

Ordinary Council Meeting

23 August 2023

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.

Presiding Member to announce that the Ordinary Council Meeting is being live streamed and recorded in accordance with the City's Live streaming and Recording Council Meetings policy.

By being present at this meeting, members of the public consent to the City recording and livestreaming their image and/or voice.

2 WELCOME TO COUNTRY AND ACKNOWLEDGEMENT OF COUNTRY

Councillor Barry Winmar to present the Welcome to Country:

"Ngullak nyinniny kooralong koor a 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.

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 koort djoorpiny nidja Noongar boodjar daadjaling waankganinyj Noongar Boodjar.

Hello and welcome my heart is happy as we are gathered on country and meeting 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 Barry Winmar 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:**

Unknown at the time of issuing the agenda.

Leave(s) of Absence (previously approved):

Nil

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 9 AUGUST 2023****RECOMMENDATION**

That the Minutes of the Ordinary Council Meeting held on 9 August 2023 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**12.1 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW 2022/2023 AND SETTING OF 2023/2024 KEY PERFORMANCE INDICATORS AND RENUMERATION****Reason for Confidentiality**

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

- (a) a matter affecting an employee or employees
- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting

13 ENBLOC REPORTS

14 REPORTS – COMMUNITY

14.1 POLICY REVIEWS - COMMUNITY FUNDING AND CIVIC, SOCIAL, BUSINESS FUNCTIONS AND RECOGNITION

SUMMARY

The existing Council Policies, 'Community Funding' and 'Civic, Social and Business Functions and Recognition' are due for review.

The revised policies reflect minor changes in the City's priorities and procedures in recent years, including, changes to the Community Awards Program (recognition) and Community Funding Categories.

OFFICER RECOMMENDATION

That Council:

- 1. Adopt the reviewed Community Funding Policy as per Attachment A.**
- 2. Adopt the reviewed Civic, Social, Business Functions and Recognition Policy as per Attachment B**

VOTING REQUIREMENT

Simple majority

DISCUSSION

Community Funding Policy

The Community Funding Policy has been updated to reflect the current grants, funding, and sponsorship that the City has available for distribution to the community in the coming year(s).

The key changes include the removal of the following expired grants:

Seniors Security Subsidy Scheme

Given the recent reinstatement of the State Government Grant for Seniors to install security items to their home, the City no longer offers this subsidy.

Neighbour Day Events Fund

Whilst the City will still promote Neighbour Day and its benefits and values, along with encouraging and supporting community groups to run events. Applications will now be funnelled through the Event Funding Grant to streamline administration process' and officers time across the two funding programs.

The Greening Fund

This funding was supplied by a State Government program and administered by the City. This external funding has now been exhausted and is no longer available for distribution.

Murdoch University Scholarship

The MOU with Murdoch University expired at the end of 2022 and the allocation of funding for one-off scholarships per year was removed from the budget. It was identified that the scholarship did not meet broad outcomes identified in the Strategic Community Plan and Social Strategy.

Financial Assistance via Loan Funds

The City is currently developing a specific policy on self-supporting loans which will provide greater direction in providing self-supporting loans for community groups, which will supersede the Loan Funds Grant in the current policy.

With the addition of the below new grants:

One-off Subsidies and Rebates

This will allow for the City to be adaptive in addressing changing community needs and priorities. These subsidies may address areas such as community safety, e.g., CCTV Rebates, or sustainability, e.g., re-usable nappies or home composting equipment. These grants will be available for a limited period of time, be accessible to Kwinana Residents and will have a lower funding amount (generally under \$1,000).

Ongoing Donations

This is a formalisation of the City's commitment to supporting local Kwinana Schools with a cash donation for the purpose of graduation book prizes each year.

The below minor changes have also been included in the Policy.

Event Funding

A minor name change from 'Community Event Funding', as applicants have provided feedback that having two grants named 'Community Event Funding' and 'Kwinana Community Funding' is confusing.

Street Meet Grant

A name change from 'Neighbour Day Everyday Grant' as feedback was received that people didn't know what this meant or was to be used for.

Ongoing Fee Waivers

The following fee waivers have been included in the Policy:

- Inclusion of Town Teams as eligible for monthly hire for meetings, in line with Progress Associations and Residents Groups.
- Inclusion of 2 fee waivers per year for Kwinana based Aboriginal Community Groups to host cultural or community celebrations in City owned parks or ovals.
- Waiving of the Ken Jackman Hall (or similar space) each year for the opening ceremony of NAIDOC Week celebrations.

Civic, Social, Business Functions and Recognition Policy

The Civic, Social, Business Functions and Recognition Policy has been updated to reflect the following changes.

Community Awards

Updated to reflect the suggested changes to the programming arising from the comprehensive community engagement project undertaken, and findings presented to Councillors in August 2022 with inclusion of the Youth Awards (LYRiK) into the policy.

The revised Policy has removed the following functions:

Mayoral Stakeholder Function

This function has not been hosted by the City since 2014 due to budget implications and should be removed from the policy. The City will continue to host an annual stakeholder sundowner.

New Teacher Afternoon Tea

This function has seen declining interest from schools/new teachers over the years and, initially due to COVID impacts, has not been hosted since 2019. City staff are currently planning to facilitate a School Principals Network to understand local school needs and partner on early years and youth initiatives.

Staff Christmas Function

As per the definition of a function, invitations should be extended to persons other than Elected Members and Employees, meaning this function sits outside of this policy.

Volunteers Function

National Volunteers Day is no longer celebrated through a 'Civic Function'. City staff will hold a Volunteer Function during Volunteer Week.

Volunteer Bush Fire Brigades Awards Dinner

Due to changing aspirations of the individual brigades, and changing legislations, the City no longer hosts this function.

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

The recommendations in this report, if adopted, will result in an update to the 'Community Funding Policy' and 'Civic, Social, Business Functions and Recognition Policy'.

FINANCIAL/BUDGET IMPLICATIONS

All changes noted in the two above policies can be accommodated within existing approved budgets for those portfolio areas.

ASSET MANAGEMENT IMPLICATIONS

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

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

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

COMMUNITY ENGAGEMENT

Community Engagement will be undertaken to determine the most appropriate members of the community to act as representatives on the Awards Selection Panel.

ATTACHMENTS

- A. DRAFT - Community Funding Policy - 2023**
- B. DRAFT - Policy - Civic, Social, Business Functions and Recognition - 2023**
- C. D20/45003 - Policy - Community Funding - Track Changes**
- D. Policy - Civic, Social, Business Functions and Recognition - 2019 - Track Changes**



Council Policy

Community Funding



Council Policy	
Legal Authority	Local Government Act 1995 Sections 2.7, 6.7(2), 6.8 & 6.11(1)
Department	City Engagement

1. **Title**
Community Funding Policy
2. **Purpose**
To provide an equitable framework for the allocating of funds to support the Kwinana community in achieving the aspirations of the Strategic Community Plan.
3. **Scope**
The City has a number of funding opportunities available to assist and encourage the provision of services and achievement of goals, including:
 1. Grants and subsidies
 2. Provision of cash and in-kind donations
 3. Waiving of fees for use of community facilities
 4. Educational scholarships
 5. Sponsorship

4. **Definitions**

Criteria	The conditions applicants will need to meet to be eligible to apply for a grant/funding.
Donation	A contribution towards a pre-determined cause or expense – usually in the form of cash, deposited into a nominated account, unless otherwise specified.
Event	A larger activity that occurs on a single day or weekend, usually only once or twice a year. Usually with over 150 attendees e.g. the Alcoa Children’s Festival
Fund	A pool of money to be distributed to approved applicants for a specific purpose that will benefit the Kwinana community.
Grant	The amount of money and the associated conditions on how it should be used, that is made to a group or organisation.
In-kind	A donation made in the form of physical objects or services (e.g. an entry pass to the swimming pool; volunteer hours).
Matrix	A range of criteria and the value assigned to each criterion used to guide the assessment of an application.
Program	An activity that is smaller than an event and usually held over a number of shorter sessions e.g. a grandparents group that is held once a week for 10 weeks.
Scholarship	A donation made to an individual student to assist with their education goals.
Selection panel	The group of appropriately skilled, experienced or qualified people chosen to make assessments and decisions regarding presented applications.
Sponsorship	A program or event where the City agrees to partner with the

	applicant, taking on a larger role than just providing a cash payment.
Waiver	An exemption from paying the required fees and/or charges (or part thereof).

5. Funding Programs

5.1. Grants and Subsidies

5.1.1. Kwinana Community Fund

The City has entered into a Memorandum of Understanding with the Kwinana Community Chest for the collective distribution of the annual community funding allocation.

Purpose - to assist local community groups and organisations to enhance community life and strengthen community connections through the provision of a financial grant to projects that meet the City’s objectives of facilitating community development.

- a) To encourage local community organisations to engage in capacity building and community engagement projects and programs, maximising the potential for collaboration between multiple groups.
- b) To provide local groups and organisations access to a local funding source for the acquisition or replacement of minor equipment.

Assessment

A selection panel comprised of two representatives from each organisation has been formed to assess applications made to the Kwinana Community Funding Program. Two Elected Members will represent the City of Kwinana on this assessment panel.

5.1.2. Minor Capital Works

Purpose – to encourage local community organisations using City owned or managed facilities, or facilities where an agreement is in place between the City and another public entity (such as the Department of Education) for the joint use of the facilities, to maintain the facility to service levels sufficient to meet community need.

Assessment

A selection panel comprised of two Elected Members and two City Officers from the City Life Directorate will assess applications against the stated criteria.

5.1.3. Achievement Grant

Purpose - to assist local Kwinana residents who have been selected to represent Western Australia or Australia at an elite level of competition with the costs of attending a regional, national or international sporting, academic or arts/cultural competition or event.

Definitions:

An *international* event is any competition or event that occurs outside of Australian borders.

A *national* event is any competition or event that occurs outside of the Western Australian border.

A *regional* event is any competition or event that occurs within Western Australia (outside the Perth metropolitan area).

Assessment

The Chief Executive Officer or their delegate will assess applications against the stated criteria.

5.1.4. Waste Collection and Disposal Assistance Scheme

Purpose – to assist Kwinana-based community groups with waste and recycling collection and disposal costs.

Any organisation staging a free community event in Kwinana may apply for 240-litre general waste bins and 360-litre recycling bins, including collection services, for their event, free of charge. One application up to a maximum of 20 general waste bins and 20 recycling bins can be made per financial year.

Assessment

The Chief Executive Officer or their delegate will assess applications against the stated criteria.

5.1.5. Planning, Building, Health, Waste and Food Fees Reimbursement Scheme - Community Organisations

Purpose - to reimburse a percentage of the planning, building, health, waste and food fees paid by local community groups and organisations on development of new facilities (including extensions and alterations to existing facilities) within the City of Kwinana.

The amount to be reimbursed per application is to be 50% of the fees paid, to a maximum of \$1,000.

Assessment

The Chief Executive Officer or their delegate will assess applications against the stated criteria.

5.1.6. Event Funding

Purpose – to assist community groups to enhance community life, create more connected communities, and strengthen community identity through the provision of financial grants for the hosting of local, place-based community events in Kwinana.

Assessment

A selection panel comprised of two Elected Members and two City Officers from the City Life Directorate will assess applications against the stated criteria.

5.1.7. Street Meet Grants

Purpose - to encourage community connection between neighbours. The grant provides the community with the opportunity to build stronger social networks on their streets and encourage more on-street social activity.

Assessment

A selection panel comprised of two City Officers from the City Life Directorate will assess applications against the stated criteria. The Chief Executive Officer or their delegate will approve applications.

5.1.8. Placemaking Grant (Community Projects)

Purpose - to facilitate innovative community-led projects that develop and strengthen community identity and nurture a sense of belonging by creating great public spaces. These small incentive grants provide the community with the opportunity to lead the change they want to see in their neighbourhood.

Assessment

A selection panel comprised of two City Officers from the City Life Directorate will assess applications against the stated criteria. The Chief Executive Officer or their delegate will approve the applications.

5.1.9. One-off Subsidies and Rebates

Purpose – on occasion, opportunities to provide one-off rebates or subsidies to residents may arise. These subsidies or rebates may arise as an opportunity to help meet outcomes identified in the Strategic Community Plan or to address urgent needs in our community in response to a specific situation. Some examples may include.

- Rebates or subsidies for the purchase of specific items identified to improve the City's sustainability and waste management goals. E.g., reusable nappies, home composting equipment.
- Rebates or subsidies to address perceptions of community safety and security, or to aid the Western Australian Police in specific priority areas. E.g., CCTV cameras, security lights.
- Other priority areas as identified.

Subsidy or Rebate Grant programs are to be approved by the Chief Executive Officer based on available budget, outcomes and community needs/benefits and are to be administered through the City's Grant Management Portal.

Assessment

The Chief Executive Officer or their delegate will assess applications against the stated criteria.

5.2. City of Kwinana Donations Program

Purpose - to provide for generic, discretionary and small donations to be made to any cause which merits the involvement of the City and which will be of direct or indirect benefit to the City, in instances where other grants are not suitable or available.

The City of Kwinana Donations Program is divided into two principal areas:

- Cash donations; and

- Non-cash donations of in-kind goods and services.

5.2.1. Cash Donations

Requests will be considered for 'one off' donations to local individuals and organisations, or to other community groups and services that provide support to local residents.

Generally, the maximum amount per cash donation will be \$500, however, applications for higher amounts will be considered on their merit.

Assessment

The Chief Executive Officer or their delegate will assess applications up to \$500 against the stated criteria.

A selection panel comprised of one Elected Member and the Director City Life will assess requests for donations between \$500 and \$2,500 against the stated criteria.

All cash donations above \$2,500 must be approved by Council.

5.2.2. Ongoing Donations

The following organisations are to be provided with an annual cash donation as detailed below:

- Kwinana Schools – Grants of \$100 per year will be available for each school within the City of Kwinana, for the purpose of sponsoring one \$50 Mayor's book prize and one \$50 Arts Award book prize for the end of year school graduation. The Arts Award is to be presented as "Sponsored by Koorliny Arts Centre". The application must be made through the relevant school's administration. K-12 schools may apply for two (2) x \$100 grants to be able to present these awards at both Junior (primary school / year 6) and Senior (high school / year 12) graduations.

5.2.3. Non-cash donations

Purpose – the City may make non-cash donations of goods and services up to the value of \$500, to be used as prizes by local organisations in fundraising efforts.

Assessment

The Chief Executive Officer or their delegate will assess applications against the stated criteria.

5.2.4. Emergency Relief Reserve Fund

Council by resolution may consider making a donation to disaster relief appeals upon being given approval by the Ministerial body at the time. Such donations are to be drawn from the Emergency Relief Reserve Fund.

5.3. Waiving of fees for City managed facilities

Purpose – to support and encourage community groups and organisations to provide a range of activities across a broad spectrum of interest areas, for the benefit of the community.

5.3.1. One off waiver

Requests for a fee reduction or full fee waiver of hire fees will be assessed taking into consideration the group's / organisation's capacity to self-fund, the benefit to the community and past hire history of the group or organisation.

Assessment

The Director City Life will assess and approve applications for fee waivers up to \$1,000 against the stated criteria.

The Chief Executive Officer will assess and approve applications for fee waivers above \$1,000 and up to \$2,500 against the stated criteria.

All fee waiver requests above \$2,500 must be approved by Council.

5.3.2. Ongoing fee waiver

The following organisations are to be provided with an annual hire fee waiver as detailed below:

- Kwinana Schools – Granting of a waiver of hire fees on one occasion per year for every school within the City of Kwinana, for the purpose of one school organised event per year. The booking may be made through the relevant school or its P & F Association.
- Progress Associations / Residents Groups / Town Teams – Granting of a waiver of hire fees for Progress Associations / Residents Groups / Town Teams based in the City of Kwinana for three hours per month for the purpose of conducting monthly meetings of residents.
- Kwinana based, Aboriginal Community Groups – Granting of two (2) waiver of hire fees per year for cultural/community events and celebrations on City owned outdoor spaces.
- Granting of a waiver of hire fees on one occasion per year, for hire of the Medina Hall and complex, to conduct an ANZAC Day function.
- Granting of a waiver of hire fees on one occasion per year, for hire of the Darius Wells Ken Jackman Hall or similar venue, to conduct the official NAIDOC ceremony/celebration.

Assessment

The Director City Life will assess and approve applications for fee waivers up to \$1,000 against the stated criteria.

The Chief Executive Officer will assess and approve applications for fee waivers above \$1,000 up to \$2,500 against the stated criteria.

All fee waiver requests above \$2,500 must be approved by Council.

5.3.3. Other Waiver

In order to support the establishment of a new community group, or to support vulnerable communities without the financial resources, or a new community or sporting activity for which demand is untested.

Assessment

The Director of City Life will assess and approve applications for fee waivers up to \$1,000 against the stated criteria.

The Chief Executive Officer will assess and approve applications for fee waivers above \$1,000 up to \$2,500 against the stated criteria.

All fee waiver requests above \$2,500 must be approved by Council.

5.4. Educational Scholarships

Purpose - to recognise educational achievement and encourage attainment of job readiness and career planning, with the long-term goal being to raise the educational standard of residents and assist local people to compete effectively in the employment market.

5.4.1. City Educational Scholarships

The City provides scholarships to promote educational development and skill enhancement amongst local young people under the LYRiK branding.

Scholarships will be allocated in consultation with relevant secondary and/or tertiary education providers currently located within or servicing the City of Kwinana.

Scholarships will recognise vocational subjects as well as academic progression as a means of job readiness and career planning.

Assessment

A selection panel comprised of a minimum of one Elected Member, two City Officers and two or more external stakeholders (usually LYRiK Sponsors) will assess applications against the stated criteria and make a recommendation of approved applicants. The Chief Executive Officer or their delegate will approve applications.

5.5. Sponsorship

Purpose – to enter into sponsorship arrangements with organisations or individuals to support new or existing programs, services, facilities or events that contribute to the quality of life of residents of the City of Kwinana. Sponsorship arrangements will only be considered when there is an alignment with the objectives outlined in the City of Kwinana's Strategic Community Plan and the benefits to residents of the City are clearly demonstrable.

All sponsorship proposals should generally fall into one of the following categories:

- Business, industry or economic.
- Cultural, social or the arts.
- Sporting or healthy lifestyle orientated; or
- Environmental.

Assessment

Sponsorship proposals less than a total value of \$10,000 (including cash and in-kind contributions) will be considered by a panel comprised of two Elected Members and two City Officers (relevant to the sponsorship proposal) of the City of Kwinana.

Sponsorship proposals in excess of a total value of \$10,000 (including cash and in-kind contributions) will be considered by Council.

6. References

Date of adoption and resolution No.	16/12/2015 #084
Review dates and resolution No.	13/09/2017 #587 14/03/2018 #116 23/09/2020 #250
Next review due date	August 2025
Related documents	<p>Acts/Regulations Local Government Act 1995 Sections 2.7, 6.7(2), 6.8 & 6.11(1)</p> <p>Plans/Strategies/Policies/Processes</p> <ul style="list-style-type: none"> • Community Funding Guidelines. • Sponsorship, Contributions and Donations Guidelines.

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



Council Policy

Civic, Social, Business Functions and Recognition



Council Policy	
Legal Authority	Local Government Act Section 2.7 – The Role of Council
Department	Community Engagement

1. Title
Civic, Social, Business and Recognition

2. Purpose

The purpose of this Policy is to:

- a) recognise the services rendered by local organisations, volunteers, Elected Members, former elected members, Members of Parliament, and employees to the general wellbeing of the Kwinana Community; and
- b) build positive relationships with the key stakeholders who may assist the City realise its Vision.

3. Scope

This Policy is applicable to local organisations, volunteers, Elected Members, former elected members, Members of Parliament, and employees.

4. Definitions

Function means an organised event where invitations are provided to persons other than Elected Members and employees and where catering may or may not be provided and administered by the City.

Selection Panel: The group of appropriately skilled, experienced or qualified people chosen to make assessments and decisions regarding presented applications.

5. Policy statement

5.1 Recognised Functions

The discretion to approve any of the types of functions listed below should take into consideration the following points:

- the relevant budget.
- venue availability.
- use of City Logo must be in accordance Council's Policy - Use of City of Kwinana Corporate Logo; and
- staffing requirements and availability.

The relevant City Departments are responsible for the organisation of the functions listed below, together with any other special functions called by the Mayor and/or Council for specific purposes. The list of invitees to all functions is to be approved by the Mayor.

(document # policy)

5.1.1 Civic Recognition Function:

Purpose: That the Mayor is authorised to hold a function at a suitable venue for Elected Members, Freeman, retiring elected members, Chief Executive Officer, Directors, special guests, the Mayors/Presidents and Chief Executive Officers of the City's adjoining local governments and their respective partners at a time and date determined by the Mayor after each local government ordinary election is held.

5.1.2 Stakeholder Thank You Event

Purpose: That the Mayor, Elected Members, Chief Executive Officer, Directors, relevant program managers, Freeman, past Mayors, both State and Federal Members of Parliament, current Citizen of the Year, and the partners thereof, plus two representatives from local volunteer-based organisations, be invited to a function to be held in a suitable venue in each year.

5.1.3 Biennial Pioneers Lunch:

Purpose: That the Mayor, Elected Members, Chief Executive Officer, appropriate Directors, relevant program managers, Freeman, current Citizen of the Year, current Senior Citizen of the year, plus long term residents and their partners who have lived in Kwinana for more than 50 continuous years and have registered on the Pioneers register, be invited to a function to be held in a suitable venue every second year.

5.1.4 Emergency Services Stakeholder Event

Purpose: That the Mayor, Elected Members, Chief Executive Officer, appropriate Directors, relevant program managers, representatives from Department of Fire and Emergency Services (DFES), Freeman, current Citizen of the Year, and the partners thereof, plus local emergency services volunteers and their partners be invited to a function to be held in a suitable venue each year.

5.1.5 Local Business Functions

Purpose: That the Mayor, Elected Members, Chief Executive Officer, relevant program managers and local business owners be invited to a range of business networking functions though out the year.

5.2 Requests for Other Functions

In addition to the functions stated above, other functions in relation to the following purposes may be approved by the Chief Executive Officer:

- Reciprocal hospitality for regular meetings where an Elected Member or City Officer is the City's representative on an established working group or alliance.
- City established committee, working group or action group related to or part of the business plan of a City Service Team.
- City led facilitation of cross agency or multiple stakeholder collaboration to address social, environmental or economic

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issues.

- Important stakeholders who by virtue of their level of influence, interaction or funding could make a contribution to the social, environmental and economic objectives of the City's Strategic Community Plan.
- Other requests that will raise the profile, reputation or standing of the City and/or make a contribution to the social, environmental and economic objectives of the City's Strategic Community Plan.

5.3 Recognition

5.3.1 Kwinana Community Awards

Purpose: To recognise and celebrate the achievements of outstanding Kwinana residents, The Kwinana Community Awards will be run annually.

The five (5) award categories will be;

- Senior of the Year,
- Young Person of the Year,
- Aboriginal Person of the Year,
- Kwinana Group of the Year; and
- Kwinana Person of the Year.

These awards will be presented in a ceremony or celebration at the winner's club/organisation with an allowance of \$1000 for the event (e.g. catering or entertainment) for each category winner. Each category winner will also receive a \$250 gift voucher, a trophy and framed certificate, together with a \$600 grant for their club/organisation for capacity building or small equipment purchases.

The Community Awards Selection Panel will select the winners of each category. The panel will comprise of at least; one Kwinana Senior, one Senior Kwinana Aboriginal Person, one Kwinana Youth Advisory Council Member, one previous Kwinana Community Awards winner, one Elected Member and one City Officer.

5.3.2 Youth Awards

Purpose: To recognise and celebrate the achievements of Kwinana young people aged 10 – 24 years.

A young person or group of young people can be nominated for variety of LyriK Award categories that may look to recognise excellence in areas like.

- Achievement in Carer or Education Progression,
- Community Inspiration or Leadership

Awards will be presented in two age groups, 10 – 17 years and 18 – 24 years. Every Award winner will receive a cash prize of up to \$250 and an invitation to attend a Leadership Day.

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A selection panel comprised of a minimum of one Elected Member, two City Officers and two or more external stakeholders (usually LYRiK Sponsors) will assess applications against the stated criteria and make a recommendation of approved applicants. The Chief Executive Officer or their delegate will approve applications.

5.3.3 Elected Member Recognition

Purpose: That Elected Members can request the Chief Executive Officer to acknowledge a local organisation, volunteer, former elected members and Members of Parliament for their efforts in serving Kwinana with a gift of a value less than \$100.00. The gift recipient must have served at least four (4) years promoting the wellbeing of the Kwinana community.

Note: Current Elected Members and City Officers are excluded from receiving a gift for recognition.

6. References

Date of adoption and resolution No.	28/06/1989 #097
Review dates and resolution No.	10/10/2007 #862 28/04/2010 #105 11/07/2012 #163 11/03/2015 #410 24/08/2016 #306 23/11/2016 #383 24/07/2019 #504
Next review due date	1/10/2025
Related documents	Acts/Regulations Local Government Act 1995 Plans/Strategies/Policies/Processes Strategic Community Plan

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

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Council Policy

Community Funding



Council Policy	
Legal Authority	Local Government Act 1995 Sections 2.7, 6.7(2), 6.8 & 6.11(1)
Department	City Engagement

1. **Title**
Community Funding Policy
2. **Purpose**
To provide an equitable framework for the allocating of funds to support the Kwinana community in achieving the aspirations of the Strategic Community Plan.
3. **Scope**
The City has a number of funding opportunities available to assist and encourage the provision of services and achievement of goals, including:
 1. Grants and subsidies
 2. Provision of cash and in-kind donations
 3. Waiving of fees for use of community facilities
 4. Educational scholarships
 5. Sponsorship
 6. **Loan Funding**

4. **Definitions**

Criteria	The conditions applicants will need to meet to be eligible to apply for a grant/funding.
Donation	A contribution towards a pre-determined cause or expense – usually in the form of cash, deposited into a nominated account, unless otherwise specified.
Event	A larger activity that occurs on a single day or weekend, usually only once or twice a year. Usually with over 150 attendees e.g. the Alcoa Children’s Festival
Fund	A pool of money to be distributed to approved applicants for a specific purpose that will benefit the Kwinana community.
Grant	The amount of money and the associated conditions on how it should be used, that is made to a group or organisation.
In-kind	A donation made in the form of physical objects or services (e.g. an entry pass to the swimming pool; volunteer hours).
Matrix	A range of criteria and the value assigned to each criterion used to guide the assessment of an application.
Program	An activity that is smaller than an event and usually held over a number of shorter sessions e.g. a grandparents group that is held once a week for 10 weeks.
Scholarship	A donation made to an individual student to assist with their education goals.
Selection panel	The group of appropriately skilled, experienced or qualified people chosen to make assessments and decisions regarding

	presented applications.
Sponsorship	A program or event where the City agrees to partner with the applicant, taking on a larger role than just providing a cash payment.
Waiver	An exemption from paying the required fees and/or charges (or part thereof).

5. Funding Programs

5.1. Grants and Subsidies

5.1.1. Kwinana Community Fund

The City has entered into a Memorandum of Understanding with the Kwinana Community Chest for the collective distribution of the annual community funding allocation.

Purpose - to assist local community groups and organisations to enhance community life and strengthen community connections through the provision of a financial grant to projects that meet the City's objectives of facilitating community development.

- a) To encourage local community organisations to engage in capacity building and community engagement projects and programs, maximising the potential for collaboration between multiple groups.
- b) To provide local groups and organisations access to a local funding source for the acquisition or replacement of minor equipment.

Assessment

A selection panel comprised of two representatives from each organisation has been formed to assess applications made to the Kwinana Community Funding Program. Two Elected Members will represent the City of Kwinana on this assessment panel.

5.1.2. Minor Capital Works

Purpose – to encourage local community organisations using City owned or managed facilities, or facilities where an agreement is in place between the City and another public entity (such as the Department of Education) for the joint use of the facilities, to maintain the facility to service levels sufficient to meet community need.

Assessment

A selection panel comprised of two Elected Members and two City Officers from the City [Engagement Life](#) Directorate will assess applications against the stated criteria.

5.1.3. ~~Seniors Security Subsidy Scheme~~

~~Purpose – to assist City of Kwinana Seniors to improve the level of security within their home by subsidising the purchase of home security devices.~~

~~**Assessment**~~

~~The Chief Executive Officer or their delegate will assess applications against the stated criteria.~~

5.1.4.5.1.3. Achievement Grant

Purpose - to assist local Kwinana residents who have been selected to represent Western Australia or Australia at an elite level of competition with the costs of attending a regional, national or international sporting, academic or arts/cultural competition or event.

Definitions:

An *international* event is any competition or event that occurs outside of Australian borders.

A *national* event is any competition or event that occurs outside of the Western Australian border.

A *regional* event is any competition or event that occurs within Western Australia (outside the Perth metropolitan area).

Assessment

The Chief Executive Officer or their delegate will assess applications against the stated criteria.

5.1.5.1.4. Waste Collection and Disposal Assistance Scheme

Purpose – to assist Kwinana-based community groups with waste and recycling collection and disposal costs.

Any organisation staging a free community event in Kwinana may apply for 240-litre general waste bins and 360-litre recycling bins, including collection services, for their event, free of charge. One application up to a maximum of 20 general waste bins and 20 recycling bins can be made per financial year.

Assessment

The Chief Executive Officer or their delegate will assess applications against the stated criteria.

5.1.6.5.1.5. Planning, Building, Health, Waste and Food Fees Reimbursement Scheme - Community Organisations

Purpose - to reimburse a percentage of the planning, building, health, waste and food fees paid by local community groups and organisations on development of new facilities (including extensions and alterations to existing facilities) within the City of Kwinana.

The amount to be reimbursed per application is to be 50% of the fees paid, to a maximum of \$1,000.

Assessment

The Chief Executive Officer or their delegate will assess applications against the stated criteria.

5.1.7.5.1.6. Community Events Funding

Purpose – to assist community groups to enhance community life, create more connected communities, and strengthen community identity through the provision of financial grants for the hosting of local, Place-based community events in Kwinana.

Assessment

A selection panel comprised of two Elected Members and two City Officers from the City Engagement-Life Directorate will assess applications against the stated criteria.

5.1.8. Neighbour Day Events Fund

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~~Purpose – to encourage and support community members to organise and host activities in their streets and local parks to celebrate Neighbour Day in keeping with the annual (March) Neighbour Day Campaign theme. The principal aim of Neighbour Day is to build stronger relationships with the people who live around us, especially the vulnerable and elderly.~~

Assessment

~~A selection panel comprised of two Elected Members and two City Officers from the City Engagement Directorate will assess applications against the stated criteria.~~

5.1.9.5.1.7. Neighbour Day Everyday Street Meet Grants

Purpose - to encourage community connection between neighbours. The grant provides the community with the opportunity to build stronger social networks on their streets and encourage more on-street social activity.

Assessment

A selection panel comprised of two City Officers from the City Engagement-Life Directorate will assess applications against the stated criteria. The Chief Executive Officer or their delegate will approve applications.

5.1.10.5.1.8. Placemaking Grant (Community Projects)

Purpose - to facilitate innovative community-led projects that develop and strengthen community identity and nurture a sense of belonging by creating great public spaces. These small incentive grants provide the community with the opportunity to lead the change they want to see in their neighbourhood.

Assessment

A selection panel comprised of two City Officers from the City Engagement-Life Directorate will assess applications against the stated criteria. The Chief Executive Officer or their delegate will approve applications.

5.1.9. One-off Subsidies and Rebates

Purpose – on occasion, opportunities to provide one-off rebates or subsidies to residents may arise. These subsidies or rebates may arise as an opportunity to help meet outcomes identified in the Strategic Community Plan or to address urgent needs in our community in response to a specific situation. Some examples may include:

- Rebates or subsidies for the purchase of specific items identified to improve the City’s sustainability and waste management goals. E.g. reusable nappies, home composting equipment.
- Rebates or subsidies to address perceptions of community safety and security, or to aid the Western Australian Police in specific priority areas. E.g. CCTV cameras, security lights.
- Other priority areas as identified.

Subsidy or Rebate Grant programs are to be approved by the Chief Executive Officer based on available budget, outcomes and community needs/benefits and are to be administered through the City’s Grant Management Portal.

Assessment

The Chief Executive Officer or their delegate will assess applications against the stated criteria.

5.1.11. The Greening Fund

Purpose – the Greening Fund has been provided by the State Government to give community groups access to funding to plant trees native to the Perth metropolitan area or undertake other projects aimed at preserving or rehabilitating natural bushland.

Assessment

A selection panel comprised of two Elected Members, the Director City Development and Sustainability, and the Manager Environment and Health Services will assess applications against the stated criteria.

5.2. City of Kwinana Donations Program

Purpose - to provide for generic, discretionary and small donations to be made to any cause which merits the involvement of the City and which will be of direct or indirect benefit to the City, in instances where other grants are not suitable or available.

The City of Kwinana Donations Program is divided into two principal areas:

- Cash donations; and
- Non-cash donations of in-kind goods and services.

5.2.1. Cash Donations

Requests will be considered for ‘one off’ donations to local individuals and organisations, or to other community groups and services that provide support to local residents.

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Generally, the maximum amount per cash donation will be \$500, however, applications for higher amounts will be considered on their merit.

Assessment

The Chief Executive Officer or their delegate will assess applications up to \$500 against the stated criteria.

A selection panel comprised of one Elected Member and the Director City Engagement Life will assess requests for donations up to between \$500 and \$2,500 against the stated criteria.

All cash donations above \$2,500 must be approved by Council.

5.2.2. Ongoing Donations

The following organisations are to be provided with an annual cash donation as detailed below:

- Kwinana Schools – Grants of \$100 per year will be available for each school within the City of Kwinana, for the purpose of sponsoring one \$50 Mayor’s book prize and one \$50 Arts Award book prize for the end of year school graduation. The Arts Award is to be presented as “Sponsored by Koorliny Arts Centre”. The application must be made through the relevant school’s administration. K-12 schools may apply for two (2) x \$100 grants to be able to present these awards at both Junior (primary school / year 6) and Senior (high school / year 12) graduations.

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5.2.2.5.2.3. Non-cash donations

Purpose – the City may make non-cash donations of goods and services up to the value of \$500, to be used as prizes by local organisations in fundraising efforts.

Assessment

The Chief Executive Officer or their delegate will assess applications against the stated criteria.

5.2.3.5.2.4. Emergency Relief Reserve Fund

Council by resolution may consider making a donation to disaster relief appeals upon being given approval by the Ministerial body at the time. Such donations are to be drawn from the Emergency Relief Reserve Fund.

5.3. Waiving of fees for City managed facilities

Purpose – to support and encourage community groups and organisations to provide a range of activities across a broad spectrum of interest areas, for the benefit of the community.

5.3.1. One off waiver

Requests for a fee reduction or full fee waiver of hire fees will be assessed ~~on a scale-MATRIX model~~ taking into consideration the group's / organisation's capacity to self-fund, the benefit to the community and past hire history of the group or organisation.

~~Where a community group or organisation is funded under the Community Events Fund to host a local community event, consideration will be given to waiving hire fees if the event is to be hosted in a City managed facility.~~

Assessment

The Director City ~~Engagement-Life~~ will assess and approve applications for fee waivers up to \$1,000 against the stated criteria.

The Chief Executive Officer will assess and approve applications for fee waivers above \$1,000 and up to \$2,500 against the stated criteria.

All fee waiver requests above \$2,500 must be approved by Council.

5.3.2. Ongoing fee waiver

The following organisations are to be provided with an annual hire fee waiver as detailed below:

- Kwinana Schools – Granting of a waiver of hire fees on one occasion per year for every school within the City of Kwinana, for the purpose of one school organised event per year. The booking may be made through the relevant school or its P & F Association.
- ~~Progress Associations / Residents Groups / Town Teams~~ – Granting of a waiver of hire fees for Progress Associations / Residents Groups / Town Teams based in the City of Kwinana for three hours per month for the purpose of conducting monthly meetings of residents.
- Kwinana based, Aboriginal Community Groups – Granting of two (2) waiver of hire fees per year for cultural/community events and celebrations on City owned outdoor spaces.
- Granting of a waiver of hire fees on one occasion per year, for hire of the Medina Hall and complex, to conduct an ANZAC Day function.
- Granting of a waiver of hire fees on one occasion per year, for hire of the Darius Wells Ken Jackman Hall or similar venue, to conduct the official NAIDOC ceremony/celebration.

Assessment

The Director City ~~Engagement-Life~~ will assess and approve applications for fee waivers up to \$1,000 against the stated criteria.

The Chief Executive Officer will assess and approve applications for fee waivers above \$1,000 up to \$2,500 against the stated criteria.

All fee waiver requests above \$2,500 must be approved by Council.

5.3.3. Other Waiver

In order to support the establishment of a new community group, or to support vulnerable communities without the financial resources, or a new community or sporting activity for which demand is untested.

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Assessment

The Director of City ~~Engagement Life~~ will assess and approve applications for fee waivers up to \$1,000 against the stated criteria.

The Chief Executive Officer will assess and approve applications for fee waivers above \$1,000 up to \$2,500 against the stated criteria.

All fee waiver requests above \$2,500 must be approved by Council.

5.4. Educational Scholarships

Purpose - to recognise educational achievement and encourage attainment of ~~job readiness and career planning~~ ~~entry-level qualifications to further education institutions by young people from Kwinana~~, with the long-term goal being to raise the educational standard of residents and assist local people to compete effectively in the employment market.

5.4.1. City Educational Scholarships

The City provides scholarships to promote educational development and skill enhancement amongst local young people ~~under the LYRiK branding~~.

Scholarships will be allocated in consultation with ~~all relevant secondary and/or tertiary~~ education providers currently located within ~~or servicing~~ the City of Kwinana.

Scholarships will recognise vocational subjects as well as academic ~~progression~~ ~~achievement~~ as a means of ~~gaining entry-level qualifications~~ ~~job readiness and career planning~~.

Assessment

A selection panel comprised of a minimum of ~~three~~ ~~one Elected Member, two~~ City Officers and ~~four~~ ~~two or more~~ external stakeholders (~~usually LYRiK Sponsors~~) will assess applications against the stated criteria ~~and make a recommendation of approved applicants~~. The Chief Executive Officer or their delegate will approve applications.

5.4.2. —Murdoch University Scholarship

~~The City also offers one scholarship to a Murdoch University student who must be:~~

- ~~• Enrolled full-time at any of Murdoch University's campuses in any course or year at the census date;~~
- ~~• A resident of the City of Kwinana for at least two years prior to accepting the scholarship;~~
- ~~• In circumstances of personal and/or financial hardship; and~~
- ~~• An Australian Citizen or Permanent Resident with a Humanitarian visa.~~

Assessment

~~The process for awarding and administering this scholarship lies with Murdoch University.~~

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5.5. Sponsorship

Purpose – to enter into sponsorship arrangements with organisations or individuals to support new or existing programs, services, facilities or events that contribute to the quality of life of residents of the City of Kwinana. Sponsorship arrangements will only be considered when there is an alignment with the objectives outlined in the City of Kwinana’s Strategic Community Plan and the benefits to residents of the City are clearly demonstrable.

All sponsorship proposals should generally fall into one of the following categories:

- Business, industry or economic;
- Cultural, social or the arts;
- Sporting or healthy lifestyle orientated; or
- Environmental.

Assessment

Sponsorship proposals less than a total value of \$10,000 (including cash and in-kind contributions) will be considered by a panel comprised of two Elected Members and two City Officers (relevant to the sponsorship proposal) of the City of Kwinana.

Sponsorship proposals in excess of a total value of \$10,000 (including cash and in-kind contributions) will be considered by Council.

5.6. Local Organisations Financial Assistance via Loan Funds

~~Purpose – to assist local organisations based in Kwinana by raising loans on their behalf for items of capital expenditure.~~

~~Clubs or local organisations requesting Council by resolution to raise loans on their behalf will be required to:~~

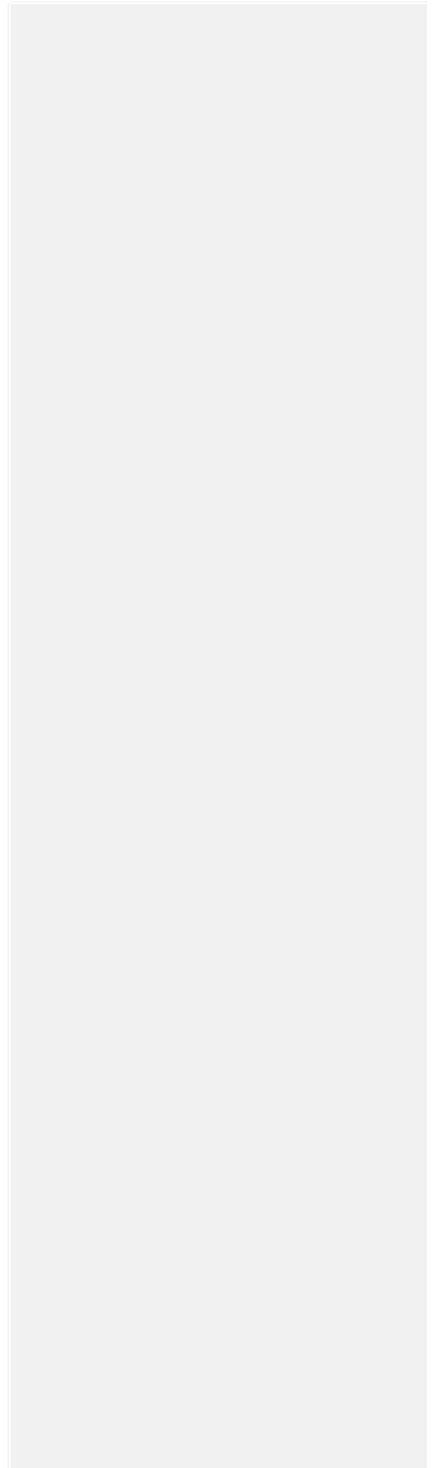
- ~~• Provide the past three years audited trading and balance sheet statements along with a business plan;~~
- ~~• Be an incorporated body;~~
- ~~• Satisfy Council that the purpose of the loan lends itself to municipal purposes as identified in the Strategic Community Plan.~~

6. References

Date of adoption and resolution No.	16/12/2015 #084
Review dates and resolution No.	13/09/2017 #587 14/03/2018 #116 23/09/2020 #250
Next review due date	August June 2025 3
Related documents	Acts/Regulations Local Government Act 1995 Sections 2.7, 6.7(2), 6.8 & 6.11(1) Plans/Strategies/Policies/Processes • Community Funding Guidelines. • Sponsorship, Contributions and Donations Guidelines.

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





Council Policy

Civic, Social, Business
Functions and Recognition



Council Policy

Civic, Social, Business Functions and Recognition

D13/64378[v6]

1. **Title**
Civic, Social, Business Functions and Recognition
2. **Purpose**
The purpose of this Policy is to:
 - a) recognise the services rendered by local organisations, volunteers, Elected Members, former elected members, Members of Parliament and employees to the general wellbeing of the Kwinana Community; and
 - b) build positive relationships with the key stakeholders who may assist the City realise its Vision.
3. **Scope**
This Policy is applicable to local organisations, volunteers, Elected Members, former elected members, Members of Parliament and employees.
4. **Definitions**
Function means an organised event where invitations are provided to persons other than Elected Members and employees and where catering may or may not be provided and administered by the City.

Selection Panel: The group of appropriately skilled, experienced or qualified people chosen to make assessments and decisions regarding presented applications.
Community Awards Selection Panel — a panel consisting of at least two Elected Members, a City Freeman, one City Officer and the current Citizen of the Year (optional at the citizens discretion)

5. Policy Statement

5.1 Recognised functions

The discretion to approve any of the types of functions listed below should take into consideration the following points:

- the relevant budget;
- venue availability;
- use of City Logo must be in accordance Council's Policy - Use of City of Kwinana Corporate Logo; and
- staffing requirements and availability.
- The relevant City Departments are responsible for the organisation of the functions listed below, together with any other special functions called by the Mayor and/or Council for specific purposes. The list of invitees to all functions is to be approved by the Mayor,

5.1.1 Civic Recognition Function:

That the Mayor is authorised to hold a function at a suitable venue for Elected Members, Freeman, retiring elected members, Chief Executive Officer, Directors, special guests, the Mayors/Presidents

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and Chief Executive Officers of the City's adjoining local governments and their respective partners at a time and date determined by the Mayor after each local government ordinary election is held.

5.1.2 Local Organisations' Function Stakeholder Thank You Event:

That the Mayor, Elected Members, Chief Executive Officer, Directors, relevant program managers, Freemen, past Mayors, both State and Federal Members of Parliament, current Citizen of the Year, and the partners thereof, plus two representatives from local volunteer based organisations, be invited to a function to be held in a suitable venue in November/December each year.

The City of Kwinana Leadership Award and the City of Kwinana Volunteer of the Year Award will be presented at this function:

Eligibility criteria for both Awards are:

- The recipient must be a resident of Kwinana or have made a long term and/or significant commitment to the Kwinana community;
- Achievements completed as part of paid employment will not be included as a part of the award judging;
- Previous winners of this award are ineligible to win the same award for a second time;
- Self nominations; or those from an immediate family member, will not be accepted; and

Selection for these awards will be completed by the Community Awards Selection Panel.

5.1.3 Mayoral Stakeholder Function:

This event subject to the budget permitting is designed to enable the celebration of the past 12 months' achievements with the City's key stakeholders. A decision to hold the function is to be at the discretion of the Mayor, Elected Members and Chief Executive Officer.

5.1.4 New Teachers Afternoon Tea:

That all new teachers be invited to attend an afternoon tea and tour of the City, to be held at a suitable time within the school year calendar, to welcome them to the City

5.1.5 Biennial Pioneers Day Lunch:

That the Mayor, Elected Members, Chief Executive Officer, appropriate Directors, relevant program managers, Freemen, current Citizen of the Year, current Senior Citizen of the year, plus long term residents and their partners who have lived in Kwinana for more than 50 continuous years and have registered on the Pioneers register, be invited to a function to be held in a suitable venue in September/October every second year.

5.1.6 Staff Christmas Function:

That an appropriate function, based on staff suggestions, be held in December each year.

5.1.7 Volunteers' Function:

That volunteers involved in various activities in Kwinana be invited to a morning or afternoon tea or similar function to be held during the

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~~relevant National or International volunteer day or week set aside to recognise volunteering activities.~~

5.1.8 Sports Awards Dinner:

~~That the Mayor, Elected Members, Chief Executive Officer, appropriate Directors, relevant program managers, Freemen, current Citizen of the Year, and the partners thereof, plus two representatives from each local sporting group, be invited to a function to be held in a suitable venue in August each year.~~

~~The City of Kwinana Sportsperson, Clubperson, Coach and Junior Sportsperson of the Year Awards will be presented at the Sports Awards Dinner~~

~~The eligibility criteria for these awards are:~~

- ~~• The recipient must be a resident of Kwinana or have made a long term and/or significant commitment to the Kwinana community;~~
- ~~• Achievements completed as part of paid employment will not be included as a part of the award judging;~~
- ~~• Previous winners of this award are ineligible to win the same award for a second time;~~
- ~~• Self nominations; or those from an immediate family member, will not be accepted; and~~

~~Selection for these awards will be completed by the Community Awards Selection Panel.~~

5.1.9 Citizen of the Year Awards

~~The Citizen of the Year Awards (Citizen of the Year, Youth Citizen of the Year, Senior Citizen of the Year and Active Citizenship Award) will be presented at the Australia Day Function. Eligibility for the awards is set by the State Government and can be confirmed on the awards website - www.wa.australiaday.org.au. Selection for this award will be completed by the Community Awards Selection Panel.~~

5.1.10 Art and Culture Awards

~~That the Mayor, Elected Members, Chief Executive Officer, appropriate Directors, appropriate program managers, Freemen, current Citizen of the Year, and the partners thereof, plus local artists and two representatives of each local arts, cultural and heritage organisation be invited to a function to be held in a suitable venue in November each year.~~

~~The Artist and Junior Artist of the Year Award will be presented at the Art and Culture Awards function. The eligibility criteria for these awards are:~~

- ~~• The recipient must be a resident of Kwinana or have made a long term and/or significant commitment to the Kwinana community;~~
- ~~• Achievements completed as part of paid employment will not be included as a part of the award judging;~~
- ~~• Previous winners of this award are ineligible to win the same award for a second time;~~
- ~~• Self nominations; or those from an immediate family member;~~

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~~will not be accepted; and~~

~~Selection for these awards will be completed by the Community Awards Selection Panel.~~

5.1.411 Emergency Services Stakeholder Event

That the Mayor, Elected Members, Chief Executive Officer, appropriate Directors, relevant program managers, representatives from Department of Fire and Emergency Services (DFES), Freeman, current Citizen of the Year, and the partners thereof, plus local emergency services volunteers and their partners be invited to a function to be held in a suitable venue ~~in March/April~~ each year.

~~5.1.12 Volunteer Bush Fire Brigades Awards Dinner~~

~~That the Mayor, Elected Members, Chief Executive Officer, appropriate Directors, relevant program managers, representatives from DFES and LEMC, plus local volunteer bush fire brigades volunteers and their partners be invited to a function to be held in a suitable venue in July/August each year.~~

5.1.5 Local Business Functions

Purpose: That the Mayor, Elected Members, Chief Executive Officer, relevant program managers and local business owners be invited to a range of business networking functions though out the year.

5.32 Requests for Other Functions

~~The relevant City Departments are responsible for the organisation of the functions listed above, together with any other special functions called by the Mayor and/or Council for specific purposes. The list of invitees to all functions is to be approved by the Mayor after consultation with Elected Members.~~

In addition to the functions stated above, other functions in relation to the following purposes may be approved by the Chief Executive Officer:

- Reciprocal hospitality for regular meetings where an Elected Member or City Officer is the City's representative on an established working group or alliance.
- City established committee, working group or action group related to or part of the business plan of a City Service Team.
- City led facilitation of cross agency or multiple stakeholder collaboration to address social, environmental or economic issues.
- Important stakeholders who by virtue of their level of influence, interaction or funding could make a contribution to the social, environmental and economic objectives of the City's Strategic Community Plan.
- Other requests that will raise the profile, reputation or standing of the City and/or make a contribution to the social, environmental and economic objectives of the City's Strategic Community Plan.

5.43 Recognition

5.3.1 Kwinana Community Awards

Purpose: To recognise and celebrate the achievements of

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outstanding Kwinana residents. The Kwinana Community Awards will be run annually.

The five (5) award categories will be:

- Senior of the Year,
- Young Person of the Year,
- Aboriginal Person of the Year,
- Kwinana Group of the Year; and
- Kwinana Person of the Year.

These awards will be presented in a ceremony or celebration at the winner's club/organisation with an allowance of \$1000 for the event (e.g. catering or entertainment) for each category winner. Each category winner will also receive a \$250 gift voucher, a trophy and framed certificate, together with a \$600 grant for their club/organisation for capacity building or small equipment purchases.

The Community Awards Selection Panel will select the winners of each category. The panel will comprise of at least: one Kwinana Senior, one Senior Kwinana Aboriginal Person, one Kwinana Youth Advisory Council Member, one previous Kwinana Community Awards winner, one Elected Member and one City Officer.

5.3.2 Youth Awards

Purpose: To recognise and celebrate the achievements of Kwinana young people aged 10 – 24 years.

A young person or group of young people can be nominated for variety of LYRIK Award categories that may look to recognise excellence in areas like:

- Achievement in Carer or Education Progression,
- Community Inspiration or Leadership

Awards will be presented in two age groups, 10 – 17 years and 18 – 24 years. Every Award winner will receive a cash prize up to \$250 and an invitation to attend a Leadership Day.

A selection panel comprised of a minimum of one Elected Member, two City Officers and two or more external stakeholders (usually LYRIK Sponsors) will assess applications against the stated criteria and make a recommendation of approved applicants. The Chief Executive Officer or their delegate will approve applications.

5.3.3 Elected Member Recognition

That Elected Members can request the Chief Executive Officer to acknowledge a local organisation, volunteer, former elected members and Members of Parliament for their efforts in serving Kwinana with a gift of a

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value less than \$100.00. The gift recipient must have served at least four (4) years promoting the wellbeing of the Kwinana community.

Note: Current Elected Members and City Officers are excluded from receiving a gift for recognition.

6. Financial/Budget Implications

Funding allocations for functions, annual awards and presentations are to be provided for by Council in its annual budget.

7. Asset Management Implications

There are no specific asset management implications associated with this Policy.

8. Environmental Implications

There are no specific environmental management implications associated with this Policy.

9. Strategic/Social Implications

Strategic Community Plan:

Aspiration: Rich in Spirit

Outcome: A City alive with activity

Objective: 1.2 Inspire and strengthen community spirit through community activities and events

10. Occupational Safety and Health Implications

There are no specific OSH implications associated with this Policy.

11. Risk Assessment

A risk assessment conducted as part of the Policy review has indicated that the risk to the City by not recognising achievements by residents and engaging with the community would result in a risk rating of moderate.

It is assessed that the risk rating following the implementation of this Policy would reduce the risk rating to low.

12. References

Name of Policy	Civic, Social, Business Functions and Recognition
Date of Adoption and resolution No	28/06/1989 #097
Review dates and resolution No #	10/10/2007 #862 28/04/2010 #105 11/07/2012 #163 11/03/2015 #410 24/08/2016 #306 23/11/2016 #383 24/07/2019 #504
Next review date	Insert the date on which the next review should be completed by.
Legal Authority	Local Government Act 1995 Section 2.7 – Role of Council
Directorate	City Strategy/City Engagement
Department	City Strategy/City Engagement
Related documents	Acts/Regulations Local Government Act 1995 Plans/Strategies Strategic Community Plan

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	<p>Events Strategy</p> <p>Policies</p> <p>D13/64026[v10] Catering, Kitchens and Internal Functions Policy</p> <p>Work Instructions</p> <p>D09/30077[v6] Catering</p> <p>D09/125283[v7] Civic Recognition Dinner</p> <p>D09/30117[v6] Councillor Stakeholder Functions</p> <p>D09/17577[v6] Local Organisations Christmas Function</p> <p>D09/30178[v4] New Teachers Afternoon Tea</p> <p>D09/30048[v3] Organisation of Civic Functions</p> <p>Other documents</p> <p>D16/45564[v4] Form – GCS – Catering Order Form</p>
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Note: Changes to References may be made without the need to take the Policy to Council for review.

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15 REPORTS – ECONOMIC

Nil

16 REPORTS – NATURAL ENVIRONMENT

Nil

17 REPORTS – BUILT INFRASTRUCTURE

Nil

18 REPORTS – CIVIC LEADERSHIP**18.1 APPOINTMENT OF VOTING DELEGATES AND PROXY VOTING DELEGATES ON BEHALF OF THE CITY OF KWINANA AT THE ANNUAL GENERAL MEETING OF THE WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION****SUMMARY**

The Western Australian Local Government Association (WALGA) 2023 Annual General Meeting (AGM) is scheduled to be held Monday, 18 September 2023. As a member of WALGA, the City of Kwinana (City) has been requested to appoint two voting delegates and two proxy voting delegates to exercise voting entitlements on behalf of the City.

To ensure appropriate representation by the City, it is recommended that Mayor Carol Adams and a second Elected Member be appointed as voting delegates. Further, that two additional Elected Members be nominated to act as the proxy voting delegates.

OFFICER RECOMMENDATION

That Council resolve as follows:

- 1. To appoint Mayor Carol Adams and Councillor..... as voting delegates and Councillors and as proxy voting delegates for the Annual General Meeting of the Western Australian Local Government Association; and**
- 2. Direct the Chief Executive Officer to notify WALGA of the above appointments.**

VOTING REQUIREMENT

Simple majority

DISCUSSION

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

The City, as a member of WALGA, is required to nominate and notify WALGA of its two voting delegates and two proxy voting delegates to attend its upcoming AGM.

Details regarding the AGM provided by WALGA are included at Attachment A.

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

No legal/policy implications have been identified as a result of this report or recommendation.

FINANCIAL/BUDGET IMPLICATIONS

There is no cost to the City for attendance by its representatives at the WALGA AGM. Elected Members attending the event will be entitled to claim travel attendance in accordance with the City's Elected Members Allowances, Expenses and Gifts Policy.

ASSET MANAGEMENT IMPLICATIONS

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

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 or recommendation.

ATTACHMENTS**A. Attachment A - WALGA Annual General Meeting**



Notice of Annual General Meeting

and procedural information
for submission of Member motions

Crown Perth
Monday, 18 September 2023

Deadline for submission of motions:
5:00pm on Friday, 4 August 2023



2023 WALGA Local Government Convention and Annual General Meeting

Local Government Convention 2023

The annual WA Local Government Convention (LGC23) will be held on Sunday-Tuesday, 17-19 September 2023 at Crown Perth. Themed **Local Futures**, this year's Convention will explore how Local Governments can enact and drive change for the benefit of their communities and the diversity of solutions that can emerge when you start local. Further information about the LGC23 can be found on our website [here](#).

Annual General Meeting

The Annual General Meeting (AGM) for the Western Australian Local Government Association (WALGA) will be held from 2:00pm on **Monday, 18 September 2023**. All Member Local Governments are entitled to register two Voting Delegates (and up to two Proxies) to vote at the AGM. Voting Delegates and Proxies may be Elected Members or officers.

Attendance at the AGM is **free** for all Elected Members and officers from Member Local Governments. Voting Delegates and Proxies must be registered in advance by their Chief Executive Officer via the booking link sent directly via email.

Please note: registration as a Convention Delegate is separate to registration as a Voting Delegate for the purposes of the AGM. For information about registering as a Convention Delegate, please visit our website [here](#).

Submission of Member Motions

Member Local Governments are invited to submit motions for inclusion in the Agenda for consideration at the AGM. Motions should be addressed to the Chief Executive Officer of WALGA and submitted via email to associationgovernance@walga.asn.au. A template motion can be found on our website [here](#).

The closing date for submission of motions is **5:00pm on Friday, 4 August**.

Guidelines for Member Motions

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

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



Please note: any Member motions proposing amendments to the [Association Constitution](#) must be received by **5:00pm Monday, 26 June** to satisfy the 60-day constitutional notification requirement.¹

Criteria for Motions

Prior to the finalisation of the Agenda, the WALGA President and Chief Executive Officer will determine whether motions submitted by Members abide by the following criteria:

Motions will be included in the Agenda where they:

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

Motions will not be included where they are:

6. *Consistent with current Association advocacy/policy positions as per the [Advocacy Positions Manual](#) (as the matter has previously been considered and endorsed by WALGA).*

Motions of similar objective:

7. *Will be consolidated as a single item.*

Members submitting motions will be advised of the determinations.

Special Urgent Business

No Member motion shall be accepted for debate at the AGM after the closing date unless it complies with clause 8 of the [AGM Standing Orders](#). The motion must be relating to special urgent business and must be approved for debate by an absolute majority of Members at the AGM. Where practicable, prior notice of the motion should be provided to the President.

Please direct all enquiries relating to the registration of Voting Delegates or the submission of Member motions to Kathy Robertson, Executive Officer Governance on (08) 9213 2036 or at kr Robertson@walga.asn.au.

President Cr Karen Chappel JP
WALGA President

Nick Sloan
Chief Executive Officer

¹ [Association Constitution](#), section 29(2)(b)

18.2 ACCOUNTS FOR PAYMENT FOR THE MONTH ENDED 31 JULY 2023

SUMMARY

The purpose of this report is to present to Council a list of accounts paid under delegated authority for the month ended 31 July 2023, as required by the *Local Government (Financial Management) Regulations 1996*.

OFFICER RECOMMENDATION

That Council:

- 1. Accepts the list of accounts, totalling \$7,088,109.83, paid under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* for the period ended 31 July 2023, as detailed at Attachment A.**
- 2. Accepts the detailed transaction listing of credit card expenditure paid for the period ended 31 July 2023, as detailed at 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 *	\$ 67,134.97
Cheque	\$ 36,106.50
EFT Payments	\$ 5,508,229.50
Payroll Payments	\$ 1,476,638.86
Total Attachment A	\$ 7,088,109.83

*Automatic Payment deductions includes a payment of **\$37,742.68** for credit card payments. A detailed transaction listing of credit card expenditure paid for the period ended 31 July 2023 is included at Attachment B.

Attachment A includes a detailed listing of July 2023 payments made per payment run and includes a short description of the payment.

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

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 sub-regulation (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

All expenditure included in the list of payments is in accordance with City's annual budget.

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. AP Payment Listing Summary July 2023**
- B. Credit Card Transactions Report July 2023**



Payment Listing

Payments made between 01-Jul-2023 and 31-Jul-2023

Creditor No	Payee	Description	Amount
Other			
Other 31-Jul-2023			
10063	Department of Transport (Used for Fleet Rego only)	Fleet management - Cancelled Cheque (see below)	-37,731.05
Total Other			-37,731.05
Cheques			
Cheques 06-Jul-2023			
10537	City Of Kwinana - Pay Cash	Petty Cash Reimbursement	283.80
Cheques 28-Jul-2023			
10063	Department of Transport (Used for Fleet Rego only)	Fleet management - Cancelled Cheque (see above)	37,731.05
Cheques 31-Jul-2023			
10063	Department of Transport (Used for Fleet Rego only)	Fleet management - Rego payments	35,822.70
Total Cheques			73,837.55
EFT			
EFT 06-Jul-2023			
12007	Aaron Thomas	Performers/Entertainment	250.00
10613	ABCO Products	Cleaning Products	525.10
10735	AC Cooling Services	Airconditioning/Refrigeration Maintenance	253.00
10334	Accord Security Services (Perth Security)	Security Services	6,231.88
10637	Acromat - CMO Trading Pty Ltd	Replace curtain on dry sports Recquatic	24,601.70
10898	Advance Scanning Services	Utility Service Locations	735.90
10272	Agrimate Fencing	Fencing maintenance - various locations	23,898.60
11189	AHA Consulting Pty Ltd	Employee Training/professional development	2,750.00
11017	Air Liquide Australia	Recquatic Expenses	61.12
10093	Allstate Kerbing and Concrete	Kerbing Contractor	25,447.79
11797	Allways Property Maintenance	Facility Maintenance	6,930.00
10889	Alyka Pty Ltd	Website maintenance and license	22,055.00
11807	Amber Moana Moffat	Performers/Entertainment	3,000.00
10577	Artell	Office Furniture	7,177.50
11355	Australian HVAC Services Pty Ltd	Aircon, maintenance various sites and aircon replacement-Dept of Housing	92,196.03
10584	Australian Native Nurseries Group	Plant Purchase	6,600.00
11861	AV Media Systems (WA)	Computer Hardware	4,785.00
11926	Barking Wolf Pty Ltd	Photography/Videography	1,500.00
10617	Battery World	Batteries	580.00
11150	Bay Concrete Grinding	Roadworks/upgrades/asphalt	5,486.25
10877	Beacon Equipment	Plant Repairs and Maintenance	55.00
10597	Beaver Tree Services Aust Pty Ltd	Tree Pruning/Removal/Clearance/Watering	393,948.51
11268	Biffa Mini Bins	Waste removal/services/fees - Skip bin	270.00
10450	Blackwoods Pty Ltd	Safety Clothing/Equipment/Uniforms	589.76
10713	Bladon WA Pty Ltd	Event expenses	401.50
10764	Boffins Bookshop Pty Ltd	Books/CDs/DVDs	2,336.00
10397	Bristol Cleaning Services	Cleaning Services - Window cleaning	420.00
10400	Bunnings Building Supplies	Hardware	553.64
10787	Burdens Australia Pty Ltd	Maintenance of Streetscapes/Landscapes	1,349.98
11312	Burson Automotive Pty Ltd	Plant Repairs and Maintenance	610.30
10404	Cannon Hygiene Australia Pty Ltd	Cleaning Services	2,265.91
10318	Chartertech	Technology/One SaaS Platform Fee/Consulting	4,235.00
11650	Chourasia Family Trust	Event expenses - Coffee van	940.00
10704	Commercial Aquatics Australia	Recquatic Expenses	1,271.60
11003	Compac Marketing Australia	Welcome signs Mortimer Road	18,447.00
10424	Custom Built Saunas	Recquatic Expenses	616.00
10649	Downer EDI Works Pty Ltd	Roadworks/upgrades/asphalt	75,380.27
11246	Dowsing Group Pty Ltd	Roadworks/upgrades/asphalt	75,250.67
10867	Drainflow Services Pty Ltd	Drainage Maintenance	1,078.00
10168	Easifleet	Novated Leases	10,346.36
10793	Eco Resources Pty Ltd	Waste removal/services/fees	296.34
10870	Elexacom	Electrical Services	827.39
11116	Engineering Technology Consultants (ETC)	Provision of Consulting Services	1,650.00
10978	Envirosweep	Maintenance of Streetscapes/Landscapes	2,502.50
80090	Eve York	Employee reimbursement	150.40
12004	Farm & Turf Equipment	Hardware	935.00
10972	Fire And Safety Australia Pty Ltd	Safety Clothing/Equipment/Uniforms	325.00
11680	Galaxy 42 Pty Ltd (Attura)	Customer support service/Consultant for Finance	19,360.00
11237	Great Southern Bio Logic	Dieback assessment of bushland reserves	22,176.00
10441	Green Skills Inc / Ecojobs Environmental Personnel	Labour/Personnel Hire	7,439.28
10445	Hart Sport	Recquatic/Gym Expenses	565.80
10695	Hays Specialist Recruitment Pty Ltd	Labour/Personnel Hire	2,122.44
10691	HECS Fire	Fire Equipment/Service	1,815.00
11401	Hocking Heritage + Architecture	Provision of Consulting Services - Local heritage strategy	10,279.50
11235	Hydroquip Pumps	Bore Drilling/Maintenance	5,287.70
11244	i2C Design & Management	Engineering Design Works	16,120.50
10305	Iconic Property Services Pty Ltd	Cleaning Services - various sites/buildings	61,138.38
10855	Imagesource Digital Solutions	Printing/Graphic Design Expenses	6,594.50
10308	Imani Spa	Gift cards - Recquatic Mother's Day marketing	100.00
10591	Institute of Public Works Engineering Australia Limited	Professional Fees	638.00
11931	Irrigation Australia Ltd	Employee Training/professional development	1,215.60
10621	Ixom Operations Pty Ltd	Cleaning Products	128.22
80092	Jarrad Fowler	Employee reimbursement	111.04
10451	Jason Signmakers	Signage for wildlife crossing	1,623.47
10067	Julia Kay Wallis	Performers/Entertainment	205.00
11015	Kearns Garden Supplies	Hardware purchases for July	79.82
10464	Kwinana South Bush Fire Brigade	Hazard Reduction burning	7,086.78
10731	LD Total	Maintenance of Streetscapes/Landscapes - irrigation/mowing	201,045.66
10658	Local Community Insurance Services	Insurance	330.00
10011	Lo-Go Appointments	Labour/Personnel Hire	2,363.25
80072	Lucy Molloy	Employee reimbursement	51.49

Payment Listing

Payments made between 01-Jul-2023 and 31-Jul-2023



Creditor No	Payee	Description	Amount
11313	Mackie Plumbing and Gas Pty Ltd	Plumbing Services for July	25,954.68
10476	Mandagalup Volunteer Fire Brigade	Fire Equipment/Service	7,423.43
11013	McLeods Barrister & Solicitors	Legal Expenses	800.00
10635	Modern Teaching Aids Pty Ltd	Books/CDs/DVDs	2,238.95
11024	Natsales Advertising Pty Ltd	Advertising/Marketing Expenses	1,732.50
10639	Natural Area Consulting Management	Bushland weed control	10,441.84
11831	Nelson Mondlane	Community Workshops/Facilitation	390.00
10573	Officeworks BusinessDirect	Stationery	2,655.95
12099	Oracle Customer Management Solutions	Phone/Internet expenses	1,670.96
11440	Oskar Johns Carpenter	Entertainment sessions at the Zone	175.00
11209	Outback Handyman	Facility Maintenance - Villages	2,002.00
11928	OverDrive Australia Pty Ltd	Computer Software Maintenance/equipment	1,200.00
11589	Parkin Print	Printing/Graphic Design Expenses	506.00
10487	Parks And Leisure Australia	Employee Training/professional development	2,750.00
11441	Picnic Tables Hire	Community Engagement	990.00
10490	Port Printing Works	Printing/Graphic Design Expenses	59.95
10605	Prestige Catering & Event Hire	Catering	1,764.10
11175	QTM Pty Ltd	Traffic Management for July	26,684.74
10241	Quake Property Services Pty Ltd	Cleaning Services	979.00
10570	Qualcon Laboratories Pty Ltd	Engineering Design Works	3,707.00
10904	Quantum Building Services	Facility Maintenance - new skylights at Recquatic	45,279.30
10497	Red Sand Supplies Pty Ltd	Sand/soil	880.00
11857	Reward Hospitality	Purchase of a staff microwave oven for Recquatic	1,677.17
11257	Rhys Walters	Sundry EFT - Dungeons & Dragons at the Zone	2,400.00
11869	Robinsons Welding Group P/L	Welding Equipment/Supplies	10,998.48
11060	Rosie O Entertainment Pty Ltd	Performers/Entertainment	680.00
10090	Sapio Pty Ltd	Security Services	990.00
10505	Satellite Security Services	Security Services - swipe cards and services	3,583.14
10627	Sigma Chemicals	Recquatic Expenses	601.04
10491	Sonic Health Plus	Medical Examinations - pre-employment	849.20
11715	SoundBay Pty Ltd	Audio Equipment Repairs	2,334.00
10520	St John Ambulance Australia (WA) Inc	Employee Training/professional development	384.00
10524	Stewart & Heaton Clothing Co Pty Ltd	Safety Clothing/Equipment/Uniforms	2,086.39
10115	Stiles Electrical & Communications Svcs	Electrical Services	3,895.43
10442	StrataGreen	Maintenance of Streetscapes/Landscapes	4,334.00
99999	Sundry EFT	Rates/Grants/Settlement payment for Banksia V22	264,389.00
10869	Supa Soils Pty Ltd	Sand/soil	1,547.00
11981	Sydney Tools Pty Ltd	Tools/Tool Repairs	309.90
10600	Synergy	Utilities for July - various sites	133,464.02
10025	TAFE NSW	Employee Training/professional development	1,610.96
11492	The Play Room O'Connor	Community Engagement	2,182.42
10619	The Workwear Group Pty Ltd	Safety Clothing/Equipment/Uniforms	488.62
10958	thinkproject Australia Pty Ltd	Software Maintenance and Professional Fees	13,224.06
10336	Thomas Saunders	Community Engagement	300.00
10228	Tool Kit Depot	Tools/Tool Repairs	1,363.05
10957	Total Tools Rockingham	Tools/Tool Repairs	149.00
10815	Totally Workwear Rockingham	Safety Clothing/Equipment/Uniforms	330.70
10544	Udia (WA)	Employee Training/professional development	555.00
11490	Veraison Training and Development	Employee Training/professional development	3,751.00
11916	Visability Ltd	Presentation to AIS workshop	495.00
10550	Waste Stream Management Pty Ltd	Waste removal/services/fees	66.00
10422	Winc Australia Pty Ltd	Stationery	1,901.29
11605	Woolworths Group Open Pay	Groceries/catering for July - various sites	1,340.25
10561	Wurth Australia Pty Ltd	Tools/Tool Repairs	1,766.59
11897	XLR8 Obstacle Course	Performers/Entertainment	396.00
10610	Zircodata Pty Ltd	Records Storage/Retrieval	1,030.22
EFT 13-Jul-2023			
11943	Nicole Leanne Chatham	Employee reimbursement	464.46
11877	303 Mullen/Lowe Australia Pty Ltd	Consultancy fee for a digital strategy for Marketing	12,100.00
10383	AAA Asphalt Surfaces	Roadworks/upgrades/asphalt	2,475.00
11196	Abbott/solutely Timber Joinery	Timber repairs and painting of Wheatfield Cottage	24,031.32
10334	Accord Security Services (Perth Security)	Security Services	3,305.24
11520	AE Hoskins Building Services	Internal painting - various sites	45,724.09
10272	Agrimate Fencing	Fencing maintenance	2,482.70
10848	ALSCO Pty Ltd	Linen hire	73.87
10889	Alyka Pty Ltd	Printing/Graphic Design Expenses	1,980.00
80069	Angela Jakob	Employee reimbursement	475.80
10382	Apac Aid (Inc)	Gardening - Plants/Supplies - vegetation planting for June 23	15,657.40
10290	Arbor Carbon Pty Ltd	High-resolution imagery for urban forest monitoring	11,983.40
10254	Armsign	Signage	5,769.50
10763	Artcom Fabrication	Signage	2,381.50
11796	Ashara Celeste Willis (Let's queer the Air)	Community Workshops/Facilitation	890.00
10385	Australia Post Agency Commission	Postage	376.99
11355	Australian HVAC Services Pty Ltd	Airconditioning/Refrigeration Maintenance	760.19
10004	Australian Services Union	Union Membership	178.91
10001	Australian Taxation Office	Taxation	225,798.00
10597	Beaver Tree Services Aust Pty Ltd	Tree Pruning/Removal/Clearance/Watering for June	165,645.35
10450	Blackwoods Pty Ltd	Safety Clothing/Equipment/Uniforms	477.70
10713	Bladon WA Pty Ltd	Event expenses	1,522.40
11224	Bricks 4 Kidz Applecross	Community Workshops/Facilitation	858.00
11722	Bubble Bakes Perth	Community Workshops/Facilitation	430.00
10418	BullAnt Security Pty	Locksmith Services	107.25
10400	Bunnings Building Supplies	Hardware - various sites	3,832.46
10404	Cannon Hygiene Australia Pty Ltd	Cleaning Services	1,599.31
10485	Canon Production Printing Australia	Photocopy Expenses	311.85
10932	Challenger Veterinary Hospital	Animal Services	65.00
10005	Child Support Agency	Child Support Agency Payments	597.87
80081	Chloe George	Reimbursement	53.85
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Payment Listing



Payments made between 01-Jul-2023 and 31-Jul-2023

Creditor No	Payee	Description	Amount
11922	ChoiceOne Pty Ltd	Human Resources/Payroll	4,042.55
11650	Chourasia Family Trust	Event expenses	360.00
10006	City of Kwinana - Xmas fund	City of Kwinana Christmas Saver	6,510.00
10414	City of Rockingham	Waste removal/services/fees	8,567.90
10585	Coles Group & Myer	Vouchers/gift cards	2,614.85
10704	Commercial Aquatics Australia	Recquatic Expenses	3,074.50
10761	Complete Office Supplies Pty Ltd	Stationery	1,459.40
10062	Construction Training Fund	Building and Construction Industry Training Fund	3,855.73
11251	Cyclus Australia	Labour/Personnel Hire	303.60
11014	Department of Mines, Industry Regulation and Safety (DMIRS)	Building and Energy - Building Services Levy	17,655.16
10426	Department of Transport	Vehicle Ownership Searches	49.20
11252	DNR Contracting Pty Ltd	Roadworks/upgrades/asphalt - Chilcott Street upgrading	21,543.39
10698	Eclipse Soils Pty Ltd	Sand/soil	8,829.74
10793	Eco Resources Pty Ltd	Waste removal/services/fees	944.90
10870	Elifaxcom	Electrical Services	1,951.72
10978	Enviroweep	Maintenance of Streetscapes/Landscapes - road sweep	11,957.26
10912	Exit Waste	Facility Maintenance - Grease straps cleaning	6,079.70
10940	Frontline Fire and Rescue Equipment	Safety Clothing/Equipment/Uniforms	1,000.02
11936	Global Institute of Training & Presenting	Employee Training/professional development	5,445.00
10582	Hames Sharley Pty Ltd	Professional Fees	3,377.00
10695	Hays Specialist Recruitment Pty Ltd	Labour/Personnel Hire	2,668.03
10007	Health Insurance Fund of WA (HIF)	Health Insurance Fund of WA (HIF)	378.85
10691	HECS Fire	Fire Equipment/Service	2,343.00
11582	Hydraulink Australia Pty Ltd	Fire Equipment/Service	1,593.77
11641	Illion Australia Pty Ltd	Advertising/Marketing Expenses	110.00
10879	Isentia Pty Limited	Advertising/Marketing Expenses	864.88
10355	Jemma King Productions	Community Workshops/Facilitation	1,000.00
11477	Kadeklerk Photography (Wildfolie)	Photography/Videography	2,412.50
11218	Kleenheat	Utilities for July - various sites	8,953.71
11424	Kwinana Senior Citizens	Operating subsidy	10,000.00
10427	Landgate	Title Searches/Valuations	3,823.05
10731	LD Total	Maintenance of Streetscapes/Landscapes	129,100.53
10003	LGRCEU	Union Membership	439.72
10472	Local Government Professionals Australia WA	Subscriptions	2,916.00
11313	Mackie Plumbing and Gas Pty Ltd	Plumbing Services	2,851.75
10475	Major Motors	Plant Repairs and Maintenance	453.16
10966	Mark One Visual Promotions Pty Ltd	Community Engagement	2,805.00
10671	Marketforce Pty Ltd	Advertising/Marketing Expenses	2,344.73
10813	Master Lock Service	Locksmith Services	190.00
10367	Maxxia Pty Ltd	Novated Leases	1,622.01
11013	McLeods Barrister & Solicitors	Legal Expenses	3,186.51
11024	Natsales Advertising Pty Ltd	Advertising/Marketing Expenses	193.00
10639	Natural Area Consulting Management	Drainage Maintenance	2,420.00
11927	NOFASD Australia	FASD Masterclass	2,420.00
11209	Outback Handyman	Facility Maintenance	517.00
80027	Patricia Okello	Employee reimbursement	64.90
80062	Peta Denison	Employee reimbursement	69.33
10490	Port Printing Works	Printing/Graphic Design Expenses	427.90
10271	Preschem Pty Ltd	Facility Maintenance	972.73
10605	Prestige Catering & Event Hire	Catering	250.00
10858	ProFlo	Cleaning Services	6,634.00
10995	Purearth	Road sweeping for June	27,433.42
11886	Q2 Online	Advertising/Marketing Expenses	2,310.00
10499	Ridleys Towing & Transport	Incursions/Excursions	75.00
11869	Robinsons Welding Group P/L	Welding Equipment/Supplies	1,530.80
10514	Rockingham Kwinana Chamber of Commerce	Employee Training/professional development	3,630.00
10505	Satellite Security Services	Security Services	2,505.25
10245	Scoutta Pty Ltd (Viaje Strategic)	Professional Fees	1,118.35
11135	Shred-X Pty Ltd	Records Storage/Retrieval	55.33
10491	Sonic Health Plus	Medical Examinations - pre-employment	396.00
12120	South West Corridor Development Foundation Inc	Level 2 Contribution - Year 2	5,500.00
10519	Sportsworld Of WA	Recquatic Expenses	653.40
10115	Stiles Electrical & Communications Svs	Electrical Services	3,668.50
10746	Stonehenge Ceramics	Facility Maintenance	1,500.00
10442	StrataGreen	Maintenance of Streetscapes/Landscapes	1,578.60
10590	Subway Kwinana	Catering	254.00
11146	Summers Consulting	Pest Control	2,986.50
99999	Sundry EFT	Rate refunds/Grants/Crossovers/bond refund etc.	5,463.83
10525	Sunny Sign Company Pty Ltd	Signage	228.80
10008	SuperChoice	Superannuation contribution	139,572.01
10600	Synergy	Utilities various sites	29,414.73
11716	Systems Edge Management Services	Survey Expenses	2,698.30
10572	Taylor Tyres Pty Ltd	Plant Repairs and Maintenance	2,442.00
10532	Team Global Express	Courier Service/transportation/removalist	113.56
11733	The Well Tavern & Bistro	Catering	367.00
10619	The Workwear Group Pty Ltd	Safety Clothing/Equipment/Uniforms	120.90
10957	Total Tools Rockingham	Tools/Tool Repairs	99.90
10599	Veolia - Recycling and Recovery Perth	Waste removal/services/fees	898.44
11009	Vocus Communications	Phone/Internet expenses	2,893.00
10551	Water Corporation of Western Australia	Utilities various sites	26,377.43
10774	Website Weed & Pest (WA) Pty Ltd	Weed Control & treatment of sumps at various areas	20,118.74
10051	Western Australian Treasury Corporation	Loan repayments/fees	51,975.95
10422	Winc Australia Pty Ltd	Stationery	646.55
10072	Woolworths Group Online	Consumables and catering - various sites	593.90
11605	Woolworths Group Open Pay	Consumables and catering - various sites	1,008.76
11167	Workpower Incorporated	Maintenance of Streetscapes/Landscapes - new plants	3,136.98
EFT 20-Jul-2023			
11947	Jamie Roderick Wallace Barr	Employee reimbursement	242.00
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Payments made between 01-Jul-2023 and 31-Jul-2023



Creditor No	Payee	Description	Amount
11921	Natasha Michelle Dransfield	Employee reimbursement	896.63
11929	Raymond Joseph Organ	Employee reimbursement	1,031.93
11906	Sarah-Jane Patton	Employee reimbursement	354.73
11892	Zsuzsanna Madai	Employee reimbursement	19.80
11196	Abbott'solutely Timber Joinery	Facility Maintenance	5,461.50
10613	ABCO Products	Cleaning Products	833.00
10735	AC Cooling Services	Airconditioning/Refrigeration Maintenance	2,473.90
10334	Accord Security Services (Perth Security)	Security Services	3,290.19
11205	Agedcare 101 Pty Ltd	Subscription for 2023-2024	2,414.50
10983	Alinea Inc	Library loan service 23-24	7,865.47
11797	Allways Property Maintenance	Facility Maintenance - renewal work in the Villages	13,244.00
11807	Amber Moana Moffat	Performers/Entertainment	340.00
11066	Australasian Events Pty Ltd (Ace Security)	Security Services	990.00
10891	Australia Post General	Postage	1,067.74
11355	Australian HVAC Services Pty Ltd	Airconditioning/Refrigeration Maintenance	8,268.00
10001	Australian Taxation Office	Taxation	34,982.55
11010	Baldvis Transport Pty Ltd	Courier Service/transportation/removalist	175.00
10597	Beaver Tree Services Aust Pty Ltd	Tree Pruning/Removal/Clearance/Watering	10,210.09
10392	Benara Nurseries	Maintenance of Streetscapes/Landscapes	244.20
10450	Blackwoods Pty Ltd	Safety Clothing/Equipment/Uniforms	1,150.90
10713	Bladon WA Pty Ltd	Event expenses	577.50
10418	BullAnt Security Pty	Locksmith Services	1,023.00
10400	Bunnings Building Supplies	Hardware	732.42
10805	Centrecare	Human Resources/Payroll	2,062.50
11922	ChoiceOne Pty Ltd	Human Resources/Payroll	4,179.17
11650	Chourasia Family Trust	Event expenses	846.00
10410	City of Canning	SPLIS consultancy & long service leave recoup	15,276.78
10414	City of Rockingham	Waste removal/services/fees	3,899.40
10419	Coastline Mowers	Mower Parts & Repairs	2,603.70
10704	Commercial Aquatics Australia	Recquatic repairs and planned maintenance - spa, pools	28,204.00
10761	Complete Office Supplies Pty Ltd	Stationery	409.48
10129	Cornerstone Legal WA Pty Ltd	Legal Expenses	1,727.00
11901	Craneford Plumbing	Plumbing Services	198.00
80038	David Boccuzzi	Reimbursement for catering for a staff farewell party	116.00
11930	Dept of Biodiversity, Conservation	Incursions/Excursions	150.00
10430	Domino's Pizza - Kwinana Market Place	Catering	173.98
10649	Downer EDI Works Pty Ltd	Roadworks/upgrades/asphalt	177.64
10867	Drainflow Services Pty Ltd	Drainage Maintenance	2,156.00
10870	Elexacom	Electrical Services various sites	5,202.84
10121	Europcar WA	Fleet management - vehicle hire	1,152.84
11754	Fairtime Holdings Pty Ltd	Community Workshops/Facilitation	500.00
11842	Fatal FX Panel and Paint	Plant Repairs and Maintenance	500.00
10972	Fire And Safety Australia Pty Ltd	Safety Clothing/Equipment/Uniforms	325.00
10321	Forpark Australia	Playground and Parks Equipment/Inspections/Repairs	61,006.00
11680	Galaxy 42 Pty Ltd (Attura)	Provision of Consulting Services at Finance/Customer service	8,800.00
10222	Gasian Tembo (Sypha Photography)	Photography/Videography	700.00
10169	Glen Flood Group Pty Ltd (GFG Temp Assist)	Labour/Personnel Hire	262.35
10124	Good Samaritan Industries	Event expenses	70.00
10434	Goodchild Enterprises	Hardware	2,162.60
10441	Green Skills Inc / Ecojobs Environmental Personnel	Labour/Personnel Hire	8,594.03
11942	Hatch Pty Ltd	Provision of Consulting Services	5,333.90
10446	Heatley Sales Pty Ltd	Safety Clothing/Equipment/Uniforms	358.12
10305	Iconic Property Services Pty Ltd	Cleaning Services	1,247.99
10855	Imagesource Digital Solutions	Printing/Graphic Design Expenses	434.50
10591	Institute of Public Works Engineering Australia Limited	Professional Fees	4,890.27
10951	Intranet Solutions	Annual software support fee	6,067.60
10621	Ixom Operations Pty Ltd	Cleaning Products	1,248.48
10067	Julia Kay Wallis	Performers/Entertainment	300.00
11883	Kaleidoscope Studio P/L	Printing/Graphic Design Expenses	250.00
11079	Kompan Playscape	Playground and Parks Equipment/Inspections/Repairs	974.60
10457	Koorliny Arts Centre	Operating subsidy/expenses	590.00
10427	Landgate	Title Searches/Valuations	281.19
10195	Left Back Consulting Pty Ltd	Provision of Consulting Services - Toolkit setup	34,267.20
10782	LGISWA	Insurance	530,316.71
11126	Light Application Pty Ltd	Electrical Services	4,752.00
10472	Local Government Professionals Australia WA	Subscriptions	1,000.00
10011	Lo-Go Appointments	Labour/Personnel Hire	1,741.49
10219	M & B Sales Pty Ltd	Roadworks/upgrades/asphalt	288.20
11313	Mackie Plumbing and Gas Pty Ltd	Plumbing Services various sites	4,093.04
11351	Mailing Solutions Pty Ltd	Advertising/Marketing Expenses (rates notices)	12,647.42
11858	Marquee Magic	Marquee hire to events	2,660.00
80044	Mary Shortt	Christmas saver - payout	1,460.94
10813	Master Lock Service	Locksmith Services	400.00
11186	McGees Property	Title Searches/Valuations	990.00
11013	McLeods Barrister & Solicitors	Legal Expenses	3,981.91
10717	MRP General Pest/Termite Division 43 07	Pest Control	202.00
10639	Natural Area Consulting Management	Drainage Maintenance	7,884.65
10634	Neverfail Springwater	Water/delivery	76.72
11937	North Metropolitan Tafe	Employee Training/professional development	98.70
10484	Oakford Agricultural & Garden Supplies	Hardware	79.00
11522	Palm Lakes Garden and Landscape Services	Maintenance of Streetscapes/Landscapes	5,456.00
11966	Pascal Bailley	Employee reimbursement	595.00
11439	Payreq Australia Pty Ltd	Debt collection expenses	5,478.00
10232	Pettit Nominees Pty Ltd (P & M)	Plant Repairs and Maintenance	187.00
10926	Pickles Auctions	Fleet management	220.00
10605	Prestige Catering & Event Hire	Catering	1,906.00
11175	QTM Pty Ltd	Traffic Management various sites	20,830.02
11915	R U OK Limited	Promotional items	5,346.00

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Creditor No	Payee	Description	Amount
11668	Rapid Response Lighting	Electrical Services	990.00
10922	Redox Pty Ltd	Cleaning Products	1,909.60
10499	Ridleys Towing & Transport	Incursions/Excursions	120.00
11869	Robinsons Welding Group P/L	Welding Equipment/Supplies - trailer repairs	15,224.22
10500	Rockingham Betta Electrical & Gas	Electrical Goods	62.00
10504	Sai Global Ltd	Subscriptions	241.13
10505	Satellite Security Services	Security Services	426.80
80093	Sebastian Malcolm	Employee reimbursement	30.00
11924	Sigma Chemicals	Cleaning Products	1,743.94
10491	Sonic Health Plus	Medical Examinations - pre-employment	370.45
11715	SoundBay Pty Ltd	Audio Equipment Repairs	1,503.00
10520	St John Ambulance Australia (WA) Inc	Employee Training/professional development	213.34
99999	Sundry EFT	Rate refunds/Grants/Crossovers/bond refund etc.	4,858.23
11981	Sydney Tools Pty Ltd	Tools/Tool Repairs	288.00
10600	Synergy	Utilities various sites	61,180.40
10959	The Smart Security Company P/L	Security Services - Medical alarm system Banksia Park	4,981.08
11733	The Well Tavern & Bistro	Catering	320.00
10815	Totally Workwear Rockingham	Safety Clothing/Equipment/Uniforms	35.55
10535	T-Quip	Lawnmower service incl. purchase of a new Toro Z Master	52,355.40
10599	Veolia - Recycling and Recovery Perth	Waste removal/services/fees	355,140.86
10687	West Coast Shade	Facility Maintenance - dismantle shade sails	7,645.00
11149	Wheelee Clean	Cleaning Services	267.52
10422	Winc Australia Pty Ltd	Stationery	870.19
11605	Woolworths Group Open Pay	Groceries	175.28
EFT 23-Jul-2023			
11246	Dowsing Group Pty Ltd	Roadworks/upgrades/asphalt - Harrison Way upgrade	107,440.30
11539	K & S Catering	Catering - Koorliny	530.00
EFT 24-Jul-2023			
99999	Sundry EFT	Rates refund/wrong amount accidently paid by settlement agent	36,648.81
EFT 27-Jul-2023			
11906	Sarah-Jane Patton	Employee reimbursement	58.13
10613	ABCO Products	Cleaning Products	726.00
10846	Adventure 4 x 4 Pty Ltd	Fleet management	934.00
11520	AE Hoskins Building Services	Painting - various sites	17,754.79
10272	Agrimate Fencing	Fencing maintenance	2,810.50
11189	AHA Consulting Pty Ltd	Employee Training/professional development	654.50
11797	Always Property Maintenance	Facility Maintenance - renewal work in the villages	13,244.00
11807	Amber Moana Moffat	Performers/Entertainment	340.00
10678	Arbor Logic	Tree assessments	4,807.00
11952	Aria Entertainment	Performers/Entertainment	800.00
10004	Australian Services Union	Union Membership	178.91
10001	Australian Taxation Office	Taxation	246,996.00
10342	Axios Consulting Services Pty Ltd	Professional Fees	240.00
11676	Barry Charles Winmar	Elected Member Sitting Fees/reimbursements	3,038.26
10594	Basketball WA	Recquatic Expenses	530.00
10597	Beaver Tree Services Aust Pty Ltd	Tree Pruning/Removal/Clearance/Watering	51,724.77
10750	BGC (Australia) Pty Ltd	Roadworks/upgrades/asphalt	273.02
10450	Blackwoods Pty Ltd	Safety Clothing/Equipment/Uniforms	2,522.35
11939	Bosstab Pty Ltd	Computer Hardware	424.93
11953	Brisbane Convention Centre	Accommodation for Management Challenge	14,000.00
10400	Bunnings Building Supplies	Hardware	1,569.71
10114	Cabcharge Payments Pty Ltd	Taxi Fares - Perth Airport to Rockingham & Darwin to Jingli	371.13
10371	Carol Elizabeth Adams	Elected Member Sitting Fees/reimbursements	12,192.88
10204	CFW Australia (Earthside Eco Burns)	Community Workshops/Facilitation	418.00
10408	Challenger Ford	Fleet management	961.80
10686	Chefmaster Australia	Maintenance of Streetscapes/Landscapes	1,400.00
10005	Child Support Agency	Child Support Agency Payments	597.87
11922	ChoiceOne Pty Ltd	Human Resources/Payroll	10,312.98
10006	City of Kwinana - Xmas fund	City of Kwinana Christmas Saver	6,450.00
10419	Coastline Mowers	Mower Parts & Repairs	995.00
10704	Commercial Aquatics Australia	Recquatic Expenses	174.57
10761	Complete Office Supplies Pty Ltd	Stationery	4,406.58
10220	Creative Chameleon	Printing/Graphic Design Expenses	511.50
11958	David Scheel Associates	Performers/Entertainment	1,956.00
10589	Dell Australia Pty Ltd	Leased equipment	340.35
10560	Dennis Cleve Wood	Elected Member Sitting Fees/reimbursements	3,038.26
11894	Dodgy Bros Dodgeball	Performers/Entertainment	1,320.00
11246	Dowsing Group Pty Ltd	Roadworks/upgrades/asphalt	4,413.42
10867	Drainflow Services Pty Ltd	Drainage Maintenance	5,428.50
10870	Elexacom	Electrical Services	6,857.93
10978	Envirosweep	Maintenance of Streetscapes/Landscapes - road sweep	17,208.35
10121	Europcar WA	Fleet management - vehicle hire	654.23
10743	Fence Hire WA	Event expenses	984.50
10321	Forpark Australia	Playground and Parks Equipment/Inspections/Repairs	581.90
11680	Galaxy 42 Pty Ltd (Attura)	Provision of Consulting Services	4,620.00
10607	GlobalX Information Services Pty Ltd (Dye & Durham)	Provision of Consulting Services	34.85
11929	Habitat 1	Engineering Design Works - interior design for Admin Building	7,832.00
11912	Hallett Law	Legal Expenses	1,452.00
10007	Health Insurance Fund of WA (HIF)	Health Insurance Fund of WA (HIF)	378.85
10757	Heat Exchangers WA	Airconditioning/Refrigeration Maintenance	1,705.00
10446	Heatley Sales Pty Ltd	Safety Clothing/Equipment/Uniforms	605.55
10691	HECS Fire	Fire Equipment/Service - various sites	12,074.96
10305	Iconic Property Services Pty Ltd	Cleaning Services - various sites/buildings	63,920.95
11379	Infocouncil Pty Ltd	Software Maintenance and Professional Fees	19,823.27
10591	Institute of Public Works Engineering Australia Limited	Professional Fees	3,080.00
80046	Ivy Penny	Employee reimbursement	171.35
10451	Jason Signmakers	Signage	500.00
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Payments made between 01-Jul-2023 and 31-Jul-2023



Creditor No	Payee	Description	Amount
80094	Justin Freind	Employee reimbursement	184.49
11820	KC Australia	Safety Clothing/Equipment/Uniforms	188.10
10729	Kennards Hire Rockingham - Generator Branch	Plant/Equipment Hire	1,010.00
10624	Konnect	Plant Repairs and Maintenance	2,141.15
10464	Kwinana South Bush Fire Brigade	Hazard Reduction burning	174.28
10427	Landgate	Title Searches/Valuations	3,109.03
10468	Les Mills Australia (Lesmills)	Recquatic Expenses	1,458.91
10003	LGRCEU	Union Membership	439.72
10011	Lo-Go Appointments	Labour/Personnel Hire	4,269.45
11313	Mackie Plumbing and Gas Pty Ltd	Plumbing Services - various sites	16,099.66
10586	Maia Financial Pty Ltd	Leased equipment - Gym	31,587.97
10813	Master Lock Service	Locksmith Services	785.00
11046	Matthew James Rowse	Elected Member Sitting Fees/reimbursements	3,038.26
10367	Maxxia Pty Ltd	Novated Leases	1,515.30
10156	McIntosh & Son	Tractor seat replacement	3,159.75
11013	McLeods Barrister & Solicitors	Legal Expenses	652.72
11210	Meta Maya Group	Waste removal/services/fees	503.80
11677	Michael Brown	Elected Member Sitting Fees/reimbursements	3,038.26
10717	MRP General Pest/Termite Division 43 07	Pest Control	404.00
11955	Music Theatre International Aust	Performers/Entertainment - Koorliny	4,936.80
11024	Natsales Advertising Pty Ltd	Advertising/Marketing Expenses	193.00
10639	Natural Area Consulting Management	Bushland weed control/sump maintenance	10,264.09
11817	Netsight Consulting Pty Ltd ATF	Subscriptions	1,157.20
10634	Neverfail Springwater	Water/delivery	183.86
10483	NVMS Pty Ltd	Tools/Tool Repairs	888.80
10573	Officeworks BusinessDirect	Stationery	283.95
11209	Outback Handyman	Facility Maintenance	911.90
11018	Perdaman Advanced Energy P/L	Senior Citizens - solar system	12,439.90
10660	Peter Edward Feasey	Elected Member Sitting Fees/reimbursements	4,983.64
11019	Planning Institute of Australia Pty Ltd	Provision of Consulting Services	335.00
10490	Port Printing Works	Printing/Graphic Design Expenses	295.02
11297	Portner Press Pty Ltd (Workforce Administration)	Human Resources/Payroll	739.00
10281	Potholes WA Pty Ltd	Roadworks/upgrades/asphalt	8,885.11
11954	Precast Civil Industries Pty Ltd (Civilmart)	Building construction	1,540.00
11315	Premier & Cabinet Department of	Legal Expenses	187.20
12000	Procurement Australia Ltd	Computer Hardware	2,032.64
10824	Programmed Property Services Pty Ltd	Mowing and Pruning - Villages	14,298.26
11175	QTM Pty Ltd	Traffic Management	3,617.36
10904	Quantum Building Services	Facility Maintenance - roof leaks	2,733.78
11846	Reads West Coast Maintenance Pty Ltd	Facility Maintenance - window glass replacements	3,960.47
11158	Retech Rubber	Playground and Parks Equipment/inspections/Repairs	550.00
11869	Robinsons Welding Group P/L	Welding Equipment/Supplies	894.85
10171	Rockingham Fleet & Mechanical Services	Plant Repairs and Maintenance	1,530.90
10389	Rubek Automatic Doors	Facility Maintenance	253.00
11298	Rynat Industries	Recquatic Expenses	2,064.48
10505	Satellite Security Services	Security Services - swipe cards and maintenance	13,586.30
10508	Seek Limited	Staff Recruitment Advertising	2,476.10
10568	Sherilyn Wood	Elected Member Sitting Fees/reimbursements	3,038.26
11956	Signarama Rockingham	Facility Maintenance	330.00
10491	Sonic Health Plus	Medical Examinations - pre-employment	396.00
11960	Soundgardens	Performers/Entertainment - audio tech rehearsal	3,990.00
11148	Southern Quicksapes	Maintenance of Streetscapes/Landscapes	1,033.56
11407	State Wide Turf Services	Turf Maintenance	1,815.00
10442	StrataGreen	Maintenance of Streetscapes/Landscapes	189.84
99999	Sundry EFT	Rate refunds/Grants/Crossovers/bond refund etc.	6,330.09
10008	SuperChoice	Superannuation contribution	138,371.04
11675	Susan Edith Kearney	Elected Member Sitting Fees/reimbursements	3,038.26
11981	Sydney Tools Pty Ltd	Tools/Tool Repairs	2,551.45
10600	Synergy	Utilities	1,249.33
10745	T J Depiazzi & Sons	Gardening - Plants/Supplies	4,128.30
10532	Team Global Express	Courier Service/transportation/removalist	68.97
10623	Technology One Limited	TechnologyOne SaaS Platform Fee/Consulting	825.00
10526	Telstra Limited	Phone/Internet expenses	2,154.62
10954	The Green Barista Coffee	Catering	153.40
11236	The Mighty Booths	Performers/Entertainment	700.00
10619	The Workwear Group Pty Ltd	Safety Clothing/Equipment/Uniforms	118.14
10531	Thomson Reuters (Professional) Australia Limited	Subscriptions	35,589.04
11947	Thorn Creative	Performers/Entertainment	77.00
10535	T-Quip	Plant Repairs and Maintenance	2,418.50
10816	Tyrecycle Pty Ltd	Waste removal/services/fees	5,133.62
10547	WA Hino Sales & Service	Fleet management	127.15
10550	Waste Stream Management Pty Ltd	Waste removal/services/fees	66.00
10551	Water Corporation of Western Australia	Utilities - various sites	954.65
11890	We Print Nice Things P/L	Rainbow packs	189.70
11149	Wheelle Clean	Cleaning Services	369.38
10640	Wilson Security Pty Ltd	Security Services - Callistemon Court	1,032.46
10422	Winc Australia Pty Ltd	Stationery	813.16
11605	Woolworths Group Open Pay	Groceries & catering - various sites	567.83
		Total EFT	5,508,229.50
Automatic Deductions			
Automatic Deductions 01-Jul-2023			
10015	Ampol Australia Petroleum Pty Ltd	Fuel, Oil, Additives	10,557.19
10396	BP Australia Pty Ltd	Fuel, Oil, Additives	17,335.47
10795	Go Go On-Hold Pty Ltd	Phone/Internet expenses	198.00
10934	Wright Express Australia Pty Ltd	Fuel, Oil, Additives	266.44
Automatic Deductions 05-Jul-2023			
10448	inet Technologies Pty Ltd	Phone/Internet expenses	79.99

Payment Listing



Payments made between 01-Jul-2023 and 31-Jul-2023

Creditor No	Payee	Description	Amount
Automatic Deductions 06-Jul-2023			
10448	iinet Technologies Pty Ltd	Phone/Internet expenses	319.96
Automatic Deductions 07-Jul-2023			
10969	Commonwealth Bank	Credit cards	37,742.68
Automatic Deductions 08-Jul-2023			
10645	Toyota Fleet Management	Fleet management	635.24
Total Automatic Deductions			67,134.97
Payroll			
Payroll		KWINANA 30/06/2023	15,031.78
Payroll		KWINANA 09/07/2023	708,492.94
Payroll		KWINANA 10/07/2023	204.60
Payroll		KWINANA 13/07/2023	12,947.78
Payroll		KWINANA 14/07/2023	10,690.35
Payroll		KWINANA 21/07/2023	29,657.34
Payroll		KWINANA 23/07/2023	699,614.07
Total Payroll			1,476,638.86
Grand Total			7,088,109.83





Credit Card Transactions

Payments made between 01-Jul-2023 and 31-Jul-2023

Reference	Trans Date	Supplier	Amount	Transaction Description
Credit Card Manager Customer and Communications			2,404.75	
104160	30/06/2023	Facebook Ads	203.34	Social Media Advertising - Local Planning
104160	30/06/2023	Facebook Ads	42.67	Social Media Advertising - Green Waste
104160	30/06/2023	Facebook Ads	63.65	Social Media Advertising - Animal
104160	30/06/2023	Facebook Ads	441.69	Social Media Advertising - Living Green
104160	30/06/2023	Facebook Ads	239.56	Social Media Advertising - eRates
104160	30/06/2023	Facebook Ads	35.04	Social Media Advertising - Containers
104160	28/06/2023	Lucky Orange	29.99	Website Analytics Tool
104160	28/06/2023	International Transaction	0.75	International Transaction Fee
104160	11/06/2023	QR Code Chimp	250.93	QR code generator
104160	11/06/2023	International Transaction	6.27	International Transaction Fee
104160	09/06/2023	Canva	375.36	Annual design program subscription
104160	08/06/2023	WA News	25.45	News Subscription
104160	08/06/2023	Mailchimp	363.32	Email Marketing Software
104160	05/06/2023	Typeform	53.31	Subscription - Advanced form module
104160	05/06/2023	International Transaction	1.33	International Transaction Fee
104160	02/07/2023	Google Cloud	29.09	Google Map API
104160	01/07/2023	Google Cloud	181.82	Google Map API on website
104160			61.18	GST
Credit Card Director City Development and Sustainabi			2,489.50	
104166	27/06/2023	Department of Justice	166.30	Court Hearing Lodgement Notice
104166	27/06/2023	Department of Justice	166.30	Court Hearing Lodgement Notice
104166	27/06/2023	The Smith Family	2,000.00	Welcome to Country Services
104166	20/06/2023	EZI Visimax	142.64	ID Wallets
104166			14.26	GST
Credit Card Manager Governance and Legal			445.00	
104191	22/06/2023	Taxation & Payroll training	404.55	HR - Taxation & Payroll Training
104191			40.45	GST

Credit Card Chief Executive Officer			2,541.36	
104192	30/06/2023	Bliss Momos Café	21.45	Meeting with Externals (Mayor)
104192	27/06/2023	Swan Taxis	43.48	Travel Expenses - Perth Airport
104192	26/06/2023	Chartered Accountants	760.91	Annual Subscription Fee
104192	03/06/2023	Creative Mobil	58.79	Cab Fare - Boston
104192	03/06/2023	International Transaction	1.47	Transaction Fee
104192	03/06/2023	International Transaction	38.36	Transaction Fee
104192	03/06/2023	Doubletree	1,534.31	Accommodation - Boston
104192			82.59	GST

Credit Card Doug Elkins - Director City Infrastructu			4,293.02	
104194	30/06/2023	Safety Culture Pty Ltd	1,824.00	Data Capture for inspections
104194	29/06/2023	WA Growers Fresh	32.14	Flowers Employee Farewell
104194	29/06/2023	Coles	369.86	Catering Employee Farewell
104194	21/06/2023	Coles	72.73	Recognition Event - City Life
104194	21/06/2023	Coles	209.09	Recognition Event - City Life
104194	19/06/2023	Department of Transport	27.73	Plate change
104194	16/06/2023	Games Workshop	1,012.73	Youth programming materials & equipment
104194	15/06/2023	Twilio Inc	296.90	SMS for One Council
104194	15/06/2023	Twilio Inc	7.42	International Transaction Fee
104194	15/06/2023	City of Perth	9.64	Parking - IPWEA Governance, Audit & Risk
104194	04/07/2023	Coles	68.18	Recognition Event - Koorliny Arts Centre
104194			362.60	GST

Credit Card Human Resources Manager			9,442.73	
104206	30/06/2023	EasyFlowers	88.09	Significant Personal Event - Sympathy/Co
104206	21/06/2023	Qantas	301.82	Flight Fare - One Way Perth to Adelaide
104206	21/06/2023	Virgin Australia	556.36	Flight Fares - Return Perth to Adelaide
104206	21/06/2023	Virgin Australia	302.73	Flight Fare - One Way Adelaide to Perth
104206	21/06/2023	Virgin Australia	5.40	Flight Fare - Payment Surcharge - Adam M
104206	21/06/2023	Virgin Australia	2.94	Flight Fare - Payment Surcharge - Alicia
104206	21/06/2023	EasyFlowers	89.55	Significant Personal Event - Sympathy/Co
104206	20/06/2023	EasyFlowers	89.55	Significant Personal Event - Sympathy/Co
104206	17/06/2023	Qantas	301.82	Flight Fare - One Way Perth to Adelaide AMC Nationals
104206	17/06/2023	Virgin Australia	701.82	Flight Fares - Return Perth to Adelaide
104206	17/06/2023	Virgin Australia	320.91	Flight Fare - One Way Adelaide to Perth
104206	17/06/2023	Virgin Australia	6.81	Flight Fare - Payment Surcharge - Simon
104206	17/06/2023	Virgin Australia	3.11	Flight Fare - Payment Surcharge - Willem
104206	17/06/2023	Darwin City Hotel	3,326.37	Accommodation for World Development Community Conference

104206	16/06/2023	Qantas	603.55	Flight Fares - Return Perth to Adelaide
104206	15/06/2023	Qantas	358.00	Flight Fare - One Way Adelaide to Perth
104206	15/06/2023	Virgin Australia	253.64	Flight Fare - One Way Perth to Adelaide
104206	15/06/2023	Virgin Australia	574.55	Flight Fares - Return Perth to Adelaide
104206	15/06/2023	Virgin Australia	2.46	Flight Fare - Payment Surcharge - Fiona
104206	15/06/2023	Virgin Australia	5.57	Flight Fare - Payment Surcharge - Roisin
104206	15/06/2023	Public Transport Authority	45.45	Smart Rider - Top-up/Auto-load Transaction
104206	08/06/2023	Eventbrite Superannuation	150.00	Superannuation seminar
104206	08/06/2023	Public Transport Authority	45.45	Smart Rider - Top-up/Auto-load Transaction
104206	06/06/2023	The Institute of Internal Auditors	462.00	Job posting - Internal Auditor position
104206			844.78	GST
Credit Card Coordinator Engagement and Place			104.27	
104208	23/06/2023	Amazon	36.32	Personal charges made to wrong credit card - refund made on 18.07.23
104208	23/06/2023	Amazon	9.95	Personal charges made to wrong credit card - refund made on 18.07.23
104208	18/06/2023	Amazon	36.32	Personal charges made to wrong credit card - refund made on 18.07.23
104208	02/06/2023	Amazon	21.68	Personal charges made to wrong credit card - refund made on 18.07.23
Credit Card Director Perth South West Metropolitan A			6,411.59	
104241	30/06/2023	Coles Booragoon	95.45	Flowers - Gifts
104241	30/06/2023	West Aust. Newspapers Limit	1,363.64	Corporate Table Leadership Breakfast
104241	29/06/2023	University of WA	2.73	Parking - LGPA Legal Update
104241	28/06/2023	Vistaprint	195.55	PSWMA WineBags
104241	28/06/2023	QANTAS	783.20	Warwick Flight Perth - Canberra PSWMA
104241	28/06/2023	QANTAS	783.20	Mayor Adams Flight Perth - Canberra PSWMA
104241	28/06/2023	QANTAS	783.20	Wayne Jack Flight Perth - Canberra PSWMA
104241	28/06/2023	QANTAS	280.19	Warwick Flight Canberra - Brisbane PSWMA
104241	28/06/2023	QANTAS	280.19	Mayor Adams Flight Canberra - Brisbane
104241	27/06/2023	Wilson Parking	6.35	Parking Propel Fremantle Launch
104241	26/06/2023	Signarama	180.73	Office Signage for Perth South West
104241	25/06/2023	QANTAS	280.19	Wayne Jack Flight Canberra - PSWMA Brisbane
104241	22/06/2023	The Local Government Planne	77.27	LGPA - Order 9521
104241	19/06/2023	CPP Parking Convention Center	11.93	Parking
104241	16/06/2023	Netregistry	51.77	Domain Renewal #1.
104241	16/06/2023	Netregistry	51.77	Domain Renewal #2.
104241	15/06/2023	Big W Kwinana	29.73	Office supplies Coffee Cups / cleaning supplies
104241	11/06/2023	Baby Bunting Myaree	200.00	Gift Voucher Jo Ong
104241	09/06/2023	Kwinana Huib Lottery Centre	5.45	Birth / Congratulations Card Jo Ong
104241	06/06/2023	QANTAS	384.36	Warwick Flight Brisbane - Perth Return
104241			564.69	GST

Credit Card RATES COORDINATOR			569.00	
104280	23/06/2023	Department of Justice	390.00	Warrant applications
104280	07/06/2023	SMS Broadcast Pty Ltd	162.73	Incorrectly charged credit card - not yet reimbursed
104280			16.27	GST
Credit Card Director, City Life			9,041.46	
104285	22/06/2023	Mannys Fitzroy	-928.97	Purchase reimbursed
104285	19/06/2023	Wellard Pizza	182.73	Catering for Elected Members - Audit Meeting
104285	17/06/2023	Sound Cloud	145.00	Yearly Subscription for the Library
104285	16/06/2023	Amazon	74.99	Bliss Lights Sky Lite - Star Projector
104285	15/06/2023	Mannys Fitzroy	928.97	Unknown supplier was refunded on 22/6/2023
104285	15/06/2023	Post Office Kwinana	500.00	Gift Voucher for NAIDOC Footy Colouring
104285	15/06/2023	Post Office Kwinana	200.00	Gift cards for LYRIK awards
104285	15/06/2023	Post Office Kwinana	21.64	Gift cards for LYRIK awards
104285	15/06/2023	Post Office Kwinana	5.41	Gift Voucher for NAIDOC Footy Colouring
104285	15/06/2023	Flip put Mandurah	218.18	general admission - school holiday programme
104285	15/06/2023	Giri Martial Arts Supplies	418.40	x10 Adidas Single target pads
104285	15/06/2023	Winter Rosie Boutique	174.95	Fluffy Unicorn Mat & Blankets
104285	15/06/2023	Battery Mate	362.85	Sound Proofing packs x2
104285	15/06/2023	The Décor House	95.76	Equipment for the re-decorating of the Zone
104285	15/06/2023	Therapy Blanket	200.45	Equipment for the re-decorating of the Zone
104285	15/06/2023	Hart Sport	122.73	Agility Ladder
104285	15/06/2023	JB HiFi Rockingham	1,008.99	Apple Mac Mini
104285	15/06/2023	JB HiFi Rockingham	385.99	PlayStation controller & Chromecast
104285	15/06/2023	Post Office Kwinana	3,800.00	Gift cards for LYRIK awards
104285	15/06/2023	Post Office Kwinana	81.14	Gift cards for LYRIK awards
104285	14/06/2023	Kmart	560.50	Supplies for team building exercise
104285	06/06/2023	Dome Kwinana	150.00	Gift Card for Elder Abuse AwarenessDay
104285	06/06/2023	Pasta Cup Kwinana	141.05	Elected Member Briefing Session - Catering
104285	03/07/2023	Coles Online	69.82	Supplies for Citizenship Ceremony
104285	03/07/2023	Coles Online	0.45	Supplies for Citizenship Ceremony
104285	01/07/2023	Cherubs Cucina	5.91	Beverages for Director Meeting
104285			114.52	GST
Grand Total:			\$ 37,742.68	

18.3 DISPOSAL OF PROPERTY BY WAY OF LEASE - OFFICE 7 WITHIN ZONE YOUTH SPACE, 7 SKERNE STREET, KWINANA, BETWEEN THE CITY OF KWINANA AND PALMERSTON ASSOCIATION INCORPORATED

SUMMARY

The City of Kwinana (City) is the owner of the Zone Youth Space (Zone) situated at 7 Skerne Way, Kwinana. This report concerns an office with an area of 20.07m² on the first floor, being part of Lot 109 on Deposited Plan 70670, comprised in Certificate of Title Volume 2786 Folio 116 (Premises)

The Premises, as a whole, comprises nine distinct office spaces which includes counselling rooms, meeting rooms and shared kitchen facilities. The facility at present, accommodates community organisations that provide services to the broader Kwinana community, with a general focus on young people aged 12 – 24 years of age. The Zone Youth Space is to be developed into a community hub where young people, families and community members can access services in a safe and inclusive environment. By accommodating a variety of services that support some of the City of Kwinana's most vulnerable and marginalised people, the Zone Youth Space aims to provide multiple services in the once facility, reducing transport barriers and promoting the access to wellbeing services for individuals and families residing in and around Kwinana.

This report seeks Council to resolve that the CEO is authorised on behalf of the City to give disposition by way of lease, to negotiate and finalise the lease of the Premises to Palmerston Association Incorporated (Palmerston)

In accordance with *section 3.58(3)(a) of the Local Government Act 1995*, the City shall be required to give local public notice of the proposed lease.

OFFICER RECOMMENDATION

That Council authorise the Chief Executive Officer to:

- 1. Give local public notice of the proposed disposition of Office 7 within the Zone Youth Space, being part of Lot 109 on Deposited Plan 70670 in accordance with section 3.58(3) of the *Local Government Act 1995*;**
- 2. Advertise the proposed rent of \$3,290.00 per annum as detailed in the valuation provided by McGees Property (Attachment A); and**
- 3. Subject to no objections being received, negotiate, and execute a lease with Palmerston Association Incorporated on the City's behalf, including making any variations not significant in nature.**

VOTING REQUIREMENT

Absolute Majority

DISCUSSION

Palmerston is to utilise office number 7, on a lease agreement to conduct administration, assessments with clients, facilitate referrals, and provide counselling treatment within the Zone Youth Space. The need for Palmerston's services has grown exponentially in the past 12-24 months amongst Kwinana's young people. While the factors for this increase in demand are similar to what is being felt across Australian communities, the landscape at Kwinana is somewhat unique in that the City previously offered the Community Wellbeing and Community Liaison services, prior to June 30, 2023. These Officers were phased out following a recent service review (2022). During that service review, it was determined that the City could achieve similar (or stronger) results by partnering with the not-for-profit sector and the service Palmerston provides is complementary to many others including the new Assertive Outreach tender secured by St Pat's Community Service.

To ensure that assessments, referral, and counselling remains available to the community, Palmerston have agreed to operate from the Zone Youth Space, reducing the requirement for Kwinana residents to travel to Rockingham to access similar services.

Palmerston is a not-for-profit organisation which provides the community with free and independent support. Palmerston supports individuals, including young people, and families affected by alcohol and other drug (AOD) issues, with a range of services including assessment, referral and AOD counselling.

The City of Kwinana and Palmerston work in a collaborative approach through the Kwinana Youth Services (KYS) team within the Community Services and Partnerships Department. Having Palmerston located locally will help in prioritising KYS clients into the referral process and associated services. This will further support other organisations based at the Zone Youth Space, in ensuring that we have wrap-around support services for individuals and families, within the one, centrally located facility. This social service collaboration provides additional advocacy, information sharing, and referral pathways between community-based services and government agencies, as well as community members. This in turn, improves the liveability of our City, and ensures that we can support the diverse needs of our community.

The City's Leasing of Community Facilities Policy (Policy) provides for the circumstances in which an organisation is entitled to a discounted market rent. The proposed rent, has been determined by applying a 30% discount to the valuation amount, as set out in the Policy.

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?
2 – A resilient and thriving economy and exciting opportunities	2.2 – Create strong regional connections that will improve the ability for residents to access jobs, training and goods and services	2.2.1 – Review Advocacy Plan	Palmerston provides free services, training, educational and support services to community members
4 – A unique, vibrant and healthy City that is safe, connected and socially diverse	4.1 – Create, activate and manage places and local centres that are inviting, unique and accessible	4.1.3 – Implement the Social Strategys	Increasing key social services operating from the Zone Youth Space and developing a community hub, young people and families can access a diverse range of social services, increasing the activation and connectedness of Kwinana.
5 – Visionary leadership dedicated to acting for its community	5.3 – Provide a high standard of customer service with the community as priority	5.3.1 – Continue to implement customer experience improvement initiatives	Recent restructures saw the cessation of the Community Wellbeing and Community Liaison services, resulting in a pre-identified gap in a variety of social supports. The City has sought collaboration from Palmerston, as subject matter experts to fill this void. This alignment will see City proactively supporting an organisation that can provide much-needed AOD services. It also displays strong leadership and community engagement as this service has been requested by a wide cross-section of our community.

This agreement will help in further developing a community hub at the Zone Youth Space, to provide community members a safe, inclusive, and accessible environment that provide wellbeing and support services.

SOCIAL IMPLICATIONS

This proposal will support the achievement of the following social outcome/s, objective/s and strategic priorities detailed in the Social Strategy.

Social Strategy			
Social Outcome	Objective	Strategic Priority	How does this proposal achieve the social outcomes, objectives and strategic priorities?
1 – Healthy and Active	1.0 – A physically and mentally healthy and active community	1.4 – Promote physical, mental and nutritional health with a focus on prevention and motivation 1.6 – Support local services and programs that promote healthy relationships	Supporting social services and vulnerable community members to access services within a City facility, with the option to access additional supports within the same facility, reducing travel time, financial burden and increasing levels of anxiety. This also sees the City playing a pivotal role in connecting services and promoting interagency relationships in the pursuit to support young people and families living in Kwinana.
2 – Connected and Inclusive	2.0 – Equitable and inclusive social connection and engagement with community life	2.1 – Facilitate improved stakeholder relationships and networks to enhance coordination and collaboration 2.2 – Plan for open and accessible community spaces when developing suitable facilities to facilitate community interaction	By having multiple social services in relation to legal, mental health, disability, AOD support, education, housing, counselling, case management and recreational services, the Zone Youth Space fosters an inclusive, safe, and collaborative facility for both social services and community members, in particular

		<p>2.3 – Value and support the importance of social connections and consider how new and existing programs and services can contribute to reducing social isolation</p> <p>2.5 – Support and deliver programs that promote awareness of diversity and the importance of inclusivity, tolerance and harmony</p>	<p>young people and families. By offering an array of services, the Zone Youth Space aims to become a place that connects, supports, and fosters relationships and promotes wellbeing.</p>
<p>3 – Informed and Capable</p>	<p>3.0 – Information, learning and development opportunities enhance individual and community capacity</p>	<p>3.1 – Use diverse informing methods to improve community awareness of the full range of programs, events, services, infrastructure and information available</p>	<p>Due to the increase of social services, the Community Services and Partnerships Team has developed interagency working groups to support the local social services sector.</p>
<p>5 – Caring and Supported</p>	<p>5.0 – Challenges to wellbeing are supported by a caring community</p>	<p>5.1 – Engage with at-risk community members proactively and connect them to relevant supports</p> <p>5.2 – Support and provide programs and services to support community members facing barriers to their development and wellbeing</p> <p>5.3 – Advocate to responsible authorities and service providers for increased capacity to support community members facing barriers to their wellbeing</p> <p>5.6 – Enhance interagency coordination to reduce duplication and collaborate on support efforts</p>	<p>By providing increased services for community members at-risk, the City is supporting the improved wellbeing of families and young people in Kwinana</p>

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

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

FINANCIAL/BUDGET IMPLICATIONS

This lease will provide an annual income of \$3,290.00 plus GST and outgoings

ASSET MANAGEMENT IMPLICATIONS

The implications for this report are the ongoing management and administration required of the City's property.

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

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

COMMUNITY ENGAGEMENT

To help improve the way in which we engage and consult with the community, the Community Services and Partnership Team has developed the Kwinana Community Services Working Group (KCSWG). The KCSWG collaborates with the majority of social services in Kwinana and surrounding LGAs, to identify gaps and trends, in Kwinana. Through frequent engagement sessions with this group, further supported by meetings with individual organisations, along with data collected by the Kwinana Youth Services (internal team supporting young people through case management and referrals), it has been identified that an AOD service is vital for the Kwinana community.

This feedback from our engagement has been universally aligned and has been consistent.

ATTACHMENTS

- A. Valuation - Palmerston 13 July 2023 - Confidential**
- B. Draft lease agreement - Palmerston Association Inc - Offie 7 Zone - Confidential**

18.4 DRAFT MONTHLY FINANCIAL REPORT JUNE 2023

SUMMARY

The Monthly Financial Reports, which includes the Monthly Statement of Financial Activity and explanation of material variances, for the period ending 30 June 2023 has been prepared for Council acceptance.

OFFICER RECOMMENDATION

That Council:

1. **Accepts the Draft Monthly Statements of Financial Activity for the period ended 30 June 2023, as detailed in Attachment A; and**
2. **Accepts the explanations for material variances for the period ended 30 June 2023, as detailed in Attachment A.**

VOTING REQUIREMENT

Simple majority

DISCUSSION

The purpose of this report is to provide a monthly financial report, which includes rating, investment, reserve, debtor, and general financial information to Council 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 30 June 2023 and includes the following key reporting data:

- Statement of Financial Activity by Nature or Type
- Statement of Financial Position
- Net Current Funding Position
- Outstanding debtors (Rates and Sundry Debtors)
- Capital Acquisitions
- Borrowings
- Cash Reserves
- Operating and Non-Operating Grants and Contribution

Closing Surplus Position

The current closing municipal surplus for June is \$1,855,959 compared to a budget position of \$1,133,168. The closing financial position is still subject to end of year adjustments and will be reported to Council once the year end audit is completed.

Revenue

Income for June 2023 period year to date is \$67,517,688 and is broken up as follows:

- \$65,646,789 - operating revenues; and
- \$ 1,870,899 - non-operating grants, contributions, and subsidies.

The current budget estimated for income is \$69,976,081 and varies to the actual by \$2,458,393.

Expenditure

Expenditure for June 2023 period year to date is \$79,240,034 and is broken up as follows:

- \$66,597,484 in operating expenditure
- \$12,642,550 in capital expenditure.

The current budget estimated for expenditure is \$88,325,400 and varies to the actual by \$9,085,366.

Detail of all significant variances against the current budget for the Draft June 2023 Monthly Financial Reports is provided in Note 1 and Note 6 to the Monthly Financial Report at Attachment A.

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

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 at 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. Draft Monthly Financial Report June 2023**



Monthly Financial Report



CITY OF KWINANA
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 30 June 2023

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

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**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

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)		2,339,025	3,166,736	3,166,736	3,166,736	0	0.0%	
Revenue from operating activities								
Rates	5	45,623,279	45,630,736	45,630,736	45,658,708	27,972	0.1%	
Operating grants, subsidies and contributions	9	5,465,252	3,389,201	3,389,201	3,285,468	(103,733)	(3.1%)	
Fees and charges		13,349,224	12,543,866	12,543,866	13,054,650	510,784	4.1%	
Interest earnings		646,927	2,415,164	2,415,164	2,439,792	24,628	1.0%	
Other revenue		543,046	922,432	922,432	1,208,172	285,740	31.0%	▲
Profit on disposal of assets		143,250	157,288	157,288	0	(157,288)	(100.0%)	▼
		65,770,978	65,058,687	65,058,687	65,646,789	588,102		
Expenditure from operating activities								
Employee costs		(28,003,938)	(28,443,267)	(28,443,267)	(28,707,027)	(263,760)	(0.9%)	
Materials and contracts		(28,005,688)	(25,695,872)	(25,695,872)	(25,020,984)	674,888	2.6%	
Utility charges		(2,488,413)	(2,642,691)	(2,642,691)	(2,597,795)	44,896	1.7%	
Depreciation on non-current assets		(16,582,989)	(16,582,989)	(16,582,989)	(8,857,457)	7,725,532	46.6%	▲
Interest expenses		(698,484)	(714,145)	(714,145)	(696,005)	18,141	2.5%	
Insurance expenses		(646,682)	(647,160)	(647,160)	(691,741)	(44,581)	(6.9%)	
Other expenditure		(298,146)	(33,105)	(33,105)	(26,476)	6,629	20.0%	
Loss on disposal of assets		(10,425)	(25,805)	(25,805)	0	25,805	100.0%	
		(76,734,765)	(74,785,033)	(74,785,033)	(66,597,484)	8,187,549		
Non-cash amounts excluded from operating activities	2	16,721,458	16,451,506	16,451,506	11,200,569	(5,250,937)	(31.9%)	▼
Amount attributable to operating activities		5,757,671	6,725,160	6,725,160	10,249,874	3,524,714		
Investing activities								
Grants, Subsidies and Contributions	10	5,648,463	4,917,394	4,917,394	1,870,899	(3,046,495)	(62.0%)	
Proceeds from disposal of assets		872,500	603,992	603,992	591,412	(12,580)	(2.1%)	
Self-Supporting Loan Principal Received		18,444	18,444	18,444	18,495	51	0.3%	
Payments for capital acquisitions	6	(15,789,602)	(13,540,367)	(13,540,367)	(12,642,550)	897,817	6.6%	▲
		(9,250,195)	(8,000,536)	(8,000,536)	(10,161,744)	(2,161,208)		
Non-cash amounts excluded from investing activities	2	(698,494)	2,845,169	2,845,169	6,379,401	3,534,232	(124.2%)	
Amount attributable to investing activities		(9,948,689)	(5,155,367)	(5,155,367)	(3,782,343)	1,373,024		
Financing Activities								
Repayment of debentures	7	(2,261,960)	(2,260,629)	(2,260,629)	(2,260,636)	(7)	(0.0%)	
Payments for principal portion of lease liabilities	7	(139,257)	(139,257)	(139,257)	(6,661)	132,596	95.2%	▲
Transfer from reserves	8	10,519,853	10,303,131	10,303,131	0	(10,303,131)	100.0%	
Transfer to reserves	8	(5,995,349)	(11,506,605)	(11,506,605)	(5,511,010)	5,995,596	52.1%	▲
Amount attributable to financing activities		2,123,287	(3,603,360)	(3,603,360)	(7,778,307)	(4,174,947)		
Closing funding surplus / (deficit)		271,294	1,133,168	1,133,168	1,855,959	722,791		

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Actual and YTD Budget data as per the adopted materiality threshold.
Refer to Note 1 for an explanation of the reasons for the variance.
This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

**STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 JUNE 2023**

NOTE	Closing	Current Month	This Time Last Year
	30 June 2022	30 June 2023	30 June 2022
	\$	\$	\$
CURRENT ASSETS			
Cash and cash equivalents	10,482,138	6,451,840	10,482,138
Other financial assets - Term Deposits	61,940,407	69,433,846	61,940,407
Other financial assets - Banksia Park Deferred Mgmt Fees	246,014	246,014	246,014
Other financial assets - Self Supporting Loans	18,444	18,444	18,444
Rates receivable	2,591,472	1,861,815	2,591,472
Other receivables (incl. allowance for impairment)	1,004,204	1,455,678	1,004,204
Other assets	507,512	384,981	507,512
Assets classified as held for sale	0	0	0
TOTAL CURRENT ASSETS	76,790,191	79,852,619	76,790,191
NON-CURRENT ASSETS			
Trade and other receivables	907,498	971,005	907,498
Other financial assets - Banksia Park Deferred Mgmt Fees	2,907,226	2,907,226	2,907,226
Other financial assets - Local Govt House Trust	136,156	136,156	136,156
Other financial assets - Self Supporting Loans	196,413	177,918	196,413
Investment in associate (SMRC)	0	0	0
Property, plant and equipment	139,096,047	139,967,214	139,096,047
Infrastructure	608,946,293	611,446,171	608,946,293
Investment property	570,000	570,000	570,000
Intangible assets	4,839,502	5,381,961	4,839,502
Right of use assets	391,339	262,929	391,339
TOTAL NON-CURRENT ASSETS	757,990,474	761,820,579	757,990,474
TOTAL ASSETS	834,780,665	841,673,199	834,780,665
CURRENT LIABILITIES			
Trade and other payables	8,436,347	7,372,553	8,436,347
Banksia Park Unit Contributions	16,100,000	16,100,000	16,100,000
Contract and other liabilities	2,612,654	5,851,903	2,612,654
Lease liabilities	10,110	3,449	10,110
Borrowings	2,696,235	435,600	2,696,235
Employee related provisions	5,147,863	5,164,926	5,147,863
TOTAL CURRENT LIABILITIES	35,003,209	34,928,431	35,003,209
NON-CURRENT LIABILITIES			
Other liabilities (Developer Contributions)	36,327,921	41,783,565	36,327,921
Lease liabilities	371,179	371,179	371,179
Borrowings	13,156,542	13,156,541	13,156,542
Employee related provisions	600,829	600,829	600,829
TOTAL NON-CURRENT LIABILITIES	50,456,471	55,912,114	50,456,471
TOTAL LIABILITIES	85,459,680	90,840,545	85,459,680
NET ASSETS	749,320,985	750,832,654	749,320,985
EQUITY			
Retained surplus	218,399,668	214,400,326	218,399,668
Reserves - cash/financial asset backed	64,715,177	70,226,188	64,715,177
Revaluation surplus	466,206,140	466,206,141	466,206,140
TOTAL EQUITY	749,320,985	750,832,654	749,320,985

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

**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 2022-23 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	27,972	0%	No Material Variance	
Operating Grants, Subsidies and Contributions	(103,733)	(3%)	Permanent	Refer Note 9.
Fees and Charges	510,784	4%	Permanent	Recquatic centre \$86K swim school income received in advance for 2023/2024 and \$244K membership fees income higher than anticipated. \$86K community facilities hire fees, \$41K accelerated pavement depreciation fees and \$29K extractive industries license fees higher than budgeted. \$41K timing variance on sale of Banksia park retirement village unit. \$31K building services verge permit fees, \$47K planning development fees income lower than anticipated.
Interest Earnings	24,628	1%	No Material Variance	
Other Revenue	285,740	31%	Permanent	\$83K Private works, \$24K rates legal fees not budgeted, offset by expenditure. \$65K PSWMA employee costs reimbursement which will be offset by expenditure. \$27K Banksia Park - reimbursement on sale of property higher than budgeted. \$23K Parental leave reimbursement, offset by expenditure. \$22K Long service leave reimbursement to be offset by long service leave expenditure. \$15K Property outgoings and reimbursement actual higher than budget. Fuel Tax Credit received \$13K less than budgeted.
Profit on Disposal of Assets	(157,288)	(100%)	Timing	Disposal of Assets will be posted after Roads Depreciation has been finalised.
Expenditure from operating activities				
Employee Costs	(263,760)	(1%)	Permanent	\$215k Workers compensation 2021/2022 performance based adjustment was budgeted in 2023/24. However, payment was earlier than expected. 2023/24 budget to be reduced by the same amount. \$49 redundancy payment not budgeted.

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 2022-23 year is \$50,000 or 5.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
Materials and Contracts	674,888	3%	Permanent/Timing	\$283K consultant fees budget to be carried forward to 2023/2024. \$180K Waste services and revolving energy budgets not expended - savings to be transferred back to reserve. \$119K agency staff cost lower than anticipated. \$143K grants, event and engagement budgets lower than anticipated. \$112K Banksia park retirement estate and Callistemon court APU budgeted not expended. Savings to be transferred back to reserve. \$80K Fire mitigation works budget to carry forward to 23/24. \$122K Private works expenses higher than budgeted to be offset by income. \$82K Rate valuations fees actual expenditure higher than anticipated. \$52K Rate legal service fees actual higher than budgeted to be offset by legal fee recovery income.
Utility Charges	44,896	2%	No Material Variance	
Depreciation on Non-Current Assets	7,725,532	47%	Timing	June depreciation still to be run for end of year processing.
Interest Expenses	18,141	3%	No Material Variance	
Insurance Expenses	(44,581)	(7%)	Permanent	Banksia Park (\$22K) and Callistemon Court (\$22K) industrial special risks Insurance budget was omitted.
Other Expenditure	6,629	20%	Permanent	Planning & Development - contributions to community sponsorship not expended.
Loss on Disposal of Assets	25,805	100%	Permanent/Timing	Awaiting end of year processing.
Investing activities				
Non-Operating Grants, Subsidies and Contributions	(3,046,495)	(62%)	Timing	Refer note 10.
Reimbursement of Developer Contributions	0	0%	No Material Variance	
Proceeds from disposal of assets	(12,580)	(2%)	No Material Variance	
Self-Supporting Loan Principal	51	0%	No Material Variance	
Purchase of Right of Use assets	0	0%	No Material Variance	
Payments for capital acquisitions	897,817	7%	Timing	Refer note 6.
Financing activities				
Proceeds from new debentures	0	0%	No Material Variance	
Repayment of debentures	(7)	(0%)	No Material Variance	
Payments for principal portion of lease liabilities	132,596	95%	Timing	Awaiting end of year processing.
Transfer from reserves	(10,303,131)	100%	Timing	Awaiting end of year processing.
Transfer to reserves	5,995,596	52%	Timing	Awaiting end of year processing.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

**NOTE 2
NET CURRENT FUNDING POSITION**

Notes	Last Years Closing 30 June 2022	This Time Last Year 30 June 2022	Current Budget 2022-23	YTD Actual 30 June 2023
	\$	\$		\$
(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	(186,850)	(177,759)	(157,288)	-
Less: Reversal of prior year revaluation loss	(2,780,113)	-	-	-
Less: Share of net profit of associates and joint ventures accounted for using the equity method	100,235	-	-	-
Less: Movement in pensioner deferred rates (non-current)	(61,099)	68,920	-	(63,507)
Movement in employee benefit provisions	(403,162)	53,627	-	17,063
Add: Loss on asset disposals	5,165	1,234	25,805	-
Mvmt in Local Govt House Trust	(6,994)	-	-	(0)
Add: Depreciation on assets	15,717,757	14,415,096	16,582,990	8,857,457
Mvmt in operating contract liabilities associated with restricted cash	(59,559)	(109,205)	-	2,389,556
Mvmt in Banksia Park deferred management fees receivable	635,512	-	-	-
Mvmt in Banksia Park valuation of unit contribution	(633,635)	-	-	-
Total non-cash items excluded from operating activities	12,327,257	14,251,913	16,451,507	11,200,569
Mvmt in non-operating liabilities (non-current)	8,230,243	7,176,510	4,371,310	0
Mvmt in non-operating liabilities associated with restricted cash	(4,113,029)	(551,664)	(1,526,141)	6,379,401
Total non-cash items excluded from investing activities	4,117,214	6,624,846	2,845,169	6,379,401
Total Non-cash items	16,444,471	20,876,760	19,296,675	17,579,970

(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	(64,715,177)	(62,955,993)	(58,520,800)	(70,226,188)
Less: Financial assets at amortised cost - self supporting loans	(18,444)	(17,847)	(18,444)	(18,444)
Less: Banksia Park DMF Recievable	(246,014)	(212,269)	(212,269)	(246,014)
Less: Land held for resale	-	(498,000)	-	-
Add: Borrowings	2,696,235	2,537,530	2,241,044	435,600
Add: Provisions - employee	5,147,863	5,760,481	5,189,046	5,164,926
Add: Current portion of contract and other liability held in reserve	49,646	4,525,125	52,067	2,439,202
Add: Current portion of unspent non-operating grants, subsidies and contributions hel	2,355,535	0	1,250,000	3,279,240
Add: Lease liabilities	10,110	11,349	138,194	3,449
Add: Banksia Park Unit Contributions	16,100,000	16,733,635	16,733,635	16,100,000
Total adjustments to net current assets	(38,620,246)	(34,115,990)	(33,147,527)	(43,068,229)

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

Current assets	76,790,191	76,790,191	63,859,370	79,852,619
Less: Current liabilities	(35,003,209)	(35,003,209)	(30,711,843)	(34,928,431)
Less: Total adjustments to net current assets	(38,620,246)	(34,115,990)	(33,147,527)	(43,068,229)
Closing funding surplus / (deficit)	3,166,736	7,670,992	0	1,855,959

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 30 JUNE 2023

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	3,428,259			3,428,259	Variable	CBA	AA		
CBA Online Saver Bank Account	2,913,944			2,913,944	0.20%	CBA	AA		
CBA Trust Bank Account			49,865	49,865	N/A	CBA	AA		
Cash On Hand - Petty Cash	3,405			3,405	N/A	PC	N/A		
Term Deposits - Muni Investments	3,000,000			3,000,000	4.50%	CBA	AA	Jul 2023	151
Reserve Funds Investments (Cash Backed Reserves)									
Refuse Reserve		5,484,509		5,484,509	4.40%	NAB	AA	Jul 2023	124
Asset Management Reserve		4,701,736		4,701,736	4.45%	NAB	AA	Aug 2023	194
Plant and Equipment Replacement Reserve		604,169		604,169	4.45%	NAB	AA	Aug 2023	194
CLAG Reserve		275,433		275,433	4.59%	CBA	AA	Sep 2023	194
Workers Compensation Reserve		563,175		563,175	4.59%	CBA	AA	Sep 2023	194
Settlement Agreement Reserve		172,639		172,639	4.59%	CBA	AA	Sep 2023	194
Public Arts Reserve		306,254		306,254	4.59%	CBA	AA	Sep 2023	194
City Infrastructure Reserve		962,991		962,991	4.59%	CBA	AA	Sep 2023	194
Information Technology Reserve		105,578		105,578	4.47%	SUN	A	Oct 2023	190
APU Reserve		865,764		865,764	4.47%	SUN	A	Oct 2023	190
BP Reserve		250,229		250,229	4.47%	SUN	A	Oct 2023	190
Renewable Energy Efficiency Reserve		52,380		52,380	4.47%	SUN	A	Oct 2023	190
Employee Leave Reserve		3,027,628		3,027,628	4.76%	CBA	AA	Oct 2023	152
Public Open Space Reserve		329,420		329,420	4.76%	CBA	AA	Oct 2023	152
Community Services & Emergency Relief Reserve		343,238		343,238	4.76%	CBA	AA	Oct 2023	152
Employee Vacancy Reserve		518,748		518,748	4.76%	CBA	AA	Oct 2023	152
Golf Club Maintenance Reserve		27,809		27,809	4.76%	CBA	AA	Oct 2023	152
Golf Course Cottage Reserve		30,504		30,504	4.76%	CBA	AA	Oct 2023	152
Reserve Funds Investments (Developer Contributions)									
DCA 1 - Hard Infrastructure - Bertram		1,563,380		1,563,380	4.50%	NAB	AA	Sep 2023	194
DCA 2 - Hard Infrastructure - Wellard		1,761,623		1,761,623	4.50%	NAB	AA	Sep 2023	194
DCA 6 - Hard Infrastructure - Mandogalup		5,568,035		5,568,035	4.59%	CBA	AA	Sep 2023	194
DCA 11 - Soft Infrastructure - Wellard East		5,970,520		5,970,520	4.35%	BEN	AAA	Sep 2023	194
DCA 12 - Soft Infrastructure - Wellard West		10,976,852		10,976,852	4.35%	BEN	AAA	Sep 2023	194
DCA - 4 Hard Infrastructure - Anketell		2,129,568		2,129,568	4.70%	NAB	AA	Sep 2023	124
DCA 5 - Hard Infrastructure - Wandj		1,914,450		1,914,450	4.50%	BEN	AAA	Sep 2023	124
DCA 7 - Hard Infra Mandogalup		109,571		109,571	4.70%	NAB	AA	Sep 2023	124
DCA 8 - Soft Infrastructure - Mandogalup		3,890,481		3,890,481	4.70%	NAB	AA	Sep 2023	124
DCA 9 - Soft Infrastructure - Wandj/Anketell		12,217,921		12,217,921	4.70%	NAB	AA	Sep 2023	124
DCA 10 - Soft Infrastructure - Casuarina/Anketell		187,302		187,302	4.70%	NAB	AA	Sep 2023	124
DCA 13 - Soft Infrastructure - Bertram		261,384		261,384	4.70%	NAB	AA	Sep 2023	124
DCA 14 - Soft Infrastructure - Wellard/Leda		926,831		926,831	4.70%	NAB	AA	Sep 2023	124
DCA 15 - Soft Infrastructure - Townsite		333,724		333,724	4.50%	BEN	AAA	Sep 2023	124
Total	9,345,608	66,433,846	49,865	75,829,319	4.54% weighted average interest rate				
	12%	88%	0.1%						
Comprising									
Cash and cash equivalents (Exclude Trust)	6,345,608	0	0	6,345,608					
Financial assets at amortised cost	3,000,000	66,433,846	0	69,433,846					
Trust	0	0	49,865	49,865					
	9,345,608	66,433,846	49,865	75,829,319					

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	19,195,546	25%	100%	✓
AA	55,356,417	73%	100%	✓
A	1,273,951	2%	60%	✓
BBB	-	0%	20%	✓
Unrated	3,405	0%	20%	✓

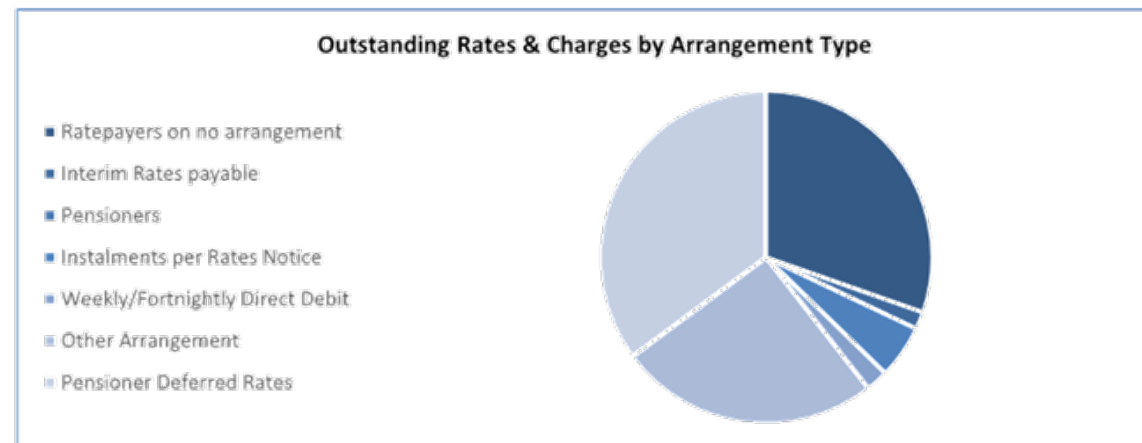
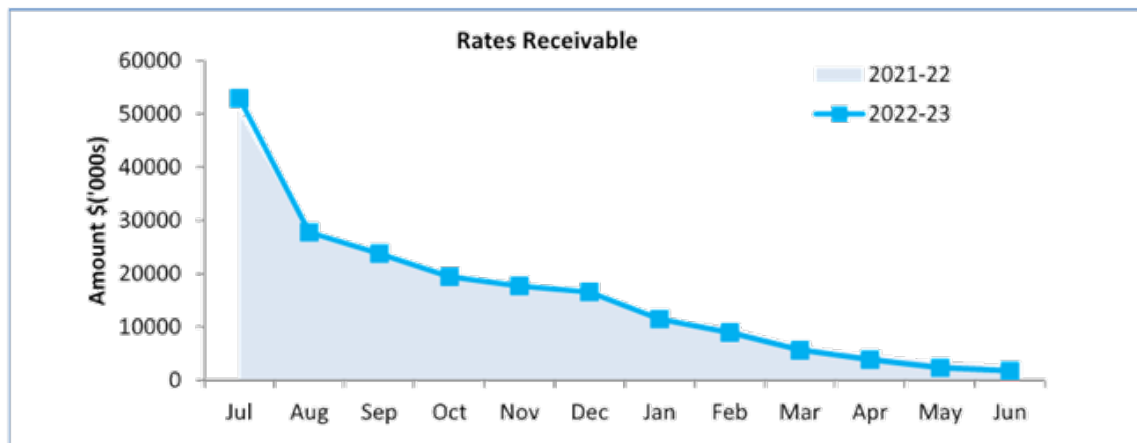
Counterparty Credit Risk	Funds Held	Actual at Period End	Limit per Policy	
BEN (AAA)	19,195,546	25%	45%	✓
NAB (AA)	33,838,475	45%	45%	✓
CBA (AA)	21,517,942	28%	45%	✓
SUN (A)	1,273,951	2%	45%	✓
WBC (AA)	-	0%	45%	✓

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

**OPERATING ACTIVITIES
NOTE 4
RECEIVABLES**

Rates receivable	30 June 2022	30 Jun 2022	30 Jun 2023
	\$		\$
Opening arrears previous years	3,262,814	3,262,814	2,357,892
Levied this year	55,081,277	55,081,277	58,249,145
Rates & Charges to be collected	58,344,091	58,344,091	60,607,037
<u>Less Collections to date</u>	<u>(54,694,261)</u>	<u>(54,694,261)</u>	<u>(57,845,606)</u>
<u>Less Pensioner Deferred Rates</u>	<u>(907,498)</u>	<u>(907,498)</u>	<u>(971,005)</u>
Net Rates & Charges Collectable	2,742,332	2,742,332	1,790,426
% Outstanding	4.70%	4.70%	2.95%
<u>Prepaid Rates received (not included above)</u>	<u>(1,141,077)</u>	<u>(1,141,077)</u>	<u>(1,228,667)</u>
	2.74%	2.74%	0.93%

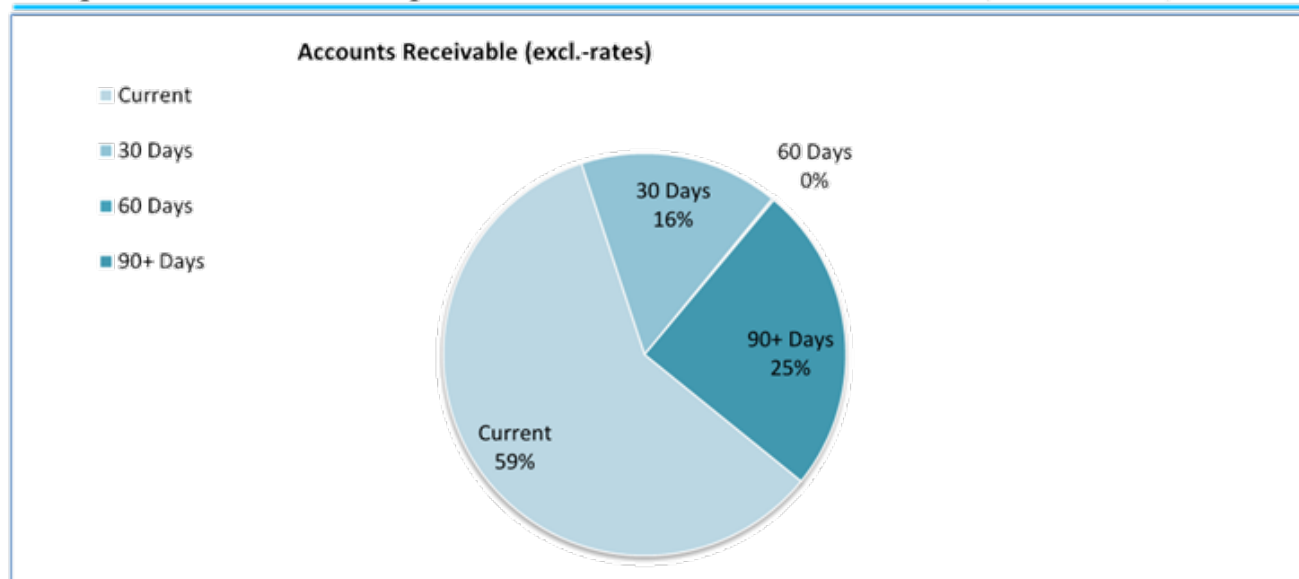
Outstanding Rates & Charges by Payment Arrangement Type	30 Jun 2023		
	No. of Assessments	\$	%
Ratepayers on no arrangement	595	838,474	30%
Interim Rates payable	71	46,795	2%
Pensioners	0	0	0%
Instalments per Rates Notice	301	143,507	5%
Weekly/Fortnightly Direct Debit	193	60,507	2%
Other Arrangement	220	701,143	25%
	1,380	1,790,426	65%
Pensioner Deferred Rates	269	971,005	35%
	1,649	2,761,431	100%



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023

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	904,321	242,829	1,957	189,091	1,338,197
Infringements Register	350	2,237	621	189,934	193,141
Total sundry receivables outstanding	904,671	245,065	2,577	379,025	1,531,338
<i>Exclude rebates receivable</i>	59%	16%	0%	25%	
Rebates receivable - Rates	34,260	0	0	0	34,260
Rebates receivable - ESL	2,269	0	0	0	2,269
Total general receivables outstanding	941,200	245,065	2,577	379,025	1,567,868



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. Payments being received.	2,306
Prosecution Planning & Development Act	3859.07	Registered with FER- payments being received.	6,046
Prosecution Local Government Act 1995	3909.07	Registered with FER.	5,703
Prosecution Local Law Fencing	4233.07	Registered with FER. Finalised by work development.	2,500
Prosecution Local Law Urban Environment Nuisance - Disrepair Vehicle	4275.07	Registered with FER. Payments being received.	12,100
Prosecution Dog Act 1976	4387.07	Registered with FER.	10,200
Prosecution Dog Act 1976	4465.07	Registered with FER- payments being received.	1,286
Prosecution Planning & Development Act	4467.07	Registered with FER- payments being received.	1,465
Prosecution Dog Act 1976	4610.07	Registered with FER.	25,028
Prosecution Planning & Development Act	4885.07	Registered with FER- work and development permit with FER.	16,496
Prosecution Parking Act	5152.07	Registered with FER.	5,250
Prosecution Planning & Development Act	5325.07	Registered with FER.	38,463
Prosecution Building Act 2011	5474.07	Registered with FER - payments being received.	20,104
Prosecution Dog Act 1976	5534.07	Registered with FER- payments being received.	5,332
Prosecution Pool Act	7120.07	Registered with FER-payments being received.	6,940
Prosecution Pool Act	6059.07	Registered with FER-payments being received.	2,420
Prosecution Pool Act	6104.07	Registered with FER- payments being received.	1,425
Prosecution Dog Act 1976	6260.07	Registered with FER - payments being received.	4,619
			167,684
Other Sundry Debtors			
Illegal Dumping	3922.03	Disputed by owner - City Assist waiving charges - credit due	1529.36
Local Government Act 1995 abandoned vehicle	3884.03	Defaulted Payment arrangement. Potential minor case claim.	1,155
Sports Club Hire Ovals 2022/2023	322.04	Club Development in discussion with club regarding payment.	4,019
Total Debtors 90+ days > \$1,000			174,388

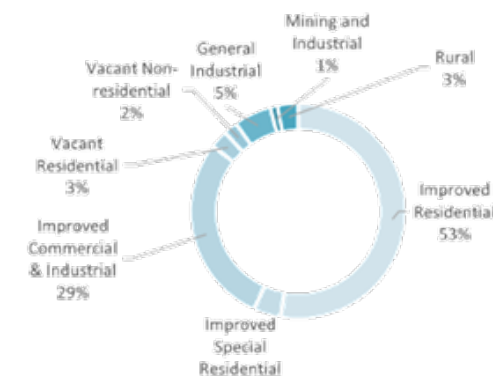
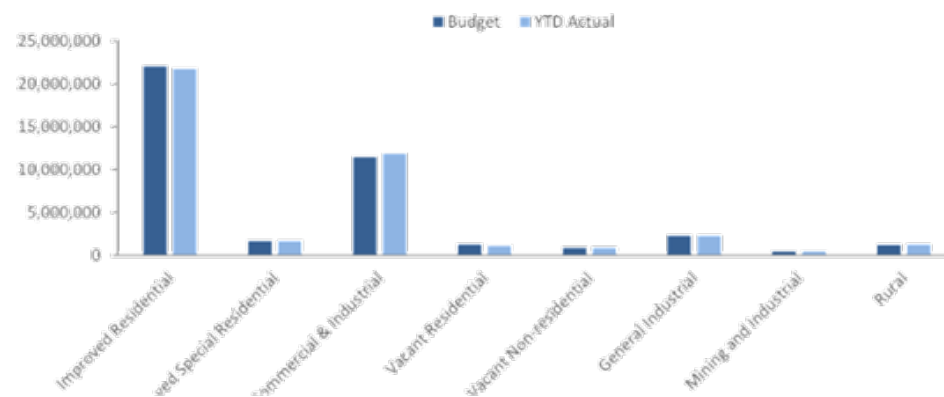
KEY INFORMATION

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023

OPERATING ACTIVITIES
NOTE 5
RATE REVENUE

General rate revenue	Budget						YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue \$	Interim Rate \$	Total Revenue \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$
RATE TYPE										
Gross rental value										
Improved Residential	0.10247	14,024	210,108,704	21,266,353	800,000	22,066,353	21,265,077	457,347	35,605	21,758,028
Improved Special Residential	0.09927	831	16,984,828	1,687,439	0	1,687,439	1,687,439	(607)	7,713	1,694,545
Improved Commercial & Industrial	0.10222	513	112,105,712	11,470,820	0	11,470,820	11,470,820	367,594	290	11,838,704
Vacant Residential	0.18392	387	6,775,240	1,284,343	0	1,284,343	1,284,343	(169,814)	4,329	1,118,858
Vacant Non-residential	0.16825	58	4,954,450	895,040	0	895,040	895,040	8,057	(37,118)	865,979
Unimproved value										
General Industrial	0.01912	3	121,200,000	2,317,344	0	2,317,344	2,317,344	0	0	2,317,344
Mining and Industrial	0.00920	32	49,342,000	470,387	0	470,387	470,387	(16,440)	(496)	453,450
Rural	0.00551	133	225,271,000	1,260,143	0	1,260,143	1,260,143	(47,919)	64,889	1,277,113
Sub-Total		15,981	746,741,934	40,651,869	800,000	41,451,869	40,650,591	598,219	75,210	41,324,021
Minimum payment										
Minimum \$										
Gross rental value										
Improved Residential	1,126	2,490	24,383,502	2,787,976	0	2,787,976	2,789,255	(463)	(632)	2,788,160
Improved Special Residential	1,126	8	70,118	4,504	0	4,504	4,504	0	0	4,504
Improved Commercial & Industrial	1,466	64	590,287	93,824	0	93,824	93,824	1,217	0	95,041
Vacant Residential	1,126	1,050	4,942,840	1,249,860	0	1,249,860	1,249,860	(83,658)	(4,317)	1,161,885
Vacant Non-residential	1,126	21	39,420	23,646	0	23,646	23,646	0	0	23,646
Unimproved value					0					
General Industrial	1,466	0	0	0	0	0	0	0	0	0
Mining and Industrial	1,466	12	32,196	1,466	0	1,466	1,466	16,126	0	17,592
Rural	1,126	11	922,700	10,134	0	10,134	10,134	4,689	1,083	15,906
Sub-total		3,656	30,981,063	4,171,410	0	4,171,410	4,172,689	(62,088)	(3,866)	4,106,734
Total general rates						45,623,279				45,430,755
Ex Gratia Rates						0				227,953
Total Rates						45,623,279				45,658,708



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

**INVESTING ACTIVITIES
NOTE 6
CAPITAL ACQUISITIONS**

Capital acquisitions	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance
	\$	\$	\$	\$	\$
Land and Buildings	4,476,677	3,845,851	3,845,851	3,681,572	(164,279)
Plant, Furniture and Equipment	2,018,900	1,598,457	1,598,457	1,472,850	(125,607)
Intangible Assets	545,557	532,088	532,088	548,966	16,878
Infrastructure - Roads	4,486,650	3,974,323	3,974,323	4,018,238	43,915
Infrastructure - Parks & Reserves	3,268,928	2,705,268	2,705,268	2,156,782	(548,486)
Infrastructure - Footpaths	194,500	268,042	268,042	281,634	13,592
Infrastructure - Car Parks	214,000	25,347	25,347	20,855	(4,492)
Infrastructure - Drainage	376,000	357,307	357,307	205,164	(152,143)
Infrastructure - Bus Shelters	21,850	21,850	21,850	9,529	(12,321)
Infrastructure - Street Lights	96,540	47,189	47,189	55,052	7,864
Infrastructure - Other	90,000	164,646	164,646	191,909	27,263
Payments for Capital Acquisitions	15,789,602	13,540,367	13,540,367	12,642,550	(897,817)
Total Capital Acquisitions	15,789,602	13,540,367	13,540,367	12,642,550	(897,817)
Capital Acquisitions Funded By:					
	\$	\$	\$	\$	\$
Capital grants and contributions	5,648,463	3,929,037	4,917,394	1,870,899	(3,046,495)
Disposal of Assets	872,500	603,992	603,992	591,412	(12,580)
Cash Backed Reserves	7,714,074	10,475,655	0	0	0
Municipal Funds	1,554,565	(1,468,318)	8,018,980	10,180,239	2,161,259
Capital funding total	15,789,602	13,540,367	13,540,367	12,642,550	(897,817)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

**INVESTING ACTIVITIES
NOTE 6
CAPITAL ACQUISITIONS (CONTINUED)**



Capital Expenditure	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance	Comments
	\$	\$	\$	\$	\$	
Buildings						
210011 Admin Building - Asbestos Removal Program	10,500	9,594	9,594	9,137	(457)	Project complete.
Administration Building - refurbishment	246,934	0	0	0	0	
210010 Administration Building - refurbishment A/C renewal foyer	0	72,561	72,561	69,106	(3,455)	Project complete.
210040 Administration Building - refurbishment Renewal	0	91,317	91,317	79,203	(12,114)	Project works in progress. Partial to be carried forward to 2023/2024.
210041 Administration Building - refurbishment New/Upgrade	0	2,381	2,381	0	(2,381)	Design has commenced. Project to be carried forward to 2023/2024.
210135 C/fwd Administration Building - new / upgrade and renewal	0	0	0	0	0	
210053 Animal Care Facility Refurbishment	60,350	0	0	0	0	
210001 Building Contingency	100,000	157,000	157,000	156,069	(931)	Project complete.
210048 Business Incubator - ablutions	5,000	5,879	5,879	5,879	0	Project complete.
210015 Business Incubator - Doors	29,400	29,400	29,400	24,779	(4,621)	Project complete.
210014 Business Incubator - Flooring	15,750	13,366	13,366	12,394	(972)	Project complete.
210034 Calista Oval Tennis Club - fencing	26,250	32,373	32,373	34,555	2,182	Project complete.
210033 Casuarina Wellard Hall - security	10,500	3,140	3,140	753	(2,387)	Project completed in July 2023. Budget to be carried forward to 2023/2024.
210058 Challenger Beach Ablutions	150,000	0	0	0	0	
210012 City Operations - Asbestos Removal Program	10,500	2,653	2,653	2,153	(500)	Project complete.
210018 Darius Wells - curtains	31,500	19,000	19,000	7,916	(11,084)	Project complete.
210016 Darius Wells - Floors	31,500	21,334	21,334	19,834	(1,500)	Project complete.
210017 Darius Wells - painting	15,750	15,750	15,750	0	(15,750)	Project completed in July 2023. Budget to be carried forward to 2023/2024.
210043 DCA12 Wellard West Community Centre/Clubroom design	210,000	0	0	22,155	22,155	Budget has been carried forward to 2023/2024. However, works has been commenced in June 2023. 2023/2024 budget to be reduced by the same amount.
210047 DCA9 Honeywood Pavilion	593,868	1,118,125	1,118,125	1,126,750	8,625	Works complete.
210049 FDC - airconditioning	7,980	7,980	7,980	0	(7,980)	Project on hold.
210013 FDC - Asbestos Removal Program	10,500	9,500	9,500	0	(9,500)	Project on hold.
210002 FDC - Paint corrugated fence	5,250	5,250	5,250	0	(5,250)	Project on hold.
210020 Fiona Harris Pavilion - painting	21,000	19,095	19,095	11,438	(7,657)	Project complete.
210050 John Wellard - creche softfall	24,938	0	0	0	0	
210026 John Wellard - painting	8,400	15,114	15,114	15,587	473	Project complete.
210032 John Wellard - security	18,900	19,393	19,393	18,493	(900)	Project complete.
210035 Koorliny - carpet	36,750	39,875	39,875	38,125	(1,750)	Project complete.
210046 Kwinana South VFBF	25,000	0	0	0	0	
210045 Kwinana South VFBF Station Ext	1,762,532	1,441,570	1,441,570	1,407,735	(33,835)	Project complete.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

**INVESTING ACTIVITIES
NOTE 6
CAPITAL ACQUISITIONS (CONTINUED)**



Capital Expenditure	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance	Comments
	\$	\$	\$	\$	\$	
210036 Margaret Feilman - airconditioning	5,150	3,475	3,475	3,230	(245)	Project complete.
210054 Medina Hall - fan replacement	15,000	0	0	0	0	
210019 Medina Hall - painting	15,750	15,750	15,750	14,929	(821)	Project complete.
210030 Medina Hall - security	9,450	27,653	27,653	26,336	(1,317)	Project complete.
210057 Medina Hall Airconditioning	50,000	24,239	24,239	24,239	0	Project complete.
210056 Mini Golf Course Kiosk and Toilets	270,000	0	0	0	0	
210037 Parmelia House - airconditioning	22,050	24,850	24,850	23,800	(1,050)	Project complete.
210025 Recquatic Centre - air quality pool hall	57,750	57,750	57,750	41,163	(16,587)	Project complete.
210055 Recquatic Centre - cafe	20,000	36,960	36,960	35,955	(1,005)	Project complete.
210051 Recquatic Centre - mechanical renewal	59,850	0	0	0	0	
210021 Recquatic Centre - painting	15,750	15,750	15,750	0	(15,750)	Project completed in July 2023. Budget to be carried forward to 2023/2024.
210023 Recquatic Centre - pool plant	21,000	0	0	0	0	
210022 Recquatic Centre - stadium floors	10,500	8,898	8,898	8,840	(58)	Project complete.
210024 Recquatic Centre 25m pool repairs	21,000	41,909	41,909	40,004	(1,905)	Project complete.
210129 Recquatic Solar Upgrade	15,000	14,545	14,545	14,545	0	Project complete.
210042 Rhodes Park Accessible Public Toilet	60,000	0	0	0	0	
210003 Senior Citizens Centre - flooring	17,850	10,750	10,750	10,750	0	Project complete.
210039 Sloan 1950s Caretakers Cottage roof	15,750	6,205	6,205	5,455	(750)	Project complete.
210005 Sloan Cottage - conservation works	5,250	3,881	3,881	3,694	(187)	Project complete.
210052 Sloan Cottage - renewal and accessibility	93,875	122,182	122,182	131,237	9,056	Project complete.
210004 Smirk Cottage - conservation works	5,250	5,250	5,250	3,360	(1,890)	Project complete.
210044 Solar & Efficiency Equipment	25,000	0	0	0	0	
210029 Thomas Kelly Pavilion - security	15,750	3,665	3,665	3,490	(175)	Project complete.
210009 Wellard Pavilion - painting	15,750	9,036	9,036	7,382	(1,654)	Project complete.
210031 Wellard Pavilion - security	21,000	22,218	22,218	21,218	(1,000)	Project complete.
210007 Wells Park Public Toilets - roof	17,850	17,850	17,850	0	(17,850)	Works delayed by contractor. Project to be carried forward to 2023/2024.
210008 Wells Park Public Toilets - rust treatment	17,850	17,850	17,850	0	(17,850)	Works delayed by contractor. Project to be carried forward to 2023/2024.
210006 Wheatfield Cottage - windows & screens	42,000	24,150	24,150	31,812	7,662	Project complete.
210027 William Bertram - painting	8,400	10,305	10,305	9,669	(636)	Project complete.
210038 Zone - evaporative air cooler	6,300	6,946	6,946	6,630	(316)	Project complete.
210028 Zone Youth Centre - painting	31,500	31,500	31,500	30,258	(1,242)	Project complete.
210137 Building Renewals - Wheatfield Cottage	0	17,791	17,791	16,958	(833)	Project complete.
210142 Kwinana Senior Citizens Centre - solar panels	0	10,000	10,000	11,309	1,309	Project complete.
210144 DOH 2 Stidworthy Way - air con replacement	0	85,000	85,000	85,070	71	Project complete.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

**INVESTING ACTIVITIES
NOTE 6
CAPITAL ACQUISITIONS (CONTINUED)**



Capital Expenditure	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance	Comments
210147 Kwinana Senior Citizens Centre - Accessible Toilet Auto Door Opener	\$ 0	\$ 7,250	7,250	8,179	\$ 929	Project complete.
210261 Kwinana Senior Citizens Centre - Upgrade lighting to LED	0	10,000	10,000	0	(10,000)	
Buildings Total	4,476,677	3,845,851	3,845,851	3,681,572	(164,279)	
Plant, Furniture and Equipment						
Furniture and Equipment						
210074 Furniture and Fittings Renewal	20,000	21,248	21,248	21,248	0	Project complete.
210076 Library - Self Check outs	8,000	9,483	9,483	9,483	0	Project complete.
210075 Recquatic - Equipment renewal	100,000	100,000	100,000	73,781	(26,219)	Project works in progress. Partial to be carried forward to 2023/2024.
210095 Recquatic Plant renewal	18,500	29,500	29,500	11,455	(18,045)	Project complete.
Computing Equipment						
210063 City Website Redevelopment	13,469	0	0	0	0	
210062 Corporate Business System	532,088	532,088	532,088	548,966	16,878	Project works in progress.
Plant and Equipment						
210096 Plant Replacement Program	777,500	733,412	733,412	763,591	30,179	Replacement as per plan.
Motor Vehicles						
210077 Plant Replacement Program - Light Fleet	1,094,900	704,814	704,814	593,292	(111,522)	Replacement as per plan.
Plant, Furniture and Equipment Total	2,564,457	2,130,545	2,130,545	2,021,816	(108,729)	
Park and Reserves						
210092 Ascot Park	50,000	53,578	53,578	53,578	0	Project complete.
210084 Bertram Oval Cricket Pitch Upgrade	2,000	5,985	5,985	5,985	0	Project complete.
210093 Calista Oval Bike Track	450,000	535,957	535,957	367,407	(168,550)	Works completed in July 2023. Budget to be carried forward to 2023/2024.
210080 Facilities - POS Renewal	290,000	302,562	302,562	305,552	2,990	Project complete.
210081 Honeywood POS - Disability Access	9,440	0	0	0	0	
210094 Kwinana Loop Trail Upgrade	450,000	58,785	58,785	37,681	(21,104)	Trail audit quote has been received. Project to be carried forward to 2023/2024.
210130 Minor Parks Projects	10,000	23,085	23,085	28,283	5,198	Project complete.
Parks & Reserves Renewal	990,488	0	0	0	0	
210078 Parks & Reserves Renewal works as per forward works program	0	651,632	651,632	469,466	(182,165)	Project works in progress. Partial to be carried forward to 2023/24.
210079 Parks & Reserves Renewal Carry forward - Parks	0	0	0	0	0	
210091 Parks Upgrade Apex Park	36,000	3,273	3,273	3,273	0	Project complete.
210087 Parks Upgrade Price Regent Park	8,000	8,000	8,000	2,197	(5,803)	Project complete.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023

INVESTING ACTIVITIES
NOTE 6
CAPITAL ACQUISITIONS (CONTINUED)



Capital Expenditure	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance	Comments
210088 Parks Upgrade Rhodes Park	\$ 50,000	\$ 60,182	\$ 60,182	\$ 66,781	\$ 6,598	Project completed in July 2023. Budget to be carried forward to 2023/2024.
210089 Parks Upgrade Rhyley POS	43,000	43,000	43,000	30,710	(12,290)	Project completed in July 2023. Budget to be carried forward to 2023/2024.
210090 Parks Upgrade Warner Road POS	15,000	15,000	15,000	11,186	(3,813)	Project complete.
210082 Softfall Replacement - various non-compliant	60,000	66,975	66,975	68,506	1,531	Project complete.
210086 Streetscape Strategy	170,000	170,000	170,000	51,490	(118,510)	Project works in progress. Due to delay from Western Power, partial to be carried forward to 2023/24.
210085 Urban Tree Planting	185,000	185,000	185,000	188,730	3,730	Project complete.
210083 Wellard Oval Lighting Installation	450,000	471,000	471,000	453,620	(17,380)	Project works in progress. Due to delay from Western Power, partial to be carried forward to 2023/24.
210138 C/F The Grove Event Site - upgrade infrastructure	0	39,254	39,254	11,700	(27,554)	Construction has commenced. Project to be carried forward to 2023/2024.
210143 Gilmore Oval cricket net lights	0	12,000	12,000	636	(11,364)	Project completed in July 2023. Budget to be carried forward to 2023/2024.
Parks and Reserves Total	3,268,928	2,705,268	2,705,268	2,156,782	(548,486)	
Roads			0	0		
210101 Black Spot - Parmelia Avenue	547,606	53,004	53,004	55,554	2,550	
210100 Black Spot Summerton Rd	209,100	209,100	209,100	339,028	129,927	Project complete. Budget to be transferred from Drainage Summerton Road project.
210133 Kellam Way Medina	0	13,454	13,454	13,454	0	Project complete.
210105 LRCI Anketell Road - Resealing	100,000	262,717	262,717	251,559	(11,157)	Project complete.
210098 MRRG - Abercrombie Rd	153,878	169,470	169,470	168,735	(735)	Project complete.
210097 MRRG - Anketell Rd	189,887	215,718	215,718	212,057	(3,661)	Project complete.
210099 MRRG - Chisham Avenue	551,480	620,058	620,058	599,456	(20,602)	Project complete.
210104 R2R Brownell Crescent	320,000	320,534	320,534	319,894	(640)	Project complete.
210103 R2R Hewison Road	213,000	219,320	219,320	218,746	(574)	Project complete.
210102 R2R Hoyle Road	285,000	379,055	379,055	362,731	(16,324)	Project complete.
210112 Road Renewal Harrison Way	284,000	284,000	284,000	322,389	38,388	Project complete.
210107 Road Renewal Barney Ct	36,000	35,373	35,373	34,775	(597)	Project complete.
210115 Road Renewal Chilcott Place	79,500	0	0	0	0	
210110 Road Renewal Chilcott Street	155,000	(0)	(0)	(0)	0	
210108 Road Renewal Corrigin Ht	36,000	28,152	28,152	26,557	(1,594)	Project complete.
210109 Road Renewal Crawford Rd	198,000	198,000	198,000	162,820	(35,180)	Project complete. Budget savings to be transferred to footpath Crawford road project.
210106 Road Renewal Darkins Rtt	36,000	31,545	31,545	29,971	(1,574)	Project complete.
210113 Road Renewal David Place	96,000	96,000	96,000	86,686	(9,314)	Project complete.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023

INVESTING ACTIVITIES
NOTE 6
CAPITAL ACQUISITIONS (CONTINUED)



Capital Expenditure	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance	Comments
	\$	\$	\$	\$	\$	
210132 Road Renewal Derbal St C/fwd	0	213,167	213,167	213,167	0	Project complete.
210116 Road Renewal Leasham Ct	128,500	93,955	93,955	93,955	0	Project complete.
210117 Road Renewal Miscellaneous Roads	320,167	0	0	0	(0)	
210111 Road Renewal Powell Ct	118,500	118,500	118,500	93,847	(24,653)	Project complete.
210114 Road Renewal Satinover Way	120,000	100,984	100,984	100,711	(273)	Project complete.
210119 Road Renewals Inglis Ct	135,000	109,702	109,702	109,702	0	Project complete.
210118 Road Renewals Munday Way	74,032	0	0	0	0	
210126 Traffic Mgt Abingdon Crescent	15,000	1,364	1,364	1,364	0	Project complete.
210123 Traffic Mgt Bertram Primary School	25,000	2,273	2,273	2,273	0	Project complete.
210121 Traffic Mgt Champion Drive	10,000	27,910	27,910	27,910	0	Project complete.
210124 Traffic Mgt Feilman Dr	15,000	3,864	3,864	1,364	(2,500)	Project complete.
210125 Traffic Mgt Leda Primary	15,000	3,864	3,864	1,811	(2,053)	Project complete.
210122 Traffic Mgt Moombaki Av car park	10,000	0	0	0	(0)	
210120 Traffic Mgt Trusty Way Pedestrian	10,000	17,603	17,603	17,603	0	Project complete.
210139 C/F Road Renewals Dent Court	0	127,136	127,136	127,136	0	Project complete.
210140 C/F Traffic Management Projects	0	18,500	18,500	22,982	4,482	Project complete.
Roads Total	4,486,650	3,974,323	3,974,323	4,018,238	43,915	
Street Lighting						
210131 Replacement Streetlight Gilmore Avenue	13,784	19,470	19,470	19,470	0	Project complete.
210128 Street Lighting New	40,000	8,825	8,825	16,689	7,864	Budget has been carried forward to 2023/2024. However, works has been commenced earlier than expected. 2023/2024 budget to be reduced by the same amount.
210127 Street Lighting Renewal	42,756	18,893	18,893	18,893	0	Project complete.
Street Lighting Total	96,540	47,189	47,189	55,052	7,864	
Bus Shelter Construction						
210060 Bus Shelters - Renewal	21,850	21,850	21,850	9,529	(12,321)	Project complete.
Bus Shelter Construction Total	21,850	21,850	21,850	9,529	(12,321)	
Footpath Construction						
210069 Footpaths Brownell Crescent - from Gilmore Ave Ser	94,000	131,787	131,787	131,787	0	Project complete.
210072 Footpaths Chilcott Place	16,500	0	0	0	0	
210070 Footpaths Crawford Rd - from Sulphur Rd to Hennessy	42,000	42,000	42,000	56,059	14,059	Project complete.
210073 Footpaths Leasham Ct - Cul de sac from Leasham Way	25,500	51,645	51,645	51,645	0	Project complete.
210071 Footpaths Powell Ct - From Crawford Rd	16,500	18,150	18,150	17,683	(468)	Project complete.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023

INVESTING ACTIVITIES
NOTE 6
CAPITAL ACQUISITIONS (CONTINUED)



Capital Expenditure	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance	Comments
	\$	\$	\$	\$	\$	
210134 Greenwich Gardens, Bertram - Footpath	0	24,459	24,459	24,459	0	Project complete.
Footpath Construction Total	194,500	268,042	268,042	281,634	13,592	
Drainage Construction						
210141 DCA 1 Stormwater Management Infrastructure	0	18,583	18,583	22,983	4,400	Project complete.
210064 Drainage Brownell Crescent - from Gilmore Ave	21,000	2,558	2,558	2,322	(236)	Project complete.
210066 Drainage Chilcott Street - from Harlow Rd to Gilmore	60,000	40,000	40,000	37,603	(2,397)	Project complete.
210065 Drainage Crawford Rd -Sulphur Rd to Hennessy Ave	45,000	45,926	45,926	29,910	(16,016)	Project complete.
210068 Drainage Frederic St - Cr Frederic St & Hentry St	50,000	49,332	49,332	49,332	0	Project complete.
210067 Drainage Summerton Road - Seabrook Way to Calista	200,000	200,909	200,909	63,014	(137,895)	Project complete. Budget savings to be transferred to blackspot
Drainage Construction Total	376,000	357,307	357,307	205,164	(152,143)	
Car Park Construction						
210061 Carpark - Pace Road	214,000	25,347	25,347	20,855	(4,492)	
Car Park Construction Total	214,000	25,347	25,347	20,855	(4,492)	
Other Infrastructure						
210059 Revitalising the Strand in Wellard	90,000	119,646	119,646	125,962	6,316	Works completed and awaiting final invoice from supplier.
210148 Mural Arts Program	0	0	0	0	0	
210149 Enhance CCTV network/Purchase a Mobile CCTV Unit	0	0	0	0	0	
210150 Procurement of EV charging points	0	25,000	25,000	49,177	24,177	Project complete. Budget to be transferred from other project savings.
210151 Ascot Park (Bertram) Mural	0	0	0	0	0	
210152 Mortimer Road Entry Statement	0	0	0	16,770	16,770	Budget has been carried forward to 2023/2024. However, works has been commenced earlier than expected. 2023/2024 budget to be reduced by the same amount.
210153 Homestead Ridge Water Fountain for dogs and kids	0	20,000	20,000	0	(20,000)	Works delayed by contractor. Project to be carried forward 2023/2024.
Other Infrastructure Total	90,000	164,646	164,646	191,909	27,263	
Capital Expenditure Total	15,789,602	13,540,367	13,540,367	12,642,550	(897,817)	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

**FINANCING ACTIVITIES
NOTE 7
BORROWINGS**

Repayments - borrowings

Information on borrowings

Particulars	Finalisation of Loan	1 July 2022	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	366,820	0	0	114,830	114,831	251,990	251,989	23,525	23,900
Education and welfare										
Loan 96 - Youth Specific Space	2022/23	34,092	0	0	34,092	34,092	-0	0	2,135	2,227
Loan 100 - Youth Specific Space	2027/28	995,415	0	0	147,361	147,360	848,054	848,055	50,845	51,606
Recreation and culture										
Loan 95 - Orelia Oval Pavilion	2022/23	81,823	0	0	81,822	81,822	1	1	5,125	5,344
Loan 97 - Orelia Oval Pavilion Extension	2024/25	811,667	0	0	254,086	254,085	557,581	557,582	52,053	52,884
Loan 102 - Library & Resource Centre	2028/29	5,533,287	0	0	688,092	688,091	4,845,195	4,845,196	276,760	280,877
Loan 104 - Recquatic Refurbishment	2029/30	2,782,935	0	0	301,048	301,048	2,481,887	2,481,887	127,089	128,628
Loan 105 - Bertram Community Centre	2029/30	1,040,511	0	0	120,056	120,054	920,455	920,457	38,862	39,229
Loan 106 - Destination Park - Calista	2030/31	1,113,448	0	0	108,868	108,868	1,004,580	1,004,580	41,043	41,711
					0					
Transport										
Loan 98 - Streetscape Beautification	2024/25	495,207	0	0	155,021	155,019	340,186	340,188	31,758	32,264
Loan 101B - City Centre Redevelopment	2031/32	2,382,715	0	0	236,915	236,915	2,145,800	2,145,800	38,565	46,747
		15,637,920	0	0	2,242,192	2,242,185	13,395,728	13,395,735	687,759	705,417
Self supporting loans										
Recreation and culture										
Loan 103B - Golf Club Refurbishment	2031/32	214,857	0	0	18,444	18,444	196,413	196,413	7,977	8,446
		214,857	0	0	18,444	18,444	196,413	196,413	7,977	8,446
Total		15,852,777	0	0	2,260,636	2,260,629	13,592,141	13,592,148	695,737	713,863
Current borrowings		2,260,629					2,696,234			
Non-current borrowings		13,592,148					10,895,906			
		15,852,777					13,592,141			

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023

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	845,043	20,722	20,722	99,304	0	(190,000)	0	775,069	865,765
Asset Management Reserve	4,617,620	84,116	84,116	1,730,878	0	(4,233,855)	0	2,198,759	4,701,736
Banksia Park Reserve	244,242	5,987	5,987	49,717	0	(90,000)	0	209,946	250,229
City Infrastructure Reserve	941,685	24,666	24,666	0	0	0	0	966,351	966,351
Community Services & Emergency Relief Reserve	335,592	3,682	8,374	0	0	(2,500)	0	336,774	343,966
Contiguous Local Authorities Group Reserve	270,118	5,843	5,843	28,422	0	(36,187)	0	268,196	275,961
Employee Leave Reserve	2,955,674	71,952	71,952	12,376	0	(383,544)	0	2,656,458	3,027,626
Employee Vacancy Reserve	504,796	14,787	14,787	353,244	0	0	0	872,827	519,583
Family Day Care Reserve	0	9,889	9,889	0	0	0	0	9,889	9,889
Golf Course Cottage Reserve	29,683	869	870	0	0	0	0	30,552	30,553
Golf Club Maintenance Reserve	27,183	643	644	5,044	0	(5,044)	0	27,826	27,827
Information Technology Reserve	94,522	11,056	11,056	1,004,941	0	(702,088)	0	408,431	105,578
Plant and Equipment Replacement Reserve	593,784	10,385	10,385	1,760,337	0	(1,467,726)	0	896,780	604,169
Public Art Reserve	300,420	6,401	6,401	126	0	0	0	306,947	306,821
Public Open Space	322,116	7,829	7,829	0	0	0	0	329,945	329,945
Refuse Reserve	5,379,039	115,629	115,630	0	0	(263,896)	0	5,230,772	5,494,669
Renewable Energy Efficiency Reserve	51,096	1,284	1,284	49,035	0	(14,545)	0	86,870	52,380
Restricted Grants & Contributions Reserve	2,182,901	0	0	394,862	0	(1,626,359)	0	951,404	2,182,901
Settlement Agreement Reserve	169,350	3,609	3,609	0	0	(31,576)	0	141,383	172,959
Strategic Property Reserve	455,369	0	0	0	0	0	0	455,369	455,369
Workers Compensation Reserve	552,445	11,774	11,774	122,757	0	0	0	686,976	564,219
Sub-Total Municipal Reserves	20,872,678	411,124	415,817	5,611,043	0	(9,047,320)	0	17,847,525	21,288,495
Developer Contribution Reserves									
DCA 1 - Hard Infrastructure - Bertram	1,455,449	27,913	27,913	653,875	472,643	(33,189)	0	2,104,048	1,956,005
DCA 2 - Hard Infrastructure - Wellard	1,727,291	37,547	37,547	0	100,466	(14,606)	0	1,750,232	1,865,305
DCA 3 - Hard Infrastructure - Casuarina	0	0	0	100,466	0	(14,606)	0	85,860	0
DCA 4 - Hard Infrastructure - Anketell	2,029,392	67,595	67,595	41,695	41,695	(14,606)	0	2,124,076	2,138,681
DCA 5 - Hard Infrastructure - Wandii	1,858,311	68,385	68,385	303,133	303,133	(14,606)	0	2,215,223	2,229,829
DCA 6 - Hard Infrastructure - Mandogalup	3,912,473	73,260	73,260	1,583,699	1,583,699	(14,606)	0	5,554,826	5,569,432
DCA 7 - Hard Infrastructure - Wellard West	78,402	2,704	2,708	41,561	28,837	(14,606)	0	108,061	109,946
DCA 8 - Soft Infrastructure - Mandogalup	2,953,938	93,967	93,967	853,700	853,700	(14,606)	0	3,886,999	3,901,605
DCA 9 - Soft Infrastructure - Wandii/Anketell	11,832,280	354,952	354,953	87,047	87,048	(1,032,731)	0	11,241,548	12,274,280
DCA 10 - Soft Infrastructure - Casuarina/Anketell	182,425	5,759	5,759	0	0	(14,606)	0	173,578	188,184
DCA 11 - Soft Infrastructure - Wellard East	5,862,382	121,222	121,222	0	0	(14,606)	0	5,968,998	5,983,604
DCA 12 - Soft Infrastructure - Wellard West	10,466,540	214,962	214,962	703,845	501,677	(14,619)	0	11,370,728	11,183,179
DCA 13 - Soft Infrastructure - Bertram	254,648	7,938	7,939	0	0	(14,606)	0	247,980	262,587
DCA 14 - Soft Infrastructure - Wellard/Leda	903,395	27,318	27,319	0	0	(14,606)	0	916,107	930,714
DCA 15 - Soft Infrastructure - City Site	325,573	9,607	9,607	2,290	9,160	(14,606)	0	322,864	344,341
Sub-Total Developer Contribution Reserves	43,842,499	1,113,128	1,113,136	4,371,311	3,982,057	(1,255,811)	0	48,071,127	48,937,693
Total Reserves	64,715,177	1,524,251	1,528,953	9,982,354	3,982,057	(10,303,131)	0	65,918,651	70,226,188

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023

NOTE 9
OPERATING GRANTS AND CONTRIBUTIONS

Operating grants, subsidies and contributions	Contract Liability	Current Budget Revenue	Budget YTD Revenue	Actual YTD Revenue	Comments
Provider	\$	\$		\$	
General purpose funding					
Local Government General Purpose Grant	1,202,394	418,491	418,491	418,491	100% advance payment received in June 2023. Revenue to be recognised as part of year end processing.
Local Government General Purpose Grant - Roads	1,024,262	276,100	276,100	276,100	100% advance payment received in June 2023. Revenue to be recognised as part of year end processing.
Law, order, public safety					
Department Fire and Emergency Services - ESL	49,646	206,087	206,087	206,086	Funds being held as contract liability for 23/24 expenditure.
DFES Mitigation Activity Fund Grant	0	164,368	164,368	163,924	
Health					
Mosquito Management Contributions (Developers)	0	24,216	24,216	23,886	
Mosquito Management Contributions (CLAG)	0	2,206	2,206	4,206	
Department of Health - Larvicide	0	2,000	2,000	0	
Education and welfare					
Banksia Park Operating Cost Contribution	0	360,360	360,360	360,360	
Family Daycare - Mainstream Childcare Benefit Subsidy	0	826,350	826,350	826,350	Program ceased February 2023.
Family Daycare - Mainstream Other Subsidy	0	458	458	458	Program ceased February 2023.
In-Home Care - CCB Subsidy	0	196,174	196,174	196,174	Program ceased February 2023.
In-Home Care - Subsidy - Department of Communities	0	0	0	0	Program ceased February 2023.
NGALA My Time Program	0	9,196	9,196	13,630	
Operational Subsidy - Aboriginal Resource Worker	0	30,514	30,514	30,514	
Youth Social Justice Program	0	187,477	187,477	187,477	
Youth Leadership and Development LYRIK - Grant	0	10,000	10,000	10,000	
Youth Leadership and Development LYRIK - Sponsorship	0	20,000	20,000	20,000	
Youth Intervention Program	0	(5,000)	0	0	Project withdrawn
Youth Spaces Activation	0	5,000	0	0	Project withdrawn
Youth Mental Health Initiatives - WA Primary Health Alliance Grant	0	50,000	50,000	50,000	Project complete; final claim lodged in March 2023.
MRWA - Thomas Rd Duplication - Indigenous Participation	100,000	0	0	0	
National Volunteer Week May '23 Event - Volunteering WA via Lotterywest	0	1,000	1,000	1,000	
Dept Communities - Thank a Volunteer Day WA Event - Mini Expo Dec '22	0	3,000	3,000	2,000	
Community amenities					
Public Transport Authority Bus Shelter Subsidy	0	10,000	11,000	11,304	
RAC WA-Calista Oval Bike Program - Child Engagement	10,000	10,000	10,000	0	Funds being held as contract liability.
Recreation and culture					
Shared Use Agreements - Sportsgrounds	0	101,000	101,000	11,504	Budget phasing variance. Subject to end of year processing.
Shared Use Agreements - Wellard Pavilion	0	26,611	26,611	26,611	
Library - Other donations	0	160	160	185	
Community Centre sundry grants	0	3,322	3,322	1,200	
Event Sponsorship - Childrens Festival - Alcoa	0	15,000	15,000	16,000	
Event Sponsorship - Childrens Festival - Lotterywest	0	15,000	15,000	15,000	
Event Sponsorship - Childrens Festival - BP	0	10,000	10,000	10,000	
Event Sponsorship - Lolly Run	0	10,000	10,000	10,000	
Community Development Fund - Kwinana Industries Council	0	20,000	20,000	10,000	Remaining fund \$10,000 received in July 2023.
Recquatic Other Sponsorships	0	7,715	7,715	10,980	
Heritage Strategy Consultancy Grant - Dept of Lands & Heritage	17,900			0	Revenue is recognised upon meeting performance obligations, likely to be in 23/24.
Kwinana Trails Network Master Plan - Dept of Local Government	25,000				Revenue is recognised upon meeting performance obligations, to be in 2023/2024.
Kwinana Club Network Scheme - Dept of Local Government	10,000				Revenue is recognised upon meeting performance obligations, to be in 2023/2024.
Transport					
Main Roads Annual Direct Grant	0	213,845	223,845	223,845	
Main Roads Street Light Subsidy	0	6,200	6,200	6,651	
Main Roads Maintenance Contribution	0	141,352	141,352	141,532	
TOTALS	2,439,202	3,378,201	3,389,201	3,285,468	

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023

NOTE 10

NON-OPERATING GRANTS AND CONTRIBUTIONS

Non-operating grants, subsidies and contributions Provider	Unspent Funding Liability	Current Budget Revenue	Budget YTD Revenue	Actual YTD Revenue	Comments
	\$	\$		\$	
Law, order, public safety					
Department Fire and Emergency Services - Kwinana South VBFB extensions	820,955	1,393,646	1,393,646	572,691	\$820,955 was received in June 2023. Revenue to be recognised as part of year end processing.
Recreation and culture					
Calista Oval Jnr Bike Rd Safety Track - Dept. Local Government	350,000	435,000	350,000	0	Fund being held as contract liability. Revenue to be recognised upon meeting of performance obligations.
Calista Oval Jnr Bike Rd Safety Track - RAC	85,000	0	85,000	0	Fund being held as contract liability. Revenue to be recognised upon meeting of performance obligations.
Wellard Oval Lighting Installation	0	136,166	136,166	0	
Cash in lieu of Public Art	325,000	0	0	0	
Revitalising the Strand - RAC	88,400	105,000	105,000	16,600	Fund being held as contract liability. Revenue to be recognised upon meeting of performance obligations.
Kwinana Loop Trail	0	0	0	0	
DCA9 Honeywood Pavilion	0	100,000	100,000	0	Fund received in July 2023.
Local Roads and Community Infrastructure Program	428,705			0	
Honeywood POS - Disability Access	0	0	0	0	
Honeywood Shade	0	(4,759)	(4,759)	0	
Softfall Replacements	0	60,000	60,000	0	
Wellard Oval Lighting Installation	0	300,000	300,000	0	
Bertram Oval Cricket Pitch Upgrade	0	5,985	5,985	0	
Recquatic Café	0	26,015	26,015	0	Revenue is recognised upon meeting performance obligations.
Medina Hall - fan replacement	0	0	0	0	
Gilmore Avenue - cricket net lights	0	10,000	10,000	0	
Transport					
Local Roads and Community Infrastructure Program					
Anketell Road - Resealing	0	97,649	97,649	0	As above.
Pace Road Carpark	0	0	0	0	
Main Roads MRRG Funding					
MRRG - Anketell Rd	0	137,326	137,326	137,326	Project complete
MRRG - Abercrombie Rd	0	110,920	110,920	110,920	Project complete
MRRG - Chisham Avenue	0	401,354	401,354	401,354	Project complete
Roads to Recovery					
R2R Hoyle Road	0	142,500	142,500	142,500	Project complete
R2R Hewison Road	0	142,000	142,000	142,000	Project complete
R2R Brownell Crescent	18,973	213,403	213,403	194,360	Project complete
Blackspot					
Blackspot -Wellard Road & Henley Boulevard Pre-Deflection	87,156				Contract Liability funds held for 2023/2024 expenditure.
Black Spot Summerton Rd	0	139,400	139,400	111,520	2nd 40% claim in April 2023. 1st 40% claim Sep 2022.
Black Spot Parmelia Ave					Unexpended funds held in Contract Liability for 23/24 expenditure.
	110,692	35,336	35,336	35,336	
Insurance Claim - Street Light hit by vehicle	0	6,292	6,292	6,292	Claim received higher than budget.
Community amenities					
DCA 1 - Hard Infrastructure - Bertram	705,667	14,606	14,606	0	
DCA 2 - Hard Infrastructure - Wellard	1,427,235	14,606	14,606	0	
DCA 3 - Hard Infrastructure - Casuarina	100,466	14,606	14,606	0	
DCA 4 - Hard Infrastructure - Anketell	2,681,308	14,606	14,606	0	
DCA 5 - Hard Infrastructure - Wandí	1,780,043	14,606	14,606	0	
DCA 6 - Hard Infrastructure - Mandogalup	5,713,519	14,606	14,606	0	Revenue is recognised upon meeting performance obligations
DCA 7 - Hard Infrastructure - Mandogalup (west)	105,889	14,606	14,606	0	(in-line with expenditure on DCA infrastructure).
DCA 8 - Soft Infrastructure - Mandogalup	4,043,531	14,606	14,606	0	
DCA 9 - Soft Infrastructure - Wandí / Anketell	10,155,611	608,482	608,482	0	
DCA 10 - Soft Infrastructure - Casuarina/Anketell	170,946	14,606	14,606	0	
DCA 11 - Soft Infrastructure - Wellard East	5,073,290	14,606	14,606	0	
DCA 12 - Soft Infrastructure - Wellard West	9,699,101	14,619	14,619	0	
DCA 13 - Soft Infrastructure - Bertram	158,645	14,606	14,606	0	
DCA 14 - Soft Infrastructure - Wellard / Leda	812,618	14,606	14,606	0	
DCA 15 - Soft Infrastructure - Townsite	352,479	14,606	14,606	0	
TOTALS	45,295,230	4,806,212	4,806,212	1,870,899	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

**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 2022	Amount Received	Amount Paid	Closing Balance 30 Jun 2023
	\$	\$	\$	\$
APU Security Bonds	22,854	2,500	(3,960)	21,394.00
Contiguous Local Authorities Group CLAG	5,707	1,973	0	7,680
Uncollected Vehicles	6,846	13,945	0	20,790.53
	35,407	18,418	(3,960)	49,865

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

**NOTE 12
BUDGET VARIATIONS**

Amendments to original budget since budget adoption, Closing Surplus/(Deficit)

Date	Description	Classification	Council Resolution	Increase / (Decrease) to Net Surplus	Amended Budget Running Balance
22/06/2022	Annual Budget adoption	Opening Surplus(Deficit)		\$ 0	\$ 0
13/07/2022	Proceeds from Disposal of Plant and Equipment Transfer to Asset Management Reserve	Capital Revenue Reserve Transfer		20,000 (20,000)	0
31/08/2022	Capital Expenditure - Recquatic Centre 25m Pool Repairs Capital Expenditure - Building Contingency	Capital Expenses Capital Expenses		(19,004) 19,004	0
28/09/2022	FY22 Carry Forward Projects				
	Capital Expenditure - Greenwich Gardens, Bertram - Footpath Brought forward surplus	Capital Expenses Opening Surplus(Deficit)		(30,000) 30,000	0
	Capital Expenditure - Kellam Way, 1.8m footpath & Kerbing upgrade Brought forward surplus	Capital Expenses Opening Surplus(Deficit)		(13,500) 13,500	0
	Capital Expenditure - Traffic Management Projects Brought forward surplus	Capital Expenses Opening Surplus(Deficit)		(18,500) 18,500	0
	Capital Expenditure - The Grove Event Site - upgrade infrastructure Brought forward surplus	Capital Expenses Opening Surplus(Deficit)		(39,254) 39,254	0
	Operating Expenditure – DFES Mitigation Activity Expenses Operating Grants & Contributions – DFES Mitigation Activity Grant	Operating Expenses Operating Revenue		(175,953) 175,953	0
	Operating Expenditure – Youth Mental Health Initiatives - WA Primary Health Alliance Grant Operating Grants & Contribution – Youth Initiatives	Operating Expenses Operating Revenue		(100,000) 100,000	0
	Operating Expenditure – CCTV subsidy scheme Transfer from Restricted Grants & Contributions Reserve	Operating Expenses Reserve Transfer		(47,563) 47,563	0
	Capital Expenditure – Kwinana South VBFB station Extensions Non-Operating Grants & Contribution - Kwinana South VBFB station extensions	Capital Expenses Capital Revenue		368,886 (368,886)	0
	Capital Expenditure - DCA 9 - Local Sports Ground Clubroom – Honeywood Non-Operating Grants & Contributions – DLGSCI grant Transfer from DCA 9 Reserve	Capital Expenses Capital Revenue Reserve Transfer		(946,565) 100,000 846,565	0
	Capital Expenditure - Building Renewals - John Wellard Community Centre - Creche Softfall Transfer from Asset Management Reserve	Capital Expenses Reserve Transfer		24,938 (24,938)	0
	Capital Expenditure - Honeywood POS - Disability Access - LRCI Round 3 - Project# 4 Non-Operating Grants & Contributions – LRCI Round 3	Capital Expenses Capital Revenue		9,440 (9,440)	0
	Capital Expenditure - Road Renewals Munday Way Transfer from Asset Management Reserve - Road Renewals Munday Way	Capital Expenses Reserve Transfer		74,032 (74,032)	0
	Capital Expenditure - Medina Hall Air Conditioning Transfer from Restricted Grants & Contribution Reserve - Medina Hall Air Conditioning	Capital Expenses Reserve Transfer		25,619 (25,619)	0
	Capital Expenditure - Bertram Oval Cricket Pitch Upgrade - LRCI Round 3 - Project# 13 Non-Operating Grants & Contributions – Bertram Oval Cricket Pitch Upgrade - LRCI Round 3 - Project# 13	Capital Expenses Capital Revenue		(5,000) 5,000	0
	Capital Expenditure - Anketell Road - Resealing - LRCI Round 3 - Project# 1 Non-Operating Grants & Contributions – LRCI Round 3	Capital Expenses Capital Revenue		2,351 (2,351)	0
	Capital Expenditure – Administration Building Upgrade Transfer from Asset Management Reserve - Administration Building Upgrade	Capital Expenses Reserve Transfer		(27,425) 27,425	0
	Capital Expenditure - Building Renewals - 18 Maydwell Way - window screens Transfer from Asset Management Reserve - Building Renewals - 18 Maydwell Way - window screen	Capital Expenses Reserve Transfer		(12,469) 12,469	0
	Capital Expenditure - Building Renewals - Wheatfield Cottage Transfer from Asset Management Reserve - Building Renewals - Wheatfield Cottage	Capital Expenses Reserve Transfer		(17,500) 17,500	0
	Capital Expenditure - Road Renewals Derbal Street Transfer from Asset Management Reserve - Road Renewals Derbal Street	Capital Expenses Reserve Transfer		(162,512) 162,512	0
	Capital Expenditure - Road Renewals Dent Court Transfer from Asset Management Reserve - Road Renewals Dent Court	Capital Expenses Reserve Transfer		(125,000) 125,000	0
	Capital Expenditure - DCA 1 Stormwater Management Infrastructure Transfer from Restricted Grants & Contributions Reserve - DCA 1 Stormwater Management Infrastructure	Capital Expenses Reserve Transfer		(194,245) 194,245	0
	Capital Expenditure – Wellard Oval Lighting Installation Transfer from Restricted Grants & Contributions Reserve – Councillor Project Funds	Capital Expenses Reserve Transfer		(21,000) 21,000	0
1/10/2022	Capital Expenditure - Medina Hall/Isabella - Security Renewals Capital Expenditure - Thomas Kelly Pavilion/Changerooms - Security Capital Expenditure - Casuarina Wellard Hall - Security Renewals	Capital Expenses Capital Expenses Capital Expenses		(18,200) 12,085 6,115	0
26/10/2022	Capital Expenditure - Sloan Cottage - renewal and accessibility Capital Expenditure - Building Contingency	Capital Expenses Capital Expenses		(5,027) 5,027	0

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

**NOTE 12
BUDGET VARIATIONS**

Amendments to original budget since budget adoption, Closing Surplus/(Deficit)

Date	Description	Classification	Council Resolution	Increase / (Decrease) to Net Surplus	Amended Budget Running Balance
				\$	\$
26/10/2022	Capital Expenditure - Derbal Street - Road Renewals	Capital Expenses		(74,032)	
	Transfer from Asset Management Reserve - Road Renewals Derbal Street	Reserve Transfer		74,032	0
	Capital Expenditure - Kwinana Senior Citizens Centre - Solar Panel	Capital Expenses		(10,000)	
	Transfer from Restricted Grant & Contribution Reserve - Councillor Community project	Reserve Transfer		10,000	0
5/11/2022	Operating Expenditure - Rates Communication Expenditure	Operating Expenses		14,500	
	Operating Expenditure - Rates Other Expenditure	Operating Expenses		(14,500)	0
23/11/2022	Operating Expenditure - Maximising indigenous Participation as per City's Reconciliation Action Plan	Operating Expenses		100,000	
	Operating Grants and Contributions - Main Road WA	Capital Revenue		(100,000)	0
	Capital Expenditure - Gilmore Oval Cricket Net Lights	Capital Expenses		10,000	
	Capital Expenditure - Medina Hall Fan Replacement (LRCI 3)	Capital Expenses		(10,000)	0
	Non-Operating Grants & Contributions - Medina Hall Fan Replacement (LRCI 3)	Capital Revenue		10,000	
	Non-Operating Grants & Contributions - Gilmore Oval Cricket Net Lights	Capital Revenue		(10,000)	0
	Capital Expenditure - LRCI Anketell Road Resealing	Capital Expenses		315,000	
	Asset Management Reserve	Reserve Transfer		(315,000)	0
	Capital Expenditure - Air Conditioning Replacement - 2 Stidworthy Way (DOH)	Capital Expenses		85,000	
	Asset Management Reserve	Reserve Transfer		(85,000)	0
22/03/2023	Mid Year Budget Review				
	Operating surplus brought forward			726,457	
	Revenue from operating activities			(324,451)	
	Expenditure from operating activities			490,060	
	Non-cash amount excluded from operating activities			(269,951)	
	Investing activities			849,401	
	Finance activities			1,331	
	Reserve transfers - various			(1,472,847)	0
13/04/2023	Plant & Equipment Reserve	Reserve Transfer		51,000	
	Reimbursement - Insurance claim Non-Op	Capital Revenue		(51,000)	0
14/06/2023	Mid Year Budget Review				
	Operating surplus brought forward			0	
	Revenue from operating activities			(763,793)	
	Expenditure from operating activities			1,881,188	
	Non-cash amount excluded from operating activities			271,293	
	Investing activities			5,769,398	
	Finance activities			0	
	Reserve transfers - various			(6,024,918)	
	Closing Deficit			(1,133,168)	
20/06/2022	Operating Expenses - Library Services Programming Contractors	Operating Expenses		2,070	
	Operating Expenses - Library Services Programming Expenses Materials	Operating Expenses		(2,070)	
	Operating Expenses - Economic Development - Marketing	Operating Expenses		44,380	
	Operating Expenses - Marketing & Communications - Marketing - Marketing	Operating Expenses		(44,380)	
28/06/2023	Gilmore Oval Cricket Net Lights-LRCI 3	Capital Expenses		2,000	
	Community Development - Contracts Other	Operating Expenses		(2,000)	
30/06/2023	Information Management - Consultants - Other	Operating Expenses		4,625	
	Governance - Legal - Other Services	Operating Expenses		(4,625)	
30/06/2023	Community Engagement - Contracts Other	Operating Expenses		15,000	
	Community Engagement - Contracts Other	Operating Expenses		(15,000)	
Amended Budget Surplus / (Deficit)				0	0

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 30 JUNE 2023**

NATURE OR TYPE DESCRIPTIONS

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.

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.

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

24 MAYORAL ANNOUNCEMENTS

25 CONFIDENTIAL ITEMS**12.1 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW 2022/2023 AND SETTING OF 2023/2024 KEY PERFORMANCE INDICATORS AND RENUMERATION****Reason for Confidentiality**

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

- (a) a matter affecting an employee or employees
- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting

25.1 WASTE SUPPLY AGREEMENT EXTENSION TO PLANNED SERVICES EFFECTIVE DATE.

Reason for Confidentiality

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

- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting

26 CLOSE OF MEETING