barrier Reef Pools T/A Factory Pool	BP2020/527	Cancelled application BP2020/527	61.65
Toll Transport Pty Ltd	1124030	Courier charges 250621	36.86
	0422-T221490	Courier charges 210621	13.05
Trisley's Hydraulic Services Pty Lt	100203503	Washers for chlorine gas changeovers	220.00
WA Limestone Co	BY5695/01	Road construction materials Beacham St	1,963.09
Western Australian Local Government	I3087565	Community disaster recovery for Local Government	578.00
	I3087564	Emergency management for Local Government	578.00
Wandi Progress Association Inc.	95	Catering for community planting 270621	106.59
Water Corporation of Western Austra	9022594998Jun21	570U Honeywood Oval drink fountain	1,471.17
Westbooks	321935	Books as per customer requests for Library	1,035.20
	322822	Books as per customer requests for Library	176.23
	322817	Books as per customer requests for Library	13.31
	32280	Books as per customer requests for Library	36.76
	322815	Library books for YA collection	36.23
	322818	Books as per customer requests for Library	14.02
	322816	Books as per customer requests for Library	22.19
	322819	Books as per customer requests for Library	28.65
Kyocera Document Solutions Australi	90256144	Copy costs June Incubator IT	180.17
	90256145	Copy costs June Library Staff	198.70
	90256146	Copy costs June Zone Multimedia	39.15
	90256147	Copy costs June Darius Community Centre	62.34

# Payment Listing

Payments made between 01/07/2021 and 31/07/2021

Payee	Invoice	Description	Amount
	90256148	Copy costs June The Zone staff	72.86
	90256149	Copy costs June Admin Planning	290.08
	90256150	Copy costs June Admin Governance	207.01
	90256151	Copy costs June Family Day Care	75.26
	90256152	Copy costs June Depot Admin	65.24
	90256153	Copy costs June Admin Finance	237.91
	90256154	Copy costs June Admin CSO	76.42
	90256155	Copy costs June Recquatic Centre	432.78
	90256156	Copy costs June Library Public	62.94
	90256157	Copy costs June Depot Demountable	96.11
	90256158	Copy costs June Admin Records	207.56
	90256159	Copy costs June John Wellard Centre	32.13
	90256143	Copy costs June City Leadership Team	104.32
	90256160	Copy costs June William Bertram Centre Public	39.33
	90256161	Copy costs June Banksia Park Village	98.85
	90256162	Copy costs June Darius downstairs Reception	32.42
	90256163	Copy costs June Zone downstairs	40.47
	90256164	Copy costs June Darius Wells Library	32.14
	90256165	Copy costs June John Wellard Centre Staff	30.91
	90256166	Copy costs June William Bertram Centre	48.46
	90256167	Copy costs June Depot Mechanics	12.58
	90256168	Copy costs June Creche	28.50
Arteil	00078701	6 x Arteil Gryphon MK1 chairs	2,541.00
	00078852	Gryphon office chair	1,694.00
Host Direct	I266669	Replacement of urns at Community Centres	1,183.60
Australian Native Nurseries Group	00001708	Seedling mixed tubestock	6,603.00
Dell Australia Pty Ltd	2410298839	1x battery replacement for laptop	81.70
	2410308077	1x battery replacement for laptop	81.70
Snap Printing Rockingham	F144-179505	27 x emergency books A4	605.00
Beaver Tree Services Aust Pty Ltd	78365	Tree watering additional sites	1,370.60
	78308	Tree watering Sulphur Road	11,237.92
	78283	Western Power clearance Orelia Ave	1,414.30
	78271	General vegetation clearance Barker Road	2,500.99
	78285	General vegetation clearance Citywide	14,349.19
	78284	Stump removal various areas	1,292.59
	77913	Tree watering various locations May 21	416.31
	78186	Tree watering various locations Apr 21	4,083.54
	78187	Tree watering various locations May 21	4,083.54
	78106	Tree watering various locations June 21	416.31
Asbestos Masters WA	3484	Asbestos removal Clementis Way	18,150.00
	3491	Asbestos removal Wellard	440.00
Synergy	334820750Jun21	Shop 24/40 Meares Ave	368.71
	144348440Jun21	255U Bore Sutherland Parade	187.57
	151027420Jun21	157U Brandon Mews Reserve	159.43
	200144210Jun21	231U Sloan Caretakers Cottage	18.98
	228715140Jun21	500U Streetscapes Wellard Village/Pimlico Gardens	208.18
	488212530Jun21	305U Chisham Oval	251.49
	809178030Jun21	98U Warner Road sump	142.49
	786264020Jun21	406U Bore Sutherland/Chisham	262.57
	618835230Jun21	0U Sloan Caretakers Cottage old bore	114.37
	832505320Jun21	648U Ascot Park	294.91
	126641430Jun21	1518U Carpark Robbos Place	479.56
	254890320Jun21	8U Rushbrooke Park BBQs	114.83
	254890650Jun21	27U Malden Park BBQs	120.29
	334678810Jun21	0U Shop 23/40 Meares Ave	114.37

# Payment Listing

Payments made between 01/07/2021 and 31/07/2021

Payee	Invoice	Description	Amount
	479742820Jun21	46U Bore Parmelia verge	109.49
	829280210Jun21	1470U Street lights Chisham Ave	508.74
	821437900Jun21	2U POS lighting near Wellard Village	114.94
	846031050Jun21	513U Street lights The Strand	261.64
	882174540Jun21	2U The Strand POS lighting	114.94
	114826050Jun21	289U Industrial streetscapes Kwinana Beach	247.21
	201352990Jun21	117U Newstead Park	229.76
	316580380Jun21	2918U Medina Oval lighting	946.51
	332324250Jun21	16U Hewison Park BBQs	113.44
	544003140Jun21	321U Wellard Road verge	241.90
	704953470Jun21	214U Barney Court	170.27
	705629830Jun21	422U Bournan Heights Reserve	229.98
	824098750Jun21	230U Thomas Road entry	174.86
Oakford Stockfeeds	373484	Purchase of tags for livestock	90.80
Prestige Catering & Event Hire	INV-2833	Catering 230621	460.00
	INV-2835	Citizenship Ceremony catering	1,120.00
	INV-2858	Citizenship Ceremony catering	1,640.00
Bunnings Building Supplies	2163/01662438	Various hardware items Natural Environment Team	616.94
	2163/01120466	Storage and equipment	63.12
	2163/01121025	Terrarium kits and equipment for The Zone	216.02
Technology One Limited	200494	OneCouncil implementation project management time	3,740.00
	200493	OneCouncil implementation project management time	4,331.25
	200492	OneCouncil implementation project management time	68.75
	200491	OneCouncil implementation project management time	26,950.00
	200496	OneCouncil implementation project management time	1,870.00
	200497	OneCouncil implementation project management time	4,400.00
	200495	OneCouncil implementation project management time	3,740.00
Timothy Paul Kelly	236989	Didgeridoo performance for Lyrik Awards	600.00
Natural Area Holdings P/L t/as Natu	00015681	Maintenance works at Peel sub drain	2,475.00
	00015674	Weed control May to June 2021	30,188.82
Wilson Security Pty Ltd	W00278923	Village mobile security patrols June 21	879.45
Rebel Sport Ltd	066101107520	Mesh ball bag for Youth and Community	29.98
Downer EDI Works Pty Ltd	6010995	Asphalt 7mm Gran AC50B	572.14
Super Bowl Melville	PF001931	Youth group excursion	198.00
Outsource Business Support Solution	00001745	Temp staff 280621	1,234.20
Marketforce Pty Ltd	39302	Naidoc Week event schedule advertising	1,084.16
	39301	Subscription for Retirement Village	1,012.00
	39304	Tender advert West Australian 290521	738.05
Bertram Primary School	9409	Placemaking grant Trusty Way	500.00
Ventura Home Group Pty Ltd	Refund	Refund Inv 63240 VP20/342	408.00
West Coast Shade	00011186	Install shade sails at various sites	6,677.00
Western Maze Pty Ltd	00001316	Green waste collection area 3	20,678.23
	00001321	Green waste collection area 3	439.32
BullAnt Security Pty	10209814	Supply 4 lockwood keys to Darius Wells	129.12
	10210326	Secure rear door Medina Hall	237.50
Residential Building WA Pty Ltd	28June2021	Refund of BSL and Commission	339.84
HECS Fire	00076040	Alarm call out and reset at The Zone	418.00
	00074016	Alarm call out to Darius Wells Centre	528.00
ADH Fencing	00005568	Repairs to fence at City Operations Depot	275.00
	00005571	Repairs to fence Animal Management Facility	275.00
MRP General Pest/Termite Division 4	100476	Treatment of termites Feilman Drive Leda	195.00

# Payment Listing

Payments made between 01/07/2021 and 31/07/2021

Payee	Invoice	Description	Amount
	100922	Pest control at Kwinana Adventure Park	285.00
Winc Australia Pty Ltd	9036271625	Stationery items for Administration Building	106.87
	9036371856	Stationery items for Administration Building	17.48
	9036267009	Stationery items for Administration Building	10.58
	9036008880	Stationery for Procurement	5.65
Advanced Traffic Management (WA) Pt	00147255	Traffic management Gilmore Ave	4,480.42
	00147501	Traffic management Mulligan Way	6,265.13
	00147504	Traffic management Runnymede Gate & Meares Ave	3,398.87
	00147257	Traffic management Beacham Crescent	1,293.58
	00146679	Traffic management Beacham Crescent	1,796.65
Kennards Hire Rockingham - Generato	22734772	Pedestrian roller hire Leda	142.34
LD Total	113738	Landscape maintenance Wincanton Chase	2,718.10
	113794	Landscape maintenance Honeywood Playground	2,409.00
	113743	Landscape maintenance Runnymede Gate	2,356.20
	113740	Landscape maintenance Action Park	1,285.20
	113739	Landscape maintenance Wellard Town Centre	1,245.42
	113742	Landscape maintenance Rushbrooke Park	5,890.50
ED Property Services	00001824	Banksia V60 replace damaged kitchen bench tops	3,850.00
Fence Hire WA	25922	Temporary fencing for Gemstone Park	367.20
JB Hi-Fi Rockingham	503239842-100	Replacement of vacuums at Community Centres	4,193.00
	503242582-100	Games for The Zone activities	107.00
Spotlight Pty Ltd	006502267704	Craft items for The Zone activities	404.00
	006502267726	Craft items for The Zone activities	21.00
	006502267728	Creative Space items for The Zone	26.00
	006502267703	Items for activities at The Zone	290.60
	006502267702	Craft items for The Zone activities	399.40
	006502267727	Creative Space equipment for The Zone	145.60
	006502267701	Craft items for The Zone activities	456.00
	006502267729	Craft items for The Zone activities	19.00
	006502267725	Creative Space items for The Zone	475.25
Big W	176440	Laminating machine and pouches for certificates	160.00
	176447	Microwave for Facilities Department	99.00
	176453	Pack and items for Outreach patrols	941.14
Display Me	N0147535	Stationery for City Life	1,148.35
Quell Clean	0053940	Callistemon U65 vacate clean	190.00
PAV Sales & Installations	00208670	Outdoor speakers and upgrade to court PA at The Zone	9,549.72
Animal Pest Management Services	A-18314	Animal control at various sites	1,661.00
Educational Art Supplies Co	3511577	Stationery for Darius Wells Centre	438.90
Master Lock Service	00008007	Callistemon U17 replace broken gate lock	135.00
	00007939	Replacement toilet keys for Victory for Life	105.00
Totally Workwear Rockingham	RK36543.D1	Uniform for Emergency Services Team	178.20
Inclusive Building Consultants	00002934	Certificate of Design Compliance Gilmore Ave patio	275.00
Fire & Emergency Services, Dept of	30June21	ESL collections for June 2021 Option A	20,460.83
	31May21	ESL collections for May 2021 Option A	14,690.19
Accord Security Pty Ltd	00025863	Security access for pest control at Recquatic	110.00
	00025927	Cash handling services for June 21	704.00
Forpark Australia Pty Ltd	48093	Replace pommels at Thomas Kelly Playground	487.74
Plants & Garden Rentals	00016614	Plant hire Darius Wells Resource Centre June 21	176.00
Imagesource Digital Solutions	457868	Photographs printed from competition	1,639.00
	P420	Bertram Penguin Hunt activity sheets	434.50
	P403	Citizenship Ceremony bookmarks	467.50

# Payment Listing

Payments made between 01/07/2021 and 31/07/2021

Payee	Invoice	Description	Amount
	457808	Door decals for Recquatic	654.50
High Pressure Water Technology	00006472	Graffiti removal John Wellard Community Centre	3,960.00
	00006471	Pressure cleaning John Wellard Community Centre	1,980.00
	00006470	Bio clean at Medina Shed	3,300.00
Woolworths Group Limited	4158899	Items for Pamper Day program The Zone	50.00
	90921535	Items for Administration Building	506.90
	4158892	Unique As consumables	28.98
	4158898	Items for make a Splash	20.00
	4158900	Items for The Zone programs	225.90
	90925554	Items for Administration Building	93.20
	4139652	Animal food for Animal Management Facility	100.00
	4139651	Items for The Zone	213.70
	4135945	Laundry baskets for Swim School equipment storage	100.00
	91291509	Items for Community Centres	228.60
Drainflow Services Pty Ltd	00007426	Gully eduction works various sites	3,080.00
Elexacom	114418	Banksia V1 various electrical replacements	808.20
	114434	Install data point and GPO to Business Incubator	2,663.99
	114435	RCD testing Admin Office	176.00
	114439	Investigate faulty exhaust fan at Cafe Splash	264.00
	114417	Additional data points Bob Smillie Training Room	842.69
Green Skills Inc / Ecojobs	P2524	Hire of personnel for Horticultural team 110621	1,679.16
	P2525	Hire of personnel for Horticultural team 160621	2,947.87
	P2506	Hire of personnel for Horticultural team 040621	3,781.23
	P2516	Hire of personnel for Horticultural team 180521	3,823.38
	P2515	Hire of personnel for Horticultural team June 21	3,823.38
StrataGreen	134674	Tree mesh guards	1,818.30
Sprayking WA Pty Ltd	00002008	Weed control in Streetscapes various locations May	3,366.40
	00002028	Hardstand weed control various locations June	9,028.03
Australia Post	1010710325	Postage for period ending 300621	10,356.27
Cedar Woods Wellard Ltd	FTI-CWW-000020	Reimbursement of electricity charges	1,016.99
Advance Scanning Services	20166382	Scanning tech and gear for Gilmore Ave	742.50
Schindler Lifts Australia Pty Ltd	4678799550	Lift maintenance 011020 to 311220 Margaret Feilman	886.67
Forward Learning Pty Ltd (World Boo	INV0031604	World book and Early Learning online subscription	2,442.00
Quantum Building Services	00004024	Flashing install to Recquatic roof	901.27
	00004022	Replacement of box gutter at BMX Club	800.80
	00004023	Sump box replacement at Darius Wells	38,089.15
	00004026	Install door and window at Darius Wells Library	8,154.30
Exit Waste	5238	Clean grease trap at various centres	1,573.00
Riteshkumar Ambalal Patel	1886975	Refund bond on Tuart Room	300.00
Lifeline WA	Lyrik Donation21	Donation on behalf of 2021 Lyrik award winners	200.00
	1828789	Refund bond on Hovea Room	300.00
Blackwood & Sons Ltd	KW9005AM	2 x Multitool surge sheath with pouch	574.40
Jason Signmakers	219981	Building Our Future sign	1,119.10
	220434	Bandicoot crossing signs x 6	842.36
K Mart	283010	Resources for Neighbour Day Events	330.00
	283101	Kitchenware for programs at The Zone	159.00
	283044	Creative writing workshop items	19.00
	283094	Craft items for The Zone programs	188.50
	283119	Clothing for screen printing at The Zone	150.00
The Baha'is of Kwinana	1420834	Refund bond on Ken Jackman Hall	1,000.00
The Smart Security Company P/L	70774	Banksia V54 program new pendant	212.00



# Payment Listing

Payments made between 01/07/2021 and 31/07/2021

Payee	Invoice	Description	Amount
	70775	Banksia Park V32 & V50 repairs to duress system	410.00
Glen Flood Group Pty Ltd	INV-1506	Safety management system development support	11,000.00
IZRA	1143	Resilience workshops for youth programs	3,500.00
Poolwerx Spearwood	INVSPE4289	TriStar pump plus installation at Adventure Park	3,888.00
Cancer Council WA	Lyrik Donation21	Donation on behalf of 2021 Lyrik award winners	200.00
Kwinana Golf Club Inc	117603	Business after hours function	1,547.85
Josip Richard Vuletich	10June21	Refund of gym membership	405.68
Jessie Herrera Martinez	29June2021	Refund BSL fees BP2020/585	61.65
Kwinana South Bush Fire Brigade	02July2021	Annual donation to Brigade 2021/2022	3,000.00
Landscape and Maintenance Solutions	INV-2211	Passive and streetscape mowing various sites June 21	10,093.42
	INV-2212	Broadacre mowing of sportsgrounds June 21	7,753.94
	INV-2213	Mowing maintenance of Rockingham/Patterson Rd June 21	1,980.53
Kearns Garden Supplies	76-June21	Hardware for City Operations	213.21
Medina Newsagency	1	Consultation Honorarium	165.00
Lo-Go Appointments	00423919	Temp staff week ending 260621	1,583.35
TenderLink	AU-421348	Upload of tender documents	402.60
Cellarbrations Medina	87601	Installation of 4 door wine fridge	1,100.00
Charles Service Company	00034022	Biannual cleaning of John Wellard Centre	5,817.69
Kwinana Smash Repairs	16,959	Insurance excess 1GYB 586	500.00
Plantrite	00038104	Supply of various plants for City Operations	5,628.18
Mandogalup Volunteer Fire Brigade	02July2021	Annual donation to Brigade 2021/2022	3,000.00
Retech Rubber	00003302	Repair soft fall rubber Rhodes Park	434.50
Aaron Thomas	25June21	Music for small activation event at Bliss Momos	200.00
Apace Aid (Inc)	00012503	Native seedlings for Bertram bushland planting	1,457.11
	00012490	Native Seedlings for various sites	4,349.95
Bonnie Violet Madsen	28June21	Placemaking grant for Community projects	500.00
LyPa Pty Ltd	001056	Install swing basket at Gemstone Park	6,352.44
Ilkon Pty Ltd	1057	Economic Development Strategy Forums	1,650.00
EFT TRANSFER: - 12/07/2021			257,653.88

# Payment Listing

Payments made between 01/07/2021 and 31/07/2021

Payee	Invoice	Description	Amount
SuperChoice	June2021-01	Superannuation-June2021-01	175,939.87
	June2021-03	Superannuation-June2021-03	5,437.55
	June2021-06	Superannuation-June2021-06	1,317.18
	June2021-07	Superannuation-June2021-07	3,668.81
	June2021-13	Superannuation-June2021-13	308.86
	June2021-14	Superannuation-June2021-14	9,969.13
	June2021-17	Superannuation-June2021-17	21,233.32
	June2021-18	Superannuation-June2021-18	1,178.26
	June2021-21	Superannuation-June2021-21	2,739.78
	June2021-22	Superannuation-June2021-22	249.84
	June2021-24	Superannuation-June2021-24	108.83
	June2021-28	Superannuation-June2021-28	111.95
	June2021-29	Superannuation-June2021-29	549.30
	June2021-30	Superannuation-June2021-30	1,124.06
	June2021-32	Superannuation-June2021-32	3,262.02
	June2021-36	Superannuation-June2021-36	314.51
	June2021-48	Superannuation-June2021-48	425.96
	June2021-49	Superannuation-June2021-49	941.63
	June2021-50	Superannuation-June2021-50	2,119.87
	June2021-53	Superannuation-June2021-53	1,332.92
	June2021-55	Superannuation-June2021-55	2,811.90
	June2021-56	Superannuation-June2021-56	1,165.53
	June2021-58	Superannuation-June2021-58	958.30
	June2021-59	Superannuation-June2021-59	1,563.82
	June2021-60	Superannuation-June2021-60	240.50
	June2021-61	Superannuation-June2021-61	513.72
	June2021-63	Superannuation-June2021-63	285.31
	June2021-64	Superannuation-June2021-64	781.82
	June2021-66	Superannuation-June2021-66	465.78
	June2021-70	Superannuation-June2021-70	588.97
	June2021-72	Superannuation-June2021-72	976.99
	June2021-73	Superannuation-June2021-73	637.41
	June2021-75	Superannuation-June2021-75	270.07
	June2021-79	Superannuation-June2021-79	1,110.56
	June2021-83	Superannuation-June2021-83	2,150.46
	June2021-84	Superannuation-June2021-84	119.20
	June2021-85	Superannuation-June2021-85	397.68
	June2021-89	Superannuation-June2021-89	2,257.11
	June2021-90	Superannuation-June2021-90	994.29
	June2021-91	Superannuation-June2021-91	964.69
	June2021-92	Superannuation-June2021-92	1,696.92
	June2021-94	Superannuation-June2021-94	2,195.64
	June2021-95	Superannuation-June2021-95	661.80
	June2021-97	Superannuation-June2021-97	763.38
	June2021-98	Superannuation-June2021-98	92.29
	June2021-99	Superannuation-June2021-99	323.23
	June2021B*-01	Superannuation-June2021B*-01	209.28
	June2021B*-73	Superannuation-June2021B*-73	81.05
	June2021B*-96	Superannuation-June2021B*-96	42.53
EFT TRANSFER: - 14/07/2021			48,828.44
Bright Futures Family Day Care - Pa	050721 to 110721	FDC Payroll 050721 to 110721	33,324.36
Bright Futures In Home Care - Payro	050721 to 110721	IHC Payroll 050721 to 110721	15,504.08
EFT TRANSFER: - 15/07/2021			2,133,593.16

# Payment Listing

Payments made between 01/07/2021 and 31/07/2021

Payee	Invoice	Description	Amount
Calista Barber Shop	30June21	Local commercial support grant funding	730.00
Donald Veal Consultants	20120010	Black Spot Project application submissions	13,420.00
ASV Sales and Service	266561	Poly attachment brush	936.58
NVMS Pty Ltd	1001-1074-2021	BZ5503 noise software licence for SLM B&K2250	2,302.30
Oakford Agricultural & Garden Suppl	86915	5 x tractor pins	40.50
RSPCA WA Inc	StaffDonation21	Staff donations to June 21	573.00
Alex Krsnik	SQ21102	Streetscape garden maintenance June 21	836.00
Stacey Janine Hobbins	09July2021	LG Professionals subscription	500.00
Bay Concrete Grinding	00038377	Concrete grinding Lambeth Circle	3,850.00
Quest Software International Limite	4700264766	KACE system management 010621 to 310522	1,147.40
Retech Rubber	00003313	84m2 beach edging at Gemstone Park	16,632.00
Safemaster Safety Products Pty Ltd	SM16931-C1-F	Install safety fence to Darius Wells	13,849.00
KM Spatial	00344	Feature survey Parmelia	1,300.00
PTE Group	INV-10491	Custom 3.5T trailer	16,225.00
Port Printing Works	INV068133	Recquatic flyers for fees and charges	321.20
Leaf Bean Machine Pty Ltd	00091593	Monthly hire of coffee machine for Cafe Splash	385.00
OneMusic Australia	146613	Annual licence for facilities and events 21 to 22	5,805.29
Sonic Health Plus	2378029	Pre employment medical assessment 090721	198.00
Gavin Wade Scott	0065	Welding repairs to P585	1,200.00
Hydroquip Pumps	INV-42522	Thomas Road bore 3 drilling	45,065.90
RAC Motoring Pty Ltd t/a RAC Busine	6103364	Replacement battery 1GJC832	339.00
Dowsing Group Pty Ltd	16166	Construction of footpath Mulligan Way	26,103.73
Holcim (Australia) Pty Ltd	9407513379	14mm concrete for Littlemore Road	736.56
Red Sand Supplies Pty Ltd	00013661	Concrete tipping Mulligan Way	563.75
Julia Kay Wallis	2020-2020-013	Production of 6 oral history transcripts	507.50
Donovan Payne Architects	0989	Honeywood Clubroom Architectural Services	102,553.00
Ridleys Towing & Transport	17	Bus driver for HR tour	62.50
	16	Bus driver for HR tour	62.50
	20	Bus cleaning	80.00
	19	Bus driver for HR tour	62.50
	18	Bus driver for teacher's tour	37.50
Kissane & Co	INV-200293	Skip trace and service of minor case claim	80.00
All Flags Signs & Banners	70586	Print and installation of lamp post wraps x 26	2,776.40
Technical Drafting Service	1445	Amendment to lounge toilet design	385.00
Shack Motors Cockburn Pty Ltd	45473	Tail light replacement	223.81
Burson Automotive Pty Ltd	114851465	Floor mats for City Operations	91.30
	114429560	Workshop consumables	887.16
	115073054	Ryco oil and air filters	171.05
	114960074	Rubber matting and coolant for workshop	855.25
	114960393	Set of floor mats	91.30
	114960184	12 volt battery for City Operations	202.40
	115098818	Cordless mini impact wrench	349.00
	115147967	Tool kit for workshop at Depot	77.55
	115117165	Century UHP battery	418.00
Mackie Plumbing and Gas Pty Ltd	199177	Banksia V36 install garden tap	145.60
	199198	Banksia Park repair leaking toilet	158.32
	199197	Repair toilet Kwinana Adventure Park	123.98
	198622	Cleaning of urinal at City Operations toilets	393.47

# Payment Listing

Payments made between 01/07/2021 and 31/07/2021

Payee	Invoice	Description	Amount
Marsh Advantage Insurance Pty Ltd	060-1331964	Banksia and Callistemon Special Risk Insurance	31,152.15
	060-1329881	Banksia and Callistemon Liability Insurance	3,747.24
	060-1329884	Personal Accident Insurance Policy Banksia Park	455.38
Royal Life Saving Society	143526	Home pool barrier inspections 010621 to 250621	2,024.00
Samuel Benjamin Chan	COK2021/7	NAIDOC week event cancellation fee	200.00
Matthew Ponsford	13	Dungeons and Dragon session at John Wellard	195.00
Sai Global Ltd	SAIG11S-1118914	Online select additions AS ISO/IEC	499.43
NORDA Architects Pty Ltd	2107-01	Kwinana South Fire Station stage one	25,894.00
Bannerworld	6449	Marquee and pull up banner	1,782.00
Satellite Security Services	IV011719	Reset alarm and replace duresses at Recquatic	442.51
Nashtec Auto Electrics	59380	Repairs to arrow board 1GWY489	650.00
JLL Public Sector Valuations Pty Lt	AU003-0199414	2021 Land and Building valuations	14,630.00
Yellow Citrine Pty Ltd	INV-0648	Movie night equipment hire	851.00
Shane McMaster Surveys	Kwin317	Survey design kerbs Gilmore and Summerton Road	880.00
Kadeklerk Photography	01July21	Workshop images for Community Safety	450.00
	040721	Bertram Place Plan Penguin Hunt July 2021	425.00
Veraison Training and Development	INV-0743	Leadership Program project	4,675.00
	INV-0738	Leadership Program project	29,403.00
Austral Masonry - Urbanstone	15840557	Supply 900x900x600mm grey stone Wellard Village	4,497.02
Kalino Music and Arts Academy	30June2021	Piano tuning and supply castor wheels	605.00
	070721	School holiday program July drumming facilitator	220.00
Pyjama Drama	INC-000096	Pyjama Drama interactive show	200.00
Able360	102	Service review investigation and analysis	1,045.00
CreativeIQ Pty Ltd	INV-0348	Business case for Motor Museum	5,368.00
Palm Lakes Garden and Landscape Ser	63090	Brick paving maintenance The Strand	1,100.00
Wrong Fuel Rescue Pty Ltd	34243	Wrong fuel recovery services KWN2134	557.75
Jax Tyres Kwinana	11874	Two wheels and alignment KWN2132	476.00
	11873	Two wheels KWN2055	424.00
	11872	4 tyres for 1GEO493	1,080.00
	11875	Two wheels and alignment KWN2133	476.00
Bulletproof Civil Pty Ltd	INV-0233	Bertram road drainage relocation	125,672.44
High Tea With Harriet	000080	Consultation Honorarium	150.00
Wizz Binz	7825	Hire skip bin for rubbish clean up Pace Rd Shops	250.00
Australian Screen Printing Supplies	73542	Screen printing equipment for youth activation	2,378.64
Growise Pty Ltd	0004	Greenguard guards for planting	4,675.00
Bertram Curry House	30June2021	Local commercial support grant funding	1,100.00
Sarah Bargashoun	Refund	Refund swimming application	271.65
North Baldivis Cricket Club	12July21	Refund booking fee Medina Hall due to lock down	227.00
	1886276	Refund bond on Medina Hall	2,000.00
Michael John Hodges	1819819	Refund bond on Wellard Oval	100.00
Lady Amedell Egbalic Balagot	1878591	Refund bond on Ken Jackman Hall	1,000.00
Sakiusa Garau	1878296	Refund bond on Medina Hall	1,000.00
Clare Elizabeth Clarke	1844196	Refund bond on Honeywood Oval	100.00
Sportsworld Of WA	139848	Recquatic Proshop goggles	138.60
Telstra	9385375010Jul21	Internet and Data to 250721	2,491.62
Toll Transport Pty Ltd	0418-t221490	Courier services 180421	19.91

# Payment Listing

Payments made between 01/07/2021 and 31/07/2021

Payee	Invoice	Description	Amount
Total Eden Pty Ltd	411513279	25mm Hunter valves for Depot	230.54
Trisley's Hydraulic Services Pty Lt	100203513	Recquatic strobe/siren combo chlorine gas alarm	792.00
	100203515	Recquatic new chlorine booster pump 25m pool	1,507.00
	100203514	Repairs hydrotherapy recirculation pump Recquatic	649.00
	100203525	Bi monthly service to pools at Recquatic	12,905.39
Truck & Car Panel & Paint	00004825	Insurance excess for 1GBJ339 Toyota Landcruiser	500.00
WA Hino Sales & Service	F3768	Hino 300 series 921 at 4400 wide	109,846.55
Western Australian Local Government	I3087758	Association membership from 010721 to 300621	59,284.36
Waste Stream Management Pty Ltd	00429273	Tipping fees to 300621	528.00
Water Corporation of Western Austra	9000334597Jul21	Service charges Feilman Building	342.74
Westbooks	322823	Junior Library books	233.80
Western Australian Treasury Corpora	GFEEJUN21	Government Guarantee fee period ending 300621	65,259.92
Youth Affairs Council of WA	00003721	Youth Affairs Council WA membership	275.00
Officeworks BusinessDirect	17902018	Spring water for Essential Services	590.95
Construction Training Fund	107924-L0M8J8	CTF levy for June 21	10,667.08
Environmental Health Association (W	31571	Corporate Members x 5	1,510.00
Cornerstone Legal	18421	Legal matter 005330	376.20
Absolute Painting Services	INV-2051	Callistemon U65 repaint ceilings	176.00
Orelia Primary School	1453	Place Making Grant for Sea Container Arts	550.00
Beaver Tree Services Aust Pty Ltd	78381	Vegetation clearance around City as directed	7,174.60
	78206	Tree pruning Isaac Way	197.02
	78307	Tree planting and water Bertram Residential	43,981.21
	78131	Removals and mulching Wildflower Reserve Orelia	3,587.30
	78025	Tree planting plan 2021	96,781.30
	78306	Tree planting and watering Kwinana Adventure Park	15,031.06
	78388	Additional Bertram planting and paving	2,938.10
	78257	Tree planting and watering	416.31
Suez	165692	Waste and recycling services June 21	161,210.37
	165693	Collection of recycling bins June 21	9,000.20
	43656229	General waste dry collection June 21	1,277.78
	43623216	Mixed waste collection June 21	172,237.69
Synergy	198694990Jul21	45645U Admin/Arts/Parmelia House	11,120.26
	884861450Jul21	4573U Callistemon Court	1,384.09
	277773560Jul21	3799U Banksia Park	1,206.63
	130957780Jul21	Usage to 060721 Banksia Park & Callistemon Court	164.74
	369494380Jul21	18U Banksia Park	119.33
	169027380Jul21	0U Gemstone/Johnson Road entry statement lighting	112.56
	169026580Jul21	798U Gemstone Parade bore	341.72
	168917550Jul21	1976U Wells Park toilets	536.76
	023172940Jul21	220U Bertram Park	172.05
	921049150Jul21	2362U Medina Hall	792.42
	819683070Jul21	698U Harley Way carpark lighting	314.74
	861503150Jul21	1414U Medina Oval	475.48
	118367820Jul21	5913U New Thomas Oval Pavilion	1,470.63
	149872970Jul21	4455U Incubator	1,133.23
	141057240Jul21	1410U The Zone	3,637.14
	256732610Jul21	131U Hoyle Road Park	151.98
	766868640Jul21	473U Smirks Cottage	240.82
	258360080Jul21	2800U Kwinana Adventure Park	714.30
	422268910Jul21	5990U Depot	1,529.88
	516172020Jul21	390U Gilmore Ave pump 1 near Thomas	262.35
	526240500Jul21	332U Thomas Road pump 2	255.05

# Payment Listing

Payments made between 01/07/2021 and 31/07/2021

Payee	Invoice	Description	Amount
	543072120Jul21	293U Gilmore Ave pump 2 near Thomas	250.42
	685078510Jul21	17U Gawler Way	113.80
	450583710Jul21	1262U Bertram Oval	390.45
	157165580Jul21	1528U Thomas Oval Pavilion lights	437.14
	856518550Jul21	Decorative lighting	2,741.26
	412205870Jul21	0U Oakley Hollow	110.75
	135567600Jul21	46617U Darius Wells	11,071.15
	221037310Jun21	1435U Thomas Oval Pavilion (NRL)	524.38
	282690350Jul21	4122U Casuarina/Wellard Station/Hall/bore	1,298.03
	285940430Jul21	1429U Rhodes Park	491.46
	331026880Jul21	93U Daybreak Park bore	141.12
	187992920Jul21	204U Bertram Road bore	172.99
	369871520Jul21	3U Moonstone Park bore	62.10
	219451580Jul21	54U Price Parkway bore	124.39
	219451200Jul21	51U Sulphur Road bore	125.40
	219451010Jul21	98U Millbrook Ave bore	138.90
	192738060Jul21	0U Price Parkway flood lights	110.75
	191359550Jul21	421U Ridley Park	256.47
	165493420Jul21	130U Smirks Museum	148.09
	925767370Jul21	261U Gilmore Ave retic	241.33
	845563650Jul21	11U Apex Park BBQ	113.92
	224882670Jul21	921U Little Rascals	375.28
	151880770Jun21	365U Carpark lighting	263.35
	345401020Jun21	6562U Feilman Building DFES	1,992.56
	676621320Jun21	4100U Feilman Building lift and security lighting	1,285.80
	970964040Jun21	514U Feilman Building ground floor	256.39
	201813230Jul21	2355U Mandogalup Station/reserve bore	24.01
	098975100Jul21	272U Sandringham Park	253.65
	113658350Jul21	55U Hennessy Park	128.32
	566336000Jul21	3U Millar Road fire pump	114.12
	765774910Jun21	1461U Bright Futures	531.94
	882732750Jul21	0U Harrison Way	108.90
	652922630Jun21	569U Changerooms Model Railways	275.83
	700373810Jul21	64U Rutherford Park	131.09
	312758410Jul21	134U Epidote/Emerald Park	151.05
	461218120Jun21	141U Nye Way retic	227.29
	223615720Jul21	1243U Banksia Park Clubhouse	471.87
	272150100Jun21	262U Prince Regent Gate Reserve	242.70
	179469390Jul21	4528U Bertram Community Centre	1,193.98
	792417950Jul21	Street Lighting	120,657.26
	185126570Jul21	96U Borthwick Park	140.28
	107029100Jul21	4077U Wellard Community Centre	974.00
	177581220Jul21	76246U Recquatic	17,062.76
Bunnings Building Supplies	2163/01021767	Items for John Wellard Centre	36.29
	2163/01560265	Animal shelter building materials various	432.92
	2163/01560282	Animal shelter building materials various	75.75
	2163/01020338	Painting supplies for Recquatic	155.92
	2163/01560582	Building materials for Administration Building	1,427.89
	2163/01676152	Building materials for Administration Building	514.66
	2163/01023377	Cleaning equipment for Recquatic Centre	104.32
	2163/01116273	Equipment for Recquatic Centre	129.70
	2163/01016683	Box of hex screws 1410 x 65mm	117.80
The Workwear Group Pty Ltd	13280286	Staff uniform	209.10
	13292705	Staff uniform	117.30
	13301629	Staff uniform	376.55
	13281146	Staff uniform	61.20
Technology One Limited	200722	Annual cloud service fee 040621 to 270222	105,744.66



# Payment Listing

Payments made between 01/07/2021 and 31/07/2021

Payee	Invoice	Description	Amount
Neverfail Springwater	INV-000043951	Water for Facilities Team	55.44
Modern Teaching Aids Pty Ltd	44412553	Activities for Toddler Town Creche	1,430.65
	44407651	Play toys and portable green screen for Library	797.39
Natural Area Holdings P/L t/as Natu	00015781	Weed control May to June 2021	4,735.50
Wilson Security Pty Ltd	W00279639	Banksia Park emergency call outs	116.05
Toyota Fleet Management	891919	Fleet management services May 2021	1,589.16
	900428	Lease vehicle 1HFE114	635.24
Our Community	00068316	Smarty Grants program report building	600.00
Downer EDI Works Pty Ltd	6011188	Asphalt 7mm Gran AC50B	571.56
Wren Oil	113147	Oil waste disposal	16.50
Hudson Global Resources (Aust) Pty	AU1184112	Temp staff week ending 200621	1,059.96
	AU1184111	Temp staff week ending 130621	794.97
Outsource Business Support Solution	00001746	Temp staff week ending 080721	5,013.94
PFD Food Services Pty Ltd	KY765498	Items for Recquatic Cafe Splash	499.75
Marketforce Pty Ltd	39303	Public notice 300621	290.05
	39305	Tender advert West Australian 120621	716.65
	39306	Tender advert West Australian 260621	609.66
	39300	Advertising 020621 and 150621	2,101.00
Arbor Logic	00004692	Tree risk assessment at Sicklemore Road	891.00
City of Rockingham	117118	Tipping fees to 300621	26,468.22
Chefmaster Australia	00049417	Supply and deliver orange litter bags	1,520.00
HECS Fire	00076382	Monthly fire detection testing for Banksia Park	363.00
	00075928	Investigate alarm fault at Recquatic	418.00
Coastline Mowers	28728#5	Hedge trimming sharpener tips	100.00
	28711#7	Water pressure pump	719.00
	28720	Repair pole saw	255.10
	28721#5	BGA 200 battery blower	486.75
Foreshore Rehabilitation & Fencing	INV-4928	Repair to chain mesh fence at Medina Oval	345.27
Eclipse Soils Pty Ltd	KWIN01044377	Supply 20m3 blended topsoil	528.50
	KWIN01R044377	General waste tipping Mulligan Way	495.00
Town of Victoria Park	76195	Black Cockatoo water design	3,729.00
Prime Projects Constructions Pty Lt	Refund	Refund 21/781	448.56
Bladon WA Pty Ltd	BWAI48354	City of Kwinana marketing pens	1,017.50
	BWAI48356	City of Kwinana marketing notepads	1,133.00
Infiniti Group	528438	2 x soap dispenser and soap foam for Recquatic	220.99
Winc Australia Pty Ltd	9036387401	Voice recorder for Essential Services	181.32
Advanced Traffic Management (WA) Pt	00147505	Traffic management Runnymede Gate	2,291.33
	00147829	Traffic management Bertram Road	267.43
	00146442	Traffic management Barker Road	1,139.82
	00147506	Traffic management Runnymede Gate	1,664.61
	00147721	Traffic management Runnymede Gate	1,676.86
	00147722	Traffic management Medina Ave	598.88
	00147256	Traffic management Beacham Crescent	383.28
	00147497	Traffic management Gilmore Ave	912.13
	00147830	Traffic management Silversmith Street	1,306.13
	00147826	Traffic management Beacham Cres	1,485.22
	00147828	Traffic management Beacham Cres	1,177.14
	00147336	Traffic management Gilmore Ave	617.97
	00146427	Traffic management Gentle Road	2,072.40
	00146497	Traffic management Rowley Road	717.55

# Payment Listing

Payments made between 01/07/2021 and 31/07/2021

Payee	Invoice	Description	Amount
LD Total	113129	Additional maintenance June 21	1,514.50
	113741	Additional maintenance June 21	1,166.55
	113126	Additional maintenance June 21	858.20
	113127	Additional maintenance June 21	587.48
	113128	Additional maintenance June 21	1,878.85
	113137	Additional maintenance June 21	497.86
	113138	Additional maintenance June 21	614.91
	113150	Additional maintenance June 21	696.79
	113854	Landscape maintenance various parks June 21	5,239.60
	113858	Landscape maintenance various parks June 21	16,487.66
	113856	Landscape maintenance various parks June 21	9,713.80
	113860	Landscape maintenance various parks June 21	12,568.09
	113863	Landscape maintenance various parks June 21	850.80
	113865	Landscape maintenance various parks June 21	9,668.60
	113867	Landscape maintenance various parks June 21	6,580.55
	113869	Landscape maintenance various parks June 21	2,456.88
	113871	Landscape maintenance various parks June 21	34,079.34
	113873	Landscape maintenance various parks June 21	2,049.25
	113935	Landscape maintenance various parks June 21	945.34
	113325	Landscape maintenance various parks May 21	15,981.61
	113821	Additional maintenance June 21	3,043.92
	113824	Additional maintenance in Honeywood June 21	3,804.90
	113210	Additional maintenance June 21	180.35
	113211	Additional maintenance June 21	757.06
	113724	Additional maintenance June 21	276.65
	113735	Additional maintenance June 21	257.44
	113736	Additional maintenance June 21	928.08
	113804	Additional maintenance June 21	3,615.70
	113934	Landscape maintenance June 21	338.28
	113870	Landscape maintenance various parks June 21	9,682.59
	113853	Landscape maintenance various parks June 21	1,169.72
	113862	Landscape maintenance various parks June 21	242.73
	113864	Landscape maintenance various parks June 21	2,908.77
	113866	Landscape maintenance various parks June 21	1,949.52
	113855	Landscape maintenance various parks June 21	3,999.85
	113857	Landscape maintenance various parks June 21	4,842.96
	113859	Landscape maintenance various parks June 21	5,613.27
	113868	Landscape maintenance various parks June 21	685.21
	113872	Landscape maintenance various parks June 21	363.52
ED Property Services	00001821	Banksia V10 repair to leaking roof	132.00
	00001837	Callistemon U17 investigate roof leak	121.00
	00001836	Banksia V29 investigate roof leak	77.00
	00001838	Callistemon supply spare roof tiles	154.00
	00001835	Banksia V60 install downpipe and paving	605.00
	00001832	Banksia V59-60 dividing fence extension	880.00
	00001833	Banksia V60-61 dividing fence extension	1,210.00
Kelly Asphalt Contracting	540	Remove existing speed cushions Runnymede Gate	25,190.00
T J Depiazzi & Sons	114834	50m3 of pinebark mulch to Depot	3,134.45
	115665	50m3 of pinebark mulch to Depot	3,491.40
Stonehenge Ceramics	E1389	Tile and grout shower blocks in Recquatic	8,160.00
Complete Office Supplies Pty Ltd	10209729	Stationery for Recquatic	271.00
Big W	176450	Heater for Recquatic foyer and balloon air pump	49.00
Woodlands Distributors & Agencies	KWAI-023	Dog waste bags	1,281.50
Totally Workwear Rockingham	RK36127.D1	Uniform for City Operations	73.37
Tyrecycle Pty Ltd	940031	Removal of illegally dumped tyres from Depot	2,273.67

# Payment Listing

Payments made between 01/07/2021 and 31/07/2021

Payee	Invoice	Description	Amount
4Cabling Pty Ltd	2563640	Network cables various	610.26
	2578203	Network cables various	11.20
	2578146	Network cables various	648.27
Kev's Wheelie Kleen	12910	Monthly bin clean for William Bertram 12910	220.00
Talis Consultants Pty Ltd	23137	Contamination Management Plan	8,563.50
Accord Security Pty Ltd	00025928	Alarm attendance for various facilities June 21	1,116.50
ALSCO Pty Ltd	CPER2148483	Linen hire for OCM Council dinners	59.63
	CPER2145074	Linen hire for OCM Council dinners	65.80
Rockingham Suspensions & Springwork	12967	Overhaul front springs and bushes	1,575.00
Plants & Garden Rentals	00016764	Plant hire Darius Wells Resource Centre July 21	198.00
Imagesource Digital Solutions	457871	Callistemon and Banksia Park assorted signs	528.00
	457943	Recquatic entrance fee board	984.50
Woolworths Group Limited	90380424	Items for City Operations Team	53.01
	4139667	Items for FCD and Governance	58.58
	4139666	Items for Family Day Care	16.50
	4158897	Items for Office and Mooditj	57.56
	4139660	Recquatic Cafe supplies	40.78
	92017844	Items for City Operations Team	105.29
	4139659	Items for morning tea Depot	76.60
	91790377	Items for Administration Building	100.10
	91430140	Items for City Operations Team	116.41
Drainflow Services Pty Ltd	00007328	Gully eduction works various sites	2,970.00
Elexacom	114446	Banksia V1 repair flickering lights	235.02
	114436	Replace lights at Recquatic Centre gym	1,552.33
	114445	Investigate alarm cables at Koorliny Community	66.00
	114444	RCD testing Recquatic Centre	176.00
Zip Heaters	3662974	Service zip at the Zone	433.95
Total Green Recycling	INV10103	Collection of batteries and globes	462.92
Isentia Pty Limited	MN0823663	Media monitoring July 21	935.00
Green Skills Inc / Ecojobs	P2505	Hire of personnel for Horticultural team 040621	3,719.03
	P2539	Planting and preparation at various sites	3,493.73
StrataGreen	134845	Inter pressure sprayer	114.93
Gregs Glass	11748	Callistemon U65 install shower screen	300.00
Sprayking WA Pty Ltd	00002027	Weed control Daintree POS June 21	451.96
	00002026	Weed control within sumps various locations June 21	4,169.31
Labourforce Impex Personnel Pty Ltd	174505	Temp staff week ending 270621	1,595.64
	174295	Temp staff week ending 200621	1,997.50
Alyka Pty Ltd	INV-30842	Web hosting and licensing costs 010721 to 311221	1,980.00
Harmony Software	00023333	Annual online enrolment module	440.00
	3-941	In home care educator subscription Jun 21	371.30
	3-930	Educator electronic subscription June 21	1,015.20
Heatley Sales Pty Ltd	C993761	Uniforms for City Operations Team	559.14
	C991380	Uniforms for City Operations Team	211.02
Sports Power Kwinana	080721	2021 Lyrik awards gift cards	550.00
HP Financial Services Pty Ltd	100001318663	Monthly payment contract 5389066248AUS2 for Jul 21	15,535.22
Morris Jacobs	34-13/07/2021	Art Classes at Darius Wells 130721	200.00
	34-06/07/2021	Art Classes at Darius Wells 060721	200.00
Blackwood & Sons Ltd	KW8323AM	Danger tape for City Operations Depot	187.00
	KW5658YV	Materials for Recquatic Centre	170.21
	KW4298AP	Safety equipment for Facilities Department	105.08

# Payment Listing

Payments made between 01/07/2021 and 31/07/2021

Payee	Invoice	Description	Amount
	PE5659YV	Materials for Recquatic Centre	6.12
	PE6647ZT	PPE uniforms for Recquatic Centre	77.91
Flex Industries Pty Ltd	1020287	Light vehicle inspection	652.22
Jason Signmakers	271698	Black spot and Roads to Recovery signage	839.94
	271699	Building Our Future signage	394.90
	271065	Snake Habitat caution signs	4,175.74
GreenLite Electrical Contractors Pt	459	Install pump at Brandon Mews Reserve	14,943.61
Kerb Direct Kerbing Pty Ltd	57398	Install mountable kerb various sites	1,964.50
	57400	Install mountable kerb various sites	1,581.50
	57399	Install mountable kerb various sites	1,765.50
	57401	Install mountable kerb various sites	1,685.20
	57398	Install mountable kerb various sites	0.10
	57397	Install mountable kerb various sites	2,715.35
	57396	Install mountable kerb various sites	1,384.90
	57400	Install mountable kerb various sites	0.30
K Mart	281923	IPad cover folio case	5.00
Total Tools Rockingham	153876	Wrench oil filter	84.95
thinkproject Australia Pty Ltd	RSL-17932	RAMM annual support maintenance fee 21 to 22	11,703.53
The Smart Security Company P/L	Q13184	Banksia Park medi minder monitoring Jul to Sep 21	4,989.60
	70821	Banksia V8 supply and program pendant	217.50
Glen Flood Group Pty Ltd	INV-1507	Temp project support week ending 270621	6,203.63
Axiis Contracting	6212	Footpath and landscaping to Gemstone Park	12,320.00
Poolwerx Spearwood	INVSPE4614	Splash pad water quality test Adventure Park June 21	315.20
Envirosweep	87668	Road sweeping various locations for June 21	5,527.50
	86737	Footpath sweeping various sites June 21	3,652.00
	86735	Carpark sweeping various locations for June 21	2,502.50
	87667	Car park sweeping various locations for June 21	2,860.00
	87669	Footpath sweeping various sites June 21	3,652.00
	87666	Road sweeping various locations for June 21	2,520.00
Kwinana Signs & Engraving	00014388	Rural property number	33.00
Bushfire Prone Planning	BPP-20501	Bushfire plan review Naval Base	1,144.00
Purearth	INV-1431	Road sweeping and tip fees	5,315.71
Lamp Replacements	IN1037507	Lamp replacements at the Zone and Darius Wells	450.88
Warwick McKim Carter	26June21	Reimbursement for Membership Planning Institute	638.00
Ohura Consulting	INV-0154	EA negotiation support June 21	3,542.28
Vocus Communications	P736832	Monthly internet services July 21	1,694.00
Fridgair Industries Pty Ltd	38434	Repair Councillors lounge ice machine fridge	220.00
McLeods Barrister & Solicitors	119889	Legal matters 45358	255.75
	119663	Legal matters 45242	302.28
	119763	Legal matters 42548	665.14
	119620	Legal matters 47693	404.78
	119619	Legal matters 47498	3,065.94
Department of Mines, Industry	30June21	Building Services Levy June 21	27,338.62
Kearns Garden Supplies	54June21	Hardware for Kwinana Village	91.21
Air Liquide Australia	XN1762	Hire of medical oxygen Recquatic	50.56
Lo-Go Appointments	00423962	Temp staff week ending 030721	2,285.17
	00423921	Temp staff week ending 260621	1,373.33
	00423963	Temp staff week ending 030721	1,279.87
	00423291	Temp staff week ending 270321	1,454.11
	00423920	Temp staff week ending 260621	2,090.88

# Payment Listing

Payments made between 01/07/2021 and 31/07/2021

Payee	Invoice	Description	Amount
City of Kwinana Employee	XmasSaver-130721	Payment of principal from Christmas Saver	960.00
Natsales Advertising Pty Ltd	00345875	Litter bin housing advertising 010721 to 300921	1,732.50
Charles Service Company	00034019	Tile scrubbing at Margaret Feilman Building	107.18
	00034029	Furniture cleaning John Wellard	1,000.00
	00034028	Floor scrubbing at Recquatic Centre	313.50
	00034032	Extraction cleaning Ken Jackman Hall	1,188.00
	00034031	Carpet cleaning Ken Jackman Hall	805.20
	00034030	Carpet cleaning William Bertram Community	2,451.36
Major Motors	1052019	Service kit for 1ERM600	307.01
	1045166	1 set of service filters	649.91
	1045165	1 set of service filters	825.52
Mandogalup Volunteer Fire Brigade	30June21	DFES ESL recoup April to June 21	1,673.75
Pinoy Avenue Pty Ltd t/a EDSA Asian	INV-12676	Local commercial support grant funding	1,098.63
Native Plants WA	INV-0304	Native seedlings for Lake Magenup	1,046.00
	INV-0305	Native seedlings for Depot swampland	561.60
	INV-0302	Plants for Adopt a Beach project	787.82
	INV-028	Native seedlings for Thomas Oval planting	1,321.43
EFT TRANSFER: - 15/07/2021			217,527.98
Australian Services Union	PY01-01-Aust Ser	Payroll Deduction	250.73
	PY01-01-Aust Ser	Payroll Deduction	71.70
Australian Taxation Office	PY99-01-Australi	PAYG tax withheld	706.00
	PY01-01-Australi	PAYG tax withheld	195,851.00
Maxxia Pty Ltd	100329020210630	Employee net ITC for 010621 to 300621	231.59
	PY01-01-Maxxia P	Payroll Deduction	1,383.66
	PY01-01-Maxxia P	Payroll Deduction	1,602.93
Health Insurance Fund of WA (HIF)	PY01-01-Health I	Payroll Deduction	1,054.15
City of Kwinana - Xmas fund	PY01-01-TOK Chri	Payroll Deduction	7,320.00
Child Support Agency	PY99-01-Child Su	Payroll Deduction	46.46
	PY01-01-Child Su	Payroll Deduction	657.55
Easifleet	146593	Novated lease charges 300621	348.78
	146709	Novated lease charges 010721	7,264.88
	147229	Novated lease charges 140721	348.78
LGRCEU	PY01-01-LGRCEU	Payroll Deduction	379.51
	PY01-01-LGRECU	Payroll Deduction	10.26
EFT TRANSFER: - 20/07/2021			342,309.37
Audrey Russell	12July21	Tenure sum repayment for Villa 60 Banksia Park	59,100.38
Helen Van Gorkum	12July21	Tenure sum repayment for Villa 60 Banksia Park	59,100.38
Jennifer Van Gorkum	12July21	Tenure sum repayment for Villa 60 Banksia Park	59,100.39
Charles Bryson Macaulay	12July2021	Tenure sum repayment for Villa 2 Banksia Park	165,008.22
EFT TRANSFER: - 21/07/2021			49,081.36
Bright Futures Family Day Care - Pa	120721 to 180721	FDC Payroll 120721 to 180721	34,336.90
Bright Futures In Home Care - Payro	120721 to 180721	IHC Payroll 120721 to 180721	14,744.46
EFT TRANSFER: - 22/07/2021			311,734.25

# Payment Listing

Payments made between 01/07/2021 and 31/07/2021

Payee	Invoice	Description	Amount
Business Base	INV-14923	Standard electric desks x 10	4,180.00
Nilfisk Pty Ltd	PRI0003967	Rental of battery floor scrubber Recquatic Jul 21	660.00
Playmaster Pty Ltd	INV-1098	Removal of swing from Gemstone Park	794.20
Oakford Agricultural & Garden Suppl	86908	2 x 5L Aquasafe rainwater tank purifier	199.00
Alex Krsnik	SQ21002	Urban and rural roads litter collection July 21	17,152.52
	SQ21003	City centre litter collection July 21	3,190.00
	SQ21004	Landscape maintenance at Patterson/Rockingham Rd	4,796.00
	SQ21005	Roundabout maintenance July 21	3,621.20
	SQ21001	Industrial garden maintenance July 21	4,851.00
Wheelie Clean	9054	Rubbish bin clean for Darius Wells	369.38
	9055	Rubbish bin clean for Admin Building	267.52
Retech Rubber	00003326	Repair 2 holes in rubber soft fall at Orelia Oval	302.50
	00003330	Repair soft fall rubber in 2 areas at Rhodes Park	275.00
Peerless Jal Pty Ltd	SI293584	Gym cleaning equipment 2 x 25ltr	201.83
Chorus Australia Ltd	CI111140	Mowing services at Bright Futures June 21	228.69
Kleenheat	4421737	Gas charges various locations June 21	9,354.90
Sonic Health Plus	2376224	Pre employment medical assessment 060721	198.00
Turf Care WA Pty Ltd	INV-3414	Solid tine coring at various locations	3,584.66
AAA Asphalt Surfaces	00006625	Pallet of coldmix for Naval Base and Hope Valley	1,182.50
DNR Contracting Pty Ltd	1258	Civil works for Gilmore Ave footpath	13,805.76
Building Lines	INV-2107005	Building Permit Assessment Mandogalup	209.00
	INV-2107014	Building Permit Assessment Parmelia	209.00
	INV-2107015	Building Permit Assessment Mandogalup	209.00
	INV-2106090	Building Permit Assessment Wellard	209.00
	INV-2106091	Building Permit Assessment Wellard	209.00
	INV-2107003	Building Permit Assessment Wellard	209.00
	INV-2107006	Building Permit Assessment Wandil	209.00
	INV-2107013	Building Permit Assessment Wellard	209.00
	INV-2107004	Building Permit Assessment Anketell	209.00
Portner Press Pty Ltd	INV-21324	Health and safety handbook	595.00
Burson Automotive Pty Ltd	115152434	174 piece tool kit	271.00
	115246865	Water hose reel for Depot	292.60
	115150487	Workshop consumables for Depot	37.19
Mackie Plumbing and Gas Pty Ltd	199239	Repairs to drink fountain at skatepark	293.24
	199259	Callistemon U42 repair leaking toilet	158.32
	199257	Callistemon U69 clear blockage in toilets	208.41
	199300	Banksia Park V15 replace faulty toilet cistern	372.16
	199252	Callistemon U60 install oven/repair water filter	341.14
	199251	Banksia investigate sump alarm	111.66
	199229	Callistemon U54 inspect shower leak	198.11
	199248	Banksia V59 replace laundry taps	236.38
	199249	Banksia V59 replace taps	304.51
Satellite Security Services	IV011747	GPRS security monitoring for various sites	11,106.22
The Patio Factory	D14995	Install patio at City Operations claim 2	3,270.00
Palm Lakes Garden and Landscape Ser	7001	Callistemon repair various broken sprinkler heads	587.00
Apex Co Pty Ltd	A21670	Furniture for Carol Adams Lounge activation	2,855.00
Silverchain Nursing Assoc (Inc)	13July21	Refund booking ID8290 due to Covid lock down	23.30
Buckby Contracting Pty Ltd	refund	Refund duplicate payment Dust Managment Tamblyn private estate	292.00
Stephen Derek Jones	13July21	Reimbursement purchase of pallet jack for stores	67.00
Leanne Christine Guy	1.4	Rates Refund	105.33



# Payment Listing

Payments made between 01/07/2021 and 31/07/2021

Payee	Invoice	Description	Amount
Elfrieda Helena Christian	1.4	Rates Refund	106.58
Geoffrey Neil Birkbeck	20July21	Payment for fuel	71.39
Mutya Joseph	19July2021	Refund of swimming lessons at Recquatic	212.30
Naveen Sharma	20July2021	Cancellation of hire of Tuart Room due to Covid	249.50
	1872818	Refund bond on Tuart Room	2,000.00
Jennifer Oliveros	1886197	Refund bond on Ken Jackman Hall	1,000.00
Paul Mathews Meroon	1888740	Refund bond on Wellard Pavilion	1,000.00
Sodhi Baldeep Singh	1887948	Refund bond on Ken Jackman Hall	2,000.00
Australia Post	1010691464	Agency commission fees to 300621	160.65
State Library of Western Australia	RI029011	Better Beginnings program 21 to 22	4,350.50
Telstra	1355246271Jun21	Mobile device whole organisation June 21	9,736.58
Toll Transport Pty Ltd	1125430	Courier charges 080721	42.14
Total Eden Pty Ltd	411607431	Reticulation items	1,405.28
Trailer Parts Pty Ltd	1178319	4 tow hitches and 4 wheel chocks	831.09
Wandi Progress Association Inc.	N69	Placemaking Grant Wandi Community Library box	275.00
Waste Stream Management Pty Ltd	00429407	Tipping fees 010721	198.00
Water Corporation of Western Austra	9013156996Jul21	300U Darius Library and Resource Centre	2,340.71
	9000319469Jul21	182U Chisham Oval toilets	469.74
	9000313235Jul21	9U Peace Park	23.23
	9023167656Jul21	1U Hawkeswood Bvd	5.16
	9012543409Jul21	0U Admin/Arts/Parmelia	2,056.04
	9012573982Jul21	18U Business Incubator	339.82
	9000341578Jul21	1432U Recquatic and Zone	7,514.69
	9000341201Jul21	1208U Banksia Park	4,981.81
	9000341914Jul21	Service charges 23/40 Meares Ave	161.84
	9000341922Jul21	Service charges 24/40 Meares Ave	161.84
	9000342570Jul21	15U Rhodes Park	234.57
	9000340559Jul21	97U Calista Tennic Club/Toilets	320.04
	9000340874Jul21	823U Callistemon Court	3,767.23
	9023548352Jul21	14U Apsley Park	36.13
	9000294409Jul21	8U Leda Hall	329.45
	9000339427Jul21	51U Victory for Life	278.52
	9000374062Jul21	28U Wells Park toilets	72.27
	9000334589Jul21	Service charges Feilman Building	749.52
	9000338520Jul21	0U Calista Reserve	2.03
	9000295305Jul21	203U Sloans Cottage	523.94
Ergolink	SI-00074942	Microsoft sculpt desktop keyboard combo	175.55
Absolute Painting Services	INV-2057	Callistemon U15 complete internal repaint	3,597.00
Benara Nurseries	297591	Supply of plants for Peace Park & City Centre	610.08
Synergy	504616220Jul21	499U Rogan park	250.92
	566370150Jul21	3770U Chipperton Park	1,228.07
	382919470Jul21	36U Medina Centre Reserve	119.22
	958335710Jul21	7132U Orelia Oval	1,857.97
	129764890Jul21	4452U Lambeth Park POS	1,020.65
Prestige Catering & Event Hire	INV-2905	Catering 140721	366.90
Bunnings Building Supplies	2163/01029858	Rechargeable batteries and lubricant	49.00
	2163/01036006	Landscape stones	101.52
	2442/01380536	High pressure cleaner	521.55
	2163/01264620	Event team consumables	447.96
Ixom Operations Pty Ltd	6401252	Recquatic chlorine gas order	117.30

# Payment Listing

Payments made between 01/07/2021 and 31/07/2021

Payee	Invoice	Description	Amount
	6406143	Recquatic chlorine gas order	1,056.97
Department of Health	13July21	Refund duplicate payment #6462	370.68
Cannon Hygiene Australia Pty Ltd	96907150	Hygiene services for 061220 to 050121	1,519.46
	97091138	Hygiene services 060721 to 050821	1,561.57
	96935771	Hygiene services 060121 to 050221	1,519.46
Downer EDI Works Pty Ltd	6011252	7mm gran AC50B for Postans	873.55
	6011221	Asphalt 7mm Gran AC50B	149.33
	6011222	Asphalt 10mm Gran AC75B	199.11
	6011223	Asphalt 7mm Gran AC50B	238.92
Elizabeth Richards School Supplies	SI-151396	Containers for junior fiction books	209.51
Seton Australia	9347227008	Danger lockout tags	74.25
Tangent Nominees Pty Ltd T/As Summi	Refund	Refund #16172/055/05	173.00
HECS Fire	00076368	Monthly fire detection testing for Administration	363.00
	00076383	Monthly fire detection testing for Darius Wells	363.00
	00076384	Monthly fire detection testing for Fiona Harris	363.00
	00076385	Monthly fire detection testing for John Wellard	363.00
	00076386	Monthly fire detection testing for Recquatic	363.00
	00076387	Monthly fire detection testing for the Zone	363.00
Coastline Mowers	28836#5	BGA 200 battery blower AR 3000L set and accessories	2,275.20
TC Precast Pty Ltd	SI-00003968	Concrete lid with 150mm raised cast iron	1,298.00
Winc Australia Pty Ltd	9036538249	Stationery for Administration Building	917.15
Advanced Traffic Management (WA) Pt	00148041	Traffic management Heald Place July 21	992.34
	00148045	Traffic management Bertram Road 090721	534.86
	00147064	Traffic management Gilmore Ave June 21	4,533.91
	00147509	Traffic management for traffic counters 250621	1,748.74
Kennards Hire Rockingham - Generato	22784004	Pedestrian roller hire for Leda	142.34
	22775502	Hire of fans to dry carpets at John Wellard Centre	902.11
LD Total	113817	Additional maintenance June 21	1,392.71
ED Property Services	00001843	Banksia V15 repair to various areas of villa	1,210.00
	00001844	Callistemon U22 repair exhaust fan leaks	88.00
	00001845	Banksia V65 repair exhaust leak fan	165.00
J & K Hopkins	T1129	Vader managers leather chairs x 16	7,499.00
Elliotts Irrigation Pty Ltd	B23235	Iron filter servicing for July 21 various locations	2,992.00
Complete Office Supplies Pty Ltd	10266393	Stationery items for City Operations Team	56.45
Landgate	364870-10001098	Consolidated mining tenement roll	247.70
	366123-10001098	GRV chargeable schedule No G2021/12	606.46
	365499-10001098	GRV chargeable schedule No G2021/11	2,808.74
	1109608	Landgate title search fees for June 21	80.10
Big W	176394	Inflatables for birthday parties and staff cutlery	89.40
Compact Mobile Entertainment	2674	Bush Fire Brigade Awards DJ services	850.00
JB HiFi Commercial Division	BD0520999	3 x cases for iPad 10.2 8th gen	271.02
Centrecare	25127	EAP annual registration and management fee	308.00
	25201	EAP annual registration and management fee	2,062.50
Australian Institute of Building	32166	Webinar AS3959 Bushfire Events 2019/2020	150.00
Forpark Australia Pty Ltd	47951	Delivery of replacement pommels at Thomas Kelly	77.00
ALSCO Pty Ltd	CPER2149576	Linen hire for OCM Council dinners	59.63
Castrol Lubricants	25204691	Supply of Magnatec oil and diesel oil	3,173.62
Rebecca J Flanagan	22June21	Fairy garden facilitator at William Bertram Centre	300.00
Woolworths Group Limited	92350274	Items for Cafe Splash	116.11

# Payment Listing

Payments made between 01/07/2021 and 31/07/2021

Payee	Invoice	Description	Amount
	91590215	Items for Cafe Splash	79.64
	90789188	Items for Cafe Splash	166.50
	90632122	Items for Cafe Splash	90.31
	4139685	Items for the Zone Unique as Food	87.76
	4139686	Items for the Zone	9.86
	4139663	Items for the Zone	9.56
	4139671	Items for the Zone	74.70
	4139684	Items for the Zone	31.13
	4139661	Items for the Zone	71.35
	4139668	Cleaning products for Library	57.70
	92681803	Items for City Operations Team	119.59
	4139677	Items for Library	58.89
Drainflow Services Pty Ltd	00007472	Gully clean at Silversmith St and Bertram Rd	1,045.00
Elexacom	114592	Testing of electrical items located at Depot	92.40
	114583	Replaced UV filter and light at Wandi Hall	1,228.87
	114582	Repairs to UV filter at Mangenup Equestrian Centre	1,239.87
Michael David Burn	refund	Refund Inv 64984 hazard reduction	424.60
Total Green Recycling	INV10222	E waste recycling	289.88
Green Skills Inc / Ecojobs	P2548	Hire of personnel for Horticultural team 020721	3,358.33
	P2547	Hire of personnel for Horticultural team 020721	3,781.23
StrataGreen	135108	Solo knapsack and bottle spray	986.96
Gregs Glass	11511	Replace external window at John Wellard Centre	330.00
Labourforce Impex Personnel Pty Ltd	175051	Temp staff week ending 180721	2,020.73
Alyka Pty Ltd	INV-31023	Web hosting and licensing costs 010721 to 300422	6,304.32
Advance Scanning Services	20166454	Locate crew for Challenger Ave 160721	3,294.50
	20166443	Scanning tech and gear for Sicklemore Road	2,420.00
Heatley Sales Pty Ltd	C994777	Uniforms for City Operations Team	52.76
HP Financial Services Pty Ltd	100001323459	Monthly payment contract 5389066248AUS2 Aug 21	15,535.22
	100001323460	Monthly payment contract 5389066248AU3 Sept 21	588.85
	100001324182	Monthly payment contract 5389066248AUS1 Sept 21	2,216.50
Blackwood & Sons Ltd	PE8701AQ	Woven sand bag	103.40
	PE5894AQ	1 x cable extension 6ft	87.20
	KW8700AQ	Staff uniforms for the Depot	24.85
	KW0273AR	Sundries for Thomas Oval	658.57
Glen Flood Group Pty Ltd	INV-1527	Temp project support week ending 140621	2,757.70
Envirosweep	87264	Additional sweeping various locations	1,391.50
Alinea Inc	INV15455	Provision of metropolitan library courier service	6,793.60
GISSA International	00048139	Annual support and maintenance fee 21/22	3,063.50
Lo-Go Appointments	00424011	Temp staff week ending 100721	2,878.89
	00424009	Temp staff week ending 100721	2,061.77
	00424010	Temp staff week ending 100721	1,825.44
Charles Service Company	00034027	Cleaning various locations July 21	43,000.97
Kwinana Smash Repairs	17,006	Insurance excess for KWN1934 repairs	500.00
People Solutions Australasia Pty Lt	000014704	Psychometric testing	715.00
Major Motors	1072875	Front diff hub seal and parts	440.44
EFT TRANSFER: - 28/07/2021			44,561.98
Bright Futures Family Day Care - Pa	190721 to 250721	FDC Payroll 190721 to 250721	30,011.20
Bright Futures In Home Care - Payro	190721 to 250721	IHC Payroll 190721 to 250721	14,550.78
EFT TRANSFER: - 29/07/2021			275,692.50

# Payment Listing

Payments made between 01/07/2021 and 31/07/2021

Payee	Invoice	Description	Amount
LGIS Insurance Broking	062-211112	2021/2022 Marine Cargo insurance	275.00
Alison Bannister Career Coaching	INV-0014	Interview success workshops	544.50
Ivy Penny	27July21	Reimbursements for various items	72.76
Vikki Louise Lauritsen	21July21	LG Professionals membership 21/22	185.00
Port Printing Works	INV068679	Age Friendly survey	384.12
	INV068921	Book week flyers	83.60
Outback Handyman	3090	Banksia V7 repair crack in shower and grout	88.00
Sonic Health Plus	2386754	Pre employment medical assessment 280621	198.00
Julia Kay Wallis	2021-2022-004	Oral history transcriptions	285.00
	2021-2022-003	Oral history transcriptions	162.50
	2021-2022-002	Oral history transcriptions	180.00
	2021-2022-001	Oral history transcriptions	760.00
Burson Automotive Pty Ltd	115387565	6 trailer wheel chocks	111.87
	114542989	2000 watt power inverter	660.00
	115457856	Battery boxes	94.05
	115483592	Century mower battery	91.85
	115486276	Dash cam with SD card for IGOCAM60	6,195.20
Mackie Plumbing and Gas Pty Ltd	199335	Banksia V25 unblock sink	460.89
	199247	Repair toilets to Recquatic Centre	150.72
	199250	Replace tap at Peace Park	503.27
	199255	Backflow test at Darius Wells Centre	247.87
	199256	Repairs to Chisham Oval Public toilets	497.52
	199258	Unblock drains at City Operations Team	229.73
	199315	Banksia V56 replace toilet cistern	365.71
Sine Group Pty Ltd	2020-15624	Wifi plans for Admin and the Zone	2,085.60
Australian HVAC Services Pty Ltd	62081	William Bertram foyer grille repairs	484.00
	62084	Parmelia House air filter replacements	395.41
	62090	Darius Wells inspect fan motor	462.00
Satellite Security Services	IV011833	Replace alarm battery at the Zone	200.00
	IV011797	Replace alarm battery in Senior Citizens Centre	182.50
	IV011796	Alarm service to Depot	435.60
Payreq Australia Pty Ltd	1004530	Payreq pre purchased credits	1,320.00
Kadeklerk Photography	22July21	Additional photos from events	300.00
Palm Lakes Garden and Landscape Ser	7010	Banksia Park reticulation repairs	110.00
	7006	Removal and relay of pavers Bertram Community Centre	3,520.00
	7005	Banksia V15 landscaping to front and rear	3,330.00
Matprint Pty Ltd	AU-20408-B	Customised heavy duty branded mat	2,997.50
Rory Pearson Pty Ltd	A/N3526	Crossover subsidy rebate	706.44
Corporate Chair Systems Pty Ltd	38624	Chairs with chrome frames x 60	11,985.60
Asbestos Masters WA	0005	Seagulls Reserve assessment removal of asbestos	2,512.40
Wood You Like to Play	2091	Wooden toys and equipment for Bright Futures	493.51
NMT International Pty Ltd	Refund	Refund standard TMP fee	116.00
Gladman Dube	A/N23672	Crossover subsidy rebate	316.68
Cameron Paul Fox	14July2021	Refund of BSL BP2021/730	61.65
Bikol Express Restaurant and Cateri	14July21	Local commercial support grant funding	1,100.00
Cyle John Cooper	1.6	Rates Refund	147.70
Eric Asi	1865140	Refund bond Medina Hall	2,000.00
Jaypee Gacos Saloma	1880364	Refund bond Tuart Room	1,000.00
Florencia Barcelon Bulatao	1878430	Refund bond Ken Jackman Hall	1,000.00

# Payment Listing

Payments made between 01/07/2021 and 31/07/2021

Payee	Invoice	Description	Amount
Rockingham Kwinana Chamber of Commerce	IV000106087	Resources Regional Business Awards entry fee	500.00
Telstra	0335568200Jul21	Banksia Park Clubhouse to 090821	44.85
T-Quip	102659#5	Equipment for City Operations Depot	2,009.70
	102779#5	Equipment for City Operations Depot	7.05
Water Corporation of Western Australia	9000323724Aug21	119U Frank Konecny	600.92
	9019159709Jul21	Trade Waste Permit Thomas Kelly Pavilion	362.32
	9017376507Jul21	Trade Waste Permit Fiona Harris Pavilion	329.52
	9014051352Jul21	116U Bertram Community Centre	886.54
	9014249617Jul21	1U Bertram Oval Club Facility	590.13
	9018587808Jul21	Trade Waste Permit Darius	235.45
	9022182969Jul21	Calista public toilets trade waste permit	235.45
Dennis Cleve Wood	ICTALLOW21/22	ICT allowance	291.63
	MEETINGFEES21/22	Meeting fees	2,639.87
Wurth Australia Pty Ltd	4307682391	Workshop consumables for Depot	538.30
	4307682150	Workshop consumables for Depot	279.17
Sherilyn Wood	ICTALLOW21/22	ICT allowance	291.63
	MEETINGFEES21/22	Meeting fees	2,639.87
Sandra Elizabeth Lee	ICTALLOW21/22	ICT allowance	291.63
	MEETINGFEES21/22	Meeting fees	2,639.87
Taylor Tyres Pty Ltd	24235	Call out and repair tyre	198.00
Spare Parts Puppet Theatre	5712	Performing with puppets workshop	544.50
Cornerstone Legal	18525	Legal matter 005391	3,792.80
Absolute Painting Services	INV-2064	Supply paint to Banksia and Callistemon	99.00
Beaver Tree Services Aust Pty Ltd	78023	KIA tree planting and pruning	15,208.60
	78695	General vegetation clearance Leda	3,587.30
	78778	Tree removal Sapphire Chase	1,822.12
	78765	Storm clean up Millbrook Ave	2,938.17
	78156	Tree plant and watering	416.31
	78282	Tree plant and watering	416.31
	78717	General vegetation clearance Calista	3,587.30
	78696	General vegetation clearance Naval Base	3,587.30
	78826	General vegetation clearance Casuarina	3,587.30
Suez	43631401	Green waste bin and tipping	3,078.55
Prestige Catering & Event Hire	INV2910	Citizenship Ceremony catering	2,112.00
	INV-2909	Citizenship Ceremony catering	2,507.00
ZircoData Pty Ltd	ZDW0181841	Offsite storage pick up and retrieval to 250621	930.80
Bunnings Building Supplies	2163/00114512	Banksia Park landscape supplies	271.65
	2163/01136099	Landscaping items for the Depot	84.81
	2163/01681697	Hose reel for Animal Management facility	174.80
Natural Area Holdings P/L t/as Natu	00015802	Maintenance works at Peel sub drain	2,475.00
	00015820	Supply of plants for Tronox Adopt a Beach	495.00
Connect CCS	00106991	After hours monitoring overcalls June 21	1,447.19
Peter Edward Feasey	DEPMAYFEE21/22	Deputy Mayoral allowance	1,869.87
	ICTALLOW21/22	ICT allowance	291.63
	MEETINGFEES21/22	Meeting fees	2,639.87
Carol Elizabeth Adams	ICTALLOW21/22	ICT allowance	291.63
	MAYALLOW21/22	Mayoral allowance	7,479.38
	MEETING21/22	Meeting fees	3,959.63
Outsource Business Support Solution	00001756	Temp staff week ending 220721	694.23
	00001752	Temp staff week ending 170721	1,542.75
	00001759	Temp staff week ending 260721	1,157.06

# Payment Listing

Payments made between 01/07/2021 and 31/07/2021

Payee	Invoice	Description	Amount
	00001752	Temp staff week ending 170721	272.25
City of Rockingham	117867	Tipping fees to 060721	648.00
BullAnt Security Pty	10211443	Supply Lockwood keys to Thomas Kelly Pavilion	75.36
Coastline Mowers	28899#10	Wash and lawn edger nuts for mower	87.20
KAJ Installations & Services	00007741	Repair workshop garage door	180.00
Advanced Traffic Management (WA) Pt	00147827	Traffic management Gilmore Avenue	2,391.66
	00147948.1	Traffic management Gilmore Avenue	3,563.01
	00148047	Traffic management Gilmore Avenue	1,373.52
	00148245	Traffic management Gilmore Avenue	2,461.33
	00148238	Traffic management Gilmore Avenue	1,520.48
	00148239	Traffic management Mandogalup	1,227.42
	00148237	Traffic management Moombaki and Price Parkway	1,619.22
Elliotts Irrigation Pty Ltd	B22916	Install post filter screen iron filter Wellard 4	852.50
Remida Perth Inc	2968	Remida at School membership	180.00
Simply Headsets	INV-54103	5 x headsets	320.00
Quell Clean	00054029	Banksia V15 vacate clean	555.00
Wendy Gaye Cooper	ICTALLOW21/22	ICT allowance	291.63
	MEETINGFEES21/22	Meeting fees	2,639.87
Master Lock Service	00008042	Supply 10 B and F keys to City Operations	120.00
	00008043	Replace lock handle at Fiona Harris Pavilion	230.00
Fire & Emergency Services, Dept of	59304	Administration annual alarm monitoring 21/22	1,881.00
	59305	Recquatic Centre annual alarm monitoring 21/22	1,881.00
	59168	Fiona Harris Pavilion annual alarm monitoring 21/22	1,881.00
	59173	Darius Wells annual alarm monitoring 21/22	1,881.00
	59174	Zone annual alarm monitoring 21/22	1,881.00
	59175	Wellard Community annual alarm monitoring 21/22	1,881.00
Programmed Property Services Pty Lt	SINV609586	Village gardening and lawn mowing Jul 21	10,257.86
Accord Security Pty Ltd	00025926	Alarm attendance for various facilities June 21	198.00
Promotions Only	7987122013	Uniform for inductions	558.80
Forpark Australia Pty Ltd	48219	Playground equipment for Hunt Place playground	2,620.20
ALSCO Pty Ltd	CPER2150568	Linen hire for OCM Council dinners	60.75
Imagesource Digital Solutions	458186	Install various signs to Callistemon and Banksia	3,041.50
	458004	Install various signs to Callistemon and Banksia	396.00
	458101	Signage stickers for Animal Management	104.50
Christine Linda Scambler	1.6	Rates Refund	2,000.00
Woolworths Group Limited	93419632	Items for Admin Building	118.61
	4139688	Items for various areas	70.53
	92574741	Items for Admin Building	106.15
	4081254	Items for various areas	68.19
	89102894	Items for Admin Building	102.80
	4139695	Items for Bush Bird ID workshop	60.76
	4258858	Items for various areas	120.27
	93415454	Items for City Operations Team	114.81
Priority 1 Fire & Safety Pty Ltd	2122-110	Breathing Apparatus Refresher course	1,100.00
Drainflow Services Pty Ltd	00007473	Gully eduction works various sites	8,580.00
Elexacom	114628	Callistemon U17 check GPO and switches	44.00
	114433	Data cabling at Recquatic Centre gym	32,734.58
StrataGreen	135293	Supply loppers and 5lt Spray bottles	139.76
Gregs Glass	11857	Banksia V12 repairs to sliding door	180.00
Labourforce Impex Personnel Pty Ltd	175260	Temp staff week ending 250721	1,614.20



# Payment Listing

Payments made between 01/07/2021 and 31/07/2021

Payee	Invoice	Description	Amount
	174730	Temp staff week ending 040721	1,997.50
	174959	Temp staff week ending 110721	1,614.20
Morris Jacobs	34-20/07/21	Art Classes at Darius Wells 200721	200.00
Blackwood & Sons Ltd	PE4326AT	Premix general purpose concrete bags for Wellard	142.89
Starbucks Flooring	INV-000831	Banksia V15 replace flooring	1,546.00
Mervyn Thomas Kearney	ICTALLOW	ICT allowance	291.63
	MEETINGFEES21/22	Meeting fees	2,639.87
Glen Flood Group Pty Ltd	INV-1535	Temp project support week ending 250721	8,113.63
Fire And Safety Australia Pty Ltd	T1048344	Fire Safety Training course	3,150.00
Envirosweep	87885	Road sweeping various locations for June 21	5,632.00
Kwinana South Bush Fire Brigade	30June21	DFES ESL recoup Apr to June 21	734.64
TCS Instruments	603290	Tubing supplies	693.00
McLeods Barrister & Solicitors	119943	Legal matters 44451	250.80
Lo-Go Appointments	00424059	Temp staff week ending 170721	1,298.15
	00424060	Temp staff week ending 170721	2,285.17
	00424061	Temp staff week ending 170721	2,303.11
Pitney Bowes Australia Pty Ltd	I5915831	Service rates folding machine	250.00
Major Motors	1076590	Set of service filters	177.18
Matthew James Rowse	ICTALLOW21/22	ICT allowance	291.63
	MEETINGFEES21/22	Meeting fees	2,639.87
Parkers WA	INV-2705	Tactiles installation at Berthold and Sulphur	4,363.00
EFT TRANSFER: - 29/07/2021			214,262.95
Australian Services Union	PY01-02-Aust Ser	Payroll Deduction	250.73
	PY01-02-Aust Ser	Payroll Deduction	71.70
Australian Taxation Office	PY99-02-Australi	PAYG tax withheld	524.00
	PY01-02-Australi	PAYG tax withheld	201,052.00
Maxxia Pty Ltd	PY01-02-Maxxia P	Payroll Deduction	1,383.66
	PY01-02-Maxxia P	Payroll Deduction	1,602.93
Health Insurance Fund of WA (HIF)	PY01-02-Health I	Payroll Deduction	1,054.15
City of Kwinana - Xmas fund	PY01-02-TOK Chri	Payroll Deduction	7,230.00
Child Support Agency	PY01-02-Child Su	Payroll Deduction	704.01
LGRCEU	PY01-02-LGRCEU	Payroll Deduction	379.51
	PY01-02-LGRECU	Payroll Deduction	10.26
Total EFT			-4,680,302.28
<b>Cancelled Cheques</b>			
Transport Department of			0.00
Total Cancelled Cheques			0.00
<b>Payroll</b>			
Payroll - Interim			13,963.61
Payroll			646,870.89
Payroll - Interim			3,626.76
Payroll			659,882.44
Total Payroll			-1,324,343.70
Grand Total			-6,121,542.92

# Credit Card Transactions

1/07/2021 to 31/07/2021

Transaction No	Tran Type	Tran Reference	Invoice Date	Actual	Transaction Description
<b>Credit card Functions Officer to 020721</b>				<b>\$2,363.37</b>	
5200090	Invoice	020721A	02/07/2021	\$9.70	Milk for staff
5200090	Invoice	020721A	02/07/2021	\$12.73	Table centrepieces for Bushfire Dinner
5200090	Invoice	020721A	02/07/2021	\$16.50	LED candles for Bushfire Dinner
5200090	Invoice	020721A	02/07/2021	\$33.58	Beverages for Bushfire Dinner
5200090	Invoice	020721A	02/07/2021	\$65.45	LED candles for Bushfire Dinner
5200090	Invoice	020721A	02/07/2021	\$87.24	Beverages for Bushfire Dinner
5200090	Invoice	020721A	02/07/2021	\$105.30	Tea and coffee order for staff
5200090	Invoice	020721A	02/07/2021	\$161.40	Dinner for EMBS
5200090	Invoice	020721A	02/07/2021	\$178.55	Dinner for EMBS
5200090	Invoice	020721A	02/07/2021	\$215.41	Table centrepieces for Bushfire Dinner
5200090	Invoice	020721A	02/07/2021	\$327.18	Table centrepieces for Bushfire Dinner
5200090	Invoice	020721A	02/07/2021	\$945.94	Plants for Council Lounge and Dining Room
5200090	GST	020721A	02/07/2021	\$204.39	GST
<b>Credit card Executive Assistant to 020721</b>				<b>\$681.93</b>	
5200093	Invoice	020721B	02/07/2021	\$13.62	Farewell cards for staff member
5200093	Invoice	020721B	02/07/2021	\$22.68	Engraving of Mayoral chains
5200093	Invoice	020721B	02/07/2021	\$583.64	Furniture for Council Lounge
5200093	GST	020721B	02/07/2021	\$61.99	GST
<b>Credit card Manager Economic Development and Advocacy to 020721</b>				<b>\$573.00</b>	
5200198	Invoice	020721C	02/07/2021	\$27.27	Entry x 3 Bunbury Motor Museum
5200198	Invoice	020721C	02/07/2021	\$31.55	Coffee for training workshop
5200198	Invoice	020721C	02/07/2021	\$44.55	Lunch x 3 visit to Bunbury Motor Museum
5200198	Invoice	020721C	02/07/2021	\$48.91	Coffee for training workshop
5200198	Invoice	020721C	02/07/2021	\$52.91	Coffee for training workshop
5200198	Invoice	020721C	02/07/2021	\$59.36	Coffee for Economic Development Workshop
5200198	Invoice	020721C	02/07/2021	\$101.82	Catering for Economic Development Workshop
5200198	Invoice	020721C	02/07/2021	\$154.55	Financial risk assessment search for tender
5200198	GST	020721C	02/07/2021	\$52.08	GST

# Credit Card Transactions

1/07/2021 to 31/07/2021

Transaction No	Tran Type	Tran Reference	Invoice Date	Actual	Transaction Description
<b>Credit card Director City Development and Sustainability to 020721</b>				<b>\$30.50</b>	
5200203	Invoice	020721D	02/07/2021	\$27.73	NGAA 2021 Symposium 28 July 2021
5200203	GST	020721D	02/07/2021	\$2.77	GST
<b>Credit card Manager Customer and Communications to 020721</b>				<b>\$3,070.69</b>	
5200209	Invoice	020721E	02/07/2021	\$1.14	Typeform international transaction fee
5200209	Invoice	020721E	02/07/2021	\$12.67	Facebook advertising
5200209	Invoice	020721E	02/07/2021	\$45.78	Typeform subscription
5200209	Invoice	020721E	02/07/2021	\$58.22	Facebook advertising
5200209	Invoice	020721E	02/07/2021	\$64.79	Facebook advertising
5200209	Invoice	020721E	02/07/2021	\$83.59	Asana project management software
5200209	Invoice	020721E	02/07/2021	\$100.00	Facebook advertising
5200209	Invoice	020721E	02/07/2021	\$100.00	Facebook advertising
5200209	Invoice	020721E	02/07/2021	\$146.21	Facebook advertising
5200209	Invoice	020721E	02/07/2021	\$285.59	Facebook advertising
5200209	Invoice	020721E	02/07/2021	\$369.07	Mailchimp email marketing software
5200209	Invoice	020721E	02/07/2021	\$605.51	Facebook advertising
5200209	Invoice	020721E	02/07/2021	\$1,081.60	Stock imagery database istock credits
5200209	GST	020721E	02/07/2021	\$116.52	GST
<b>Credit card Director City Infrastructure to 020721</b>				<b>\$2,276.57</b>	
5200211	Invoice	020721F	02/07/2021	\$11.69	Azure software for OneCouncil
5200211	Invoice	020721F	02/07/2021	\$398.18	Seat covers for vehicle P623
5200211	Invoice	020721F	02/07/2021	\$452.65	Western Power Christmas/Gilmore design fee
5200211	Invoice	020721F	02/07/2021	\$1,207.08	Western Power Christmas/Gilmore construction fee
5200211	GST	020721F	02/07/2021	\$206.97	GST
<b>Credit card Chief Executive Officer to 020721</b>				<b>\$787.15</b>	
5200213	Invoice	020721G	02/07/2021	\$5.27	Parking to attend GAPP meeting
5200213	Invoice	020721G	02/07/2021	\$25.77	Parking to attend meeting with Aigle
5200213	Invoice	020721G	02/07/2021	\$684.55	Chartered Accountants annual subscription fee
5200213	GST	020721G	02/07/2021	\$71.56	GST

# Credit Card Transactions

1/07/2021 to 31/07/2021

Transaction No	Tran Type	Tran Reference	Invoice Date	Actual	Transaction Description
<b>Credit card Rates Coordinator to 020721</b>				<b>\$743.40</b>	
5200215	Invoice	020721I	02/07/2021	\$743.40	Magistrates Court warrant service
<b>Credit card Manager Human Resources to 020721</b>				<b>\$6,758.07</b>	
5200217	Invoice	020721J	02/07/2021	\$5.33	Flight surcharge for SNAICC National Conference
5200217	Invoice	020721J	02/07/2021	\$5.41	Gift cards for awards
5200217	Invoice	020721J	02/07/2021	\$37.86	Gift cards for awards
5200217	Invoice	020721J	02/07/2021	\$45.45	Smartrider autoloader
5200217	Invoice	020721J	02/07/2021	\$45.45	Smartrider autoloader
5200217	Invoice	020721J	02/07/2021	\$61.14	LinkedIn employment advertising
5200217	Invoice	020721J	02/07/2021	\$80.00	Fire safety course
5200217	Invoice	020721J	02/07/2021	\$136.36	RKCC Business Awards
5200217	Invoice	020721J	02/07/2021	\$143.95	Community engagement using LG data event x 3
5200217	Invoice	020721J	02/07/2021	\$190.00	Sportspeople employment advertising
5200217	Invoice	020721J	02/07/2021	\$250.00	Gift cards for awards
5200217	Invoice	020721J	02/07/2021	\$524.18	Flights for SNAICC National Conference
5200217	Invoice	020721J	02/07/2021	\$696.28	LinkedIn employment advertising
5200217	Invoice	020721J	02/07/2021	\$706.89	LinkedIn employment advertising
5200217	Invoice	020721J	02/07/2021	\$1,050.00	Gift cards for awards
5200217	Invoice	020721J	02/07/2021	\$1,140.00	CPA Australia program fee for employee
5200217	Invoice	020721J	02/07/2021	\$1,247.21	SNAICC National Conference
5200217	GST	020721J	02/07/2021	\$392.56	GST
<b>Credit card Director City Engagement to 020721</b>				<b>\$4,677.14</b>	
5202095	Invoice	020721H	02/07/2021	\$-300.00	Return bond for Koorliny Arts Centre Lyrik Awards
5202095	Invoice	020721H	02/07/2021	\$-43.64	Refund of prizes purchased
5202095	Invoice	020721H	02/07/2021	\$90.91	Smartrider for Library
5202095	Invoice	020721H	02/07/2021	\$114.35	Purchase of four books
5202095	Invoice	020721H	02/07/2021	\$300.00	Bond for Koorliny Arts Centre Lyrik Awards
5202095	Invoice	020721H	02/07/2021	\$397.27	Purchase of prizes for Kwinana Club Network Night
5202095	Invoice	020721H	02/07/2021	\$478.18	Purchase of Prizes for Health Promotion Workshops
5202095	Invoice	020721H	02/07/2021	\$933.64	Supplies for Lyrik Awards

# Credit Card Transactions

1/07/2021 to 31/07/2021

Transaction No	Tran Type	Tran Reference	Invoice Date	Actual	Transaction Description
5202095	Invoice	020721H	02/07/2021	\$2,281.23	Supplies for Activations places and spaces
5202095	GST	020721H	02/07/2021	\$425.20	GST
Grand Total:				\$21,961.82	

#### **18.4 Appointment of voting delegates and proxy voting delegates on behalf of the City of Kwinana at the Annual General Meeting of the Western Australian Local Government Association**

##### **SUMMARY:**

Western Australian Local Government Association (WALGA) have requested that two voting delegates and two proxy voting delegates be appointed to exercise voting entitlements on behalf of the City of Kwinana at their upcoming 2021 Annual General Meeting, scheduled to be held on Monday, 20 September 2021.

##### **OFFICER RECOMMENDATION:**

**That Council appoint Mayor Carol Adams and Councillor..... to act as voting delegates and Councillors ..... and ..... to act as proxy voting delegates, at the Annual General Meeting of the Western Australian Local Government Association.**

##### **DISCUSSION:**

The WALGA represents the interests of the Local Government sector, provides leadership on key Local Government issues, delivers products and services that provide significant benefits to its Members and promotes a positive profile for Local Government within the wider community.

The City is required to complete the Voting Delegate Information 2021 Annual General Meeting form, as at Attachment A, nominating the City's two voting delegates and two proxy voting delegates.

To ensure appropriate representation at the Annual General Meeting it is recommended that Mayor Carol Adams be appointed as a voting delegate, with a second Elected Member nominated as well as, an additional two Elected Members nominated to act as the proxy voting delegates.

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

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

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

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

The cost for attending the Annual General Meeting is free of charge to all member Local Governments.



**18.4 APPOINTMENT OF VOTING DELEGATES AND PROXY VOTING DELEGATES ON BEHALF OF THE CITY OF KWINANA AT THE ANNUAL GENERAL MEETING OF THE WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION**

**ASSET MANAGEMENT IMPLICATIONS:**

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

**ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS:**

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

**STRATEGIC/SOCIAL IMPLICATIONS:**

There are no strategic/social implications as a result of this proposal.

**COMMUNITY ENGAGEMENT:**

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



**Notice  
of  
Annual General  
Meeting  
and  
Procedural Information  
for Submission of Motions**

**Crown Perth**

**Monday, 20 September 2021**

**Deadline for Agenda Items**

(Close of Business)

**Friday, 16 July 2021**

# 2021 Local Government Convention

## General Information

### **WALGA Annual General Meeting**

The Annual General Meeting for the Western Australian Local Government Association (WALGA) will be held from 9:00am on Monday, 20 September 2021. This event should be attended by delegates from all Member Local Governments.

### **Cost for attending the Annual General Meeting**

Attendance at the Annual General Meeting is **free of charge** to all Member Local Governments. Lunch will be provided. Delegates must register their attendance in advance.

### **Submission of Motions**

Member Local Governments are invited to submit motions for inclusion on the Agenda for consideration at the 2021 Annual General Meeting. Motions should be submitted in writing to the Chief Executive Officer of WALGA.

The closing date for submission of motions is **5:00pm Friday, 16 July**.

*Please note that any motions proposing alterations or amendments to the Constitution of WALGA must be received by **5:00pm Friday, 2 July** in order to satisfy the 60 day constitutional notification requirements.*

The following guidelines should be followed by Members in the formulation of motions:

- Motions should focus on policy matters rather than issues which could be dealt with by the WALGA State Council with minimal delay.
- Due regard should be given to the relevance of the motion to the total membership and to Local Government in general. Some motions are of a localised or regional interest and might be better handled through other forums.
- Due regard should be given to the timeliness of the motion – will it still be relevant come the Local Government Convention or would it be better handled immediately by the Association?
- The likely political impact of the motion should be carefully considered.
- Due regard should be given to the educational value to Members – i.e. does awareness need to be raised on the particular matter?
- The potential media interest of the subject matter should be considered.
- Annual General Meeting motions submitted by Member Local Governments must be accompanied by fully researched and documented supporting comment.

## Criteria for Motions

As per the Corporate Governance Charter, prior to the finalisation of the agenda, the WALGA President and Chief Executive Officer will determine whether motions abide by the following criteria:

Motions will be included in the Business Paper agenda where they:

1. Are consistent with the objects of the Association (refer to clause 3 of the constitution);
2. Demonstrate that the issue/s raised will concern or are likely to concern a substantial number of Local Governments in WA.;
3. Seek to advance the Local Government policy agenda of the Association and/or improve governance of the Association;
4. Have a lawful purpose (a motion does not have a lawful purpose if its implementation would require or encourage non-compliance with prevailing laws);
5. Are clearly worded and unambiguous in nature;

Motions will not be included where they are:

6. Consistent with current Association advocacy/policy positions. (As the matter has previously considered and endorsed by the Association).

Motions of similar objective:

7. Will be consolidated as a single item.

Submitters of motions will be advised of the determinations.

Enquiries relating to the preparation or submission of motions should be directed to Kathy Robertson, Executive Officer Governance on (08) 9213 2036 or [krobertson@walga.asn.au](mailto:krobertson@walga.asn.au).

## Emergency Motions

No motion shall be accepted for debate at the Annual General Meeting after the closing date unless the Association President determines that it is of an urgent nature, sufficient to warrant immediate debate, and delegates resolve accordingly at the meeting. Please refer to the AGM Standing Orders for details.



**Mayor Tracey Roberts JP**  
**President**



**Nick Sloan**  
**Chief Executive Officer**

# EMAIL BACK

## Voting Delegate Information 2021 Annual General Meeting



TO: Chief Executive Officer

Registered:

All Member Councils are entitled to be represented by two (2) voting delegates at the Annual General Meeting of the WA Local Government Association to be held on Monday, 20 September 2021 at Crown Perth.

Please complete and return this form to the Association by **Friday, 27 August** to register the attendance and voting entitlements of your Council's delegates to the Annual General Meeting.

In the event that a Voting Delegate is unable to attend, provision is made for proxy delegates to be registered.

Only registered delegates or proxy registered delegates will be permitted to exercise voting entitlements on behalf of Member Councils. Delegates may be Elected Members or serving officers.

**Please Note:** All Voting Delegates will need to present at the WALGA Delegate Service Desk prior to the AGM to collect their electronic voting device (keypad) for voting and identification tag to gain entry into the Annual General Meeting.

VOTING DELEGATES	PROXY Voting Delegates
Name of Voting Delegates (2):  .....  .....	Name of Proxy Voting Delegates (2):  .....  .....
<b>For (Local Government Name):</b> Shire/Town/City of .....	
<b>Signature Chief Executive Officer</b> _____ (An electronic signature is <u>required</u> if submitting via email)	
<b>Date</b> _____	

ON COMPLETION PLEASE EMAIL TO: [krobertson@walga.asn.au](mailto:krobertson@walga.asn.au)

Kathy Robertson, Executive Officer Governance

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

**20 Late and urgent Business**

Note: In accordance with Clauses 3.13 and 3.14 of Council's Standing Orders, only items resolved by Council to be Urgent Business will be considered.

**COUNCIL DECISION**

**###**

**MOVED CR**

**SECONDED CR**

**That Council deal with the ..... items of urgent business as presented in the Addendum to the Agenda.**

**21 Reports of Elected Members**

**22 Answers to questions which were taken on notice**

Nil

**23 Mayoral Announcements**



## 24 Confidential items

### 12.1 Chief Executive Officer Performance Review 2020/2021 – Formal Review of existing Key Performance Indicators

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

- (a) a matter affecting an employee or employees; 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

## **12.2 Chief Executive Officer Performance Review 2020/21 and setting of Total Remuneration Package**

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

- (a) a matter affecting an employee or employees; 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**

## **25 Close of meeting**