

Ordinary Council Meeting

26 July 2023

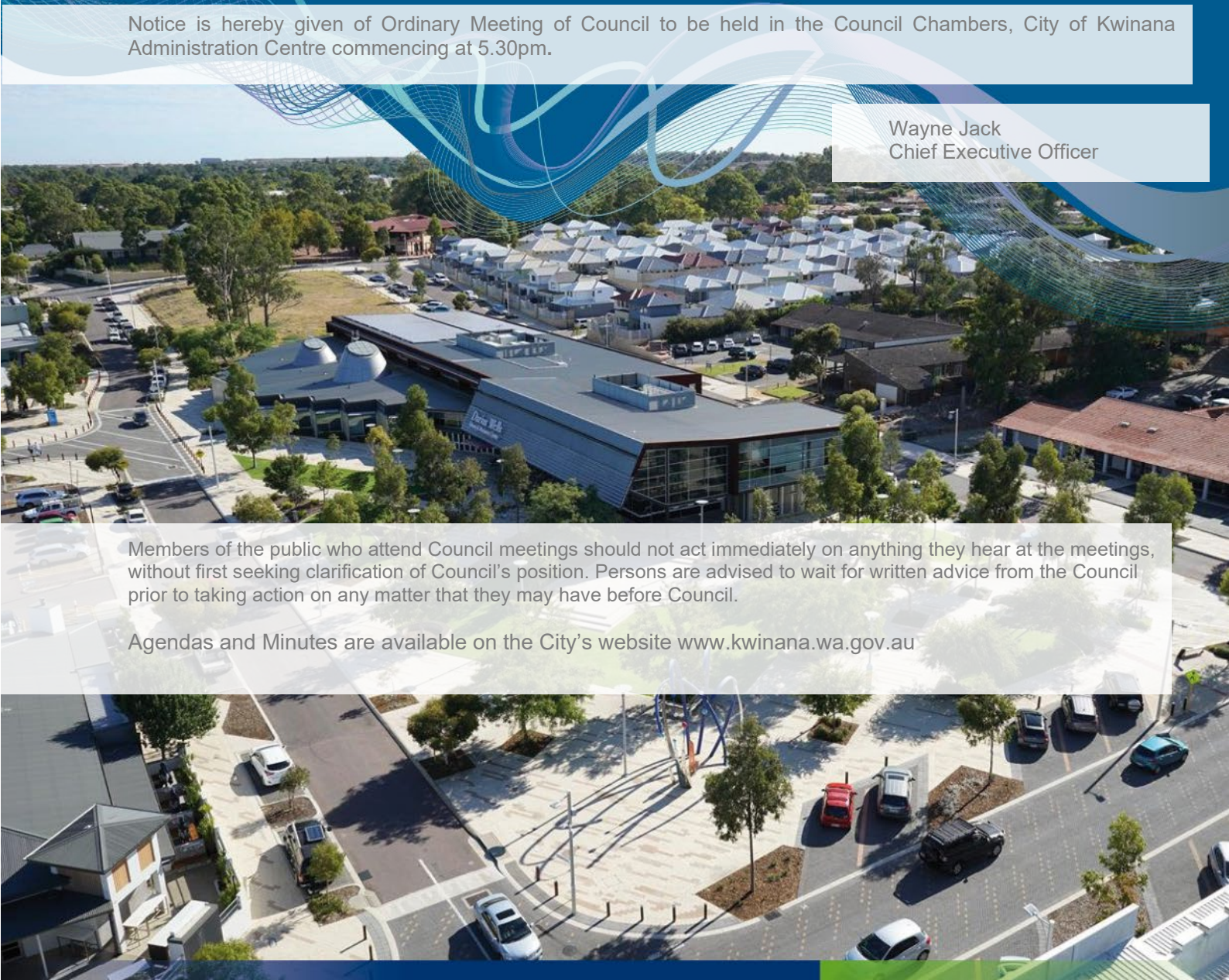
Agenda

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

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

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 Sue Kearney to read the dedication:

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

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

4 ATTENDANCE, APOLOGIES, LEAVE(S) OF ABSENCE (PREVIOUSLY APPROVED)

Apologies:

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 28 JUNE 2023

RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held on 28 June 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

Nil

11 ANY BUSINESS LEFT OVER FROM PREVIOUS MEETING

Nil

12 RECOMMENDATIONS OF COMMITTEES

12.1 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW 2022/2023 - FORMAL REVIEW OF EXISTING KEY PERFORMANCE INDICATORS

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

Nil

15 REPORTS – ECONOMIC

Nil

16 REPORTS – NATURAL ENVIRONMENT

Nil

17 REPORTS – BUILT INFRASTRUCTURE

Nil

18 REPORTS – CIVIC LEADERSHIP

18.1 ELECTED MEMBER MANDATORY TRAINING REPORT AS AT 30 JUNE 2023

SUMMARY

Section 5.127 of the *Local Government Act 1995* as well the City's Elected Members Training and Development Policy require a report on the training completed by Councillors during each financial year be prepared. The report must be published on the City's website within one month after the end of the financial year to which the report relates.

Councillors are required to complete all five modules of the Council Member Essentials course within 12 months of their election unless they receive an exemption on the basis of having completed the module within the previous five years. Mayor Carol Adams as well as Councillors Michael Brown, Sue Kearney, Matthew Rowse and Barry Winmar were elected in the City's 2021 Local Government Election and completed the required modules within the 12-month timeframe.

The Elected Member Training Report 2022/23 is provided at Attachment A for noting and accepting by Council.

OFFICER RECOMMENDATION

That Council:

- 1. Notes and accepts the mandatory Elected Member Training Report, as at Attachment A.**
- 2. Notes that a copy of the Elected Member Training Report 2022/23 (Attachment A) is to be published on the City's website by the Chief Executive Officer within one month of the end of the financial year to which the report relates.**

VOTING REQUIREMENT

Simple majority

DISCUSSION

All five newly elected Councillors of the City were enrolled in WALGA's Council Member Essentials course, with full details included in the Elected Member Training Report 2022/23 at Attachment A.

Mayor Carol Adams and Councillors Barry Winmar, Matthew Rowse, Michael Brown and Sue Kearney have all completed all modules of the Council Member Essentials within 12 months of the day they were elected, in accordance with Local Government Act 1995 requirements.

STRATEGIC IMPLICATIONS

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

SOCIAL IMPLICATIONS

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

LEGAL/POLICY IMPLICATIONS

Local Government Act 1995:

5.126. Training for council members

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

5.127. Report on training

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

Local Government (Administration) Regulations 1996:

35. Training for council members (Act s. 5.126(1))

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

FINANCIAL/BUDGET IMPLICATIONS

The cost to the City for all five newly elected Members to complete the Council Member Essentials was \$6,120 (including GST). Additional non-compulsory Continuing Professional Development undertaken by Council Members over the financial year cost the City \$3,465 (including GST).

ASSET MANAGEMENT IMPLICATIONS

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

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

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

COMMUNITY ENGAGEMENT

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

ATTACHMENTS

- A. Elected Member Training Report 2022/23 (as at 30 June 2023)**



Elected Member Training Report 2022/23

Section 5.127(1) of the *Local Government Act 1995* (Act) as well as the City's Elected Members Training and Development Policy requires that a report be prepared on all training completed by Elected Members within a financial year. Such report must be published on the City's website within one month after the end of the financial year to which the report relates.

In accordance with section 5.126(1) of the Act, Elected Members must complete the Western Australian Local Government Association (WALGA) Council Members Essentials course within 12 months of being elected. The course consisting of the following modules:

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

Elected Members who have completed the Council Members Essentials course within the period of 5 years ending immediately before the day on which they were elected/re-elected are exempt from the training course and need only to complete the online assessment.

The details of all training completed by Elected Members during the 2022/2023 financial year are provided below.

Council Members Essentials Course

The City's 2021 Local Government Election held 16 October 2021 saw the election of Councillors Carol Adams, Michael Brown, Sue Kearney, Matthew Rowse and Barry Winmar. Each of these Elected Members were enrolled the Council Members Essentials course and completed it within the required 12-month timeframe.

Elected Member	Module	Date Completed / Status (as at 30 June 2022)	Date Completed / Status (as at 30 June 2023)
Carol Adams	Understanding Local Government	Completed module via eLearning	Completed module on 20 January 2022 via eLearning
	Conflicts of Interest	Completed module via eLearning	Completed module on 14 January 2022 via eLearning
	Serving on Council	Completed module via eLearning	Completed module on 19 January 2022 via eLearning
	Understanding Financial Reports and Budgets	Completed module via eLearning	Completed module on 19 January 2022 via eLearning
	Meeting Procedures	Completed module via eLearning	Completed module on 15 January 2022 via eLearning
Michael Brown	Understanding Local Government	Completed module via eLearning	Completed module on 17 January 2022 via eLearning
	Conflicts of Interest	Completed module via eLearning	Completed module on 17 January 2022 via eLearning
	Serving on Council	Completed module via eLearning	Completed module on 18 January 2022 via eLearning
	Understanding Financial Reports and Budgets	Completed module via eLearning	Completed module on 18 January 2022 via eLearning
	Meeting Procedures	Completed module via eLearning	Completed module on 18 January 2022 via eLearning

Elected Member	Module	Date Completed / Status (as at 30 June 2022)	Date Completed / Status (as at 30 June 2023)
Sue Kearney	Understanding Local Government	Completed - Attended training	Completed - Attended training at WALGA on 10 February 2022
	Conflicts of Interest (eLearning)	Completed module via eLearning	Completed module on 29 June 2022 via eLearning
	Serving on Council	Completed - Attended training	Completed - Attended training at WALGA on 24 and 25 February 2022
	Understanding Financial Reports and Budgets	Completed - Attended training	Completed - Attended training at WALGA on 9 December 2021
	Meeting Procedures	Completed - Attended training	Completed - Attended training at WALGA on 29 April 2022
Matthew Rowse	Understanding Local Government	Completed module via eLearning	Completed module on 23 May 2022 via eLearning
	Conflicts of Interest	Completed module via eLearning	Completed module on 17 March 2022 via eLearning
	Serving on Council	Completed module via eLearning	Completed module on 3 May 2022 via eLearning (despite his exemption)
	Understanding Financial Reports and Budgets	Completed module via eLearning	Completed module on 6 May 2022 via eLearning
	Meeting Procedures	Completed module via eLearning	Completed module on 18 March 2022 via eLearning

Elected Member	Module	Date Completed / Status (as at 30 June 2022)	Date Completed / Status (as at 30 June 2023)
Barry Winmar	Understanding Local Government	Completed module via eLearning	Completed module on 11 April 2022 via eLearning
	Conflicts of Interest	Completed module via eLearning	Completed module on 16 May 2022 via eLearning
	Serving on Council	Enrolled via eLearning	Completed module on 10 October 2022 via eLearning
	Understanding Financial Reports and Budgets	Enrolled via eLearning	Completed module on 12 October 2022 via eLearning
	Meeting Procedures	Enrolled via eLearning	Completed module on 12 September 2022 via eLearning

Continuing Professional Development

The following additional training was undertaken by Elected Members during the 2023/2023 financial year:

Elected Member	Training Completed	Date Completed
Sherilyn Wood	Unconscious Bias – Diversity Australia	24 March 2023

18.2 DISPOSAL OF PROPERTY BY WAY OF LEASE - PART OF 2 (LOT 107) ROBBOS WAY, KWINANA, AN OFFICE IN THE DARIUS WELLS LIBRARY & RESOURCE CENTRE, BETWEEN THE CITY OF KWINANA AND FINUCARE FINANCIAL COUNSELLING TRADING AS MONEY MENTORS

SUMMARY

The City of Kwinana (City) is the owner of the Darius Wells Library and Resource Centre (Darius Wells) situated at 2 Robbos Way, Kwinana. This report concerns an office with an area of 12.32 m² on the first floor, being part of Lot 107 on Deposited Plan 70670, comprised in Certificate of Title Volume 2786 Folio 114 (Premises).

The Premise now comprises of ten lettable office areas which include meetings rooms, staff, and kitchen facilities. The development of Darius Wells was made possible through joint funding from the City of Kwinana, Lottery west and Federal Government grant funding. The grant funding from Lottery west was conditional upon Darius Wells providing low-rental office space for non-government agencies and community groups.

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 Finucare Financial Counselling trading as Money Mentors (Money Mentors)

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 12.32 m² of office space within the Darius Wells Library and Resource Centre, being part of Lot 107 on Deposited Plan 70670 in accordance with section 3.58(3) of the *Local Government Act 1995*;**
- 2. Advertise the proposed rent of \$2,150 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 Finucare Financial Counselling trading as Money Mentors on the City's behalf, including making any variations not significant in nature.**

VOTING REQUIREMENT

Absolute Majority

DISCUSSION

Currently Australian Red Cross utilise two adjacent offices within Darius Wells. One of these offices is solely used for offering financial counselling, being an important service required by the community. However, Red Cross’ funding in relation to this service has been exhausted and they no longer wish to keep both offices.

To ensure that financial counselling remains available to the community, Money Mentors have agreed to fill this void. Money Mentors is a not-for-profit organisation which provides the community with free and independent information, education, tools, and assistance to enable financial independence.

Money Mentors offers financial counselling, community education, outreach, as well as a financial crises advocacy service. The currently operate from both Mandurah and Byford. An additional office in Kwinana would allow Money Mentors broader coverage of the Southwest Peel area.

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 35% discount to the valuation amount, as set out in the Policy.

STRATEGIC IMPLICATIONS

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

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?
3 – Informed and Capable	3.0 – Information, learning and development opportunities enhance individual and community capacity	3.2 – Assist community members and organisations to build upon their own strengths and develop their capacity 3.4 – Improve education and training outcomes and promote a culture of lifelong learning 3.6 – Facilitate intergenerational knowledge-sharing and mentoring opportunities	As specified in the Social Strategy 2021-2025

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.*

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

- (1) *A disposition that is described in this regulation as an exempt disposition is excluded from the application of section 3.58 of the Act.*
- (2) *A disposition of land is an exempt disposition if —*
- (a) *the land is disposed of to an owner of adjoining land (in this paragraph called the transferee) and —*
 - (i) *its market value is less than \$5 000; and*
 - (ii) *the local government does not consider that ownership of the land would be of significant benefit to anyone other than the transferee; or*
 - (b) *the land is disposed of to a body, whether incorporated or not —*
 - (i) *the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and (ii) the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions; or*
 - (c) *the land is disposed of to —*
 - (i) *the Crown in right of the State or the Commonwealth; or*
 - (ii) *a department, agency, or instrumentality of the Crown in right of the State or the Commonwealth; or*
 - (iii) *another local government or a regional local government; or*
 - (d) *it is the leasing of land to an employee of the local government for use as the employee's residence; or*
 - (e) *it is the leasing of land for a period of less than 2 years during all or any of which time the lease does not give the lessee the exclusive use of the land; or*
 - (f) *it is the leasing of land to a person registered under the Health Practitioner Regulation National Law (Western Australia) in the medical profession to be used for carrying on his or her medical practice; or*
 - (g) *it is the leasing of residential property to a person.*
- (2a) *A disposition of property is an exempt disposition if the property is disposed of within 6 months after it has been —*

- (a) *put out to the highest bidder at public auction, in accordance with section 3.58(2)(a) of the Act, but either no bid is made or any bid made does not reach a reserve price fixed by the local government; or*
 - (b) *the subject of a public tender process called by the local government, in accordance with section 3.58(2)(b) of the Act, but either no tender is received or any tender received is unacceptable; or*
 - (c) *the subject of Statewide public notice under section 3.59(4) of the Act, and if the business plan referred to in that notice described the property concerned and gave details of the proposed disposition including —*
 - (i) *the names of all other parties concerned; and*
 - (ii) *the consideration to be received by the local government for the disposition; and*
 - (iii) *the market value of the disposition as ascertained by a valuation carried out not more than 12 months before the proposed disposition.*
- (2b) *Details (see section 3.58(4) of the Act) of a disposition of property under subregulation (2a) must be made available for public inspection for at least 12 months from the initial auction or tender, as the case requires.*
- (3) *A disposition of property other than land is an exempt disposition if —*
 - (a) *its market value is less than \$20 000; or*
 - (b) *the entire consideration received by the local government for the disposition is used to purchase other property, and where the total consideration for the other property is not more, or worth more, than \$75 000.*

FINANCIAL/BUDGET IMPLICATIONS

This lease will provide an annual income of \$2,150.00 plus GST and outgoings The total income before the discount would be \$3,100.00 plus GST.

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

As a result of leasing the Premises to Money Mentors there will be various and continued positive community engagement implications.

ATTACHMENTS

- A. Red Cross Volunteer centre and centre manager valuation 1st Floor Darius Wells Building Robbos Way Kwinana - Confidential**
- B. Draft Lease agreement - Money Mentors - Confidential**

18.3 ACCOUNTS FOR PAYMENT FOR THE MONTH ENDED 30 JUNE 2023**SUMMARY**

The purpose of this report is to present to Council a list of accounts paid under delegated authority for the month ended 30 June 2023, as required by the *Local Government (Financial Management) Regulations 1996*.

OFFICER RECOMMENDATION

That Council:

1. **Accepts the list of accounts, totalling \$6,426,475.17, paid under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* for the period ended 30 June 2023, as detailed at Attachment A.**
2. **Accepts the detailed transaction listing of credit card expenditure paid for the period ended 30 June 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 *	\$ 24,579.29
Cheque	\$ 1,060.25
EFT Payments	\$ 8,889,302.90
Payroll Payments	\$ 2,066,117.40
Total Attachment A	\$10,981,059.84

*Automatic Payment deductions includes a payment of **\$24,856.06** for credit card payments. A detailed transaction listing of credit card expenditure paid for the period ended 30 June 2023 is included at Attachment B.

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

STRATEGIC IMPLICATIONS

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

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

SOCIAL IMPLICATIONS

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

LEGAL/POLICY IMPLICATIONS

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

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

- (1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*
 - (a) *the payee’s name; and*
 - (b) *the amount of the payment; and*
 - (c) *the date of the payment; and*
 - (d) *sufficient information to identify the transaction.*

- (2) *A list of accounts for approval to be paid is to be prepared each month showing*
 - (a) *for each account which requires council authorisation in that month —*
 - (i) *the payee’s name; and*
 - (ii) *the amount of the payment; and*
 - (iii) *sufficient information to identify the transaction.*

and
 - (b) *the date of the meeting of the council to which the list is to be presented.*

- (3) *A list prepared under 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. Credit Card Transactions Report - June 2023**
- B. AP Payment Listing Summary Report - June 2023**



Credit Card Transactions

Payments made between 01-Jun-2023 and 30-Jun-2023

Reference	Trans Date	Supplier	Amount	Transaction Description
Credit Card Rates Coordinator			7,106.00	
103893	24/05/2023	Department of Justice	6,741.00	Minor Case Claims
103893	04/05/2023	Rhythm Snowsports	144.55	Stealth Probe Essential Services
103893	02/06/2023	Department of Justice	206.00	Means Inquiry Summons
103893			14.45	GST
Credit Card Executive Assistant			20.00	
103897	08/05/2023	Planning Institute	18.18	Registration PIA PlanTech Briefing
103897			1.82	GST
Credit Card Director City Infrastructure			4,785.37	
103898	31/05/2023	Wilson Parking	24.55	Parking WALGA Executive Mtg
103898	27/04/2023	Palm Beach Café	405.23	Engineering/Assets Team Building Event
103898	27/04/2023	Palm Beach Café	32.01	Engineering/Assets Team Building Event
103898	23/05/2023	The Good Guys	1,619.09	Replacement of fridge to Councillors lounge
103898	22/05/2023	Wilson Parking	19.33	Parking - CEO Forum
103898	22/05/2023	IPWEA	1,984.00	Annual Subscription
103898	18/05/2023	The Kwinana Local	122.73	Recognition Luncheon
103898	14/05/2023	City of Perth	5.05	Parking - Road Safety Launch
103898	10/05/2023	Zone Bowling Rockingham	141.27	Engineering/Assets Team Building Event
103898			432.11	GST
Credit Card Manager Governance and Legal			275.98	
103899	10/05/2023	Woolworths	52.30	Management Challenge - Mock Challenge
103899	10/05/2023	Woolworths	102.81	Management Challenge - Mock Challenge
103899	10/05/2023	Kwinana Butcher	16.31	Management Challenge - Mock Challenge
103899	01/06/2023	Coles	77.68	Management Challenge - Mock Challenge
103899	01/06/2023	Coles	18.20	Management Challenge - Mock Challenge
103899			8.68	GST

Credit Card Human Resources Manager				323.65	
103900	23/05/2023	EasyFlowers	88.09	Flowers - Significant Personal Event	
103900	23/05/2023	Greenify Co	80.86	Plant - Significant Personal Event	
103900	15/05/2023	EasyFlowers	61.73	Flowers - Significant Personal Event	
103900	10/05/2023	EasyFlowers	63.55	Flowers - Significant Personal Event	
103900			29.42	GST	
Credit Card Director Perth South West Metropolitan A				14.09	
103901	23/05/2023	City Of Fremantle Parking	4.09	Parking at Chamber of Commerce	
103901	12/05/2023	Parliament Place	8.72	Meeting with Brad Pettitt	
103901			1.28	GST	
Credit Card Chief Executive Officer				8.10	
103902	18/06/2023	Wilson Parking Fremantle	7.36	Parking CEO meeting with Fremantle Ports	
103902			0.74	GST	
Credit Card Manager Customer and Communication				5,580.25	
103922	31/05/2023	Facebook	18.37	Social Media Advertising Living Green	
103922	31/05/2023	Facebook	3.84	Social Media Advertising Animal	
103922	31/05/2023	Facebook	6.65	Social Media Advertising Container	
103922	31/05/2023	Facebook	10.02	Social Media Advertising Boutique Jobs	
103922	31/05/2023	Facebook	5.38	Social Media Advertising Local Planning	
103922	30/05/2023	Facebook	3.85	Social Media Advertising OMG	
103922	30/05/2023	Facebook	232.39	Social Media Advertising Living Green	
103922	30/05/2023	Facebook	261.34	Social Media Advertising Green Waste	
103922	30/05/2023	Facebook	26.78	Social Media Advertising Lyrik	
103922	30/05/2023	Facebook	79.39	Social Media Advertising Animal	
103922	30/05/2023	Facebook	8.31	Social Media Advertising Container	
103922	30/05/2023	Facebook	45.00	Social Media Advertising Linked In/Sma	
103922	30/05/2023	Facebook	389.91	Social Media Advertising Boutique Jobs	
103922	30/05/2023	Facebook	107.64	Social Media Advertising Local Planning	
103922	30/05/2023	Facebook	95.00	Social Media Advertising Volunteering	
103922	28/05/2023	Lucky Orange	30.82	Website Analytics Tool	
103922	28/05/2023	Commonwealth Bank	0.77	International Transaction Fee	
103922	26/05/2023	Harvey Norman Photo Centre	218.05	Customer Service Canvas Prints	
103922	14/05/2023	Facebook	750.45	Social Media Advertising OMG!	
103922	14/05/2023	Facebook	67.58	Social Media Advertising Living Green	
103922	14/05/2023	Facebook	180.58	Social Media Advertising Green Waste	
103922	14/05/2023	Facebook	53.12	Social Media Advertising Animal	
103922	14/05/2023	Facebook	123.22	Social Media Advertising Lyrik	

103922	11/05/2023	WA News	25.45	News Subscription
103922	10/05/2023	Asana	1,798.80	Marketing Scheduling Annual Subscription
103922	08/05/2023	Mailchimp	360.65	Email Marketing Software
103922	05/05/2023	Typeform	52.72	Subscription - advanced form module \$35
103922	05/05/2023	Commonwealth Bank	1.32	International Transaction Fee
103922	04/05/2023	Transmit SMS	185.27	SMS Broadcast service - OMG!
103922	02/06/2023	Google Ads	59.79	Google search advertising - OMG!
103922	02/06/2023	Google Ads	128.16	Google search advertising - Living Green
103922	02/06/2023	Google Cloud	102.28	Google Map API on website
103922			147.35	GST

Credit Card Director, City Life	1,796.54
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103925	25/05/2023	Amazon	65.42	Flannels for homelessness workshop
103925	24/05/2023	Coles Online	127.27	Catering for South Metro Multicultural
103925	22/05/2023	Lombard Cannington	418.18	x2 confetti cannons - LYRiK Awards
103925	22/05/2023	Lombard Cannington	200.00	x2 confetti cannons - LYRiK Awards
103925	18/05/2023	Dome Kwinana	750.00	Purchase of x50 \$15 Gift cards - Volunteer Event
103925	12/05/2023	Coles Online	36.95	Supplies for AMC Challenge Day
103925	08/05/2023	Dymocks Online	69.03	Purchase of x2 Rhyming Dictionaries
103925	01/06/2023	Coles Online	52.73	Items for Leda Pop- Up Project
103925			76.96	GST

Credit Card Coordinator Engagement and Place	4,946.08
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103945	29/05/2023	Nespresso Australia	190.00	Nespresso Pods for Leda Sea Containers
103945	23/05/2023	Officeworks	40.87	Paint & Accessories for Leda Pop-Up
103945	11/05/2023	Coles Kwinana	163.41	Refreshments for Community Engagement
103945	11/05/2023	Cleverpatch	356.91	Equipment for the Leda Pop-Up
103945	11/05/2023	WARRRL Perth	280.00	Bins for Container for change
103945	10/05/2023	Officeworks	68.16	Labels for Citizenship
103945	08/05/2023	Festoon House Lighting	1,695.17	Festoon Lighting - The Grove Event
103945	08/05/2023	Coles Kwinana	7.02	EMBS - Light refreshments
103945	08/05/2023	Coles Kwinana	23.30	EMBS - Light refreshments
103945	08/05/2023	Subway Kwinana	115.45	EMBS - Light refreshments
103945	06/05/2023	AK Foods Services	80.00	Staff Food Vouchers - OMG Fringe Event
103945	06/05/2023	The Food Bazaar	107.00	Staff Food Vouchers - OMG Fringe Event
103945	06/05/2023	Kjun Kitchen	100.00	Staff Food Vouchers - OMG Fringe Event
103945	06/05/2023	Moroccan Food Station	90.91	Staff Food Vouchers - OMG Fringe Event
103945	06/05/2023	Ice Cream Van	24.41	Staff Food Vouchers - OMG Fringe Event
103945	05/05/2023	Hart Sport	564.91	Play Equipment - Leda Pop-Up
103945	05/05/2023	Recycled Mats	418.95	Recycled Mats for the Leda Pop-Up

103945	05/05/2023	Woolworths	23.32	Supplies for OMG Fringe Event
103945	04/05/2023	Kearns	175.58	Supplies for OMG Event - Fringe Event
103945			420.71	GST

Grand Total: \$ 24,856.06



Payment Listing

Payments made between 01-Jun-2023 and 30-Jun-2023

Creditor No	Payee	Description	Amount
Cheques			
Cheques 22-Jun-2023			
10537	City Of Kwinana - Pay Cash	Petty Cash Reimbursement	138.45
Cheques 29-Jun-2023			
10537	City Of Kwinana - Pay Cash	Petty Cash Reimbursement	321.80
Cheques 30-Jun-2023			
10537	City Of Kwinana - Pay Cash	Petty Cash Reimbursement	600.00
Total Cheques			1,060.25
EFT			
EFT 01-Jun-2023			
10680	AAA Blinds Port Kennedy	Facility Maintenance	1,034.00
11520	AE Hoskins Building Services	Cleaning Services	9,658.68
10272	Agrimate Fencing	Fencing maintenance	3,806.00
11189	AHA Consulting Pty Ltd	Employee Training/professional development	1,710.00
10678	Arbor Logic	Maintenance of Streetscapes/Landscapes	1,391.50
11355	Australian HVAC Services Pty Ltd	Airconditioning/Refrigeration Maintenance	10,434.44
10004	Australian Services Union	Union Membership	174.82
10001	Australian Taxation Office	Taxation - PAYG	213,754.00
10597	Beaver Tree Services Aust Pty Ltd	Tree Pruning/Removal/Clearance/Watering	3,397.65
10392	Benara Nurseries	Maintenance of Streetcapes/Landscapes	676.50
10450	Blackwoods Pty Ltd	Safety Clothing/Equipment/Uniforms	77.53
10713	Bladon WA Pty Ltd	Event expenses	641.85
11277	Bliss Momos Cafe & Restaurant Pty Ltd	Catering	600.00
10400	Bunnings Building Supplies	Hardware	115.96
11312	Burson Automotive Pty Ltd	Plant Repairs and Maintenance	57.75
10005	Child Support Agency	Child Support Agency Payments	597.87
11888	Chris Artemis	Reimbursement	180.00
10006	City of Kwinana - Xmas fund	City of Kwinana Christmas Saver	6,510.00
10414	City of Rockingham	Waste removal/services/fees	18,095.66
10055	Classic Hire	Plant/Equipment Hire	720.50
11892	Craig Treeby	FCO phone allowance	180.00
12092	Creative Communities	Wellard Village 7 Day Makeover	33,330.00
10740	Data #3 Limited	Mimecast annual renewals	43,251.56
11082	Department of Planning, Lands and Heritage	Planning and Building Fees	10,045.00
10724	Development WA	Building construction	776.50
10102	Dingo Trails	Fleet management	1,595.00
10773	Display Me	Recquatic Expenses	99.00
10430	Domino's Pizza - Kwinana Market Place	Catering	148.93
10239	Downtown Liquor Pty Ltd	Catering	306.94
10867	Drainflow Services Pty Ltd	Drainage Maintenance	4,889.50
10793	Eco Resources Pty Ltd	Waste removal/services/fees	869.00
11887	Edwin Mouna	FCO phone allowance	180.00
10870	Elifaxcom	Electrical Services	10,466.93
10978	Envirosweep	Maintenance of Streetscapes/Landscapes	5,704.12
11754	Fairtime Holdings Pty Ltd	Community Workshops/Facilitation	400.00
10437	Fire & Emergency Services, Dept of	Emergency Services Levy	1,337.00
11177	Fire & Safety WA Pty Ltd	Safety Clothing/Equipment/Uniforms	544.52
10972	Fire And Safety Australia Pty Ltd	Safety Clothing/Equipment/Uniforms	975.00
10321	Forpark Australia	Playground and Parks Equipment/Inspections/Repairs	2,654.85
11881	Fulton Hogan Industries P/L	Roadworks/upgrades/asphalt	22,297.09
10124	Good Samaritan Industries	Event expenses	21.90
10695	Hays Specialist Recruitment Pty Ltd	Labour/Personnel Hire	2,656.97
10007	Health Insurance Fund of WA (HIF)	Health Insurance Fund of WA (HIF)	497.10
11235	Hydroquip Pumps	Bore Drilling/Maintenance	7,124.70
10449	Institute Of Public Works Engineering Australia (WA)	Employee Training/professional development	300.00
11477	Kadakerk Photography (Wildfolie)	Photography/Videography	525.00
80087	Kim Logue	Employee reimbursement	87.00
10624	Konnect	Plant Repairs and Maintenance	134.62
10457	Koorliny Arts Centre	Operating subsidy/expenses	112,047.50
10464	Kwinana South Bush Fire Brigade	Hazard Reduction burning	2,819.99
10731	LD Total	Maintenance of Streetscapes/Landscapes	148,175.58
11105	Legal Practice Board of WA	Legal Expenses	1,360.00
10003	LGRCEU	Union Membership	439.72
11313	Mackie Plumbing and Gas Pty Ltd	Plumbing Services	4,605.18
10586	Maia Financial Pty Ltd	Leased equipment	935.00
11889	Mark Heath	Phone allowance	180.00
10813	Master Lock Service	Locksmith Services	455.00
10367	Maxxia Pty Ltd	Novated Leases	515.02
10156	McIntosh & Son	New Holland tractor	96,800.00
11893	Merchandising Libraries P/L	Community Workshops/Facilitation	538.00
10479	Microcom Pty Ltd trading as MetroCount	Traffic Management	1,094.50
10717	MRP General Pest/Termite Division 43 07	Pest Control	658.42
10639	Natural Area Consulting Management	Drainage and Weed Maintenance	22,315.87
11831	Nelson Mondlane	Community Workshops/Facilitation	292.50
11409	NORDA Architects Pty Ltd	Building construction	1,016.40
11184	Oban Group Pty Ltd	Maintenance of Streetscapes/Landscapes	3,696.00
10487	Parks And Leisure Australia	Employee Training/professional development	4,565.00
11690	Perth Playground and Rubber Pty Ltd	Playground and Parks Equipment/Inspections/Repairs	56,928.30
11032	Plantrite	Gardening - Plants/Supplies	17,809.83
10275	Plastic Oceans Australasia Ltd	Community Workshops/Facilitation	2,420.00
10490	Port Printing Works	Printing/Graphic Design Expenses	270.05
10281	Potholes WA Pty Ltd	Roadworks/upgrades/asphalt	4,282.04

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Payment Listing

Payments made between 01-Jun-2023 and 30-Jun-2023

Creditor No	Payee	Description	Amount
10824	Programmed Property Services Pty Ltd	Mowing and Pruning	14,298.26
11886	Q2 Online	Advertising/Marketing Expenses	1,540.00
11175	QTM Pty Ltd	Traffic Management	34,786.82
11290	Red Oxygen Pty Ltd	Software Maintenance and Professional Fees	45.32
11293	Repco (GPC Asia Pacific)	Plant Repairs and Maintenance	24.75
11257	Rhys Walters	Sundry EFT	3,800.00
10210	Ricochet Circus and Entertainment	Performers/Entertainment	770.00
11869	Robinsons Welding Group P/L	Welding Equipment/Supplies	300.00
11891	S & F Treeby	Sundry EFT	180.00
10505	Satellite Security Services	Security Services	980.10
10198	Setonix Digital Pty Ltd	Computer Hardware	4,985.76
11779	Signarama Myaree	Signage	1,998.75
10647	South East Regional Centre for Urban Landcare	Maintenance of Streetscapes/Landscapes	55.00
10766	Spotlight Pty Ltd	Event expenses	42.00
10520	St John Ambulance Australia (WA) Inc	Employee Training/professional development	300.00
11407	State Wide Turf Services	Turf Maintenance	315.26
10595	Sterlings Office National	Office Furniture	455.00
99999	Sundry EFT	Rates refunds/Grants/CCTV/Lyrik awards etc.	9,039.67
10008	SuperChoice	Superannuation contribution	400,987.37
11377	Sweets on The Run	Catering	3,505.00
11768	Sword-Point College of Arms	Community Workshops/Facilitation	250.00
10600	Synergy	Utilities	201.25
10526	Telstra Limited	Phone/Internet expenses	2,035.15
10786	Tony Aveling & Associates Pty Ltd	Employee Training/professional development	1,089.00
10957	Total Tools Rockingham	Tools/Tool Repairs	113.05
11490	Veraison Training and Development	Employee Training/professional development	4,774.00
10547	WA Hino Sales & Service	Hino Parks Truck replacement P481 KWN64	130,839.90
10551	Water Corporation of Western Australia	Utilities	1,838.91
10774	Website Weed & Pest (WA) Pty Ltd	Weed Control	12,565.93
10554	Westbooks	Books/CDs/DVDs	690.59
10051	Western Australian Treasury Corporation	Loan repayments/fees	12,712.78
11149	Wheelie Clean	Cleaning Services	636.90
10640	Wilson Security Pty Ltd	Security Services	971.73
10422	Winc Australia Pty Ltd	Stationery	58.67
11605	Woolworths Group Open Pay	Groceries	725.14
11167	Workpower Incorporated	Maintenance of Streetscapes/Landscapes	6,484.87
10561	Wurth Australia Pty Ltd	Tools/Tool Repairs	415.44
EFT 08-Jun-2023			
11927	Fiona Jayne Grieves	Employee reimbursement	121.22
80015	Alexi Peacock	Employee reimbursement	102.20
80081	Chloe George	Employee reimbursement	51.89
EFT 09-Jun-2023			
10848	ALSCO Pty Ltd	Linen hire	128.04
10577	Arteil	Office Furniture	385.00
11864	Artery Media Solutions	Advertising/Marketing Expenses	275.00
11355	Australian HVAC Services Pty Ltd	Airconditioning/Refrigeration Maintenance	1,034.09
10342	Axios Consulting Services Pty Ltd	Professional Fees	3,520.00
11010	Baldvis Transport Pty Ltd	Courier Service/transportation/removalist	175.00
11431	Bannerworld	Signage	3,070.32
10597	Beaver Tree Services Aust Pty Ltd	Tree Pruning/Removal/Clearance/Watering	21,590.29
11979	Bitumen Surfacing	Roadworks/upgrades/asphalt	222.20
10450	Blackwoods Pty Ltd	Safety Clothing/Equipment/Uniforms	433.71
10713	Bladon WA Pty Ltd	Event expenses	460.35
10400	Bunnings Building Supplies	Hardware	2,500.99
11312	Burson Automotive Pty Ltd	Plant Repairs and Maintenance	2,763.72
10485	Canon Production Printing Australia	Photocopy Expenses	311.85
10318	Chartertech	Technology/One SaaS Platform Fee/Consulting	660.00
11650	Chourasia Family Trust	Event expenses	275.00
10419	Coastline Mowers	Mower Parts & Repairs	142.00
12092	Creative Communities	Community Workshops/Facilitation	1,188.00
10675	Daniels Printing Craftsmen	Printing/Graphic Design Expenses	1,452.00
11498	Dell Financial Services Pty Ltd	Rental Apr to Jun 23	34,802.42
11252	DNR Contracting Pty Ltd	Roadworks/upgrades/asphalt	25,591.50
11246	Dowsing Group Pty Ltd	Roadworks/upgrades/asphalt	11,927.37
10867	Drainflow Services Pty Ltd	Drainage Maintenance	775.50
10168	Easifleet	Novated Leases	8,860.89
10961	Ecospill Pty Ltd	Plant Repairs and Maintenance	610.50
10870	Elxacom	Electrical Services	16,407.08
10978	Envirosweep	Maintenance of Streetscapes/Landscapes	28,784.40
11511	Fair Play Sports & Outdoor Pty Ltd	Recquatic Expenses	612.00
10437	Fire & Emergency Services, Dept of	Emergency Services Levy	29,505.88
10319	Fire Rescue Safety Australia Pty Ltd	Fire Equipment/Service	1,135.40
10587	Frank Konecny Community Centre Inc.	Community Grants/Funding	3,917.10
10940	Frontline Fire and Rescue Equipment	Safety Clothing/Equipment/Uniforms	1,149.50
11680	Galaxy 42 Pty Ltd (Attura)	Provision of Consulting Services	8,800.00
10044	GHD Pty Ltd	Professional Fees	18,616.95
10582	Hames Sharley Pty Ltd	Professional Fees	5,010.50
10695	Hays Specialist Recruitment Pty Ltd	Labour/Personnel Hire	2,043.83
10446	Heatley Sales Pty Ltd	Safety Clothing/Equipment/Uniforms	421.18
11244	i2C Design & Management	Engineering Design Works	8,250.00
10053	Integrated ICT	Computer Hardware	45.10
10879	Isentia Pty Limited	Advertising/Marketing Expenses	864.88
10310	Julian Corliss	Environmental and Health	300.00
10694	KLMedia Pty Ltd	Books/CDs/DVDs	597.34
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Payment Listing

Payments made between 01-Jun-2023 and 30-Jun-2023

Creditor No	Payee	Description	Amount
10624	Konnect	Plant Repairs and Maintenance	1,519.56
10571	Kyocera Document Solutions Australia Pty Ltd	Photocopy Expenses	2,215.55
10427	Landgate	Title Searches/Valuations	1,088.85
11006	Landscape and Maintenance Solutions	Mowing and Pruning	16,853.31
10731	LD Total	Maintenance of Streetscapes/Landscapes	100,065.05
10794	Let It Shine Oven Cleaning	Cleaning Services	590.00
11313	Mackie Plumbing and Gas Pty Ltd	Plumbing Services	8,398.16
10813	Master Lock Service	Locksmith Services	1,182.20
11711	Mills Oakley	Professional Fees	5,500.00
10717	MRP General Pest/Termite Division 43 07	Pest Control	10,480.57
10261	Mums with Prams Fitness	Community Workshops/Facilitation	4,000.00
11831	Nelson Mondiane	Community Workshops/Facilitation	292.50
11172	Office of the Auditor General	Audit fees for year end June 2022	77,000.00
11589	Parkin Print	Printing/Graphic Design Expenses	715.00
10792	PAV Sales & Installations	Performers/Entertainment	671.00
11019	Planning Institute of Australia Pty Ltd	Provision of Consulting Services	335.00
11032	Plantrite	Gardening - Plants/Supplies	11,764.50
10852	Plants & Garden Rentals	Gardening - Plants/Supplies	435.60
10339	Play Check	Playground and Parks Equipment/Inspections/Repairs	770.00
10490	Port Printing Works	Printing/Graphic Design Expenses	125.95
10425	Porter Consulting Engineers	Engineering Design Works	2,805.00
10824	Programmed Property Services Pty Ltd	Mowing and Pruning	14,298.26
10569	Public Transport Authority of Western Australia	Building construction	10,482.00
10995	Purearth	Maintenance of Streetscapes/Landscapes	10,966.46
10241	Quake Property Services Pty Ltd	Cleaning Services	979.00
11158	Retech Rubber	Playground and Parks Equipment/Inspections/Repairs	5,142.50
10711	Risk Management Technologies Pty Ltd	Software Maintenance and Professional Fees	8,858.60
11869	Robinsons Welding Group P/L	Welding Equipment/Supplies	1,368.96
10500	Rockingham Betta Electrical & Gas	Electrical Goods	2,319.00
10710	Schweppes Australia Pty Ltd	Recquatic Expenses	547.69
10890	Shelford Constructions Pty Ltd	Building construction	6,522.94
11135	Shred-X Pty Ltd	Records Storage/Retrieval	77.46
10996	SMS Broadcast Pty Ltd	Phone/Internet expenses	179.00
11148	Southern Quicksapes	Maintenance of Streetscapes/Landscapes	38,811.78
10524	Stewart & Heaton Clothing Co Pty Ltd	Safety Clothing/Equipment/Uniforms	252.52
10115	Stiles Electrical & Communications Svs	Wellard Oval sports lighting claim 5	179,160.02
99999	Sundry EFT	Rates refunds/Grants/CCTV/Lyrik awards etc.	1,901.95
11198	Surveytech Traffic Surveys P/L	Traffic Management	1,980.00
10600	Synergy	Utilities	175,623.37
11716	Systems Edge Management Services	Survey Expenses	1,375.00
10702	TC Precast Pty Ltd (Hydra Storm)	Plant Repairs and Maintenance	847.00
10532	Team Global Express	Courier Service/transportation/removalist	54.73
10526	Teitra Limited	Phone/Internet expenses	179.98
11044	Temperature Technology	Health Insurance Fund of WA (HIF)	1,947.00
11021	TenderLink	Advertising/Marketing Expenses	215.60
10954	The Green Barista Coffee	Catering	166.00
10019	The Local Farmers Market	Community Engagement	330.00
10815	Totally Workwear Rockingham	Safety Clothing/Equipment/Uniforms	1,235.00
10599	Veolia - Recycling and Recovery Perth	Waste removal/services/fees	843.34
11504	Violet Ray Media	Community Workshops/Facilitation	550.00
10545	WA Limestone Co	Maintenance of Streetscapes/Landscapes	12,752.39
10774	Website Weed & Pest (WA) Pty Ltd	Weed Control	5,252.29
10554	Westbooks	Books/CDs/DVDs	438.83
10422	Winc Australia Pty Ltd	Stationery	794.95
10072	Woolworths Group Online	Groceries	855.30
11605	Woolworths Group Open Pay	Groceries	212.60
10561	Wurth Australia Pty Ltd	Tools/Tool Repairs	1,353.90
10610	Zircodata Pty Ltd	Records Storage/Retrieval	1,037.46
EFT 15-Jun-2023			
11943	Nicole Leanne Chatham	Employee reimbursement	67.14
11904	ABS West	Flooring	924.00
10334	Accord Security Services (Perth Security)	Security Services	6,401.18
10179	Aflex Technology (NZ) Ltd	Recquatic Expenses	2,761.00
11189	AHA Consulting Pty Ltd	Employee Training/professional development	2,336.99
11250	Air & Power Pty Ltd	Electrical Services	585.75
10378	Alinta Gas	Utilities	90.50
11165	Alison Bannister Career Coaching	Human Resources/Payroll	1,089.00
11848	All Good Grub	Catering	2,018.50
11797	Always Property Maintenance	Facility Maintenance	407.00
10848	ALSCO Pty Ltd	Linen hire	134.70
11866	Andrew Frazer Designs	Printing/Graphic Design Expenses	275.00
10135	Armed for Life Foundation	Community Workshops/Facilitation	550.00
10577	Arteil	Office Furniture	382.80
11864	Artery Media Solutions	Advertising/Marketing Expenses	275.00
10331	Artforms WA	Welding Equipment/Supplies	7,700.00
11982	Artisan Alley Pty Ltd t/as	Catering	1,296.03
11355	Australian HVAC Services Pty Ltd	Airconditioning/Refrigeration Maintenance	10,192.10
10004	Australian Services Union	Union Membership	174.82
10001	Australian Taxation Office	Taxation - PAYG	214,292.00
10877	Beacon Equipment	Plant Repairs and Maintenance	308.00
10597	Beaver Tree Services Aust Pty Ltd	Tree Pruning/Removal/Clearance/Watering	51,109.60
11268	Biffa Mini Bins	Waste removal/services/fees	575.00
11979	Bitumen Surfacing	Roadworks/upgrades/asphalt	23,507.57
10450	Blackwoods Pty Ltd	Safety Clothing/Equipment/Uniforms	1,437.70
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Payments made between 01-Jun-2023 and 30-Jun-2023

Creditor No	Payee	Description	Amount
10713	Bladon WA Pty Ltd	Event expenses	5,313.00
10764	Boffins Bookshop Pty Ltd	Books/CDs/DVDs	175.29
10262	Boilertronics	Electrical Services	609.95
10418	BullAnt Security Pty	Locksmith Services	2,213.00
10400	Bunnings Building Supplies	Hardware	814.20
11312	Burson Automotive Pty Ltd	Plant Repairs and Maintenance	79.20
10994	Bushfire Prone Planning	Fire Equipment/Service	715.00
10404	Cannon Hygiene Australia Pty Ltd	Cleaning Services	2,181.33
10005	Child Support Agency	Child Support Agency Payments	597.87
11650	Chourasia Family Trust	Event expenses	1,193.50
10006	City of Kwinana - Xmas fund	City of Kwinana Christmas Saver	6,510.00
10416	CJD Equipment Pty Ltd	Plant Repairs and Maintenance	2,052.71
10291	Claire Margot Isobel Cardew T/As (Bucket List Life)	Community Workshops/Facilitation	1,170.00
10055	Classic Hire	Plant/Equipment Hire	1,369.50
10704	Commercial Aquatics Australia	Recquatic Expenses	7,954.10
10761	Complete Office Supplies Pty Ltd	Stationery	614.79
10062	Construction Training Fund	Building and Construction Industry Training Fund	9,172.52
11659	Coterra Environment	Environmental and Health	2,255.00
11901	Craneford Plumbing	Plumbing Services	210.32
11610	D&M Waste Management	Waste removal/services/fees	78,928.76
10675	Daniels Printing Craftsmen	Printing/Graphic Design Expenses	836.00
11136	David Wills and Associates	Professional Fees	1,980.00
11014	Department of Mines, Industry Regulation and Safety (DMIRS)	Building and Energy - Building Services Levy	23,621.24
10426	Department of Transport	Vehicle Ownership Searches	65.60
11252	DNR Contracting Pty Ltd	Roadworks/upgrades/asphalt	65,982.05
11109	Donald Veal Consultants	Courier Service/transportation/removalist	4,180.00
11272	Donovan Payne Architects	Engineering Design Works	3,575.00
10649	Downer EDI Works Pty Ltd	Powell Ct - Crawford Rd upgrade	75,070.93
11246	Dowsing Group Pty Ltd	Roadworks/upgrades/asphalt	3,551.90
10867	Drainflow Services Pty Ltd	Drainage Maintenance	6,237.00
11816	Dyenanamic Sublimation	Safety Clothing/Equipment/Uniforms	521.13
10793	Eco Resources Pty Ltd	Waste removal/services/fees	5,179.24
10961	Ecospill Pty Ltd	Plant Repairs and Maintenance	501.05
10224	Efficient Chips	Software Maintenance and Professional Fees	43,439.00
10870	Ellexacom	Electrical Services	19,275.95
12016	Elsie Frank	Tenure refund for Banksia Park Retirement Estate	213,188.42
80089	Enekosi Siu	Sundry EFT	59.80
10978	Envirosweep	Maintenance of Streetscapes/Landscapes	10,379.30
11903	Felton Industries	Recquatic Expenses	4,611.20
11177	Fire & Safety WA Pty Ltd	Safety Clothing/Equipment/Uniforms	1,724.70
10972	Fire And Safety Australia Pty Ltd	Safety Clothing/Equipment/Uniforms	325.00
80088	Fran Windon	Sundry EFT	39.70
11012	Fridgair Industries Pty Ltd	Airconditioning/Refrigeration Maintenance	293.44
11680	Galaxy 42 Pty Ltd (Attura)	Provision of Consulting Services	15,840.00
11870	Granicus Australia Pty Ltd	Software Maintenance and Professional Fees	2,750.00
10441	Green Skills Inc / Ecojobs Environmental Personnel	Labour/Personnel Hire	24,863.22
10945	GreenLite Electrical Contractors Pty Ltd	Bore Drilling/Maintenance	22,498.85
10695	Hays Specialist Recruitment Pty Ltd	Labour/Personnel Hire	2,656.97
10007	Health Insurance Fund of WA (HIF)	Health Insurance Fund of WA (HIF)	497.10
10446	Heatley Sales Pty Ltd	Safety Clothing/Equipment/Uniforms	2,138.59
11560	High Tea With Harriet	Groceries	110.00
10103	HP Financial Services Pty Ltd	Leased equipment	1,177.70
11914	IAP2 Australasia	Membership Fee	2,420.00
10305	Iconic Property Services Pty Ltd	Cleaning Services	63,502.36
10855	Imagesource Digital Solutions	Printing/Graphic Design Expenses	159.50
10449	Institute Of Public Works Engineering Australia (WA)	Employee Training/professional development	75.00
11117	InterFire Agencies	Fire Equipment/Service	1,198.45
11284	Ive Distribution Pty Ltd	Advertising/Marketing Expenses	584.11
10621	Ixom Operations Pty Ltd	Cleaning Products	1,189.39
11547	Jax Tyres Kwinana	Plant Repairs and Maintenance	680.00
10753	Jaycar Pty Ltd	Plant Repairs and Maintenance	252.95
10067	Julia Kay Wallis	Performers/Entertainment	940.03
11539	K & S Catering	Catering	742.50
10453	K Mart	Event expenses	84.00
11015	Kearns Garden Supplies	Hardware	327.05
11249	Kevrek (Australia) Pty Ltd	Facility Maintenance	855.25
11289	Kissane & Co	Legal Expenses	2,323.20
11218	Kleenheat	Utilities	9,133.55
10624	Konnect	Plant Repairs and Maintenance	198.00
11621	Kukri Australia	Hardware	14,372.60
11001	Kwinana in Transition	Community Engagement	2,500.00
10942	Kwinana Veterinary Hospital Pty Ltd	Animal Services	480.05
11006	Landscape and Maintenance Solutions	Mowing and Pruning	14,118.91
11687	Larrikin House Pty Ltd	Books/CDs/DVDs	887.00
10731	LD Total	Maintenance of Streetscapes/Landscapes	48,172.21
10195	Left Back Consulting Pty Ltd	Provision of Consulting Services	5,227.20
10003	LGRCEU	Union Membership	439.72
10011	Lo-Go Appointments	Labour/Personnel Hire	3,775.61
11313	Mackie Plumbing and Gas Pty Ltd	Plumbing Services	6,044.33
10586	Maia Financial Pty Ltd	Leased equipment	6,050.00
10671	Marketforce Pty Ltd	Advertising/Marketing Expenses	8,769.02
10813	Master Lock Service	Locksmith Services	3,788.00
10367	Maxxia Pty Ltd	Novated Leases	1,531.37
11013	McLeods Barrister & Solicitors	Legal Expenses	5,096.81

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Payments made between 01-Jun-2023 and 30-Jun-2023

Creditor No	Payee	Description	Amount
11147	MetroCerti Building Approvals	Building construction	330.00
11909	Mezzanine Films	Performers/Entertainment	1,815.00
11453	Nashtec Auto Electrics	Plant Repairs and Maintenance	11,510.10
10639	Natural Area Consulting Management	Drainage Maintenance	39,654.02
11197	Netstar Australia Pty Ltd	Subscriptions	7,617.72
11390	Online Social Butterfly	Community Workshops/Facilitation	385.00
10486	Paint Industries	Facility Maintenance	2,257.20
10260	Physioyogajavi	Recquatic Expenses	4,000.00
11441	Picnic Tables Hire	Community Engagement	1,127.50
11315	Premier & Cabinet Department of	Legal Expenses	93.60
11175	QTM Pty Ltd	Traffic Management	43,529.40
11899	Rainbow Pool Products	Recquatic Expenses	276.65
10497	Red Sand Supplies Pty Ltd	Sand/soil	3,326.40
11869	Robinsons Welding Group P/L	Welding Equipment/Supplies	21,181.19
10171	Rockingham Fleet & Mechanical Services	Plant Repairs and Maintenance	216.70
10502	Rotary Club of Kwinana Inc.	Community Engagement	800.00
10389	Rubek Automatic Doors	Facility Maintenance	22,734.00
11835	Samantha Prentice	Performers/Entertainment	1,750.00
10505	Satellite Security Services	Security Services	2,072.84
10890	Shelford Constructions Pty Ltd	Kwinana South BFB claim 15	260,761.19
11533	Sifting Sands	Playground and Parks Equipment/Inspections/Repairs	3,395.24
10627	Sigma Chemicals	Recquatic Expenses	1,120.90
10491	Sonic Health Plus	Medical Examinations	2,168.10
10520	St John Ambulance Australia (WA) Inc	Employee Training/professional development	153.00
11407	State Wide Turf Services	Turf Maintenance	6,199.45
10524	Stewart & Heaton Clothing Co Pty Ltd	Safety Clothing/Equipment/Uniforms	689.92
10115	Stiles Electrical & Communications Svs	Electrical Services	3,300.07
99999	Sundry EFT	Rates refunds/Grants/CCTV/Lyrik awards etc.	21,364.35
10525	Sunny Sign Company Pty Ltd	Signage	267.19
10008	SuperChoice	Superannuation contribution	133,154.90
10838	Supersealing Pty Ltd	Roadworks/upgrades/asphalt	56,259.50
11981	Sydney Tools Pty Ltd	Tools/Tool Repairs	60.25
10600	Synergy	Utilities	9,585.64
10025	TAFE NSW	Employee Training/professional development	1,650.00
10826	Talis Consultants Pty Ltd	Provision of Consulting Services	7,533.24
10526	Teistra Limited	Phone/Internet expenses	1,998.60
11884	The Factory (Australia) P/L	Printing/Graphic Design Expenses	5,500.00
10619	The Workwear Group Pty Ltd	Safety Clothing/Equipment/Uniforms	684.33
80061	Tom Ody	Employee reimbursement	752.60
10815	Totally Workwear Rockingham	Safety Clothing/Equipment/Uniforms	138.36
10547	WA Hino Sales & Service	Hino single cab KWIN1944	131,939.44
10545	WA Limestone Co	Maintenance of Streetscapes/Landscapes	3,289.71
10010	Waste is My Resource	Waste removal/services/fees	540.00
10551	Water Corporation of Western Australia	Utilities	2,920.39
10554	Westbooks	Books/CDs/DVDs	39.09
10051	Western Australian Treasury Corporation	Loan repayments/fees	61,249.94
10558	Weston Road Systems	Roadworks/upgrades/asphalt	660.00
10422	Winc Australia Pty Ltd	Stationery	281.03
11262	Windcave Pty Ltd	Point of sale/EFT expenses	152.99
11605	Woolworths Group Open Pay	Groceries	3,175.26
10561	Wurth Australia Pty Ltd	Tools/Tool Repairs	164.89
10842	Zenien Pty Ltd T/as ATFT Astuta Trust	Records Storage/Retrieval	16,397.51
EFT 22-Jun-2023			
11525	A & P Advisory	Audit committee fees	825.00
10613	ABCO Products	Cleaning Products	909.37
10735	AC Cooling Services	Airconditioning/Refrigeration Maintenance	10,118.90
11041	Accidental Health & Safety Perth	First Aid Service/Supplies	599.50
10334	Accord Security Services (Perth Security)	Security Services	974.15
10374	Advanced Traffic Management (WA) Pty Ltd	Traffic Management	1,566.40
10272	Agrimate Fencing	Fencing maintenance	2,255.00
11017	Air Liquide Australia	Recquatic Expenses	340.06
11165	Alison Bannister Career Coaching	Human Resources/Payroll	544.50
10848	ALSCO Pty Ltd	Linen hire	67.02
10889	Alyka Pty Ltd	Printing/Graphic Design Expenses	12,320.00
11541	Amanda Bell	Provision of Consulting Services	4,000.00
11885	Amok Island	Performers/Entertainment	275.00
11866	Andrew Frazer Designs	Printing/Graphic Design Expenses	11,000.00
10382	Apace Aid (Inc)	Gardening - Plants/Supplies	300.30
11595	Asbestos Masters WA	Waste removal/services/fees	9,460.00
11129	ASV Sales and Service	Plant/Equipment Hire	330.00
11355	Australian HVAC Services Pty Ltd	Airconditioning/Refrigeration Maintenance	1,450.16
10668	Baldivis Water (Poly Pipe Traders)	Reticulation Parts & Repairs	356.96
10597	Beaver Tree Services Aust Pty Ltd	Tree Pruning/Removal/Clearance/Watering	21,875.53
10450	Blackwoods Pty Ltd	Safety Clothing/Equipment/Uniforms	69.83
10713	Bladon WA Pty Ltd	Event expenses	2,718.93
10400	Bunnings Building Supplies	Hardware	2,231.97
10805	Centrecare	Human Resources/Payroll	2,062.50
10408	Challenger Ford	Ford Ranger X 2	115,538.70
10932	Challenger Veterinary Hospital	Animal Services	65.00
10709	Chamber Of Commerce & Industry	Employee Training/professional development	12,126.40
10318	Chartertech	Technology/One SaaS Platform Fee/Consulting	7,590.00
11207	Chorus Australia Ltd	Maintenance of Streetscapes/Landscapes	103.95
11650	Chourasia Family Trust	Event expenses	225.00
10574	City of Armadale	Long service leave recoup	20,783.73
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Payments made between 01-Jun-2023 and 30-Jun-2023

Creditor No	Payee	Description	Amount
10414	City of Rockingham	Waste removal/services/fees	22,891.54
10761	Complete Office Supplies Pty Ltd	Stationery	1,487.74
10675	Daniels Printing Craftsmen	Printing/Graphic Design Expenses	35,787.40
10867	Drainflow Services Pty Ltd	Drainage Maintenance	1,078.00
10168	Easifleet	Novated Leases	394.98
11216	Ecoburbia	Community Workshops/Facilitation	5,553.90
10961	Ecospill Pty Ltd	Plant Repairs and Maintenance	104.50
10870	Elxacom	Electrical Services	2,440.53
10760	Elliotts Irrigation Pty Ltd	Reticulation Parts & Repairs	4,928.00
10061	Emerge Environmental Services Pty Ltd	Provision of Consulting Services	2,574.00
10759	EnviroLab Services (WA) Pty Ltd	Environmental and Health	214.30
10330	Fairbridge WA Inc	Incursions/Excursions	1,400.00
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
10931	Flex Industries Pty Ltd	Plant Repairs and Maintenance	232.00
10321	Forpark Australia	Playground and Parks Equipment/Inspections/Repairs	28,600.00
11031	Gaye McMath	Provision of Consulting Services	1,980.00
10695	Hays Specialist Recruitment Pty Ltd	Labour/Personnel Hire	1,069.08
10446	Heatley Sales Pty Ltd	Safety Clothing/Equipment/Uniforms	488.58
10691	HECS Fire	Fire Equipment/Service	7,899.12
10305	Iconic Property Services Pty Ltd	Cleaning Services	1,547.96
10855	Imagesource Digital Solutions	Printing/Graphic Design Expenses	816.20
10720	Infiniti Group	Recquatic Expenses	454.89
10801	Institute of Indigenous Wellbeing & Sport of WA	Community Workshops/Facilitation	5,500.00
10621	Ixom Operations Pty Ltd	Cleaning Products	1,057.08
10119	Jackson Asphalt	Roadworks/upgrades/asphalt	1,573.00
10067	Julia Kay Wallis	Performers/Entertainment	162.50
10453	K Mart	Event expenses	90.00
11477	Kadcklerk Photography (Wildfolie)	Photography/Videography	1,082.50
11883	Kaleidoscope Studio P/L	Printing/Graphic Design Expenses	2,000.00
80024	Khin Sandar Lwin	Employee reimbursement	886.00
11344	Kits for Cars	Plant Repairs and Maintenance	1,485.00
10458	Kwinana Tennis Club Inc	Operating subsidy/expenses	2,000.00
10427	Landgate	GRV general valuation 22/33	181,965.08
11006	Landscape and Maintenance Solutions	Mowing and Pruning	10,627.03
10468	Les Mills Australia (Lesmills)	Recquatic Expenses	2,899.56
11656	Lessen with Peg - Rethink Waste	Community Workshops/Facilitation	400.00
10782	LGISWA	Performance based adjustment 2022	244,014.10
10011	Lo-Go Appointments	Labour/Personnel Hire	2,363.25
80072	Lucy Molloy	Employee reimbursement	244.20
11313	Mackie Plumbing and Gas Pty Ltd	Plumbing Services	4,348.28
10586	Maia Financial Pty Ltd	Leased equipment	31,587.97
10813	Master Lock Service	Locksmith Services	342.00
11013	McLeods Barrister & Solicitors	Legal Expenses	1,835.90
11879	Melbourne Mailing Pty Ltd	Security Services	1,280.40
10238	Michael A Indich	Welcome to Country	1,000.00
10635	Modern Teaching Aids Pty Ltd	Books/CDs/DVDs	438.79
10069	Monique Mulligan	Performers/Entertainment	313.00
10818	Name Badge World	Safety Clothing/Equipment/Uniforms	296.51
11197	Netstar Australia Pty Ltd	Subscriptions	5,516.28
10634	Neverfail Springwater	Water/delivery	213.26
11304	Nightlife Music Pty Ltd	Performers/Entertainment	6,204.00
11374	Octopus Beak Ink	Printing/Graphic Design Expenses	500.00
11209	Outback Handyman	Facility Maintenance	2,588.30
11522	Palm Lakes Garden and Landscape Services	Maintenance of Streetscapes/Landscapes	14,410.00
10792	PAV Sales & Installations	Performers/Entertainment	255.20
11441	Picnic Tables Hire	Community Engagement	1,925.00
10339	Play Check	Playground and Parks Equipment/Inspections/Repairs	495.00
10490	Port Printing Works	Printing/Graphic Design Expenses	309.10
10605	Prestige Catering & Event Hire	Catering	572.20
10824	Programmed Property Services Pty Ltd	Mowing and Pruning	14,298.26
11175	QTM Pty Ltd	Traffic Management	29,703.15
11846	Reads West Coast Maintenance Pty Ltd	Facility Maintenance	7,355.71
11293	Repco (GPC Asia Pacific)	Plant Repairs and Maintenance	189.20
11158	Retech Rubber	Playground and Parks Equipment/Inspections/Repairs	325.00
10499	Ridleys Towing & Transport	Incursions/Excursions	375.00
11869	Robinsons Welding Group P/L	Welding Equipment/Supplies	571.63
11835	Samantha Prentice	Performers/Entertainment	7,000.00
10505	Satellite Security Services	Security Services	4,792.70
11533	Sifting Sands	Playground and Parks Equipment/Inspections/Repairs	8,756.26
11779	Signarama Myaree	Signage	2,108.76
10766	Spotlight Pty Ltd	Event expenses	22.80
10944	Strata Specialists	Facility Maintenance	6,853.00
10442	StrataGreen	Maintenance of Streetscapes/Landscapes	4,620.00
10590	Subway Kwinana	Catering	680.00
11146	Summers Consulting	Pest Control	1,006.50
99999	Sundry EFT	Rates refund/Grants/CCTV/Lyrik awards etc.	19,450.47
10525	Sunny Sign Company Pty Ltd	Signage	25.91
10838	Supersealing Pty Ltd	Roadworks/upgrades/asphalt	660.00
80001	Susan Michele Wiltshire	Employee reimbursement	242.49
11981	Sydney Tools Pty Ltd	Tools/Tool Repairs	2,813.00
10600	Synergy	Utilities	5,448.59
10572	Taylor Tyres Pty Ltd	Plant Repairs and Maintenance	3,833.00
11194	Technifire 2000	Fire Equipment/Service	3,599.17

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Payments made between 01-Jun-2023 and 30-Jun-2023

Creditor No	Payee	Description	Amount
10954	The Green Barista Coffee	Catering	546.00
11733	The Well Tavern & Bistro	Catering	320.00
10786	Tony Aveling & Associates Pty Ltd	Employee Training/professional development	1,089.00
10534	Total Eden Pty Ltd (Nutrien Water)	Reticulation Parts & Repairs	65.23
10815	Totally Workwear Rockingham	Safety Clothing/Equipment/Uniforms	563.74
10544	Udia (WA)	Employee Training/professional development	3,033.00
10269	Value Office Furniture	Office Furniture	1,014.00
10599	Veolia - Recycling and Recovery Perth	Waste removal/services/fees	384,519.33
10545	WA Limestone Co	Maintenance of Streetscapes/Landscapes	10,682.86
10549	Wandi Progress Association Inc.	Catering	98.42
11097	Web Track	Fleet management	550.00
11919	Wendy Basell	Citizenship expenses	880.00
10548	Western Australian Local Government Association	Employee Training/professional development	930.00
10051	Western Australian Treasury Corporation	Loan repayments/fees	1,187,070.23
11149	Wheelie Clean	Cleaning Services	636.90
10422	Winc Australia Pty Ltd	Stationery	1,064.37
11605	Woolworths Group Open Pay	Groceries	761.56
10561	Wurth Australia Pty Ltd	Tools/Tool Repairs	54.89
EFT 29-Jun-2023			
11863	Susan Reeve	Employee reimbursement	1,590.00
10680	AAA Blinds Port Kennedy	Facility Maintenance	390.00
12007	Aaron Thomas	Performers/Entertainment	700.00
10735	AC Cooling Services	Airconditioning/Refrigeration Maintenance	410.00
11923	Adelaide Oval Hotel P/L	Sundry EFT	7,084.00
11520	AE Hoskins Building Services	Cleaning Services	54,432.74
10272	Agrimate Fencing	Fencing maintenance	2,007.50
11250	Air & Power Pty Ltd	Electrical Services	1,122.18
11746	All Lines	Line marking	3,393.50
10093	Allstate Kerbing and Concrete	Kerbing Contractor	19,425.95
11797	Allways Property Maintenance	Facility Maintenance	4,840.00
10848	ALSCO Pty Ltd	Linen hire	134.69
10382	Apace Aid (Inc)	Gardening - Plants/Supplies	1,416.80
10891	Australia Post General	Postage	2,224.27
11355	Australian HVAC Services Pty Ltd	Airconditioning/Refrigeration Maintenance	7,575.31
11211	Australian Institute of Business Pty Ltd	Employee Training/professional development	3,883.00
10584	Australian Native Nurseries Group	Plant Purchase	96.80
10004	Australian Services Union	Union Membership	174.82
10001	Australian Taxation Office	Taxation - PAYG	211,728.00
11676	Barry Charles Winmar	Elected Member Sitting Fees/reimbursements	2,961.25
11150	Bay Concrete Grinding	Roadworks/upgrades/asphalt	1,203.13
10877	Beacon Equipment	Plant Repairs and Maintenance	365.00
10316	Beak Engineering (Aust) Pty Ltd	Recquatic Expenses	11,492.80
10597	Beaver Tree Services Aust Pty Ltd	Tree Pruning/Removal/Clearance/Watering	270,611.39
11268	Biffa Mini Bins	Waste removal/services/fees	395.00
11920	Binar Futures Ltd	Incursions/Excursions	550.00
10450	Blackwoods Pty Ltd	Safety Clothing/Equipment/Uniforms	245.03
10713	Bladon WA Pty Ltd	Event expenses	11,773.30
10764	Boffins Bookshop Pty Ltd	Books/CDs/DVDs	514.60
10914	Bolinda Digital Pty Ltd	Books/CDs/DVDs	1,200.00
10325	Brain Ambulance Pty Ltd	Human Resources/Payroll	2,200.00
10397	Bristol Cleaning Services	Cleaning Services	330.00
10400	Bunnings Building Supplies	Hardware	1,543.80
10787	Burdens Australia Pty Ltd	Maintenance of Streetscapes/Landscapes	55,924.30
11312	Burson Automotive Pty Ltd	Plant Repairs and Maintenance	158.40
11990	Cameron Chisholm Nicol	Professional Fees	1,100.00
10371	Carol Elizabeth Adams	Elected Member Sitting Fees/reimbursements	11,980.51
10005	Child Support Agency	Child Support Agency Payments	597.87
11922	ChoiceOne Pty Ltd	Human Resources/Payroll	2,277.28
11650	Chourasia Family Trust	Event expenses	235.00
10006	City of Kwinana - Xmas fund	City of Kwinana Christmas Saver	6,510.00
10419	Coastline Mowers	Mower Parts & Repairs	1,523.25
10704	Commercial Aquatics Australia	Recquatic Expenses	4,367.00
11619	Common Ground Trails Pty Ltd	Kwinana Loop Trail audit claim 1	41,449.10
80091	Deb Merrett	Employee reimbursement	110.00
10560	Dennis Cleve Wood	Elected Member Sitting Fees/reimbursements	2,961.25
11252	DNR Contracting Pty Ltd	Roadworks/upgrades/asphalt	20,608.50
10430	Domino's Pizza - Kwinana Market Place	Catering	96.94
11109	Donald Veal Consultants	Courier Service/transportation/removalist	4,620.00
11246	Dowsing Group Pty Ltd	Roadworks/upgrades/asphalt	36,113.11
10867	Drainflow Services Pty Ltd	Drainage Maintenance	3,580.50
10365	Early Settler	Office Furniture	1,517.00
10698	Eclipse Soils Pty Ltd	Sand/soil	495.00
10793	Eco Resources Pty Ltd	Waste removal/services/fees	4,823.94
10870	Ellexacom	Electrical Services	30,755.04
10580	Environmental Health Association (WA) Inc	Employee Training/professional development	2,317.00
10016	Event & Conference Co	Employee Training/professional development	2,560.00
10358	EVSE Australia (EVE Australia)	Plant Repairs and Maintenance	27,339.00
12004	Farm & Turf Equipment	Hardware	1,035.00
11842	Fatal FX Panel and Paint	Plant Repairs and Maintenance	500.00
10743	Fence Hire WA	Event expenses	403.92
10929	Flying Canape	Catering	2,850.00
10940	Frontline Fire and Rescue Equipment	Safety Clothing/Equipment/Uniforms	3,356.74
10169	Glen Flood Group Pty Ltd (GFG Temp Assist)	Labour/Personnel Hire	1,300.20
10124	Good Samaritan Industries	Event expenses	30.00

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Payment Listing

Payments made between 01-Jun-2023 and 30-Jun-2023

Creditor No	Payee	Description	Amount
12091	GrassTrees Australia	Gardening - Plants/Supplies	3,987.50
10441	Green Skills Inc / Ecojobs Environmental Personnel	Labour/Personnel Hire	22,704.00
10945	GreenLite Electrical Contractors Pty Ltd	Bore Drilling/Maintenance	788.32
10695	Hays Specialist Recruitment Pty Ltd	Labour/Personnel Hire	2,656.97
10007	Health Insurance Fund of WA (HIF)	Health Insurance Fund of WA (HIF)	497.10
10446	Heatley Sales Pty Ltd	Safety Clothing/Equipment/Uniforms	150.87
10691	HECS Fire	Fire Equipment/Service	418.00
11910	Hook Consulting Pty Ltd	Software Maintenance and Professional Fees	8,360.00
10855	Imagesource Digital Solutions	Printing/Graphic Design Expenses	3,579.40
11839	Inclusion Solutions Limited	Community Workshops/Facilitation	400.00
10053	Integrated ICT	Computer Hardware	3,515.60
11117	InterFire Agencies	Fire Equipment/Service	2,654.96
10451	Jason Signmakers	Signage	312.35
10788	JB HiFi Commercial Division	Computer Hardware	102.04
10748	JB Hi-Fi Rockingham	Computer Hardware	258.00
10355	Jemma King Productions	Community Workshops/Facilitation	500.00
10641	K & C Jack (Jack Lockers)	Recquatic Expenses	668.25
10703	KAJ Installations & Services	Electrical Services	451.00
11883	Kaleidoscope Studio P/L	Printing/Graphic Design Expenses	2,500.00
11289	Kissane & Co	Legal Expenses	96.80
10694	KLMedia Pty Ltd	Books/CDs/DVDs	314.45
11350	Kwinana Butcher Pty Ltd T/As Kwinana Meat and Poultry	Catering	107.40
10460	Kwinana Heritage Group	Operating subsidy/expenses	2,500.00
11424	Kwinana Senior Citizens	Sundry EFT	600.00
11026	Kwinana Smash Repairs	Plant Repairs and Maintenance	1,500.00
11006	Landscape and Maintenance Solutions	Mowing and Pruning	21,712.06
10003	LGRCEU	Union Membership	439.72
11777	Livepro Australia	Software Maintenance and Professional Fees	6,586.80
11242	Lobel Events	Event expenses	8,071.42
10727	Local Government Planners Association WA Division	Membership Fee	170.00
10011	Lo-Go Appointments	Labour/Personnel Hire	1,524.23
11313	Mackie Plumbing and Gas Pty Ltd	Plumbing Services	2,254.16
10586	Maia Financial Pty Ltd	Leased equipment	9,234.64
10265	Maisey Event Hire	Event expenses	1,045.50
10476	Mandogalup Volunteer Fire Brigade	Fire Equipment/Service	682.00
10671	Marketforce Pty Ltd	Advertising/Marketing Expenses	2,398.00
11532	Marshall Beattie Automation	Facility Maintenance	176.00
10813	Master Lock Service	Locksmith Services	1,079.00
11046	Matthew James Rowse	Elected Member Sitting Fees/reimbursements	2,961.25
10367	Maxxia Pty Ltd	Novated Leases	1,515.30
11013	McLeods Barrister & Solicitors	Legal Expenses	1,199.00
11882	Meshed Pty Ltd	Software Maintenance and Professional Fees	429.00
11677	Michael Brown	Elected Member Sitting Fees/reimbursements	2,961.25
11711	Mills Oakley	Professional Fees	1,650.00
10717	MRP General Pest/Termite Division 43 07	Pest Control	195.00
11674	Murray Forrest Friends Pty Ltd	Community Engagement	550.00
10639	Natural Area Consulting Management	Drainage Maintenance	18,219.94
11817	Netsight Consulting Pty Ltd ATF	Subscriptions	1,157.20
11747	Newground Water Services Pty Ltd	Reticulation Parts & Repairs	4,160.86
10483	NVMS Pty Ltd	Tools/Tool Repairs	1,056.00
11209	Outback Handyman	Facility Maintenance	1,507.00
11928	OverDrive Australia Pty Ltd	Computer Software Maintenance/equipment	1,543.16
11895	Ozwashroom	Facility Maintenance	1,979.94
10486	Paint Industries	Facility Maintenance	442.20
11522	Palm Lakes Garden and Landscape Services	Maintenance of Streetscapes/Landscapes	3,709.00
10734	Paper Australia Pty Ltd (Opal)	Stationery	635.43
11589	Parkin Print	Printing/Graphic Design Expenses	1,551.55
10487	Parks And Leisure Australia	Employee Training/professional development	198.00
11439	Payreq Australia Pty Ltd	Debt collection expenses	2,640.00
11690	Perth Playground and Rubber Pty Ltd	Playground and Parks Equipment/Inspections/Repairs	73,672.50
11798	Peter Cheong	Community Workshops/Facilitation	660.00
10660	Peter Edward Feasey	Elected Member Sitting Fees/reimbursements	4,877.83
10926	Pickles Auctions	Fleet management	561.00
11315	Premier & Cabinet Department of	Legal Expenses	93.60
10605	Prestige Catering & Event Hire	Catering	4,942.50
10858	ProFlo	Cleaning Services	7,477.00
11791	ProWash Squirrels	Cleaning Services	350.00
11175	QTM Pty Ltd	Traffic Management	27,477.01
10187	Raemar Investments (Solar lighting - Premier Workplace)	Facility Maintenance	2,106.50
11290	Red Oxygen Pty Ltd	Software Maintenance and Professional Fees	45.32
10517	Resource Recovery Group	Waste Audit May 2023	18,269.90
11857	Reward Hospitality	Catering	11,594.00
11869	Robinsons Welding Group P/L	Welding Equipment/Supplies	3,589.50
10171	Rockingham Fleet & Mechanical Services	Plant Repairs and Maintenance	649.05
10514	Rockingham Kwinana Chamber of Commerce	Employee Training/professional development	5,500.00
11060	Rosie O Entertainment Pty Ltd	Performers/Entertainment	3,450.00
11867	Samuel Bloor	Sundry EFT	1,000.00
10505	Satellite Security Services	Security Services	110.00
10245	Scoutta Pty Ltd (Viaje Strategic)	Professional Fees	2,543.75
10198	Setonix Digital Pty Ltd	Computer Hardware	11,133.68
10568	Sherilyn Wood	Elected Member Sitting Fees/reimbursements	2,961.25
11533	Sifting Sands	Playground and Parks Equipment/Inspections/Repairs	9,946.06
10357	Smash Tennis Academy	Community Workshops/Facilitation	800.00
11230	SoCo Studios (Travis Hayto)	Photography/Videography	660.00
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Payment Listing

Payments made between 01-Jun-2023 and 30-Jun-2023

Creditor No	Payee	Description	Amount
10354	Southern Cross Scoreboards	Recquatic Expenses	8,918.25
11148	Southern Quickscares	Maintenance of Streetscapes/Landscapes	18,652.25
10766	Spotlight Pty Ltd	Event expenses	80.00
10520	St John Ambulance Australia (WA) Inc	Employee Training/professional development	2,445.22
11407	State Wide Turf Services	Turf Maintenance	14,501.44
10524	Stewart & Heaton Clothing Co Pty Ltd	Safety Clothing/Equipment/Uniforms	124.22
11201	Strategic DCP Consulting	Professional Fees	3,152.60
11854	Sublime Stone Solutions	Facility Maintenance	2,750.00
99999	Sundry EFT	Sundry EFT	6,381.60
10525	Sunny Sign Company Pty Ltd	Signage	2,035.00
11675	Susan Edith Kearney	Elected Member Sitting Fees/reimbursements	2,961.25
80001	Susan Michele Wiltshire	Employee reimbursement	1,441.65
11981	Sydney Tools Pty Ltd	Tools/Tool Repairs	499.00
10600	Synergy	Utilities	6,375.38
10745	T J Depiazzi & Sons	Gardening - Plants/Supplies	4,128.30
11911	Tangibility Pty Ltd	Advertising/Marketing Expenses	10,326.25
11045	Taylorred to Suit	Community Engagement	1,622.50
10532	Team Global Express	Courier Service/transportation/removalist	54.73
11740	Teammac Pty Ltd (Boost Mobeel)	Catering	85.00
10954	The Green Barista Coffee	Catering	1,166.00
10019	The Local Farmers Market	Community Engagement	220.00
11236	The Mighty Booths	Performers/Entertainment	330.00
11132	The People Catalyst Pty Ltd	Employee Training/professional development	3,410.00
10959	The Smart Security Company P/L	Security Services	280.50
10619	The Workwear Group Pty Ltd	Safety Clothing/Equipment/Uniforms	47.20
10147	Timothy Kelly	Performers/Entertainment	500.00
10815	Totally Workwear Rockingham	Safety Clothing/Equipment/Uniforms	227.68
11009	Vocus Communications	Phone/Internet expenses	3,921.50
11856	WA Blinds	Facility Maintenance	7,783.60
10551	Water Corporation of Western Australia	Utilities	7,122.69
10687	West Coast Shade	Facility Maintenance	51,359.00
10554	Westbooks	Books/CDs/DVDs	281.90
10558	Weston Road Systems	Roadworks/upgrades/asphalt	2,547.60
10640	Wilson Security Pty Ltd	Security Services	971.73
10422	Winc Australia Pty Ltd	Stationery	78.08
10806	Woodlands Distributors & Agencies	Animal Services	38,040.20
11605	Woolworths Group Open Pay	Groceries	4,510.92
EFT 30-Jun-2023			
10008	SuperChoice	Superannuation contribution	135,476.53
		Total EFT	8,889,302.90
Automatic Deductions			
Automatic Deductions 01-Jun-2023			
10795	Go Go On-Hold Pty Ltd	Phone/Internet expenses	198.00
Automatic Deductions 05-Jun-2023			
10448	iinet Technologies Pty Ltd	Phone/Internet expenses	79.99
Automatic Deductions 06-Jun-2023			
10969	Commonwealth Bank	Credit cards	24,856.06
Automatic Deductions 07-Jun-2023			
10102	Dingo Trails	Fleet management	-1,595.00
Automatic Deductions 08-Jun-2023			
10645	Toyota Fleet Management	Fleet management	635.24
Automatic Deductions 12-Jun-2023			
10438	Fines Enforcement Registry	Fines Enforcement Registry lodgment fees	405.00
		Total Automatic Deductions	24,579.29
Payroll			
Payroll		KWINANA 28/05/2023	688,228.99
Payroll		KWINANA 11/06/2023	689,299.00
Payroll		KWINANA 15/06/2023	1,249.55
Payroll		KWINANA 23/06/2023	1,953.00
Payroll		KWINANA 25/06/2023	685,176.05
Payroll		KWINANA 29/06/2023	210.81
		Total Payroll	2,066,117.40
		Grand Total	10,981,059.84

18.4 COUNCIL POLICY REVIEW

SUMMARY

Council policies are high-level statements articulating the intent of the City's strategic objectives and provide high level guidance for the City's operations. Appropriate policies help strengthen the City's governance as well as support consistency in decision-making and outcomes.

Unlike local laws, the *Local Government Act 1995* does not mandate review timeframes for Council policies. However, the City has determined that policies should be reviewed every two years to ensure they remain contemporary.

As part of the City's ongoing review of Council policies, the following have been examined with amendments made where appropriate:

- Payments to Employees above Contract or Award when Finishing Employment with the City; and
- Compliance and Enforcement.

It is recommended that Council resolve to adopt such amended policies (as detailed in Attachments A and B) as per the requirements of the *Local Government Act 1995*.

Several Council and local planning policies (as detailed in Attachments C to H) have also been identified as either no longer meeting the requirements of the City or being superseded by other policies, plans, and/or internal procedures.

It is recommended that Council resolve to revoke the following policies (as detailed in Attachments C to E) as per the *Local Government Act 1995*:

- Bereavement Notices
- Policy Development
- Reward for Information

It is recommended that Council resolve to revoke the following local planning policies (as detailed in Attachments F to H) as per the requirement of the *Planning and Development (Local Planning Scheme) Regulations 2015*:

- Design Guidelines for Medium Density Development
- LPP 12 - Mandogalup Future Development
- Special Residential and Special Rural Zone – Fencing Specifications

OFFICER RECOMMENDATION

That Council resolve as follows:

1. In accordance with the *Local Government Act 1995*, adopt the following amended Council policies as detailed in Attachments A and B:
 - Payments to Employees above Contract or Award when Finishing Employment with the City; and
 - Compliance and Enforcement

2. In accordance with the *Local Government Act 1995*, adopt to revoke the following Council policies as detailed in Attachments C to E:
 - Bereavement Notices;
 - Policy Development; and
 - Reward for Information.

3. In accordance with the *Planning and Development (Local Planning Scheme) Regulations 2015*, revoke (and give notice of such revocation) the following local planning policies as detailed in Attachments F to H:
 - Design Guidelines for Medium Density Development;
 - LPP 12 - Mandogalup Future Development; and
 - Special Residential and Special Rural Zone – Fencing Specifications.

VOTING REQUIREMENT

Simple majority

DISCUSSION

The following policies have been reviewed and are recommended for adoption by Council. Comments have been provided by relevant officers for noting by Council.

As the City completes the review of all its policies, they will be presented for consideration at future meetings of Council.

Amended Policies for Adoption:

In accordance with the *Local Government Act 1995*, the following policies have been amended for adoption.

Policy Name	Comment
Payments to Employees above Contract or Award when Finishing Employment with the City (Attachment A)	City Officers have conducted a review of the Policy and formatting changes made to align it with the City’s policy template. Very minor amendments made to align with reference to legislation.
Compliance and Enforcement (Attachment B)	City Officer have conducted a review of the City’s Compliance and Enforcement Policy, minor text amendment have been made for ease and understanding of the Policy. Formatting changes have also been made to align it with the City’s policy template.

Policies to be Revoked:

In accordance with the *Local Government Act 1995*, the following policies are recommended to be revoked.

Policy Name	Comment
<p>Bereavement Notices (Attachment C)</p>	<p>City Officers have conducted a review of Council Policy – Bereavement Notices, it is recommended that this policy be revoked due to the outdated nature of the policy, in addition the tasks detailed with the policy are carried out via internal processes. Any appropriate additional areas within the policy that are not addressed within the internal process have been included.</p>
<p>Policy - Development Policy (Attachment D)</p>	<p>It is recommended that the Policy – Development Policy be revoked, this policy outlines the process Officers are required to take for the amendment, adoption and/or revoking of Council Policies. This policy has not been reviewed for several years. City Officers have developed an internal guide to support the amendment, adoption and/or revoking of Council Policies and additional supporting documents. The recommendation to revoke the policy is due to its Administrative nature.</p>
<p>Reward for Information (Attachment E)</p>	<p>It is recommended that Council revoke the Reward for Information policy, The City has adopted its Social Strategy, detailed in the Social Strategy Outcomes Theme 4: Safe and Resilient -</p> <ul style="list-style-type: none"> 4.1 Develop awareness campaigns and initiatives to address priority safety issues 4.2 Facilitate accurate crime and safety awareness to reduce misperception of crime 4.3 Ensure community planning, infrastructure, transport, services and programs provide for safe use and participation 4.4 Advocate to responsible authorities for appropriate resources and actions to reduce crime 4.5 Improve local community pride-of-place and neighbourliness 4.6 Encourage community-led safety initiatives and reporting of crime 4.7 Plan and prepare for emergency management, recovery and community resilience <p>In additional to the above the City has implemented programs to help combat the scope of this policy, including the use of CCTV in the City Centre and CCTV grants. The City will continue to strive to improve antisocial behaviors within the City.</p>

In accordance with the Planning and Development (*Local Planning Scheme*) Regulations 2015, the following local planning policies are recommended to be revoked.

Policy Name	Comment
<p>Design Guidelines for Medium Density Development (Attachment F)</p>	<p>The ‘Design Guidelines for Medium Density Development’ Policy is no longer used by City Officers, and the Policy is considered redundant as it’s now superseded by the State Government’s new State Planning Policy 7.3 - Residential Design Codes (R-Codes) for Medium Density. Any relevant provisions within the Policy will be incorporated in the City’s Residential Zones Policy, which will be reviewed and updated in due course to accord with the State’s Policy requirements.</p>
<p>Local Planning Policy 12 - Mandogalup Future Development (Attachment G)</p>	<p>The LPP 12 is recommended to be revoked given that since its adoption in 2018, the Western Australian Planning Commission (WAPC) has established an Improvement Plan over the subject Mandogalup Future Development Policy area, which provides for the planning framework over the area, including the preparation of an Improvement Scheme. The purpose and objectives of the Policy is now redundant.</p>
<p>Special Residential and Special Rural Zone – Fencing Specifications (Attachment H)</p>	<p>It is recommended that the ‘Special Residential and Special Rural Zone – Fencing Specifications’ Policy be revoked because it is considered redundant and replaced by the City’s Fencing Local Law 2016, with any relevant provisions within the Policy covered by the City’s Special Rural Policy instead.</p>

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?
<p>5 – Visionary leadership dedicated to acting for its community</p>	<p>5.1 – Model accountable and ethical governance, strengthening trust with the community</p>	<p>N/A – There is no specific action in the CBP, yet this report will help achieve the indicated outcomes and strategic objectives</p>	<p>Although there is no specific action to the City’s SCP or CBP the review, adoption and revoking of Council Policies should reflect the City desired achievements of the outcomes and objective of the visionary leadership of the City.</p>

SOCIAL IMPLICATIONS

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

LEGAL/POLICY IMPLICATIONS

Local Government Act 1995

2.7. Role of council

(2) Without limiting subsection (1), the council is to —

- (a) oversee the allocation of the local government's finances and resources; and*
- (b) determine the local government's policies.*

Planning and Development (Local Planning Scheme) Regulations 2015,

Deemed Provisions

6. Revocation of local planning policy

A local planning policy may be revoked —

- (a) by a subsequent local planning policy that —*
 - (i) is prepared in accordance with this Part; and*
 - (ii) expressly revokes the local planning policy.*

or
- (b) by a notice of revocation —*
 - (i) prepared by the local government; and*
 - (ii) published by the local government in accordance with clause 87.*

FINANCIAL/BUDGET IMPLICATIONS

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

ASSET MANAGEMENT IMPLICATIONS

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

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

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

COMMUNITY ENGAGEMENT

As per the requirements under the *Planning and Development (Local Planning Scheme) Regulations, Clause 6*, the City will give notice of the revoking of its Local Planning Policies via public notice on the Love My Kwinana website.

ATTACHMENTS

- A. Attachment A - Council Policy - Payment to Employees above Contract or Award when Finishing Employment with the City**
- B. Attachment B - Council Policy - Compliance and Enforcement**
- C. Attachment C Policy - Bereavement Notices - 2017**
- D. Attachment D Policy - Policy Development - 2016**
- E. Attachment E Policy - Reward for Information - 2017**
- F. Attachment F Policy - Design Guidelines for Medium Density Development 2012**
- G. Attachment G Local Planning Policy 12 - Mandogalup Future Development**
- H. Attachment H Policy - Special Residentail and Special Rural Zone - Fencing Specifications - 2012**



Council Policy

Payment to Employees above Contract or Award when Finishing Employment with the City



Legislation/local law requirements	Local Government Act Section 2.7 – The Role of Council Local Government Act 1995 Section 5.50 – Payments to employees in addition to contract or award. Local Government (Administration) Regulations 1996 – Regulation 19A – Payments in addition to contract or award – limits of.
Relevant Delegation	Nil
Related policy procedures and documents	

Introduction

This Policy defines the circumstances in which Council may authorise payment of an additional amount to the contracted entitlement to an employee on finishing employment with the City.

Policy Provisions

Policy

The Local Government Act 1995 requires that a local government prepare a policy in relation to employees whose employment with the local government is finishing, setting out:

- a) the circumstances in which the local government will pay an employee an amount in addition to any amount to which the employee is entitled under a contract of employment or award relating to the employee; and
- b) the manner of assessment of the additional amount, and cause local public notice to be given in relation to the policy.
- c) payment is not to exceed that prescribed by regulations.

Assessment:

In recognition of long periods of service to the City of Kwinana, Council will therefore consider the payment to an employee who is finishing, of an additional ~~cash amount~~ ~~payment~~ **payment** to which they would be entitled.

Recognition of Service:

Completed Continuous Years of Service	Monetary Value
10 years	\$250
15 years	\$500
20 years	\$750
25 years +	\$1,000

Note: An employee who has been dismissed by the City of Kwinana for any reason other than redundancy, will not be eligible to receive the Council Contribution under this policy.

Voluntary Severance:

A severance payment may be offered to employees who accept voluntary severance. This payment will be made in accordance with Regulation 19A *Local Government (Administration) Regulations 1996* pertaining to such a payment.

Public Notice:

A local public notice is to be given as soon as practicable of the adoption of this policy, in accordance with the *Local Government Act 1995*.

A local public notice is to be given as soon as practicable of any payment to an employee that is in excess of the amounts provided for in this Policy.

Note: A payment in excess of this Policy must still be within the limits prescribed in the Act and Regulations.

OFFICER USE ONLY

Officers may amend this section without council approval

Responsible Team	Human Resources
Initial Council adoption	Date: <initial-adoption-date> 25 February 2015 Ref#: <CM-Ref> 395
Reviewed/amended	Date: <approval-date> 26 July 2023 Ref#: <CM Ref>
Next Review Date	Date: July 2025 <next-review-date>
Policy Document Number	D15/110022**/****



Council Policy

~~Name of Policy~~ Compliance
and Enforcement



<p>Legislation/local law requirements</p>	<p>Acts/Regulations as amended from time to time</p> <ul style="list-style-type: none"> • Local Government Act 1995; • Building Act 2011; • Building Regulations 2012 • Planning and Development Act 2005; • Dog act 1976; • Cat Act 2011; • Bush Fire Act 1954; • Litter Act 1979 • Hope Valley Wattleup Re Development Act 2000 • Caravan Parks and Camping Grounds Act 1995; • Food Act 2008; • Health (Miscellaneous Provisions) Act 1911; • Public Health Act 2016; • Tobacco Products Control Act 2006; • Biosecurity and Agriculture Management Act 2007; • Waste Avoidance and Resource Recovery Act 2007; • Environmental Protection Act 1986; and • All-subsiary legislation as amended.
<p>Relevant Delegation</p>	<p>As per City's Delegated Authority Register</p>
<p>Related policy procedures and documents</p>	<p>-</p>

Purpose

To state the City's objectives and principles that will guide the City of Kwinana's ~~Local Government~~ Authorised Officers implementation of compliance and enforcement action to ensure consistent and good governance.

Policy Statement

~~The Local Government~~ Authorised Officers are responsible for administering a wide range of legislation providing for the safety and amenity of the community. This Policy serves to inform the community of ~~the~~ Council's position in relation to compliance ~~with of~~ legislation, including the circumstances which will be considered when assessing different compliance and enforcement options.

The policy will provide guidance to:

- ensure consistency in decision making and provide for good governance;
- ensure transparency, procedural fairness and that the principles of natural justice are preserved;
- use compliance and enforcement strategies in such a way as to best achieve legislative objectives and provide for the good governance of the City of Kwinana.

Scope

The policy applies to all of the City's Authorised ~~Local Government~~ Officers, who have regulatory responsibility within the Kwinana district for implementation of compliance and enforcement action in the *Local Government Act 1995* and all other relevant legislation including the legislation mentioned in the table at this end of this policy document.

- ~~Local Government Act 1995;~~
- ~~Building Act 2011;~~
- ~~Planning and Development Act 2005;~~
- ~~Dog Act 1976;~~
- ~~Cat Act 2011;~~
- ~~Bush Fire Act 1954;~~
- ~~Litter Act 1979~~
- ~~Hope Valley Wattleup Re-Development Act 2000~~
- ~~Caravan Parks and Camping Grounds Act 1995;~~
- ~~Food Act 2008;~~
- ~~Health (Miscellaneous Provisions) Act 1911;~~
- ~~Public Health Act 2016;~~
- ~~Tobacco Products Control Act 2006;~~
- ~~Biosecurity and Agriculture Management Act 2007;~~
- ~~Waste Avoidance and Resource Recovery Act 2007;~~
- ~~Environmental Protection Act 1986; and~~
- ~~All subsidiary legislation as amended.~~

This Policy is made subject to existing State policies and legislation, as amended from time to time, ~~in existence~~ and applies to all land within the City of Kwinana.

Policy Provisions

Definitions

Ccompliance - refers to a corporation or person meeting or taking steps to comply with relevant legislation in place.

Eenforcement - means procedures and actions taken by the City's Authorised Officers to ensure that a person or organisation complies with their statutory obligations.

Local Government Authorised Officer- a City of Kwinana employee or contractor, other than a Councillor, appointed by council to carry out compliance functions or an enforcement function under **relevant** legislation.

Nnon-compliance - means a breach of relevant legislation administered by the City's Authorised Officers.

Pprosecution - means of the taking of legal proceedings against a person (s) or corporation, as defined in Law, for alleged unlawful activity.

Ppublic interest - means the interests of the community as a whole, or a group within the community or individuals.

Ttrivial - an allegation made without real grounds, of insignificant value or importance.

Rremedial - means an intent to correct something that is wrong or to improve a bad situation

Principles of enforcement

The City will carry out its enforcement related work with due regard to the following principles:

i. Graduated and proportionate

The City's actions will be scaled to the seriousness of the non-compliance.

Prosecution will generally be used as a last resort, or for serious offences. The City's financial resources are finite and will not be used to pursue cases that are trivial **and/or** not in the public interest.

ii. Consistency, unbiased and equitable

The City will take a similar approach in similar cases to achieve similar outcomes.

While decisions on enforcement require the use of professional judgement and discretion to assess varying circumstances, the City will follow listed standard operating procedures to ensure fair, equitable and unbiased treatment in every case.

iii. Accountable and transparent

The City will be open and transparent about the manner in which it undertakes **its compliance and** enforcement activities. When remedial action is needed, the City will explain clearly why the action is necessary, identify the action required to achieve compliance, and the time frame for completing that action. Time frames set for achieving compliance will be reasonable and may take into consideration individual circumstances.

iv. Natural justice

The City will follow the principles of natural justice in every investigation by properly and genuinely considering all relevant submissions and evidence in each case **without bias**, by ensuring **that** all parties to the matter have the right to be heard, **and that any decision is based on relevant evidence.**

Compliance approach to implementing regulatory responsibility

The City will adopt the following approach to ensure appropriate implementation of its regulatory responsibilities:

- 1) Respond to all regulatory complaints received having regard **for to the City's Council** policies.
- 2) Adopt a proactive approach to identifying and investigating non-compliance by implementing an enforcement work plan as required.
- 3) Refer matters to external agencies, where appropriate, when the allegation falls outside the City's jurisdiction.
- 4) Review its compliance and enforcement activities and incorporate lessons learned into policy, operating procedures and broader compliance tools.

Responding to complaints

All complaints concerning unlawful activity that are within the City's jurisdiction will be investigated except in the following circumstances where discretion may be used:

- 1) The allegation is trivial.
- 2) The complaint has been made primarily as a result of a neighbourhood dispute.
- 3) The City is not the appropriate authority to investigate the matter.
- 4) Where the complainant is anonymous, unless the matter is considered to be:
 - a) a significant risk to public health;
 - b) **a significant risk** public safety or the environment; or
 - c) a significant impact on the amenity of a locality, and there is sufficient information in the complaint to enable an investigation to be undertaken.

Enforcement approach to implementing regulatory responsibility

Where an investigation has been undertaken and it is considered that sufficient evidence exists to determine non-compliance, the City will take the most appropriate enforcement action based on the specific circumstances of each case.

The decision to take enforcement action and the type of action taken will be at the discretion of the City and will be made having due regard to this Policy.

i. Key considerations when making this determination will include:

- a) ~~T~~he type of offence (first, second, third);
- b) ~~V~~oluntary action by the offender to remedy the non-compliance;
- c) ~~C~~ooperation given to the City by the offender and willingness to commit to remedial actions;
- d) ~~F~~ailure to comply with informal requests, lawful directions or notices given by the City;
- e) ~~T~~he seriousness of the incident having regard to the potential impacts on the community, safety, amenity, the environment and the impacts on people;
- f) ~~I~~ssues of public concern, including the need for specific and general deterrence;
- g) ~~L~~egal precedents and statutory time limits; and
- h) ~~T~~he public interest and the financial risk to the City.

ii. The City may take no enforcement action, discontinue or withdraw after investigation where:

- a) ~~T~~he individual or entity has made good the non-compliance;
- b) ~~H~~having considered the nature of the non-compliance, an educative approach to preventing the matter from re-occurring is considered most appropriate;
- c) ~~T~~here is insufficient evidence to prove non-compliance after reasonable attempts have been made by the City to investigate the matter;
- d) ~~T~~he matter is considered trivial or;
- e) ~~D~~oes not align with the Strategic intent or objectives of the City;
- f) ~~T~~he matter falls outside the City's legal area of authority; or
- g) ~~H~~having regard for the legal capacity of the alleged offender, **it** is determined that an alternative approach to achieving compliance is more appropriate.
- g)

Acting in default of notices, orders and directions

- 1) Where under legislation ~~an Authorised Officer~~ it is authorised to do so, ~~an officer the City~~ may enter on to private land to carry out works in a situation where the owner, occupier or ~~some other~~ person has failed to commence or complete remedial works specified in a written notice, and the non-compliance with the ~~N~~notice has been verified beyond reasonable doubt.
- 2) The City may undertake works on private property where:
 - a) ~~T~~there is a significant risk to a person's health, to public safety, the natural environment or local amenity as a result of the continued non-compliance with ~~the a N~~notice;
 - b) ~~T~~the person upon whom the ~~N~~notice has been ~~issued-served~~ has significant health issues that are considered to be preventing the person from complying with the notice; or
 - c) ~~T~~the works required to be undertaken are minor and the estimated costs associated with completing the remedial works are minimal.
- 3) Should works be undertaken by the City on private property as a result of non-compliance with a ~~N~~notice, this ~~action~~ does not preclude the City from commencing legal action for non-compliance with ~~the-a N~~notice.
- 4) The City may seek to recover its fair and reasonable costs in all cases ~~if it undertakes because-of-undertaking~~ works on private land.

Undertaking enforcement action

- 1) The City's Authorised ~~Local Government~~ Officer with relevant delegated authority or authorisation may initiate ~~the~~ enforcement action.
- 2) The City will use the most appropriate action necessary, which may include one or more of the following ~~enforcement~~ options:
 - a) pursue no further action;
 - b) informal action;
 - c) formal warning;
 - d) infringements;
 - e) prohibition orders;
 - f) seizures;
 - g) written directions and orders;
 - h) formal notices; or
 - i) prosecutions and or injunctions.
- 3) Nothing in this policy precludes the City from commencing prosecution in respect of a non-compliance at any time.

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OFFICER USE ONLY

Officers may amend this section without council approval

Responsible Team Department	City Development and Sustainability
Initial Council adoption	Date: <initial-adoption-date> 11 August 2021 Ref#: 483 <CM Ref>
Reviewed/amended	Date: <approval-date> 26 July 2023 Ref#: <CM Ref>
Next Review Date	Date: <next-review-date> July 2025
Policy Document Number	D21/10022 **/*



Policy

Bereavement Notices



Bereavement Notices

Adopted:	26/05/2010 #116
Last reviewed:	11/07/2012 #163 21/01/2015 #369 22/03/2017 #452
New review date:	22/03/2019
Legal Authority:	Local Government Act Section 2.7 – The Role of Council [Insert other relevant legalisation here]
Directorate:	City Strategy
Department:	Governance and Civic Services
Related documents:	Acts/Regulations Local Government Act 1995 Plans/Strategies Strategic Community Plan 2015 – 2025 Policies Nil Work Instructions Nil Other documents Nil

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

Policy:

1. Title

Bereavement Notices

2. Purpose

To recognise deceased persons who have been closely associated with the City and its history, by acknowledging the contribution they have made to the district as a mark of respect on behalf of the City of Kwinana community.

3. Scope

Those to be recognised on their passing are to be limited to:

- (a) Current and former Freeman, elected members and Chief Executive Officers;
- (b) Current employees; and
- (c) Identities of the City of Kwinana as agreed by the Mayor and the Chief Executive Officer.

4. Definitions

Death Notice means a public expression of sympathy about the death of a person.

Immediate family for the purposes of this policy, means the spouse or partner, children parents, and siblings of the deceased as recognised under Australian law.

5. Policy Statement

5.1 Form of death notice

The recommended standard notice of sympathy could read:

DOE (JOHN)

Deepest sympathy is extended to the Doe family on the sad loss of John, a respected community member.

Mayor [insert name] on behalf of the Council, elected members, employees and residents of the City of Kwinana.

The content of a death notice should be individualised in respect to the deceased person.

5.2 Application

When informed of the death of a person entitled to bereavement recognition the City is to ensure one or all of the following tasks are completed to reflect this policy:

- Elected members and employees are notified;
- A notice is placed in the Bereavement Notices section of the West Australian newspaper classifieds;

- A sympathy card from the Mayor and/or Chief Executive Officer is forwarded; and
- A floral tribute is provided (following investigation through the Funeral Notices section of the West Australian newspaper or through the deceased person's funeral provider for appropriateness).

5.3 Form of recognition

5.4.1. The City recognises the death of one of the abovementioned persons by following established funeral etiquette, respecting the wishes of the immediate family if known, and being sensitive to the deceased's cultural or religious beliefs. This recognition is to take the form of:

- (a) A public expression of sympathy on behalf of the district, by placing a notice in the Death Notices section of the West Australian newspaper;
- (b) Sending a sympathy (condolence) card or a personal note to the immediate family if known, signed by the Mayor and/or the Chief Executive Officer on behalf of Council and employees;
- (c) A floral tribute where this form of sympathy is considered acceptable; and
- (d) Remembrance at an ordinary meeting of Council if appropriate, and at a City of Kwinana function of those recognised community members who have passed during the previous twelve months.

5.4.2. The City also recognises the death of immediate family members of Freeman, and current elected members. Recognition is to take the form of a sympathy card or personal note of condolence, signed by the Mayor and/or the Chief Executive Officer on behalf of the City.

5.4.3 When considered appropriate, the Mayor may invite elected members and the Chief Executive Officer may invite the relevant director or manager to attend the funeral service to represent the City.

5.4.4 Where elected members, or employees have a personal connection to the deceased, it is the individual's prerogative to attend the funeral on their own behalf.

5.4 Timing of recognition

Funeral etiquette dictates that formal recognition occurs at the time of the death or at the funeral service. The funeral service provides for the proper remembrance of the person who has died. Where the City is notified of a death after a funeral service has

taken place, it is still appropriate to send a sympathy card or a personal note of condolence.

6. Financial/Budget Implications

Council are to provide a suitable allocation in the annual budget to allow for the provisions of this Policy.

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 2015 – 2025

Objective 1.2: Inspire and strengthen community spirit

Strategy 1.2.1 Support and provide a range of cultural and community development activities and events that recognise Kwinana's cultural identity, encourage civic participation, strengthen capacity and celebrate the City's diversity.

10. Occupational Safety and Health (OSH) 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 the passing of a significant City of Kwinana identity could lead to negative reputation. The risk rating would be moderate.

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



Policy

Policy Development



Policy Development

To provide a guide by which Council can consistently develop, review and adopt policy statements.

Adopted:	11/11/1998 #325
Last reviewed:	27/09/2006 #519 28/04/2010 #105 11/07/2012 #163 10/12/14 #348
Legal Authority:	Local Government Act Section 2.7 – The Role of Council

Policy:

1. Purpose of Policy:

Policies are to be limited to the following purposes:-

- a) Policies that allow officers to carry out their duties and exercise their delegations in a manner that is consistent with Council's strategic direction and expectations and without the delay of referring the matter to Council.
- b) Policies that relate to Council's responses to community needs and aspirations as part of its role in community leadership.
- c) Policies in relation to legislative instruction/direction.
- d) Policies that align with Council's approach towards key strategies included in its Strategic Community Plan to ensure priorities are being addressed.

2. Policy Formulation:

- a) New policies formulated by Council Officers are to be prepared in a draft format and are to be referred to the relevant Director, Manager, or the Chief Executive Officer accompanied by a supporting report for referral to Council. Where appropriate, consultation with affected stakeholders should occur as part of the policy development process.
- b) Whenever a new policy matter is proposed, every endeavour is to be made to incorporate the new policy into an existing policy statement relating to the same matter.

3. Policy Conflict

- a) No draft policy statement is to be proposed which would conflict with an existing local law or other legislation. Where a draft policy is to be adopted and it conflicts with an existing policy statement, Council is to consent to the abolition or amendment of the conflicting policy at the same time.

4. Policy Review:

- a) All policies are to be reviewed at least biennially.
- b) Council officers are to prepare a report to the relevant Director, Manager, or Chief Executive Officer for referral to Council recommending the policy/policies be retained, amended or abolished.



Council Policy
Reward for Information





Council Policy	
Reward for Information	D13/70387[v3]

1. **Title**
Reward for Information.
2. **Purpose**
~~The reason for this reward system is~~ To deter those people who chose to destroy or deface the community’s property, including verges, parks and bushland and for those who endanger themselves and the general public, or cause a nuisance to residents, in a public place.

3. **Scope**
This reward system is open to any person or business which reports an act of illegal or antisocial behavior within a public place that leads to a successful court conviction for illegal or anti-social behavior, including graffiti vandalism and damage to City property within the City of Kwinana.

The reward system is not intended to penalise people who ‘do the right thing’, nor is it a forum for residents to make malicious or vexatious reports.

Instances for which a reward for information may be given include, but are not limited to:

- Vandalism to any property or structure in a public place;
- Illegal use of off-road motor vehicle at any of the City’s Facilities or on land owned or managed by the City;
- Damage to flora or fauna at any of the City’s Facilities or on land owned or managed by the City;
- Graffiti to any property or structure in a public place
- Anti-social behavior in a public place

4. **Definitions**
City means the City of Kwinana;
public place includes any place which the public is allowed to use, whether or not the place is on private property and includes local government property; and
successful court conviction means a prosecution instigated by the City in a court of competent jurisdiction, where the defendant has been found guilty of an offence under the Local Government Act 1995, the Graffiti Vandalism Act 2016, and/or the Control of Vehicles (Off-road Areas) Act 1978.
anti-social behavior – means acting in a manner that has caused or was likely to cause damage or loss to one or more persons or property including trespass and other unlawful activities.

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5. Policy Statement

Residents and businesses situated within-of the City of Kwinana take pride in the appearance of the City. In order to minimise the reoccurrence of incidents-any disturbance, unsightliness and cost of repair, community members and businesses are encouraged to report instances of vandalism, graffiti and other anti-social behavior within the City.

6. Financial/Budget Implications

A reward of up to \$1,000 is to be offered for information that leads to a successful court conviction for illegal or anti-social behavior within the City of Kwinana instances described within this Policy.

7. Asset Management Implications

This Policy may assist in the recovery of costs for repair of damage to City assets caused by vandalism, graffiti or illegal use of off-road vehicles.

8. Environmental Implications

This Policy may assist to minimise the reoccurrence of damage to the City's flora and fauna caused by vandalism, graffiti or illegal use of motor vehicles.

9. Strategic/Social Implications

Community Strategic Plan 2015 - 2025

Objective 4.5 Actively improve the appearance of public areas and streetscapes throughout the City

Strategy 4.5.1 Promote a clean City by ensuring that public areas and streetscapes are developed and maintained to a high standard

10. Occupational Safety and Health Implications

Public Health Plan 2015 – 2018

- Improved community safety and reduced crime levels.

11. Risk Assessment

A risk assessment conducted as part of the Policy review has indicated that the risk to the City by not maximising community engagement in identifying and correcting issues relevant to the public 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.

(Rating below for Council Report)

Risk Event	The City not maximising community engagement in identifying and correcting issues relevant to the public
Risk Theme	Anti-social behavior, including graffiti vandalism and damage to City property
Risk Effect/Impact	Reputational impact
Risk Assessment Context	Community engagement
Consequence	Minor

Likelihood	Possible
Rating (before treatment)	Moderate
Risk Treatment in place	Reduce (mitigate the risk) provide incentives to assist with community awareness and engagement
Response to risk treatment required/in place	Enable the community to assist in the minimising of recurring anti-social activities and provide incentives for reporting.
Rating (after treatment)	Low

12. References

Name of Policy	Reward for Information
Date of Adoption and resolution No	11/12/2012 #163
Review dates and resolution No #	12/11/2014 #306
New review date	00 /08/2019
Legal Authority	Local Government Act 1995 Section 2.7 – Role of Council
Directorate	Corporate and Engineering Services
Department	City Assist
Related documents	<p>Acts/Regulations Local Government Act 1995 Graffiti Vandalism Act 2016 Control of Vehicles (Off-road Areas) Act 1978</p> <p>Plans/Strategies Community Strategic Plan 2015 – 2025 Graffiti Management Strategy 2008 - 2013 Public Health Plan 2015 – 2018</p> <p>Policies D13/69872[v2] Graffiti and Vandalism Policy</p> <p>Work Instructions D12/53559[v2] Reward for Information procedure</p> <p>Other documents D12/60681[v2] Form – GCS – Reward for Information Policy Application</p>

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



POLICY

DESIGN GUIDELINES FOR MEDIUM DENSITY DEVELOPMENT





DESIGN GUIDELINES FOR MEDIUM DENSITY DEVELOPMENT

DESIGN GUIDELINES FOR MEDIUM DENSITY DEVELOPMENT

To ensure that medium density development in Kwinana occurs in harmony with surrounds and at highest possible standards.

To assist Council Officers in assessing and developers in preparing medium density development applications.

Adopted:	10/02/1993 #471
Last reviewed:	27/09/2006 #519 28/04/2010 #105 11/07/2012 #163
Legal Authority	Town Planning & Development Act S.5AA City of Kwinana TPS #2 Sec 6.4

Policy:

In addition the Residential Design Codes (R-Codes), and Council's Residential Development policy, when considering an application to commerce development for medium density development, Council shall have regard to the following matters:

Lot Size and Orientation

1. In new sub-division design, design consideration will be given to maximise the northern aspect of lots to enable housing to make most use of passive solar design principles.
2. Lot sizes shall be designed to allow the required distances between major openings and boundaries, as specified in the R-Codes.
3. When considering housing design, preferred design elements include the maximisation of northern openings to living rooms, dining rooms, kitchens with these rooms opening onto private open space and garden areas with northern aspect and wind protection from the south west.
4. Pergolas verandahs or deciduous landscaping - shall be provided to north facing courts and rooms to allow maximum sun penetration in winter, minimum in summer.
5. Houses shall be designed to provide good cross ventilation to individual rooms (particularly bedrooms) and the whole floor plan.
6. Consideration shall be given to slope and orientation of land, avoiding design repetition and retention of special features.

Building Siting and Design

7. When considering a proposal, Council Officers may require a redesign to achieve optimum rather than maximum development.
8. Shared or public spaces in a housing development shall be designed as social spaces, defined and overlooked by the houses and courtyards, whenever possible.
9. The designs shall incorporate clear transition spaces between the street and the house interior, clear entry points and defined limits between public and private spaces.
10. Landscaping shall be designed to create privacy, moderate climate, soften the visual appearance of projects and create a strong 'sense of place.'
11. Existing mature trees shall be retained wherever possible to be incorporated into landscaping.
12. Internal planning design shall separate living and sleeping zones of adjacent houses.

**DESIGN GUIDELINES FOR MEDIUM DENSITY DEVELOPMENT**

13. The use of zero lot line techniques shall be considered to provide separation and privacy in close proximity, whilst maximising solar access.
14. Habitable rooms shall face courtyard or other major open spaces and be screened from adjoining houses.
15. Council may require obscure glass or window sills to be a minimum of 1.5m above the upper storey level for upper storey windows that overlook nearby properties.

Private Open Space

16. Private open spaces shall be provided for both external living and play and for necessary services. The two types of space should be separate and directly related to the appropriate internal rooms.
17. Open space that is connected to living areas shall be orientated to maximise solar access.
18. A landscaping plan shall be submitted for Council approval for all proposals incorporating four or more units.
19. Landscaping shall be designed to enhance privacy and streetscape but must not interfere with traffic sight distances or obscure lighting.

Vehicle Parking

20. Large areas of hard standing - shall be discouraged and consideration given to providing smaller shielded areas of parking bays integrated with and softened by landscaping.
21. Carparking shall be designed to avoid rows of cars dominating the approach to the houses.
22. Providing access to dwellings via carports shall be discouraged.
23. Integration of carports in the site design with similar styles to the houses shall be encouraged.
24. Visitor parking shall be clearly legible, marked and easily accessed.
25. At least one of the two parking spaces to be provided per dwelling shall be capable of being covered.

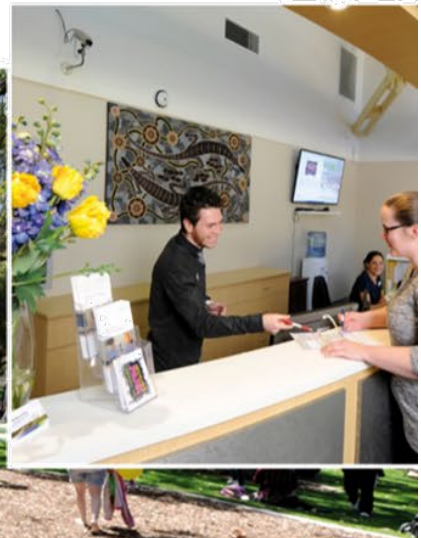
Streetscape

26. Provision of sense of address to housing projects by emphasising entry points, letterboxes, use of colour and signage.
27. Housing shall compliment surrounds, incorporating natural features and be in sympathy with the design of adjacent properties.



Local Planning Policy 12

Mandogalup Future Development



Council Policy	
Local Planning Policy 12 – Mandogalup Future Development	D18/40823

1. Title

Local Planning Policy 12 – Mandogalup Future Development

2. Policy Objectives

To provide guidance to landowners, developers and Council to ensure that future development, zoning and Structure Planning occurs in a manner consistent with orderly and proper planning of the locality and reflecting the highest and best use of land in the context of the region.

3. Policy Application

- *City of Kwinana Local Planning Scheme No.2*
- Strategic Community Plan
- State Planning Policy 4.1 State Industrial Buffer
- Draft State Planning Policy 4.1 Industrial Interface
- State Planning Policy 5.4 Road and Rail Transport Noise and Freight Considerations in Land Use Planning
- Draft State Planning Policy 5.4 Road and Rail Noise
- Perth and Peel @ 3.5 million
- South Metropolitan Peel Sub Regional Planning Framework, March 2018
- Question and Answer; Section 16(e) Land Use Planning Response at Mandogalup, February 2018

4. Definitions

The terms used in this policy have the same meaning as if they were terms used in the City's Local Planning Scheme No.2.

- Areas A, B, C and D are given the same meanings as Areas A, B, C and D respectively as detailed in the Question and Answer; Section 16(e) Land Use Planning Response at Mandogalup, February 2018.

5. Planning Principles

5.1 The City supports the continued operation, development and protection of industrial land uses within and adjacent to the Mandogalup Area and will not support development that has the potential to restrict or impinge upon the future growth of industry in the region.

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- 5.2 Recognising the long-term importance of Kwinana Outer Harbour, land uses of a light industrial and service commercial nature will be promoted in Areas B, C and D as the desired future outcome of the area.
- 5.3 There will need to be an appropriate interface within Area A between approved residential areas and adjacent light industrial and service commercial land uses in Areas B, C and D to protect the amenity of residents. An appropriate solution would be for this to take the form of composite lots allowing for dual owner/operator residential / industrial uses.
- 5.4 Sensitive Land Uses will not be supported within Areas B, C and D.

6. Policy Areas

The following objectives should be read in conjunction with the Policy Map. The objectives set out Council's long-term vision for the development of the area and will need to be supported by future rezoning.

6.1 Residential Area

Refers to Area A, including the existing Development Zone, but excludes the Transitional Area, Freight Road Interface Area and Station Precinct Area. It is intended that this area will continue to be developed as per the provisions of Local Planning Scheme No.2

6.2 Light Industry Area

Refers to Areas B, C and D. It is intended that this area will be set aside for Light Industrial and Service Commercial Uses. Prior to rezoning, suitable investigation of appropriate lot sizes must occur to support such uses as freight and logistics in the area.

6.3 Transition Area

This area is intended to support Composite Residential/Light Industrial Uses where residential and light industrial uses may be provided for on the same lot to provide for owner operator light industrial uses as well as providing a suitable interface between the Light Industry and Residential Areas. A minimum lot size of 0.5 hectare is considered appropriate.

6.4 Station Precinct Area

This area is intended for a future railway station and residential uses, as well as service commercial and commercial uses to support the Kwinana Outer Harbour. Given the large workforce accessing the Kwinana Outer Harbour, a major passenger rail/bus interface will be required for access to the area. Complementary land uses, such as fast food, banks, offices and shops will be supported in this area. The size of this area will be determined following investigations at the time of rezoning.

6.5 Freight Road Interface Area

This area is intended for rezoning and development in accordance with draft State Planning Policy 5.4. Future zoning in this area should seek to avoid the risk of land use conflict in the area by identifying suitable non-sensitive uses that provide adequate spatial separation. Where it is considered unavoidable to place sensitive land uses within this area, the onus will be on the proponent to demonstrate why alternative land uses or design solutions are not suitable.

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7. Future Rezoning

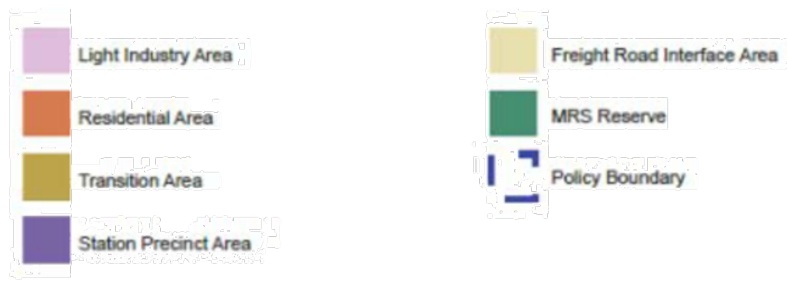
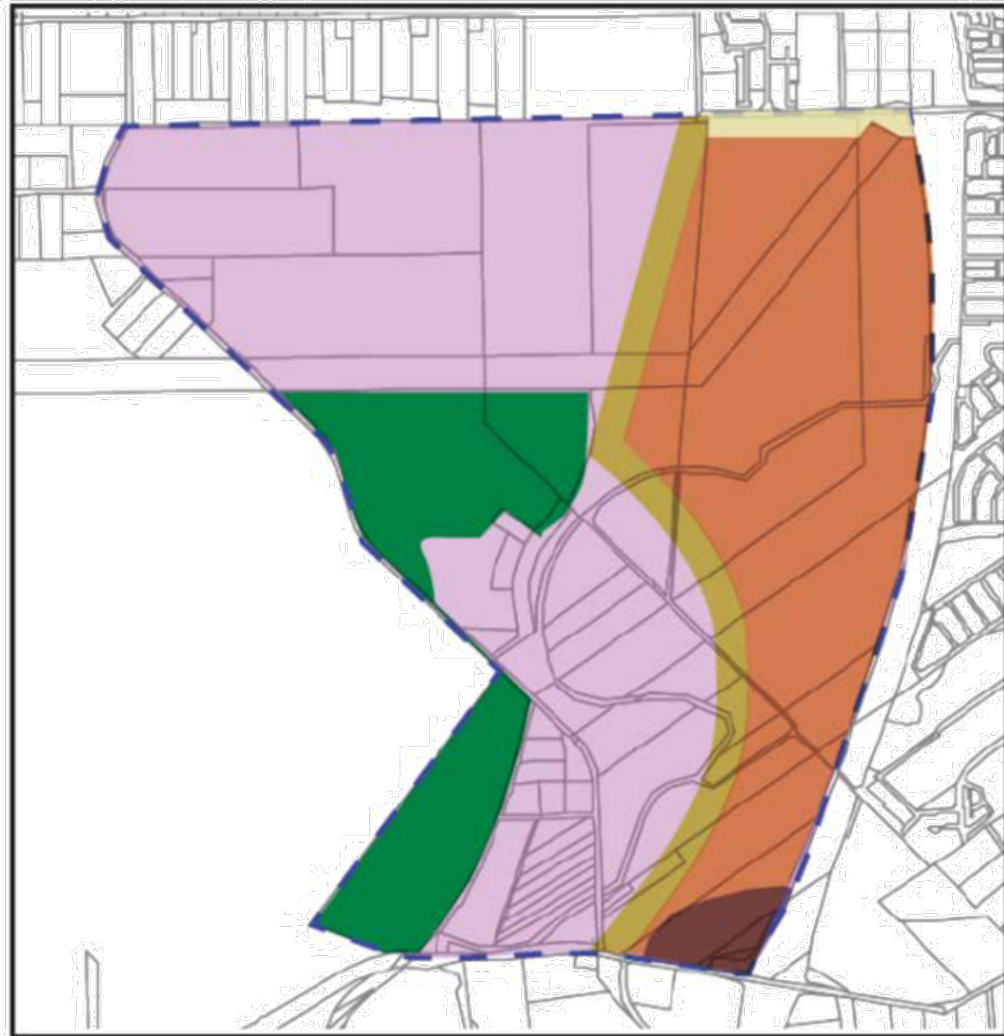
In order to ensure optimal planning outcomes for the Mandogalup area, future rezoning of land under both the Metropolitan Region Scheme and Local Planning Scheme should be accompanied by structure planning which must demonstrate regard to and address the regional planning context, and provide a holistic and cohesive approach to planning across Area A.

This should include district transport networks, identifying key land uses including transitional precincts, address key infrastructure provision (power, sewerage and water), protect environmental values and provide a staged approach to development for the locality.

Any structure plans must receive the support of the WAPC, demonstrating that it does not constrain and/or prejudice the optimal development of the Improvement Plan and Improvement Scheme but supports the development of that area.

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Mandogalup Future Development Policy Map



D18/40823

8. References

Name of Policy	Local Planning Policy 12 – Mandogalup Future Development
Date of Adoption and resolution No	27 June 2018 (208)
Review dates and resolution No #	-
Next review due date	-
Legal Authority	Insert the Act/Regulation and section/clause for which this Policy may be made.
Directorate	City Regulation
Department	Planning
Related documents	<p>Acts/Regulations <i>City of Kwinana Local Planning Scheme No.2</i></p> <p>Plans/Strategies</p> <ul style="list-style-type: none"> - Perth and Peel @ 3.5 million - South Metropolitan Peel Sub Regional Planning Framework, March 2018 - Strategic Community Plan <p>Policies</p> <ul style="list-style-type: none"> - State Planning Policy 4.1 State Industrial Buffer - Draft State Planning Policy 4.1 Industrial Interface - State Planning Policy 5.4 Road and Rail Transport Noise and Freight Considerations in Land Use Planning - Draft State Planning Policy 5.4 Road and Rail Noise <p>Other documents Question and Answer; Section 16(e) Land Use Planning Response at Mandogalup, February 2018</p>

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

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POLICY

**SPECIAL RESIDENTIAL AND SPECIAL RURAL ZONES
FENCING SPECIFICATIONS**





SPECIAL RESIDENTIAL AND SPECIAL RURAL ZONE- FENCING SPECIFICATIONS

SPECIAL RESIDENTIAL AND SPECIAL RURAL ZONE – FENCING SPECIFICATIONS

To control the minimum standard of front boundary fencing, where not specifically stated in the Town Planning Scheme Text, in order to maintain the residential amenity of the area and to give development guidance.

Adopted:	22/02/1989 #860
Last reviewed:	27/09/2006 #519 28/04/2010 #105 11/07/2012 #163
Legal Authority	Town Planning Scheme No 2

Policy:

Except where fencing standards are specified in the Town Planning Scheme Text, the minimum standard of front boundary fencing for Special Rural Zoned land where the keeping of horses is not permitted, and Special Residential shall be:

Posts:

Shall be sawn or split Jarrah or Tanalith treated Pine or other suitable material approved by Council not less than 120mm diameter sunk 750mm minimum into ground, with soil well consolidated. Posts to finish not less than 1.2m above ground, set at 4m centres maximum Post material in the ground to be treated with an approved preservative.

Posts to be drilled at 300mm centres maximum to receive fencing wire.

Strainer assemblies for ends and corners to be constructed using a brace post and end post, a horizontal stay and a diagonal brace wire running from the top of the brace post to the base of the end post. Strutted strainer posts shall be provided at 60m centres maximum.

Wires:

Approved, 3.15mm diameter high tensile, galvanised fencing wire (or bonded plastic coated equivalent) to be strained to achieve a final tension of 135kg after consolidation.

Top wire to be installed 50mm below top of post.

Top Rails:

On land zoned Special Rural wherein which the keeping of horses is permitted; in addition to the previous specifications a top rail of tantalithe treated pine is required no less than 120mm diameter installed horizontally with the top edge approximately level with the top of the posts 1200mm above the ground level.

Various Mesh Fencing Fabrics:

Centres of supports, strainers, bracers and fixing to Manufacturer’s specification, to be supplied by the Applicant and approved by the Council.

18.5 MONTHLY FINANCIAL REPORT MAY 2023

SUMMARY

The Monthly Financial Reports, which includes the Monthly Statement of Financial Activity and explanation of material variances, for the period ending 31 May 2023 has been prepared for Council acceptance.

OFFICER RECOMMENDATION

That Council:

1. **Accepts the Monthly Statements of Financial Activity for the period ended 31 May 2023, as detailed in Attachment A; and**
2. **Accepts the explanations for material variances for the period ended 31 May 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 31 May 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 May is \$8,473,470 compared to a budget position of \$12,286,830. This favourable result is predominantly due to timing of expenditure and has been reviewed during the May budget review. The variance is also due to some capital projects and operating projects that are planned to be carried over to the new budget year for various reasons.

Revenue

Income for May 2023 period year to date is \$66,427,367 and is broken up as follows:

- \$64,557,068 - operating revenues; and
- \$ 1,870,299 - non-operating grants, contributions, and subsidies.

The current budget estimated for income is \$68,203,881 and varies to the actual by \$1,776,514.

Expenditure

Expenditure for May 2023 period year to date is \$68,922,494 and is broken up as follows:

- \$58,662,108 in operating expenditure
- \$10,260,386 in capital expenditure.

The current budget estimated for expenditure is \$82,092,431 and varies to the actual by \$13,169,937.

Detail of all significant variances against the current budget for the May 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. May 2023 Monthly Financial Report**



Monthly Financial Report



CITY OF KWINANA
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 31 May 2023

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

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**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 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	45,798,279	45,800,264	45,658,708	(141,556)	(0.3%)	
Operating grants, subsidies and contributions	9	5,465,252	3,889,746	3,719,619	3,178,933	(540,687)	(14.5%)	▼
Fees and charges		13,349,224	12,890,823	12,091,813	12,375,896	284,083	2.3%	
Interest earnings		646,927	2,347,074	2,309,170	2,368,118	58,948	2.6%	
Other revenue		543,046	725,095	786,336	975,413	189,077	24.0%	▲
Profit on disposal of assets		143,250	171,463	0	0	0	0.0%	
		65,770,978	65,822,480	64,707,202	64,557,068	(150,134)		
Expenditure from operating activities								
Employee costs		(28,003,938)	(28,542,816)	(26,469,342)	(25,605,079)	864,263	3.3%	
Materials and contracts		(28,005,688)	(27,494,514)	(22,599,287)	(20,827,623)	1,771,664	7.8%	▲
Utility charges		(2,488,413)	(2,592,293)	(2,386,256)	(2,279,100)	107,155	4.5%	
Depreciation on non-current assets		(16,582,989)	(16,582,990)	(15,206,796)	(8,857,457)	6,349,339	41.8%	▲
Interest expenses		(698,484)	(714,131)	(403,461)	(380,424)	23,037	5.7%	
Insurance expenses		(646,682)	(647,160)	(647,160)	(691,741)	(44,581)	(6.9%)	
Other expenditure		(298,146)	(68,512)	(51,789)	(20,684)	31,105	60.1%	
Loss on disposal of assets		(10,425)	(25,805)	0	0	0	0.0%	
		(76,734,765)	(76,668,221)	(67,764,090)	(58,662,108)	9,101,982		
Non-cash amounts excluded from operating activities	2	16,450,164	16,180,213	24,257,804	9,051,008	(15,206,796)	(62.7%)	▼
Amount attributable to operating activities		5,486,377	5,334,472	21,200,917	14,945,969	(6,254,948)		
Investing activities								
Grants, Subsidies and Contributions	10	5,648,463	5,528,988	3,496,679	1,870,299	(1,626,380)	(46.5%)	
Proceeds from disposal of assets		872,500	795,317	591,412	591,412	0	0.0%	
Self-Supporting Loan Principal Received		18,444	18,444	16,907	16,920	13	0.1%	
Payments for capital acquisitions	6	(15,789,602)	(17,463,766)	(14,328,341)	(10,260,386)	4,067,955	28.4%	▲
		(9,250,195)	(11,121,017)	(10,223,343)	(7,781,755)	2,441,588		
Non-cash amounts excluded from investing activities	2	(698,494)	198,251	4,935,535	4,935,535	0	0.0%	
Amount attributable to investing activities		(9,948,689)	(10,922,766)	(5,287,808)	(2,846,220)	2,441,588		
Financing Activities								
Repayment of debentures	7	(2,261,960)	(2,260,629)	(1,275,902)	(1,275,902)	0	0.0%	
Payments for principal portion of lease liabilities	7	(139,257)	(139,257)	(6,103)	(6,103)	0	0.0%	
Transfer from reserves	8	10,519,853	12,830,148	0	0	0	0.0%	
Transfer to reserves	8	(5,995,349)	(8,008,704)	(5,511,010)	(5,511,010)	0	0.0%	
Amount attributable to financing activities		2,123,287	2,421,558	(6,793,015)	(6,793,015)	0		
Closing funding surplus / (deficit)		0	0	12,286,830	8,473,470	(3,813,360)		

KEY INFORMATION

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

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

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

**STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 MAY 2023**

		Closing	Current Month	This Time Last Year
NOTE	30 June 2022	31 May 2023	31 May 2022	
	\$	\$	\$	
CURRENT ASSETS				
Cash and cash equivalents	10,482,138	8,067,925	17,558,914	
Other financial assets - Term Deposits	8 61,940,407	72,433,846	59,043,802	
Other financial assets - Banksia Park Deferred Mgmt Fees	246,014	246,014	212,269	
Other financial assets - Self Supporting Loans	18,444	18,444	17,847	
Rates receivable	4 2,591,472	2,369,885	3,460,642	
Other receivables (incl. allowance for impairment)	4 1,004,204	1,591,905	1,980,341	
Other assets	507,512	88,820	658,242	
Assets classified as held for sale	0	0	498,000	
TOTAL CURRENT ASSETS	76,790,191	84,816,839	83,430,057	
NON-CURRENT ASSETS				
Trade and other receivables	907,498	856,717	777,478	
Other financial assets - Banksia Park Deferred Mgmt Fees	2,907,226	2,907,226	3,576,482	
Other financial assets - Local Govt House Trust	136,156	136,156	129,162	
Other financial assets - Self Supporting Loans	196,413	179,493	197,010	
Investment in associate (SMRC)	0	0	535,835	
Property, plant and equipment	139,096,047	139,108,093	137,722,256	
Infrastructure	608,946,293	609,983,876	362,172,306	
Investment property	570,000	570,000	570,000	
Intangible assets	4,839,502	5,321,213	4,532,259	
Right of use assets	391,339	262,929	404,303	
TOTAL NON-CURRENT ASSETS	757,990,474	759,325,702	510,617,090	
TOTAL ASSETS	834,780,665	844,142,541	594,047,148	
CURRENT LIABILITIES				
Trade and other payables	8,436,347	5,727,053	4,605,486	
Banksia Park Unit Contributions	16,100,000	16,100,000	16,733,635	
Contract and other liabilities	2,612,654	2,761,502	5,743,154	
Lease liabilities	10,110	4,007	11,349	
Borrowings	7 2,696,235	1,420,334	2,537,530	
Employee related provisions	5,147,863	5,162,733	5,760,481	
TOTAL CURRENT LIABILITIES	35,003,209	31,175,629	35,391,635	
NON-CURRENT LIABILITIES				
Other liabilities (Developer Contributions)	36,327,921	41,348,957	35,274,188	
Lease liabilities	371,179	371,179	371,179	
Borrowings	7 13,156,542	13,156,541	14,688,235	
Employee related provisions	600,829	600,829	445,000	
TOTAL NON-CURRENT LIABILITIES	50,456,471	55,477,506	50,778,603	
TOTAL LIABILITIES	85,459,680	86,653,135	86,170,238	
NET ASSETS	749,320,985	757,489,406	507,876,910	
EQUITY				
Retained surplus	218,399,668	221,057,078	217,105,649	
Reserves - cash/financial asset backed	8 64,715,177	70,226,188	62,955,993	
Revaluation surplus	466,206,140	466,206,141	227,815,267	
TOTAL EQUITY	749,320,985	757,489,406	507,876,910	

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 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	(141,556)	(0%)	Timing	Timing of interim rates.
Operating Grants, Subsidies and Contributions	(540,687)	(15%)	Permanent	Refer Note 9.
Fees and Charges	284,083	2%	Permanent/Timing	\$222K Recquatic centre and \$96K community facilities hire fees income higher than budgeted amount. \$120K timing variance on sale of Banksia Park retirement village unit. Decrease of \$50K Standard waste fees income lower than anticipated and budget to be adjusted in May budget review. \$29K building services verge permit fees, \$24K planning development fees and \$21K bush fire act fine income lower than anticipated. \$21K decrease in Bright Future service income due to operation closed in February.
Interest Earnings	58,948	3%	Timing	Timing variance.
Other Revenue	189,077	24%	Permanent	\$38K private works, \$66K rates legal fees not budgeted, offset by expenditure. \$22K long service leave reimbursement to be offset by long services expenditure. \$19K parental leave Reimbursement not budgeted. \$17K property outgoings recovered not budgeted. \$13K sale of minor assets not budgeted. \$10K insurance excess recovered for Gilmore street lighting replacement.
Profit on Disposal of Assets	0	0%	No Material Variance	
Expenditure from operating activities				
Employee Costs	864,263	3%	No Material Variance	\$103K timing variance on fringe benefit tax. \$258K other employee costs has not expended yet. \$227K vacancies partially offset by agency staff cost. \$49K redundancy payment previously not budgeted. \$227K long service leave payment to be transferred from leave vacancy reserve.
Materials and Contracts	1,771,664	8%	Permanent/Timing	\$78K Bright Futures Childrens Services - operation closed in February 2023. General - childcare subsidy \$54K. Budget adjusted in May budget review. \$582K Parks, Reserves & Gardens - Contracts and contractors budget not yet expended. \$331K Essential Services - \$162K timing variance on mitigation works budget. Contracts and contractors, legal - other services, fleet maintenance budgets not yet expended. \$237K City Operations - temporary staffing and fleet maintenance budgets not yet expended. \$195K community engagement and development project budget to be carried forward to 23/24. \$167K executive management - consultants budget not yet expended. \$73K human resources - temporary staffing budget not yet expended. \$113K strategic planning consultant fees to be carried forward to 2023/2024. \$63K marketing budget not yet expended. \$101K infrastructure maintenance expense budget not yet expended. \$51K Kwinana Village - maintenance costs higher than budgeted due to unscheduled repairs and maintenance. Variance to be recouped from residents and/or transfer from reserve. \$132K building maintenance expenses incurred higher than budgeted. Budget to be adjusted in May budget review.
Utility Charges	107,155	4%	No Material Variance	Timing of utility invoices.
Depreciation on Non-Current Assets	6,349,339	42%	Timing	Depreciation for roads will be posted after asset value migration into One Council.
Interest Expenses	23,037	6%	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	31,105	60%	Timing	Timing of crossover rebate payments.
Loss on Disposal of Assets	0	0%	No Material Variance	

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
Investing activities				
Non-Operating Grants, Subsidies and Contributions	(1,626,380)	(47%)	Timing	Refer note 10.
Reimbursement of Developer Contributions	0	0%	No Material Variance	
Proceeds from disposal of assets	0	0%	No Material Variance	
Self-Supporting Loan Principal	13	0%	No Material Variance	
Purchase of Right of Use assets	0	0%	No Material Variance	
Payments for capital acquisitions	4,067,955	28%	Timing	Refer note 6.
Financing activities				
Proceeds from new debentures	0	0%	No Material Variance	
Repayment of debentures	0	0%	No Material Variance	
Payments for principal portion of lease liabilities	0	0%	No Material Variance	
Transfer from reserves	0	0%	No Material Variance	
Transfer to reserves	0	0%	No Material Variance	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2023**

**NOTE 2
NET CURRENT FUNDING POSITION**

Notes	Last Years Closing 30 June 2022	This Time Last Year 31 May 2022	Current Budget 2022-23	YTD Actual 31 May 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)	(171,463)	-
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	-	50,781
Movement in employee benefit provisions	(403,162)	53,627	-	14,870
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)	(257,119)	127,900
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	16,180,213	9,051,008
Mvmt in non-operating liabilities (non-current)	8,230,243	7,176,510	1,303,785	0
Mvmt in non-operating liabilities associated with restricted cash	(4,113,029)	(551,664)	(1,105,534)	4,935,535
Total non-cash items excluded from investing activities	4,117,214	6,624,846	198,251	4,935,535
Total Non-cash items	16,444,471	20,876,760	16,378,464	13,986,544

(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	1,420,334
Add: Provisions - employee	5,147,863	5,760,481	5,189,046	5,162,733
Add: Current portion of contract and other liability held in reserve	49,646	4,525,125	52,067	177,546
Add: Current portion of unspent non-operating grants, subsidies and contributions hel	2,355,535	0	1,250,000	2,458,285
Add: Lease liabilities	10,110	11,349	138,194	4,007
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)	(45,167,741)

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

Current assets	76,790,191	83,430,057	63,859,370	84,816,839
Less: Current liabilities	(35,003,209)	(35,391,635)	(30,711,843)	(31,175,629)
Less: Total adjustments to net current assets	(38,620,246)	(34,115,990)	(33,147,527)	(45,167,741)
Closing funding surplus / (deficit)	3,166,736	13,922,433	0	8,473,470

CURRENT AND NON-CURRENT CLASSIFICATION

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 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	5,572,143			5,572,143	Variable	CBA	AA		
CBA Online Saver Bank Account	2,405,906			2,405,906	0.20%	CBA	AA		
CBA Trust Bank Account			44,838	44,838	N/A	CBA	AA		
Cash On Hand - Petty Cash	2,805			2,805	N/A	PC	N/A		
Term Deposits - Muni Investments									
	3,000,000			3,000,000	4.36%	CBA	AA	Jun 2023	123
	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 - Wandl		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 - Wandl/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	13,980,853	66,433,846	44,838	80,459,537	4.54% weighted average interest rate				
	17%	83%	0.1%						
Comprising									
Cash and cash equivalents (Exclude Trust)	7,980,853	0	0	7,980,853					
Financial assets at amortised cost	6,000,000	66,433,846	0	72,433,846					
Trust	0	0	44,838	44,838					
	13,980,853	66,433,846	44,838	80,459,537					

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	24%	100%	✓
AA	59,987,235	75%	100%	✓
A	1,273,951	2%	60%	✓
BBB	-	0%	20%	✓
Unrated	2,805	0%	20%	✓

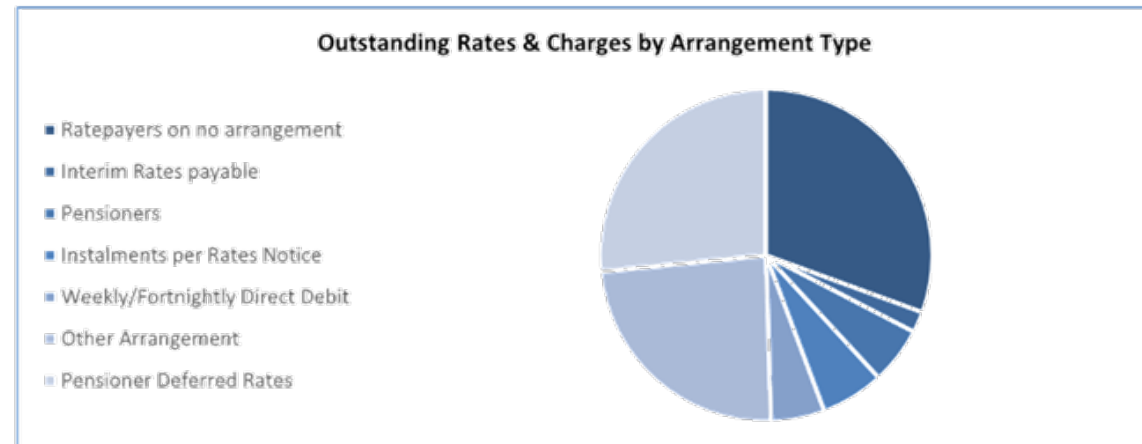
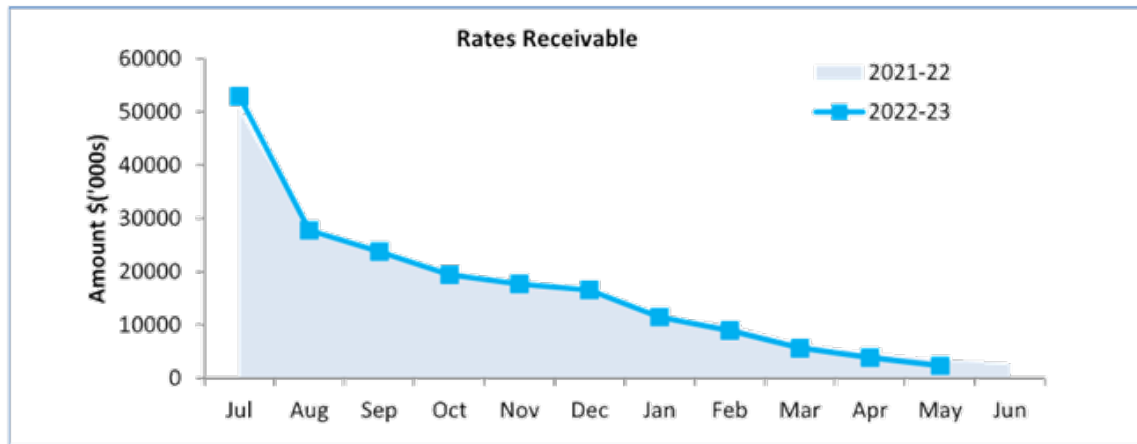
Counterparty Credit Risk	Funds Held	Actual at Period End	Limit per Policy	
BEN (AAA)	19,195,546	24%	45%	✓
NAB (AA)	33,838,475	42%	45%	✓
CBA (AA)	26,148,760	33%	45%	✓
SUN (A)	1,273,951	2%	45%	✓
WBC (AA)	-	0%	45%	✓

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2023**

**OPERATING ACTIVITIES
NOTE 4
RECEIVABLES**

Rates receivable	30 June 2022	31 May 2022	31 May 2023
	\$		\$
Opening arrears previous years	3,262,814	3,262,814	2,357,892
Levied this year	55,081,277	54,920,919	58,234,275
Rates & Charges to be collected	58,344,091	58,183,733	60,592,167
<u>Less Collections to date</u>	<u>(54,694,261)</u>	<u>(53,945,613)</u>	<u>(57,366,129)</u>
<u>Less Pensioner Deferred Rates</u>	<u>(907,498)</u>	<u>(777,478)</u>	<u>(856,717)</u>
Net Rates & Charges Collectable	2,742,332	3,460,642	2,369,322
% Outstanding	4.70%	5.95%	3.91%
<u>Prepaid Rates received (not included above)</u>	<u>(1,141,077)</u>	<u>(1,051,247)</u>	<u>(1,112,488)</u>
	2.74%	4.14%	2.07%

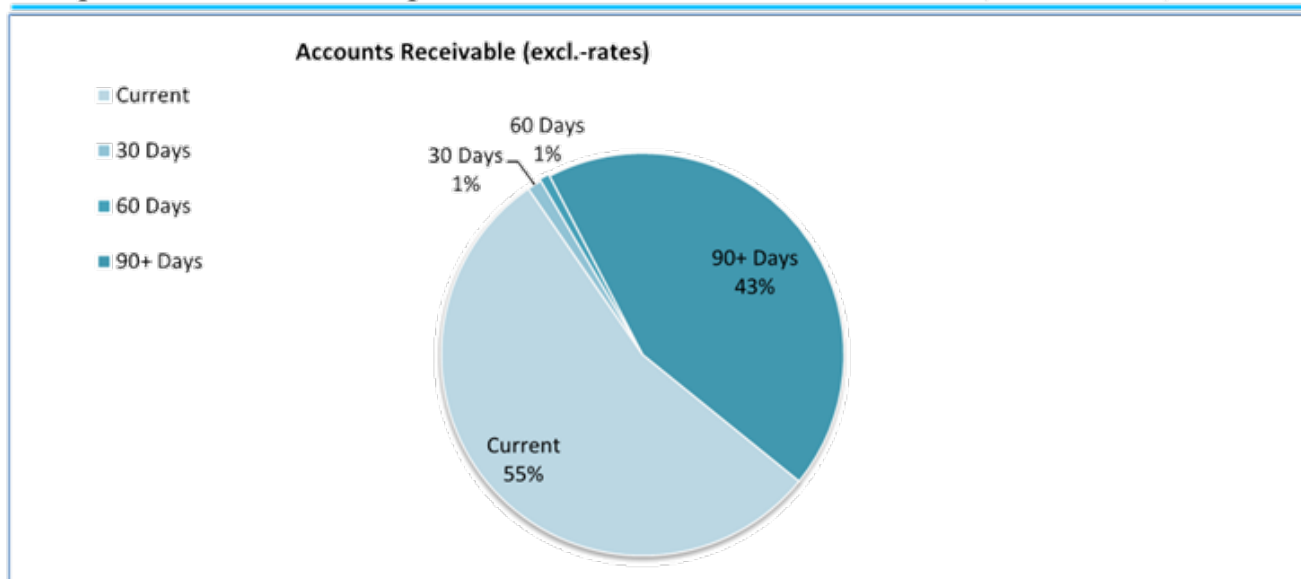
Outstanding Rates & Charges by Payment Arrangement Type	31 May 2023		
	No. of Assessments	\$	%
Ratepayers on no arrangement	633	985,605	31%
Interim Rates payable	86	66,036	2%
Pensioners	257	178,968	6%
Instalments per Rates Notice	367	198,170	6%
Weekly/Fortnightly Direct Debit	620	168,300	5%
Other Arrangement	242	772,242	24%
	2,205	2,369,322	73%
Pensioner Deferred Rates	242	856,717	27%
	2,447	3,226,039	100%



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 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	471,756	9,654	6,112	187,277	674,799
Infringements Register	2,190	445	826	190,357	193,818
Total sundry receivables outstanding	473,946	10,099	6,938	377,634	868,617
<i>Exclude rebates receivable</i>	55%	1%	1%	43%	
Rebates receivable - Rates	454,817	0	0	0	454,817
Rebates receivable - ESL	33,841	0	0	0	33,841
Total general receivables outstanding	962,604	10,099	6,938	377,634	1,357,275



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.	2,406
Prosecution Planning & Development Act	3859.07	Registered with FER- payments being received.	6,046
Prosecution Local Government Act 1995	3909.07	Registered with FER.	3,652
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.	12,350
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.	1,865
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.	16,816
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.	21,064
Prosecution Dog Act 1976	5534.07	Registered with FER- payments being received.	5,332
Prosecution Pool Act	7120	Registered with FER-payments being received.	7,120
Prosecution Pool Act	6059.07	Registered with FER-payments being received.	2,540
Prosecution Pool Act	6104.07	Registered with FER- payments being received.	1,525
Prosecution Dog Act 1976	6260.07	Registered with FER - payments being received.	4,819
			168,263
Other Sundry Debtors			
Illegal Dumping	3922.03	Disputed by owner - City Assist reviewing	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	Invoices 76884 and 76885 to be paid first week of June 2023 - credit due.	6,612
Total Debtors 90+ days > \$1,000			177,560

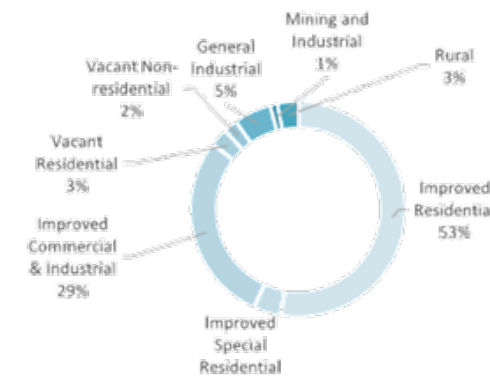
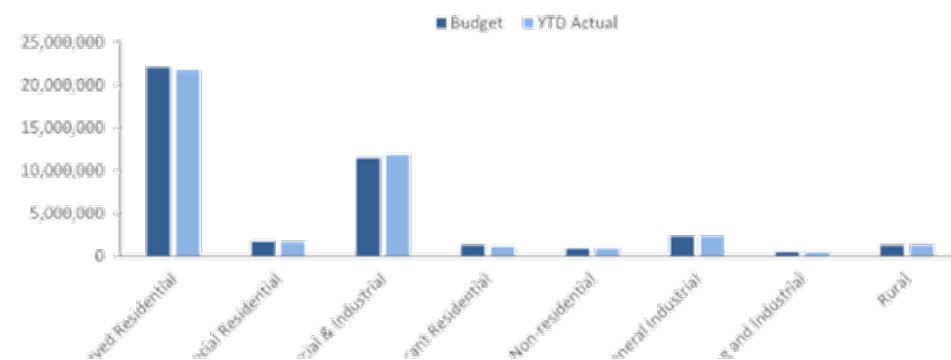
KEY INFORMATION

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 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 \$
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 31 MAY 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	5,385,296	4,111,768	3,088,859	(1,022,909)
Plant, Furniture and Equipment	2,018,900	2,029,900	1,916,501	1,206,442	(710,060)
Intangible Assets	545,557	538,523	520,210	488,218	(31,992)
Infrastructure - Roads	4,486,650	4,819,915	4,309,383	3,522,508	(786,874)
Infrastructure - Parks & Reserves	3,268,928	3,385,023	2,487,851	1,370,974	(1,116,877)
Infrastructure - Footpaths	194,500	250,850	243,809	212,333	(31,476)
Infrastructure - Car Parks	214,000	214,000	131,097	20,855	(110,242)
Infrastructure - Drainage	376,000	405,457	390,260	144,517	(245,743)
Infrastructure - Bus Shelters	21,850	21,850	21,850	0	(21,850)
Infrastructure - Street Lights	96,540	118,306	61,413	55,110	(6,303)
Infrastructure - Other	90,000	294,647	134,199	150,570	16,371
Payments for Capital Acquisitions	15,789,602	17,463,766	14,328,341	10,260,386	(4,067,956)
Total Capital Acquisitions	15,789,602	17,463,766	14,328,341	10,260,386	(4,067,956)
Capital Acquisitions Funded By:					
	\$	\$	\$	\$	\$
Capital grants and contributions	5,648,463	4,540,631	3,496,679	1,870,299	(1,626,380)
Disposal of Assets	872,500	795,317	591,412	591,412	0
Cash Backed Reserves	7,714,074	10,475,655	0	0	0
Municipal Funds	1,554,565	1,652,163	10,240,250	7,798,675	(2,441,575)
Capital funding total	15,789,602	17,463,766	14,328,341	10,260,386	(4,067,956)

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 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	9,638	9,638	9,637	(1)	Project complete.
Administration Building - refurbishment	246,934	0	0	0	0	
 210010 Administration Building - refurbishment A/C renewal foyer	0	72,856	72,856	72,856	(0)	Project complete.
 210040 Administration Building - refurbishment Renewal	0	138,582	71,259	76,874	5,615	Project works in progress. Partial to be carried forward to 2023/2024.
 210041 Administration Building - refurbishment New/Upgrade	0	84,092	81,711	2,381	(79,330)	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	60,350	0	0	0	Project Scoping has commenced. Project to be carried forward to 2023/2024.
 210001 Building Contingency	100,000	157,000	179,548	128,864	(50,683)	Project works in progress.
 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	1,400	(28,000)	Works completed and awaiting final invoice from supplier.
 210014 Business Incubator - Flooring	15,750	15,750	11,710	13,494	1,784	Project complete.
 210034 Calista Oval Tennis Club - fencing	26,250	26,250	26,250	13,433	(12,817)	Project works in progress, estimated to be completed by June 2023.
 210033 Casuarina Wellard Hall - security	10,500	4,385	2,931	961	(1,970)	Project works in progress, estimated to be completed by June 2023.
 210058 Challenger Beach Ablutions	150,000	300,000	150,000	0	(150,000)	Fabrication has commenced. Project to be carried forward to 2023/2024.
 210012 City Operations - Asbestos Removal Program	10,500	2,653	2,653	2,653	0	Project complete.
 210018 Darius Wells - curtains	31,500	31,500	31,500	1,500	(30,000)	Project works in progress, estimated to be completed by June 2023.
 210016 Darius Wells - Floors	31,500	21,334	21,334	21,334	(0)	Project complete.
 210017 Darius Wells - painting	15,750	15,750	0	750	750	Project works in progress, estimated to be completed by June 2023.
 210043 DCA12 Wellard West Community Centre/Clubroom design	210,000	210,000	160,000	0	(160,000)	Tender awarded. Project to be carried forward to 2023/2024.
 210047 DCA9 Honeywood Pavilion	593,868	1,540,433	1,182,050	880,429	(301,622)	Works completed and awaiting final invoice from supplier.
 210049 FDC - airconditioning	7,980	7,980	0	0	0	
 210013 FDC - Asbestos Removal Program	10,500	10,500	0	0	0	
 210002 FDC - Paint corrugated fence	5,250	5,250	0	0	0	
 210020 Fiona Harris Pavilion - painting	21,000	21,000	21,000	1,000	(20,000)	Works completed and awaiting final invoice from supplier.
210050 John Wellard - creche softfall	24,938	0	0	0	0	
 210026 John Wellard - painting	8,400	8,400	8,400	400	(8,000)	Project works in progress, estimated to be completed by June 2023.
 210032 John Wellard - security	18,900	18,900	18,500	19,393	893	Project complete.
 210035 Koorliny - carpet	36,750	39,875	38,125	39,875	1,750	Project complete.
 210046 Kwinana South VFBF	25,000	25,000	25,000	0	(25,000)	Project to be carried forward to 2023/2024.
 210045 Kwinana South VFBF Station Ext	1,762,532	1,430,864	1,271,498	1,401,100	129,602	Works completed and awaiting final invoice from supplier.
 210036 Margaret Feilman - airconditioning	5,150	3,720	3,720	3,475	(245)	Project complete.
 210054 Medina Hall - fan replacement	15,000	5,000	5,000	0	(5,000)	Project on hold.
 210019 Medina Hall - painting	15,750	15,750	15,750	9,531	(6,219)	Works completed and awaiting final invoice from supplier.
 210030 Medina Hall - security	9,450	27,650	26,337	27,653	1,316	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	270,000	0	0	0	Tender has been awarded. Project to be carried forward to 2023/2024.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2023

INVESTING ACTIVITIES
NOTE 6
CAPITAL ACQUISITIONS (CONTINUED)

Capital Expenditure	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance	Comments
	\$	\$	\$	\$	\$	
210037 Parmelia House - airconditioning	22,050	23,800	23,800	24,850	1,050	Project complete.
210025 Recquatic Centre - air quality pool hall	57,750	57,750	50,000	2,750	(47,250)	Project works in progress, estimated to be completed by June 2023.
210055 Recquatic Centre - cafe	20,000	20,000	0	15,129	15,129	Project works in progress, estimated to be completed by June 2023.
210051 Recquatic Centre - mechanical renewal	59,850	69,850	0	0	0	Purchase order has been raised. Works expected to commence in July, hence project to be carried forward to 2023/2024.
210021 Recquatic Centre - painting	15,750	15,750	0	750	750	Project works in progress, estimated to be completed by June 2023.
210023 Recquatic Centre - pool plant	21,000	0	0	0	0	
210022 Recquatic Centre - stadium floors	10,500	9,340	9,340	9,340	0	Project complete.
210024 Recquatic Centre 25m pool repairs	21,000	40,004	40,004	41,909	1,905	Project complete.
210129 Recquatic Solar Upgrade	15,000	15,000	14,545	14,545	0	Project complete.
210042 Rhodes Park Accessible Public Toilet	60,000	60,000	57,619	2,381	(55,238)	Fabrication has commenced. Project to be carried forward to 2023/2024.
210003 Senior Citizens Centre - flooring	17,850	10,750	10,750	11,600	850	Project complete.
210039 Sloan 1950s Caretakers Cottage roof	15,750	6,205	6,205	6,205	0	Project complete.
210005 Sloan Cottage - conservation works	5,250	3,945	3,945	3,944	(1)	Project complete.
210052 Sloan Cottage - renewal and accessibility	93,875	122,182	122,182	109,166	(13,016)	Main construction works completed, awaiting Water Corp sewer connection and final invoice from plumbing supplier.
210004 Smirk Cottage - conservation works	5,250	5,250	0	3,610	3,610	Project complete.
210044 Solar & Efficiency Equipment	25,000	0	0	0	0	
210029 Thomas Kelly Pavilion - security	15,750	3,490	3,490	3,665	175	Project complete.
210009 Wellard Pavilion - painting	15,750	15,750	15,750	750	(15,000)	Works completed and awaiting final invoice from supplier.
210031 Wellard Pavilion - security	21,000	22,220	22,220	22,218	(2)	Project complete.
210007 Wells Park Public Toilets - roof	17,850	17,850	17,850	850	(17,000)	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	850	(17,000)	Works delayed by contractor. Project to be carried forward to 2023/2024.
210006 Wheatfield Cottage - windows & screens	42,000	42,000	42,000	7,000	(35,000)	Project works in progress, estimated to be completed by June 2023.
210027 William Bertram - painting	8,400	8,400	0	400	400	Works completed and awaiting final invoice from supplier.
210038 Zone - evaporative air cooler	6,300	6,630	6,630	6,930	300	Project complete.
210028 Zone Youth Centre - painting	31,500	31,500	31,500	7,242	(24,258)	Project works in progress, estimated to be completed by June 2023.
210137 Building Renewals - Wheatfield Cottage	0	17,800	17,800	17,791	(9)	Project complete.
210142 Kwinana Senior Citizens Centre - solar panels	0	10,000	10,000	476	(9,524)	Project works in progress, estimated to be completed by June 2023.
210144 DOH 2 Stidworthy Way - air con replacement	0	85,000	85,000	8,148	(76,852)	Project works in progress, estimated to be completed by June 2023.
210147 Kwinana Senior Citizens Centre - Accessible Toilet Auto Door Opener	0	7,000	7,000	7,250	250	Project complete.
Buildings Total	4,476,677	5,385,296	4,111,768	3,088,859	(1,022,909)	
Plant, Furniture and Equipment						
Furniture and Equipment						
210074 Furniture and Fittings Renewal	20,000	20,000	21,825	21,248	(576)	Project complete.
210076 Library - Self Check outs	8,000	8,000	0	9,483	9,483	Project complete.
210075 Recquatic - Equipment renewal	100,000	100,000	83,333	28,669	(54,664)	Project works in progress.
210095 Recquatic Plant renewal	18,500	29,500	8,555	12,455	3,900	Project works in progress.





























NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2023

INVESTING ACTIVITIES
NOTE 6
CAPITAL ACQUISITIONS (CONTINUED)

Capital Expenditure	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance	Comments
	\$	\$	\$	\$	\$	
Computing Equipment						
210063 City Website Redevelopment	13,469	6,435	0	0	0	Works complete. However, fund being held for potential enhancement.
210062 Corporate Business System	532,088	532,088	520,210	488,218	(31,992)	Project works in progress.
Plant and Equipment						
210096 Plant Replacement Program	777,500	1,083,533	1,032,891	645,735	(387,156)	Replacement as per plan. \$513K to be carried forward due to delivery delay.
Motor Vehicles						
210077 Plant Replacement Program - Light Fleet	1,094,900	788,867	769,898	488,852	(281,046)	Replacement as per plan. \$119K to be carried forward due to delivery delay.
Plant , Furniture and Equipment Total	2,564,457	2,568,423	2,436,711	1,694,660	(742,052)	
Park and Reserves			0	0		
210092 Ascot Park	50,000	50,000	50,000	53,578	3,578	Project complete.
210084 Bertram Oval Cricket Pitch Upgrade	2,000	7,000	7,000	5,985	(1,015)	Project complete.
210093 Calista Oval Bike Track	450,000	535,000	454,429	282,785	(171,644)	Project works in progress, estimated to be completed by June 2023.
210080 Facilities - POS Renewal	290,000	290,000	0	221,936	221,936	Project works in progress, estimated to be completed by June 2023.
210081 Honeywood POS - Disability Access	9,440	0	0	0	0	
210094 Kwinana Loop Trail Upgrade	450,000	450,000	310,000	0	(310,000)	Trail audit quote has been received. Project to be carried forward to 2023/2024.
210130 Minor Parks Projects	10,000	10,000	10,000	13,585	3,585	Project works in progress, estimated to be completed by June 2023.
Parks & Reserves Renewal	990,488	0	0	0	0	
210078 Parks & Reserves Renewal works as per forward works program	0	851,194	647,915	449,013	(198,902)	Project works in progress. Partial to be carried forward to 2023/24.
210079 Parks & Reserves Renewal Carry forward - Parks	0	133,600	0	0	0	Project works in progress. Partial to be carried forward to 2023/24.
210091 Parks Upgrade Apex Park	36,000	0	0	0	0	Project to be carried forward to 2023/2024.
210087 Parks Upgrade Price Regent Park	8,000	8,000	8,000	727	(7,273)	Project works in progress, estimated to be completed by June 2023.
210088 Parks Upgrade Rhodes Park	50,000	50,000	51,600	6,145	(45,455)	Project works in progress, estimated to be completed by June 2023.
210089 Parks Upgrade Rhyley POS	43,000	43,000	44,750	5,659	(39,091)	Project works in progress, estimated to be completed by June 2023.
210090 Parks Upgrade Warner Road POS	15,000	15,000	15,000	1,364	(13,636)	Project works in progress, estimated to be completed by June 2023.
210082 Softfall Replacement - various non-compliant	60,000	66,975	66,975	0	(66,975)	Works completed and awaiting final invoice from supplier.
210086 Streetscape Strategy	170,000	170,000	170,000	15,455	(154,545)	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	168,182	16,818	(151,364)	Project works in progress, estimated to be completed by June 2023.
210083 Wellard Oval Lighting Installation	450,000	471,000	474,000	287,748	(186,252)	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	0	10,005	10,005	Construction has commenced. Project to be carried forward to 2023/2024.
210143 Gilmore Oval cricket net lights	0	10,000	10,000	172	(9,828)	Project expected to complete by June 2023.
Parks and Reserves Total	3,268,928	3,385,023	2,487,851	1,370,974	(1,116,877)	
Roads			0	0		
210101 Black Spot - Parmelia Avenue	547,606	546,045	1,561	55,554	53,993	Project street lighting design has submitted to Western Power for approval. Project to be carried forward to 2023/2024 due to unanticipated delays by Western Power.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2023

INVESTING ACTIVITIES
NOTE 6
CAPITAL ACQUISITIONS (CONTINUED)

Capital Expenditure	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance	Comments
	\$	\$	\$	\$	\$	
 210100 Black Spot Summerton Rd	209,100	209,100	209,100	334,378	125,278	Works completed and awaiting line marking invoice. Overspent amount to be transferred from drainage project savings.
 210133 Kellam Way Medina	0	13,728	13,454	13,454	0	Project complete.
 210105 LRCI Anketell Road - Resealing	100,000	412,649	414,116	251,559	(162,556)	Project complete.
 210098 MRRG - Abercrombie Rd	153,878	151,254	151,254	170,221	18,967	Project complete. Overspend due to increase in construction cost. Main Road has approved the two third of variation amount and overspent amount will be transferred from LRCI Anketell Road Resealing budget savings.
 210097 MRRG - Anketell Rd	189,887	187,263	187,263	214,274	27,011	Project complete. Overspend due to increase in construction cost. Main Road has approved the two third of variation amount and the remaining fund will be transferred from other road project savings.
 210099 MRRG - Chisham Avenue	551,480	547,301	547,301	604,254	56,953	Project complete. Overspend due to increase in construction cost. Main Road has approved the two third of variation amount and the remaining fund will be transferred from other road project savings.
 210104 R2R Brownell Crescent	320,000	320,000	320,000	319,894	(106)	Project complete.
 210103 R2R Hewison Road	213,000	213,000	213,000	219,321	6,321	Project complete.
 210102 R2R Hoyle Road	285,000	338,250	338,250	370,504	32,255	Project complete. Water corporation pipes that did not show up in the Dial-Before-You-Dig investigation were encountered within the road verge contributing to additional infrastructure protection service fees to Water Corporation. A scope change for replacement of 2m wide footpath and additional 50T asphalt required to complete the works at \$30/T in asphalt price across the civil construction market. Overspend amount will be transferred from LRCI Anketell Road Resealing budget savings.
 210112 Road Renewal Harrison Way	284,000	284,000	284,000	26,718	(257,282)	Project works in progress, estimated to be completed by June 2023.
 210107 Road Renewal Barney Ct	36,000	36,000	36,000	34,775	(1,225)	Project complete.
 210115 Road Renewal Chilcott Place	79,500	79,500	72,273	7,227	(65,046)	Project to be carried forward to 2023/2024.
 210110 Road Renewal Chilcott Street	155,000	155,000	155,000	14,091	(140,909)	Project to be carried forward to 2023/2024.
 210108 Road Renewal Corrigin Ht	36,000	36,000	36,000	27,271	(8,729)	Project complete.
 210109 Road Renewal Crawford Rd	198,000	198,000	198,000	71,752	(126,248)	Project works in progress.
 210106 Road Renewal Darkins Rtt	36,000	36,000	36,000	29,971	(6,029)	Project complete.
 210113 Road Renewal David Place	96,000	96,000	96,000	8,727	(87,273)	Project works in progress.
 210132 Road Renewal Derbal St C/fwd	0	236,544	191,663	213,167	21,504	Project complete.
 210116 Road Renewal Leasham Ct	128,500	128,500	118,218	93,955	(24,263)	Project complete.
 210117 Road Renewal Miscellaneous Roads	320,167	0	0	0	0	
 210111 Road Renewal Powell Ct	118,500	118,500	118,500	38,364	(80,136)	Project works in progress.
 210114 Road Renewal Satinover Way	120,000	120,000	120,000	100,111	(19,889)	Works completed and awaiting final invoice from supplier.
 210119 Road Renewals Inglis Ct	135,000	135,000	244,702	109,702	(135,000)	Project complete.
 210118 Road Renewals Munday Way	74,032	0	0	0	0	
 210126 Traffic Mgt Abingdon Crescent	15,000	10,000	10,000	1,364	(8,636)	Initial proposal wasn't supported by the school and community. Further investigation will be undertaken to find a suitable treatment.
 210123 Traffic Mgt Bertram Primary School	25,000	0	0	0	0	
 210121 Traffic Mgt Champion Drive	10,000	27,000	27,000	27,910	910	Project complete.
 210124 Traffic Mgt Feilman Dr	15,000	5,000	5,000	1,364	(3,636)	
210125 Traffic Mgt Leda Primary	15,000	15,000	448	1,811	1,364	Project complete.















NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2023

INVESTING ACTIVITIES
NOTE 6
CAPITAL ACQUISITIONS (CONTINUED)

Capital Expenditure	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance	Comments
	\$	\$	\$	\$	\$	
210122 Traffic Mgt Moombaki Av car park	10,000	0	0	0	0	
210120 Traffic Mgt Trusty Way Pedestrian	10,000	18,000	18,000	17,603	(397)	Project complete.
210139 C/F Road Renewals Dent Court	0	128,781	128,781	127,136	(1,645)	Project complete.
210140 C/F Traffic Management Projects	0	18,500	18,500	16,076	(2,424)	Project complete.
Roads Total	4,486,650	4,819,915	4,309,383	3,522,508	(786,874)	
Street Lighting						
210131 Replacement Streetlight Gilmore Avenue	13,784	19,470	19,470	19,470	0	Project complete.
210128 Street Lighting New	40,000	56,080	27,182	16,747	(10,435)	Project works in progress. Partial to be carried forward to 2023/24.
210127 Street Lighting Renewal	42,756	42,756	14,761	18,893	4,132	Project works in progress.
Street Lighting Total	96,540	118,306	61,413	55,110	(6,303)	
Bus Shelter Construction						
210060 Bus Shelters - Renewal	21,850	21,850	21,850	0	(21,850)	Bus shelter has not been identified to be renewed at this stage.
Bus Shelter Construction Total	21,850	21,850	21,850	0	(21,850)	
Footpath Construction						
210069 Footpaths Brownell Crescent - from Gilmore Ave Ser	94,000	94,000	94,000	131,787	37,787	Project complete. Budget to be transferred from other footpath and road project savings.
210072 Footpaths Chilcott Place	16,500	16,500	15,000	1,500	(13,500)	Project to be carried forward to 2023/2024.
210070 Footpaths Crawford Rd - from Sulphur Rd to Hennessy	42,000	43,182	43,182	3,818	(39,364)	Project works in progress.
210073 Footpaths Leasham Ct - Cul de sac from Leasham Way	25,500	50,518	50,518	49,268	(1,250)	Project complete.
210071 Footpaths Powell Ct - From Crawford Rd	16,500	16,650	16,650	1,500	(15,150)	Project works in progress.
210134 Greenwich Gardens, Bertram - Footpath	0	30,000	24,459	24,459	0	Project complete.
Footpath Construction Total	194,500	250,850	243,809	212,333	(31,476)	
Drainage Construction						
210141 DCA 1 Stormwater Management Infrastructure	0	25,184	9,987	20,783	10,796	Works completed and awaiting final invoice from supplier.
210064 Drainage Brownell Crescent - from Gilmore Ave	21,000	23,000	23,000	2,322	(20,678)	Project complete.
210066 Drainage Chilcott Street - from Harlow Rd to Gilmore	60,000	60,455	60,455	5,455	(55,000)	Project to be carried forward 2023/2024.
210065 Drainage Crawford Rd -Sulphur Rd to Hennessy Ave	45,000	45,909	45,909	17,784	(28,125)	Project works in progress.
210068 Drainage Frederic St - Cr Frederic St & Hentry St	50,000	50,000	50,000	49,392	(608)	Project complete.
210067 Drainage Summerton Road - Seabrook Way to Calista	200,000	200,909	200,909	48,782	(152,127)	Works completed and awaiting final invoice from supplier.
Drainage Construction Total	376,000	405,457	390,260	144,517	(245,743)	
Car Park Construction						
210061 Carpark - Pace Road	214,000	214,000	131,097	20,855	(110,242)	Project at design stage. Project to be carried forward to 2023/2024.
Car Park Construction Total	214,000	214,000	131,097	20,855	(110,242)	

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2023

INVESTING ACTIVITIES
NOTE 6
CAPITAL ACQUISITIONS (CONTINUED)

Capital Expenditure	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance	Comments
	\$	\$	\$	\$	\$	
Other Infrastructure						
 210059 Revitalising the Strand in Wellard	90,000	119,647	84,199	126,246	42,047	Works completed and awaiting final invoice from supplier.
 210148 Mural Arts Program	0	20,000	0	0	0	
 210149 Enhance CCTV network/Purchase a Mobile CCTV Unit	0	50,000	0	0	0	
 210150 Procurement of EV charging points	0	50,000	50,000	24,324	(25,676)	Project complete.
 210151 Ascot Park (Bertram) Mural	0	10,000	0	0	0	
 210152 Mortimer Road Entry Statement	0	25,000	0	0	0	
 210153 Homestead Ridge Water Fountain for dogs and kids	0	20,000	0	0	0	Project to be carried forward 2023/2024.
Other Infrastructure Total	90,000	294,647	134,199	150,570	16,371	
Capital Expenditure Total	15,789,602	17,463,766	14,328,341	10,260,386	(4,067,956)	
Level of Completion Indicators (Percentage YTD Actual to Annual Budget)						
 0%						
 20%						
 40%						
 60%						
 80%						
 100%						
 Over 100%						

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 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	56,532	114,831	310,288	251,989	12,554	23,900
Education and welfare										
Loan 96 - Youth Specific Space	2022/23	34,092	0	0	16,731	34,092	17,361	0	1,366	2,227
Loan 100 - Youth Specific Space	2027/28	995,415	0	0	72,830	147,360	922,585	848,055	26,030	51,606
Recreation and culture										
Loan 95 - Orelia Oval Pavilion	2022/23	81,823	0	0	40,155	81,822	41,668	1	3,278	5,344
Loan 97 - Orelia Oval Pavilion Extension	2024/25	811,667	0	0	125,088	254,085	686,579	557,582	27,779	52,884
Loan 102 - Library & Resource Centre	2028/29	5,533,287	0	0	340,185	688,091	5,193,102	4,845,196	140,850	280,877
Loan 104 - Recquatic Refurbishment	2029/30	2,782,935	0	0	149,015	301,048	2,633,920	2,481,887	64,624	128,628
Loan 105 - Bertram Community Centre	2029/30	1,040,511	0	0	89,677	120,054	950,834	920,457	27,821	39,229
Loan 106 - Destination Park - Calista	2030/31	1,113,448	0	0	54,010	108,868	1,059,438	1,004,580	20,737	41,711
					0					
Transport										
Loan 98 - Streetscape Beautification	2024/25	495,207	0	0	76,318	155,019	418,889	340,188	16,948	32,264
Loan 101B - City Centre Redevelopment	2031/32	2,382,715	0	0	236,915	236,915	2,145,800	2,145,800	30,920	46,747
		15,637,920	0	0	1,257,458	2,242,185	14,380,462	13,395,735	372,907	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	7,267	8,446
		214,857	0	0	18,444	18,444	196,413	196,413	7,267	8,446
Total		15,852,777	0	0	1,275,902	2,260,629	14,576,875	13,592,148	380,175	713,863
Current borrowings		2,260,629					2,696,234			
Non-current borrowings		13,592,148					11,880,640			
		15,852,777					14,576,875			

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 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	20,380	20,722	198,050	0	(190,000)	0	873,473	865,765
Asset Management Reserve	4,617,620	84,115	84,116	1,730,878	0	(5,399,628)	0	1,032,985	4,701,736
Banksia Park Reserve	244,242	5,888	5,987	0	0	(115,102)	0	135,028	250,229
City Infrastructure Reserve	941,685	12,943	24,666	0	0	0	0	954,628	966,351
Community Services & Emergency Relief Reserve	335,592	8,169	8,374	0	0	(2,500)	0	341,261	343,966
Contiguous Local Authorities Group Reserve	270,118	5,843	5,843	32,130	0	(55,995)	0	252,096	275,961
Employee Leave Reserve	2,955,674	72,260	71,952	12,376	0	(261,105)	0	2,779,205	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	11,014	11,056	1,004,941	0	(702,088)	0	408,389	105,578
Plant and Equipment Replacement Reserve	593,784	10,385	10,385	1,945,837	0	(1,901,900)	0	648,106	604,169
Public Art Reserve	300,420	6,401	6,401	126	0	0	0	306,947	306,821
Public Open Space	322,116	7,862	7,829	0	0	0	0	329,978	329,945
Refuse Reserve	5,379,039	115,629	115,630	0	0	(324,721)	0	5,169,947	5,494,669
Renewable Energy Efficiency Reserve	51,096	1,264	1,284	49,035	0	(24,035)	0	77,360	52,380
Restricted Grants & Contributions Reserve	2,182,901	0	0	287,443	0	(1,717,924)	0	752,420	2,182,901
Settlement Agreement Reserve	169,350	3,608	3,609	0	0	0	0	172,958	172,959
Strategic Property Reserve	455,369	0	0	0	0	(270,000)	0	185,369	455,369
Workers Compensation Reserve	552,445	11,773	11,774	122,757	0	0	0	686,975	564,219
Sub-Total Municipal Reserves	20,872,678	403,722	415,817	5,741,861	0	(10,970,042)	0	16,048,219	21,288,495
Developer Contribution Reserves									
DCA 1 - Hard Infrastructure - Bertram	1,455,449	27,912	27,913	25,000	472,643	(37,483)	0	1,470,878	1,956,005
DCA 2 - Hard Infrastructure - Wellard	1,727,291	37,547	37,547	25,000	100,466	(12,299)	0	1,777,539	1,865,305
DCA 3 - Hard Infrastructure - Casuarina	0	0	0	200,000	0	(12,299)	0	187,701	0
DCA 4 - Hard Infrastructure - Anketell	2,029,392	67,594	67,595	25,000	41,695	(12,299)	0	2,109,687	2,138,681
DCA 5 - Hard Infrastructure - Wandi	1,858,311	68,384	68,385	25,000	303,133	(12,299)	0	1,939,396	2,229,829
DCA 6 - Hard Infrastructure - Mandogalup	3,912,473	73,260	73,260	25,000	1,583,699	(12,299)	0	3,998,434	5,569,432
DCA 7 - Hard Infrastructure - Wellard West	78,402	2,704	2,708	200,000	28,837	(12,299)	0	268,807	109,946
DCA 8 - Soft Infrastructure - Mandogalup	2,953,938	93,966	93,967	25,000	853,700	(12,303)	0	3,060,601	3,901,605
DCA 9 - Soft Infrastructure - Wandii/Anketell	11,832,280	354,951	354,953	25,000	87,048	(1,452,732)	0	10,759,499	12,274,280
DCA 10 - Soft Infrastructure - Casuarina/Anketell	182,425	5,758	5,759	25,000	0	(12,299)	0	200,884	188,184
DCA 11 - Soft Infrastructure - Wellard East	5,862,382	121,222	121,222	25,000	0	(12,299)	0	5,996,305	5,983,604
DCA 12 - Soft Infrastructure - Wellard West	10,466,540	214,962	214,962	25,000	501,677	(222,299)	0	10,484,203	11,183,179
DCA 13 - Soft Infrastructure - Bertram	254,648	7,938	7,939	25,000	0	(12,299)	0	275,287	262,587
DCA 14 - Soft Infrastructure - Wellard/Leda	903,395	27,318	27,319	50,000	0	(12,299)	0	968,414	930,714
DCA 15 - Soft Infrastructure - City Site	325,573	9,606	9,607	25,000	9,160	(12,299)	0	347,880	344,341
Sub-Total Developer Contribution Reserves	43,842,499	1,113,121	1,113,136	750,000	3,982,057	(1,860,106)	0	43,845,514	48,937,693
Total Reserves	64,715,177	1,516,843	1,528,953	6,491,861	3,982,057	(12,830,148)	0	59,893,733	70,226,188

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 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	0	418,488	418,488	418,491	
Local Government General Purpose Grant - Roads	0	276,100	276,100	276,100	
Law, order, public safety					
Department Fire and Emergency Services - ESL	49,646	205,830	203,957	206,086	Contract Liability funds held for 23/24 expenditure.
DFES Mitigation Activity Fund Grant	0	439,371	439,371	163,924	Final claim invoiced. Budget to be adjusted in May Budget Review.
Health					
Mosquito Management Contributions (Developers)	0	27,924	25,924	19,634	
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	330,330	329,945	
Family Daycare - Mainstream Childcare Benefit Subsidy	0	810,000	810,000	826,350	Program ceased Feb 2023.
Family Daycare - Mainstream Other Subsidy	0	500	500	458	Program ceased Feb 2023.
In-Home Care - CCB Subsidy	0	266,174	266,174	196,174	Program ceased Feb 2023.
In-Home Care - Subsidy - Department of Communities	0	840	840	0	Program ceased Feb 2023.
NGALA My Time Program	0	10,560	9,724	12,540	
Operational Subsidy - Aboriginal Resource Worker	0	30,514	30,514	30,514	
Youth Social Justice Program	0	187,478	183,739	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	20,000	0	0	Project withdrawn. Budget to be adjusted in May Budget Review.
Youth Spaces Activation	0	5,000	0	0	Project withdrawn. Budget to be adjusted in May Budget Review.
Outdoor Adventure Group - Conservation Action Project	0	500	250	0	
Youth Mental Health Initiatives - WA Primary Health Alliance Grant	0	100,000	90,000	50,000	Project complete; final claim lodged in March 2023. Budget to be adjusted in May Budget Review.
MRWA - Thomas Rd Duplication - Indigenous Participation	100,000	100,000	100,000	0	Funds held as contract liability. Project not likely to commence by 30 June 2023 as City is currently putting on Expression of Interest to local service providers to their seek interest in developing programs to support opportunities for the Indigenous communities.
National Volunteer Week May '23 Event - Volunteering WA via Lotterywest	0	0	0	1,000	Successful grant received in May. Budget variation required.
Dept Communities - Thank a Volunteer Day WA Event - Mini Expo Dec '22	0	2,000	2,000	2,000	
Community amenities					
Public Transport Authority Bus Shelter Subsidy	0	10,000	0	11,304	Subsidy paid in May. Budget to be adjusted in May Budget Review.
RAC WA-Calista Oval Bike Program - Child Engagement	10,000	10,000	0	0	Budget phasing variance. Revenue is recognised upon meeting performance obligations.
Recreation and culture					
Shared Use Agreements - Sportsgrounds	0	101,000	89,933	11,504	Budget phasing variance. All claims will be finalised by 30 June.
Shared Use Agreements - Wellard Pavilion	0	26,611	26,611	26,611	
Library - Other donations	0	2,000	2,000	173	
Community Centre sundry grants	0	5,000	4,200	1,200	Budget phasing to be adjusted in May Budget Review.
Event Sponsorship - Childrens Festival	0	40,000	40,000	41,000	
Event Sponsorship - Lolly Run	0	10,000	10,000	10,000	
Community Development Fund - Kwinana Industries Council	0	20,000	20,000	10,000	50% of funding received for first round. Budget phasing to be adjusted in May Budget Review.
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.
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	141,532	67,000	70,766	Funds held as contract liability as not fully expended.
TOTALS	177,546	3,889,746	3,719,619	3,178,933	

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 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 VFBF extension:	0	1,393,646	820,955	572,691	Budget phasing variance. Project nearing financial completion. Balance of funds will be claimed by 30 June.
Recreation and culture					
Calista Oval Jnr Bike Rd Safety Track - Dept. Local Government	350,000	435,000	0	0	Budget phasing variance. Revenue is recognised upon meeting of performance obligations.
Calista Oval Jnr Bike Rd Safety Track - RAC	85,000	0	85,000	0	Budget phasing variance. Project nearing completion.
Wellard Oval Lighting Installation	0	136,166	136,166	0	
Cash in lieu of Public Art	325,000	0	0	0	Budget phasing variance. Revenue is recognised upon meeting of performance obligations.
Revitalising the Strand - RAC	89,000	105,000	64,000	16,000	Budget phasing variance. Revenue not achieved for 22/23
Kwinana Loop Trail	0	175,000	175,000	0	Budget phasing variance. Project nearing financial completion. Balance of funds will be claimed by 30 June.
DCA9 Honeywood Pavilion	0	100,000	100,000	0	
Local Roads and Community Infrastructure Program	428,705				
Honeywood POS - Disability Access	0	0	0	0	
Honeywood Shade	0	0	(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	7,000	7,000	0	Revenue is recognised upon meeting performance obligations.
Recquatic Café	0	20,000	20,000	0	Projects to be complete by 30 June.
Medina Hall - fan replacement	0	5,000	5,000	0	
Gilmore Avenue - cricket net lights	0	10,000	5,000	0	
Transport					
Local Roads and Community Infrastructure Program					
Anketell Road - Resealing	0	97,649	97,649	0	As above.
Pace Road Carpark	0	50,000	50,000	0	
Main Roads MRRG Funding					
MRRG - Anketell Rd	0	124,842	124,842	137,326	Project complete; final claim paid includes approved additional 10% on two third contribution
MRRG - Abercrombie Rd	0	100,836	100,836	110,920	Project complete; final claim paid includes approved additional 10% on two third contribution
MRRG - Chisham Avenue	0	364,867	364,867	401,354	Project complete; final claim paid includes approved additional 10% on two third contribution
Roads to Recovery					
R2R Hoyle Road	0	142,500	285,000	142,500	Project complete. Final claim in November 2022. Budget to be adjusted in May budget review.
R2R Hewison Road	0	142,000	142,000	142,000	Project complete
R2R Brownell Crescent	18,973	210,403	210,403	194,360	Project complete; final claim expected by 30 June.
Blackspot					
Blackspot -Wellard Road & Henley Boulevard Pre-Deflection	87,156				Contract Liability funds held for 23/24 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	110,692				Unexpended funds held in Contract Liability for 23/24 expenditure.
Insurance Claim - Street Light hit by vehicle	0	6,292	6,292	6,292	
Community amenities					
DCA 1 - Hard Infrastructure - Bertram	472,642	12,299	0	0	
DCA 2 - Hard Infrastructure - Wellard	1,427,235	12,299	0	0	
DCA 3 - Hard Infrastructure - Casuarina	100,466	12,299	0	0	
DCA 4 - Hard Infrastructure - Anketell	2,396,004	12,299	0	0	
DCA 5 - Hard Infrastructure - Wandii	1,780,043	12,299	0	0	
DCA 6 - Hard Infrastructure - Mandogalup	5,713,519	12,299	0	0	Revenue is recognised upon meeting performance obligations
DCA 7 - Hard Infrastructure - Mandogalup (west)	105,889	12,295	0	0	(in-line with expenditure on DCA infrastructure).
DCA 8 - Soft Infrastructure - Mandogalup	4,043,531	12,303	0	0	
DCA 9 - Soft Infrastructure - Wandii / Anketell	10,082,564	606,171	0	0	
DCA 10 - Soft Infrastructure - Casuarina/Anketell	170,946	12,299	0	0	
DCA 11 - Soft Infrastructure - Wellard East	5,073,290	12,299	0	0	
DCA 12 - Soft Infrastructure - Wellard West	9,699,101	222,299	0	0	
DCA 13 - Soft Infrastructure - Bertram	158,645	12,299	0	0	
DCA 14 - Soft Infrastructure - Wellard / Leda	736,363	12,299	0	0	
DCA 15 - Soft Infrastructure - Townsite	352,479	12,299	0	0	
TOTALS	43,807,242	5,477,988	3,440,679	1,870,299	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 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 31 May 2023
	\$	\$	\$	\$
APU Security Bonds	22,854	2,500	(1,590)	23,764
Contiguous Local Authorities Group CLAG	5,707	0	0	5,707
Uncollected Vehicles	6,846	10,298	0	17,144
	35,407	12,798	(1,590)	46,615

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 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
				\$	\$
	Capital Expenditure - Building Renewals - 18 Maydwell Way - window screens	Capital Expenses		(12,469)	
	Transfer from Asset Management Reserve - Building Renewals - 18 Maydwell Way - window screen	Reserve Transfer		12,469	0
	Capital Expenditure - Building Renewals - Wheatfield Cottage	Capital Expenses		(17,500)	
	Transfer from Asset Management Reserve - Building Renewals - Wheatfield Cottage	Reserve Transfer		17,500	0
	Capital Expenditure - Road Renewals Derbal Street	Capital Expenses		(162,512)	
	Transfer from Asset Management Reserve - Road Renewals Derbal Street	Reserve Transfer		162,512	0
	Capital Expenditure - Road Renewals Dent Court	Capital Expenses		(125,000)	
	Transfer from Asset Management Reserve - Road Renewals Dent Court	Reserve Transfer		125,000	0
	Capital Expenditure - DCA 1 Stormwater Management Infrastructure	Capital Expenses		(194,245)	
	Transfer from Restricted Grants & Contributions Reserve - DCA 1 Stormwater Management Infrastructure	Reserve Transfer		194,245	0
	Capital Expenditure - Wellard Oval Lighting Installation	Capital Expenses		(21,000)	
	Transfer from Restricted Grants & Contributions Reserve - Councillor Project Funds	Reserve Transfer		21,000	0
1/10/2022	Capital Expenditure - Medina Hall/Isabella - Security Renewals	Capital Expenses		(18,200)	
	Capital Expenditure - Thomas Kelly Pavilion/Changerooms - Security	Capital Expenses		12,085	
	Capital Expenditure - Casuarina Wellard Hall - Security Renewals	Capital Expenses		6,115	0
26/10/2022	Capital Expenditure - Sloan Cottage - renewal and accessibility	Capital Expenses		(5,027)	
	Capital Expenditure - Building Contingency	Capital Expenses		5,027	0
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
Amended Budget Surplus / (Deficit)				0	

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 MAY 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

Nil

24 MAYORAL ANNOUNCEMENTS

25 CONFIDENTIAL ITEMS**12.1 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW 2022/2023 - FORMAL REVIEW OF EXISTING KEY PERFORMANCE INDICATORS****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

26 CLOSE OF MEETING