

Ordinary Council Meeting

24 November 2021

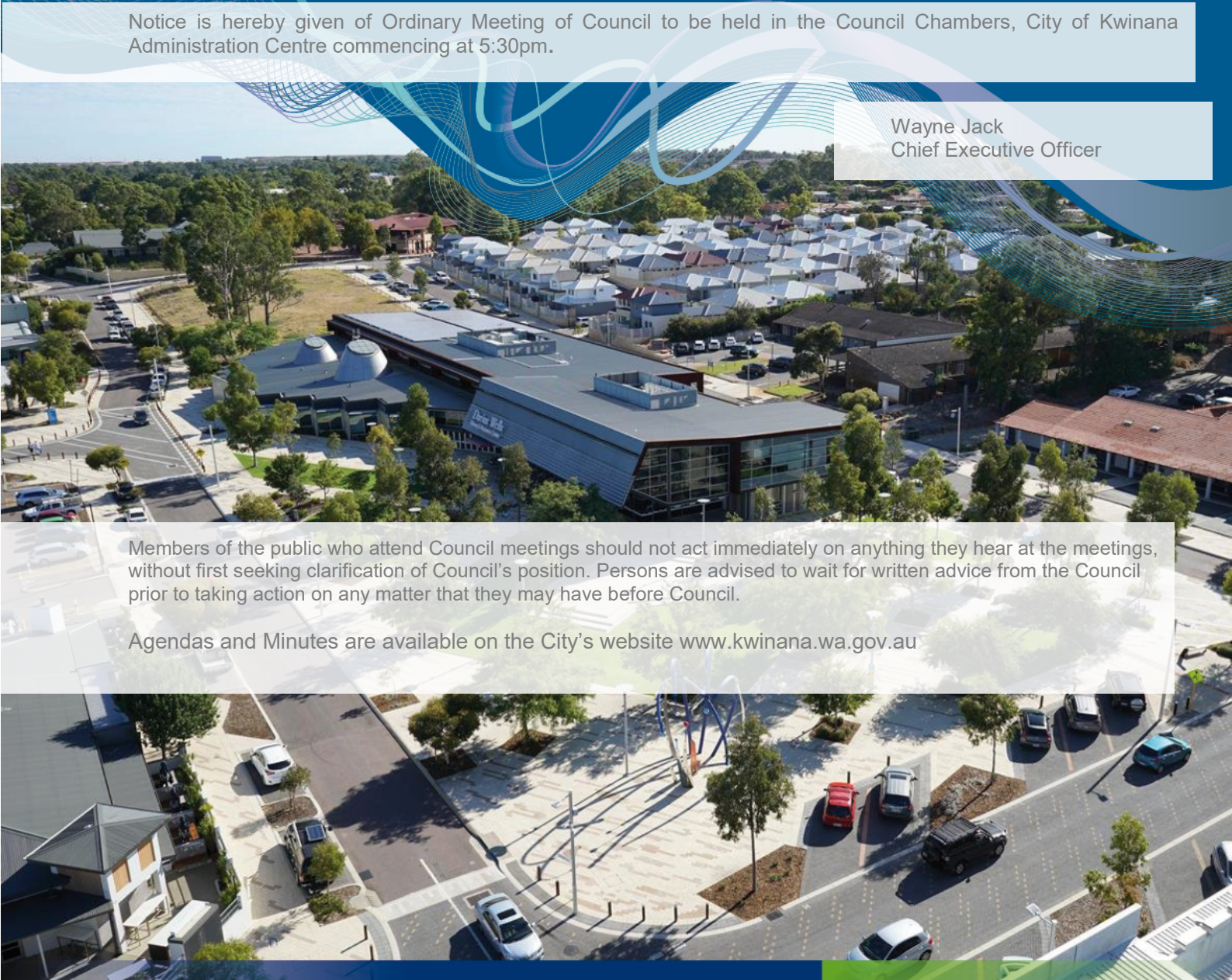
Agenda

Notice is hereby given of 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



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1 OPENING AND ANNOUNCEMENT OF VISITORS

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

2 WELCOME TO COUNTRY AND ACKNOWLEDGEMENT OF COUNTRY

Councillor Barry Winmar to present the Welcome to Country:

"Ngullak nyinniny kooralong koora ngullak noitj nidja noongar boodjar. Noongar moort djoorapiny nyinniny nidja ngulla quopadok noongar boodjar kooralong.

From the beginning of time to the end, this is Noongar Country. Noongar people have been graceful keepers of our nation for many, many years.

Ngalla djoorapiny maambart boodjar ngallak bala maambart quop ngalla koort djoorapiny nidja ngalla mia mia nyinniny noongar boodjar.

We respect the earth our mother and understand that we belong to her - she does not belong to us. In all her beauty, we find comfort, wellbeing, and life that creates a home for everyone that has become a keeper of Noongar Country.

Djinanginy katatjin djoorapiny nidja weern noongar boodjar ngalla mia mia boorda.

Look, listen, understand and embrace all the elements of Noongar Country that is forever our home.

Kaya wandju ngaany Barry Winmar Wadjuk Ballardong maaman ngaany koort djoorapiny noonook nidja Noongar boodjar daadjaling waankaganiny noitj Noongar Boodjar.

Hello and welcome my name is Barry Winmar and I am a Whadjuk Ballardong man my heart is happy as we are gathered on Noongar country and speaking here on Noongar 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 Dennis Wood 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):

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 –

- be addressed to the Mayor;
- be made by electors of the district;
- state the request on each page of the petition;
- contain at least five names, addresses and signatures of electors making the request;
- contain a summary of the reasons for the request;
- state the name of the person to whom, and an address at which, notice to the petitioners can be given; and
- 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 –

- that the petition be received;
- that the petition be rejected; or
- 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:

- 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;
- setting out the agenda item to which the deputation relates;
- whether the deputation is supporting or opposing the officer's or committee's recommendation; and
- 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 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 10 NOVEMBER 2021

RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held on 10 November 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 —

in a written notice given to the CEO before the meeting; or
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 —

before the meeting the CEO is to cause the notice to be given to the person who is to preside at the meeting; and
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

10 ITEMS BROUGHT FORWARD FOR THE CONVENIENCE OF THOSE IN THE PUBLIC GALLERY

11 ANY BUSINESS LEFT OVER FROM PREVIOUS MEETING

Nil

12 RECOMMENDATIONS OF COMMITTEES

Nil

13 ENBLOC REPORTS

14 REPORTS – COMMUNITY

Nil

15 REPORTS – ECONOMIC

Nil

16 REPORTS – NATURAL ENVIRONMENT

Nil

17 REPORTS – BUILT INFRASTRUCTURE**17.1 EXTENSION OF CONTRACT 643KWN18 - PROVISION OF CLEANING SERVICES FOR NOMINATED SITES****SUMMARY**

The Contract for 643KWN18 – Provision of Cleaning Services for Nominated Sites was awarded to Charles Service Company on 27 February 2019 at the ordinary council meeting (Resolution #405).

The City requires Council approval to exercise the contract extension option and approve a consumable products price adjustment as per the Confidential Attachment.

OFFICER RECOMMENDATION

That Council:

- 1. Approve the Contract extension for Contract 643KWN18 – Provision of Cleaning Services for Nominated Sites.**
- 2. Approve the price adjustment to consumable products as per the Confidential Attachment.**
- 3. Validate the extended Contract period, expiring 28 February 2023, subject to CPI increase as per the Contract.**
- 4. Authorise the CEO to execute this Contract variation process and extension process including the one remaining future twelve (12) month Contract extension.**

DISCUSSION

The Contract was for an initial period of three (3) years and expires on 28 February 2022. Due to the contract expenditure, the City requires Council approval to exercise the extension option and authorise the CEO to exercise the future extension option for this Contract.

On 25 October 2021, the Contractor expressed their desire to extend the contract for a period of twelve (12) months. The City completes regular quality audits and has also completed a contractor performance assessment. The City is satisfied that the Contractor is meeting the contractual requirements and therefore extending the contract is advantageous for the City. There is one additional option to extend the contract for 12 months, at the end of the currently proposed 12 month extension.

On 26 October 2021, the City received a letter from Charles Service Company detailing a price increase to consumable products detailed in the Confidential Attachment. The price increase is due to a current supply crisis caused by the COVID-19 pandemic.

STRATEGIC IMPLICATIONS

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

Strategic Community Plan			
Outcome	Strategic Objective	Action in CBP (if applicable)	How does this proposal achieve the outcomes and strategic objectives?
3 – Infrastructure and services that are affordable and contribute to health and wellbeing	3.3 – Maintain infrastructure, playgrounds, parks and reserves to a high standard through sustainable asset maintenance and renewal	N/A – There is no specific action in the CBP, yet this report will help achieve the indicated outcomes and strategic objectives	Maintain cleanliness of facilities.

SOCIAL IMPLICATIONS

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

LEGAL/POLICY IMPLICATIONS

Local Government (Function and General) Regulations 1996 (WA)

Procurement Policy – 2020

FINANCIAL/BUDGET IMPLICATIONS

The proposed expenditure of this contract is accommodated in the City's Long Term Financial Plan.

ASSET MANAGEMENT IMPLICATIONS

Effective asset management of the City's building assets includes cleaning of components, fittings and fixtures to the appropriate standards.

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

Contract includes waste and recycling removal from inside City facilities and appropriate disposal in the designated bulk bins at each facility. Compliance with chemical and environmental regulations is a contract requirement.

COMMUNITY ENGAGEMENT

Cleaning works enable the provision of clean and attractive facilities for community and employee use, thus assisting in effective community engagement from these facilities.

ATTACHMENTS

A. Confidential - Attachment A - Consumable Products Price Adjustment - Confidential

18 REPORTS – CIVIC LEADERSHIP**18.1 2022 ORDINARY COUNCIL AND AUDIT AND RISK COMMITTEE MEETING DATES****SUMMARY**

Each year, the City publishes the scheduled Council and Audit and Risk Committee meetings. Section 5.3 of the *Local Government Act 1995* ('Act') provides that councils are to hold ordinary meetings which are to be no more than 3 months apart.

Section 5.4 of the Act sets out that an ordinary meeting of council is to be held if so decided by council. Regulation 12(2) of the *Local Government (Administration) Regulations 1996* require the CEO to publish such dates on the local government's official website before the beginning of the year in which the meetings are to be held.

Proposed ordinary council meeting dates and Audit and Risk Committee meeting dates for 2022 are provided for Council endorsement.

OFFICER RECOMMENDATION

That Council:

1. Approve the schedule of the Ordinary Council Meeting dates and commencement times for 2022, with each meeting being held in the City of Kwinana Council Chambers, Corner Sulphur Road and Gilmore Avenue, Kwinana Town Centre and commencing at 5:30pm, as follows:

Ordinary Council Meeting Date	
9 February 2022	27 July 2022
23 February 2022	10 August 2022
9 March 2022	24 August 2022
23 March 2022	14 September 2022
13 April 2022	28 September 2022
27 April 2022	12 October 2022
11 May 2022	26 October 2022
25 May 2022	9 November 2022
8 June 2022	23 November 2022
22 June 2022	14 December 2022
13 July 2022	

2. Approve the schedule of the Audit and Risk Committee Meeting dates and commencement times for 2022, with each meeting being held in the City of Kwinana Council Chambers, Corner Sulphur Road and Gilmore Avenue, Kwinana Town Centre and commencing at 5:30pm, as follows:

Audit and Risk Committee Meeting Date	
21 February 2022	3 October 2022
13 June 2022	5 December 2022

3. Publish the 2022 Ordinary Council Meeting and Audit and Risk Committee Meeting details on the City's website.

DISCUSSION

In accordance with regulation 12(2) of the *Local Government (Administration) Regulations 1996*, the CEO is required to advertise the dates of ordinary meetings of council on the local government's official website before the beginning of the year in which the meetings are to be held.

The City of Kwinana traditionally holds Ordinary Council Meetings on the second and fourth Wednesdays of each month, except in December and January. In past years, Council has held a single Ordinary meeting in December and January, as the rate of new development applications and items for the agenda slows during these months. This year, it is proposed that there will be no Ordinary Council Meeting in January due to the City of Kwinana closure and the Australia Day public holiday falling on what would have been the proposed date of the January 2022 Ordinary Council Meeting.

Agendas and Minutes for all meetings will be made available online at www.kwinana.wa.gov.au. Advertising of the Ordinary Council Meetings will occur via the City's website and social media.

Should, for some reason, the Ordinary Council Meeting dates change during the year, a report to Council will be prepared and if approved by Council, a notice will be placed the City's website and social media of the meeting details.

STRATEGIC IMPLICATIONS

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

SOCIAL IMPLICATIONS

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

LEGAL/POLICY IMPLICATIONS

Local Government Act 1995:

5.3. Ordinary and special council meetings

- (1) A council is to hold ordinary meetings and may hold special meetings.
- (2) Ordinary meetings are to be held not more than 3 months apart.
- (3) If a council fails to meet as required by subsection (2) the CEO is to notify the Minister of that failure.

5.4. Calling council meetings

An ordinary or a special meeting of a council is to be held —

- (a) if called for by either —
 - (i) the mayor or president; or
 - (ii) at least $\frac{1}{3}$ of the councillors, in a notice to the CEO setting out the date and purpose of the proposed meeting;or
- (b) if so decided by the council.

Local Government (Administration) Regulations 1996:12. *Publication of meeting details (Act s. 5.25(1)(g))*

- (1) *In this regulation —
meeting details, for a meeting, means the date and time when, and the place where, the meeting is to be held.*
- (2) *The CEO must publish on the local government's official website the meeting details for the following meetings before the beginning of the year in which the meetings are to be held —*
 - (a) *ordinary council meetings;*
 - (b) *committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public.*
- (3) *Any change to the meeting details for a meeting referred to in subregulation (2) must be published on the local government's official website as soon as practicable after the change is made.*
- (4) *If a local government decides that a special meeting of the council is to be open to members of the public, the CEO must publish the meeting details for the meeting and the purpose of the meeting on the local government's official website as soon as practicable after the decision is made.*

FINANCIAL/BUDGET IMPLICATIONS

There were no financial/budget implications identified as a result of this report or recommendation.

ASSET MANAGEMENT IMPLICATIONS

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

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

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

COMMUNITY ENGAGEMENT

The community will be notified of the scheduled Council meetings in accordance with the requirements of the Act.

ATTACHMENTS

Nil

18.2 QUARTERLY PERFORMANCE REPORT - STRATEGIC COMMUNITY PLAN AND CORPORATE BUSINESS PLAN - QUARTER 1 JULY TO SEPTEMBER 2021

SUMMARY

Council has endorsed a 'Plan for the Future' made up of the City's *Strategic Community Plan* (SCP) and a *Corporate Business Plan* (CBP). These plans set out Outcomes, Strategic Objectives and Actions that have been developed in order to achieve the community's vision. Every quarter, Council receives a report detailing the progress against the adopted actions within the Strategic Community Plan and Corporate Business Plan.

OFFICER RECOMMENDATION

That Council note the Quarterly Performance Report (Q1 July to September 2021) detailed in Attachment A.

DISCUSSION

The *Integrated Planning and Reporting - Framework and Guidelines 2016* (Department of Local Government and Communities) recommend implementing quarterly reporting to inform Council of the City's performance against community outcomes, enabling the City to respond to changing priorities. A Quarterly Strategic Community Plan and Corporate Business Plan Performance Report is provided to Council each quarter.

This is the first quarter of reporting against the City's newly adopted Strategic Community Plan and Corporate Business Plan. Highlights for the quarter include the initiation of many important projects, such as the creation or review of important informing plans and the early stages of important community projects, such as the Kwinana Loop Trail Upgrade.

The majority of actions in the report are being progressed and on track. However, there are some actions in the report that indicate that they have not been started as they are scheduled to begin later in the financial year. These actions are identifiable by a comment that details their expected start date.

STRATEGIC IMPLICATIONS

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

Strategic Community Plan			
Outcome	Strategic Objective	Action in CBP (if applicable)	How does this proposal achieve the outcomes and strategic objectives?
5 – Visionary leadership dedicated to acting for its community	5.1 – Model accountable and ethical governance, strengthening trust with the community	5.1.1 – Implement the Strategic Community Plan and Corporate Business Plan	This report allows Council to see the progress made towards implementing the Strategic Community Plan and Corporate Business Plan.

SOCIAL IMPLICATIONS

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

LEGAL/POLICY IMPLICATIONS

There are no legal/policy implications as a result of this proposal.

FINANCIAL/BUDGET IMPLICATIONS

There are no budget implications in providing this report to Council.

ASSET MANAGEMENT IMPLICATIONS

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

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

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

COMMUNITY ENGAGEMENT

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

ATTACHMENTS

- A. Ordinary Council Meeting - Quarterly Performance Report - Jul to Sep 2021 - Attachment A**



Quarterly Performance Report Jul to Sep 2021



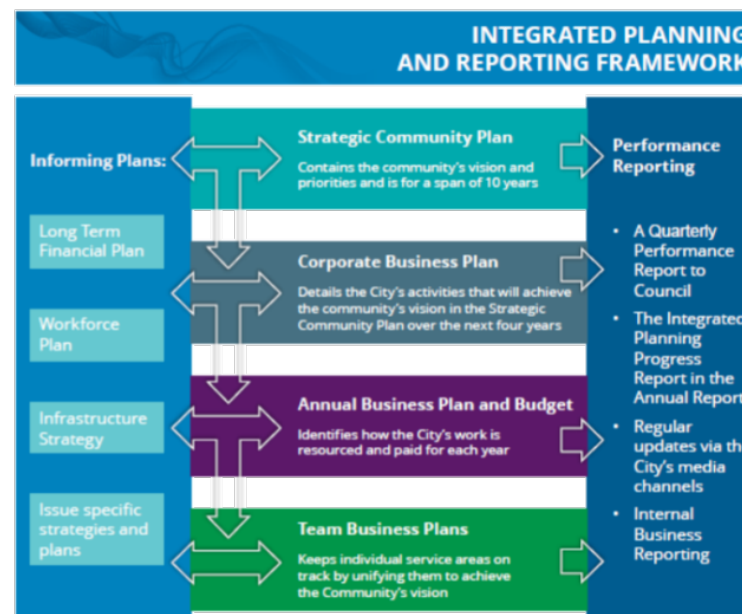
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1 Our Integrated Planning and Reporting Framework

The City of Kwinana uses the Integrated Planning and Reporting Framework outlined in by the Local Government Act 1995 and the Local Government (Administration) Regulations 1996. These detail that a local government must have a "Plan for the Future". The plan for the future is to comprise of two important documents, a Strategic Community Plan and a Corporate Business Plan. The SCP sets out the "what" the community would like their local government to achieve and the CBP outlines how the local government will go about achieving it. To remain consistent with the SCP, the CBP undergoes an internal review every year, with a major review scheduled every two years to coincide with reviews of the SCP.

The Corporate Business Plan activates the Strategic Community Plan by detailing the actions, projects and programs that the City will undertake to achieve the community's vision. It is the key point at which the City's operational activities are aligned to community priorities. To ensure that these activities can be undertaken, the Corporate Business Plan is informed by the Long Term Financial Plan, Asset Management Strategy, Workforce Plan and issue specific strategies and plans.



2 What is the Corporate Business Plan?

The Corporate Business Plan activates the Strategic Community Plan by detailing the important services and actions that the City will undertake to achieve the community's vision.

- Details key actions that the City will undertake over the next 4 years.
- Indicates key services that deliver the community's vision.
- Details expected resourcing costs of key actions.
- Details the forecast operational and capital budgets.
- Is guided by the Strategic Community Plan and informed by the Long Term Financial Plan, Workforce Plan and Infrastructure Strategy.
- Is required by WA legislation.
- Is reviewed every year, with a minor review occurring in the first year and a major review occurring in the second year. This is to coincide with the review of the Strategic Community Plan.

3 How do we report progress?

As part of its Integrated Planning and Reporting Framework, the City reports progress made on actions in the Corporate business Plan through the following ways:

- Quarterly Report to Council
- Annual Report

In this report, progress updates are provided against each action to provide an overall summary of how the City is progressing towards delivering its commitments.

4 Services we provide

For the most part, the City undertakes its day to day operations as usual, providing many important services to the community. Aligning these services with our new strategic direction helps us to define the important key services which support the achievement of the Corporate Business Plan. Through the City's reporting mechanisms and engagement with the community, the level of service the City provides to the community has been deemed adequate and no changes to current services have been identified for the life of the Corporate Business Plan. This provides a stable foundation for the City to build its financial sustainability going forward. These services and their alignment with community outcomes can be seen below:

Community Outcome	Key City Services	Responsible Team
1 A naturally beautiful environment that is enhanced and protected	<ul style="list-style-type: none"> • Animal and feral wildlife control • Coastal planting • Contaminated site monitoring • Environmental education programs • Environmental health services • Environmental subsidies and rebates • Litter and illegal dumping management • Mosquito management • Noise control • Urban forest management • Verge collections • Waste and recycling management 	Environment and Health
	<ul style="list-style-type: none"> • Dog and cat control 	City Assist
	<ul style="list-style-type: none"> • Emergency management • Fire breaks • Volunteer bushfire services 	Emergency Services
	<ul style="list-style-type: none"> • Graffiti removal • Maintenance of natural areas and parks 	City Operations
	<ul style="list-style-type: none"> • Landscape design and construction • Stormwater construction, maintenance and management • Streetscape design and maintenance 	Engineering
Community Outcome	Key City Services	Responsible Team
2 A resilient and thriving economy with exciting opportunities	<ul style="list-style-type: none"> • Business events and support • Grants and funding 	Economic Development and Advocacy

	<ul style="list-style-type: none"> Economic planning 	
	<ul style="list-style-type: none"> Activity centre planning 	
	<ul style="list-style-type: none"> Local development plans 	
	<ul style="list-style-type: none"> Planning applications 	Planning and Development
	<ul style="list-style-type: none"> Strategic urban planning 	
	<ul style="list-style-type: none"> Building applications 	Building Services
	<ul style="list-style-type: none"> Building renewal projects 	Engineering
	<ul style="list-style-type: none"> Facility and venue hire 	Community Centres
	<ul style="list-style-type: none"> Volunteer resource centre 	
	<ul style="list-style-type: none"> Library Education Programs 	Library

Community Outcome	Key City Services	Responsible Team
3 Infrastructure and services that are affordable and contribute to health and wellbeing	<ul style="list-style-type: none"> Financial management and planning 	Finance
	<ul style="list-style-type: none"> Asset management Planning 	Asset Management Services
	<ul style="list-style-type: none"> Street lighting 	
	<ul style="list-style-type: none"> Engineering design and construction 	Engineering
	<ul style="list-style-type: none"> Waste management 	Environment and Health
	<ul style="list-style-type: none"> Infrastructure maintenance 	City Operations

Community Outcome	Key City Services	Responsible Team
4 A unique, vibrant and healthy City that is safe, connected and socially diverse	<ul style="list-style-type: none"> Capacity development for community organisations 	
	<ul style="list-style-type: none"> Community safety education programs and resources 	
	<ul style="list-style-type: none"> Disability access and inclusion planning 	
	<ul style="list-style-type: none"> Events, grants and funding 	
	<ul style="list-style-type: none"> Health and wellbeing Services 	
	<ul style="list-style-type: none"> Kids and early years services 	
	<ul style="list-style-type: none"> Kids programs 	
	<ul style="list-style-type: none"> Local history 	
	<ul style="list-style-type: none"> Place activation 	
	<ul style="list-style-type: none"> Playgrounds 	
	<ul style="list-style-type: none"> Public art, exhibitions and awards 	
	<ul style="list-style-type: none"> Reconciliation action planning 	
	<ul style="list-style-type: none"> Senior services 	
	<ul style="list-style-type: none"> Youth services, scholarships and awards 	
		Community Engagement

	<ul style="list-style-type: none"> • Citizenship ceremonies 	Governance
	<ul style="list-style-type: none"> • City assist services • Crime prevention • Vandalism and abandoned vehicles 	City Assist
	<ul style="list-style-type: none"> • Communications and stakeholder engagement 	Marketing and Communications
	<ul style="list-style-type: none"> • Community centres and libraries • Creche services • Recquatic centre • Swim programs • Volunteer resource centre 	Community Centres
	<ul style="list-style-type: none"> • Pool applications and fencing requirements 	Building services

Community Outcome	Key City Services	Responsible Team
5 Visionary leadership dedicated to acting for its community	<ul style="list-style-type: none"> • Governance services 	Governance
	<ul style="list-style-type: none"> • Lobbying and advocacy 	Elected members and Economic Development
	<ul style="list-style-type: none"> • Continuous improvement and business excellence • Strategy and plan development 	City Strategy and Improvement
	<ul style="list-style-type: none"> • Customer service 	Customer services
	<ul style="list-style-type: none"> • Community engagement planning 	Community engagement
	<ul style="list-style-type: none"> • Workforce planning 	Human Resources

5 Quarter highlights

5.1 Environment

1 A naturally beautiful environment that is enhanced and protected

- Landscape Strategy review initiated.
- Local Biodiversity Strategy development is in progress.
- Natural Areas Management Plan review initiated.
- Local Planning Strategy development is in progress.
- Kwinana Loop Trail upgrade project commenced and engaged with 164 community members.
- Environmental Education Plan actions have progressed with the facilitation of annual Wildflower Walk and Nightstalk events.
- New format Waste and Recycling Guide distributed, bulk waste proactive education and compliance activities reviewed.
- Draft Waste Local Law adopted and advertised for public comment.
- Littering and Illegal Dumping Strategy development commenced.
- Annual Waterwise Council Re-endorsement Reporting commenced.
- Development of street tree education program commenced.

5.2 Economy

2 A resilient and thriving economy with exciting opportunities

- Local Economic Development Strategy initial engagement completed.
- Review of the Local Commercial and Activity Centres Strategy initiated.
- Small Business Friendly Approval System action plan has progressed to the implementation stage.
- Review of Advocacy and Investment Plans has been completed.
- Expression of interest for a Mini Golf provider in Kwinana has been completed.

5.3 Sustainability

3 Infrastructure and services that are affordable and contribute to health and wellbeing

- The Community Infrastructure Plan review is in its final stages.
- Draft Waste Local Law adopted and advertised for public comment.
- Littering and Illegal Dumping Strategy development commenced.
- Development of a project management framework has commenced.
- Capital investment projects are on track.
- A four year review of the LTFP has commenced.
- Construction of Gilmore Avenue share path stage 1 is progressing, design of stage 2 in progress.

5.4 Community

<p>4 A unique, vibrant and healthy City that is safe, connected and socially diverse</p>	<ul style="list-style-type: none"> • Social Strategy adopted by Council in Sept 2021. • Summer Sport Expo delivered. • Implementation of the Community Safety and Crime Prevention Plan continues. Community Safety Packs remain incredibly popular, with approximately 2,200 given out since July 2020. • 27 new programs delivered at the Zone Drop In, Quarter 1 21/22 saw a total engagement of 1390 young people (540 ATSI, 161 CALD, 693 Male, 513 Female, 184 Other). • Daily outreach has allowed the City to engage with and support over 2,500 members of the community. Quarter 1 21/22 saw a total engagement of 2,360 people (ATSI 474, CALD 44, Male 934, Female 1426). • Public art consultation is underway. • Ascot Park 'Parks for People' engagement with young people, local community, and Skate Sculpture was well-attended. • 2021 Disability Access and Inclusion Plan reporting to Disability Services has been finalised. • Preliminary costings have been completed for the Children's Safety Bike Track and the location is being determined based on the possible location of the mini golf site. • The City has been supporting the Boola Maara group's request to the State Government for Nyoongar naming of the future Port of Kwinana, investigating traineeship opportunities for Aboriginal community members at the City, facilitating a \$100,000 funding opportunity from Main Roads to be informed by local Elders and community and investigating a request from the Ngall Yorga Waangham group to rename a portion of Harry McGuigan Park, reflecting the cultural significance of the area.
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5.5 Leadership

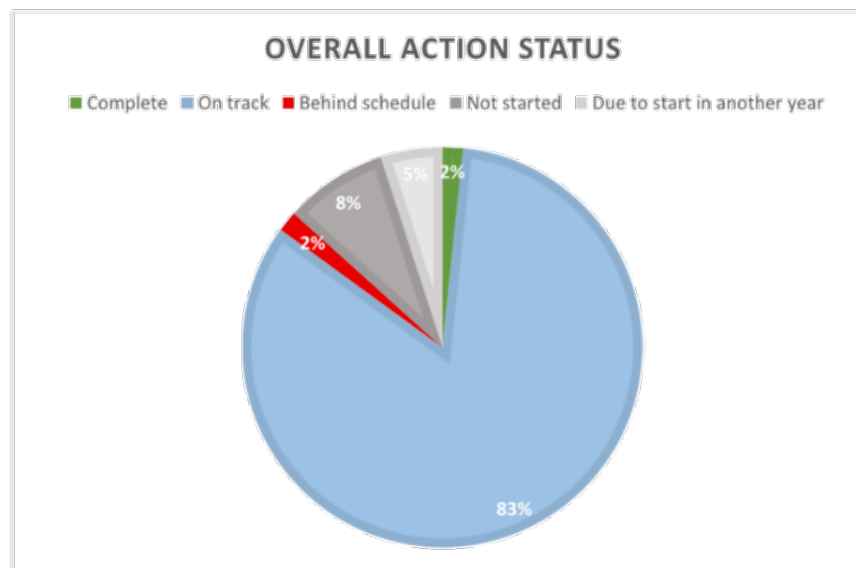
<p>5 Visionary leadership dedicated to acting for its community</p>	<ul style="list-style-type: none"> • A four year review of the LTFP has commenced. • An update of upcoming procurement has been included on the City's website. • Review of Advocacy and Investment Plans has been completed. • Actions from within the Customer Experience Plan 2019-2022 continue to be implemented with majority of the actions now complete. • Business Improvement Framework developed has been initiated. • The City's leadership program was delivered across the organisation. • The Safety and Health Framework development has progressed. • Developed a new Staff Code of Conduct.
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6 Progress updates

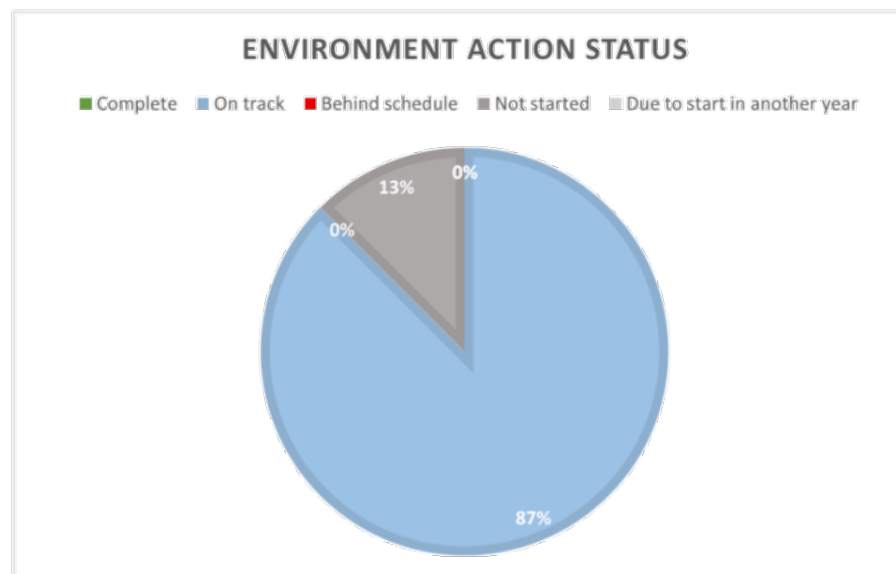
Action Status Key	
Due to start in another year	
Not started	
Behind Schedule	
On track	
Complete	

Budget Status Key	
N/A	
On track	
Under budget	

6.1 Overall Summary



6.2 Environment

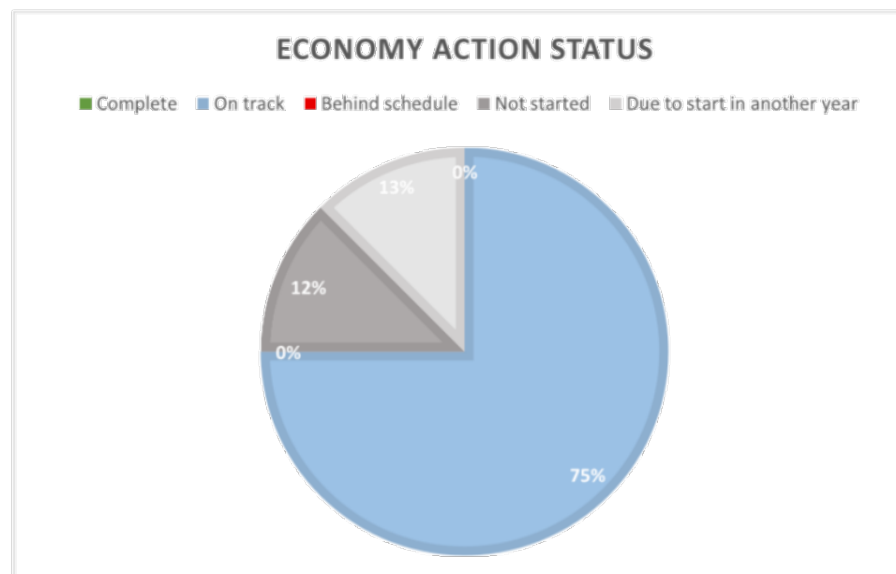


Outcome			
1 A naturally beautiful environment that is enhanced and protected			
Strategic Objective			
1.1 Retain and improve our streetscapes and open spaces, preserving the trees and greenery that makes Kwinana unique			
Action	Action Status	Budget Status	Progress Update
1.1.1 Implement the Landscape Strategy	On track	On track	The Landscape Strategy is being reviewed for effectiveness and once completed will be presented to Council (end of 2021) for endorsement and implementation (commence 2021/2022 FY).

1.1.2 Implement the City Operations Annual Maintenance Program	On track	On track	All Facilities, Infrastructure and Parks maintenance programs are being implemented in accordance with annual Master Schedules and Officer Individual Work Plans.
1.1.3 Implement the Kwinana Adventure Park Management Plan	On track	Under Budget	33% of actions within the Kwinana Adventure Park Management Plan have been completed. Remaining actions are being progressed in alignment with resource availability.
1.1.4 Develop the Urban Forest Plan	Not started	N/A	Brief and scope of project to be developed in late 2021.
Strategic Objective			
1.2 Maintain and enhance our beautiful, natural environment through sustainable protection and conservation			
Action	Action Status	Budget Status	Progress Update
1.2.1 Develop a Local Biodiversity Strategy	On track	On track	An external consultant was appointed late July 2021 and is now progressing the development of the strategy.
1.2.2 Review the Natural Areas Management Plan	On track	Under budget	A new Natural Areas Management Plan (NAMP) is currently being progressed with the specifications and RFQ documents sent to environmental consultants for quotation. However, all consultants have indicated that their work schedule for the first half of the year is fully committed, which has resulted in the reissuing of the RFQ to consultants to occur in February / March 2022.
1.2.3 Implement the Local Planning Strategy	On track	On track	The draft Local Planning Strategy was adopted March 2021 and is now awaiting approval to progress to advertising from the Western Australian Planning Commission.
1.2.4 Prepare the Local Planning Scheme	On track	On track	Project planning is in progress with key tasks commencing.
1.2.5 Upgrade the Kwinana Loop Trail	On track	On track	In August a consultant was appointed to develop the Kwinana Loop Trail Master Plan. Community engagement completed in September and October will be used to commence developing a first draft of the Master Plan. 134 community members completed the online survey and 30 residents provided feedback at a pop-up information session.
1.2.6 Implement the Environmental Education Plan	On track	On track	2021 community planting season is now complete. Biodiversity Month Event Series was completed in September, including annual Wildflower Walk and Nightstalk events.

1.2.7 Implement the Waste Education Plan	On track	On track	New format Waste and Recycling Guide has been distributed, bulk waste proactive education and compliance activities reviewed.
1.2.8 Implement the Waste Plan	On track	On track	Draft Waste Local Law adopted and advertised for public comment. Littering and Illegal Dumping Strategy development has commenced, waste data review project has commenced.
1.2.9 Implement the Climate Change Plan	On track	On track	WALGA Green Power Purchase Agreement MOU has been completed and a contract offer has been received. Annual greenhouse gas emissions report has been completed. Development of the street tree education program has commenced. A review of fleet emissions is complete.
1.2.10 Implement the Sustainable Water Management Plan	On track	On track	Annual Waterwise Council Re-endorsement Reporting has commenced.
1.2.11 Develop an Energy Sustainability Plan	Not Started	N/A	Not scheduled to commence yet - Scheduled for Q2-Q4.
1.2.12 Implement the Mosquito and Midge Management Plan	On track	On track	All trapping and treatment activities are on schedule.

6.3 Economy

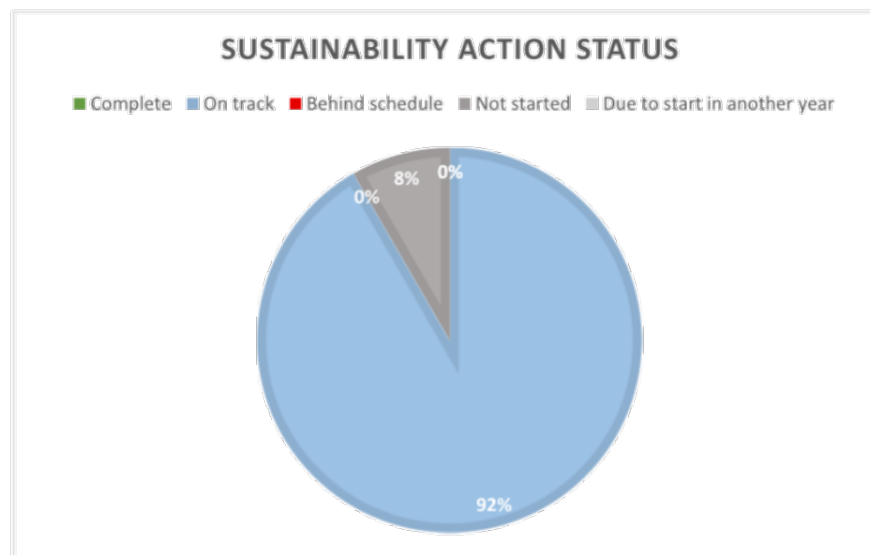


Outcome			
2 A resilient and thriving economy with exciting opportunities			
Strategic Objective			
2.1 Enable a thriving and sustainable local economy that supports and sustains quality jobs and economic opportunities			
Action	Action Status	Budget Status	Progress Update
2.1.1 Develop a Local Economic Development Strategy	On track	On track	Initial engagement completed - awaiting South West Group regional plan to help define next steps.
2.1.2 Implement the Local Planning Strategy	On track	On track	The draft Local Planning Strategy was adopted March 2021 and is now awaiting approval to progress to advertising from the Western Australian Planning Commission.

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2.1.3 Review the Local Commercial and Activity Centres Strategy	Not started	N/A	Brief and Scope of Works complete for circulation to prospective consultants.
2.1.4 Develop a Pathways to Employment Plan	Due to start in another year	N/A	N/A
2.1.5 Develop a Small Business Friendly Approval System	On track	On track	The action plan has been finalised and a Councillor Briefing undertaken. The Small Business Collective has commenced implementation.
Strategic Objective			
2.2 Create strong regional connections that will improve the ability for residents to access jobs, training and goods and services			
Action	Action Status	Budget Status	Progress Update
2.2.1 Review Advocacy and Investment Plans	On track	On track	The review has been completed and the new policy allows for continuous updates as required.
2.2.2 Attract a Mini Golf provider to Kwinana	On track	On track	Expression of interest process completed. Tender specifications being drafted for Council consideration.
2.2.3 Contribute to the development of an Economic and Spatial Governance Plan	On track	On track	The City has provided input into the draft by South West Group.

6.4 Sustainability

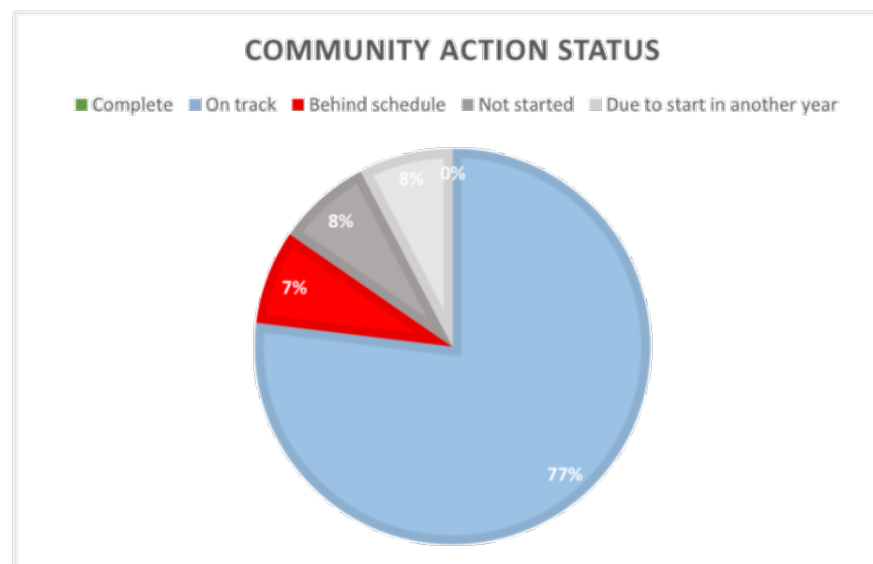


Outcome			
3 Infrastructure and services that are affordable and contribute to health and wellbeing			
Strategic Objective			
3.1 Develop quality, affordable infrastructure and services designed to improve the health and wellbeing of the community			
Action	Action Status	Budget Status	Progress Update
3.1.1 Review the Community Infrastructure Plan	On track	On track	The Community Infrastructure Plan review is in its final stages of revision, with costings and facility names being finalised to align with developer contribution requirements.
3.1.2 Develop a Sustainability Strategy	Not Started	N/A	This is a key informing strategy for the SCP. Its development is scheduled to begin later this financial year.

3.1.3 Implement the Waste Plan	On track	On track	The draft Waste Local Law has been adopted and advertised for public comment. Littering and Illegal Dumping Strategy development has commenced. The waste data review project commenced.
3.1.4 Implement the Asset Management Strategy	On track	On track	An internal cross functional team is working on the development of a project management framework & improvement of project management processes. The cross functional team is also working on developing improved processes for managing contractors and contractor engagement. Capital investment projects are on target.
3.1.5 Implement the Buildings Asset Management Plan	On track	On track	All actions are being progressed and are on track as per the Infrastructure Strategy (Asset Management Strategy).
3.1.6 Implement the Long Term Financial Plan	On track	On track	The 21/22 budget that was adopted on 23 June 2021, was modelled on the first year of the LTFP. The City is now working on a 4 year review of the LTFP to ensure it is up to date.
Strategic Objective			
3.2 Provide for an accessible and well-connected City by integrating public transport and improving safe streets for driving, walking and cycling			
Action	Action Status	Budget Status	Progress Update
3.2.1 Implement the Bike and Walk Plan	On track	On track	Construction of Gilmore Ave share path stage 1 is progressing with completion this FY 2021/22 and design of stage 2 is in progress. Completed the design of Parmelia stage 1 and now awaiting funds (grant funding) for construction.
3.2.2 Implement the Roads and Transport Asset Management Plan	On track	On track	All actions are being progressed and are on track as per the Infrastructure Strategy (Asset Management Strategy).
3.2.3 Implement the Public Lighting Asset Management Plan	On track	On track	All actions are being progressed and are on track as per the Infrastructure Strategy (Asset Management Strategy).
Strategic Objective			
3.3 Maintain infrastructure, playgrounds, parks and reserves to a high standard through sustainable asset maintenance and renewal			
Action	Action Status	Budget Status	Progress Update

3.3.1 Implement Parks Upgrade Strategy	On track	On track	This is to be implemented through expenditure per locality of cash in lieu collected from newly developed lots. Internal consultation is in progress to develop strategy on prioritisation of which park to upgrade per locality.
3.3.2 Implement the Parks and Reserves Asset Management Plan	On track	On track	All actions are being progressed and are on track as per the Infrastructure Strategy (Asset Management Strategy).
3.3.3 Implement the Drainage Asset Management Plan	On track	On track	All actions are being progressed and are on track as per the Infrastructure Strategy (Asset Management Strategy).

6.5 Community

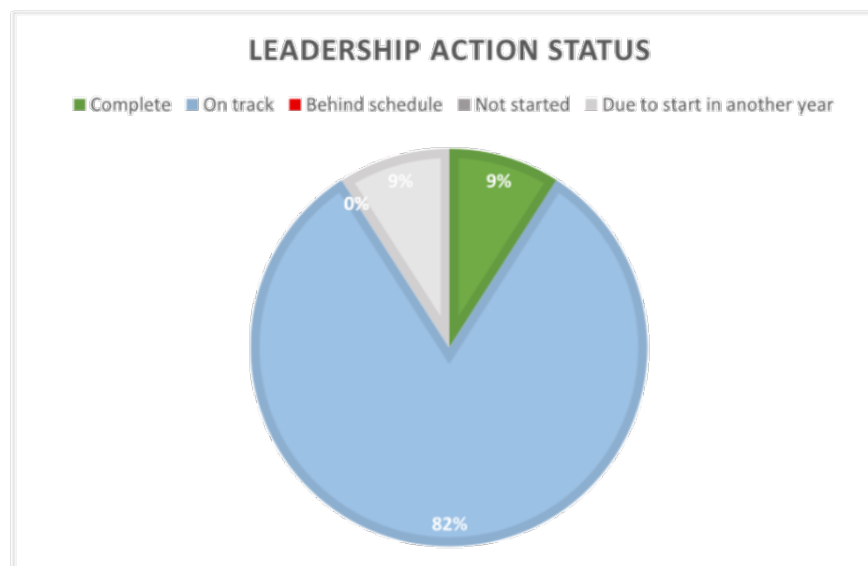


Outcome			
4 A unique, vibrant and healthy City that is safe, connected and socially diverse			
Strategic Objective			
4.1 Create, activate and manage places and local centres that are inviting, unique and accessible			
Action	Action Status	Budget Status	Progress Update
4.1.1 Implement the Social Strategy	On track	On track	The Social Strategy was adopted by Council in September 2021. It is being implemented within decision making and service area Action Plans continue to be developed alongside continuous delivery of planned social programs, events,

			facilities and services. Reporting frameworks on detailed outcomes and activity within service areas is being developed.
4.1.2 Implement the Local Planning Strategy	On track	On track	The draft Local Planning Strategy was adopted March 2021 and is now awaiting approval to progress to advertising from the Western Australian Planning Commission.
4.1.3 Develop Place Plans	On track	On track	Place Plans for Medina, Wellard, and Bertram Place Plans have been approved by Council and actions within them prioritised, with implementation ongoing and a number of community, business and infrastructure outcomes already achieved.
4.1.4 Review the Local Commercial and Activity Centres Strategy	Not started	N/A	Brief and Scope of Works complete for circulation to prospective consultants.
Strategic Objective			
4.2 Improve Kwinana's perception by leveraging and promoting the unique attributes of the area and supporting feelings of safety and security in community			
Action	Action Status	Budget Status	Progress Update
4.2.1 Implement the Social Strategy	On track	On track	See action 4.1.1
4.2.2 Implement the Public Art Masterplan	On track	On track	Consultants have been engaged to assist the City develop the Public Art Masterplan. Public consultation with community and key stakeholders is underway.
4.2.3 Implement the Heritage Implementation Plan	On track	On track	Officers continue to support the Kwinana Heritage Group. An MOU with Museum of Perth for access to Sloan's Reserve is being developed. The Museum of Perth will be supporting the existing activities at Sloan's, as well as engaging volunteers and training placements to deliver heritage research, projects, and outcomes in partnership with the City.
4.2.4 Review the Emergency Services Delivery Model	On track	On track	Ongoing meetings between the City, Volunteer Brigades and DFES are occurring to discuss possible delivery models.
Strategic Objective			
4.3 Enhance opportunities for community to meet, socialise, recreate and build local connections			
Action	Action Status	Budget Status	Progress Update
4.3.1 Implement the Local Economic Development Strategy	Due to start in	N/A	N/A

	another year		
4.3.2 Implement the Innovate Reconciliation Action Plan	On track	On track	Officers have been supporting the Boola Maara group's request to the State Government for Nyoongar naming of the future Port of Kwinana; investigating traineeship opportunities for Aboriginal community members at the City; facilitating a \$100,000 funding opportunity from Main Roads to be informed by local Elders and community; and investigating a request from the Ngall Yorga Waangham group to rename a portion of Harry McGuigan Park, reflecting the cultural significance of the area.
4.3.3 Implement the Disability Access and Inclusion Plan	On track	On track	2021 DAIP reporting to Disability Services has been finalised. Final draft of the 2021-2026 DAIP is being presented to key stakeholders and community representatives for final review.
4.3.4 Construct a Children's Safety Bike Track	On track	On track	Preliminary costings have been completed and the location of the bike track is being determined based on the possible location of the mini golf site.
Strategic Objective			
4.4 Develop wellbeing programs and implement physical recreation that is culturally appropriate for Kwinana's community			
Action	Action Status	Budget Status	Progress Update
4.4.1 Develop the Kwinana Healthy Lifestyles Program	Behind Schedule	N/A	Recruitment for the Healthy & Active Lifestyles Project Officer was delayed due market conditions. Recruitment has recommenced with an appointment anticipated in November. Once the recruitment process is finalised project planning will commence.
4.4.2 Review the Public Health Plan	Due to start in another year	N/A	Plan is due for review in 22/23. Actions continue to be delivered in line with the current plan.

6.6 Leadership



Outcome			
5 Visionary leadership dedicated to acting for its community			
Strategic Objective			
5.1 Model accountable and ethical governance, strengthening trust with the community			
Action	Action Status	Budget Status	Progress Update
5.1.1 Implement the Strategic Community Plan and Corporate Business Plan	On track	On track	The Strategic Community Plan is being implemented through the City's Corporate Business Plan. The majority of Corporate Business Plan actions scheduled to be completed this year are on track for this quarter.

5.1.2 Implement the Long Term Financial Plan	On track	On track	The 21/22 budget that was adopted on 23 June 2021, was modelled on the first year of the LTFP. The City is now working on a 4-year review of the LTFP to ensure its relevance.
5.1.3 Implement the Infrastructure Strategy	On track	On track	See action 3.1.4
5.1.4 Develop a Strategic Procurement Plan Annually	Complete	On track	Annual update of upcoming procurement has been included on the City of Kwinana's website.
5.1.5 Review Advocacy and Investment Plans	Due to start in another year	N/A	N/A
5.1.6 Implement the Innovate Reconciliation Action Plan	On track	On track	See action 4.3.2
Strategic Objective			
5.2 Develop strong community engagement through strong partnerships with the community			
Action	Action Status	Budget Status	Progress Update
5.2.1 Implement the Community Engagement Strategy	On track	On track	Council has endorsed the Engagement Framework (in place of a Strategy), including a revised Engagement Policy. The first internal Engagement Championing Team meeting has been held and IAP2 Training has been provided for more staff. The Love My Kwinana Online Engagement Hub has been launched.
Strategic Objective			
5.3 Provide a high standard of customer service with the community as priority			
Action	Action Status	Budget Status	Progress Update
5.3.1 Implement the Customer Service Strategy	On track	On track	Actions from within the Customer Experience Plan 2019-2022 continue to be implemented with majority of the actions now complete. Some of the more significant action including looking at a Knowledge Base, Virtual Chat and a Customer Relationship Management System has also been identified and captured in the City's Small Business Friendly Approvals Action Plan.
Strategic Objective			
5.4 Establish a culture of continuous improvement achieving high levels of business excellence			

Action	Action Status	Budget Status	Progress Update
5.4.1 Develop the Business Excellence Framework	On track	On track	The development of a Business Excellence Framework has begun with progress being reported through to the Executive Leadership Team.
5.4.2 Implement the Workforce Plan	On track	On track	<p>The Workforce Plan (WFP) aligns with the LTTP, detailing the new positions identified for the City. Both documents are referenced through the recruitment process ensuring compliance.</p> <p>Leadership program was delivered across the organisation. Development and progression of the Safety and Health Framework occurred. Development and implementation of a new Staff Code of Conduct occurred with training.</p>
5.4.3 Implement the Corporate Business System Project	On track	On track	The Corporate Business System Project will be starting testing and training in Jan 2022.

18.3 ADOPTION OF REVISED PROCUREMENT POLICY

SUMMARY

A review of the current 'Policy – Purchasing' has been undertaken, providing for the need to replace the current Policy and adopt the revised and renamed "Procurement Policy". The replacement of the current Policy and adoption of the new Policy are recommended for Council endorsement.

OFFICER RECOMMENDATION

That Council adopt Procurement Policy to replace Purchasing Policy – 2020.

DISCUSSION

The regular review of council policies gives Council the opportunity to ensure that policies remain current with legislation and operational practices, and provide clear direction to the City and its stakeholders. This report relates to the review of the current Purchasing Policy.

During the review, improvement opportunities were identified that will help ensure more transparent processes, the removal of potential barriers when providing Aboriginal businesses with opportunities in accordance with the City's Reconciliation Action Plan and provide additional procurement options, such as a waiver of quotation, that will continue to ensure the City can perform efficiently and achieve value for money whilst being accountable.

A summary of the key changes or improvements to the Policy are as follows:

- Policy title change from purchasing to procurement. Procurement encompasses all aspects of the City's buying.
- Inclusion of a local supplier definition and methodology that may assist local economic benefit.
- Removal of the supplier of order priority table that partially contradicted the City's procurement principles and created potential barriers when engaging Aboriginal businesses or disability enterprises. As the Policy indicates, all procurement justification and value for money assessment is on a case by case basis.
- Changes to the procurement thresholds and update to the procurement requirements table. This includes the removal of an administrative error, the removal of seeking verbal quotes up to \$20k and the inclusion of additional columns to capture evaluation, approval and record keeping requirements based on internal user feedback.
- The inclusion of 'waiver of quotation'.
- The inclusion of provisions around 'Panels of Pre-qualified Suppliers', a regulated procurement method that on occasion when deemed most suitable will bring contract efficiencies and other benefits to the City. The Local Government (Functions and General) Regulations 1996 require such provisions to be captured in writing within City Policy before the City can form a Panel.

There are a few other minor administrative inclusions made to the policy that add further clarity to the City's procurement processes. There are also a few minor changes or removals from the policy. These minor changes will be captured in more detail within the City's procurement procedures, as they were more an operational item.

Overall, this policy review at a minimum re-iterates what was already in place as well as providing a variety of improvements that will further enhance the transparency and value for money outcomes during the City's procurement activities.

STRATEGIC IMPLICATIONS

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

Strategic Community Plan			
Outcome	Strategic Objective	Action in CBP (if applicable)	How does this proposal achieve the outcomes and strategic objectives?
5 – Visionary leadership dedicated to acting for its community	5.1 – Model accountable and ethical governance, strengthening trust with the community	N/A – There is no specific action in the CBP, yet this report will help achieve the indicated outcomes and strategic objectives	Policy assists good governance and trustworthy procurement processes
2 – A resilient and thriving economy and exciting opportunities	2.1 – Enable a thriving and sustainable local economy that supports and sustains quality jobs and economic opportunities	N/A – There is no specific action in the CBP, yet this report will help achieve the indicated outcomes and strategic objectives	Policy assists by providing preference to local economic benefits within procurement processes

SOCIAL IMPLICATIONS

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

LEGAL/POLICY IMPLICATIONS

Regulations 11A to 24 of the Local Government (Functions and General) Regulations 1996

FINANCIAL/BUDGET IMPLICATIONS

There are likely to be positive financial, economical and budget implications as a result of this report and the adoption of the revised policy. Under the revised policy, Officers are directed to always consider value for money, local suppliers and sustainability principles and considerations when making purchasing decisions.

ASSET MANAGEMENT IMPLICATIONS

There are no direct asset management implications related to this report.

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

There are no direct environmental implications related to this report.

COMMUNITY ENGAGEMENT

There are likely to be continued positive community engagement implications as a result of this report and the adoption of the new revised procurement policy. This is because under the revised policy, City Officers are still asked to, where possible, prioritise the engagement of local suppliers by way of ensuring that quotations are first obtained from local suppliers permanently located within the Kwinana district and then those located within the South West Metropolitan group of Councils, followed by the broader metro and Western Australia areas. Considerations will also be made during procurement activities to not disadvantage Aboriginal Businesses and Australia Disability Enterprises and explore their capacity to deliver City requirements.

ATTACHMENTS**A. Attachment A - Procurement Policy**



Council Policy

Purchasing Procurement



Council Policy	
Legal Authority	<ul style="list-style-type: none"> • <u>Local Government (Functions and General) Regulations 1996 (WA) 11A</u> Insert the Act/Regulation and section/clause for which this Policy may be made.
Department	Insert name of relevant department <u>Office of the CEO</u>

1 Title

Council Policy - Purchasing~~Procurement~~

2 Purpose

The purpose of this Policy is to guide the City's purchasing activities and procurement decisions to:

- ensure compliance with legislation, regulations, common law obligations, and requirements consistent with the City's policies and Code of Conduct;
- provide guidance on ethical behaviour and ensure probity, transparency, effective competition and the avoidance of conflicts of interest and bias in all City procurement and contracting activities
- ensure the City receives value for money in its procurement;
- reduce the risk of corruption and fraud;
- provide a balance between best value for money and administrative burden;
and
- assist progression of the City's sustainability and social visions.

For the avoidance of doubt, this Policy is the purchasing policy referred to in the *Local Government (Functions and General) Regulations 1996, Part 4, Reg 11A.*

The purpose of this Policy is to guide the City's purchasing activities to ensure:

- ~~compliance with legislative and common law obligations;~~
- ~~reduce the risk of corruption and fraud;~~
- ~~a balance between best value for money and administrative burden; and~~
- ~~progression of the City's sustainability and social visions.~~

3 Scope

This Policy applies to all purchasing and procurement activities undertaken by and on behalf of the City.

4 Non-Compliance

Failure to comply with this Policy, the *Local Government Act 1995 (the Act)* and Part 4 of the *Local Government (Functions and General) Regulations 1996 (the Regulations)* may be considered misconduct under the City's Code of Conduct and could result in disciplinary action.

5 Principles

The purchasing or procurement of goods and services by or on behalf of the City shall be conducted in accordance with the following principles:

- Principle 1 – ~~Value~~ Socially Sustainable Procurement - Aboriginal Business and Australian Disability Enterprises;
- Principle 2 – Sustainable Procurementity;
- Principle 3 – Act fairly;
- Principle 4 – Value for money; and

(document # policy)

- Principle 5 – Local economic ~~and social~~ benefit.

5.1 Socially Sustainable Procurement

5.1.1 Value-Aboriginal Bbusiness

The City recognises that Kwinana's aspirations and Aboriginal aspirations are aligned and that there will be times when procurement requires close consideration of Aboriginal cultural competencies, such as language, Aboriginal understanding knowledge, ~~and~~ skills, ~~and~~ procedures, customs, practices and protocols.

The City's ~~Rec~~Cconciliation Action Plan will seek to deliver agreed priorities and ensure that the City's purchasing activities consider, where possible:

- the potential to engage and enable Aboriginal community and business; and
- the delivery of Aboriginal customer friendly services.

~~Regulation 11(2)(h) provides a tender exemption if the goods or services are supplied by a person on the Aboriginal Business Directory WA published by the Chamber of Commerce and Industry of Western Australia, or Australian Indigenous Minority Supplier Office Limited (trading as Supply Nation), where the consideration under the contract is \$250,000 or less.~~

~~The City will first consider undertaking a quotation process with other suppliers (which may include other registered Aboriginal Businesses as noted in Regulation 11(2)(h) to determine overall value for money for the City.~~

Where the City makes a determination to contract directly with an Aboriginal Business it must be satisfied that the engagement truly represents value for money.

5.1.2 Australian Disability Enterprises

~~Regulation 11(2)(i) provides a tender exemption if the goods or services are supplied by an Australian Disability Enterprise. An Australian Disability Enterprises (ADE) is a type of employment support for people with disability who need significant support to work.~~

~~The City's Disability Access and Inclusion Plan will seek to ensure that WA Disability Enterprises have the same opportunity as other people to obtain and maintain work with the City. The City will first consider undertaking a quotation process with other suppliers (which may include other Australian Disability Enterprises) to determine overall value for money for the City.~~

Where the City makes a determination to contract directly with an Australian Disability Enterprise it must be satisfied that the engagement truly represents value for money.

5.1.3 Considerations

Where appropriate and practicable, the City will:

- consider practices, procedures and specifications that avoid bias and do not without due cause, disadvantage Aboriginal Businesses or Australian Disability Enterprises;
- consider direct or indirect flow on benefits for Aboriginal Businesses or

(document # policy)

Australian Disability Enterprises

- explore the capability of Aboriginal Businesses or Australian Disability Enterprises to meet requirements and ensure that procurements are designed to accommodate the capabilities of Aboriginal Businesses and/or Australian Disability Enterprises;
- provide adequate and consistent information to potential suppliers.
- consider a qualitative weighting in the evaluation of quotes and tenders to provide advantages to Australian Disability Enterprises, Aboriginal Businesses or businesses that demonstrate a high level of aboriginal employment.

5.2 Sustainable Procurement

Sustainable procurement is the procurement of goods and services that have better social, environmental, community and economic impacts than competing goods and services.

The City is committed to implementing sustainable procurement and will, where possible, consider the extent to which a prospective supplier's business practices will result in positive social, environmental, community and economic outcomes. More particular considerations may include:

- a) value for money over the life cycle of the engagement, rather than just the initial cost;
- b) the supplier's strategies to minimise environmental impacts;
- c) supplier's practices and/or employment opportunities e.g. disability training opportunities
- d) the supplier's strategies to avoid unnecessary consumption and manage demand and minimise waste;
- e) the supplier's general social responsibility practices, including compliance with its legislative obligations to its employees; and
- f) other sustainability outcomes identified in the City's Strategic Community Plan and Corporate Business Plan.

5.3 Act Fairly

The City's procurement of goods, works and services will be conducted with the utmost integrity.

All City's members, employees and suppliers are expected to conduct themselves with the highest standards of honesty, fairness, and personal integrity. It is critical that both employees and suppliers adhere to these standards, all applicable laws, and avoid all perceptions of conflict of interest and impropriety.

Fundamental aspects of this principle are:

- **Transparency** – following procurement guidelines and be open in administration, ensure spend and appropriate contract award information is available to the public, promote a shared understanding of respective roles and obligations between council and any external parties participating in purchasing activities;
- **Accountability** – be accountable for performance and be able to give complete and accurate accounts of public funds, including funds passed on to others for particular purposes. It will also have suitable governance in place to oversee procurement arrangements; and
- **Ethical consideration** – behave ethically, adhering to the standards set in this Policy and associated procurement guidelines and any other relevant internal policies, i.e. Code of Conduct, Gifts and Hospitality Policy etc.

(document # policy)

All open contestable ~~purchasing-procurement~~ activities will be publicly notified so all potential suppliers have equal access. The procurement documentation that the City provides the market will contain information which makes it clear what the City is looking for by way of response, and evaluations will be undertaken in a manner that avoids bias.

5.4 Value for Money

Value for money is ~~an~~the overarching principle governing the procurement of goods and services and underpins the City's purchasing activities. Value for Money is the achievement of the best possible outcomes for the total cost of ownership (or whole of life cost), it does not necessarily mean selecting the lowest price response. Other related considerations include:

- a) the technical merits of the goods or services being offered in terms of compliance with specifications, contractual terms and conditions and any relevant methods of assuring quality. This includes but is not limited to an assessment of compliances, the supplier's resource availability, capacity and capability, value-adds offered, warranties, guarantees, repair and replacement policies and response times, ease of inspection and maintenance, ease of after sales service, ease of communications, etc;
- b) the supplier's financial viability and capacity to supply without the risk of default, including the competency of the prospective suppliers in terms of managerial and technical capabilities and compliance history;
- c) a strong element of competition by obtaining a sufficient number of competitive quotations consistent with this Policy, where practicable;
- d) the safety requirements and standards associated with both the product design and the specification offered by suppliers and the evaluation of risk arising from the supply, operation and maintenance; and
- e) the environmental, economic and social benefits arising from the goods, services or works required, including consideration of these benefits in regard to the supplier's operations, in accordance with this Policy and any other relevant City Policy including Local Economic Benefit.

~~The City will utilise a consistent benefit framework, tracking and reporting delivery of value for ratepayers. The procurement process will encourage the delivery of multiple outcomes for every dollar spent and will actively seek innovative delivery approaches from the supply market.~~

5.5 Local Economic Benefit

Under the State Government's Buy Local Policy, Government Agencies and Local Governments, including the City, are encouraged to maximise participation of local and small businesses in the supply of goods, services and works purchased or contracted by the City in accordance with the City's local economy objectives and Strategic Community Plan.

A key goal in this policy is open and fair competition to ensure that Western Australian businesses are provided with every opportunity to bid for work. It is recognised that not every category of goods, services or works purchased by the City will lend itself to supply by local businesses.

The City is committed to not unfairly disadvantaging local businesses within the City's boundary, the surrounding South West Metropolitan Group of Councils and Western Australia.

The City will embrace a good – better – best methodology during procurement activities:

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1. **Good** – Within Western Australia
2. **Better** – Within the South West Metropolitan Group of Councils
3. **Best** – Within the City of Kwinana's boundary

Where appropriate and practicable, the City will:

- consider practices, procedures and specifications that avoid bias and do not without due cause, disadvantage local businesses;
- consider direct or indirect flow on benefits for a local business or area;
- explore the capability of local businesses to meet requirements and ensure that procurements are designed to accommodate the capabilities of local businesses;
- provide adequate and consistent information to potential suppliers.

To this extent, officers may consider local economic benefit when evaluating quotes and submissions by asking suppliers to demonstrate where and how they can benefit or contribute to the local economy, including use of local businesses and subcontractors and also potential employment and skill development opportunities within local region/s. A qualitative weighting may be afforded in the evaluation of quotes and tenders.

~~The City is committed to the development of local businesses within the City's boundary and surrounding region. Where appropriate, the City will consider practices, procedures and specifications that do not without due cause, disadvantage local businesses or will provide direct or indirect benefits for a local business or area. To this extent, officers may consider local economic benefit when evaluating submission by asking suppliers to demonstrate where and how they can benefit or contribute to the local economy. For example, tender evaluation considerations may include demonstrating economic benefits to the Kwinana or South West Metropolitan Regional economy through:~~

~~use of businesses located within the region (including the tenderer) that are committed to utilising regionally manufactured or produced goods, materials, and/or services;
commitment to utilising regionally based subcontractors; and
potential for employment creation and skills development within the region.~~

6 Procurementurchasing Requirements

6.1 Legislative / Regulatory Requirements

The requirements that must be complied with by the City, including procurement thresholds and processes, are prescribed within the Regulations, this Policy and associated Procurement Procedures.

6.1 Purchasing Value

~~Purchasing values for a category of goods or services are to be determined in accordance with the following considerations:~~

- ~~a) the value is exclusive of Goods and Services Tax;~~
- ~~b) the value will be the estimated total expenditure for a category of goods or services over a minimum 3-year period;~~
- ~~c) the estimated total expenditure for the proposed supply including the value of all contract extension options and where applicable, the total cost of ownership considerations; and~~
- ~~d) the appropriate length of a contract is to be determined based on market volatility, ongoing nature of supply, historical purchasing evidence and estimated future purchasing requirements; and~~

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- e) ~~purchasing activities for the same category of supply should, where possible, be aggregated into single contract arrangements to achieve best value and efficiency in future purchasing activities; and~~
- f) ~~officers must not conduct multiple purchasing activities with the intent of 'splitting' the contract and its value, in order to avoid a more onerous purchasing practice requirement (Reg 12).~~

~~A category of supply is defined as groupings of similar goods or services with common supply and demand drivers, market characteristics or suppliers.~~

6.2 Supplier Order of Priority

~~The City will apply the following Supplier Order of Priority considerations when purchasing.~~

Priority 1:	Existing Prequalified Supplier Panel or other Contract Current contracts, including a panel of prequalified suppliers or contracted supplier, must be used where the City's supply requirements can be met through the existing scope of a contract. The City's Contract Register can be found at D09/112147 and will be maintained by City Officers on a regular basis.
Priority 2:	Local Suppliers Only when the Purchasing Value does not exceed the tender threshold and a relevant local supplier is capable of providing the required supply, the City will ensure that wherever possible, quotations are obtained from local suppliers permanently located within the Kwinana District as a first priority, and those permanently located within surrounding districts as the second priority.
Priority 3:	Tender Exempt – WALGA Preferred Supplier Arrangement (WALGA) The City will investigate and seek quotations from WALGA suppliers regardless of the purchase value (See WALGA Directory)
Priority 4:	Tender Exempt – WA State Government Common Use Arrangement (CUA) The City will investigate and seek quotations from CUA suppliers regardless of the purchase value (See CUA Directory)
Priority 5:	Other Tender Exempt arrangement Regardless of whether or not the purchase value will exceed the tender threshold, the City will investigate and seek quotations from tender exempt suppliers, and will specifically ensure that wherever possible quotations are obtained from a WA Disability Enterprise (See Disability Enterprises Directory) and/or an Aboriginal Owned Businesses (See Aboriginal Business Directory and Indigenous Nation Directory)
Priority 6:	Other Suppliers Where there is no relevant existing contract or tender exempt arrangement, the purchasing activity is to be in accordance with general purchasing practice requirements specified in the table below.

6.2 Procurement from Existing Contracts

Where the City has an existing contract in place, it must ensure that goods and services required are purchased under these contracts to the extent that the contract (including the scope) allows. Officers must refer to the City's Contracts Register in the first instance before seeking to obtain quotes and/or tenders.

6.3 Procurement Value Thresholds

The table below outlines the practice requirements that apply to the City's purchasing and procurement activities. All procurement must be conducted in accordance with the City's Procurement Procedures and must be approved by

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an officer with the appropriate financial authorisation/ limits and/or delegation.

6.3 Table of Purchasing Value Thresholds and Requirements

The table below outlines the practice requirements that apply to the City's purchasing activities. All purchasing must be conducted in accordance with the Supplier Order of Priority considerations as well as the appropriate financial authorisation/delegation limits.

Purchasing Practice Requirements	
Purchasing Value (ex GST)	Purchasing Method
Up to \$5,000	Seek at least 1 verbal or written quote
\$5,001 to \$20,000	Seek at least 2 verbal or written quotes OR Seek at least 1 written quote, if purchasing from a tender exempt supplier e.g. a WALGA supplier
\$20,001 to \$75,000	Seek at least 3 written quotes OR Seek at least 2 written quotes, if purchasing from a tender exempt supplier e.g. a WALGA supplier
\$75,001 to \$250,000	Seek at least 3 written responses from suppliers via a formal Request for Quotation OR Seek at least 3 written quotes, if: <ul style="list-style-type: none"> — purchasing from a tender exempt supplier e.g. a WALGA supplier; and — approval to engage the preferred supplier is obtained from the CEO or an officer authorised by the CEO (whom is not in the Department making the purchase) (See Item 6.6 of this Policy)
Over \$250,000 (Tender Threshold)	Conduct a formal Request for Tender in accordance with the Act OR Seek at least 3 written responses via a formal Request for Quotation, if purchasing from a tender exempt supplier e.g. a WALGA supplier
Any Purchase (over \$20,000)	Seek at least 1 written quote, if: <ul style="list-style-type: none"> — purchasing from a tender exempt supplier e.g. a WALGA supplier, sole supplier etc.; and — approval to engage the tender exempt supplier is obtained from the CEO

<u>Value of Procurement</u>	<u>Procurement Requirement</u>	<u>Minimum Assessment Panel Requirement</u>	<u>Approval of Procurement</u>	<u>Record of Decision</u>
<u>Up to \$2,000</u>	<u>Seek at least 1 verbal or</u>	<u>One officer</u>	<u>An authorised</u>	<u>Required</u>

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<u>Value of Procurement</u>	<u>Procurement Requirement</u>	<u>Minimum Assessment Panel Requirement</u>	<u>Approval of Procurement</u>	<u>Record of Decision</u>
	<u>visual quote (ie: advertising/website) for ad-hoc activities</u>		<u>employee (that is not the evaluator) with a financial authorisation limit more than the consideration value</u>	<u>information to be entered when raising a requisition including providing comments to justify the purchase decision</u>
<u>\$2,001 to \$10,000</u>	<u>Seek at least 1 written quote (email/advertising/website etc)</u>	<u>One officer</u>	<u>An authorised</u>	<u>Required information to be entered when raising a requisition including providing comments to justify the purchase decision</u>
<u>\$10,001 to \$20,000</u>	<u>Seek at least 2 written quotes (email/advertising/website etc)</u> <u>OR</u> <u>Seek at least 1 written quote from a pre-qualified Tender Exempt Supplier</u>			
<u>\$20,001 to \$100,000</u>	<u>Seek at least 3 written quotes</u> <u>OR</u> <u>Seek at least 2 written quotes from pre-qualified Tender Exempt Suppliers</u>	<u>One officer up to 50k</u> <u>OR</u> <u>Two officers 50k-100k</u>	<u>employee (that is not the evaluator) with a financial authorisation limit more than the consideration value</u>	<u>Evaluation Report 20k – 50k</u> <u>OR</u> <u>Evaluation Report 50k – 100k</u>
<u>\$100,001 to \$250,000</u>	<u>Seek at least 3 written quotes via a Formal Request for Quotation process (including detailed specifications and pre-determined selection criteria) from suppliers or from pre-qualified Tender Exempt Suppliers.</u> <u>All processes over \$100,000 are to be conducted by Procurement and Contracts.</u>	<u>The responsible coordinator or equivalent (or above) and two officers</u>		<u>Using the appropriate memorandum to Director or CEO (as applicable)</u>
<u>Over</u>	<u>Conduct a formal Request for</u>	<u>The</u>	<u>CEO</u>	<u>Using the</u>

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<u>Value of Procurement</u>	<u>Procurement Requirement</u>	<u>Minimum Assessment Panel Requirement</u>	<u>Approval of Procurement</u>	<u>Record of Decision</u>
<u>\$250,000 (Tender Threshold)</u>	<u>Tender in accordance with the Act and formal tender process.</u> <u>OR</u> <u>Seek at least 3 written quotations from Tender Exempt Suppliers via a Formal Request for Quotation process</u> <u>All processes over \$250,000 are to be conducted by Procurement and Contracts.</u>	<u>responsible manager (or above) and two officers</u>	<u>approval up to delegated financial authorisation limits</u> <u>OR</u> <u>Council approval if above CEO authorisation limits</u>	<u>appropriate memorandum to CEO</u> <u>OR</u> <u>Council Report</u>

Table 1 – Procurement Requirements**The following notes apply to Table 1 above and all procurement activities:**

- 1) the value is exclusive of Goods and Services Tax;
- 2) an approved budget is required for the purchase of any goods or services;
- 3) the value of procurement will be based on the estimated total expenditure for a category of goods or service over a minimum 3-year period;
- 4) the appropriate length of the contract is to be determined based on market volatility, ongoing nature of supply, historical purchasing evidence and estimated future purchasing activities or business decisions;
- 5) procurement activities for the same category of supply (good or service) should, where possible, be aggregated into single contract arrangements to achieve best value and efficiency in future purchasing activities;
- 6) officers must not conduct multiple procurement activities or raise multiple purchase orders with the intent of 'splitting' or 'staging' the contract and its value, in order to avoid a procurement requirement in line with this policy, the City's Procurement Procedures and/or Reg 12;
- 7) any person evaluating submissions must be suitably experienced and have a reasonable knowledge of the goods/services being purchased;
- 8) sourcing of quotations from at least one local supplier is highly encouraged when available;
- 9) the City's Procurement Procedures apply to all procurement activities;
- 10) All recording of purchasing and procurement decisions must be performed in accordance with the City's Procurement Procedures and Record Keeping Policy;

6.4 Waiver of Quotation (Exceptional Circumstances)

Where quotes are not practical, the Chief Executive Officer, at their discretion, may waive the requirements to obtain quotations under this policy, providing that written and justifiable reasons for such waiver are provided by the responsible Officer and documented in line with the City's Procurement Procedures.

All waivers exercised by the Chief Executive Officer are to be captured in the City's Waiver of Quotation Register and will be reported bi-annually to the Audit and Risk Committee.

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Time constraints, poor planning, administrative omissions and errors do not justify a purchase under a Waiver. Every effort must be made to research and anticipate purchasing requirements in advance to allow sufficient time for planning and scoping proposed purchases and then obtain quotes or tenders, as applicable.

6.5 Procurement Exemptions

The City is exempt from publicly inviting tenders when procurement meets any of the requirements outlined under *Regulation 11(2) of the Functions and General Regulations 1996*.

Furthermore, if a good or service falls within one of the below categories and the purchase value is under the tender threshold (over the life of the Contract), the procurement is not subject to the above procurement requirements and officers may approach a single supplier:

- advertising of employment opportunities at the City;
- recruitment of Temporary Personnel (as defined in the Procurement Procedures - conditional to the WALGA Preferred Supplier Arrangements and Common Use Arrangements);
- advertising services, including mandated state-wide public notices (conditional to the WALGA Preferred Supplier Arrangements and State Common Use Arrangements) and digital advertising (for example, Facebook, Instagram or Google)
- purchasing of training services or training courses undertaken by the City's Human Resources department;
- conferences and seminars;
- legal services (conditional to WALGA Preferred Supplier Arrangements and State Common Use Arrangements only);
- annual memberships and subscriptions. For example, WALGA, LGIS, and SAI Global;
- non-contestable utility services;
- purchases from the original manufacturer whereby any other purchase may void the warranty.
- light fleet (conditional to State Common Use Arrangements and WALGA Preferred Supplier Arrangements);
- expenditure related to a local emergency that is required (**within existing budget allocations**) to respond to an imminent risk to public safety, or to protect or make property or infrastructure assets safe;

6.4 Contract Requirements for Terms and Conditions

- ~~Under \$75,001 — City's Purchase Order Terms (D10/56307)~~
- ~~\$75,001 or above — City's General Contract Conditions or relevant Australian Standards Contract Conditions.~~
- ~~WALGA Supplier — WALGA Member Contract.~~
- ~~Any contract outside the above (including a lease agreement or a supplier's terms and conditions) must be reviewed by the CEO, or an officer authorised by the CEO.~~

6.5 Purchasing Assessment

- ~~\$75,000 or under — The purchasing decision is to be based upon assessment of the suppliers response to:~~
 - ~~a brief outline of the good, service or work required; and~~
 - ~~Value for Money criteria, not necessarily the lowest price.~~

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- ~~— \$75,001 or above —~~ The purchasing decision is to be based upon assessment of the suppliers response to pre-determined:
 - ~~— detailed specifications of the good, service or work required; and~~
 - ~~— selection criteria that assesses all best and sustainable value considerations, amongst other things.~~

6.5.1 6.6 Recording of Purchasing Decisions

All purchases are to be recorded as follows:

- ~~— Up to \$20,000 —~~ Using the information required to be entered when raising an requisition including providing brief comments to justify the purchase;
- ~~— \$20,001 to \$75,000 —~~ Using the Brief Evaluation Report Template (D14/32988);
- ~~— \$75,001 to \$250,000 —~~ Using the appropriate memorandum to CEO or Director (TBA); and
- ~~— Request for Quotations / Tenders —~~ Using the appropriate memorandum and report to Council, CEO or Director (TBA).

7 Other Exemptions

7.1 Emergency Purchases

Emergency purchases are exempt from the above purchasing practices.

Emergency purchases are defined as the supply of goods or services associated with:

- a) ~~— a local emergency and the expenditure is required (within existing budget allocations) to respond to an imminent risk to public safety, or to protect or make property or infrastructure assets safe;~~
- b) ~~— a local emergency and the expenditure is required (with no relevant available budget allocation) to respond to an imminent risk to public safety, or to protect or make safe property or infrastructure assets in accordance with s.6.8 and Reg 11(2)(a) (i.e. prior written Mayor authorisation required);~~
or
- c) ~~— a state of emergency declared under the Emergency Management Act 2005 and therefore, Regs 11(2)(aa), (ja) and (3) apply to vary the application of this policy.~~

~~Time constraints, administrative omissions and errors do not justify a purchase to be an emergency purchase. Instead, every effort must be made to research and anticipate purchasing requirements in advance and to allow sufficient time for planning and scoping proposed purchases and to then obtain quotes or tenders, as applicable.~~

7.2 Emergency Contract Extension

The City may extend an existing contract for a term of 12 months or less, and therefore not comply with the above purchasing requirements if:

- a) ~~— the City has an existing contract for the required goods or services;~~
- b) ~~— the existing contract expires within 3 months;~~
- c) ~~— the extension is for a term of not more than 12 months from the expiry of the existing contract; and~~
- d) ~~— the extension is entered into at a time when there is a state of emergency declaration applying to the City's district (Reg 11(2)(ja)).~~

7.3 Specific Categories of Goods and Services

If a good or service falls within one of the below categories and the purchase

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value is under the tender threshold, the procurement is not subject to the above purchasing requirements and officers may approach a single supplier:

- ~~advertising of employment opportunities at the City;~~
- ~~the recruitment of Temporary personnel;~~
- ~~any mandated state-wide public notices;~~
- ~~purchasing of training services or training courses undertaken by the City's Human Resources department;~~
- ~~obtaining legal representation or advice by the City's Legal Team;~~
- ~~annual Subscriptions. For example, WALGA, LGIS, and SAI Global; and~~
- ~~any other procurement activity approved by the Chief Executive Officer as being exempt from the thresholds, that is not a tender.~~

7.46.6 Unique Nature of Supply (Sole Supplier)

Where the procurement requirement is over the value of \$10,000 and of a unique nature that can only be supplied from one supplier, the purchase is permitted without undertaking a quotation or tender process. This is only permitted in circumstances where the City is satisfied and can evidence that there is only one source of supply for those goods, services or works. The City must use its best endeavours to determine if the sole source of supply is genuine by exploring if there are any alternative sources of supply. Once determined, the justification must be endorsed by the Chief Executive Officer, prior to a contract being entered into or purchase order being raised and must be captured in the City's Sole Supplier Register.

An arrangement of this nature will only be approved for a period not exceeding 1 year. For any continuing purchasing requirement, the approval must be re-assessed before expiry, to evidence that only 1 potential supplier still genuinely exists.

All Sole Supplier endorsements made by the Chief Executive Officer are to be captured in the City's Sole Supplier Register and will be reported bi-annually to the Audit and Risk Committee.

Sole source supplier purchases are exempt from the above purchasing requirements. An arrangement with a supplier based on the unique nature of the goods or services required or for any other reason, where it is unlikely that there is more than one potential supplier may only be approved where the:

- a) ~~purchasing value is estimated to be over \$5,000; and~~
- b) ~~purchasing requirement has been documented in a detailed specification; and~~
- c) ~~specification has been extensively market tested and only 1 potential supplier has been identified as being capable of meeting the specified purchase requirement; and~~
- d) ~~market testing process and outcomes of supplier assessments have been evidenced in records, inclusive of a rationale for why the supply is determined as unique and why quotations / tenders cannot be sourced through more than 1 potential supplier.~~

An arrangement of this nature will only be approved for a period not exceeding 1 year. For any continuing purchasing requirement, the approval must be re-assessed before expiry, to evidence that only 1 potential supplier still genuinely exists.

6.7 Inviting Tenders Under the Tender Threshold

Where considered appropriate and beneficial, or to manage procurement risk, the City may consider publicly advertising Tenders in lieu of undertaking a Formal Request for Quotation for purchases under the tender threshold

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(\$250,000). This decision should be made after considering the benefits of this approach in comparison with the costs, sustainability, timeliness and compliance requirements.

If a decision is made to undertake a public Tender for contracts expected to be \$250,000 or less in value, the City's tendering process must be followed in full.~~Inviting Tenders Though not Required to do so~~

~~The City may determine to invite public tenders, despite the estimated purchase value being less than the \$250,000 prescribed tender threshold, but only where an assessment determines that the purchasing requirement cannot be met through a tender exempt arrangement and the use of a public tender process will enhance value for money, efficiency, risk mitigation and sustainable procurement benefits.~~

7.56.8 Expressions of Interest

Expressions of Interest (EOI) will be considered as a prerequisite to a tender process where the required supply evidences one or more of the following criteria:

- a) unable to sufficiently scope or specify the requirement;
- b) there is significant variability for how the requirement may be met;
- c) there is potential for suppliers to offer unique solutions and / or multiple options for how the purchasing requirement may be obtained, specified, created or delivered;
- d) subject to a creative element; or
- e) provides a procurement methodology that allows for the assessment of a significant number of potential tenderers leading to a shortlisting process based on non-price assessment.

All EOI processes will be based upon qualitative and other non-price information only. EOIs are to be conducted in line with the City's tendering process.

7 Annual Procurement Plan

The City will release an Annual Procurement Plan that captures the City's upcoming procurement for the next financial year. This information will be released in order to better demonstrate to the market what, when, and how the City is expecting to undertake public tenders, in order to meet the City's needs.

8 Panels of Pre-Qualified Suppliers

8.1 Panel Policy Objectives

In accordance with Regulation 24AC of the *Local Government (Functions and General) Regulations 1996*, a Panel of Pre-qualified Suppliers ("Panel") may be created where most of the following factors apply:

- the City determines that a range of similar goods and services are required to be purchased on a continuing and regular basis;
- there are numerous potential suppliers in the local and regional procurement-related market sector(s);
- the procurement activity under the intended Panel is assessed as being of a low to medium risk;
- the Panel will streamline and improve procurement processes; and
- the City has the capability to establish, manage the risks and achieve the benefits expected of the proposed Panel.

8.2 Establishing and Maintaining a Panel

Should the City determine that a Panel is beneficial to be created, it must do so

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in accordance with Part 4, Division 3 the *Local Government (Functions and General) Regulations 1996*. The following is to be considered and documented accordingly for each Panel:

- a) a Panel may be established for one supply requirement, or a number of similar supply requirements under defined categories within the Panel. This will be undertaken through a public invitation process (similar to that of a Tender) in line with the City's Procurement Procedures.
- b) Panels may be established for a minimum of one (1) year and for a maximum length of three (3) years.
- c) evaluation criteria must be determined and communicated in the application process by which applications will be assessed and accepted.
- d) at the commencement of each Panel, a communications plan must be developed. This will set out how all communications between the City and each Panel Member will take place during the term of the Panel.
- e) there shall be a minimum of two (2) suppliers appointed to a Panel and a minimum of one supplier for each category when more than one category is set out in the Panel.
- f) should a Panel member leave or be terminated from the Panel within 6 months of contract commencement, they may be replaced by the next ranked Panel member determined in the value for money assessment (should they accept). Should the next ranked supplier decline, the City may decide to invite the next ranked supplier and so forth until a supplier accepts a contract. Should the City deem that all suitable suppliers be exhausted, the City may continue to operate the Panel ensuring that the minimum of two (2) Panel Members remain and if this is not the case, the City must re- establish a new Panel via the relevant procurement process as set out in this policy.
- g) the City may publicly re-advertise a Panel with a view of adding Panel members to an existing Panel using the same evaluation criteria used to initially establish the Panel.
- a)h) should a Panel Member leave or be terminated from the Panel after 6 months from contract commencement, the City may continue to operate the Panel ensuring that the minimum of 2 Panel members remain and if this is not the case, the City must either re-establish a new Panel or publicly re-advertise a Panel with a view of adding Panel members to an existing Panel using the same evaluation criteria used to initially establish the Panel.

8.3 Distributing Work Amongst Panel Members

To satisfy *Regulation 24AD(5)* of the Regulations, when establishing a Panel, the detailed information associated with each invitation to apply to join the Panel must either prescribe whether the City intends to:

- a) Obtain quotations from each pre-qualified supplier on the Panel with respect to all purchases; or
- b) Purchase goods and services exclusively from any pre-qualified supplier appointed to that Panel, and under what circumstances; or
- c) Purchase Goods/Services from pre-qualified suppliers on the Panel in line with the contracted Schedule of Rates; or
- d) Develop a ranking system establishing clear rules when each Panel member will be able to quote; or
- a)e) A mix of any of the above distribution methods (eg: based on suitability, skills, experience availability, costs etc)

In every instance, a contract must not be formed with a pre-qualified supplier for an item of work beyond 12 months, which includes options to extend the contract.

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9 Contract Management

Contracts are to be proactively managed during their lifecycle by the City Officer responsible for the delivery of the contracted goods, services or works, to ensure the city receives value for money and to enforce performance against the contract.

Where a contract variation is required, the contract can only be varied if it is necessary in order for the goods/services to be supplied and does not change the scope of the contract. When considering contract variations, any variation must also be identified as not to have affected the outcome of the initial procurement process in the view of both a reasonably skilled and experienced person having relevant expertise in the specific industry or type of work and the Contracts Services team.

For all contract variations, a formal variation agreement must be completed by Contract Services. This agreement must be signed by a person with appropriate delegation and authorisation.

Further requirements are outlined in the City's Procurement Procedures.

9 Contract Variations

Circumstances may require the City to vary the specifications and/or contractual terms of a Contract. The City may only vary a contract that has not yet been awarded, if the variation is considered to be a 'minor variation' (Reg 20). The City may only vary an existing contract, if the variation is considered by the local government to be necessary in order for the goods or services to be supplied and does not change the scope of the contract (Reg 21).

10 Contract Management

The Chief Executive Officer will ensure processes and controls are developed and implemented for the following:

- Contract management;
- Variation management;
- Contract performance review; and
- Contract extensions.

10 Definitions

CUA – State Government formed Contracts, otherwise known as Common Use Arrangements.

Formal Request for Quotation - the process of developing, in conjunction with Contract Services, a detailed written description of purchase requirements along with assessment criteria, formal quote documentation (including a contract) and an appropriate assessment process.

Officer – any employee of the City of Kwinana or an external party engaged to perform works for the City (eg: consultants, temp personnel etc)

Pre-Qualified Tender Exempt Supplier – a supplier that has met the pre-qualification and due diligence requirements to be contracted to either a WALGA Preferred Supplier Arrangement or a State Government Common Use Arrangement (CUA) and is contracted under a valid WALGA Contract or CUA for the particular scope or category of work at the time of purchase.

Procurement Procedures – relating document which governs the requirements for all City Procurement activities.

Scope – a general description of the goods/services required to achieve a desired outcome.

Tender – a publicly advertised invitation to submit a proposal to provide described goods or services for a fixed price.

Tender Exempt - any tenders that do not have to be publicly invited pursuant to Local

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Government (Functions and General) Regulations 1996 Regulation 11(2)(a)-(k) inclusive.

Tender Exempt Supplier – a supplier that sits within a category referred to in the Local Government (Functions and General) Regulations 1996 Regulation 11(2)(a)-(k) inclusive.

WALGA - The WA Local Government Association (WALGA)

WALGA Preferred Supplier Arrangement – A specified grouping of suppliers that have been pre-qualified and appointed by WALGA to supply a category of goods or services to Local Governments.

11 References

Name of Policy	Purchasing Policy
Date of Adoption and resolution No	12 August 2020 #222
Review dates and resolution No #	
New review date	12 August 2022
Legal Authority	Local Government Act 1995 Section 2.7 – Role of Council Local Government (Functions and General) Regulations Part 4 Division 1 – Purchasing Policies for Local Governments
Directorate	City Legal
Department	Contract Services
Related documents	Acts/Regulations Local Government Act 1995 (WA); and Local Government (Functions and General) Regulations 1996 (WA); Plans/Strategies Strategic Community Plan 2019 – 2029 Corporate Business Plan 2019 – 2024 Work Instructions CMS 77 – Purchasing Procedures for the Procurement of Goods and/or Services CMS 01 – Formal Procurement Process Finance Procedures for the Procurement of Goods and Services

Date of adoption and resolution No.	12 August 2020 - #222
Review dates and resolution No.	List the dates on which the Policy was reviewed by Council and the resolution No.s - TBA
Next review due date	December 2022
Related documents	<ul style="list-style-type: none"> • <u>CMS 77 – Purchasing Procedures for the Procurement of Goods and/or Services</u> • <u>Contract Register</u> • <u>Sole Supplier Register</u> • <u>Register of Delegated Authority</u> • <u>Strategic Community Plan 2021 - 2031</u>

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	<ul style="list-style-type: none">• <u>Corporate Business Plan 2021 - 2025</u>
<u>Delegated Authority Numbers</u>	<ul style="list-style-type: none">• <u>2.2.6 – Expressions of Interest and Tenders for supply of goods and services</u>• <u>1.1.2 – Execution of Documents</u>

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

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18.4 MONTHLY FINANCIAL REPORT OCTOBER 2021

SUMMARY

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

OFFICER RECOMMENDATION

That Council:

- 1. Accepts the Monthly Statements of Financial Activity for the period ended 31 October 2021, as detailed in Attachment A; and**
- 2. Accepts the explanations for material variances for the period ended 31 October 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 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 October 2021. The current closing municipal surplus for this period is \$38,785,286 compared to a budget position of \$31,456,859. 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 October of \$21,389,800.

Income for the October 2021 period year to date is \$54,217,704. This is made up of \$53,561,047 in operating revenues and \$656,657 in non-operating grants, contributions and subsidies received and proceeds from other investing activities. The current budget estimated \$54,768,064 would be received for the same period. The variance to budget is (\$550,360).

Expenditure for the October 2021 period year to date is \$19,692,001. This is made up of \$16,899,204 in operating expenditure and \$2,792,797 in capital expenditure. The budget estimated \$29,867,721 would be spent for the same period. The variance to budget is \$10,175,720 predominantly due to the timing of 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.

STRATEGIC IMPLICATIONS

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

Strategic Community Plan			
Outcome	Strategic Objective	Action in CBP (if applicable)	How does this proposal achieve the outcomes and strategic objectives?
5 – Visionary leadership dedicated to acting for its community	5.1 – Model accountable and ethical governance, strengthening trust with the community	N/A – There is no specific action in the CBP, yet this report will help achieve the indicated outcomes and strategic objectives	Transparent reporting of City financial position.

SOCIAL IMPLICATIONS

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

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

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

COMMUNITY ENGAGEMENT

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

ATTACHMENTS

A. Attachment A - Monthly Financial Report, October 2021



Monthly Financial Report



CITY OF KWINANA
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 31 October 2021

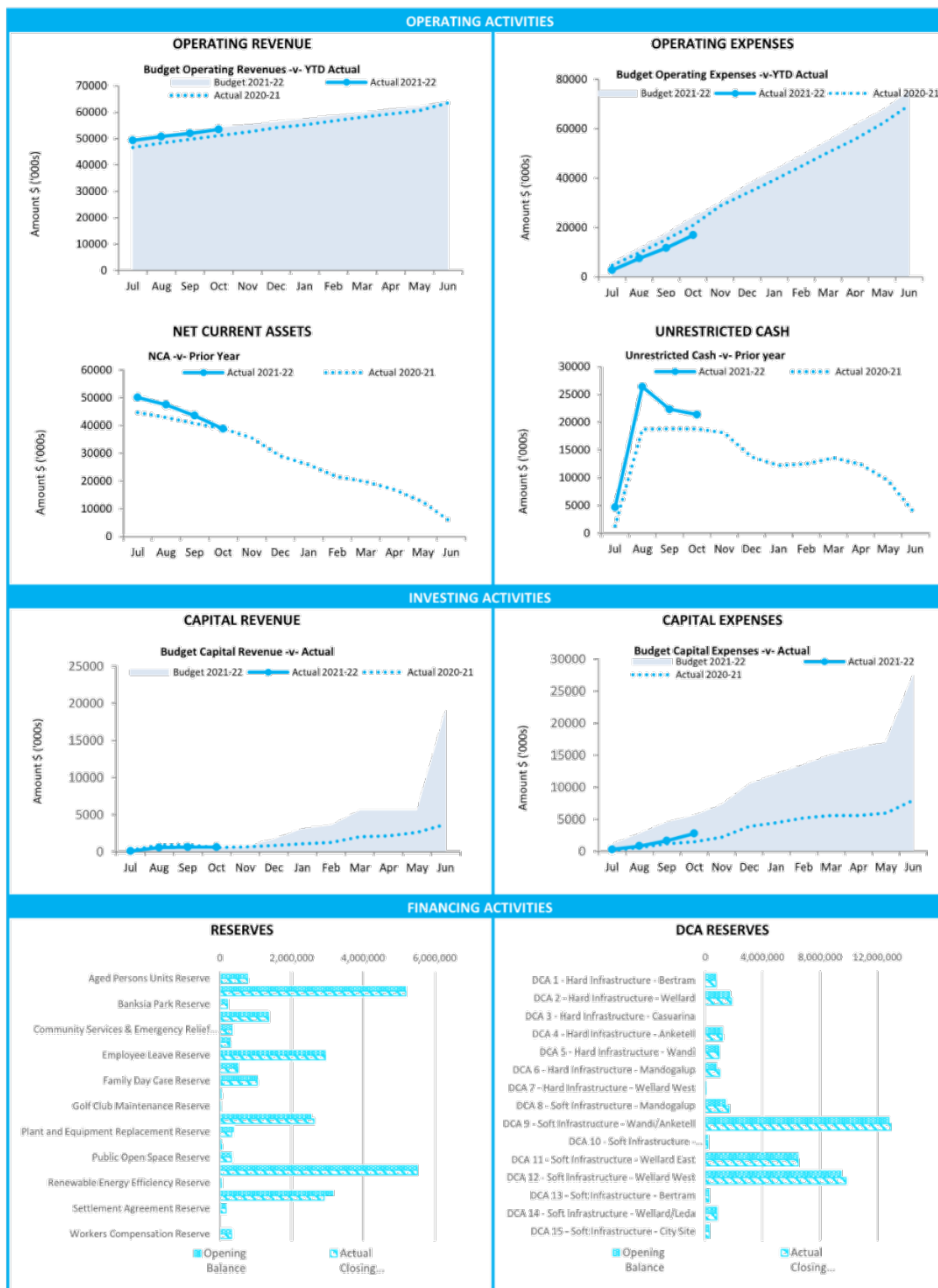
LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 OCTOBER 2021**

SUMMARY INFORMATION - GRAPHS



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

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 OCTOBER 2021**

EXECUTIVE SUMMARY

Funding surplus / (deficit) Components

Funding surplus / (deficit)

Current Budget

YTD Current Budget (a)

YTD Actual (b)

Var. \$ (b)-(a)

Opening

Closing

\$0.71 M

\$0.00 M

\$0.71 M

\$31.46 M

\$3.37 M

\$38.79 M

\$2.67 M

\$7.33 M

Refer to Statement of Financial Activity

Cash and cash equivalents

\$84.72 M

% of total

Unrestricted Cash

Restricted Cash

\$21.39 M

\$63.33 M

25.2%

74.8%

Refer to Note 3 - Cash and Financial Assets

Payables

\$4.60 M

Trade Payables

Bonds & Deposits Held

Other Payables

\$1.77 M

\$1.55 M

\$1.28 M

Refer to Note 4 - Receivables

Receivables

\$22.56 M

% Outstanding

Rates Receivable

Trade Receivable

\$19.47 M

\$3.09 M

33.9%

Refer to Note 4 - Receivables

Key Operating Activities

Amount attributable to operating activities

Current Budget

YTD Budget (a)

YTD Actual (b)

Var. \$ (b)-(a)

\$5.45 M

\$35.31 M

\$36.72 M

\$1.41 M

Refer to Statement of Financial Activity

Rates Revenue

YTD Actual

YTD Budget

\$42.50 M

\$42.66 M

% Variance

(0.4%)

Refer to Statement of Financial Activity

Operating Grants and Contributions

YTD Actual

YTD Budget

\$2.19 M

\$2.91 M

% Variance

(24.9%)

Refer to Note 9 - Operating Grants and Contributions

Fees and Charges

YTD Actual

YTD Budget

\$8.40 M

\$8.08 M

% Variance

4.0%

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)

(\$10.63 M)

(\$5.19 M)

(\$0.31 M)

\$4.88 M

Refer to Statement of Financial Activity

Proceeds on sale

YTD Actual

YTD Budget

Current Budget

\$0.19 M

\$0.36 M

\$1.11 M

% Received

16.9%

Refer to Note 5 - Disposal of Assets

Asset Acquisition

YTD Actual

Current Budget

Adopted Budget

\$2.79 M

\$27.56 M

\$26.23 M

% Spent

10.1%

10.6%

Refer to Note 6 - Capital Acquisition

Capital Grants

YTD Actual

Current Budget

Adopted Budget

\$0.47 M

\$18.00 M

\$17.52 M

% Received

2.6%

2.7%

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)

\$4.71 M

\$0.64 M

(\$1.00 M)

(\$1.63 M)

Refer to Statement of Financial Activity

Borrowings

Principal repayments

Interest expense

Principal due

\$2.53 M

\$0.04 M

\$18.36 M

Refer to Note 7 - Borrowings

Reserves

Reserves balance

DCA Reserve Balance

Interest earned

\$24.98 M

\$38.33 M

\$0.01 M

Refer to Note 8 - Cash Reserves

Lease Liability

Principal repayments

Interest expense

Principal due

\$0.05 M

\$0.00 M

\$0.50 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 OCTOBER 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)		500,000	705,890	705,890	3,374,334	2,668,444	378.0%	▲
Revenue from operating activities								
Rates	5	42,663,528	42,663,528	42,663,528	42,496,535	(166,993)	(0.4%)	
Operating grants, subsidies and contributions	9	7,101,622	7,425,009	2,912,842	2,187,859	(724,983)	(24.9%)	▼
Fees and charges		13,077,409	13,077,409	8,080,869	8,402,042	321,173	4.0%	
Interest earnings		694,600	694,600	304,900	195,720	(109,180)	(35.8%)	▼
Other revenue		448,580	448,580	155,305	278,890	123,585	79.6%	▲
Profit on disposal of assets	5	1,767	1,767	1,767	0	(1,767)	(100.0%)	
		63,987,506	64,310,893	54,119,211	53,561,047	(558,164)		
Expenditure from operating activities								
Employee costs		(27,892,254)	(27,913,387)	(9,300,362)	(9,350,821)	(50,459)	(0.5%)	
Materials and contracts		(26,127,651)	(26,724,455)	(7,973,585)	(6,196,738)	1,776,847	22.3%	▲
Utility charges		(2,712,312)	(2,712,312)	(904,105)	(691,129)	212,976	23.6%	▲
Depreciation on non-current assets		(16,305,054)	(16,305,054)	(5,435,016)	0	5,435,016	100.0%	▲
Interest expenses		(834,101)	(834,101)	(1,996)	(42,227)	(40,231)	(2015.6%)	
Insurance expenses		(613,769)	(613,769)	(613,769)	(593,412)	20,357	3.3%	
Other expenditure		(363,550)	(42,000)	(13,800)	(24,878)	(11,078)	(80.3%)	
Loss on disposal of assets	5	(37,879)	(37,879)	(13,482)	0	13,482	100.0%	
		(74,886,570)	(75,182,957)	(24,256,115)	(16,899,204)	7,356,911		
Non-cash amounts excluded from operating activities	2	16,317,966	16,317,966	5,446,731	54,217	(5,392,514)	(99.0%)	▼
Amount attributable to operating activities		5,418,902	5,445,902	35,309,827	36,716,059	1,406,232		
Investing activities								
Grants, Subsidies and Contributions	10	17,515,755	18,002,755	292,000	470,320	178,320	61.1%	
Proceeds from disposal of assets	5	943,425	1,105,078	356,853	186,337	(170,516)	(47.8%)	
Self-Supporting Loan Principal Received	7	17,847	17,847	5,949	7,375	1,426	24.0%	
Payments for property, plant and equipment	6	(26,229,317)	(27,555,762)	(5,611,606)	(2,792,797)	2,818,809	50.2%	▲
		(7,752,290)	(8,430,082)	(4,956,804)	(2,128,765)	2,828,039		
Non-cash amounts excluded from investing activities	2	(2,880,331)	(2,880,331)	(237,748)	1,818,827	2,056,575	865.0%	
Amount attributable to investing activities		(10,632,621)	(11,310,413)	(5,194,552)	(309,938)	4,884,615		
Financing Activities								
Proceeds from new debentures	7	2,500,000	2,500,000	2,500,000	2,500,000	0	0.0%	
Repayment of debentures	7	(4,601,930)	(4,601,930)	(2,500,000)	(2,528,706)	(28,706)	(1.1%)	
Payments for principal portion of lease liabilities		(176,055)	(176,055)	(49,979)	(47,176)	2,802	5.6%	
Transfer from reserves	8	21,810,003	22,356,955	1,319,890	644,795	(675,095)	51.1%	
Transfer to reserves	8	(14,818,299)	(14,920,349)	(634,217)	(1,564,082)	(929,865)	(146.6%)	▼
Amount attributable to financing activities		4,713,719	5,158,621	635,694	(995,169)	(1,630,863)		
Closing funding surplus / (deficit)		0	0	31,456,859	38,785,286	7,328,427		

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 OCTOBER 2021**

		Closing 30 June 2021	Current Month 31 October 2021	This Time Last Year 31 October 2020
NOTE		\$	\$	\$
CURRENT ASSETS				
Cash and cash equivalents	8	6,968,593	16,331,816	21,952,768
Other financial assets - Term Deposits	8	59,711,623	68,360,090	53,561,294
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	19,471,786	19,738,786
Other receivables (incl. allowance for impairment)	4	2,246,269	3,257,341	2,855,569
Inventories		0	0	40,594
Other assets		944,913	658,242	0
Assets classified as held for sale		498,000	498,000	0
TOTAL CURRENT ASSETS		74,071,190	108,807,391	98,485,770
NON-CURRENT ASSETS				
Trade and other receivables		846,399	811,714	752,007
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	207,482	225,568
Investment in associate (SMRC)		535,835	535,835	504,008
Property, plant and equipment		137,838,654	138,382,086	147,636,167
Infrastructure		366,067,322	367,452,141	364,228,798
Investment property		570,000	570,000	0
Intangible assets		1,851,061	2,529,268	983,113
Right of use assets		566,185	566,185	190,680
TOTAL NON-CURRENT ASSETS		512,195,956	514,760,356	517,829,651
TOTAL ASSETS		586,267,146	623,567,748	616,315,420
CURRENT LIABILITIES				
Trade and other payables		6,341,995	4,599,160	3,945,632
Banksia Park Unit Contributions		16,733,635	16,733,635	16,975,350
Contract and other liabilities	9 & 10	6,429,920	6,745,237	10,794,058
Lease liabilities		174,595	127,419	81,717
Borrowings	7	2,537,530	2,537,530	2,314,779
Employee related provisions		5,706,854	5,726,386	5,491,803
TOTAL CURRENT LIABILITIES		37,924,528	36,469,367	39,603,338
NON-CURRENT LIABILITIES				
Other liabilities (Developer Contributions)	10	28,097,678	29,749,985	24,708,863
Lease liabilities		371,179	371,179	77,148
Borrowings	7	15,851,996	15,823,289	17,900,193
Employee related provisions		445,000	445,000	410,209
TOTAL NON-CURRENT LIABILITIES		44,765,853	46,389,454	43,096,413
TOTAL LIABILITIES		82,690,382	82,858,821	82,699,751
NET ASSETS		503,576,764	540,708,927	533,615,669
EQUITY				
Retained surplus		213,378,678	249,591,554	246,114,264
Reserves - cash/financial asset backed	8	62,382,819	63,302,106	55,322,596
Revaluation surplus		227,815,267	227,815,267	232,163,505
TOTAL EQUITY		503,576,764	540,708,927	533,600,365

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 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
	\$	%		
Revenue from operating activities				
Rates	(166,993)	(0%)	No Material Variance	
Operating Grants, Subsidies and Contributions	(724,983)	(25%)	Permanent	Refer note 9. First instalment of 21/22 Financial Assistance Grant was received in last financial year.
Fees and Charges	321,173	4%	No Material Variance	
Interest Earnings	(109,180)	(36%)	Timing	\$53k less instalment interest received than budgeted by this period. \$36k less DCA Reserve interest than budgeted by this period.
Other Revenue	123,585	80%	Permanent	Long Service, Paid Parental leave and Insurance reimbursements.
Profit on Disposal of Assets	(1,767)	(100%)	No Material Variance	Asset Profit/Loss to be processed after finalisation of AFS-2021.
Expenditure from operating activities				
Employee Costs	(50,459)	(1%)	No Material Variance	
Materials and Contracts	1,776,847	22%	Timing	\$552k Timing of facility & infrastructure maintenance expenses. \$185k Timing of fire mitigation works. \$128k Timing of community events expenditure budgeted in July. \$105k Timing of Election expenses still to be invoiced. \$101 Timing of Arts Centre management fees still to be invoiced. \$100k Timing of payment of Family Day Care and In Home Care Child Care Benefits partially offset by lower Child Care Benefit contributions received. \$108k Street Lighting invoice and other various Electricity invoices received early November, budgeted October. Depreciation to be processed after finalisation of AFS-2021.
Utility Charges	212,976	24%	Timing	
Depreciation on Non-Current Assets	5,435,016	100%	Timing	
Interest Expenses	(40,231)	(2016%)	Timing	\$40k Interest on City Centre Redevelopment and Bertram Community Centre - charged in September, budgeted for June 2022.
Insurance Expenses	20,357	3%	No Material Variance	
Other Expenditure	(11,078)	(80%)	Permanent	\$15k SMCC unspent grant funding returned to Perth Region NRM. Perth Region NRM to take over administration of this grant funding.
Loss on Disposal of Assets	13,482	100%	Timing	Asset Profit/Loss to be processed after finalisation of AFS-2021.
Investing activities				
Non-Operating Grants, Subsidies and Contributions	178,320	61%	Timing	Refer note 10.
Proceeds from disposal of assets	(170,516)	(48%)	Timing	Refer note 5.
Self-Supporting Loan Principal	1,426	24%	No Material Variance	
Purchase of Right of Use assets	0	0%	No Material Variance	
Payments for property, plant and equipment	2,818,809	50%	Timing	Refer note 6.
Financing activities				
Proceeds from new debentures	0	0%	No Material Variance	
Repayment of debentures	(28,706)	(1%)	No Material Variance	
Payments for principal portion of lease liabilities	2,802	6%	No Material Variance	
Transfer from reserves	(675,095)	51%	Timing	Timing of capital projects funded from Reserves.
Transfer to reserves	(929,865)	(147%)	Permanent	Receipt of Developer Contributions transferred to Reserve.

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

**NOTE 2
NET CURRENT FUNDING POSITION**

	Notes	Last Years Closing 30 June 2021	This Time Last Year 31 October 2020	YTD Actual 31 October 2021
		\$	\$	\$
(a) Non-cash items excluded from operating activities				
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.				
Non-cash items excluded from operating activities				
Adjustments to operating activities				
Less: Profit on asset disposals	5	(70,922)	-	-
Less: Share of net profit of associates and joint ventures accounted for using the equity method		(20,980)	-	-
Less: Movement in pensioner deferred rates (non-current)		(86,273)	8,118	34,684
Movement in employee benefit provisions		235,714	(14,128)	19,532
Add: Loss on asset disposals		13,332	-	-
Mvmt in Local Govt House Trust		(4,525)	-	-
Add: Depreciation on assets		16,091,943	-	-
Mvmt in operating contract liabilities associated with restricted cash		(84,825)	(47,043)	-
Mvmt in Banksia Park deferred management fees receivable		(284,589)	-	-
Mvmt in Banksia Park valuation of unit contribution		(241,715)	-	-
Rounding adjustment prior year closing		-	-	-
Total non-cash items excluded from operating activities		15,547,160	(53,053)	54,217
Mvmt in non-operating liabilities (non-current)		11,144,052	-	1,652,307
Mvmt in non-operating liabilities associated with restricted cash		(5,011,207)	2,937,074	166,520
Total non-cash items excluded from investing activities		6,132,845	2,937,074	1,818,827
Total Non-cash items		21,680,005	2,884,021	1,873,043

(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	(62,382,819)	(55,322,596)	(63,302,106)
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)
Less: Land held for resale	(498,000)	-	(498,000)
Add: Borrowings	2,537,530	2,314,779	2,537,530
Add: Provisions - employee	5,706,854	5,491,803	5,726,386
Add: Current portion of contract and other liability held in reserve	5,185,994	10,794,058	5,352,514
Add: Lease liabilities	174,595	81,717	127,419
Add: Banksia Park Unit Contributions	16,733,635	16,975,350	16,733,635
Total adjustments to net current assets	(32,772,328)	(20,001,648)	(33,552,738)

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

Current assets	74,071,190	98,470,466	108,807,391
Less: Current liabilities	(37,924,528)	(39,603,338)	(36,469,367)
Less: Total adjustments to net current assets	(32,772,328)	(20,001,648)	(33,552,738)
Closing funding surplus / (deficit)	3,374,334	38,865,480	38,785,286

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.

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

OPERATING ACTIVITIES
NOTE 3
CASH AND FINANCIAL ASSETS

Description	Unrestricted	Restricted	Trust	Total Cash	Interest Rate	Institution	S&P Rating	Maturity Date	Days
	\$	\$	\$	\$					
Cash on hand									
CBA Municipal Bank Account	2,383,364	3,942,017		6,325,380	Variable	CBA	AA		
CBA Online Saver Bank Account	10,002,466			10,002,466	0.20%	CBA	AA		
CBA Trust Bank Account			32,168	32,168	N/A	CBA	AA		
Cash On Hand - Petty Cash	3,970			3,970	N/A	PC	N/A		
Term Deposits - Muni Investments									
Muni Funds	3,000,000			3,000,000	0.26%	CBA	AA	Nov 2021	90
Muni Funds	3,000,000			3,000,000	0.27%	CBA	AA	Dec 2021	122
Muni Funds	3,000,000			3,000,000	0.29%	CBA	AA	Jan 2022	150
Reserve Funds Investments (Cash Backed Reserves)									
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
Refuse Reserve		5,473,000		5,473,000	0.29%	NAB	AA	Nov 2021	150
Employee Vacancy Reserve		502,650		502,650	0.30%	BEN	AAA	Mar 2022	272
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
Asset Management Reserve		5,227,207		5,227,207	0.27%	NAB	AA	Feb 2022	120
Plant and Equipment Replacement Reserve		240,666		240,666	0.27%	NAB	AA	Feb 2022	120
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
Reserve Funds Investments (Developer Contributions)									
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	0.35%	BEN	AAA	Jan 2022	208
DCA 12 - Soft Infrastructure - Wellard West		9,496,183		9,496,183	0.35%	BEN	AAA	Jan 2022	208
DCA - 4 Hard Infrastructure - Anketell		1,195,219		1,195,219	0.26%	NAB	AA	Feb 2022	181
DCA 5 - Hard Infrastructure - Wandii		972,709		972,709	0.25%	BEN	AAA	Feb 2022	181
DCA 7 - Hard Infra Mandogalup		52,753		52,753	0.26%	NAB	AA	Feb 2022	181
DCA 8 - Soft Infrastructure - Mandogalup		1,420,285		1,420,285	0.26%	NAB	AA	Feb 2022	181
DCA 9 - Soft Infrastructure - Wandii/Anketell		12,823,437		12,823,437	0.26%	NAB	AA	Feb 2022	181
DCA 10 - Soft Infrastructure - Casuarina/Anketell		197,424		197,424	0.26%	NAB	AA	Feb 2022	181
DCA 13 - Soft Infrastructure - Bertram		269,336		269,336	0.26%	NAB	AA	Feb 2022	181
DCA 14 - Soft Infrastructure - Wellard/Leda		814,600		814,600	0.26%	NAB	AA	Feb 2022	181
DCA 15 - Soft Infrastructure - Townsite		307,113		307,113	0.25%	BEN	AAA	Feb 2022	181
Total	21,389,800	63,302,106	32,168	84,724,073	0.31% weighted average interest rate				
	25%	75%	0.0%						
Comprising									
Cash and cash equivalents (Exclude Trust)	15,389,800	3,942,017	0	19,331,816					
Financial assets at amortised cost	6,000,000	59,360,089	0	65,360,089					
Trust	0	0	32,168	32,168					
	21,389,800	63,302,106	32,168	84,724,073					

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.

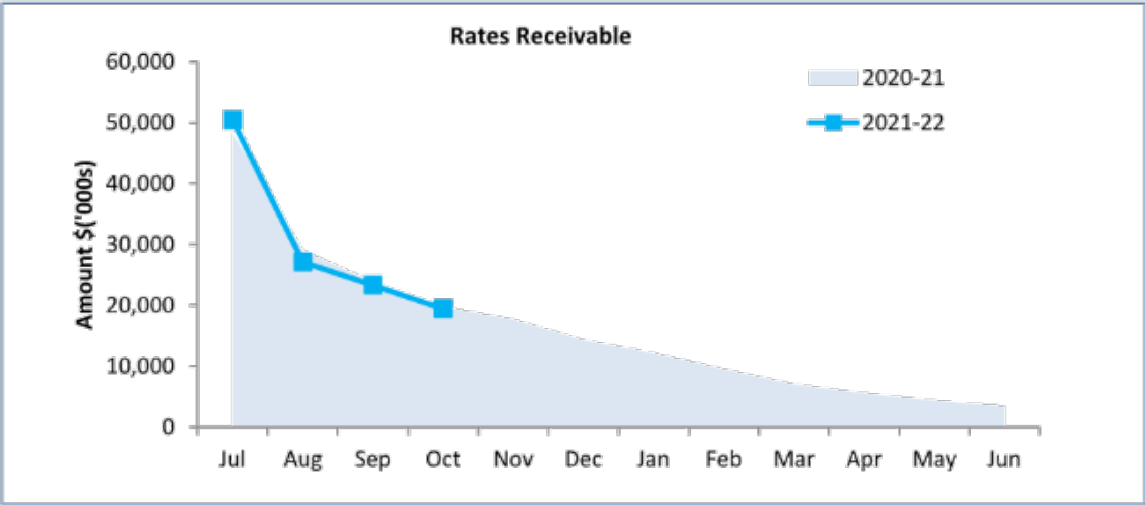
Note 3(b): Cash and Investments - Compliance with Investment Policy

Portfolio Credit Risk	Funds Held	Actual at Period End	Limit per Policy	
AAA & Bendigo Bank Kwinana Community Branch	21,447,730	25%	100%	✓
AA	56,426,239	67%	100%	✓
A	6,846,134	8%	60%	✓
BBB	-	0%	20%	✓
Unrated	3,970	0%	20%	✓

Counterparty Credit Risk	Funds Held	Actual at Period End	Limit per Policy	
BEN (AAA)	17,806,376	21%	45%	✓
NAB (AA)	27,798,927	33%	45%	✓
CBA (AA)	32,268,666	38%	45%	✓
SUN (A)	6,846,134	8%	45%	✓
WBC (AA)	-	0%	45%	✓

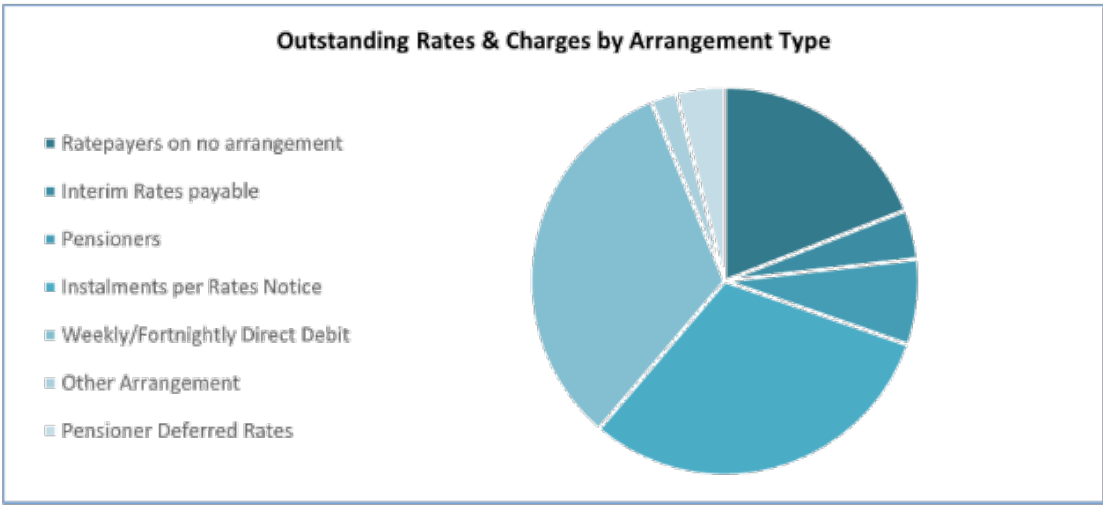
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2021

Rates receivable	30 Jun 2021	31 October 2020	31 Oct 2021
	\$		\$
Opening arrears previous years	3,148,533	3,148,533	3,262,814
Levied this year	52,278,031	51,380,190	54,197,965
Rates & Charges to be collected	55,426,565	54,528,723	57,460,779
<u>Less</u> Collections to date	(51,108,490)	(34,037,930)	(37,177,279)
<u>Less</u> Pensioner Deferred Rates	(846,399)	(752,007)	(811,714)
Net Rates & Charges Collectable	3,471,676	19,738,786	19,471,786
% Outstanding	6.26%	36.20%	33.89%
<u>Prepaid</u> Rates received (not included above)	(1,055,273)	(462,196)	(529,009)
	4.36%	35.35%	32.97%



OPERATING ACTIVITIES
NOTE 4
RECEIVABLES

Outstanding Rates & Charges by Payment Arrangement Type	31 Oct 2021		
	No. of Assessments	\$	%
Ratepayers on no arrangement	1,064	3,867,405	19%
Interim Rates payable	443	835,215	4%
Pensioners	1,475	1,447,429	7%
Instalments per Rates Notice	4,144	6,271,548	31%
Weekly/Fortnightly Direct Debit	4,706	6,606,481	33%
Other Arrangement	108	443,708	2%
	11,940	19,471,786	96%
Pensioner Deferred Rates	237	811,714	4%
	12,177	20,283,501	100%

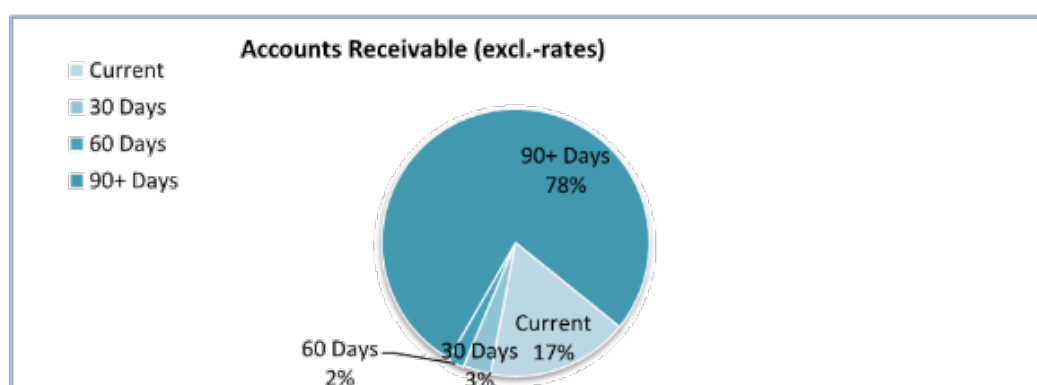


**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2021**

**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	372,623	70,526	41,326	1,494,859	1,979,335
Infringements Register	3,305	2,076	1,563	201,079	208,023
Total sundry receivables outstanding	375,928	72,602	42,889	1,695,938	2,187,358
<i>Exclude rebates receivable</i>	17%	3%	2%	78%	
Rebates receivable - Rates	817,983	0	0	0	817,983
Rebates receivable - ESL	81,664	0	0	0	81,664
Total general receivables outstanding	1,275,576	72,602	42,889	1,695,938	3,087,005

Note: 60day debtor includes \$1.2m Developer Contribution - payment to be received upon Project Completion.



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

Description	Debtor #	Status	\$
Sundry Debts with Fines Enforcement Registry (FER)			
Prosecution Dog Act 1976	2442.07	Registered with FER. Regular payments being received.	4,078
Prosecution Planning & Development Act	2549.07	Registered with FER. Regular payments being received.	4,423
Prosecution Planning & Development Act	3859.07	Registered with FER. Regular payments being received.	13,675
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.	2,511
Prosecution Local Law Fencing	4233.07	Registered with FER.	2,500
Prosecution Dog Act 1976	4274.07	Registered with FER. Regular payments being received.	3,052
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.	4,550
Prosecution Planning & Development Act	4467.07	Registered with FER. Regular payments being received.	10,265
Prosecution Dog Act 1976	4610.07	Registered with FER.	25,598
Prosecution Dog Act 1976	4741.07	Registered with FER. Regular payments being received.	3,400
Prosecution Planning & Development Act	4885.07	Registered with FER. Regular payments being received.	18,296
Prosecution Parking Act	5152.07	Registered with FER.	5,250
Prosecution Dog Act 1976	5285.07	Registered with FER.	2,087
Prosecution Building Act	5321.07	Registered with FER. Regular payments being received.	3,047
Prosecution Planning & Development Act	5325.07	Registered with FER.	38,463
Prosecution Building Act 2011	5474.07	Registered with FER.	41,224
Prosecution Dog Act 1976	5537.07	Registered with FER. Regular payments being received.	8,178
			218,183
Other Sundry Debtors			
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
Hazard Reduction costs	4355.03	To be transferred to rates - Debtors policy complete.	1,054
Developer Contribution	5477.06	Payment expected November 2021.	1,243,927
Private Works - Traffic Management crane rollover	5501.03	Debtor policy being followed.	19,902
Total Debtors 90+ days > \$1,000			1,488,788

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 OCTOBER 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)	
	\$	\$	\$	\$	\$	\$	\$	\$	
Motor Vehicles									
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.
Plant & Equipment									
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	3,521	3,521	0	0	cfwd from FY21.
Plant Replacement P351 Mitsubishi Canter Tip Truck	25,000	25,000	0	0	29,639	29,639	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	32,603	32,603	0	0	35,810	35,810	0	0	cfwd from FY21.
Land									
Moombaki	517,000	517,000	0	0	0	0	0	0	
	1,141,190	1,105,078	1,767	(37,879)	186,337	186,337	0	0	
			Net Profit/(Loss)	(36,112)			Net Profit/(Loss)	0	

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

**INVESTING ACTIVITIES
NOTE 6
CAPITAL ACQUISITIONS**

Capital acquisitions	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance
	\$	\$	\$	\$	\$
Land and Buildings	6,745,168	6,910,168	1,863,005	351,779	(1,511,226)
Plant, Furniture and Equipment	1,269,300	1,581,981	620,588	372,486	(248,102)
Intangible Assets	1,407,909	1,407,909	484,759	683,712	198,953
Infrastructure - Roads	13,386,090	13,236,090	1,116,014	778,061	(337,953)
Infrastructure - Parks & Reserves	1,612,892	1,968,782	519,022	116,119	(402,903)
Infrastructure - Footpaths	1,265,975	1,579,975	615,243	317,199	(298,044)
Infrastructure - Car Parks	49,717	49,717	4,520	4,520	0
Infrastructure - Drainage	268,278	597,152	361,263	149,021	(212,242)
Infrastructure - Bus Shelters	29,796	29,796	0	0	0
Infrastructure - Street Lights	194,192	194,192	27,192	19,899	(7,293)
Payments for Capital Acquisitions	26,229,317	27,555,762	5,611,606	2,792,797	(2,818,809)
Right of use assets	0	0	0	0	0
Total Capital Acquisitions	26,229,317	27,555,762	5,611,606	2,792,797	(2,818,809)
Capital Acquisitions Funded By:					
	\$	\$	\$	\$	\$
Capital grants and contributions	17,515,755	18,002,755	292,000	470,320	178,320
Disposal of Assets	943,425	461,028	356,853	69,236	(287,617)
Cash Backed Reserves	8,684,361	19,572,670	863,812	228,950	(634,862)
Municipal Funds	(914,224)	(10,480,691)	4,098,941	2,024,290	(2,074,651)
Capital funding total	26,229,317	27,555,762	5,611,606	2,792,797	(2,818,809)









































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

INVESTING ACTIVITIES
NOTE 6
CAPITAL ACQUISITIONS (CONTINUED)

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	32,442	32,442	Deposit Paid.
14003	Kwinana South VBFB Station Extensions - Meeting/Training Room,		699,600	699,600	0	4,830	4,830	
15023	Sloans Heritage (Caretaker) Cottage Accessibility Works		44,000	44,000	0	0	0	LRCI Round 1 funding extended to June 2022. Design has commenced.
14002	Kwinana South VBFB - Additional work		25,000	25,000	0	0	0	Finalising contracts.
15002	Administration Building - New / Upgrade		50,000	132,500	10,000	22,408	12,408	Additional \$165k carried forward from FY21.
15002	Administration Building - Renewal		50,000	132,500	30,000	22,408	(7,592)	Painting completed August, awaiting finalisation of drawings.
15004	Building & Parks Contingency		100,000	100,000	24,000	0	(24,000)	
15014	DCA 9 - Local Sports Ground Clubroom - Honeywood		3,718,203	3,718,203	1,239,400	2,225	(1,237,175)	Site clearing has commenced.
15029	Operations Centre Extension - New / Upgrade		578,947	578,947	178,947	93,664	(85,283)	Work commenced September 2021.
15029	Operations Centre Extension - Renewal		578,947	578,947	178,947	93,664	(85,283)	Work commenced September 2021.
15005	Building Renewals - 18 Maydwell Way - window screens		4,988	4,988	238	238	0	
15006	Building Renewals - Administration Building - fire alarm sensors		12,968	12,968	618	618	0	
15008	Building Renewals - asbestos removal Bright Futures		6,983	6,983	3,658	333	(3,325)	
15007	Building Renewals - Administration Building - front counter window tint		5,985	5,985	5,985	285	(5,700)	
15010	Building Renewals - asbestos removal 156 Medina Avenue		12,469	12,469	12,469	594	(11,875)	
15012	Building Renewals - Business Incubator - security screens		14,963	14,963	713	713	0	
15013	Building Renewals - Business Incubator - ablutions renovation		24,938	24,938	1,188	1,188	0	
15009	Building Renewals - Bright Futures Family Day Care Office - AC units		7,980	7,980	380	380	0	
15015	Building Renewals - John Wellard Community Centre - creche softfall		24,938	24,938	1,188	1,188	0	
15033	Building Renewals - Recquatic Centre - stadium floor strip and seal		12,469	12,469	594	594	0	
15034	Building Renewals - Recquatic Centre - mechanical		59,850	59,850	59,850	2,850	(57,000)	
15035	Building Renewals - Recquatic Centre - emergency exit doors		13,466	13,466	641	641	0	
15037	Building Renewals - Senior Citizens Centre		39,900	39,900	39,900	1,900	(38,000)	
15016	Building Renewals - Sloan Heritage House (1950's) - external repairs		14,963	14,963	713	713	0	
15017	Building Renewals - Sloan Cottage - renewal and accessibility works		49,875	49,875	22,375	2,375	(20,000)	
15018	Building Renewals - Smirks Cottage Museum - drainage		9,975	9,975	5,225	4,425	(800)	
15019	Building Renewals - Tennis Club		9,975	9,975	475	475	0	
15020	Building Renewals - Wandi Schoolrooms		14,963	14,963	713	713	0	Work to commence December 2021.
15021	Building Renewals - Wheatfield Cottage		49,875	49,875	29,875	2,375	(27,500)	Work to commence March/April 2022.
15022	Building Renewals - Koorliny Arts Centre		34,913	34,913	14,913	1,663	(13,250)	
15024	Darius Wells Library and Resource Centre - Electrical Works		80,000	80,000	0	0	0	LRCI Grant Round 2.
15025	Darius Wells Library and Resource Centre - Ken Jackman hall flooring		45,000	45,000	0	0	0	LRCI Grant Round 2.
15026	John Wellard Community Centre - Repair solar panels connection to		10,000	10,000	0	0	0	LRCI Grant Round 2.
15027	Koorliny Community Arts Centre - Air conditioner and exhaust fan		8,500	8,500	0	0	0	LRCI Grant Round 2.
15031	Recquatic Centre - Front Admin east and Reception area - Air Conditioner		67,000	67,000	0	0	0	LRCI Grant Round 2.
15038	Zone Youth Centre - repaint basketball court		30,000	30,000	0	13,950	13,950	LRCI Grant Round 2. Work completed September 2021.
15028	Thomas Oval Pavilion(Old) - Roof Restoration including gutters and downpipes		20,000	20,000	0	0	0	LRCI Grant Round 2. Work to commence December 2021.
15032	Recquatic Centre - Stadium Floor Replacement - Insurance claim		38,065	38,065	0	37,785	37,785	
15036	Animal Care Facility Refurbishment		85,470	85,470	0	4,142	4,142	Fence installed. Cattery almost complete, dog area scheduled for January 2022.
Buildings Total			6,745,168	6,910,168	1,863,005	351,779	(1,511,226)	

























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

INVESTING ACTIVITIES
NOTE 6
CAPITAL ACQUISITIONS (CONTINUED)

Capital Expenditure			Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance	Comments
			\$	\$	\$	\$	\$	
Plant, Furniture and Equipment								
Furniture and Equipment								
	15059	Furniture and Fittings Renewal	20,000	20,000	0	10,831	10,831	
	15207	Furniture - Councillors Lounge	0	35,000	22,938	20,437	(2,501)	Carried forward from FY21.
Computing Equipment								
	15042	CFWD City Website Redevelopment	22,909	46,000	23,091	0	(23,091)	Additional \$23k carry forward from FY21.
	15043	OneCouncil Implementation	1,385,000	1,385,000	461,668	683,712	222,044	
Plant and Equipment								
	15088	City Assist - Animal Enclosures	12,000	12,000	0	14,067	14,067	
	15089	Recquatic Equipment renewal - 25m pool stairs and trolley	30,000	30,000	0	5,474	5,474	
	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	4,000	0	(4,000)	Purchase complete. Under \$5k - has been expensed
	15092	Plant Replacement P438	5,000	5,000	5,000	5,550	550	Purchase complete.
	15093	Plant Replacement P147	4,500	4,500	4,500	0	(4,500)	
	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	7,500	0	(7,500)	
	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	14,750	0	(14,750)	Carried forward from FY21.
	15218	Plant Replacement P557	0	99,350	99,350	99,350	0	Carried forward from FY21. Purchase complete. Budget Variation OCM 13 October 2021 for actuals.
	15220	Plant Replacement P351	0	135,050	135,050	135,050	(0)	Carried forward from FY21. Purchase complete.
Motor Vehicles								
	15107	Plant Replacement P495	41,500	41,500	41,500	0	(41,500)	
	15109	Plant Replacement P502	45,000	45,000	45,000	39,784	(5,216)	Purchase complete.
	15110	Plant Replacement P512	41,000	41,000	41,000	0	(41,000)	
	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	41,000	0	(41,000)	
	15112	Plant Replacement P524	41,500	41,500	41,500	41,943	443	
	15115	Plant Replacement P541	27,500	27,500	27,500	0	(27,500)	
	15117	Plant Replacement P543	27,500	27,500	27,500	0	(27,500)	
	15116	Plant Replacement P545	35,000	35,000	0	0	0	
	15118	Plant Replacement P548	27,500	27,500	27,500	0	(27,500)	
	15120	Plant Replacement P549	35,000	35,000	0	0	0	
	15121	Plant Replacement P550	35,000	35,000	35,000	0	(35,000)	
	15113	Plant Replacement P523	41,000	41,000	0	0	0	
Plant , Furniture and Equipment Total			2,677,209	2,989,890	1,105,347	1,056,198	(49,149)	


































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

INVESTING ACTIVITIES
NOTE 6
CAPITAL ACQUISITIONS (CONTINUED)

Capital Expenditure			Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance	Comments
			\$	\$	\$	\$	\$	
Park and Reserves								
	15061	Kwinana Loop Trail Upgrade	350,000	350,000	0	0	0	
	15062	Parks Upgrade Strategy - Ascot Park	160,000	160,000	160,000	14,545	(145,455)	Skate design underway and landscape contract to be awarded.
	15063	Public Open Space/Parks & Reserves Renewals	697,892	697,892	316,314	58,926	(257,388)	
	15064	Streetscape Strategy - Gilmore Ave	150,000	150,000	13,636	13,636	0	
	15065	Streetscape Strategy - Sulphur Road	70,000	70,000	6,364	6,364	0	
	15066	Urban Tree Planting - Sulphur Road	185,000	185,000	16,818	16,818	0	
	15221	Calista Oval Bike Track	0	350,000	0	0	0	
	15223	Bird Waterer for administration building grounds	0	5,890	5,890	5,830	(60)	Carried forward from FY21. Installation complete.
Parks and Reserves Total			1,612,892	1,968,782	519,022	116,119	(402,903)	
Roads								
Urban Road Grant Construction								
	15070	MRRG Road Renewals Gilmore Ave	450,836	450,836	40,985	40,985	0	Works scheduled for November.
	15071	MRRG Road Renewals Wellard Road A	514,640	514,640	46,785	46,785	0	Works scheduled for November.
	15072	MRRG Road Renewals Hope Valley	340,684	340,684	30,971	30,971	0	Works scheduled for November.
Black Spot Grant Construction								
	15068	Wellard Road & Henley Boulevard Pre-deflection	470,000	470,000	42,727	42,727	0	
Roads to Recovery Grant Construction								
	15083	Roads to Recovery Westcott Road	480,000	480,000	43,636	43,636	0	
DCA Funded Construction								
	15069	DCA 3,4 - Thomas Road	9,009,930	9,009,930	0	0	0	
LRCI Projects								
	15079	LRCI Phase 2 Sicklemore Road	760,000	760,000	760,000	413,351	(346,649)	Work commenced August, awaiting outstanding invoices.
	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	45,455	53,701	8,246	Works completed August.
Municipal Road Construction								
	15073	Road Renewals Hefron Way	275,000	275,000	25,000	25,000	0	
	15074	Road Renewals Munday Way	205,000	205,000	18,636	18,636	0	
	15075	Road Renewals Derbal St	185,000	185,000	16,818	16,818	0	
	15076	Road Renewals Powel Ct	135,000	135,000	12,273	12,273	0	
	15077	Road Renewals Inglis Ct	135,000	135,000	12,273	12,273	0	
	15078	Road Renewals Dent Court	125,000	125,000	11,364	11,364	0	
	15082	Traffic Management Projects	100,000	100,000	9,091	9,541	450	
Roads Total			13,386,090	13,236,090	1,116,014	778,061	(337,953)	

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

INVESTING ACTIVITIES
NOTE 6
CAPITAL ACQUISITIONS (CONTINUED)

Capital Expenditure			Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance	Comments
			\$	\$	\$	\$	\$	
Street Lighting								
	15084	Challenger Ave Street light construction - Warner to Bertram Road	135,000	135,000	0	3,318	3,318	
	15085	Street Lighting New	40,000	40,000	8,000	14,836	6,836	
	15086	Street Lighting Renewal per Asset Management Plan	19,192	19,192	19,192	1,745	(17,447)	
Street Lighting Total			194,192	194,192	27,192	19,899	(7,293)	
Bus Shelter Construction								
	15039	Bus Shelters - New	12,000	12,000	0	0	0	
	15040	Bus Shelters - Renewal	17,796	17,796	0	0	0	
Bus Shelter Construction Total			29,796	29,796	0	0	0	
Footpath Construction								
	15046	Footpath Renewals	109,669	109,669	69,970	26,063	(43,907)	
	15058	Gilmore Ave Shared path Construction - Thomas Rd to Chisham Ave	850,000	850,000	67,273	67,273	0	
	15047	LRCI Phase 2 - Hunt Place Footpath	35,000	35,000	35,000	18,547	(16,453)	Work commenced August.
	15048	LRCI Phase 2 - Cowling Way Footpath	55,000	55,000	55,000	48,114	(6,886)	Work commenced August.
	15049	LRCI phase 2 - Mulligan Way Footpath	55,000	55,000	55,000	0	(55,000)	
	15050	LRCI phase 2 - Napoleon Way Footpath	20,000	20,000	20,000	5,905	(14,095)	
	15051	LRCI phase 2 - Warrior Pass Footpath	25,000	25,000	25,000	22,630	(2,370)	
	15052	LRCI phase 2 - Tranby Way Footpath	30,000	30,000	30,000	5,261	(24,739)	
	15053	LRCI phase 2 - Ameer Cres Footpath	25,000	25,000	25,000	5,994	(19,006)	
	15054	LRCI phase 2 - Roach Place Footpath	25,000	25,000	25,000	5,070	(19,930)	
	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	24,769	24,769	
	15212	LRCI phase 2 - Joiner Place Footpath	0	150,000	150,000	87,573	(62,427)	
	15240	Gilmore Ave Shared Path Stage 2 Design - Chisham Ave to Henley Blvd	0	54,000	36,000	0	(36,000)	Budget Variation OCM 13 October 2021. PBN LG Grants Program.
Footpath Construction Total			1,265,975	1,579,975	615,243	317,199	(298,044)	
Drainage Construction								
	15044	Tanson Road Drainage Upgrade	250,000	250,000	22,727	22,727	0	
	15045	Drainage Renewals per Asset Management Plan	18,278	18,278	9,662	1,662	(8,000)	
	15227	DCA 1 Stormwater Management Infrastructure	0	328,874	328,874	124,632	(204,242)	Carried forward from FY21. Project complete, awaiting outstanding invoices.
Drainage Construction Total			268,278	597,152	361,263	149,021	(212,242)	
Car Park Construction								
	15041	Car Park Renewal	49,717	49,717	4,520	4,520	0	
Capital Expenditure Total			26,229,317	27,555,762	5,611,606	2,792,797	(2,818,809)	
Level of Completion Indicators (Percentage YTD Actual to Annual Budget)								
	0%							
	20%							
	40%							
	60%							
	80%							
	100%							
	Over 100%							

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 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
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Governance										
Loan 99 - Administration Building Renovations	2024/25	474,796	0	0	0	107,976	474,796	366,820	0	31,413
Education and welfare										
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
Recreation and culture										
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	28,706	116,232	1,128,036	1,040,511	9,399	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
Transport										
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	2,500,000	2,500,000	0	0	0	0
Loan 101B - City Centre Redevelopment	TBA*	0	2,500,000	2,500,000	0	118,065	2,500,000	2,381,935	30,875	50,005
B/Fwd Balance		17,721,222	2,500,000	2,500,000	2,528,706	4,584,083	17,692,516	15,637,139	40,274	818,952
Self supporting loans										
Recreation and culture										
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		435,600	0	0	0	0	435,600	435,600	0	0
Total		18,389,526	2,500,000	2,500,000	2,528,706	4,601,930	18,360,819	16,287,596	40,274	828,121
Current borrowings		4,601,930					2,537,530			
Non-current borrowings		13,787,596					15,823,289			
		18,389,526					18,360,819			

*City Centre Redevelopment loan has been refinanced Sep 21.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 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
Municipal Reserves	\$	\$	\$	\$	\$	\$	\$	\$	\$
Aged Persons Units Reserve	772,744	3,768	0	189,193	0	(190,000)	0	775,705	772,744
Asset Management Reserve	5,190,293	63,740	4,807	1,824,777	0	(3,741,911)	0	3,336,899	5,195,101
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	1,040,525	6,020	0	0	0	(64,186)	0	982,359	1,040,525
Golf Course Cottage Reserve	29,557	148	0	0	0	0	0	29,705	29,557
Golf Club Maintenance Reserve	17,145	44	0	5,004	0	(5,004)	0	17,189	17,145
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	221	895,050	117,366	(984,444)	(168,950)	291,813	326,964
Public Art Reserve	29,900	152	0	0	20,000	0	0	30,052	49,900
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	3,157,387	0	0	85,000	231,520	(2,246,822)	(475,845)	995,565	2,913,062
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
Sub-Total Municipal Reserves	25,166,985	100,000	5,276	3,760,349	448,886	(9,543,798)	(644,795)	19,483,536	24,976,353
Developer Contribution Reserves									
DCA 1 - Hard Infrastructure - Bertram	738,950	5,652	0	500,000	0	(283,284)	0	961,318	738,950
DCA 2 - Hard Infrastructure - Wellard	1,720,913	9,012	0	50,000	109,944	(14,410)	0	1,765,515	1,830,858
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	408	3,200,000	0	(3,503,055)	0	896,390	1,194,433
DCA 5 - Hard Infrastructure - Wandi	972,057	4,436	223	500,000	0	(14,410)	0	1,462,083	972,280
DCA 6 - Hard Infrastructure - Mandogalup	753,955	2,564	0	400,000	262,752	(14,410)	0	1,142,109	1,016,707
DCA 7 - Hard Infrastructure - Wellard West	52,703	224	17	5,000	11,979	(14,410)	0	43,517	64,699
DCA 8 - Soft Infrastructure - Mandogalup	1,418,990	5,876	442	200,000	246,531	(14,410)	0	1,610,456	1,665,963
DCA 9 - Soft Infrastructure - Wandij/Anketell	12,810,629	58,108	4,376	5,000	118,702	(3,332,613)	0	9,541,124	12,933,707
DCA 10 - Soft Infrastructure - Casuarina/Anketell	197,221	920	69	5,000	0	(14,410)	0	188,731	197,291
DCA 11 - Soft Infrastructure - Wellard East	6,478,479	29,020	0	5,000	17,092	(14,410)	0	6,498,089	6,495,571
DCA 12 - Soft Infrastructure - Wellard West	9,488,144	42,468	0	5,000	336,947	(14,410)	0	9,521,202	9,825,091
DCA 13 - Soft Infrastructure - Bertram	269,075	1,184	89	5,000	0	(14,410)	0	260,849	269,164
DCA 14 - Soft Infrastructure - Wellard/Leda	813,783	3,708	279	5,000	0	(14,410)	0	808,081	814,062
DCA 15 - Soft Infrastructure - City Site	306,909	1,408	70	5,000	0	(14,410)	0	298,907	306,979
Sub-Total Developer Contribution Reserves	37,215,834	170,000	5,974	10,890,000	1,103,946	(12,813,157)	0	35,462,677	38,325,753
Total Reserves	62,382,819	270,000	11,250	14,650,349	1,552,832	(22,356,955)	(644,795)	54,946,213	63,302,106

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 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	\$	\$		\$	
Governance					
Local Government General Purpose Grant		994,876	617,482	120,870	Qtr 1 FY22 received June 2021.
Local Government General Purpose Grant - Roads		811,188	516,990	90,109	Qtr 1 FY22 received June 2021.
Non Rateable Property - Dampier to Bunbury Natural Gas Pipeline Corridor		175,000	0	0	
Law, order, public safety					
Department Fire and Emergency Services - ESL	0	191,030	47,758	52,067	
Department Fire and Emergency Services - ESL 2022	52,067	0	0	15,170	Qtr 1 FY22 received June 2021.
DFES Mitigation Activity Grant 20/21 Round 2	0	376,250	188,126	188,126	Round 1 received July 21.
Health					
Mosquito Management Contributions (CLAG)	0	21,840	7,280	11,375	
Department of Health - Larvicide	0	2,000	0	1,881	
Education and welfare					
Banksia Park Operating Cost Contribution	0	353,808	117,936	117,558	
Family Daycare - Mainstream Childcare Benefit Subsidy		2,640,000	880,000	870,986	
Family Daycare - Inclusion Subsidy Scheme		5,004	1,668	0	
In-Home Care - CCB Subsidy		900,000	300,000	273,851	
In-Home Care - Subsidy - Department of Communities		10,320	3,440	0	
Family Day Care Sustainability Grant	33,937	0	0	0	Unspent balance to be refunded.
NGALA My Time Program	0	10,560	5,280	6,688	
Operational Subsidy - Aboriginal Resource Worker		31,500	15,750	30,514	
Library Contributions and Donations		2,096	2,032	527	
Childrens Bookweek - CBC of Australia		1,100	1,100	2,100	
Youth Social Justice Program	0	174,000	87,000	90,542	
Youth Leadership and Development LYRIK		30,000	30,000	492	
Youth Intervention Program		20,000	20,000	0	
Youth Spaces Activation		5,000	0	0	
DLGSCI Grant - Creative Communities - Artist in Residence		25,537	0	0	
Community amenities					
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	23,200	0	0	
Recreation and culture					
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	10,000	0	
Community Development Fund - Kwinana Industries Council		40,000	20,000	19,000	
DLGSC - Community Arts & Storytelling	25,537	0	0	0	
Transport					
Main Roads Annual Direct Grant		192,000	0	205,684	Received July, budgeted in June.
Main Roads Street Light Subsidy		6,200	0	0	
Main Roads Maintenance Contribution		134,000	0	0	
TOTALS	134,742	7,425,009	2,912,842	2,187,859	

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

NOTE 10
NON-OPERATING GRANTS AND CONTRIBUTIONS

Non-operating grants, subsidies and contributions Provider	Unspent Funding Liability	Adopted Budget Revenue	Current Budget Revenue	Budget YTD Revenue	Actual YTD Revenue	Comments
	\$		\$		\$	
Law, order, public safety						
Department Fire and Emergency Services – Kwinana South VBFB extensions	349,800	699,600	699,600	0	0	
Recreation and culture						
Honeywood Oval - Sports Ground Clubroom - Dept. Local Government	100,000	400,000	400,000	0	0	CSRFF first claim received Sep21.
Local Government Canopy Grant Program - WALGA - Sulphur Road Tree Planting	18,480	36,960	36,960	0	0	
Calista Oval Jnr Bike Rd Safety Track - Dept. Local Government	350,000	0	350,000	5,000	0	
Cash in lieu of Public Art	20,000	0	0	0	0	Funds held in Public Art Reserve.
Local Roads and Community Infrastructure Program - Round 1						
Sloan House (1950s) + Balance of funds unspent	46,305	44,000	44,000	0	0	
Local Roads and Community Infrastructure Program - Round 2						
Darius Wells Library - electrical works	40,000	80,000	80,000	0	0	
Darius Wells - Ken Jackman Hall flooring	22,500	45,000	45,000	0	0	
John Wellard Community Centre - Repair solar panel connections	5,000	10,000	10,000	0	0	
Koorliny Arts Centre - air conditioner replacement	4,250	8,500	8,500	0	0	
Thomas Oval Pavilion (old) roof restoration	10,000	20,000	20,000	0	0	
Requatic Centre - front admin east and reception area airconditioner replacement	33,500	67,000	67,000	0	0	
Zone Youth Centre - repaint basketball court	13,983	30,000	30,000	0	0	
Transport						
Perth Bicycle Network LG Grant - Gilmore Avenue Shared Path Stage 1 Design	293,040	425,000	425,000	0	0	
Perth Bicycle Network LG Grant - Gilmore Avenue Shared Path Stage 2 Design	0	0	27,000	0	0	
Kwinana Loop Trail	0	175,000	175,000	0	0	
Local Roads and Community Infrastructure Program - Round 2						
Footpaths - Gamble Place, Orelia	15,000	30,000	30,000	0	0	
Footpaths - Joiner Place, Parmelia	15,000	180,000	150,000	0	0	
Footpaths - Hunt Place (with Cowling Way), Parmelia	10,000	20,000	35,000	35,000	0	
Footpaths - Cowling Way (with Hunt Place), Parmelia	25,000	50,000	55,000	55,000	0	
Footpaths - Mulligan Way, Orelia	0	0	55,000	0	0	
Footpaths - Waddingham Way (formerly Porter Garden, Leda)	30,000	60,000	60,000	0	0	
Footpaths - Pudney Place, Orelia	10,000	20,000	20,000	0	0	
Footpaths - Napoleon Way, Bertram	8,000	16,000	20,000	20,000	0	
Footpaths - Warrior Pass, Bertram	9,000	18,000	25,000	25,000	0	
Footpaths - Tranby Way, Bertram	12,500	25,000	30,000	30,000	0	
Footpaths - Ameer Cres, Bertram	11,500	23,000	25,000	25,000	0	
Footpaths - Trusty Way West, Bertram	7,153	14,306	14,306	0	0	
Footpaths - Roach Place	10,000	0	25,000	25,000	0	
Footpaths - Sub N Drain	14,750	0	22,000	22,000	0	
Roads - Sicklemore Road, Parmelia	430,000	760,000	760,000	0	0	
Roads - Summerton Road, Calista	21,646	50,000	50,000	50,000	0	
Main Roads MRRG Funding						
MRRG Road Renewals Gilmore Ave	0	300,557	300,557	0	119,288	40% claim received, work scheduled for November.
MRRG Road Renewals Wellard Road A	0	343,093	343,093	0	136,046	40% claim received, work scheduled for November.
MRRG Road Renewals Hope Valley	0	227,123	227,123	0	89,653	40% claim received, work scheduled for November.
Roads to Recovery						
Roads to Recovery Westcott Road	0	480,000	480,000	0	0	
Blackspot						
Blackspot -Wellard Road & Henley Boulevard Pre-Deflection	0	313,333	313,333	0	125,333	
Community amenities						
DCA 1 - Hard Infrastructure - Bertram	192,065	14,410	14,410	0	0	
DCA 2 - Hard Infrastructure - Wellard	1,427,235	14,410	14,410	0	0	
DCA 3 - Hard Infrastructure - Casuarina	0	5,535,695	5,535,695	0	0	
DCA 4 - Hard Infrastructure - Anketell	1,492,748	3,503,055	3,503,055	0	0	
DCA 5 - Hard Infrastructure - Wandii	1,499,723	14,410	14,410	0	0	
DCA 6 - Hard Infrastructure - Mandogalup	1,013,444	14,410	14,410	0	0	
DCA 7 - Hard Infrastructure - Mandogalup (west)	66,065	14,410	14,410	0	0	Revenue is recognised upon meeting performance
DCA 8 - Soft Infrastructure - Mandogalup	1,655,111	14,410	14,410	0	0	obligations
DCA 9 - Soft Infrastructure - Wandii / Anketell	11,345,298	3,332,613	3,332,613	0	0	(in-line with expenditure on DCA infrastructure).
DCA 10 - Soft Infrastructure - Casuarina/Anketell	186,550	14,410	14,410	0	0	
DCA 11 - Soft Infrastructure - Wellard East	5,729,312	14,410	14,410	0	0	
DCA 12 - Soft Infrastructure - Wellard West	8,666,345	14,410	14,410	0	0	
DCA 13 - Soft Infrastructure - Bertram	174,169	14,410	14,410	0	0	
DCA 14 - Soft Infrastructure - Wellard / Leda	650,212	14,410	14,410	0	0	
DCA 15 - Soft Infrastructure - Townsite	325,797	14,410	14,410	0	0	
TOTALS	36,360,481	17,515,755	18,002,755	292,000	470,320	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 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 2021	Amount Received	Amount Paid	Closing Balance 31 Oct 2021
	\$	\$	\$	\$
APU Security Bonds	21,434	500	(580)	21,354
Contiguous Local Authorities Group (CLAG)	5,161	0	0	5,161
Off Road Vehicles	0	0	0	0
Uncollected Vehicles	4,829	824	0	5,653
	31,424	1,324	(580)	32,168

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 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	Annual Budget adoption	0	0
14/07/2021	FY21 Carry Forward Projects		
	Capital Expenditure - Buildings - Administration Building refurbishment	(165,000)	
	Brought forward surplus	165,000	0
	Capital Expenditure - Computing Infrastructure - City Website Project	(23,091)	
	Reserve Transfer - Restricted Grants and Contributions Reserve - City Website Project	23,091	0
	Capital Revenue - Sales Proceeds - Sale of P492- Fleet Vehicle	22,050	
	Reserve Transfer - Plant & Equipment Replacement Reserve	(22,050)	0
	Capital Expenditure - Plant & Equipment - Plant Replacement P531 - Toro Ride on Mower deck only	(5,440)	
	Reserve Transfer - Plant & Equipment Replacement Reserve	5,440	0
	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	0
	Capital Revenue - Sales Proceeds - Sale of P351 Mitsubishi Canter Truck	25,000	
	Reserve Transfer - Plant & Equipment Replacement Reserve	(25,000)	0
	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	0
	Capital Revenue - Sales Proceeds - Sale of P223 Volvo Loader L70	80,000	
	Reserve Transfer - Plant & Equipment Replacement Reserve	(80,000)	0
14/07/2021	Calista Oval Bike Track - State Government Grant		
	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	0
28/07/2021	Carried forward Project - Councillors Lounge Furniture		
	Capital Expenditure - Furniture & Equipment - Councillor Lounge furniture	(35,000)	
	Brought forward surplus	35,000	0
	Reallocation of LRCI Round 2 funding		
	Non-Operating Grant - LRCI 2	110,000	
	Capital Expenditure - Footpaths - Various LRCI 2 Projects	(110,000)	0
11/08/2021	DFES Mitigation Grant		
	Revenue - Operating Grant	296,250	
	Operating Expenditure - Consultancy - Fire & Emergency Management	80,000	
	Operating Expenditure - Mitigation Works - Fire & Emergency Management	(376,250)	0
24/08/2021	Increase to Special Projects Officer role (OCM not required)		
	Operating Expenditure - Salaries	(20,783)	
	Operating Expenditure - Materials & Contracts	20,783	0
8/09/2021	Carried forward Project - Stormwater Drainage		
	Capital Expenditure - Drainage	(328,874)	
	Reserve Transfer - Restricted Grants & Contributions Reserve	60,000	
	Reserve Transfer - DCA 1 Reserve	268,874	0
	Carried forward Project - Bird Watering Station - Admin Building Grounds		
	Capital Expenditure - Reserves	(5,890)	
	Brought forward surplus	5,890	0

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 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
		\$	\$
22/09/2021	Carried forward Project - Plant Replacement P351		
	Capital Expenditure - Plant & Equipment	(135,050)	
	Proceeds from sale of asset	25,000	
	Reserve Transfer - Plant & Equipment Replacement Reserve	110,050	0
13/10/2021	Gilmore Ave Shared Path Stage 2 Design - Chisham Ave to Henley Blvd - West Australia Bicycle Network Grants Program		
	Capital Expenditure - Plant & Equipment	(54,000)	
	Non Operating Grant - West Australia Bicycle Network	27,000	
	Corporate Overheads Recovered - Project Management Fees	27,000	0
	Change of asset replacement - Plant Replacement P557 to P392 (includes adjustment for actual expenditure and proceeds)		
	Capital Expenditure - Plant & Equipment	260	
	Proceeds from sale of asset	7,603	
	Reserve Transfer - Plant & Equipment Replacement Reserve	(7,863)	0
		0	

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 OCTOBER 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.

18.5 ACCOUNTS FOR PAYMENT FOR THE MONTH ENDED 31 OCTOBER 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 October 2021, as required by the *Local Government (Financial Management) Regulations 1996*.

OFFICER RECOMMENDATION

That Council:

- 1. Accepts the list of accounts, totalling \$6,495,422.39, paid under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* for the period ended 31 October 2021, as detailed within Attachment A.**
- 2. Accepts the detailed transaction listing of credit card expenditure paid for the period ended 31 October 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.

Payment Type	Amount (\$)
Automatic Payment Deductions	\$ 70,951.51
Cheque Payments #201071 to #201074	\$ 514.80
EFT Payments #4257 to #4270	\$ 5,112,431.62
Payroll Payments 03/10/21 and 17/10/21 and Interim Payroll Payments 12/10/21 and 17/10/21	\$ 1,311,524.46
Total Attachment A	\$ 6,495,422.39

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

STRATEGIC IMPLICATIONS

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

Strategic Community Plan			
Outcome	Strategic Objective	Action in CBP (if applicable)	How does this proposal achieve the outcomes and strategic objectives?
5 – Visionary leadership dedicated to acting for its community	5.1 – Model accountable and ethical governance, strengthening trust with the community	N/A – There is no specific action in the CBP, yet this report will help achieve the indicated outcomes and strategic objectives	Transparent reporting of financial information

SOCIAL IMPLICATIONS

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

LEGAL/POLICY IMPLICATIONS

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

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

FINANCIAL/BUDGET IMPLICATIONS

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

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.

COMMUNITY ENGAGEMENT

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

ATTACHMENTS

- A. Attachment A - Payment Listing, October 2021**
- B. Attachment B - Credit Card Transactions, October 2021**

Payment Listing



Payments made between 01/10/2021 and 31/10/2021

Payee	Invoice	Description	Amount
Automatic Deductions			
Go Go On-Hold Pty Ltd	00051863	Messages on hold services October 2021	198.00
Commonwealth Bank	041021A	Credit card Functions Officer to 041021	1,542.13
Commonwealth Bank	041021B	Credit card Executive Assistant to 041021	87.95
Commonwealth Bank	041021C	Credit card Executive Manager Governance and Legal to 041021	581.33
Commonwealth Bank	041021D	Credit card Director City Development and Sustainability to 041021	2,823.00
Commonwealth Bank	041021E	Credit card Manager Customer Communications to 041021	1,236.99
Commonwealth Bank	041021F	Credit card Director City Infrastructure to 041021	2,532.11
Commonwealth Bank	041021H	Credit card Events and Special Projects Officer to 041021	635.19
Commonwealth Bank	041021I	Credit card Rates Coordinator to 041021 Includes refund of \$230 on Manager Governance and Legal credit card	154.80
Commonwealth Bank	041021J	Credit card Manager Human Resources to 041021	2,555.07
iinet Technologies Pty Ltd	128755137	Monthly internet charges various	589.93
BP Australia Pty Ltd	11753536	Fleet Fuel 010921 to 300921	15,196.38
Windcave Pty Ltd	1815337	Monthly service fees	104.76
Ampol Australia Petroleum Pty Ltd	0301977038	Fleet Fuel 010921 to 300921	6,867.97
Fines Enforcement Registry Fines	28259119	Lodgement fee for infringements	79.50
Enforcement Registry	28326521	Lodgement fee for infringements	238.50
Dell Financial Services Pty Ltd	5400072672	Quarterly payment for Dell hardware fleet	34,802.42
Wright Express Australia Pty Ltd	71	Fleet Fuel 010921 to 200921	525.51
iinet Technologies Pty Ltd	717981822	Monthly internet charges Bertram Community Centre	79.99
TPG Internet Pty Ltd	I275031764	Kwinana South Station internet connection	59.99
TPG Internet Pty Ltd	I275435725	Mandogalup Station internet connection	59.99
Total Automatic Deductions			-70,951.51
Cheques			
City Of Kwinana - Pay Cash	230921 - Village	Petty cash recoup to 230921 - Village	141.90
City Of Kwinana - Pay Cash	080921-CRC	Petty cash recoup to 080921 - Community Centres	74.00
City Of Kwinana - Pay Cash	191021 - Village	Petty cash recoup to 191021 - Village	167.80
City Of Kwinana - Pay Cash	181021-Library	Petty cash recoup to 181021 - Library	131.10
Total Cheques			-514.80
EFT			
EFT TRANSFER: - 01/10/2021			68,979.67
Western Australian Treasury Corpora	Loan#105-280921	Loan#105 due 280921 capital and interest	38,104.67
	Loan#101-280921	Loan#101 due 280921 interest	30,875.00
EFT TRANSFER: - 04/10/2021			34,121.09

Payment Listing



Payments made between 01/10/2021 and 31/10/2021

Payee	Invoice	Description	Amount
Dennis Cleve Wood	ICTALLOW21/22	ICT allowance	291.67
	MEETINGFEES21/;	Meeting fees	2,639.83
Sherilyn Wood	ICTALLOW21/22	ICT allowance	291.67
	MEETINGFEES21/;	Meeting fees	2,639.83
Sandra Elizabeth Lee	ICTALLOW21/22	ICT allowance	291.67
	MEETINGFEES21/;	Meeting fees	2,639.83
Peter Edward Feasey	DEPMAYFEE21/22	Deputy Mayoral allowance	1,869.83
	ICTALLOW21/22	ICT allowance	291.67
	MEETINGFEES21/;	Meeting fees	2,639.83
Carol Elizabeth Adams	ICTALLOW21/22	ICT allowance	291.67
	MAYALLOW21/22	Mayoral allowance	7,479.42
	MEETING21/22	Meeting fees	3,959.67
Wendy Gaye Cooper	ICTALLOW21/22	ICT allowance	291.67
	MEETINGFEES21/;	Meeting fees	2,639.83
Mervyn Thomas Kearney	ICTALLOW	ICT allowance	291.67
	MEETINGFEES21/;	Meeting fees	2,639.83
Matthew James Rowse	ICTALLOW21/22	ICT allowance	291.67
	MEETINGFEES21/;	Meeting fees	2,639.83
EFT TRANSFER: - 06/10/2021			50,528.04
Bright Futures Family Day Care - Pa	270921 to 031021	FDC Payroll 270921 to 031021	37,685.80
Bright Futures In Home Care - Payro	270921 to 031021	IHC Payroll 270921 to 031021	12,842.24
EFT TRANSFER: - 07/10/2021			1,085,810.33

Payment Listing



Payments made between 01/10/2021 and 31/10/2021

Payee	Invoice	Description	Amount
Business Base	INV-16136	Office furniture desks	2,235.00
Engineering Technology Consultants	INV10993	Electrical Consultancy Concept Design	8,580.00
Oakford Agricultural & Garden Suppl	87211	Mulch for Banksia gardens	585.00
Shred-X Pty Ltd	01688054	Exchange and destroy secure document bins Sep 21	40.48
Summers Consulting	INV-1000	Mosquito monitoring Sep 21	1,435.50
	INV-990	Mosquito monitoring Sep 21	1,386.00
MetroCert Building Approvals	INV1275	Marquee hire at Honeywood Farmers Markets	660.00
Alex Krsnik	SQ21013	Landscape maintenance Bertram Road	2,288.00
	SQ21018	City Centre litter collection Sep 21	3,190.00
	SQ21014	Weeding Gilmore Ave	440.00
	SQ21016	Litter collections Orelia Ave	330.00
	SQ21019	Landscape maintenance at various sites	3,938.00
	SQ21020	Urban & rural roads litter collection Sep 21	17,152.52
	SQ21022	Landscape maintenance Patterson/Rockingham Roads	4,796.00
	SQ21021	Roundabout maintenance Sep 21	3,621.20
Technifire 2000	24528	Rear fire unit pump and valve repairs	1,344.72
Port Printing Works	INV071332	Safe WA stickers	273.90
Chorus Australia Ltd	CI120886	Mowing services at Bright Futures Aug 21	343.04
Outback Handyman	3198	Callistemon U61 repair to leaking gutter	77.00
	3205	Banksia V2 replace sheets on fence	308.00
	3202	Banksia V62 relocate existing clothesline	132.00
	3204	Callistemon U66 replace gutter at rear	88.00
	3203	Callistemon U52 reseal shower recess	192.50
	3210	Banksia V66 regrout shower floor and repair	88.00
	3211	Callistemon U37 patch hole in the laundry door	99.00
Leaf Bean Machine Pty Ltd	00095643	Items for Cafe Splash at Recquatic Centre	385.00
Sonic Health Plus	2447227	Pre-employment medical assessment 210921	198.00
Ritz Party Hire	1244605657	Hire of equipment for Wildflower Walk event	574.00
Turf Care WA Pty Ltd	INV-3740	Broadleaf herbicide across various parks Sep 21	4,798.21
	INV-3741	Broadleaf herbicide to parks in Medina Sep 21	1,159.82
	INV-3742	Broadleaf herbicide across various parks Sep 21	1,800.27
	INV-3743	Broadleaf herbicide across various parks Sep 21	898.22
One 20 Productions and Phase 1 Audi	14285	Projector and speaker hire	715.00
Dowsing Group Pty Ltd	16578	Construct footpath at Cowling Way	8,529.97
	16570	Construct footpath at Cowling Way	32,541.59
Holcim (Australia) Pty Ltd	9407749025	14mm N25 Concrete	416.24
DNR Contracting Pty Ltd	00001259	Traffic signal modification Gilmore Ave	2,200.00
Centrepont Church	INV-0598	Christmas Event funding program	5,500.00
Building Lines	INV-2109033	Building Permit Assessment various locations	1,254.00
	INV-2109052	Building Permit Assessment Wellard	627.00
Vanessa Jane Roth	28September21	Reimbursements for various items	319.90
Burson Automotive Pty Ltd	116370362	Set of service filters	102.52
	116370224	Set of service filters	82.76
	116370249	Set of service filters	163.61
	116370310	Set of service filters	102.52
	116370339	Set of service filters	84.71
Mackie Plumbing and Gas Pty Ltd	I100046	Repair hot water to John Wellard Community Centre	74.44
	I100049	Capping of hot & cold water feeds at Creche	347.27
	I100050	Located fire hose leak at Recquatic	286.00
	I100053	Maintenance of HWS at Senior Citizens Centre	93.05
	I100058	Repairs to Thomas Kelly Pavilion plumbing duct	223.32

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Payment Listing



Payments made between 01/10/2021 and 31/10/2021

Payee	Invoice	Description	Amount
	I100063	Repair to leaking meter at Honeywood Park	192.61
	I100064	Repair to public toilet at Adventure Park	105.65
	I100065	Repair to toilet at Incubator	140.09
	I100066	Repairs to HWS at Administration Building	111.66
	I100068	Repairs to water leak in toilet at John Wellard	93.05
	I100069	Unblocked toilet at Sloan's Cottage Museum	140.09
	I100088	Repair burst water pipe at Thomas Kelly Oval	1,082.39
	I100082	Callistemon U29 repair leaking spout	285.61
	I100033	Maintenance on HWS to Casuarina Fire Station	93.05
	I100034	Inspect water pump at Magenup Equestrian Centre	74.44
	I100067	Callistemon U48 replace leaking taps	226.98
	I99209	Replace backflow at William Bertram	2,445.96
	I99881	Unblock drain on Arco glass washer	742.87
	I100062	Callistemon U60 repairs to toilet cistern	217.56
	I99917	Replace tap at Business Incubator	924.71
	I100059	Callistemon U8 repair leaking kitchen spout	118.62
	I99923	Repairs to pipe leaks at Thomas Oval Pavilion	1,427.87
	I100056	Banksia V62 repair washing machine taps	148.87
	I99927	Install drain stand at Darius Wells Centre	223.80
	I99937	Replace water pipe at Thomas Oval Pavilion	1,518.00
	I99939	Engage solenoid at Thomas Kelly Pavilion	164.25
	I100055	Banksia V58 repair leaking back garden tap	168.51
	I99979	Install channel grate at Smirks Cottage	4,345.00
	I100054	Callistemon U27 replace cast aerator spout	154.79
	I99980	Install filter and hose to zip unit William Bertram	382.74
	I100047	Callistemon U73 repairs to shower	262.27
	I99982	Maintenance on HWS Mandogalup Fire Station	111.66
	I99983	Maintenance on HWS Wandu Pavilion	93.05
	I100027	Repairs to urinal at Recquatic	333.10
	I99998	Callistemon U53 replace pipework in toilet	1,474.00
	I100032	Banksia V12 replace hot water unit	2,178.00
	I100035	Callistemon U45 repair shower head	335.12
	I99999	Callistemon U65 replace leaking rear garden tap	100.63
As Clean As A Whistle	0000848	Banksia Clubhouse and office cleaning Sep 21	819.50
Australian HVAC Services Pty Ltd	62580	Alkaline clean and inhibitor treatment at Recquatic	2,183.17
	62581	Replace bilge pump and valve at Darius Wells	2,225.03
	62582	Replace v belts at Administration Building	838.95
	62583	Replace toilet motor fan at Wellard Pavilion	3,415.12
	62599	Replace transmitter at Darius Wells Centre	1,479.50
	62803	Air conditioning maintenance various sites	4,318.60
	62904	Inspect air conditioner at the Zone	462.00
	62962	Replace air sensor at Darius Wells Centre	477.16
	62979	Replace capacitor at the Zone	213.51
	62981	Inspect air conditioner at Administration Building	240.70
	63033	Replace pipe cover at Animal Services Facility	236.50
	63034	Repair damper blades at Margaret Feilman Centre	275.28
	63049	Air conditioning maintenance various areas	4,486.49
Anna Kelly	210901	Bertram Place Plan Treasure Hunt	800.00
John Papas Trailers (Aust) Pty Ltd	00078211	Heavy duty scissor lift	5,285.00
	000078212	Electric winch fitted with plug	820.00
Satellite Security Services	IV012474	Remove 2 x sensors from Depot remotely	50.00
	IV012481	Replace main panel battery at Incubator	155.00
	IV012483	Remote programming of times Adventure Park toilets	50.00
	IV012267	Replace alarm sensors on Administration Building	227.70
	IV012309	Replace alarm battery in system at Depot	237.50
	IV012310	Replace alarm switches at Koorliny Community	189.86

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Payment Listing



Payments made between 01/10/2021 and 31/10/2021

Payee	Invoice	Description	Amount
	IV012455	Replace sensor in alarm panel at Darius Wells	234.30
	IV012462	Investigate reed switch on alarm panel Recquatic	137.50
Kadeklerk Photography	PO133500	Pioneers High Tea photography	425.00
	PO133562	Photography for Bertram Community and Honeywood	720.00
WML Consultants Pty Ltd	27918	Detailed roundabout design Gilmore Ave/Wellard Rd	52,522.25
Palm Lakes Garden and Landscape Ser	7067	Callistemon U11 repair broken pipe in flowerbed	99.00
	7061	Callistemon U60 and U33 reticulation repairs	99.00
	7074	Banksia Park repair to reticulation	88.00
316 Property Unit Trust	1780271	Refund bond for public open space early clearance	430,349.55
CorpVote Pty Ltd	INV0012775	Ballot service for Enterprise Agreement 2021	3,245.00
High Tea With Harriet	000081	Pioneers High Tea gifts	939.08
Stantons International Audit and	57549	Risk Management training	2,163.30
Stantec Australia Pty Ltd	1872997	Modelling Gilmore Ave and Chisham Ave	5,483.50
Woolworths Group Open Pay	TXN187046	Items for several areas	11.47
	TXN172115	Items for several areas	43.07
	TXN181443	Items for the Zone	9.86
	TXN156173	Morning tea for Family Children Agency	46.84
StepChange Consultants Pty Ltd	SC0010814	Temp staff week ending 220821	4,378.00
Jessie Louise Burke	28September21	Reimbursements for City Breakfast	97.05
Complete Portables	MW/211826	Portable hire for City Operations	825.00
Mary Jennifer Meunier	Refund	Hazard Reduction overpayment Inv 64981	14.05
Enid Marian Hogsden	4.1	Rates Refund	484.17
Kim Maria Low	09September21	Reimbursement for Community Group meeting	52.21
Rockingham Kwinana Chamber of Comme	IV000106195	Corporate golf day sponsorship	550.00
Australia Post	1010928398	Agency commission fees to 031021	650.56
St John Ambulance Australia (WA) In	STKINV00030545	Irrigation eyewash station refills for Depot	66.76
	FAIN00911654	First aid training 110921	1,551.00
Sunny Sign Company Pty Ltd	461189	Brackets and buckles with clamps for Depot signs	507.10
	464263	Street signs for various locations	297.00
Western Australian Local Government	I3089470	WALGA Heads of Agencies Breakfast	65.00
	I3089053	WA Local Government Convention	441.18
Water Corporation of Western Austra	9022306554Sep21	8U Tottenham Park drink fountain	21.17
	9017125687	2U Malden Park	7.87
	9014096921Sep21	18U Wellard Pavilion	529.36
	9021554601Sep21	4U Heywood Park drink fountain	10.58
	90212394844Sep21	0U Ryhill Cres drink fountain	47.77
	9021870831Sep21	250U Moonstone Park	661.50
	9020597837Sep21	1U Bulrush Park drink fountain	5.23
	9018600726Sep21	26U Wellard Community Centre	1,664.39
	9020528305Sep21	0U Reserve Cavendish Blvd	2.58
	9021923200Sep21	0U Aurora Park drink fountain	2.58
Westbooks	324803	Volumes of series for collection	1,143.18
	324800	Junior and young adult items for collection	147.88
	324801	Replacement items for lost or damaged stock	99.83
	324799	Adult library books for collection	238.12
	324798	Books as requested by customers	28.84
	324796	Books as requested by customers	14.79
	324797	Volumes of series for collection	11.09
	324802	Volumes of series for collection	878.46
Taylor Tyres Pty Ltd	24819	Tyres for KWN2053 and KWN2132	1,617.00

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Payee	Invoice	Description	Amount
	24820	2 tyres for KWN2132	627.00
Cornerstone Legal	18806	Legal matter 005330	1,775.40
Beaver Tree Services Aust Pty Ltd	79623	Root barrier Cockman Way Orelia	933.84
	79590	Tree pruning Bromsgrove Street	904.22
	79624	Root barrier Nunney Road	637.74
	79399	General vegetation clearance Lyon Road	3,529.03
	79427	General vegetation clearance Depot	3,587.30
	79588	Termite treatment Sicklemore Ave	455.53
	79587	Termite treatment Ditton Corner	455.53
	79589	General vegetation clearance Christmas Ave	3,095.45
Synergy	473346610Sep21	.8U Wellard Park	0.13
	693987550Oct21	61U Challenger Beach Toilets	114.50
	856518550Oct21	Decorative lighting	2,824.32
	792417950Oct21	Street lighting	122,957.62
Prestige Catering & Event Hire	INV-3095	Citizenship Ceremony catering	1,526.50
ZircoData Pty Ltd	ZDW0196759	Offsite storage pick up and retrieval to 250921	884.74
Bunnings Building Supplies	2163/01014192	Sealant and clear vinyl for Bulrush Park	40.81
	2163/01607176	Anti slip tape for the Zone	49.98
	2163/01189457	Paint for Business Incubator	97.21
	2163/01190245	Painting equipment for Morrit Way Centennial Park	240.33
	2163/01577415	Replace kitchen unit at Recquatic	606.87
	2163/01601747	Angle bracket for Administration	81.84
	2163/01575630	Equipment for new temporary toilet block	417.22
	2163/01096284	Door closers for Leda Hall and Little Rascals	31.54
	2163/01600976	Decking for portable toilets	180.33
Ixom Operations Pty Ltd	6434999	Recquatic chlorine gas order	155.50
Technology One Limited	203331	Analytics course	1,098.90
	203232	Data migration scoping work for OneCouncil	32,477.50
Konnect	1797159827	Hex head bolt	161.07
	1797141896	Hex head bolt various sizes	130.50
Ausco Modular Pty Ltd	7298385	Demountable hire Oct 21	1,545.39
Neverfail Springwater	INV-000171560	15L water for City Operations Facility Maintenance	15.84
Natural Area Holdings P/L t/as Natu	00016191	Maintenance works at Peel sub drain	2,475.00
Wilson Security Pty Ltd	W00282464	Callistemon Court security patrols Sept 21	915.86
Downer EDI Works Pty Ltd	6011708	Asphalt 7mm gran AC50B	149.33
	6011709	Asphalt 7mm gran AC50B	447.98
	6011710	Asphalt 7mm gran AC50B	440.51
	6011683	Bituminous stabilisation services Sicklemore Rd	73,149.36
Hudson Global Resources (Aust) Pty	AU1211088	Temp staff week ending 260921	4,592.57
	AU1212116	Temp staff week ending 260921	4,342.18
	AU1203305	Temp staff week ending 290821	4,834.28
PFD Food Services Pty Ltd	KZ782960	Items for Cafe Splash at Recquatic Centre	231.55
Marketforce Pty Ltd	40675	Public notice in Sound 150921	902.66
	40676	Public notice in Sound 290921	552.60
	40677	Public notice in Sound 290921	709.15
Civica Pty Ltd	M/LG020172	Licence support & maintenance to 311221	8,420.51
	M/LG020166	Licence support & maintenance to 301122	14,887.22
Ventura Home Group Pty Ltd	Refund	Refund for VP2020/187	204.00
HECS Fire	00076336	Repair fire panel fault at Creche in Recquatic	704.00
Eclipse Soils Pty Ltd	KWIN01R044454	General waste tipping various areas	4,488.00

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Payee	Invoice	Description	Amount
KAJ Installations & Services	00007984	Banksia V8 service garage door	120.00
MRP General Pest/Termite Division 4	103670	Pest control Administration Building	201.17
Advanced Traffic Management (WA) Pt	00148365	Traffic management Abercrombie Road	1,533.31
	00148362	Traffic management Medina	997.21
	00149623	Traffic management Beard St	1,754.17
	00150072	Traffic management Kwinana Beach Road	2,398.97
Ace Rockingham Cinemas	ACEROCK00752	Zone youth excursion	119.00
ED Property Services	00001899	Banksia V5 and V52 repair to wall cracks	550.00
Stonehenge Ceramics	F0460	Banksia V8 regrout shower floor	750.00
Public Trustee	4.1	Rates Refund	637.69
Complete Office Supplies Pty Ltd	10364256	Stationery for Community Services	447.10
Department of Transport	8001778	Vehicle registration checks	13.60
Master Lock Service	00008227	Banksia V15 supply rear door locks	135.00
	00008197	Supply 12 padlocks with keys	744.00
	00008226	Callistemon U67 repair lock on security door	125.00
	00008234	Repair lock to Tuart Room and gate lock	145.00
Programmed Property Services Pty Lt	SINV613735	BP and Retirement gardening and lawn mowing Sept	10,257.86
Kev's Wheelie Kleen	13775	Monthly bin clean for William Bertram Centre	66.00
	13937	Monthly bin clean for John Wellard Centre	77.00
	14085	Monthly bin clean for William Bertram Centre	121.00
Promotions Only	7987125608	Uniform hats for Depot	558.80
ALSCO Pty Ltd	CPER2166534	Linen hire for OCM Council dinners	70.51
	CPER2168890	Linen hire for OCM Council dinners	56.34
Plants & Garden Rentals	00017126	Plant hire Darius Wells Resource Centre Oct 21	198.00
Imagesource Digital Solutions	459145	9 x signage for wildflower walk	1,023.00
Woolworths Group Limited	100942764	Items for Admin Building	104.80
	101028843	Items for Cafe Splash at Recquatic Centre	132.60
	100929293	Items for Cafe Splash at Recquatic Centre	228.80
	100041316	Items for Cafe Splash at Recquatic Centre	67.28
	100609214	Items for Cafe Splash at Recquatic Centre	173.75
	100278580	Items for Cafe Splash at Recquatic Centre	194.00
	100165823	Items for Admin Building	103.90
Drainflow Services Pty Ltd	00008077	Gully eduction works various locations	4,180.00
Elexacom	115347	Banksia V8 electrical repairs	1,086.73
	115194	Repair lights at The Strand	437.93
	115299	RCD testing John Wellard Community	114.62
	115300	RCD testing Fiona Harris Pavilion	91.70
	115301	RCD testing Magenup Equestrian Centre	45.85
	115302	RCD testing Childcare Wandl Hall	45.85
	115303	RCD testing The Shed	45.85
	115304	RCD testing The Resource Centre Wandl	91.70
	115305	RCD testing Wandl Hall	68.77
	115306	RCD testing The Pavilion Wandl	68.77
	115307	RCD testing Kwinana Out of School Care	45.85
	115308	RCD testing Koorliny Community Arts Centre	137.54
	115309	Emergency evacuation testing Medina Hall	160.47
	115310	RCD testing the Zone	229.24
	115332	Repair air conditioner at The Pavilion Wandl	114.62
	115335	Repairs to hot water unit at Darius Wells Centre	231.44
	115337	Emergency evacuation testing Recquatic Centre	125.62
	115338	Emergency evacuation testing Fiona Harris Pavilion	354.82
	115339	Emergency evacuation testing Magenup Equestrian	229.24

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Payee	Invoice	Description	Amount
	115340	Emergency evacuation testing Childcare Wandl Hall	45.85
	115341	Emergency evacuation testing Resource Centre	45.85
	115342	Emergency evacuation testing The Pavilion Wandl	45.85
	115343	Emergency evacuation testing Wandl Hall	433.66
	115344	Emergency evacuation testing Medina Girl Guides	229.24
	115345	Emergency evacuation testing Incubator & IT	160.47
	115348	Emergency evacuation testing The Shed	45.85
	115349	Install power points to Darius Wells Centre	482.69
	115353	Remove boom gates at Depot	361.24
	115391	Run cables from light pole to patio at Depot	1,406.38
	115319	Repairs to Kwinana street lighting	1,824.80
	115411	Callistemon U32 replace broken RCD box	412.23
	115409	RCD testing William Bertram Community Centre	236.54
	115410	Test emergency lighting at William Bertram Centre	183.39
Total Green Recycling	INV10574	Collection of batteries and globes	958.17
Green Skills Inc / Ecojobs	P2653	Hire of personnel for Horticultural team 100921	3,875.70
	P2652	Hire of personnel for Horticultural team 100921	3,429.48
Multispares Ltd	4552985	Brake front drums	235.60
Gregs Glass	12414	Reglaze toilet window at Leda Hall	200.00
	12347	Reglaze window at Sloan's Cottage	1,030.00
	12323	Reglaze windows at Sloan's Cottage	1,145.00
	12217	Install grille at Sloan's Cottage	445.00
	12151	Replace perspex at Wellard Oval	260.00
Labourforce Impex Personnel Pty Ltd	176854	Temp staff week ending 260921	2,009.32
Alyka Pty Ltd	INV-31025	Web hosting and licensing costs 011021 to 010122	6,304.38
Heatley Sales Pty Ltd	C1007032	Uniforms City Operations	258.61
Quantum Building Services	00004217	Repairs to roof at Koorliny Art Centre	6,427.58
Institute Of Public Works Engineeri	107259-M1220	WA Division membership	638.00
Housing Authority	4.1	Rates Refund	1,436.48
	4.1	Rates Refund	1,171.00
	4.1	Rates Refund	1,171.00
	4.1	Rates Refund	1,171.00
	4.1	Rates Refund	1,171.00
	4.1	Rates Refund	1,171.00
	4.1	Rates Refund	1,171.00
Blackwood & Sons Ltd	KW7950BL	Gas filters x 3	94.58
Starbucks Flooring	INV-000859	Callistemon U42 replace flooring	1,682.00
GreenLite Electrical Contractors Pt	946	Inspect surge protector on Wellard Glen bore	632.62
Paul Kevin Alfred Garlett	2	Noongar language delivery to staff	500.00
Glen Flood Group Pty Ltd	INV-1580	Temp project support week ending 190921	8,559.65
	INV-1584	OSH practices review project support	8,391.80
Fire And Safety Australia Pty Ltd	TI048348	Fire Warden training for staff	3,150.00
JHSM Pty Ltd	Y0481	Dog catcher pole for City Assist	297.00
Lamp Replacements	IN1039636	Dim smartbright G2 for Darius Wells Library	162.80
Lo-Go Appointments	00424466	Temp staff week ending 180921	1,798.39
Natsales Advertising Pty Ltd	00346424	Litter bin housing advertising to 311221	1,732.50
Major Motors	1106436	Set of filters	147.04
	1106431	Set of filters	182.81
The Sticker Man	00002089	Vinyl lettering	55.00
EFT TRANSFER: - 07/10/2021			221,009.41

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Payee	Invoice	Description	Amount
Australian Services Union	PY01-07-Aust Ser	Payroll Deduction	250.73
	PY01-07-Aust Ser	Payroll Deduction	71.70
Australian Taxation Office	PY99-05-Australi	PAYG tax withheld	202.00
	PY99-06-Australi	PAYG tax withheld	6,670.00
	PY01-07-Australi	PAYG tax withheld	191,551.00
Maxxia Pty Ltd	PY01-07-Maxxia P	Payroll Deduction	1,383.66
	PY01-07-Maxxia P	Payroll Deduction	1,580.25
	100329020210930	Employee net ITC for 010921 to 300921	300.88
Health Insurance Fund of WA (HIF)	PY01-07-Health I	Payroll Deduction	927.00
City of Kwinana - Xmas fund	PY01-07-TOK Chri	Payroll Deduction	7,260.00
Child Support Agency	PY01-07-Child Su	Payroll Deduction	1,094.43
Easifleet	150213	Novated lease charges 061021	348.78
	149532	Novated lease charges 220921	348.78
	149862	Novated lease charges 011021	8,630.43
LGRCEU	PY01-07-LGRCEU	Payroll Deduction	379.51
	PY01-07-LGREC U	Payroll Deduction	10.26
EFT TRANSFER: - 07/10/2021			726.41
Bright Futures Family Day Care - Pa	270921 to 031021	FDC Interim Payroll 270921 to 031021	726.41
EFT TRANSFER: - 12/10/2021			269,034.23

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Payee	Invoice	Description	Amount
SuperChoice	September2021-01	Superannuation-September2021-01	177,318.62
	September2021-03	Superannuation-September2021-03	6,092.46
	September2021-06	Superannuation-September2021-06	1,343.00
	September2021-07	Superannuation-September2021-07	3,209.09
	September2021-12	Superannuation-September2021-12	793.10
	September2021-13	Superannuation-September2021-13	373.47
	September2021-14	Superannuation-September2021-14	10,046.15
	September2021-17	Superannuation-September2021-17	24,333.26
	September2021-18	Superannuation-September2021-18	1,293.92
	September2021-20	Superannuation-September2021-20	576.34
	September2021-21	Superannuation-September2021-21	2,791.66
	September2021-22	Superannuation-September2021-22	261.54
	September2021-24	Superannuation-September2021-24	154.70
	September2021-28	Superannuation-September2021-28	187.92
	September2021-29	Superannuation-September2021-29	1,272.10
	September2021-30	Superannuation-September2021-30	1,493.74
	September2021-32	Superannuation-September2021-32	3,393.88
	September2021-43	Superannuation-September2021-43	612.35
	September2021-48	Superannuation-September2021-48	619.96
	September2021-49	Superannuation-September2021-49	646.34
	September2021-50	Superannuation-September2021-50	2,601.47
	September2021-53	Superannuation-September2021-53	1,363.94
	September2021-55	Superannuation-September2021-55	3,039.22
	September2021-56	Superannuation-September2021-56	1,108.96
	September2021-58	Superannuation-September2021-58	1,009.35
	September2021-59	Superannuation-September2021-59	1,605.24
	September2021-60	Superannuation-September2021-60	248.47
	September2021-61	Superannuation-September2021-61	540.76
	September2021-63	Superannuation-September2021-63	327.93
	September2021-64	Superannuation-September2021-64	815.82
	September2021-66	Superannuation-September2021-66	485.55
	September2021-70	Superannuation-September2021-70	693.07
	September2021-72	Superannuation-September2021-72	997.40
	September2021-73	Superannuation-September2021-73	519.79
	September2021-75	Superannuation-September2021-75	376.39
	September2021-76	Superannuation-September2021-76	76.10
	September2021-79	Superannuation-September2021-79	1,235.84
	September2021-83	Superannuation-September2021-83	1,554.40
	September2021-84	Superannuation-September2021-84	118.66
	September2021-89	Superannuation-September2021-89	3,731.82
	September2021-90	Superannuation-September2021-90	1,091.16
	September2021-92	Superannuation-September2021-92	1,868.98
	September2021-94	Superannuation-September2021-94	2,909.14
	September2021-95	Superannuation-September2021-95	744.42
	September2021-97	Superannuation-September2021-97	926.93
	September2021-98	Superannuation-September2021-98	179.15
	September2021-99	Superannuation-September2021-99	364.00
	Septembr2021B-01	Superannuation-Septembr2021B-01	1,476.68
	Septembr2021B-49	Superannuation-Septembr2021B-49	209.99
EFT TRANSFER: - 13/10/2021			49,781.78
Bright Futures Family Day Care - Pa	041021 to 101021	FDC Payroll 041021 to 101021	38,705.19
Bright Futures In Home Care - Payro	041021 to 101021	IHC Payroll 041021 to 101021	11,076.59
EFT TRANSFER: - 14/10/2021			914,889.37

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Payee	Invoice	Description	Amount
ASV Sales and Service	274287	Various filters for plant items	288.99
NVMS Pty Ltd	1000-3018-2021	Post processing module & licence for instrument	2,307.80
Oakford Agricultural & Garden Suppl	87229	Medium gripples x 19 for Depot	49.59
	86928	Tractor pins 250m for Depot	23.05
Canon Production Printing Australia	INV-26848	Colorwave 3500 scanner charges Sep 21	288.75
Wheelie Clean	9489	Rubbish bin clean for Administration Building Oct 21	267.52
	9488	Rubbish bin clean for Darius Wells Library Oct 21	369.38
Paint Industries	63556	Eco green anti graffiti remover	1,089.00
Retech Rubber	00003479	Repair soft fall at Maldon Park	275.00
Outback Handyman	3221	Banksia V37 replace fence	1,342.00
Leaf Bean Machine Pty Ltd	00095669	Items for Cafe Splash at Recquatic Centre	198.59
	00095968	Items for Cafe Splash at Recquatic Centre	154.10
Kleenheat	469882	Gas charges various locations September 2021	10,448.05
Sonic Health Plus	2451192	Pre-employment medical assessment 290921	198.00
	2452236	Pre-employment medical assessment 061021	605.00
Fielden Pty Ltd as TFT Cambell Trus	009	Cuppa with a Cop 140921 Leda	250.00
Dowsing Group Pty Ltd	16675	Footpath renewal Isaac Way	6,254.62
	16676	Footpath renewal Gilmore Avenue	5,318.92
Building Lines	INV-2109068	Building permit assessment various locations	836.00
Antislipit	IV591	Anti slip matting for the Zone	495.00
Back Beach Co Pty Ltd	17976	Accessories for Proshop at Recquatic Centre	1,727.00
Shack Motors Pty Ltd	VWCSR279009	Replace ignition KWN2077	1,336.25
Burson Automotive Pty Ltd	117154891	1 set of front brake pads	82.50
Mackie Plumbing and Gas Pty Ltd	I100093	Replace copper pipes at Chisham Oval toilets	1,606.00
	I100073	Install isolation switch to Chisham Oval toilets	755.13
	I100060	Callistemon U45 repair shower tap	96.13
	I100057	Banksia V12 replace tight taps in shower	258.19
CPR Building Holdings Pty Ltd T/As	IV1763	Building permit assessments	3,230.00
Kits for Cars	15428	Install 2 way radio	286.00
	15429	Install rear reverse sensors	385.00
Australian HVAC Services Pty Ltd	63087	Relocate sensor at the Zone	506.70
	63100	Inspect air conditioner at Margaret Feilman Centre	300.88
Sweets on The Run	K0008	Refreshments for Loop Train drop in session	175.00
Scitech Discovery Centre	FTI-003260	Incursion for Science Show	420.00
Able360	103	Facility maintenance process mapping workshop	1,149.50
Palm Lakes Garden and Landscape Ser	7081	Banksia V21 repair sprinkler	99.00
Sifting Sands	INV-0173	Additional clean at Wandi Hall playground	572.00
Jax Tyres Kwinana	13910	Tyre for KWN2150	329.00
	13911	Tyre for 1GVK917	250.00
	13909	Tyre for 1GWO590	250.00
	13908	Tyres for KWN2077	432.00
	13907	Tyre for KWICOU	243.00
	13906	Tyres and wheel alignment for 1GIL601	1,240.00
Asbestos Masters WA	0028	Asbestos removal at Seagulls Reserve	5,000.00
Hopgood Ganim Lawyers	440636	Drafting legal agreement template bonds	2,464.00
Woolworths Group Open Pay	TXN186893	Items for Boola Maara Advisory Group	41.60
	TXN189447	Items for the Health Team	121.12
	TXN189697	Items for creche at Recquatic Centre	151.00

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Payee	Invoice	Description	Amount
	TXN186939	Items for the Zone	9.56
	TXN188706	Items for the Library	3.59
	TXN184179	Items for the Zone	20.53
StepChange Consultants Pty Ltd	SC0011157	Temp staff week ending 031021	8,580.00
	SC0011158	Temp staff week ending 031021	7,114.25
Common Ground Trails Pty Ltd	INV-18571	Kwinana Loop Trail Master Plan progress claim 2	13,310.00
Bricks 4 Kidz Baldivis	INV-0593	Special Events Lego incursion	495.00
Auto Pro-Dent	0574	Remove dent on 1EFA 503	275.00
Bling Vocal Trio	23	Pioneers High Tea entertainment	600.00
Illion Australia Pty Ltd	960245	Risk of failure report	110.00
Creative Culture Lea Taylor	321	Weaving workshop for biodiversity month	1,200.00
Felicity Helen Stride	21September21	Items for Digital Health program	11.10
CyberCX	INV-N8072	Annual subscriptions Nessus Professional	5,379.00
Jean Dunn	1121484	Refund bond for Callistemon U3	580.00
Emily Victoria Tomsett	05October21	Reimbursement of WWCC	88.35
Rosalie Ramos Noveno	1856967	Bond refund Ken Jackman Hall	1,000.00
Leah Lagangan Cureg	1849032	Refund bond on Tuart Room	2,000.00
Sunny Sign Company Pty Ltd	465959	Street signs for various locations	148.50
Toll Transport Pty Ltd	1128600	Transport services food water sampling analysis	42.14
Australian Taxation Office	FBT2021	FBT for period 010420 to 310321	31,014.31
WA Limestone Co	UP6067/01	Lawn sand pick up 210921	327.25
Western Australian Local Government	I3089528	Presenting With Confidence course	578.00
Waste Stream Management Pty Ltd	00430010	Tipping fees 280921	1,947.00
Western Irrigation Pty Ltd	P47775	Banksia Park replace retic controller	1,859.55
Zipform Pty Ltd	205757	Dog registrations x 1000	783.75
Kyocera Document Solutions Australi	90324583	Staple cartridge for photocopier	103.40
Taylor Tyres Pty Ltd	24830	Wheel alignment	295.00
Absolute Painting Services	INV-2219	Banksia V62 touch up paint inside	440.00
Benara Nurseries	315768	Native plants stock for Depot	632.02
Beaver Tree Services Aust Pty Ltd	79660	Tree pruning Dalton Road	543.21
	79680	Tree removal Lambeth Circle	2,613.61
	79659	Tree pruning Chilcott Street	452.11
Suez	45065211	Oil waste recycling	3,067.35
	44094993	Tipping fees July 21	3,223.37
	45026124	Tipping fees 130921	749.53
Synergy	107029100Oct21	2210U Wellard Community Centre	543.79
	179469390Oct21	2593U Bertram Community Centre	686.77
ABCO Products	INV747961	Foam soap for Recquatic	364.55
	INV747459	Hygiene stock for Recquatic	118.99
Bullet Sign Shop	00024406	Maximum load capacity signs	66.00
Bunnings Building Supplies	2163/01088255	Items for planting session at Worrall Court	218.67
	2163/01577624	Laminate worktop for Recquatic	166.45
	2163/01578298	Items for Kwinana Recquatic	131.00
Ixom Operations Pty Ltd	6432005	Recquatic chlorine gas	1,056.97
	6437061	Recquatic chlorine gas	1,056.97
Konnect	1796010532	Steel zinc truss magnalock	73.92
	1797542560	Hex head bolt x 50	45.74

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Payee	Invoice	Description	Amount
Sigma Chemicals	151894/01	Pool chemicals for Recquatic	489.50
Natural Area Holdings P/L t/as Natu	00016190	Maintenance works for 2 days at Peel sub N drain	2,475.00
Downer EDI Works Pty Ltd	6011772	Asphalt 7mm Gran AC50B	589.83
Hudson Global Resources (Aust) Pty	AU1213398	Temp staff week ending 260921	4,890.60
	AU1214058	Temp staff week ending 031021	4,342.18
	AU1213147	Temp staff week ending 031021	3,686.14
PFD Food Services Pty Ltd	KZ873175	Items for Cafe Splash at Recquatic Centre	534.09
Marketforce Pty Ltd	40674	Public notice in Sound 010921	1,611.10
	40672	REA subscriptions for Retirement Village Sept 21	1,012.00
City of Rockingham	118999	Tipping fees Sept 21	72,653.76
Coastline Mowers	29919#7	GTA chain loop for Depot	96.00
	29920	PTO shaft sear pin replacement	323.20
	29921#7	Superclean spray cleaner	150.00
	29922#5	Safety protective equipment	336.80
	29333#5	Stihl parts air filters	423.00
	29228#5	Rubber mount and westmix	76.00
Hays Specialist Recruitment Pty Ltd	50382156	Temp staff week ending 031021	1,715.73
Infiniti Group	540557	Cleaning items for Recquatic	1,320.99
Kelyn Training Services	00030379	Traffic Control training 5 & 6 October 2021	4,300.00
Winc Australia Pty Ltd	9037221066	Toilet paper for public toilets	985.16
Advanced Traffic Management (WA) Pt	00150074	Traffic management Sicklemore Rd	7,494.30
	00150326	Traffic management Sicklemore Rd	12,678.12
	00149107	Traffic management Beacham Cres	821.23
Australian Office Leading Brands	96435564	Envelopes for dog registrations	515.89
T J Depiazzi & Sons	117493	50M3 pine bark mulch	3,491.40
Medina Residents Group	13October21	Local Commercial Support Grant Funding	5,000.00
Complete Office Supplies Pty Ltd	10303206	Stationery for Recquatic	65.13
	10323820	Stationery for Recquatic	11.88
	10448726	Stationery for Recquatic	599.43
	10441698	Stationery for Library	405.01
Department of Transport	8007767	Vehicle registration checks	8.20
M P Rogers & Associates Pty Ltd	22170	Feasibility study for Kwinana launching facilities	5,112.43
Wendy Gaye Cooper	ALLOWANCE-1610	Councillor Allowance for period 011021 to 161021	1,513.03
PAV Sales & Installations	00208945	Repairs to HDMI wall point at Medina Hall	383.13
Institute of Indigenous Wellbeing &	1880569	Refund bond Ken Jackman Hall	1,000.00
4Cabling Pty Ltd	2601090	Various cable sizes for the Zone	129.64
	2601132	Cabling for the Zone	45.38
Tracey Jane Gooden	06October21	Reimbursement for identification for BM	44.50
Fire & Emergency Services, Dept of	04October21	ESL collections for Sept 21 Option A	474,931.00
Accord Security Pty Ltd	00026155	Cash handling services for Sept 21	716.10
ALSCO Pty Ltd	CPER2172812	Linen hire for OCM dinners	56.88
Imagesource Digital Solutions	459239	Vehicle signage x 20	500.50
	458788	Poster design for youth consultation sessions	110.00
Woolworths Group Limited	100042535	Items for City Operations	54.88
	100786882	Items for City Operations	61.90
	101674460	Items for Cafe Splash	138.20
Elexacom	115442	Replace GPO at Magenup Equestrian Centre	137.54
	115450	Maintenance repairs to Wandi Hall	428.41
	115452	Repair security light at Wandi Hall	168.59

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Payee	Invoice	Description	Amount
	115453	Repair lights to Leda Hall	270.25
	115455	Banksia V12 replace power point	277.27
	115451	Callistemon U68 replace kitchen exhaust fan	184.27
	115443	Callistemon U73 replace light switch	147.06
	115444	Callistemon U64 replace exhaust fan	183.83
Zip Heaters	3712755	Maintenance at Recquatic	912.12
Isentia Pty Limited	MN0827963	Transcript ABC radio Perth 130921 and copyright	669.95
	MN0827962	Media monitoring Oct 21	1,100.00
Green Skills Inc / Ecojobs	P2680	Hire of personnel for Horticultural team 240921	3,875.70
	P2604	Hire of personnel for Horticultural team 130821	3,875.70
	P2602	Hire of personnel for Horticultural team 130821	3,875.70
	P2681	Hire of personnel for Horticultural team 240921	2,588.05
	P2682	Hire of personnel for Horticultural team 250921	2,154.58
StrataGreen	135969	Heavy duty mesh guards	478.50
Labourforce Impex Personnel Pty Ltd	176763	Temp staff week ending 190921	1,477.44
	176578	Temp staff week ending 120921	1,997.50
	176466	Temp staff week ending 050921	1,595.64
	177059	Temp staff week ending 031021	1,595.64
Harmony Software	3-1009	Harmony Web Educator subscription Sept 21	1,128.00
	3-1020	Harmony Web Educator subscription Sept 21	366.60
Heatley Sales Pty Ltd	C1008141	Uniforms for City Operations	208.10
	C1008309	Uniforms for City Operations	474.49
Madman Entertainment Pty Ltd	IN0915120	Community movie night 201121	275.00
Starbucks Flooring	INV-000862	Callistemon U34 replace carpet in living room	1,191.00
	INV-000863	Banksia V8 replace bedroom carpets	1,488.00
Kwinana Veterinary Hospital Pty Ltd	160380	Animal services	70.00
	158630	Animal services	70.00
	158549	Animal services	50.00
	160636	Animal services	50.00
	160635	Animal services	25.00
The Smart Security Company P/L	Q14241	Quarterly monitoring of medi minders Banksia Park	5,089.70
Glen Flood Group Pty Ltd	INV-1543	OHS Risk Management workshop	4,757.50
	INV-1601	Temp project support week ending 031021	6,963.79
	INV-1598	Temp project support week ending 031021	7,259.45
Ecospill Pty Ltd	INV00782009E	Spill kits for Depot	113.85
Poolwerx Spearwood	INVSPE5877	Splash pad water quality test Adventure Park Sep	1,827.57
Pacific BioLogics Pty Ltd	20210613	Prolink XR Brisquets bucket of 200	2,708.96
Purearth	INV-1587	Road sweeping Sept 21	4,680.18
Les Mills Australia	1154067	Les Mills licence fee Oct 21	1,327.00
Landscape and Maintenance Solutions	INV-2415Adj	Passive and streetscape mowing various sites Sep	319.89
	INV-2412	Additional mowing of Rockingham/Patterson	1,320.00
	INV-2413	Passive and streetscape mowing various sites Sep	7,602.42
	INV-2416	Additional mowing of Rockingham/Patterson	3,961.05
	INV-2414	Broadacre mowing of sportsgrounds Sept	8,089.07
	INV-2415	Passive and streetscape mowing various sites Sep	3,199.04
Vocus Communications	P773445	Monthly internet services Oct 21	2,432.84
McLeods Barrister & Solicitors	121206	Legal matter 42550	396.00
	121207	Legal matter 44400	1,255.80
	121205	Legal matter 4258	767.07
Air Liquide Australia	XS3024	Hire of medical oxygen Recquatic	50.56
Lo-Go Appointments	00424552	Temp staff week ending 021021	1,108.79

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Payee	Invoice	Description	Amount
	00424509	Temp staff week ending 250921	2,285.17
Charles Service Company	00034243	Cleaning consumables various locations Sept 21	3,709.96
	00034238	Cleaning various locations sept 21	43,412.42
Major Motors	1102082	Left side view mirror insert	269.46
EFT TRANSFER: - 20/10/2021			56,761.36
Bright Futures Family Day Care - Pa	111021 to 171021	FDC Payroll 111021 to 171021	42,925.54
Bright Futures In Home Care - Payro	111021 to 171021	IHC Payroll 111021 to 171021	13,835.82
EFT TRANSFER: - 21/10/2021			1,479,860.53

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Payee	Invoice	Description	Amount
The Kwinana Local	587771-1	Catering for Kwinana Club Network	230.00
Stacey Janine Hobbins	14October21	Reimbursement for staff morning tea	89.98
Ivy Penny	08September21	Reimbursement for workshop	251.54
Nintex Pty Ltd	INV50089	Promapp Enterprise renewal 311021 to 301022	44,924.88
Outback Handyman	3226	Banksia V23 replace beans on fencing and gate	484.00
	3225	Callistemon U64 unblock downpipe at rear	165.00
Leaf Bean Machine Pty Ltd	00094383	Coffee supplies for Cafe Splash	385.00
	00094789	Coffee supplies for Cafe Splash	158.94
Turf Care WA Pty Ltd	INV-3821	Turf renovations Gilmore College Senior Oval	9,282.55
	INV-3820	Renovations Gilmore College Hockey Oval	3,274.31
Hydroquip Pumps	INV-42809	Develop bore at Kelly Park	5,379.00
	INV-42807	Remove and reinstall bore pump Parmelia	1,001.00
Dowsing Group Pty Ltd	16636	Construct footpath at Pudney Place	22,991.40
Holcim (Australia) Pty Ltd	9407767120	14mm N25 Moombaki Drive	616.44
Ridleys Towing & Transport	22	Bus cleaning Aug 21	30.00
	21	Bus driver for HR tour Aug 21	75.00
	23	Bus cleaning Little Rascals	30.00
WA Carmax Pty Ltd	RI11301410	Isucu D-MAX auto crew cab ute	46,508.15
Burson Automotive Pty Ltd	117327666	Workshop consumables for Depot	961.32
	117328207	1 x 12 volt battery	152.90
Mackie Plumbing and Gas Pty Ltd	I99485	Scheduled maintenance & filter change at Recquatic	315.32
Australian HVAC Services Pty Ltd	63137	Repair hydro pool chiller faulting	4,250.11
	63194	Install sensor to AC Administration Building	866.25
	63202	Repairs to air conditioner at the Zone	1,104.69
Royal Life Saving Society	134029	Lifeguard requalification group session 301021	954.00
Shane McMaster Surveys	Kwin321	Pegging proposed pole locations for Challenger Ave	330.00
Little Design Group Pty Ltd T/As Fu	2161	City of Kwinana merchandise	2,421.87
PAV Events	90158#2	Hire of LED screen truck for 301021 final payment	1,650.00
Bulletproof Civil Pty Ltd	INV-0254	Bertram Road basin relocation claim 5	20,155.15
Slater & Gartrell	SG49252/01	Flexibility tester for gym at Recquatic	537.90
Hydraulink Australia Pty Ltd	836974	Hose repair on site	530.44
Focused Vision Consulting Pty Ltd	INV-0538	Local Biodiversity Study	8,816.50
Asbestos Masters WA	0040	Removal of asbestos from Millar Rd & Depot	440.00
North Baldivis Cricket Club	05October2021	Kwinana community funding program 21/22	5,000.00
Woolworths Group Open Pay	TXN196658	Items for the Zone	100.00
	TXN198313	Food and supplies Bright Futures	38.65
	TXN207948	Food and supplies Bright Futures	186.18
	TXN207912	Items for the Library	7.18
	TXN200723	Callistemon Court purchase of hardware	41.39
	TXN190825	Food for Mental Health sausage sizzle	98.00
	TXN202355	Items for the Zone	12.70
	TXN193994	Items for the Zone	59.22
	TXN188803	Items for the Zone	311.87
	TXN196014	Items for the Zone	9.86
	TXN200125	Networking meeting catering 131021	46.85
	TXN177291	Items for Darius Wells Resource Centre	58.20
TC Waste (WA) Pty Ltd	INV-0705	City of Kwinana bulk verge	85,218.54
	INV-0702	City of Kwinana bulk verge	77,048.62
GS Karate	1697566	Refund bond for room hire	300.00

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Payee	Invoice	Description	Amount
Boogie Babes	1142533	Refund bond for Wisteria Room	300.00
Ink Station	NS2970445	Stationery for Customer Service Admin	50.26
Hazel Kay Jameson	18October21	Refund sterilisation of animal	30.00
Naomi Beatriz Morgan	18October21	Reimbursement for National Police Check	49.90
Kwinana Blue Jays Baseball Club	05Oct2021	Kwinana community funding program 21/22	2,787.00
Jennifer Newton	07October21	Crossover subsidy rebate	337.50
St John Ambulance Australia (WA) In	FAINV00925791	First Aid Training 081021	128.00
	SHOPINV00255513	Leisure Kit various sizes	157.01
Telstra	9385375010Oct21	Internet and data to 241021	2,491.62
	1355246271Sep21	Mobile device whole organisation Sep 21	9,740.73
Toll Transport Pty Ltd	0427-T221490	Courier charges 300921	13.39
WA Limestone Co	UP5940/01	Yellow lawn sand delivered to Depot	494.51
	BY5952/01	Road Base for Sicklemore Road upgrading	2,441.61
Water Corporation of Western Austra	9022594998Oct21	5U Honeywood Oval drinking fountain	13.23
	9021976142Oct21	1U Darling Dog Park drink fountain	3.69
Westbooks	324941	Purchasing required volumes for Library series	219.63
	324944	Purchasing replacement copies Library books	57.65
	324943	Purchasing of junior items Library	72.47
	324942	Supply of adult books Library	93.95
	324940	Purchasing required volumes Library series	525.14
Western Irrigation Pty Ltd	J50605	Banksia Park test controller installation	716.18
Sandra Elizabeth Lee	30September21	Reimbursement of travel and other expenses	263.40
Kyocera Document Solutions Australi	90315767	Copy costs Front Counter Sep	50.07
	90315777	Copy costs Bertram Sep	34.75
	90315765	Copy costs Bright Futures Sep	82.24
	90315770	Copy costs Records Sep	375.84
	90315756	Copy costs Darius upstairs Sep	20.24
	90315772	Copy costs William Bertram Sep	36.52
	90315776	Copy costs Volunteer Centre Sep	17.84
	90315779	Copy costs Recquatic Front Counter Sep	12.45
	90315774	Copy costs Banksia Park Sep	86.92
	90315766	Copy costs Recquatic Sep	291.56
	90315759	Copy costs Zone (Staff) Sep	63.75
	90315775	Copy costs John Wellard Centre Sep	93.84
	90315763	Copy costs Admin Finance Sep	397.33
	90315762	Copy costs Admin Governance Sep	155.58
	90315773	Copy costs Darius downstairs Sep	38.14
	90315758	Copy costs BI IT Sep	223.83
	90315768	Copy costs Library (Public) Sep	55.87
	90315764	Copy costs Depot Admin Sep	34.73
	90315761	Copy costs Zone Multimedia Room Sep	27.75
	90315755	Copy costs City Leadership Team Sep	57.32
	90315757	Copy costs Library (Staff) Sep	142.57
	90315769	Copy costs Depot (Demountable) Sep	37.79
	90315778	Copy costs Creche Sep	41.04
	90315771	Copy costs Wellard Community Centre Sep	19.36
	90315760	Copy costs Admin Planning Sep	201.76
Maia Financial Pty Ltd	C34375	Quarterly leasing for period 011021 to 311221	49,744.97
Big Brews Liquor	2706	Pioneers High Tea catering	802.89
Beaver Tree Services Aust Pty Ltd	79786	Verge tree watering Sep 21	4,244.69
	79763	Tree removal Prince Regent Gate	1,491.85
	79787	General vegetation clearance Gentle Road	3,587.30

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Payee	Invoice	Description	Amount
	79269	General vegetation clearance Woolcoot Road	5,967.43
	79682	General vegetation clearance City wide	21,523.79
Calista Primary School	D00004	Donation for the year 6 graduation award	50.00
Suez	45049941	General waste dry collection Sep 21	1,483.99
	45018116	Mixed waste collection Sep 21	175,249.06
	165827	Waste and recycling services Sep 21	160,428.56
Synergy	177581220Oct21	98000U Recquatic	22,364.80
	118367820Oct21	7316U New Thomas Oval Pavilion	1,683.31
	141057240Oct21	18000U The Zone	4,490.31
	149872970Oct21	4964U Incubator	1,263.35
	422268910Oct21	4883U Depot	1,285.43
	258360080Oct21	4871U Kwinana Adventure Park	1,140.71
	135567600Oct21	51038U Darius Wells	12,270.84
	259587970Oct21	56U Honeywood Ave retic	127.09
	264244690Oct21	31U Gecko Park bore	119.79
	2009361575Oct21	144U Mornington Park	152.80
	365800960Oct21	2062U Honeywood bore	713.02
	938812910Oct21	8560U Wandri Reserve	2,180.42
	114826720Oct21	70U Industrial s/scapes Naval Base	134.95
	295922660Oct21	76U Willandra Park	138.57
	198511040Oct21	129U Bruny Meander bore/BBQ/lights	148.41
	2061344197	41U Honeywood Park BBQ/lights	122.72
	214467920Oct21	65U Honeywood Park/Bruny Meander BBQ/lights	129.72
	830669340Oct21	7U Wandri fire pump	118.42
	294827290Oct21	13 Art sculpture Darling Park	114.53
	314938770Oct21	0U Woko Park bore	116.37
	2069350730Oct21	2248U Mandogalup Station/reserve bore	767.46
	198694990Oct21	53520U Admin/Arts/Parmelia House	13,039.88
	657514270Oct21	0U Wandri Oval	110.74
	566370150Oct21	4247U Chipperton Park	1,323.64
	129764890Oct21	4609U Lambeth Park POS	1,084.81
	958335710Oct21	5954U Orelia Oval	1,305.01
	521814530Oct21	1926U Wellard Pavilion	569.35
ABCO Products	INV749982	Degreaser for Fiona Harris Pavilion	165.75
	INV749051	Foam soap dispensers for Recquatic	124.74
Bunnings Building Supplies	2163/01609756	Form ply for City Operations	161.28
	2163/01610571	Cistern for Kwinana Out of School Care	152.71
	2163/01158052	Flexi storage clever cube insert x 24	106.16
	2163/01158041	Saw blades for Heywood Park	47.18
	2163/01569871	Padlocks for cleaners storage shed	45.21
	2163/01612687	Light for John Wellard Centre and danger tape	92.62
	2163/01609213	Callistemon hardware	151.06
	2163/01684116	Door locks and signs	116.94
	2163/01611846	Fluted strips & nuts and bolts packs	83.96
Konnect	1799410588	Consumable items for Depot workshop	323.65
Sigma Chemicals	152416/01	Recquatic pool chemicals	747.06
	152415/01	Recquatic pool chemicals	404.25
CSR Gyprock Fibre Cement WA	920108939	Gyprock plaster filler for Admin Building	49.15
Toyota Fleet Management	926302	Lease vehicle 1HFE114	635.24
Connect CCS	00108154	After hours monitoring overcalls Sep 21	1,522.24
Carol Elizabeth Adams	30September21	Reimbursement of travel and other expenses Sep 21	260.27
Challenge Chemicals Australia	110349	Chemicals for Recquatic	283.49
Freestyle Now	2115	Skatepark Jam coaching	1,122.00

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Payee	Invoice	Description	Amount
Hudson Global Resources (Aust) Pty	AU1214912	Temp staff week ending 101021	1,027.29
	AU1215941	Temp staff week ending 101021	4,342.18
	AU1215150	Temp staff week ending 101021	4,765.20
Marketforce Pty Ltd	40176	Advertising Sound Telegraph 160621	660.00
	40178	Advertising in Sound Telegraph 110821 & 250821	2,700.50
	40678	Tender advert West Australian 110921	598.97
	40673	Advertising 080921 and 220921	2,761.00
HECS Fire	00078720	Banksia Clubhouse monthly testing Jul to Aug	363.00
Coastline Mowers	30010#7	Workshop consumables for Depot	156.30
	29954#5	Helmet visor holder	66.00
Hays Specialist Recruitment Pty Ltd	50397942	Temp staff week ending 101021	2,287.63
Floorguard	2766	Repairs to damaged Recquatic courts	41,563.50
TC Precast Pty Ltd	SI-00004251	Corrugated pipe 5.9mtrs for Depot	1,439.90
Winc Australia Pty Ltd	9037181078	Degreaser for Depot	431.60
	9037276710	Stationery for Administration Building	736.76
	9037053524	Stationery for Administration Building	113.59
	9037111086	Stationery for Administration Building	8.80
Advanced Traffic Management (WA) Pt	00150598	Traffic management Medina	1,628.97
	00150623	Traffic management Joiner Place	7,120.30
	00150581	Traffic management Pudney Place	3,215.61
	00150597	Traffic management Sulphur Road	2,127.57
	00150594	Traffic management Beacham Cres	1,772.69
	00150592	Traffic management Barrick Road	2,928.12
	00150593	Traffic management Beacham Cres	1,312.53
Cleverpatch Pty Ltd	415623	Craft supplies for Library	661.76
LD Total	115582	Landscape maintenance Albero Sep 21	59.97
	115584	Landscape maintenance various locations Sep 21	5,239.60
	115586	Landscape maintenance Hawkeswood Park Sep 21	945.34
	115588	Landscape maintenance various locations Sep 21	9,713.80
	115590	Landscape maintenance various locations Sep 21	16,487.66
	115592	Landscape maintenance various locations Sep 21	12,568.09
	115594	Landscape maintenance various locations Sep 21	850.80
	115596	Landscape maintenance various locations Sep 21	9,668.60
	115598	Landscape maintenance various locations Sep 21	6,580.55
	115600	Landscape maintenance various locations Sep 21	2,456.88
	115602	Landscape maintenance various locations Sep 21	34,079.34
	115604	Landscape maintenance various locations Sep 21	2,049.25
ED Property Services	00001907	Banksia V32 replace wall tiles and repairs to wall	2,200.00
	00001911	Banksia V8 kitchen renewal	4,950.00
	00001910	Banksia V8 repair to laundry cupboards	550.00
	00001908	Callistemon U6 repair to paint in bathroom	330.00
T J Depiazzi & Sons	116555	50M3 pine bark mulch delivered to Depot	3,491.40
Stonehenge Ceramics	F0509	Callistemon U39 grout shower floor	550.00
Complete Office Supplies Pty Ltd	10450970	Stationery items for the Recquatic	371.89
Boffins Bookshop Pty Ltd	INV0155348	Adult library books	44.83
Environmental Health Australia (QLD)	00003454	Advertising Environment	198.00
Big W	057812	Nintendo Switch for Library	281.00
LGISWA	100-146305	2021/2022 Workers Compensation 2nd instalment	138,986.80
	100-146391	2021/2022 Property Insurance 2nd instalment	93,685.90
	100-146259	2021/2022 Public Liability insurance renewal	105,330.80
Domino's Pizza - Kwinana Market Pla	98276-05/10/2021	Catering 051021	89.85
Australian Safety Engineers	0152983W	Annual service to SCBA regulators	439.45

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Payee	Invoice	Description	Amount
Master Lock Service	00008257	Banksia V62 service doors	185.00
Name Badge World	BW24789	Employee name badges	161.49
Accord Security Pty Ltd	00026156	Alarm attendance for various facilities Sep 21	1,732.50
ALSCO Pty Ltd	CPER2166535	Linen hire for OCM dinners	70.51
	CPER2173805	Linen hire for OCM dinners	56.34
Imagesource Digital Solutions	459451	Signage for Get in the Groove	291.50
	459391	Sign for Honeywood Sporting Complex	269.50
	459392	City of Kwinana staff only sign	137.50
	459393	Recycling hub decals	220.00
Woolworths Group Limited	102144916	Items for Cafe Splash at Recquatic	130.68
	102643879	Recquatic Cafe supplies	90.70
	4330374	Supplies for Garage Sale Trail	60.15
	101939057	Supplies for City Operations Team	51.38
	98674518	Items for City Operations Team	87.41
	99822068	Items for Administration Building	72.00
	102737569	Items for Administration Building	132.20
	101954769	Items for OCM dinners	159.10
	4330360	Items for Children's Worm Farm workshop	46.46
	95925243	Items for Facilities Department	116.56
Drainflow Services Pty Ltd	00008172	Machine and operator to clean gully to 081021	3,025.00
	00008143	Machine and operator to clean gully to 071021	1,705.00
Elexacom	115487	Callistemon U65 replace light fitting	405.12
	115475	Repairs to BBQ at Adventure Playground	91.70
	115513	RCD testing Goldney Velodrome BMX	45.85
	115511	Emergency evacuation testing Wellard Pavilion	137.54
	115486	Install lights to Depot	1,031.31
	115482	Investigate cables at Incubator	493.24
	115481	RCD testing Calista Tennis Club	137.54
	115480	Isolate circuit for lights at The Strand	164.12
	115478	Replace light in pole at Mandogalup Fire Station	993.67
	115510	Emergency evacuation testing Bertram Oval	137.54
	115474	Repair broken light Medina Hall	285.49
	115477	Darius Wells Library Centre maintenance repairs	1,269.96
	115473	Repair light at John Wellard Community	22.92
	115472	RCD testing Smirk Cottage	45.85
	115462	Install light pole at Wells Park Public Toilets	3,225.45
	115518	RCD testing Thomas Netball Changerooms	45.85
	115519	RCD testing Thomas Oval Pavilion	68.77
	115517	Adjust timer on hot water system Administration	22.92
	115483	Install fuse holders at Margaret Feilman Centre	1,310.82
	115456	Replace faulty solenoid Thomas Kelly Pavilion	320.94
	115509	RCD testing Thomas Kelly Pavilion	125.03
Artistralia	00011604	Movie screenings at Koorliny Arts Centre	2,013.00
Michael Indich	19October21	Council meeting Welcome to Country	500.00
Gregs Glass	12390	Callistemon U3 replace door rollers	200.00
Labourforce Impex Personnel Pty Ltd	177471	Temp staff week ending 171021	1,595.64
	177304	Temp staff week ending 101021	1,997.50
Australia Post	1010943802	Postage for period ending 300921	5,422.13
Hart Sport	10123354	Sport equipment for Recquatic Centre	180.00
Advance Scanning Services	20166773	Service locating Leasham Court	2,420.00
	20166741	Scanning works for Cimbor Way & Parmelia Ave	3,465.00
Heatley Sales Pty Ltd	C1007608	Uniforms for City Operations Team	458.99
	C1008138	Uniforms for City Operations Team	491.13

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Payee	Invoice	Description	Amount
	C1010117	Uniforms for City Operations Team	497.40
	C1010118	Uniforms for City Operations Team	459.46
	C1010116	Uniforms for City Operations Team	434.84
	C1008139	Uniforms for City Operations Team	504.16
	C1008312	Uniforms for City Operations Team	434.20
	C1008140	Uniforms for City Operations Team	481.06
	C1008137	Uniforms for City Operations Team	427.82
	C1008093	Uniforms for City Operations Team	437.56
	C1008142	Uniforms for City Operations Team	477.07
All Lines & Signs	I0041021	Linemarking to Administration Building car park	3,080.00
Morris Jacobs	37Sep21	Art Classes at Darius Wells 310821	200.00
	210921 to 280921	Art Classes at Darius Wells 210921 to 280921	400.00
Institute Of Public Works Engineeri	102021-0576-0470	2021 Annual Country Meeting	390.00
	102021-0589-0473	2021 Annual Country Meeting	550.00
Blackwood & Sons Ltd	KW5103BO	Dy mark spray for Depot	68.64
	KW0228BQ	Dy mark spray for Depot	68.64
	KW4370BQ	Dy mark spray for Depot	68.64
Flex Industries Pty Ltd	1025322	Air con repairs in vehicle	493.68
Frontline Fire and Rescue Equipment	72110	DFES style male charge plug	96.25
GreenLite Electrical Contractors Pt	1077	Inspect pump at Parmelia Ave	218.00
K Mart	293572	Portable charger for Library	85.50
	293514	Items for Family Day Care	33.00
	292996	Halloween marketing promotional material	92.50
Glen Flood Group Pty Ltd	INV-1620	Temp project support week ending 041021	8,559.65
Infinitive Health Wellness Centre	447	Health and Safety Expo physio	990.00
Envirosweep	90470	Road sweeping various locations for Sep 21	4,097.50
	90469	Carpark sweeping various locations for Sep 21	2,860.00
	90472	Footpath sweeping various locations for Sep 21	3,652.00
	90471	Road sweeping various locations for Sep 21	1,268.00
Gilmore College	D00003	Donation Year 12 Valedictory Ceremony	50.00
John Scarfe	95	Citizenship Ceremony pens x 60	900.00
McLeods Barrister & Solicitors	121081	Legal matter 48293	489.82
	121077	Legal matter 47498	1,302.14
Kearns Garden Supplies	76Sep	Hardware items City Operations	191.53
TenderLink	AU-441428	Upload of tender documents Fire Mitigation	215.60
Daytone Printing Pty Ltd	56903	Get in the Groove materials	247.50
The Worm Shed	00006329	Children's Worm Farm workshop	450.00
EFT TRANSFER: - 21/10/2021			216,231.81
Australian Services Union	PY01-08-Aust Ser	Payroll Deduction	250.73
	PY01-08-Aust Ser	Payroll Deduction	71.70
Australian Taxation Office	PY01-08-Australi	PAYG tax withheld	193,820.00
	PY99-07-Australi	PAYG tax withheld	9,611.00
Maxxia Pty Ltd	PY01-08-Maxxia P	Payroll Deduction	1,383.66
	PY01-08-Maxxia P	Payroll Deduction	1,580.25
Health Insurance Fund of WA (HIF)	PY01-08-Health I	Payroll Deduction	927.00
City of Kwinana - Xmas fund	PY01-08-TOK Chri	Payroll Deduction	7,170.00
Child Support Agency	PY01-08-Child Su	Payroll Deduction	1,027.70
LGRCEU	PY01-08-LGRCEU	Payroll Deduction	379.51
	PY01-08-LGRECE U	Payroll Deduction	10.26

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Payee	Invoice	Description	Amount
EFT TRANSFER: - 27/10/2021			49,597.23
Bright Futures Family Day Care - Pa	181021 to 241021	FDC Payroll 181021 to 241021	38,414.55
Bright Futures In Home Care - Payro	181021 to 241021	IHC Payroll 181021 to 241021	11,182.68
EFT TRANSFER: - 28/10/2021			615,100.36

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Payments made between 01/10/2021 and 31/10/2021

Payee	Invoice	Description	Amount
Emerg Solutions Pty Ltd	59311	BART subscription package for Kwinana South VBFB	750.00
Alex Krsnik	SQ21023	Mulching at Summerton/Medina Ave roundabout	440.00
	SQ21025	Landscape maintenance Paterson/Rockingham Roads	4,796.00
	SQ21024	Pruning Gilmore & Dalrymple intersection	660.00
	SQ21027	Roundabout maintenance October 21	3,621.20
Retech Rubber	00003332	Repair soft fall Rhodes Park	434.50
	00003465	Repair soft fall Thomas Oval Playground	1,124.20
Nintex Pty Ltd	INV50450	NintexSign (Adobe ESign)	4,218.50
Netstar Australia Pty Ltd	126715	2x EZ standard website subscription annual	525.36
Port Printing Works	INV071824	Kwinana Recquatic membership and hydro pool flyers	218.90
	INV071227	Climate Change Plan brochures	447.49
Outback Handyman	3228	Callistemon U75 repair to damaged roof	198.00
	3236	Banksia V18 replace bracket on bi fold door	154.00
	3231	Banksia V23 install garden edging	198.00
	3244	Callistemon U27 & U68 replace fly screens	253.00
	3243	Callistemon U2 repair to roof leak	110.00
	3242	Banksia V35 clean rear gutters	44.00
	3240	Banksia V17 & V18 repair to bi fold doors	88.00
Leaf Bean Machine Pty Ltd	00096603	Items for Cafe Splash at Recquatic Centre	177.50
	00096288	Items for Cafe Splash at Recquatic Centre	126.89
Turf Care WA Pty Ltd	INV-3822	Renovations for Orelia Oval	10,466.22
IWI Tapu Perth Ltd	1870956	Bond refund Alf Lydon & Frank Baker rooms	200.00
Hydroquip Pumps	INV-42810	Develop bores at Bertram School	5,379.00
	INV-42808	Supply new pump and equipment Parmelia Avenue	6,066.50
	INV-42811	Redevelop Medina oval	5,379.00
	INV-42812	Install new hydrometer on Thomas Road pump 3	3,127.30
Christopher Michael Duke	1918283	Refund 2021 nomination bond	80.00
Dowsing Group Pty Ltd	16632	Construct footpath at Warrior Pass	21,605.04
DNR Contracting Pty Ltd	00001266	Joiner Place upgrade	70,172.47
Red Sand Supplies Pty Ltd	00013869	Concrete tipping various locations	2,054.80
Rynat Industries	51978	Baby change table for Medina Hall	1,276.95
Harvey Norman Port Kennedy	1055686	4 x digital pencils for ipads	408.00
Mackie Plumbing and Gas Pty Ltd	I100174	Callistemon U60 replace aerator/water saver	185.09
	I100674	Banksia V54 repair to burst pipe	177.01
	I100676	Callistemon U43 replace leaking garden tap	159.45
	I100669	Callistemon U62 replace garden tap	140.84
	I100671	Banksia V65 repair leak under kitchen sink	117.14
	I100660	Banksia V67 unblock toilet	123.76
	I100679	Callistemon U42 replace broken shower head	213.00
	I100668	Callistemon U44 repair kitchen spout	139.01
	I100670	Callistemon U56 repair to kitchen spout	126.50
	I100661	Callistemon U25 replace leaking garden tap	119.24
	I100662	Banksia V6 clean burners of stove and oven	87.94
	I100140	Repairs to cistern at the Zone	150.72
	I100128	Unblock toilets at Darius Wells Centre	158.70
	I100151	HWS service at Thomas Oval Pavilion	74.44
	I100150	Unblock drains at Challenger Beach toilets	230.83
	I100168	Preventative maintenance to Animal Facilities	1,527.18
	I100149	Callistemon U20 replace garden tap	140.84
	I100156	Banksia V47 inspect blockage in cistern	118.88
Moore Australia (WA) Pty Ltd	2346	Nuts and Bolts workshop	990.00
Community Resources Limited T/As So	INV60582	Mattress collection and recycling	30,166.40

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Payments made between 01/10/2021 and 31/10/2021

Payee	Invoice	Description	Amount
Kits for Cars	15450	Supply and install UHF radio	440.00
	15451	Supply and fit phone cradle KWN2106	275.00
Australian HVAC Services Pty Ltd	62595	Investigate faults to air con Darius Wells Centre	2,103.99
Satellite Security Services	IV012583	Replace sensor on shed at City Operations	437.80
Nashtec Auto Electrics	60088	12 volt battery for scissor lift	948.50
	59889	Fit and supply new 12v solar panel for KWN2163	845.00
	59863	Install 12v Anderson plugs to vehicles	1,000.00
Shane McMaster Surveys	Kwin320	Survey set-out Joiner Place upgrading	1,650.00
Kalino Music and Arts Academy	21October21	Term 3 guitar lessons	330.00
Palm Lakes Garden and Landscape Ser	8004	Banksia Park retic repairs	119.00
A & P Advisory	KWIN-0002	Consultation fees audit and risk	825.00
Hendry Group Pty Ltd	IN020244	Banksia Park development of emergency plans	3,773.00
Woolworths Group Open Pay	TXN217555	Earbuds earphones for Library	87.00
	TXN208253	Items for the Zone	219.89
	TXN207498	Items for the Zone	9.56
	TXN2095094	Refreshments Youth Fest event team meeting	17.08
	TXN213251	Catering for staff farewell	225.75
	TXN217580	Morning tea for staff training session	30.19
StepChange Consultants Pty Ltd	SC0011265	Temp staff week ending 171021	6,462.50
	SC0011263	Temp staff week ending 101021 & 171021	8,580.00
	SC0011264	Temp staff week ending 101021 & 171021	8,756.00
Therian Pty Ltd	1003554	Cat cages for Animal Management Facility	11,175.45
Roslyn Daley	BP#15 Refund	Refund overpayment of monthly maintenance fee	370.00
Construct 360 Pty Ltd	363	Operations Centre upgrade and addition	61,835.40
AK Food Services WA Pty Ltd	0021	Coffee for Educator Day	45.00
Evolve Facility Management Pty Ltd	00000277	Sponsorship for Perth Motorplex	5,500.00
Ricky Robert Burnett	18October21	Reimbursement of Security Licence	235.95
Susan Edith Kearney	October21	Councillor allowance for period 171021 to 311021	1,418.47
	1918409	Refund 2021 nomination bond	80.00
Cecilia Bangcot Morilla	1843784	Bond refund Medina Hall	2,000.00
Lance Nkosinamandla Maplanka	19October21	Cancellation of Wellard Pavilion	159.00
	1849158	Bond refund Wellard Oval	100.00
Peter O'Donnell	20October21	Refund for swimming lessons	108.20
Barry Charles Winmar	October21	Councillor allowance for period 171021 to 311021	1,418.47
	1917898	Refund 2021 nomination bond	80.00
Michael Brown	1918411	Refund 2021 nomination bond	80.00
	October21	Councillor allowance for period 171021 to 311021	1,418.47
South Metropolitan Youth Link	19October21	Kwinana Community Funding program	5,500.00
Yalgorup Building	19October21	Refund of overpaid BSL and CTF	256.12
Aidan Daniel McCartan	21936	Crossover Subsidy Rebate	525.00
Mohit Walia	24552	Crossover Subsidy Rebate	362.50
Benjamin Thomas Gregory	24337	Crossover Subsidy Rebate	550.00
Coby Aaron Dolan	23883	Crossover Subsidy Rebate	375.00
Mason Thomas Gittins	24411	Crossover Subsidy Rebate	406.25
Danielle Jade Ellis	22376	Crossover Subsidy Rebate	512.50
Ethan Rory Howe	24341	Crossover Subsidy Rebate	550.00
Karamveer Singh Marwaha	22783	Crossover Subsidy Rebate	487.50

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Payee	Invoice	Description	Amount
Arthur Thomas Buckingham	4.7	Rates Refund	2,133.92
Bourkes Real Estate	4.7	Rates Refund	395.59
St John Ambulance Australia (WA) In	STKINV00031076	1 x medium first aid kit	113.24
	STKINV00029816	First aid supplies	58.25
	STKINV00030859	First aid kit for City Operations	314.80
Sylvia Ayton Snowden	26October21	Paper guillotine reimbursement	69.55
Telstra	1729530900Oct21	ICT cloud disaster recovery services	371.81
Total Eden Pty Ltd	411602282	Retic parts Depot	19.95
	411620784	Retic parts Depot	231.00
	411664563	Retic parts Depot	1,351.70
Trisley's Hydraulic Services Pty Lt	100203590	Inspect fault on leisure pool at Recquatic	275.00
	100203600	Install cooling fan to 25mtr pool at Recquatic	1,003.20
Trophy Specialists	0018201	Council Chamber name plates for new Councillors	181.50
WA Limestone Co	BY6063/01	Supply 62t road base to City Operations Team	1,518.88
	SW6071/01	Limestone for Beacham Cres	520.98
Water Corporation of Western Austra	9000364614Oct21	1U Sandringham Park drink fountain	2.65
	9000354133Oct21	622U Tucker St Reserve/New Thomas Oval Pavilion	3,187.36
	9000358839Oct21	24U Medina Hall	641.18
	9000358310Oct21	31U Medina Oval	900.57
	9000358337Oct21	2U Boy Scouts Hall	5.29
	9000343688Oct21	2U Little Rascals	294.33
	9000345691Oct21	16U Waste Stream	42.34
	9000343469Oct21	0U 156 Medina Ave	96.34
	9000358855Oct21	33U Senior Citizens	472.31
	9000348470Oct21	530U Depot	1,883.71
	9000354002Oct21	13U BMX Track amenities	130.74
	9000357641Oct21	54U Orelia Oval	1,105.94
	9000356366Oct21	37U Bright Futures	290.60
Wattleup Tractors	9000358329Oct21	0U Girl Guides Hall	2.58
	1278870	3 Sets of blades and bolts for Depot	437.34
Dennis Cleve Wood	ICTALLOW21/22	ICT allowance	291.67
	MEETINGFEES21/22	Meeting fees	2,639.83
Sherilyn Wood	ICTALLOW21/22	ICT allowance	291.67
	MEETINGFEES21/22	Meeting fees	2,639.83
Sandra Elizabeth Lee	1918173	Refund 2021 nomination bond	80.00
	October21	Councillor Allowance for period 011021 to 161021	1,513.03
Cornerstone Legal	18690	Legal matter 005330	5,128.20
Dell Australia Pty Ltd	2410442015	Replacement of faulty display	331.77
Synergy	374011930Oct21	20U Cassia Glades BBQs	148.14
	127609840Oct21	190U Feilman Building top floor	169.93
	546496270Oct21	380U Skottowe Park	225.36
	558638440Oct21	142U Challenger/Bertram entry statement	155.86
	958312220Oct21	467U Djilba view	282.13
	473346610Oct21	700U Wellard Park smart meter	320.34
	151027420Oct21	65U Brandon Mews Reserve	131.60
	963532150Oct21	982U Town Centre Park	401.31
	144348440Oct21	65U Sutherland Pde bore	131.60
	661366430Oct21	1029U Leda Community Hall and bore	451.46
	200144210Oct21	231U Sloan Caretakers Cottage	130.83
	201352990Oct21	253U Newstead Park	253.33
	228715140Oct21	318U Wellard Village/Pimlico Gardens	156.34
	316580380Oct21	423U Medina Oval lighting	234.34
	479742820Oct21	5U Parmelia verge bore	112.20

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Payee	Invoice	Description	Amount
	332324250Oct21	13U Hewison Park BBQ	114.53
	705629830Oct21	63U Bournan Heights Reserve	129.14
	488212530Oct21	387U Chisham Oval	257.17
	618835230Oct21	0U Sloan Caretakers Cottage (old bore)	112.62
	786264020Oct21	426U Bore Sutherland Pde/Chisham Ave	265.89
	809178030Oct21	70U Warner Road sump	131.19
	832505320Oct21	471U Ascot Park	248.44
	821437900Oct21	1215U Lighting near Wellard Village	467.51
	846031050Oct21	2189U Street lights The Strand	752.00
	882174540Oct21	1158U Lighting The Strand	450.86
Prestige Catering & Event Hire	INV-3294	Catering for Safety Expo	1,230.00
	INV-3293	Catering 131021	427.90
	INV-3303	Catering 181021	435.70
ABCO Products	INV751722	Cleaning equipment for various centres	177.74
Bunnings Building Supplies	2163/01027221	Kwinana Adventure Park decking oil and supplies	1,515.11
	2163/01614655	Leda Hall door closer	189.07
	2163/01610570	5L hand sprayer	58.90
	2163/01610438	Door stops for City Operations	72.34
	2163/01611844	Ladder for John Wellard Community Centre	159.89
Neverfail Springwater	INV-000208180	Water for Administration Building	164.45
Modern Teaching Aids Pty Ltd	44511147	Crash mat cover	253.94
Cannon Hygiene Australia Pty Ltd	97169064	Hygiene services 061021 to 051121	1,574.84
Downer EDI Works Pty Ltd	6011872	Bituminous stabilisation services Joiner Place	8,682.61
Ruth Elizabeth Alexander	1918285	Refund 2021 nomination bond	80.00
Peter Edward Feasey	DEPMAYFEE21/22	Deputy Mayoral allowance	1,869.83
	ICTALLOW21/22	ICT allowance	291.67
	MEETINGFEES21/22	Meeting fees	2,639.83
Carol Elizabeth Adams	1918170	Refund 2021 nomination bond	80.00
	ICTALLOW21/22	ICT allowance	291.67
	MAYALLOW21/22	Mayoral allowance	7,479.42
	MEETING21/22	Meeting fees	3,959.67
Challenge Chemicals Australia	110466	Bottle labels for new cleaning product	10.30
Hudson Global Resources (Aust) Pty	AU1216670	Temp staff week ending 171021	1,389.86
	Au1216909	Temp staff week ending 171021	4,765.20
	AU1218086	Temp staff week ending 171021	4,342.18
Troy Benjamin Morley	20October21	Reimbursement for team building event	377.00
PFD Food Services Pty Ltd	KZ974480	Items for Cafe Splash at Recquatic Centre	204.35
BullAnt Security Pty	10213755	Supply keys and locks	66.00
HECS Fire	00078725	Monthly fire detection testing of the Zone	363.00
	00078724	Monthly fire detection testing at the Recquatic	363.00
	00078723	Monthly fire detection testing at John Wellard	434.50
	00078722	Monthly fire detection testing Fiona Harris	434.50
	00078721	Monthly fire detection testing at Darius Wells	434.50
	00078719	Monthly fire detection testing at Administration	363.00
	00076816	Fire indicator panel fault repaired Fiona Harris	1,804.00
KLMedia Pty Ltd	1151412	Requested DVD's for Library	169.59
Hays Specialist Recruitment Pty Ltd	50413251	Temp staff week ending 171021	2,287.63
Eclipse Soils Pty Ltd	KWIN01R044484	General waste tipping Joiner Place	1,617.00
Bladon WA Pty Ltd	BWAI49436	Staff uniforms for events	695.34
The Butcher Shop	INV-D06551	Spray paint cans for Get in the Grove event	249.95
Winc Australia Pty Ltd	9037329301	Stationery items for HR	396.75

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Payee	Invoice	Description	Amount
	9037315052	Stationery for Administration Building	36.61
	9036971505	Stationery for HR	158.99
Advanced Traffic Management (WA) Pt	00150589	Traffic management Tranby Way	2,979.93
	00150580	Traffic management Pudney Place	431.20
	00150761	Traffic management Sicklemore Road	13,004.13
LD Total	115583	Landscape maintenance various locations Sep 21	1,169.72
	115589	Landscape maintenance various locations Sep 21	4,842.96
	115591	Landscape maintenance various locations Sep 21	5,613.27
	115096	August irrigation maintenance works various	3,999.85
	114955	August additional irrigation works various	90.01
	114421	August additional irrigation works various	222.66
	114420	August additional irrigation works various	4,695.57
	114418	August additional irrigation works various	88.77
	114419	August additional irrigation works various	329.09
	114417	August additional irrigation works various	171.46
	115593	Landscape maintenance various locations Sep 21	242.73
	115595	Landscape maintenance various locations Sep 21	2,908.77
	115597	Landscape maintenance various locations Sep 21	1,949.52
	115599	Landscape maintenance various locations Sep 21	685.21
	115585	Landscape maintenance various locations Sep 21	338.28
	115601	Landscape maintenance various locations Sep 21	9,682.59
	115603	Landscape maintenance various locations Sep 21	363.52
Rockingham Skylights	12867	Banksia V49 repair to skylight in bathroom	400.00
T J Depiazzi & Sons	117119	50m3 pine bark mulch delivered to Depot	3,491.40
Complete Office Supplies Pty Ltd	10479813	Stationery for the Zone	98.04
	10478013	Stationery for Recquatic Centre	33.76
Landgate	368908-10001098	GRV chargeable schedule No G2021/19	978.77
	368342-10001098	GRV chargeable schedule No G2021/17	612.13
	368463-10001098	Unimproved values schedule no: U2021/8	134.03
	368435-10001098	GRV chargeable schedule No G2021/18	408.50
Display Me	N0150904	A1 poster holder single sided	780.40
Quell Cleen	00054451	Callistemon U44 emergency call out for flooding	543.00
Centrecare	SI-0000469	EAP individual counselling service	308.00
	SI-0000538	EAP annual registration and management fee	2,062.50
Master Lock Service	00008271	Supply vestibule sets to Kwinana Adventure Park	420.00
	00008260	Replace lever handle on door at Administration	300.00
	00008265	Callistemon U35 replace broken door handle	200.00
	00008256	Supply 10 sets of keys	60.00
	00008253	Supply 10 x padlocks and keys	620.00
	00008268	Callistemon U73 repair lock & V34 duplicate key	189.00
Fire & Emergency Services, Dept of	152778	ESL collections for City of Kwinana properties	84,507.48
Programmed Property Services Pty Lt	SINV615441	BP and Retirement gardening and lawn mowing Oct 21	10,257.86
Kev's Wheelie Kleen	14173	Monthly bin clean for John Wellard Centre 14173	132.00
Forpark Australia Pty Ltd	48742	Equipment for Facilities Department	340.78
Plants & Garden Rentals	00017243	Plant hire Darius Wells Resource Centre Nov 21	198.00
Woolworths Group Limited	102252097	Items for City Operations Team	51.83
	102348020	Supplies for Cafe Splash	71.05
	102383169	Items for Business Breakfast	101.75
	102279281	Items for Business Breakfast and Election Catering	500.36
	103034890	City Operations morning tea supplies	96.33
	4330388	Items for Grandparents morning tea	25.41
	103093663	Items for Cafe Splash at Recquatic Centre	170.43

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Payee	Invoice	Description	Amount
Kim Baden McClennan	26October21	Reimbursement of HR drivers licence	44.05
Elexacom	115526	Darius Wells safety light repair	243.97
	115512	RCD testing at Sloan Cottage and Museum	45.85
	115532	Disconnect and remove GPOs in creche at Recquatic	97.14
	115531	RCD testing at Sloan Reserve Public Toilets	22.92
	115527	RCD testing at Bertram Oval Club Facility	68.77
Green Skills Inc / Ecojobs	P2628	Hire of personnel for Horticultural team to 270821	3,008.76
	P2688	Hire of personnel for Horticultural team to 081021	3,442.23
	P2694	Hire of personnel for Horticultural team to 081021	3,301.99
	P2695	Hire of personnel for Horticultural team to 081021	2,957.77
	P2624	Hire of personnel for Horticultural team to 270821	3,633.47
	P2638	Hire of personnel for Horticultural team to 100921	3,875.70
	P2627	Hire of personnel for Horticultural team to 270821	3,442.23
StrataGreen	139986	Glyphosate apparent 20lts x 5	1,361.25
Gail Catherine Dyke	4.7	Rates Refund	250.00
Heatley Sales Pty Ltd	C1010372	Uniforms for City Operations Team	159.63
AAA Windscreens & Tinting	INV-52807	Windscreen replacement for Holden Trailblazer	499.40
HP Financial Services Pty Ltd	100001351213	Kyocera fleet December 2021	2,216.50
	100001350568	Monthly payment contract Dec 21	588.85
GPS Linemarking	INV-002342	Line marking at Orelia Oval	3,184.50
Morgan James Scarfe	INV-315	Community Art project for Bertram	660.00
Blackwood & Sons Ltd	KW4605BS	Disposable gloves and earplugs	167.27
	KW8750AY	Hardware supplies Depot	427.65
	KW2062BP	Hazard warning tape	10.02
	PE8751AY	Caution tape for City Operations	85.45
	PE9437AY	Assorted hats for uniforms City Operations	391.49
	KW5469BO	Safety boots for City Operations Team	161.38
Mervyn Thomas Kearney	October21	Councillor Allowance for period 011021 to 161021	1,513.03
	1918408	Refund 2021 nomination bond	80.00
Total Tools Rockingham	167603	Storage trays for onboard toolbox	96.00
Kwinana Early Years Services	INV-0350	Celebrating the Philippines events	1,100.00
Envirosweep	90287	Traffic management Sicklemore Road	1,028.50
Jane Elizabeth Harris	20October21	Gift for 30 years anniversary	83.00
Ohura Consulting	INV-0170	EA negotiation support Sep 21	625.63
Kearns Garden Supplies	53Sept21	Hardware for Kwinana Village	29.27
	54Spet21	Hardware for Banksia Park	52.13
Lo-Go Appointments	00424637	Temp staff week ending 161021	1,825.44
	00424595	Temp staff week ending 091021	2,258.14
Natsales Advertising Pty Ltd	00346636	In the Grove bin panels	577.50
Mobile Mouse	13987	Microsoft Excel training course 140921	1,675.00
Matthew James Rowse	1918159	Refund 2021 nomination bond	80.00
	ICTALLOW21/22	ICT allowance	291.67
	MEETINGFEES21/22	Meeting fees	2,639.83
Daytone Printing Pty Ltd	56923	Posters & cards for North Parmelia Primary project	187.00
Metro Filters	00172447	Cafe Splash rangehood clean	187.50
Miracle Recreation Equipment	42871	Replace zipline at Kwinana Adventure Park	990.00
	42870	Replace swing set at Kwinana Adventure Park	1,017.50
Jacob Solomon	1918288	Refund 2021 nomination bond	80.00
Total EFT			-5,112,431.62

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Payment Listing



Payments made between 01/10/2021 and 31/10/2021

Payee	Invoice	Description	Amount
Payroll			
Payroll			645,643.64
Payroll - Interim			20,897.68
Payroll			644,391.26
Payroll - Interim			591.88
Total Payroll			-1,311,524.46
Grand Total			-6,495,422.39

Credit Card Transactions

1/10/2021 to 31/10/2021



Transaction No	Tran Type	Tran Reference	Invoice Date	Actual	Transaction Description
Credit card Functions Officer to 041021				\$1,542.13	
5301394	Invoice	041021A	04/10/2021	\$19.80	Milk for Admin Building
5301394	Invoice	041021A	04/10/2021	\$25.91	Bags and wrapping for Pioneers gifts
5301394	Invoice	041021A	04/10/2021	\$120.90	Games for events
5301394	Invoice	041021A	04/10/2021	\$141.27	Lunch for Leadership Training
5301394	Invoice	041021A	04/10/2021	\$152.73	Lunch for Leadership Training
5301394	Invoice	041021A	04/10/2021	\$181.82	Punch bowls for civic events
5301394	Invoice	041021A	04/10/2021	\$190.40	Catering for EMBS dinner
5301394	Invoice	041021A	04/10/2021	\$570.91	Eskies for civic events
5301394	GST	041021A	04/10/2021	\$138.39	GST
Credit card Executive Assistant to 041021				\$87.95	
5301399	Invoice	041021B	04/10/2021	\$79.95	Wreath for Police Remembrance Day
5301399	GST	041021B	04/10/2021	\$8.00	GST
Credit card Executive Manager Governance and Legal to 041021				\$581.33	
5301408	Invoice	041021C	04/10/2021	\$7.36	Parking for meeting with Development WA
5301408	Invoice	041021C	04/10/2021	\$21.11	Parking for JTSI Trade event
5301408	Invoice	041021C	04/10/2021	\$216.37	SAI Global contract terms and conditions
5301408	Invoice	041021C	04/10/2021	\$283.64	Subscription for The West Australian
5301408	GST	041021C	04/10/2021	\$52.85	GST
Credit card Director City Development and Sustainability to 041021				\$2,823.00	
5301411	Invoice	041021D	04/10/2021	\$136.36	Training event Protection of Service
5301411	Invoice	041021D	04/10/2021	\$750.00	Australian Institute Company Directors membership
5301411	Invoice	041021D	04/10/2021	\$752.73	Survey Monkey subscription renewal
5301411	Invoice	041021D	04/10/2021	\$1,020.00	Building surveying practitioner renewal
5301411	GST	041021D	04/10/2021	\$163.91	GST
Credit card Manager Customer Communications to 041021				\$1,236.99	
5301424	Invoice	041021E	04/10/2021	\$0.69	International transaction fee
5301424	Invoice	041021E	04/10/2021	\$1.18	International transaction fee
5301424	Invoice	041021E	04/10/2021	\$9.65	Facebook advertising

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Credit Card Transactions

1/10/2021 to 31/10/2021



Transaction No	Tran Type	Tran Reference	Invoice Date	Actual	Transaction Description
5301424	Invoice	041021E	04/10/2021	\$22.57	Facebook advertising
5301424	Invoice	041021E	04/10/2021	\$27.62	Lucky Orange web analytics tool
5301424	Invoice	041021E	04/10/2021	\$47.34	Typeform subscription
5301424	Invoice	041021E	04/10/2021	\$50.00	Facebook advertising
5301424	Invoice	041021E	04/10/2021	\$54.78	Facebook advertising
5301424	Invoice	041021E	04/10/2021	\$57.07	Facebook advertising
5301424	Invoice	041021E	04/10/2021	\$63.12	Facebook advertising
5301424	Invoice	041021E	04/10/2021	\$69.29	Facebook advertising
5301424	Invoice	041021E	04/10/2021	\$100.00	Facebook advertising
5301424	Invoice	041021E	04/10/2021	\$150.00	Facebook advertising
5301424	Invoice	041021E	04/10/2021	\$200.99	Facebook advertising
5301424	Invoice	041021E	04/10/2021	\$382.69	Mailchimp marketing software
Credit card Director City Infrastructure to 041021				\$2,532.11	
5301447	Invoice	041021F	04/10/2021	\$55.50	Licence KWN702
5301447	Invoice	041021F	04/10/2021	\$55.50	Licence KWN701
5301447	Invoice	041021F	04/10/2021	\$180.00	Vehicle valuation subscription
5301447	Invoice	041021F	04/10/2021	\$397.40	Vehicle registration KWN650
5301447	Invoice	041021F	04/10/2021	\$452.65	Street lighting submission fee Broughton Way
5301447	Invoice	041021F	04/10/2021	\$1,207.08	Construction drawings for Broughton Way
5301447	GST	041021F	04/10/2021	\$183.98	GST
Credit card Events and Special Projects Officer to 041021				\$635.19	
5301460	Invoice	041021H	04/10/2021	\$12.39	DVDs for movie event
5301460	Invoice	041021H	04/10/2021	\$16.33	DVDs for movie event
5301460	Invoice	041021H	04/10/2021	\$20.20	DVDs for movie event
5301460	Invoice	041021H	04/10/2021	\$34.34	DVDs for movie event
5301460	Invoice	041021H	04/10/2021	\$61.05	Promotional resources RUOK? Day
5301460	Invoice	041021H	04/10/2021	\$68.18	Kwinana Creative Collective Public Art workshop
5301460	Invoice	041021H	04/10/2021	\$128.61	Games for City Safety Expo
5301460	Invoice	041021H	04/10/2021	\$236.35	Software for fitness studio at Recquatic
5301460	GST	041021H	04/10/2021	\$57.74	GST

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Credit Card Transactions

1/10/2021 to 31/10/2021



Transaction No	Tran Type	Tran Reference	Invoice Date	Actual	Transaction Description
Credit card Rates Coordinator to 041021				\$154.80	
5301468	Invoice	041021I	04/10/2021	\$-230.00	LGIS refund for Workcare Forum Manager Governance credit card
5301468	Invoice	041021I	04/10/2021	\$384.80	Magistrates Court application for warrant
Credit card Manager Human Resources to 041021				\$2,555.07	
5301474	Invoice	041021J	04/10/2021	\$80.00	Housing Energy course
5301474	Invoice	041021J	04/10/2021	\$84.50	Hamper for staff member
5301474	Invoice	041021J	04/10/2021	\$84.50	Hamper for staff member
5301474	Invoice	041021J	04/10/2021	\$127.27	Aboriginal Engagement and Reconciliation forum
5301474	Invoice	041021J	04/10/2021	\$127.27	Aboriginal Engagement and Reconciliation forum
5301474	Invoice	041021J	04/10/2021	\$167.88	LinkedIn advertising
5301474	Invoice	041021J	04/10/2021	\$209.55	Workcare Forum
5301474	Invoice	041021J	04/10/2021	\$527.27	Community Development Conference
5301474	Invoice	041021J	04/10/2021	\$914.55	Emergency ambulance for employee
5301474	GST	041021J	04/10/2021	\$232.28	GST
Grand Total:				\$12,148.57	

19 NOTICES OF MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN
Nil

**20 NOTICE OF MOTIONS FOR CONSIDERATION AT THE FOLLOWING MEETING
IF GIVEN DURING THE MEETING**

21 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.

22 REPORTS OF ELECTED MEMBERS

23 ANSWERS TO QUESTIONS WHICH WERE TAKEN ON NOTICE

Nil

24 MAYORAL ANNOUNCEMENTS

25 CONFIDENTIAL ITEMS

Nil

26 CLOSE OF MEETING