



29 September 2023

NOTICE OF MEETING

Dear Council Member,

The next Ordinary Meeting of Council will be held in the Council Chamber at 6.30pm on Tuesday, 10 October 2023.

The attached agenda is presented for your consideration.

Yours sincerely

Garry Bird
ACTING CHIEF EXECUTIVE OFFICER

Please Note

If a Council Member has a query regarding a report item or requires additional information in relation to a report item, please contact the senior employee (noted in the report) prior to the meeting.



AGENDA
ORDINARY COUNCIL MEETING
10 OCTOBER 2023

ATTENTION/DISCLAIMER

The purpose of this Council Meeting is to discuss and, where possible, make resolutions about items appearing on the agenda. Whilst Council has the power to resolve such items and may in fact appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a Council Member or employee, or on the content of any discussion occurring during the course of the Meeting. Persons should be aware that regulation 10 of the *Local Government (Administration) Regulations 1996* establishes procedures to revoke or change a Council decision. No person should rely on the decisions made by Council until formal written advice of the Council decision is received by that person.

The Shire of Mundaring expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of Council, or any advice or information provided by a Council Member or employee, or the content of any discussion occurring during the course of the Council Meeting.

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**ORDINARY COUNCIL MEETING
COUNCIL CHAMBER – 6.30PM**

1.0 OPENING PROCEDURES

Acknowledgement of Country

Shire of Mundaring respectfully acknowledges the Whadjuk people of the Noongar Nation, who are the traditional custodians of this land. We acknowledge Elders past, present and emerging and respect their continuing culture and the contribution they make to the region.

Recording of Meeting

Members of Council and members of the gallery are advised that this meeting will be livestreamed and audio-recorded.

1.1 Record of Attendance

**Council
Members**

Apologies

**Leave of
Absence** Nil

Absent

Staff

Guests

**Members of
the Press**

2.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

3.0 DECLARATION OF INTEREST

3.1 Declaration of Financial Interest and Proximity Interests

Council Members must disclose the nature of their interest in matters to be discussed at the meeting (*Part 5 Division 6 of the Local Government Act 1995*).

Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting (*Sections 5.70 and 5.71 of the Local Government Act 1995*).

3.2 Declaration of Interest Affecting Impartiality

An Council Member or an employee who has an interest in a matter to be discussed at the meeting must disclose that interest (*Shire of Mundaring Code of Conduct, Local Government (Admin) Reg. 34C*).

4.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

4.1 Question Taken on Notice - Ordinary Council meeting 12 September 2023 - Christian Jackson-Stegner

At the Ordinary Council meeting held 12 September 2023, Christian Jackson-Stegner of Chidlow asked a question which was taken on notice. A response was provided to Mr Jackson-Stegner by the Acting Chief Executive Officer in writing. Below is a summary of the question and the response provided.

Question:

Regarding Item 9.3.1, under 3.1 'General Function' (1), 1(A)(b) subsection i and ii – why are these included in this climate change adaptation item?

Response:

These references provide confirmation to council members and electors that the proposed business case for reviewing climate risks and updating the climate adaptation strategy are in keeping with the general functions of a local government, in accordance with Section 3.1 of the *Local Government Act 1995*.

5.0 PUBLIC QUESTION TIME

15 minutes (with a possible extension of two extra 15 minute periods) are set aside at the beginning of each Council meeting to allow members of the public to ask questions of Council.

Public Question Time is to be conducted in accordance with Shire of Mundaring Meeting Procedures Local Law 2015.

6.0 APPLICATIONS FOR LEAVE OF ABSENCE

7.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held 12 September 2023 be confirmed.

8.0 PRESENTATIONS

8.1 Deputations

- (1) Members of the public may, during the deputations segment of the order of business and with the consent of the Presiding Member, make a public statement on any matter that appears on the agenda for that meeting provided that –
 - a) the deputation is limited to a maximum of 3 minutes, unless otherwise determined by the Presiding member;
 - b) the deputation is not offensive or defamatory in nature, providing that the Presiding Member has taken all reasonable steps to assist the member of the public to phrase the statement in a manner that is not offensive or defamatory; and
 - c) no discussion or questions relating to the deputation are permitted, unless otherwise determined by the Presiding Member.
- (2) Fifteen minutes is to be allocated for deputations.
- (3) Once all statements have been made, nothing prevents the unused part of the deputation time period from being used for other matters.
- (4) If the 15 minute period set aside for deputations is reached, Council may resolve by resolution that statement time be extended for no more than two 15 minute extensions.

8.2 Petitions

- (1) A petition is to –
 - a) be addressed to the President;
 - b) be made by electors of the district;
 - c) state the request on each page of the petition;
 - d) contain the legible names, addresses and signatures of the electors making the request;
 - e) contain a summary of the reasons for the request;
 - f) state the name of the person to whom, and an address at which, notice to the petitioners can be given; and
 - g) not contain offensive or insulting language.
- (2) On the presentation of a petition –
 - a) the member presenting it or the CEO is confined to reading the petition; and
 - b) the only motion that is in order is that the petition be received and that it be referred to the CEO for action.
- (3) At any meeting, the Council is not to vote on any matter that is the subject of a petition presented to that meeting, unless –
 - a) The matter is the subject of a report included in the agenda; and
 - b) The Council has considered the issues raised in the petition.

8.3 Presentations

9.0 REPORTS OF COMMITTEES

Nil

10.0 REPORTS OF EMPLOYEES

10.1 Reconsideration for Amendments to approved restaurant (Amaroo Retreat and Spa) - Lot 70 (No.1200) Alison Street, Mount Helena

File Code	AI 7.1200
Author	Allerding & Associates, Planning Consultants
Senior Employee	Mark Luzi, Director Statutory Services
Disclosure of Any Interest	Nil
Attachments	<ol style="list-style-type: none">1. Amended Application and Development Plans ↓2. Updated Acoustic Report ↓3. Updated Noise Management Plan ↓

Landowner	Mr Michael Rhodes Westerman Ms Kristin Jane Westerman
Applicant	Planning Outcomes WA
Zoning	Rural Small Holdings 40
Area	203,124sqm (20ha)
Use Class	Restaurant

SUMMARY

At its meeting of 14 March 2023, Council refused a development application seeking approval for additions and amendment to the existing Amaroo Resort at 1200 Alison Road, Mount Helena.

Following Council's determination to refuse the application, the landowner lodged an Application for Review to the State Administrative Tribunal (SAT) against Council's decision.

Following mediation, an amended application has been prepared and SAT has issued orders inviting Council to reconsider its decision. It is recommended that Council reconsider its decision and approve the amended application.

BACKGROUND

Site Context

This report repeats relevant information from the March 2023 report but has been updated.

The subject property contains a significant amount of vegetation and a watercourse, none of which will be impacted as a result of the current proposal. The topography of the site is relatively flat.

Numerous buildings exist which are used in conjunction with a restaurant, accommodation and day spa retreat, all of which are a significant distance away from the street and lot boundaries. Refer to the locality plan below (image 1).

The only development that is proposed is located along the northern elevation of the existing restaurant building. No development is proposed to the east or south of the existing pool area and function centre/restaurant building.

Image 1: distances to boundaries from the restaurant/reception centre building subject of the application.



Previous Refusal

The application considered by Council in March 2023 sought planning approval to amend Council's approval of the existing restaurant at Amaroo Resort by:

- a) increasing the hours of operation from 42 hours to 60 hours per week;
- b) increasing the patronage from 60 persons to 85 persons;
- c) increasing events at the restaurant from 25 to 30 per calendar year; and
- d) constructing additions to the existing restaurant.

Council, at March 2023 Ordinary Council Meeting resolved to refuse the abovementioned application for the following summarised reasons:

1. The proposed amendments to existing development approval are not in keeping with the current rural small holding land zoning of the property and surrounding residences
2. The proposal is inconsistent with s67 (2) part 'n' of the Deemed provisions due to:
 - (a) The environmental impacts of the development;
 - (b) The character of the locality; and
 - (c) Social impacts of development.

The SAT held a Directions hearing and a mediation, attended by the Shire's independent planner and the Shire's Deputy President. As part of the mediation process, the applicant provided additional information and an amended application.

Description of Amended proposal

Planning approval is being sought via this reconsideration for an amended approval to construct additions at the northern side and front of the restaurant and amend the conditions of Council's approval relating to the restaurant/function centre element of the proposal by:

- Amending condition 6 of the 2019 development approval to clarify the permissible opening hours and increase the opening hours from 42 hours to 60 hours per week. The requested wording of the condition has been modified from that, considered by Council in March 2023. The current wording of condition 6 is as follows:

The hours of operation for the Restaurant shall be limited to three (3) days a week (or the equivalent hours) and can operate between Monday to Saturday 8:00am-10:00pm and 8:00am-8:00pm on Sundays and Public Holiday. Events as a Reception Centre shall be limited to the same operating times as the Restaurant with no more than 25 events per annum for the first twelve (12) months after commencement of operations and this restriction will remain thereafter unless specifically reviewed and varied by Council.

The applicant seeks to amend condition 6 to read as follows:

The opening hours for the Restaurant/Function Centre shall be limited to a maximum of 60 hours per week with closing time no later than 11pm on Fridays and Saturdays and 10pm Sundays - Thursdays. Events as a Reception Centre shall be limited to not more than 25 events per calendar year.

- The amended application no longer proposes to increase the maximum total number of events at the reception centre from 30 events to 25 per annum, representing no change to the existing condition 9 and the amended proposal is now consistent with condition 9 of the 2019 approval. Therefore this application varies from that considered by Council in March 2023 in that the applicant no longer seeks to amend condition 9 of the 2019 development approval as there is no proposed increase in the number of reception centre events; and

The proposed additions to the Restaurant/Function Centre are to accommodate a preparation room, dry store, cool room, access ramp, toilets and outdoor decking / uncovered dining area (refer to **Attachment 1**). These additions are located on the northern side elevation of the existing restaurant/reception centre. The applicant outlines in their amended application that the deck area will not be used for restaurant/function(s) purposes after 3pm and will include a perforated screen to the northern elevation.

Image 2 below includes a red circle which shows the location of the proposed additions to the Restaurant/Function Centre using an aerial base from Landgate.



Image 3 - below: Facing the north and western side of restaurant, where decking and toilets proposed. Note: existing transportable cool room (to be relocated). Photograph taken by the Shire and included in the March 2023 Ordinary Council Meeting report.



Image 4 below shows the existing brushwood fence and vegetation on 1200 Alison Street, Mount Helena alongside 1490 Alison Street (property to the east), noting that the photo is a view from inside Amaroo looking towards the entry of Amaroo (entry gate to Amaroo is visible on the left hand side of the image).



Image 5 below shows the vehicle access, and vegetation on 1200 Alison Street, Mount Helena and the brushwood fencing (left hand side of the image) on the boundary with 1490 Alison Street (property to the east), noting the dwellings at 1490 are visible in this image (left hand side of image).



Image 6 below is an aerial showing the subject site, the Alison Road access and the adjacent dwellings at 1490 (noting the separation to the adjacent ancillary dwelling from the proposed addition to Amaroo is approximately 100 metres).

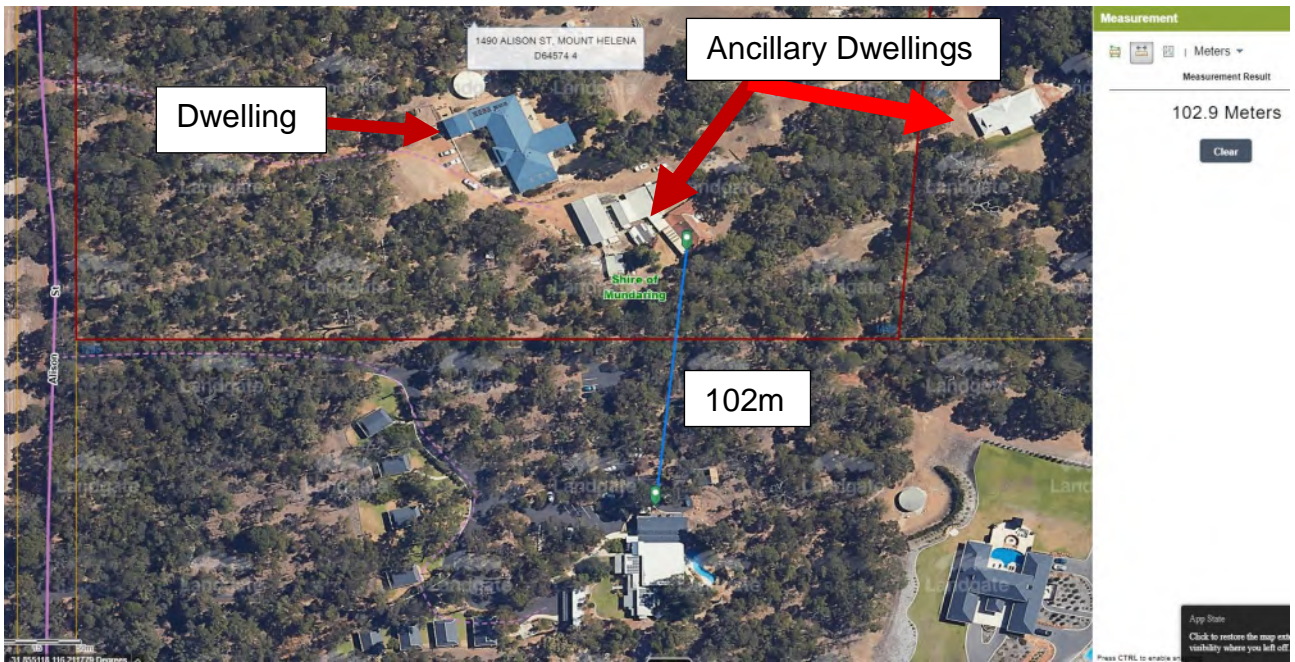


Image 7 below is the view from the driveway looking toward the ancillary dwelling on 1490 Alison Street.



Image 8 below is the view from the driveway at Amaroo looking towards the main dwelling on 1490 Alison Street.



Previous decisions

Date of decision	Description of Use and/or works	Outcome
8 December 2015	<ul style="list-style-type: none"> • proposed single house, • holiday accommodation (six chalets), • conversion of existing dwelling to day-spa, • reception centre, • dam and • helicopter landing site 	<p>This proposal was refused by Council in December 2015 (C7.12.15).</p> <p>The Applicant lodged an Application for Review to the State Administrative Tribunal.</p>
12 April 2016	<p>The abovementioned application was amended and as a result of SAT Proceedings and the amended application was reconsidered and determined by Council in April 2016. The amended application comprised of:</p> <ul style="list-style-type: none"> • Holiday Accommodation (8 chalets) • Restaurant / Reception Centre (100 patron limit) that was located more central from that provided in the application refused by Council in December 2015. ; • Three storey Single House, and • Ancillary structures 	<p>The amended application was reconsidered and conditionally approved (C12.4.16).</p>
27 June 2018	<ul style="list-style-type: none"> • Visitors Lounge (110sqm) • Pool & lawn area, and • Check-in building 	<p>Conditionally approved under delegation.</p>
10 September	<ul style="list-style-type: none"> • Removal of the previously 	<p>Conditionally approved by</p>

Date of decision	Description of Use and/or works	Outcome
2019	approved restaurant / reception centre; <ul style="list-style-type: none"> • Repurpose of visitors lounge; and • New restaurant (60 patron limit). 	Council (C5.09.19).
24 May 2022	<ul style="list-style-type: none"> • Decommissioning – 2 massage rooms; • Refitting (alterations) – Private gym, office and storeroom; • Eco-Tents x 12 (massage services and tourist accommodation); • Car parking (10 bays); • Driveway and footpaths; and • Patio. 	Approved by the Joint Development Assessment Panel.
14 March 2023	In relation to the Restaurant/Function Centre only: <ul style="list-style-type: none"> • Amending the condition relating to operating times; • Increasing the number of events from 25 to 30 per year; and • Alterations and additions to the Restaurant/Function Centre 	Refused by Council (C6.03.23)

This application seeks approval to construct an addition to the existing restaurant/function centre building and amend the conditions of the current approval.

The following elements of the current operations are not subject of this amendment to the current approval:

- Chalets;
- Eco tents (for accommodation and day spa use);
- Day spa;
- Private gym, office and storeroom;
- Ancillary structures;
- Associated parking;
- Single House.

STATUTORY / LEGAL IMPLICATIONS

Planning and Development Act 2005 (the Act);

Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations);

Metropolitan Region Scheme; and

Local Planning Scheme No.4 (LPS4).

The proposal constitutes development under the *Planning and Development Act 2005* and requires planning approval under the Shire's *Local Planning Scheme No. 4 (LPS4)*. In accordance with Schedule 2 Part 9 Clause 67(2) of the Regulations, Council is to have regard to the following matters, amongst others, when determining the development application:

“(m) The compatibility of the development with its setting, including —

- (i) the compatibility of the development with the desired future character of its setting; and*
- (ii) the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;”*

“(n) The amenity of the locality including the following —

- (i) environmental impacts of the development;*
- (ii) the character of the locality;*
- (iii) social impacts of the development;”*

“(p) whether adequate provision has been made for landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved.”

“(x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals.”

“(y) any submissions received on the application;”

POLICY IMPLICATIONS

- State Planning Policy 3.7 – Planning in Bushfire Prone Areas
- Guidelines for Planning in Bushfire Prone Areas (Version 1.4)
- Advertising Planning Proposals (PS-01)

This report does not assess the proposal in regard to Bushfire but it was noted that the report from March 2023 included reference to an updated Bushfire Management Plan and Bushfire Emergency Evacuation Plan.

FINANCIAL IMPLICATIONS

Should Council refuse the reconsideration, the Applicant can request that the Application for Review be listed for a final hearing, which may incur legal costs, costs associated with appointment of independent experts to appear as witnesses and staff time.

STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 1 - Community

Objective 1.2 – Flourishing local businesses

Strategy 1.2.3 - Support tourism development and promote the distinctive character of the attractions of the district including arts, food, sustainability and natural environment

SUSTAINABILITY IMPLICATIONS

The various aspects of sustainability are discussed throughout the comment section below

RISK IMPLICATIONS

Risk: Noise complaints are received from nearby neighbours due to additional patrons and extended hours of operation.		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
<p>Carefully consider noise issues and the updated Acoustic Report and Noise Management Plan, when determining the application and consider imposing a condition requiring compliance with the Noise Management Plan.</p> <p>The application has been amended to include a perforated aluminium screen on the northern elevation of the new deck area to reduce the potential for noise from the outdoor deck area impacting upon the amenity of the neighbouring property to the north at 1490 Alison Road.</p>		

EXTERNAL CONSULTATION

The application as considered by Council in March 2023 was advertised to seven nearby neighbours due to the hours of operation, the increased number of patrons being proposed and the potential of this having an impact on the local amenity. During the advertising period five submissions (all objections) were received by the Shire. The schedule of submissions was included as an attachment to the March 2023 report (**Attachment 6**) and have not been reproduced with this report. The amended application was not advertised.

COMMENT

Local Planning Scheme No.4

<i>Local Planning Scheme No. 4</i>	
Scheme Requirement / Clause	Assessment / Comment
Objectives for Rural Small Holdings zone: <i>“4.2.3 Rural Small Holdings (a) To provide for rural pursuits, hobby farming and alternative residential lifestyle purposes where part-time income from home based businesses and/or use of the land for agriculture may be derived, subject to appropriate land capability and suitability.</i>	Council has previously determined that the current land-use is not ‘inconsistent’ with this objective. The proposal to increase patronage, hours of operation and undertake some minor additions and alterations remain consistent with this objective.
<i>(b) To ensure use and development of land is sited, designed and managed in harmony with the natural environment and so as to protect ecological and landscape values.</i>	The restaurant/reception centre building is existing and approved. The additions are located in areas devoid of vegetation, a significant distance away from any watercourse, immediately surrounding the restaurant/ reception centre building, and setback approximately 100m from the

	<p>nearest dwelling.</p> <p>This proposal is not considered to have an adverse impact upon the natural environment, ecological or landscape values.</p>
<p><i>(c) To ensure conservation of soil, watercourses and other water resources and the protection of ecological and landscape values.”</i></p>	<p>The minor additions are not considered to have an adverse impact on watercourses, ecological or landscape values.</p>
<p><i>“Table 2 - Car parking: 1 space for 10m² GLA or 6 spaces, whichever is the greater.”</i></p>	<p>The new Outdoor decking area includes approximate 40m² suitable for use for alfresco dining and would be limited to use before 3pm. This requires an additional 4 car parking spaces.</p> <p>The site presently provides 27 sealed parking bays which are used for the restaurant/function centre, accommodation and day spa services with overflow parking in the staff parking area. Expansion of the sealed and line marked parking area is likely to require removal of vegetation. The staff parking area (informal parking on gravel) is located to the south west of the buildings, near to the vehicular exit to the site (more than 100m from the southern boundary).</p> <p>The overflow parking plan prepared by the Applicant, shows that a total of 13 parking bays can be accommodated in the overflow parking area being on the existing unsealed gravel areas.</p> <p>It is recommended that overflow visitor parking bays be provided in accordance with the Applicant’s Overflow parking plan. Wayfinding signage should be conditioned to be provided on site directing visitors to the overflow customer parking adjacent to the staff parking area. This is considered to be an acceptable location for the additional parking bays to be provided.</p>
<p><u>Development requirements for the Rural Small Holdings zone</u></p> <p>5.10.9.1 The minimum setbacks to boundaries for development on any lot within the Rural Small Holdings zone shall be as follows:</p> <p>(e) All other development: 10m to all lot boundaries</p>	<p>The proposed additions are setback ~68m from the nearest lot boundary. Compliant.</p>

Planning and Development (Local Planning Scheme) Regulations – Schedule 2

Planning and Development (Local Planning Schemes) Regulations 2015 – Deemed provisions for local planning schemes:

Relevant Clauses	Assessment / Comment
<p><i>“(m) the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of height, bulk, scale, orientation and appearance of the development.”</i></p>	<p>The proposed additions and alterations have minimal visual impact, as a result of height, bulk, scale, orientation and appearance on surrounding neighbours or the general public. The addition of a perforated screen to the outdoor dining area provides a treatment to assist to minimise the visual and acoustic impact of the proposal.</p>
<p><i>“(n) the amenity of the locality including the following-</i></p> <p><i>(i) environmental impacts of the development;</i></p> <p><i>(ii) the character of the locality;</i></p> <p><i>(iii) social impacts of the development;”</i></p>	<p>Amenity is defined by the Regulations as: <i>“... all those factors which combine to form the character of an area and include the present and likely future amenity.”</i></p> <p>The existing restaurant forms part of the now established character and amenity of the area. The alterations and additions are designed in a manner that compliments the existing buildings. Furthermore with the restriction of the use of the outdoor area to 3pm at the latest and the inclusion of a perforated screen adjacent to the outdoor dining area, the outdoor dining area is not considered to create an undue adverse impact.</p> <p>In regard to hours of operation and vehicles accessing the site, there is an existing vegetated screen and brushwood fencing between the subject site and the neighbouring property to the north. The existing vegetation between the driveway to Amaroo and the adjoining property at 1490 Alison Street does form an effective screen for much of the boundary adjacent to the vehicle access. However there are spaces between the vegetation where the brushwood fencing does not form an effective screen (refer to Images 4, 5, 7 and 8). With the increased number of patrons and the extended hours of operation, it would be reasonable to impose a condition to require the existing brushwood fencing (from the front gate to a point in alignment with the restaurant) to be updated such that it is not visually permeable. This would address one of the concerns raised in one of the submissions</p>

Planning and Development (Local Planning Schemes) Regulations 2015 – Deemed provisions for local planning schemes:

Relevant Clauses	Assessment / Comment
	<p>tabled in Attachment 6 to the report to the March 2023 Ordinary Council meeting. The landowner has advised that busses for any function have been limited to a coat sized bus (30 persons) and not large buses due to the size of the canopy, the size of vehicles accessing the property is limited.</p>
	<p>The applicant has advised that wedding functions require all accommodation to be booked out and the restaurant and day spa will be closed for the afternoon on wedding days.</p> <p>The additions and alterations avoid areas of native vegetation, having minimal environmental impact on the site.</p> <p>The land use and character is not proposed to change and the modification to the restaurant will not be visible from the road or from the properties to the south or east, but glimpses may be possible from the adjoining property to the north. However, with a setback of 70 metres and the building height not exceeding the building height of the existing buildings, the visual impact is considered to be acceptable. Furthermore in order to address the amenity for the eastern neighbour a condition could be imposed requiring that the brushwood fencing along the eastern boundary was thickened, to reduce the potential impact on that neighbour including addressing concerns in relation to vehicle headlight glare.</p>
<p><i>“(p) whether adequate provision has been made for landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved.”</i></p>	<p>The application does not require removal of any vegetation.</p>
<p><i>“(x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals.”</i></p>	<p>The impacts on the community as a whole may be considered to be positive in that the restaurant/reception centre may bring visitors to the locality and the region.</p> <p>This type of operation, which the applicant advises has been designed around the natural environment, enables the landowner to derive an income in a more</p>

Planning and Development (Local Planning Schemes) Regulations 2015 – Deemed provisions for local planning schemes:

Relevant Clauses	Assessment / Comment
	sustainable manner compared to traditional rural activities such as subdivision and/or clearing land to grow crops and/or keeping livestock.
	<p>The proposal would be consistent with the aspirations of the Shire’s Economic Development and Tourism Strategy 2023-2028 which, amongst other outcomes seeks to encourage:</p> <ul style="list-style-type: none"> • Visitor attraction to grow a vibrant and sustainable visitor economy that capitalises on and enhances the Shire’s natural assets without compromising its highly valued and unique natural environment; • Sustainable business growth and development in a diversity of industries including the professional services, personal and community services including health care and education and businesses operating in the visitor economy, including those in accommodation, food services, arts and culture, recreational services and retail trade; and • Employment opportunities for the Shire of Mundaring’s resident workforce <p>The proposal would contribute to the achievement of these outcomes.</p>
“(y) any submissions received on the application;”	A summary of the submissions received were provided in Attachment 6 to the March 2023 Council meeting agenda and have not been included in this report given the amended proposal has not been referred out to surrounding residents.

Local Natural Area and Environmental considerations

The additional development has been proposed in an area devoid of any vegetation, and has been designed around significant trees in the locality.

The increased activity resulting from changes to patronage numbers and the hours of operation are unlikely to have any additional impact on local flora or fauna. The applicant has advised of their intention to use low wattage lights externally to minimise any potential impact.

The proposed additions are considered to be compliant with the Shires Local Natural Area and native vegetation protection provisions of LPS4.

Noise and amenity

An updated Acoustic Report (**Attachment 2**) and updated Noise Management Plan (**Attachment 3**) have been provided as part of the amended application.

The noise modelling suggests that the noise levels expected at the ancillary dwelling on the adjoining property at 1490 Alison Street will sit at the maximum noise level permissible during certain times of operation and the Acoustic Report concludes that the expanded operation of Amaroo Resort and Spa achieves full compliance with daytime, evening, night and Sunday assigned noise levels, in accordance with the *Environmental Protection (Noise) Regulations 1997*, based on the hours of operation sought by the applicant.

The operator is required, by law, to operate within the assigned noise levels prescribed under the *Environmental Protection (Noise) Regulations 1997*. The objective of the Noise Management Plan is to manage and minimise noise emissions to maintain compliance with the regulations, provide a protocol for noise monitoring and outline a compliant management procedure. The Noise Management Plan recommends that noise monitoring be undertaken at the most affected residential premises within 4 weeks of operation and that a register for noise complaints be provided to the Shire upon request.

Notwithstanding the Acoustic report and Noise Management Plan, breaching assigned levels may result in Environmental Health Officers undertaking formal enforcement action.

Should Council resolve to approve the application, it is recommended a condition be included that requires the operator to comply with the Noise Management Plan and that the results of the noise monitoring and noise complaints reports be provided to the Shire upon request.

Bushfire Management

The application as considered by Council in March 2023 was accompanied by an updated Bushfire Management Plan and Bushfire Emergency Plan (BEP). The BEP outlined that the designated primary procedure in an emergency situation is early evacuation.

The BEP states that the site (including the accommodation) is not to operate when the Fire Danger Index is declared as 'Catastrophic'.

Where early evacuation is not possible, the single residence on the site has been designated as a last resort refuge building. Given the primary dwelling was built in accordance with AS3959, and has a well-maintained APZ (managed gardens, concrete, asphalt and green grass), it represents a suitable secondary option.

The Bushfire Management Plan and Bushfire emergence Plan are considered to be satisfactory and have not been reproduced as an attachment to this report as bushfire was not raised as a reason for refusal.

Response to reasons for refusal

The following provides a response to the reasons for refusal from the Council's decision of March 2023.

Reason for refusal	Response
1. The proposed amendments to existing development approvals are not in keeping with the current rural small holding land zoning of the property and surrounding residences;	The application does not seek to change the land use. The restaurant/function centre land use is a discretionary land use under the Zoning Table for which planning approval has been granted. The subject site has the land capability to

Reason for refusal	Response
	<p>accommodate this form of development.</p> <p>The applicant advises that Amaroo provides part time income, supplementary to the landowners' employment in the medical field.</p>
<p>(i) Environmental impacts of the development - the increased patronage, operating hours and days, outside dining, traffic will increase the noise and light impacts on surrounding bushland (Mapped Local Natural Areas) and residences. Particularly when considered in the context of existing approvals for an additional 12 Eco Tents and associated infrastructure;</p>	<p>The amended application includes details of low wattage directional lighting and the outside dining area being limited in use until 3pm, with no evening use.</p> <p>The area between the driveway and the eastern boundary has established landscaping and a brushwood fence to assist with minimising impact on the adjoining neighbours. No trees are to be removed. It is considered that the revised proposal with perforated screening, low wattage lighting and no night time operations of the outdoor dining area will limit the potential to adverse impact upon the flora within the surrounding bushland (Mapped Local Natural Areas).</p>
<p>(ii) The character of the locality - The quiet rural small holding zoned area with primarily individual houses, rural roads, adjacent to environmental reserves will be impacted;</p>	<p>In regard to noise, the applicant has submitted an updated Acoustic Report and Noise Management Plan. This demonstrates compliance with the <i>Environmental Protection (Noise) Regulations 1997</i>. Furthermore, the noise management details that noise monitoring is to be undertaken in the first 4 weeks of full operations. This noise monitoring will ensure that the development complies with the Noise Regulations.</p> <p>In terms of noise, the closest dwellings are located at 1490 Alison Street. The existing vegetation along the boundary does provide screening from the restaurant/ function centre to the dwelling/s. The existing brushwood fence provides a level of screening greater than that of post and rail but does not form a visual (or acoustic barrier). Refer Images 4-8 showing the relationship of the Subject Site to the closest dwelling/s.</p> <p>In terms of minimising the impact on the neighbours to the north, a condition could</p>

Reason for refusal	Response
	<p>be imposed to require thicker brushwood fencing that is not capable of being seen through for the extent from the entry gate to a point in alignment with the proposed alternations to the restaurant/function centre. This may assist to reduce the potential amenity impacts on the northern neighbours.</p>
<p>(iii) Social impacts of development - Intensification of the restaurant/reception centre, particularly with outdoor areas, will degrade the quiet enjoyment of neighbours, decreasing the amenity of their rural residences</p>	<p>The Shire's Economic Development and Tourism Strategy 2023-2028 includes:</p> <ul style="list-style-type: none"> • Visitor attractions to grow a vibrant and sustainable visitor; • Sustainable business growth and development in ... the visitor economy; and • Employment opportunities for the Shire of Mundaring's resident workforce. <p>The proposal is considered to achieve these outcomes.</p> <p>In regard to the specific amenity concerns detailed in this reason for refusal ,the amended application includes:</p> <ul style="list-style-type: none"> • Screening on the northern elevation of the deck area to assist with visual and noise impacts; and • Use of the outdoor deck being limited to before 3pm only. <p>Further it is recommended that the brushwood fencing be upgraded such that it is not able to be seen through. These modifications are considered to reduce the potential for adverse impact upon the closest neighbour.</p>

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That pursuant to invitation under s31 of the *State Administrative Tribunal Act 2004*, that Council approves the amended development application for the existing restaurant at Lot 70 (No.1200) Alison Street, Mount Helena, subject to the following additional conditions:

1. The development shall comply with the approved amended plans and amended submission dated 14 July 2023 unless approval is granted by the Planning Service for any minor variation made necessary by detailed design; (P)

The opening hours for the Restaurant/Function Centre shall be limited to a maximum of 60 hours per week with closing time no later than 11pm on Fridays and Saturdays and 10pm Sundays - Thursdays. Events as a Reception Centre shall be limited to not more than 25 events per calendar year;
2. A maximum of 85 persons at the restaurant/function centre may be accommodated at any one time; (B)
3. The area identified as “New Deck” on the approved amended plans shall not be used for outdoor dining or outdoor drink service area after 3pm on any day;
4. Prior to the issue of an updated Certificate of Occupancy, the existing brushwood fencing along the northern side boundary (from the gated entrance to a point in alignment with the eastern end of the restaurant) shall be replaced with brushwood fencing with a minimum thickness of 25mm.
5. Prior to the issue of an updated Certificate of Occupancy, the signage for the overflow car parking access and overflow car parking bays in accordance with the Applicants Overflow Parking Plan shall be installed and thereafter be maintained to the satisfaction of the Shire; (I)
6. The Noise Management Plan dated 29 August 2023 shall be complied with to the satisfaction of the Shire, with the reporting on noise monitoring and noise complaint reports to be provided to the Shire upon request. (H)
7. Waste collection and deliveries shall only occur between 9am -5pm Monday – Saturday only.
8. All stormwater must be managed onsite to prevent erosion and transportation of water borne pollutants, to the satisfaction of the Shire; (B)
9. All native vegetation on the lot shall be retained unless clearing is specifically exempt under the Local Planning Scheme No 4 or required under the approved Bushfire Management Plan/s; (E)
10. The Bushfire Management Plan dated 14 February 2023 (as amended) shall be complied with at all times, to the satisfaction of the Shire of Mundaring.
11. The Bushfire Emergency Plan prepared by Bushfire Prone Planning, dated 14 February 2023 (as amended) must be implemented at all times, and shall be made available to all staff, guests and visitors at all times



Our Ref: 1200Alison/DA5

14 July 2023

Allerding & Associates
 125 Hamersley Road
 SUBIACO WA 6008
 Via Email: amanda@allerdingassoc.com

Attn: Amanda Butterworth

Dear Madam,

**NO. 1200 (LOT 70) ALISON STREET, MOUNT HELENA (AMAROO RETREAT & SPA)
 DEVELOPMENT APPLICATION FOR ADDITIONS, ALTERATIONS & AMENDMENTS TO RESTAURANT /
 RECEPTION CENTRE – DR48/2023 – WITHOUT PREJUDICE & CONFIDENTIAL**

Further to our site visit mediation session, initial submission on 27 June and discussion on 30 June, the following is offered for the council’s consideration:

- Objectives of the Zone

Rural Small Holdings Zone – Objectives (Cl. 4.2.3)		
Objectives	Response	Complies?
(a) To provide for rural pursuits, hobby farming and alternative residential lifestyle purposes where part-time income from home based businesses and/or use of the land for agriculture may be derived, subject to appropriate land capability and suitability.	The client/landowner and her family permanently reside at the Subject Site. She is a Registered Nurse and is employed in the medical profession in order to remain current and registered. Accordingly, her ongoing management of the Retreat can only be on a part-time basis.	Yes
(b) To ensure use and development of land is sited, designed and managed in harmony with the natural environment and so as to protect ecological and landscape values.	This proposal and previous approvals have been carefully and thoroughly designed around the natural environment, with guidance from the Shire, and consultants in the fields of environmental, bushfire and land surveying.	Yes
(c) To ensure conservation of soil, watercourses and other water resources and the protection of ecological and landscape values.		Yes
Note – Compliance with this provision has repeatedly been agreed upon by the Shire and/or Council as part of 4 other DA’s and approvals, and as such there are numerous case-law examples of an obligation for decision-makers to be consistent and reasonable (<i>Dilatte</i>).		

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- **Reception Centre** – This land-use is proposed in accordance with the Scheme definition:

means premises used for functions on formal or ceremonial occasions but not for unhosted use for general entertainment purposes.

Whilst the intent is for the retreat to only host weddings, the Applicant reserves the right to host other events conforming to this definition, as it may benefit the business to diversify events based upon rising and falling demand from the market.

In terms of impacts upon the locality, it is our position that compliance with car-parking, noise and light requirements will be maintained, and any additional planning control on this issue would need to demonstratively fulfil a planning purpose not duplicated by other legislation (e.g. the Noise Reg's), and be reasonable (*Newbury*).

As previously presented in various forms, this business has been operating for 3 years under Acoustic Reports and Noise Management Plans, under the supervision of the Shire's Environmental Health team, and no specific noise complaints have been received (as differentiated from generalised perceptions from neighbour consultation in the processing of DA's).

In relation to a typical wedding, all onsite accommodation is booked-out for the exclusive use of the wedding party. On the day, lunch service is cancelled and day-spa is closed. The lack of a lunch service is a condition of the wedding agreement and is clearly articulated to the contracted party. Preparation begins to achieve a 3pm start for ceremonies. Hors d'oeuvre service is provided in the restaurant and garden after the ceremony, with a dinner service from 5pm. All services finishing at 11pm on a Friday / Saturday, which are the only proposed days of operation.

- **Hours of Operation** – As previously discussed with the Shire Planning department, the currently *preferred* hours of operation for the restaurant / reception centre are based upon breakfast, lunch and dinners services, and the potential control of those hours requires flexibility for a restaurant to be viable, now and into the future.

It was, and remains our position that the imposition of a planning condition should cap the total number of hours, and the opening and closing hours should be based upon sound planning principles, such as compliance with the Noise Regulations which contain detailed decibel limits which change at different hours and days.

Accordingly, we do not consent to an overly restrictive condition that further divides operating hours throughout the day, which will not have any material benefit, nor fulfilling a planning purpose, by a reasonable decision-maker.

Furthermore, the proposed hours are for guests and do not include staffing hours which requires additional time for openings and closings (as per our justification in the DA), which should be addressed in such a condition (to which it currently it is not).

For clarity, we offer our without prejudice condition from our original application:

The hours of operation for the Restaurant / Reception Centre shall be limited to a maximum of 60 hours per week, for 7 days a week, but closing no later than 11pm Friday-Saturday and 10pm Sunday-Thursday. This restriction relates only to hours open to patrons and not staffing hours. Events as a Reception Centre shall be further limited to no more than 25 events per annum.

- **Number of Events** – The approved number of events is 25 p.a. and proposed to increase to 30 p.a. Upon further analysis, we are prepared to remove this modification from the application.
- **Deck Usage** – The proposed deck will have limited capacity for drinks and lunches during the hours of 8am – 10am and 12noon – 3pm.

The development of the deck is primarily for aesthetic purposes to improve the 'look' of the entry to the restaurant and to facilitate access to additional toilet facilities. Noting that a large portion of the deck cannot be used as it sits in direct line to the toilets and access to the disabled toilet.

- **Screen** – Amended plans show greater detail of a screen on the northern edge of the proposed deck (**Attachment 2**).
- **Lighting** – Amended plans introduce low-wattage lighting (**Attachment 2**).
- **Coaster Buses** – For weddings events, some guests are facilitated with a third-party bus service and a concern has been expressed that coach buses could be used with associated impacts. In response, only coaster buses have been used, which have a typical capacity of 22 passenger seats (toyota.com.au/coaster). Please note that due to the canopy the size of vehicles entering and exiting the property is limited.
- **Inviting Neighbours** – We thank you for your suggestion to involve the neighbours in this matter, however we note that through the course of several DA's, the neighbours have had multiple opportunities to voice their opinions, and have done so. Accordingly, we refer you to the Shire's Schedule of Submissions in the latest Officer's Report to Council.
- **Landowner's Comments** – See attached (**Attachment 1**).

If you have any queries, or wish to discuss this matter further, please do not hesitate to contact me.

Yours sincerely



Matt Stuart

Principal Town Planning Consultant

BA (URP) Hons | Grad Cert (UD) | MLGPA

0408 000 477 | matt@townplanningadvice.com.au

- Att. 1. Landowner's Comments
 2. Amended Development Drawings (Rev. D)

CC: State Administrative Tribunal - SATPlanning@justice.wa.gov.au

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Landowner's Comments

To introduce ourselves we are a medical family. We have a doctor, registered nurse and two student doctors living at 1200 Alison Street. This has meant a significant injection of much needed medical experience into the Shire of Mundaring. Indeed if you suffer an acute medical episode or a trauma and you live in the Shire you may very well be cared for at some stage by a member of our household. Specializing in critical care and intensive care and working in emergency. Yes, we save lives.

Noise – At any time of the day or night, on any day of the week, we have someone asleep in the house. The house sits 97m from the restaurant. Any elevated noise or sound is heard first and foremost in the bedrooms (that all sit alongside the restaurant) of those sleeping. As you can image sleep is prioritized due to the challenging nature of our employment and training.

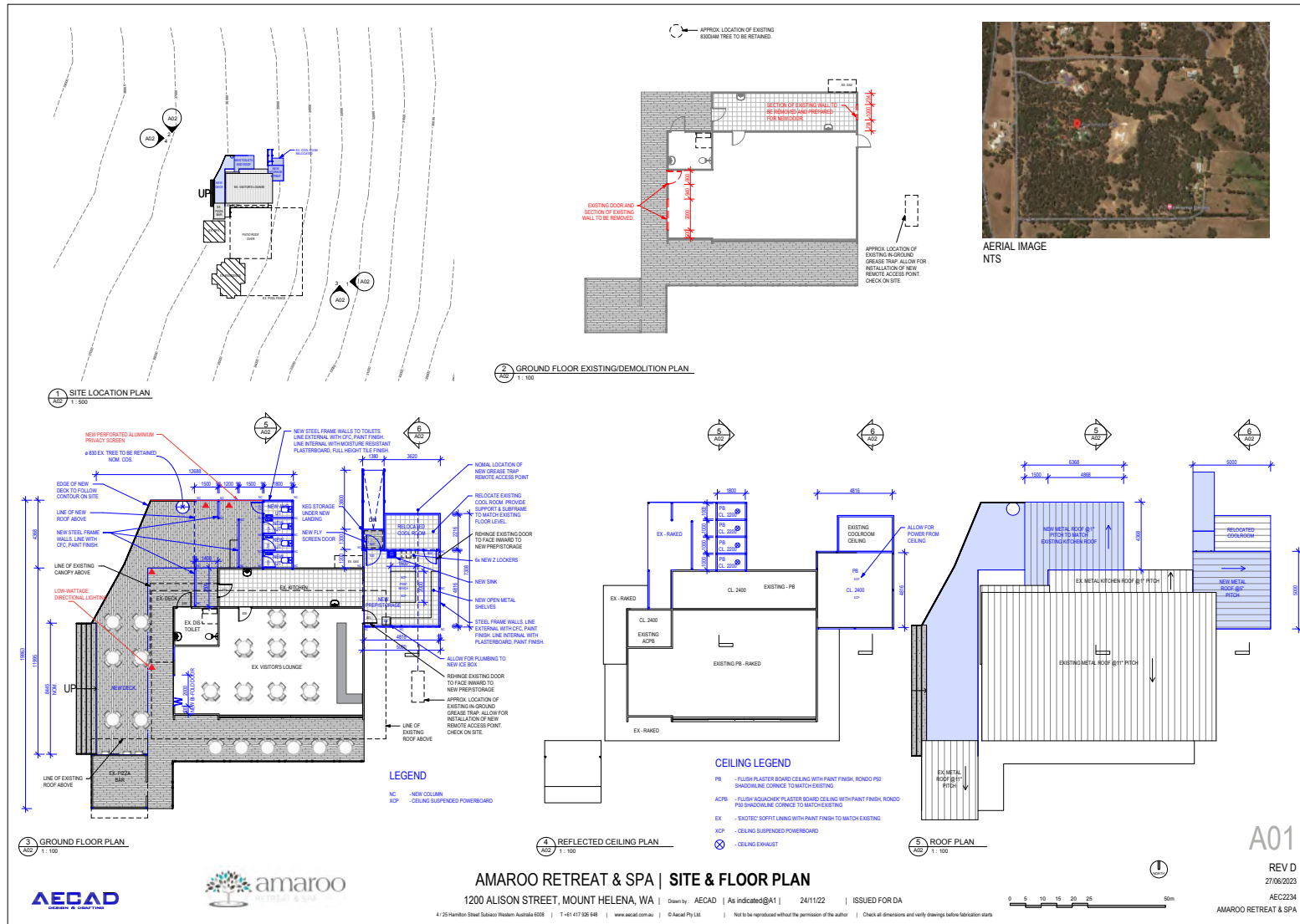
Amaroo Retreat & Spa is a lovely small business that enables us to further give back to the community. We employ several staff who, like us, love living in the Perth hills. We offer local employment in a family friendly and flexible work environment. In addition to offering employment, so far in 2023 we have gifted, donated, sponsored or supported the local community to the tune of \$8,000.00. We pride ourselves on giving.

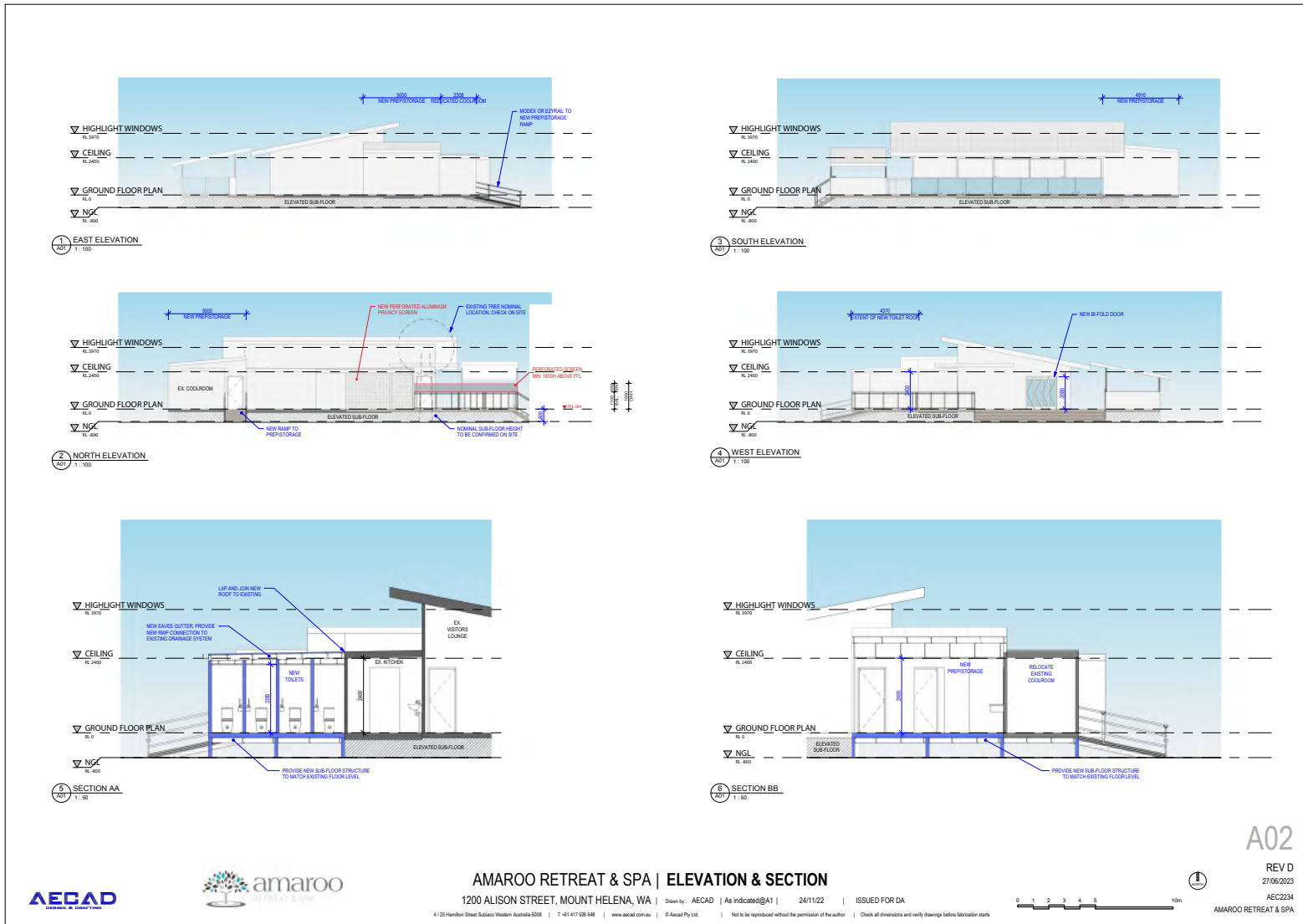
I am sure you are aware of the mantra we have for Amaroo Retreat & Spa as this is well advertised across social media – Relax, Rejuvenate, Reconnect:

- Amaroo is a place of Relaxation through its serenity in a quiet, calm, natural bush setting.
- Rejuvenation of guests through our encouragement of quiet reflection, use of day spa facilities and wellness focus.
- Reconnection – with yourself, your significant other, family member or friend.

The focus for our guests is on quiet, calm reflection in a serene environment. Where you will be listened to, catered for and made to feel like 'someone' with personalized attention. This is reiterated repeatedly in our marketing and suits the five star facilities. This is complimented by the tranquil, natural Australian bush setting, surrounded by visible and active wildlife.

This is, and remains, our vision for Amaroo Retreat & Spa. I would encourage you to reach out to me personally if you ever have any questions. I am more than happy to chat, meet, or introduce you to our piece of paradise. This is our forever home and we look forward to continuing to develop strong, meaningful connections in this wonderful community.





AMAROO RETREAT & SPA | ELEVATION & SECTION

1200 ALISON STREET, MOUNT HELENA, WA | Drawn by: AECAD | As indicated@A1 | 24/11/22 | ISSUED FOR DA

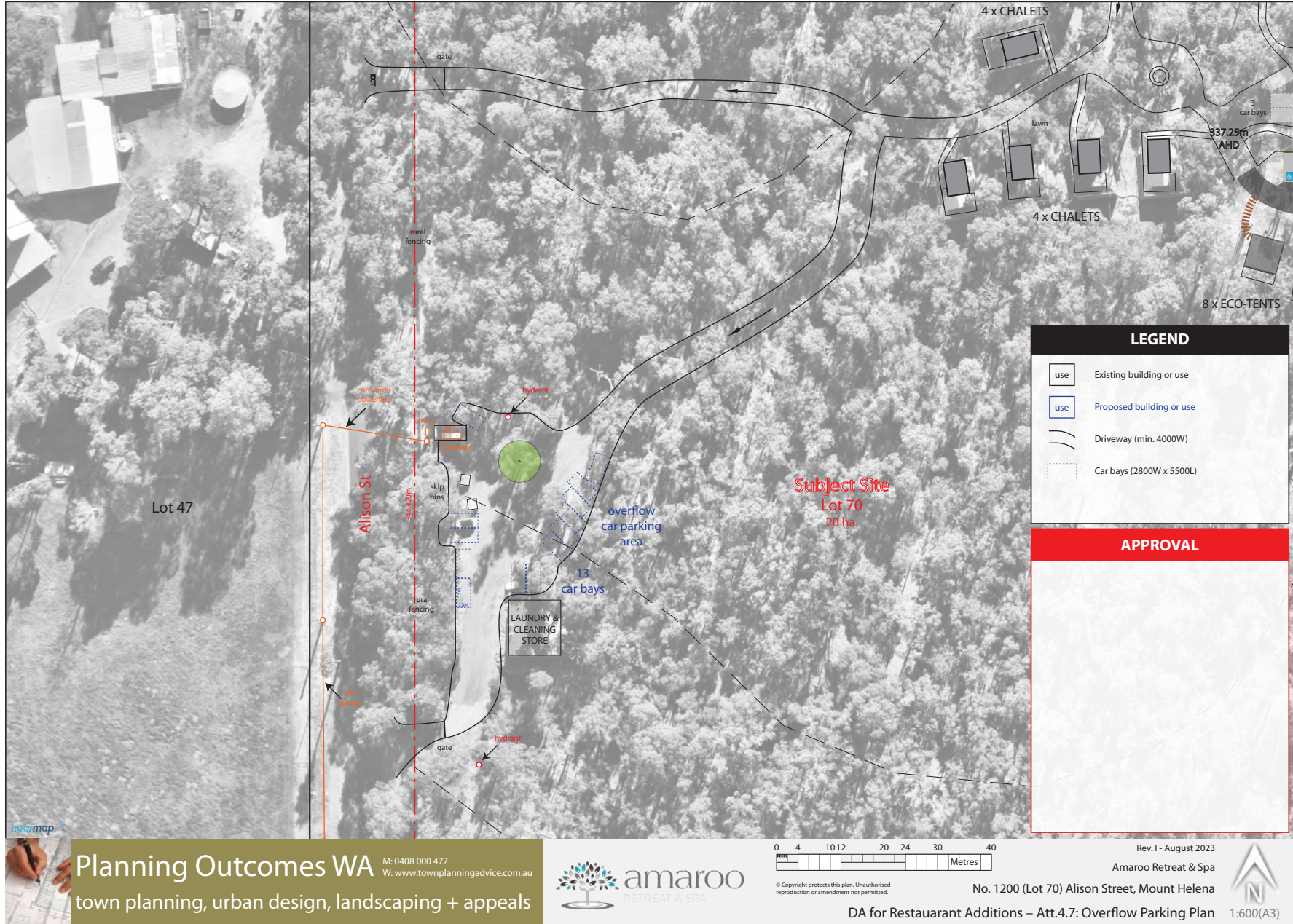
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AMAROO RETREAT & SPA

A02

REV D
 27/06/2023
 AEC2234



ACOUSTIC REPORT

FOR

AMAROO RETREAT

29 August 2023

AES-890064-R01-4-29082023

Acoustic Engineering Solutions
www.acousticengsolutions.com.au

Client: Dos Tauros Investments Pty Ltd
Project: Acoustic Report



DOCUMENT CONTROL

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Date: 29 August 2023

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Acoustic Engineering Solutions

ABN: 64 451 362 914

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Page II

Client: Dos Tauros Investments Pty Ltd
Project: Acoustic Report



EXECUTIVE SUMMARY

Amaroo Retreat proposes to increase its capacity from 60 to 85 and extend its outdoor dining area. Acoustic Engineering Solutions (AES) has been commissioned by Dos Tauros Investments Pty Ltd to update the acoustic report accordingly and assess if the proposed changes would comply with the Environmental Protection (Noise) Regulations 1997 (the Regulations).

The existing acoustic model is updated to reflect the proposed changes and the following five worst-case operational scenarios are modelled:

- Scenario 1: All items of the mechanical plant operate simultaneously with the kitchen activities. The indoor and outdoor speakers play low level music. Half of patrons are assumed to talk simultaneously.
- Scenario 2: Scenario 1 plus live music performance on the southern lawn area. This scenario is only for the day of Monday to Saturday excluding public holidays.
- Scenario 2A: Scenario 1 plus live music performance inside the restaurant building. This scenario is for the evening and for the day of Sunday and public holidays.
- Scenario 3: Scenario 1 plus a delivery truck at a car-parking bay. This scenario occurs in short periods for the day of Monday to Friday excluding public holidays.
- Scenario 4: A car door is closed at a car-park bay. It represents very short events.

Seven closest residences are selected for the detailed assessment of noise impacts. Noise levels are predicted for the default "worst-case" meteorological conditions. The predicted worst-case noise levels are adjusted to account for their dominant characteristics and then assessed against the criteria set by the Regulations. The compliance assessment concludes that full compliance is achieved for the expanded Amaroo Retreat.



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Client: Dos Tauros Investments Pty Ltd
Project: Acoustic Report



1.0 INTRODUCTION

Amaroo Retreat proposes to increase its capacity from 60 to 85 and extend its outdoor dining area. Acoustic Engineering Solutions (AES) has been commissioned by Dos Tauros Investments Pty Ltd (Dos Tauros Investments) to update the acoustic report accordingly and assess if the proposed changes would comply with the Environmental Protection (Noise) Regulations 1997 (the Regulations).

1.1 AMAROO RETREAT

Amaroo Retreat is located at 1200 Alison Street, Mt Helena. Figure 1 in APPENDIX A presents an aerial view of the subject site and surrounding area. The subject site is zoned as 'Rural' under the Metropolitan Region Scheme and surrounded by residential premises.

Figure 2 in APPENDIX A presents the site layout and Figure 3 is the project area plan. The site is located on the corner of Alison Street and Grigg Road within the suburb of Mount Helena. Amaroo Retreat is located on the north-western corner of the site (off Alison Street). Twelve car-parking bays are located to west of Amaroo Retreat including a disabled bay.

Figure 4 and Figure 5 in APPENDIX A present the floor plan and elevation views. The restaurant building is a single-storey building with an elevated floor, and has a kitchen, toilets, an indoor dining/bar area (see Figure 6) and two outdoor dining areas: an alfresco dining area (see Figure 7) and the west decking dining area. A cool room, preparation room and dry store are the new additions located to the east of kitchen.

Figure 7 in APPENDIX A shows the newly installed patio in the front (south) of alfresco outdoor dining area.

The restaurant building has a metal roof with Bradford Ploymax Acoustic batts R2.5 insulation. All external walls are 92mm metal stud CFC Cladding walls with R2.5 insulation. The windows are glazed with 12mm glasses. The door to the alfresco dining area is a 12mm glass sliding door while the other doors are 40mm timber doors.

A sound system operates ten directional speakers: six (6) on the ceiling of the indoor dining area and four (4) on the wall under the alfresco roof, to provide low level background music during the hours of service. No speakers are installed in the west decking dining area. Live music (solo performance) will be played under patio occasionally.

Amaroo Retreat services food and alcohol and has a maximum capacity of 85 patrons plus five staff. The service hours are from 8am to:

- 10pm on Sunday to Thursday; but
- 11pm for Friday and Saturday.

Cleanaway (a private waste collection service) is contracted to collect waste at the existing bin area, as shown in Figure 3 in APPENDIX A, in every 2nd Tuesday morning after 7am.

2.0 NOISE CRITERIA

Noise management in Western Australia is implemented through the Environmental Protection (Noise) Regulations 1997 (the Regulations). The Regulations set noise limits which are the highest noise levels that can be received at noise-sensitive (residential), commercial and industrial premises. These noise limits are defined as 'assigned noise levels' at receiver locations. Regulation 7 requires that "noise emitted from any premises or public place when received at other premises must not cause, or significantly contribute to, a level of noise which exceeds the assigned level in respect of noise received at premises of that kind".

Table 2-1 presents the assigned noise levels at various premises.

Table 2-1: Assigned noise levels in dB(A)

Type of Premises Receiving Noise	Time of Day	Assigned Noise Levels in dB(A) ¹		
		L _{A10}	L _{A1}	L _{Amax}
Noise sensitive premises: highly sensitive area	0700 to 1900 hours Monday to Saturday	45 + Influencing factor	55 + Influencing factor	65 + Influencing factor
	0900 to 1900 hours Sunday and public holidays	40 + Influencing factor	50 + Influencing factor	65 + Influencing factor
	1900 to 2200 hours all days	40 + Influencing factor	50 + Influencing factor	55 + Influencing factor
	2200 hours on any day to 0700 hours Monday to Saturday and 0900 hours Sunday and public holidays	35 + Influencing factor	45 + Influencing factor	55 + Influencing factor
Noise sensitive premises: any area other than highly sensitive area	All hours	60	75	80
Commercial premises	All hours	60	75	80
Industrial and utility premises other than those in the Kwinana Industrial Area	All hours	65	80	90

For highly noise sensitive premises, an "influencing factor" is incorporated into the assigned noise levels. The influencing factor depends on road classification and land use zonings within circles of 100 metres and 450 metres radius from the noise receiver locations.

¹Assigned level L_{A1} is the A-weighted noise level not to be exceeded for 1% of a delegated assessment period.
Assigned level L_{A10} is the A-weighted noise level not to be exceeded for 10% of a delegated assessment period.
Assigned level L_{Amax} is the A-weighted noise level not to be exceeded at any time.

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 Project: Acoustic Report



2.1 CORRECTIONS FOR CHARACTERISTICS OF NOISE

Regulation 7 requires that that "noise emitted from any premises or public place when received at other premises must be free of:

- (i) tonality;
- (ii) impulsiveness; and
- (iii) modulation.

when assessed under Regulation 9".

If the noise exhibits intrusive or dominant characteristics, i.e. if the noise is impulsive, tonal, or modulating, noise levels at noise-sensitive premises must be adjusted. Table 2-2 presents the adjustments incurred for noise exhibiting dominant characteristics. That is, if the noise is assessed as having tonal, modulating or impulsive characteristics, the measured or predicted noise levels have to be adjusted by the amounts given in Table 2-2. Then the adjusted noise levels must comply with the assigned noise levels. Regulation 9 sets out objective tests to assess whether the noise is taken to be free of these characteristics.

Table 2-2: Adjustments for dominant noise characteristics

Adjustment where noise emission is not music. These adjustments are cumulative to a maximum of 15 dB.			Adjustment where noise emission is music	
Where tonality is present	Where Modulation is present	Where Impulsiveness is present	Where Impulsiveness is not present	Where Impulsiveness is present
+5 dB	+5 dB	+10 dB	+10 dB	+15 dB

2.2 VEHICLE NOISE

Regulation 3(a) states that *nothing in these regulations applies to the following noise emissions —*

- (a) *Noise emissions from the propulsion and braking systems of motor vehicles operating on a road.*

If it is open to public, a car park is considered to be a road and therefore vehicle noise (propulsion and braking) is not strictly assessed. However, noise from car door shutting still requires assessment, as this does not form part of the propulsion or braking systems.

Client: Dos Tauros Investments Pty Ltd
Project: Acoustic Report



2.3 WASTE COLLECTION

Regulation 14A provides requirements for waste collection and car park cleaning. Such activities can be exempt from Regulation 7 provided they are undertaken in accordance with regulation 14A(2) as follows:

- the works are carried out between:
 - 0700 hours and 1900 hours on any day that is not a Sunday or a public holiday; or
 - 0900 hours and 1900 hours on a Sunday or public holiday.
- the works are carried out in the quietest reasonable and practicable manner; and
- the equipment used to carry out the works is the quietest reasonably available.

If they are carried out outside the above specified hours, the works should be carried out in accordance with a noise management plan, excluding any ancillary measure, approved in writing by the local government authority CEO.

2.4 INFLUENCING FACTOR

Influencing factors vary from residence to residence depending on the surrounding land use. Traffic flows on roads in the vicinity of the subject site are insufficient for any of the roads to be classified as either the major or the secondary roads and therefore no transport factors apply.

Amaroo Retreat is located in a rural area, and its closest noise sensitive premises are the residences. Neither industrial nor commercial premises are present in the vicinity (within 450m in radius) of the closest residences. Therefore, the influencing factors for the closest residential premises are zeros.

Client: Dos Tauros Investments Pty Ltd
Project: Acoustic Report



3.0 NOISE MODELLING

3.1 METHODOLOGY

An acoustic model is developed using SoundPlan v8.0 program, and the CONCAWE^{2,3} prediction algorithms are selected for this study. The acoustic model is used to predict noise levels at the selected receiver locations and generate noise level contours for the area surrounding the subject site.

The acoustic model does not include noise emissions from any sources other than from Amaroo Retreat. Therefore, noise emissions from neighbouring premises, aircraft, road traffic, animals, birds, etc are excluded from the modelling.

3.2 INPUT DATA

3.2.1 Topography

Topographical data were provided by Dos Tauros Investments and digitised to the acoustic model. Amaroo Retreat and its surrounding area are located within rural area. Therefore, an absorptive ground is assumed.

The existing buildings including the restaurant building on the subject site are digitised to the acoustic model. The residential buildings and sheds on the surrounding area are not considered.

3.2.2 Noise Sensitive Premises

Seven neighbouring residential premises are selected for the detailed assessment of noise impacts, as shown in Figure 1 in APPENDIX A. All of them are the ground receivers (1.5m above the ground).

3.2.3 Source Noise Levels

Table 3-1 presents the source sound power levels. The overall level of a music speaker was determined from the assumption of 60 dB(A) at 1 metre. The overall noise levels of mechanical plant were provided by Dos Tauros Investments. The spectrum shapes were obtained from the AES database for similar equipment. The sound power levels of a patron conversation and a solo performance were measured for the other AES projects. During the measurements, the soloist played a guitar and sang a song in a garden with two directional speakers. The sound power level of car door closing is presented in L_{Amax} level.

² CONCAWE (Conservation of Clean Air and Water in Europe) was established in 1963 by a group of oil companies to carry out research on environmental issues relevant to the oil industry.

³ The propagation of noise from petroleum and petrochemical complexes to neighbouring communities, CONCAWE Report 4/81, 1981.

Table 3-1: Sound power levels

Name	Octave Frequency Band Sound Power Levels in dB(A)								Overall dB(A)
	63 Hz	125 Hz	250 Hz	500 Hz	1kHz	2kHz	4kHz	8kHz	
Kitchen Extraction Fan	48	62	71	69	66	69	63	53	76
Toilet Exhaust Fan	42	51	53	58	51	54	53	47	62
Reverse Cycle Air-Conditioner	34	51	60	61	63	60	56	51	68
Cool-room Compressor	35	52	61	62	63	61	57	52	71
Truck Refrigeration Unit	56	70	77	80	84	81	75	69	88
Patron Conversation	45	53	62	61	54	54	53	48	66
Music Speaker	49	56	56	60	63	61	59	53	68
Solo Performance	63	79	87	94	94	92	86	71	99
Car Door Shutting L _{AMAX}	72	80	82	81	81	78	72	68	88

Table 3-2 presents the noise level, which was measured over 5 minutes inside a busy restaurant kitchen for another AES project. The measured kitchen noise includes the contributions from exhaust hoods, cooking and boiling, (food order) conversations, vegetable cutting, fridge door opening and closing, an operating dishwasher, and associated activities.

Table 3-2: Noise levels inside the kitchen

Name	Octave Frequency Band Noise Levels in dB(A)								Overall dB(A)
	63 Hz	125 Hz	250 Hz	500 Hz	1kHz	2kHz	4kHz	8kHz	
Kitchen	40	54	67	73	76	80	75	68	83

3.3 METEOROLOGY

SoundPlan calculates noise levels for defined meteorological conditions. In particular, temperature, relative humidity, wind speed and direction data are required as input to the

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model. For this study the default “worst-case” meteorological conditions⁴ are assumed, as shown in Table 3-3. Since evening and night have the same worst-case meteorological conditions, only the night-time noise levels are modelled.

Table 3-3: Worst-case meteorological conditions.

Time of day	Temperature Celsius	Relative Humidity	Wind speed	Pasquill Stability Category
Day (0700 --- 1900)	20 Celsius	50%	4 m/s	E
Evening (1900 --- 2200)	15 Celsius	50%	3 m/s	F
Night (2200 --- 0700)	15 Celsius	50%	3 m/s	F

3.4 NOISE MODELLING SCENARIOS

Dos Tauros Investments advised:

- Amaroo Retreat has a maximum capacity of 85 patrons.
- Amaroo Retreat operates from 8am to:
 - 10pm on Sunday to Thursday; but
 - 11pm for Friday and Saturday.
- Six speakers are installed on the ceiling of indoor dining area and four speakers are installed on the wall under the alfresco roof. All speakers are directional speakers.
- No speakers are installed in the west decking (outdoor) dining area.
- Low level background music will play during opening hours.
- Live music (Solo performance) will play occasionally:
 - On the south lawn area under patio, as shown in Figure 3 and Figure 7 in APPENDIX A, during the day of Monday to Saturday; or
 - Inside the restaurant building (indoor dining area) during the evening or for the day of Sunday and public holidays.
- No live music will play during the night:
 - Between 8am and 9am on Sunday and public holidays; and
 - After 10pm at any day.
- The kitchen exhaust fan will be located above the kitchen roof.
- The cool-room compressor condenser sits on the roof.
- The 5 toilet vents will be installed on the toilet ceiling with roof cowls.
- No noisy equipment operates in the preparation room and dry store.
- A Panasonic reverse cycle split air-conditioning system will be installed and its condenser sits on the ground close to the east wall of restaurant building.

⁴ Guideline: Assessment of Environmental Noise Emissions, Draft for Consultation, May 2021.

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- The sliding door to the alfresco dining area and the west double entrance doors to the west decking area are open during the service hours.
- The external Kitchen door will be generally open during the opening hours.
- Deliveries happen on Monday to Friday between 9am to 5pm.
- No shouting and swearing are allowed in Amaroo Retreat.

Five worst-case operational scenarios are modelled as followings:

Scenario 1: All items of the mechanical plant operate simultaneously with the kitchen activities. The indoor and outdoor speakers play low level music. Half of the patrons are assumed to talk simultaneously (42 conversations: 15 indoor conversations and 27 outdoor conversations (15 conversations in the alfresco outdoor dining area and 12 in the west decking dining area)).

Scenario 2: Scenario 1 plus live music performance on the southern lawn under patio close to the restaurant building, as shown in Figure 3 and Figure 7 in APPENDIX A. The two live music speakers are not connected to the restaurant PA system and are assumed to be 1.5m above the ground. This scenario occurs only for the day of Monday and Saturday.

Scenario 2A: Scenario 1 plus live music performance inside the restaurant building (indoor dining area). No indoor amplified music plays. The two solo speakers are assumed to be 1.5m above the floor. This scenario occurs for the evening or for the day of Sunday and public holidays.

Scenario 3: Scenario 1 plus a delivery truck at a parking bay. It is assumed that the delivery truck engine is switched off during its unloading but its refrigeration unit is operating. This scenario occurs in short periods (much less than 10% of time is expected at any 4-hour interval) during the day only of Monday to Friday excluding public holidays.

Scenario 4: A car door is at a car-park bay. It represents very short events.

All items of the mechanical plant are modelled as point sources. The kitchen exhaust outlet and coolroom compressor condenser are assumed to be 0.4m above the roof while the air-conditioner condenser is 0.8m above the ground. For scenario 1, the overall music level of each of the 10 speakers is assumed of 60 dB(A) at 1m.

Scenarios 1 to 3 (including scenario 2a) assume the following doors are open:

- The sliding door to the alfresco dining area;
- The west double entrance doors to the west decking area; and
- The external kitchen door.

The car-door closing is modelled as a point source. The barrier effect of car bodies is not considered in the model and the predicted noise levels in scenario 4 will be higher than the actual levels at the car body shadow areas.

4.0 MODELLING RESULTS

4.1 POINT MODELLING RESULTS

Table 4-1 presents the predicted worst-case A-weighted overall noise levels. For scenario 4, the predicted noise levels are in $L_{A_{Max}}$ level. It shows that the predicted day and night-time noises are at very similar levels at each of the selected receivers for scenarios 1, 2A and 4.

Table 4-1: Predicted worst-case noise levels in dB(A).

Receivers	Scenario 1		Scenario 2	Scenario 2A		Scenario 3	Scenario 4	
	Day	Night	Day	Day	Evening	Day	Day	Night
R1	17.1	17.0	33.1	25.5	25.5	18.0	22.1	22.1
R2	13.0	13.0	34.7	14.8	14.8	23.2	23.6	23.6
R3	29.8	29.8	31.9	30.2	30.2	37.9	38.5	38.5
R4	11.4	11.4	31.1	12.5	12.5	13.0	16.3	16.4
R5	10.9	10.9	13.5	11.4	11.4	20.2	17.2	17.3
R6	1.1	1.1	4.8	0.7	0.7	12.6	5.5	5.5
R7	19.1	19.2	21.2	20.5	20.6	29.1	22.9	22.9

The noise sources in scenario 1 can be classified into three contributions: patron conversations, amplified music and mechanical plant. Table 4-2 presents the predicted noise contributions. The predicted music levels are below 13 dB(A), much below ambient noise levels and will be inaudible.

Table 4-2: Predicted noise contributions in dB(A).

Receivers	Predicted Noise Contributions for Scenario 1		
	Conversations	Music	Mechanical
R1	14.0	12.2	9.7
R2	8.6	0	10.7

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Receivers	Predicted Noise Contributions for Scenario 1		
	Conversations	Music	Mechanical
R3	25.9	12.8	27.3
R4	3.3	0	10.3
R5	8.1	0	6.9
R6	0	0	0
R7	15.3	7.5	16.2

4.2 NOISE CONTOURS

Figure 8 to Figure 12 in APPENDIX B present the worst-case noise level contours at 1.5m above the ground. These noise contours represent the worst-case noise propagation envelopes, i.e., worst-case propagation in all directions simultaneously. Since the predicted day and night-time worst-case noise levels are at very similar levels, the noise contours in Figure 8, Figure 10 and Figure 12 represent day, evening and night-time noise emissions from Amaroo Retreat.

Figure 12 presents the noise level L_{AMax} contours. It indicates that for scenario 4 the 45 dB(A) L_{AMax} contour is kept within the subject site, and the noise level L_{AMax} received at any of the neighbouring premises is less than 45 dB(A).

5.0 COMPLIANCE ASSESSMENT

5.1 WASTE COLLECTION

Dos Tauros Investments advised that the waste is collected by a private service in every second Tuesday morning after 7am.

Noise generated from the waste collection during those time periods is exempted from Regulation 7. No noise compliance assessment is required for the waste collection.

5.2 TONALITY ADJUSTMENT

According to Table 2-2, the predicted noise levels shown in Table 4-1 should be adjusted by:

- 5 dB if the noise received exhibits tonality; or
- 10 dB if the noise received is music; or
- 10 dB if the noise received exhibits impulsiveness.

Table 4-2 shows that for scenario 1 the predicted music levels are below 13 dB(A) (much lower than background levels) and will be inaudible. At R3 the mechanical plant is the dominant noise source. Therefore, a 5dB adjustment applies to the predicted noise level at R3. No tonality adjustment is required to the predicted noise levels at the other receivers.

For scenarios 2 and 2A, music is the most dominant source. Therefore, a 10dB adjustment should apply to the predicted noise levels at all of the receivers except for the noise level under 10 dB(A), which should be inaudible.

For scenario 3, the most dominant noise source is the refrigeration unit of a delivery truck. Therefore, a 5dB adjustment should apply to the predicted noise levels at all of the receivers.

Scenario 4 considers the car-door closing noise only. The car-door closing noise may exhibit impulsiveness and then a 10dB adjustment applies to the predicted noise levels at all of the receivers except for the noise level under 10 dB(A), which should be inaudible.

The assigned noise levels in Table 2-1 are given in integer numbers. To assess against with the assigned noise levels, the adjusted noise levels should also be rounded to integer numbers. Table 5-1 presents the adjusted worst-case A-weighted noise levels. The adjusted noise levels are expressed in ***Bold Italic***.

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Table 5-1: Adjusted worst-case noise levels in dB(A).

Receivers	Scenario 1		Scenario 2	Scenario 2A		Scenario 3	Scenario 4	
	Day	Night	Day	Day	Evening	Day	Day	Night
R1	17	17	43	36	36	23	32	32
R2	13	13	45	25	25	28	34	34
R3	35	35	42	40	40	43	49	49
R4	11	11	41	23	23	18	26	26
R5	11	11	24	21	21	25	27	27
R6	1	1	5	1	1	18	6	6
R7	19	19	31	31	31	34	33	33

5.3 COMPLIANCE ASSESSMENT

Scenarios 1, 2 and 2A generate continuous noise emissions, and then their noise emissions should be assessed against the assigned noise levels L_{A10} . Delivery trucks visit the site in short periods on Monday to Friday, therefore, scenario 3 should be assessed against the assigned noise levels L_{A1} . Car door closing is a very short event. The noise from a car door closing is predicted in L_{Amax} level and the assigned noise levels L_{Amax} apply for scenario 4.

5.3.1 Day-time Operations

Table 5-2 presents the day-time compliance assessment for Monday to Saturday. It is shown that all of the adjusted noise levels do not exceed the day-time assigned noise levels. This demonstrates that compliance is achieved for the day-time operations of Amaroo Retreat on Monday to Saturday.

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Table 5-2: Day-time compliance assessment for Monday to Saturday.

Receivers	Assigned Levels L _{A10} in dB(A)	Adjusted Noise Levels in dB(A)		Assigned Levels L _{A1} in dB(A)	Adjusted dB(A)	Assigned Levels L _{Amax} in dB(A)	L _{Amax} in dB(A)
		Scenario 1	Scenario 2				
R1	45	17	43	55	23	65	32
R2	45	13	45	55	28	65	34
R3	45	35	42	55	43	65	49
R4	45	11	41	55	18	65	26
R5	45	11	24	55	25	65	27
R6	45	1	5	55	18	65	6
R7	45	19	31	55	34	65	33

5.3.2 Evening and Sunday Operations

As indicated in section 3.4, delivery will not happen on Sunday and public holidays and also during the evening and the night. Therefore, the assessment for scenario 3 is not required for the evening and for the day of Sunday and public holidays.

Table 5-3 presents the evening-time compliance assessment. It is shown that all of the adjusted noise levels do not exceed the evening-time assigned noise levels. This indicates that compliance is achieved for the evening-time operations of Amaroo Retreat.

Table 5-3: Evening-time compliance assessment.

Receivers	Assigned Levels L _{A10} in dB(A)	Adjusted Levels in dB(A)		Assigned Levels L _{Amax} in dB(A)	L _{Amax} in dB(A)
		Scenario 1	Scenario 2A		
R1	40	17	36	55	32
R2	40	13	25	55	34

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Receivers	Assigned Levels L_{A10} in dB(A)	Adjusted Levels in dB(A)		Assigned Levels L_{Amax} in dB(A)	L_{Amax} in dB(A)
		Scenario 1	Scenario 2A		Scenario 4
R3	40	35	40	55	49
R4	40	11	23	55	26
R5	40	11	21	55	27
R6	40	1	1	55	6
R7	40	19	31	55	33

Table 5-4 presents the day-time compliance assessment for Sunday and public holidays. It is shown that all of the adjusted noise levels do not exceed the day-time assigned noise levels. This indicates that compliance is achieved for the day-time operations on Sunday and public holidays.

Table 5-4: Sunday compliance assessment.

Receivers	Assigned Levels L_{A10} in dB(A)	Adjusted Levels in dB(A)		Assigned Levels L_{Amax} in dB(A)	L_{Amax} in dB(A)
		Scenario 1	Scenario 2A		Scenario 4
R1	40	17	36	65	32
R2	40	13	25	65	34
R3	40	35	40	65	49
R4	40	11	23	65	26
R5	40	11	21	65	27
R6	40	1	1	65	6
R7	40	19	31	65	33

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5.3.3 Night-time Operations

Table 5-5 presents the night-time compliance assessment. It is shown that all of the adjusted noise levels are lower than the night-time assigned noise levels. This indicates that compliance is achieved for the night-time operations of Amaroo Retreat.

Table 5-5: Night-time compliance assessment.

Receivers	Assigned Levels L_{A10} in dB(A)	Adjusted Levels in dB(A)	Assigned Levels L_{Amax} in dB(A)	L_{Amax} in dB(A)
		Scenario 1		Scenario 4
R1	35	17	55	32
R2	35	13	55	34
R3	35	35	55	49
R4	35	11	55	26
R5	35	11	55	27
R6	35	1	55	6
R7	35	19	55	33

The above assessments conclude that full compliance is achieved for the expanded Amaroo Retreat.

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APPENDIX A AERIAL VIEW

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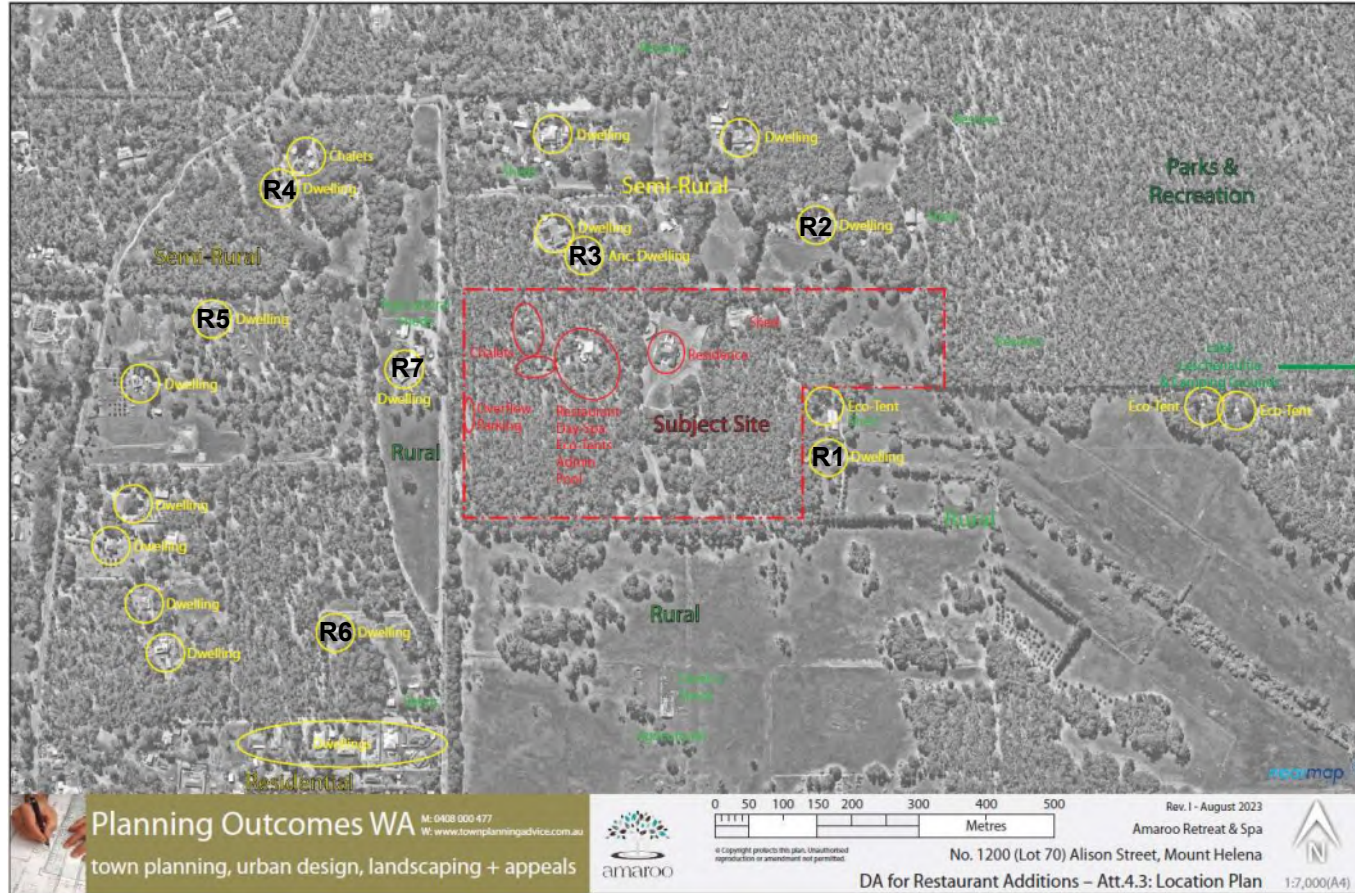


Figure 1: Aerial view of Amaroo Retreat and surrounding area.

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Figure 2: Site layout.

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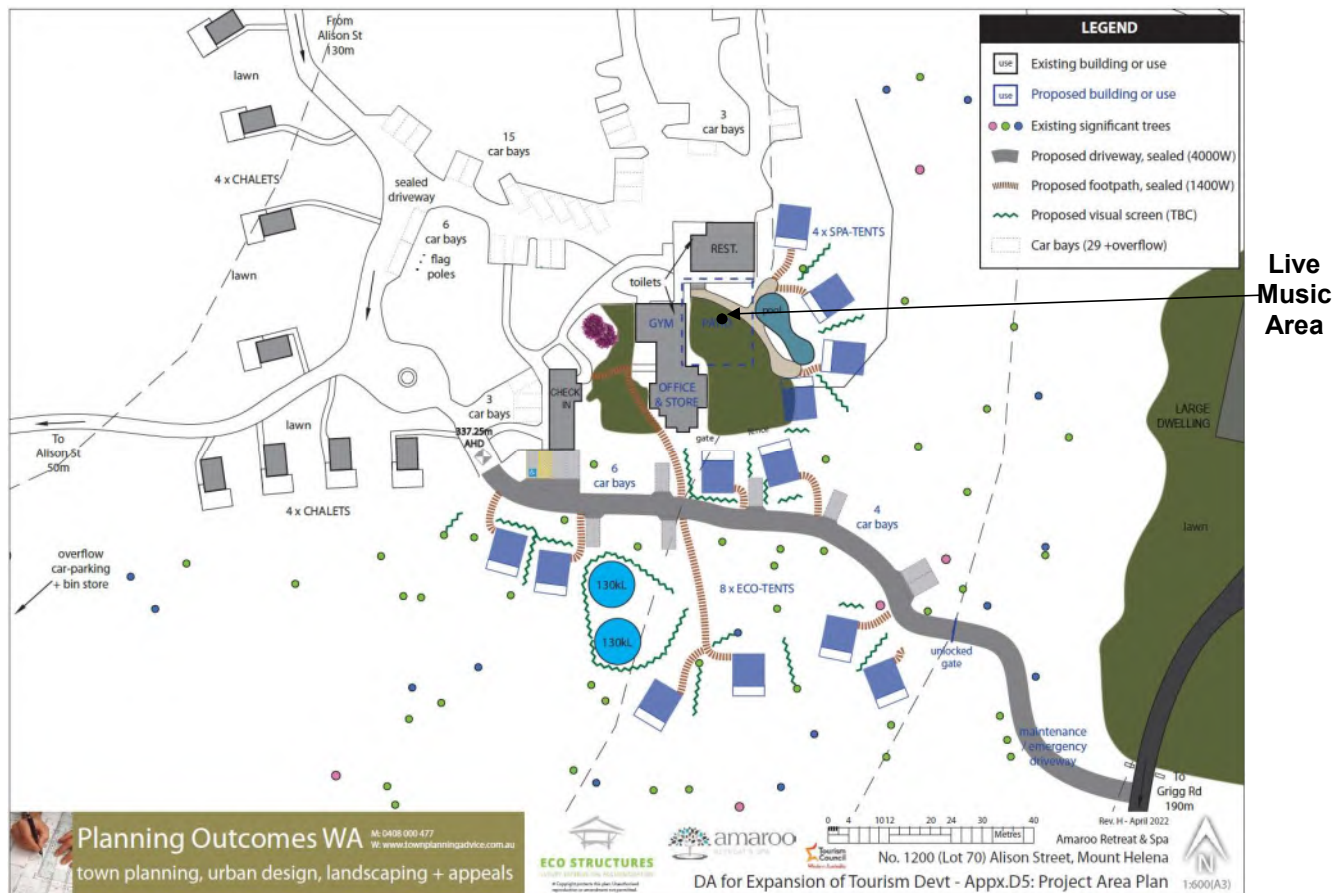


Figure 3: Project area plan.

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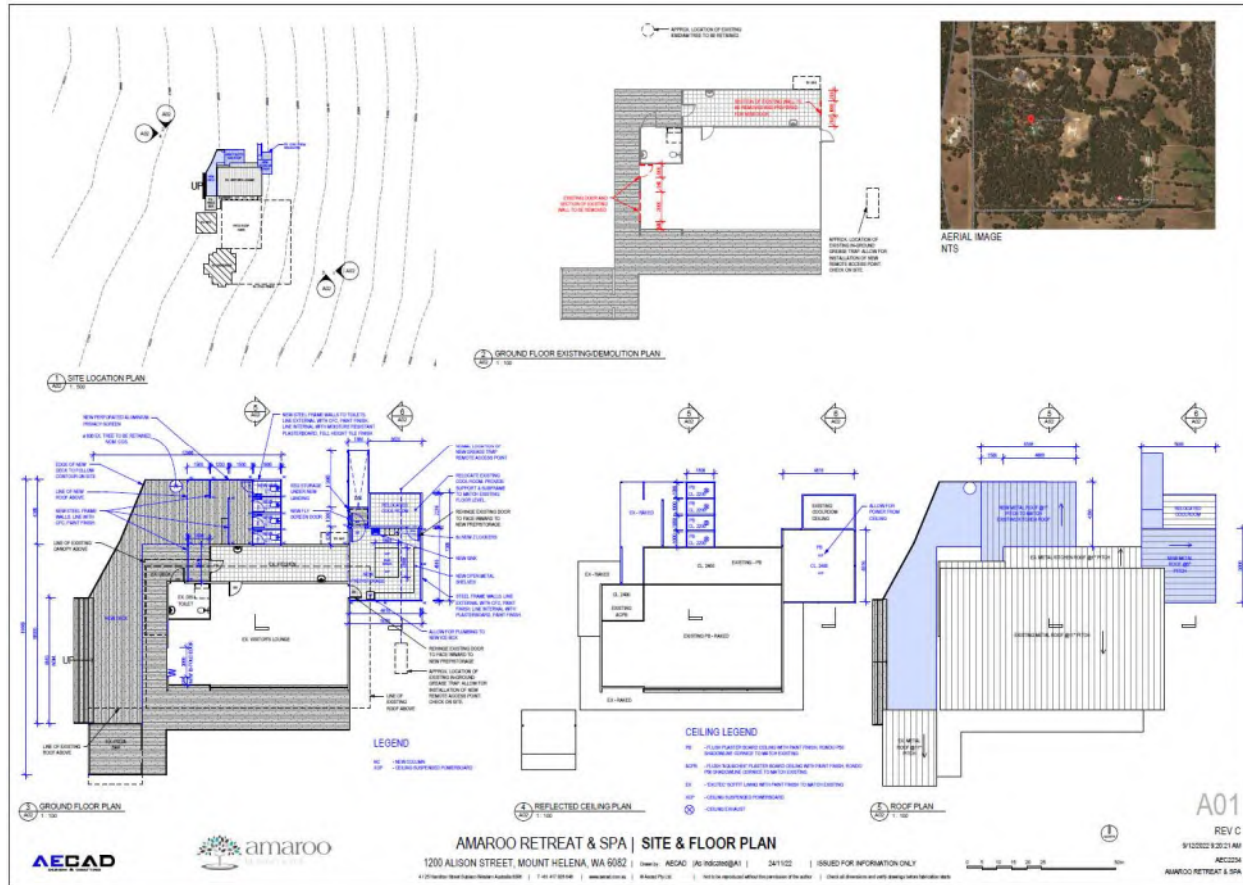


Figure 4: Floor plan.

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Figure 6: Photo of the bar.

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Figure 7: Photo of the restaurant building and patio.

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APPENDIX B NOISE CONTOURS

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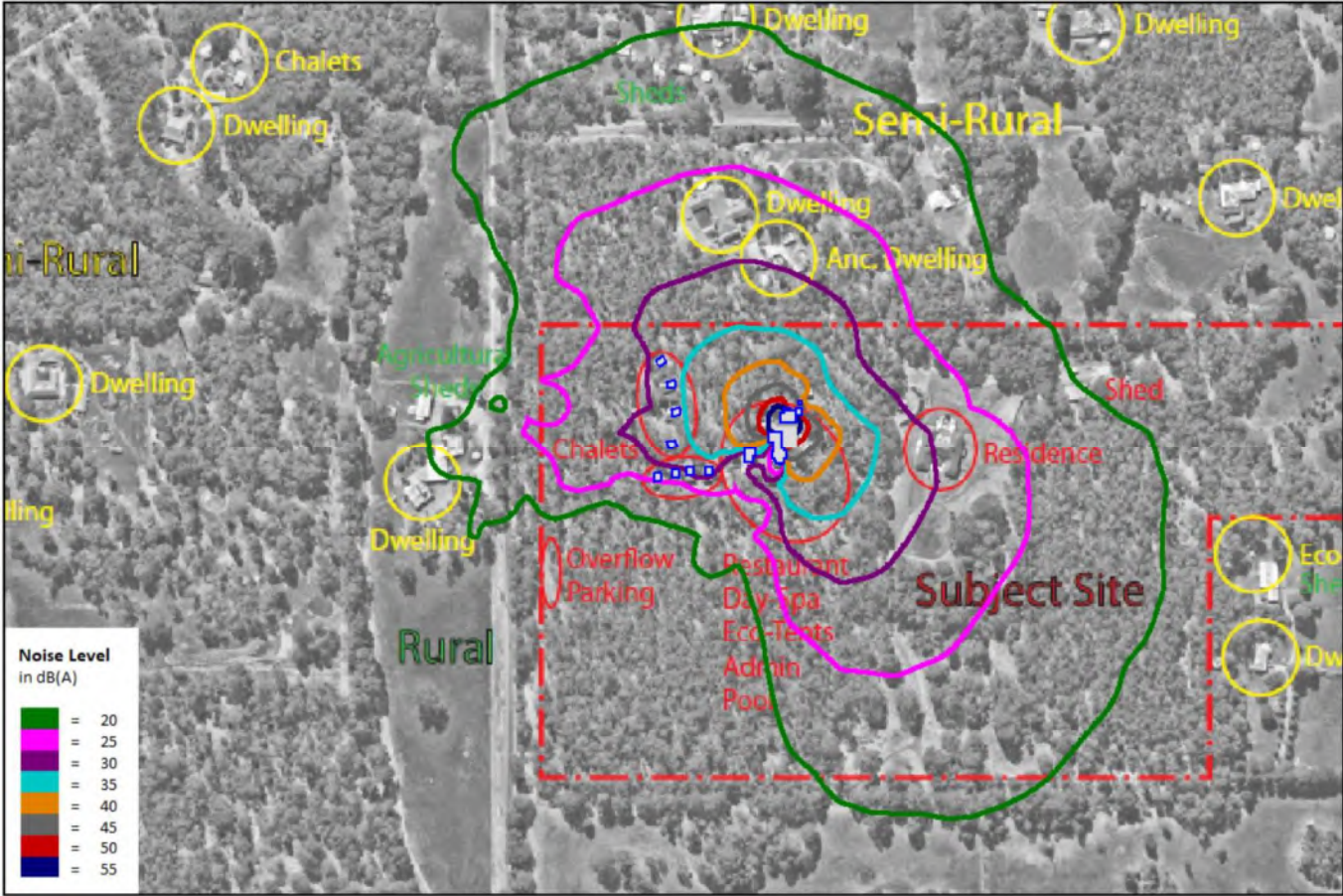


Figure 8: Worst-case noise level contours for scenario 1.

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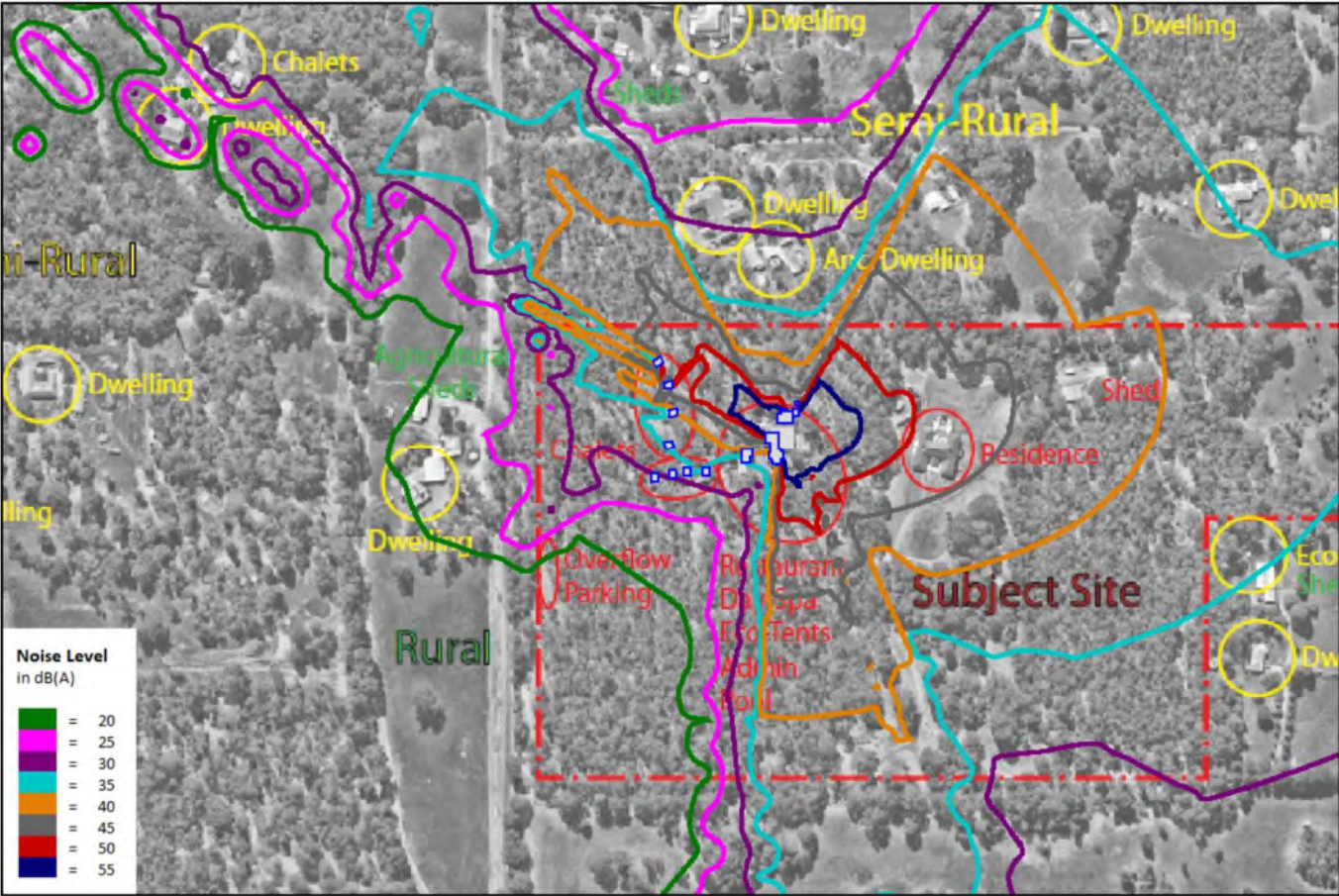


Figure 9: Worst-case noise level contours for scenario 2.

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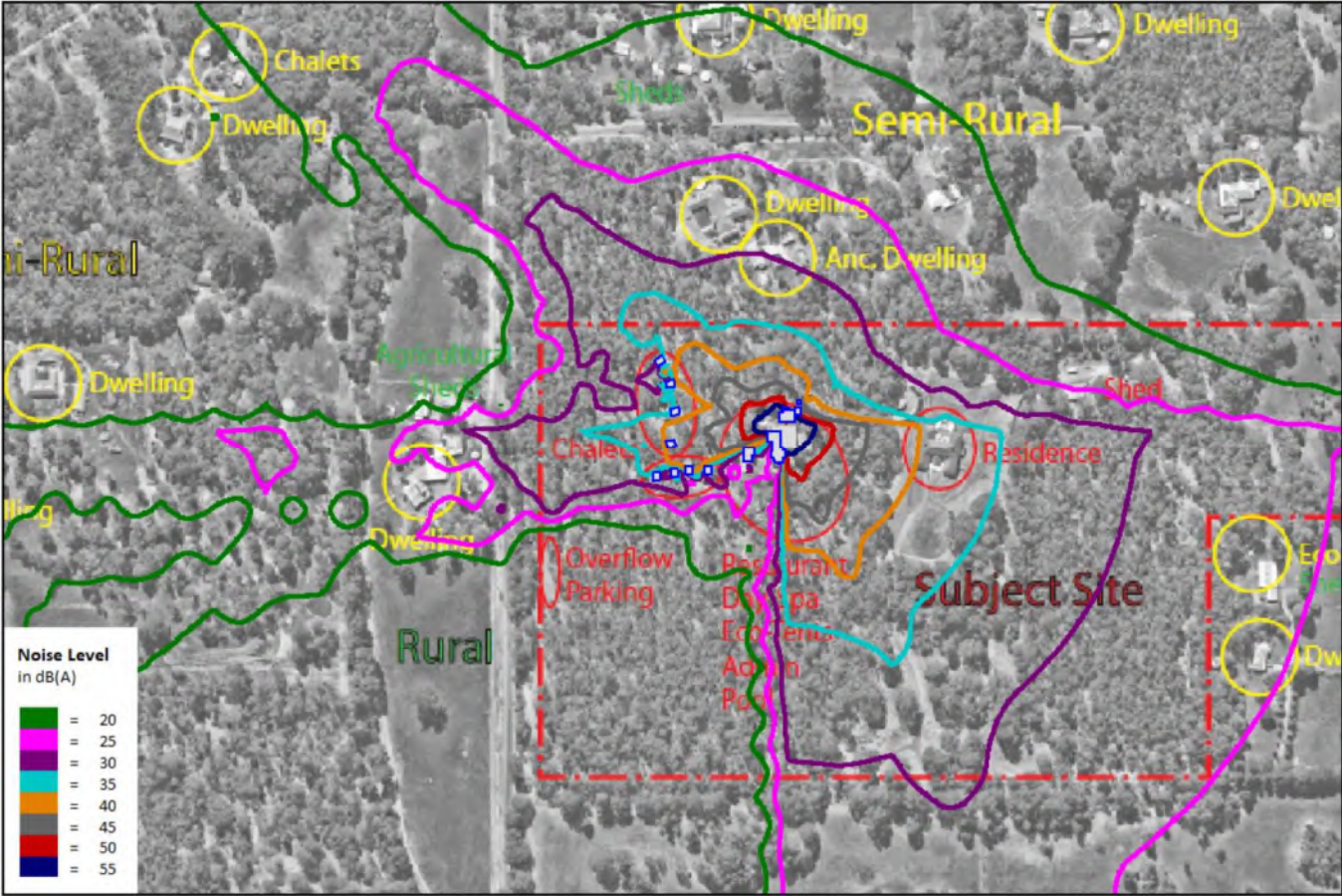


Figure 10: Worst-case noise level contours for scenario 2A.

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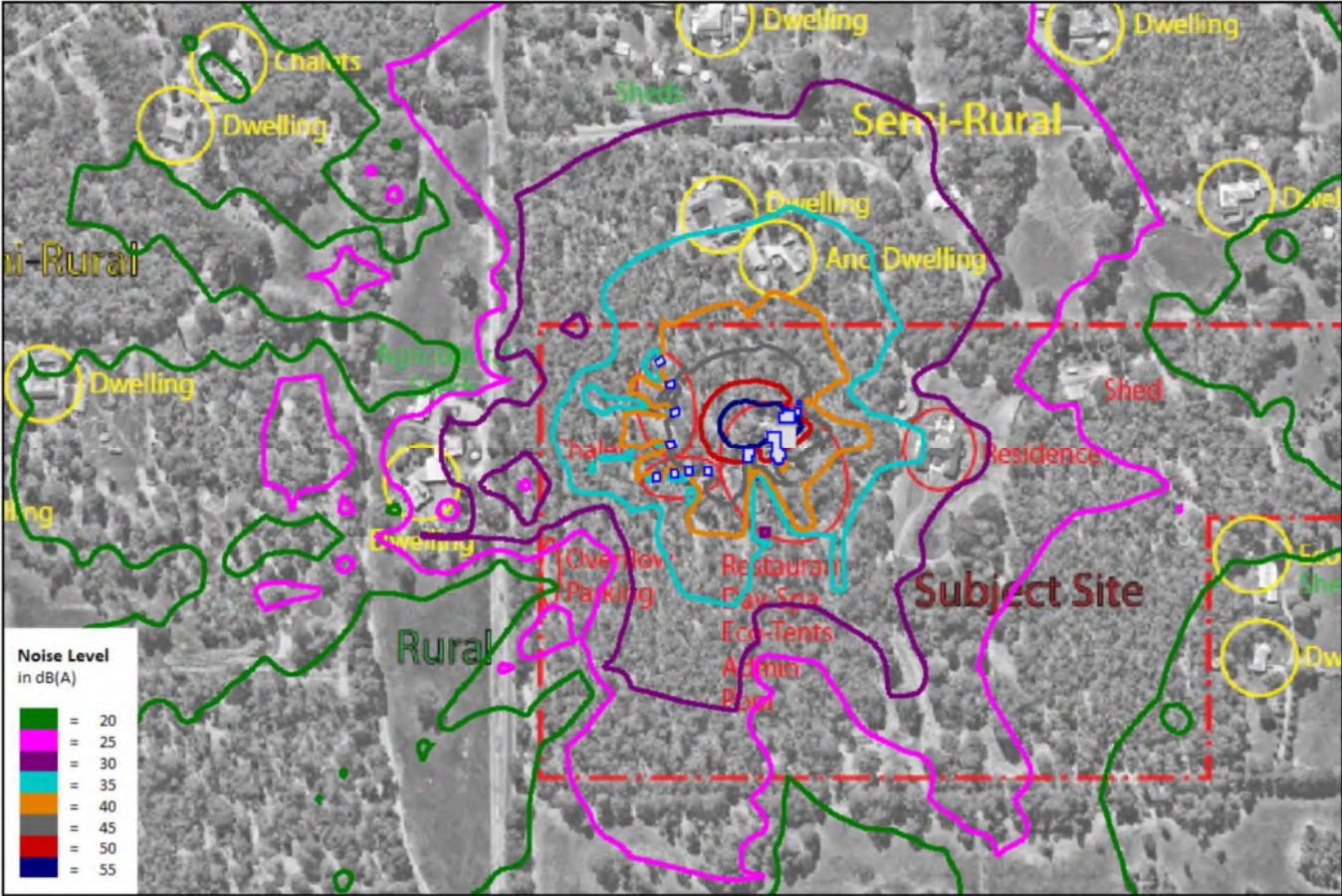


Figure 11: Worst-case noise level contours for scenario 3.

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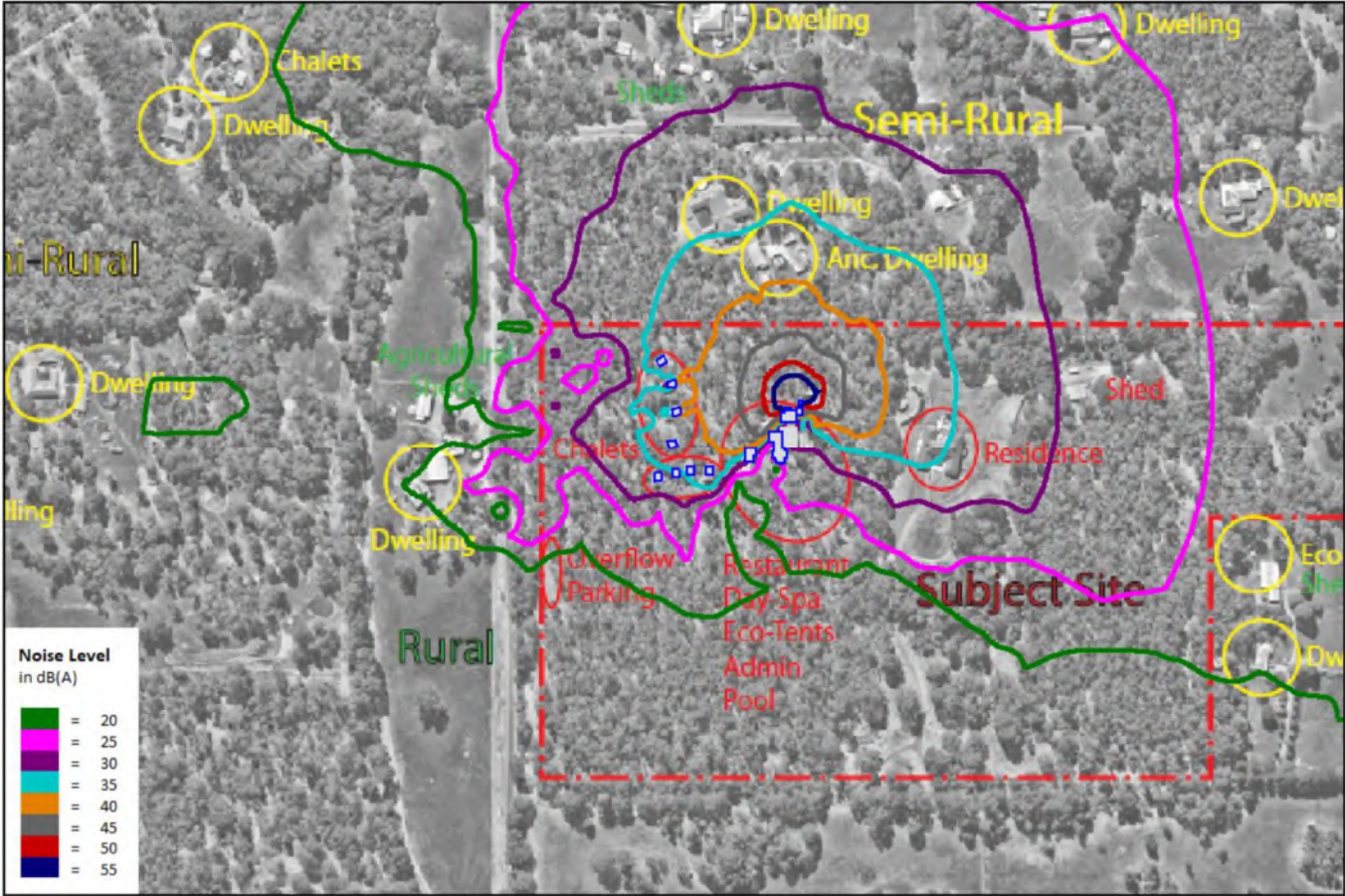


Figure 12: Worst-case noise level contours for scenario 4.

NOISE MANAGEMENT PLAN

FOR

AMAROO RETREAT & SPA

29 August 2023

AES-890140-R01-3-29082023

Acoustic Engineering Solutions
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DOCUMENT CONTROL

Noise Management Plan

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Page II

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1.0 INTRODUCTION

Amaroo Retreat & Spa (ARS) operates at 1200 Alison Street, Mt Helena. It offers the services of accommodation, day spa, restaurant and lounge bar.

Amaroo Retreat proposes to increase its capacity from 60 to 85 and include the west decking area as one of the two outdoor dining areas. An environmental noise assessment¹ demonstrates that the extended restaurant operations achieve full compliance with the Environmental Protection (Noise) Regulations 1997 (the Regulations).

The Shire of Mundaring requires a noise management plan (NMP) prepared to ensure the ARS operations achieve full compliance with the Regulations. Acoustic Engineering Solutions (AES) has been commissioned by Dos Tauros Investments Pty Ltd to prepare the NMP.

1.1 PURPOSE AND OBJECTIVES

This NMP has been developed to:

- Manage and minimise the ARS noise emissions;
- Maintain compliance with the Regulations;
- Provide a protocol for noise monitoring; and
- Outline complaint management procedure.

1.2 ROLE AND RESPONSIBILITY

The ARS Manager has the overall responsibility for this NMP implementation, and provides the necessary resources as required. The ARS Manager is responsible for disseminating NMP information to all employees, ensuring them to:

- Understand and meet the requirements of this NMP; and
- Be inducted and aware of their responsibilities and obligations.

And also responsible for:

- Responding to adverse site noise emissions, and adjusting works/activities as appropriate to minimise impacts on the neighbouring properties;
- Undertaking and assessing data from inspections, monitoring and reporting; and
- Liaising with relevant authorities as necessary.

All ARS employees are responsible for following mitigation measures, reporting noise hazards, and informing the ARS Manager of any noise management issues.

¹ Acoustic Report for Amaro Retreat, Report NO: AES-890064-R01-4-29082023, 29 August 2023.

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2.0 LEGISLATION AND REGULATIONS

2.1 RELEVANT LEGISLATION

Environmental noise management in Western Australia is implemented through:

- Environmental Protection Act 1986 (the Act); and
- Environmental Protection (Noise) Regulations 1997 (Regulations).

2.1.1 Noise Criteria

Regulation 8 sets the noise limits, which are the highest noise levels that can be received at noise-sensitive (residential), commercial and industrial premises. These noise limits are defined as 'assigned levels'.

Regulation 7 requires that "noise emitted from any premises or public place when received at other premises must not cause, or significantly contribute to, a level of noise which exceeds the assigned level in respect of noise received at premises of that kind".

2.1.2 Corrections for Characteristics of Noise

Regulation 7 also requires that that "noise emitted from any premises or public place when received at other premises must be free of (i) tonality (ii) impulsiveness and (iii) modulation when assessed under Regulation 9".

If the noise exhibits intrusive or dominant characteristics, i.e. if the noise is impulsive, tonal, or modulating, noise levels at noise-sensitive premises must be adjusted. Regulation 9 sets out objective tests and the adjustments incurred for noise exhibiting dominant characteristics.

2.2 GUIDELINES AND STANDARDS

This NMP is prepared in accordance with following guidelines and standards:

- Draft Guideline on Environmental Noise for Prescribed Premises (the Draft Guideline), Department of Environment Regulation, Western Australia, May 2016.
- AS1055-1997 (AS1055) - Description and Measurement of Environmental Noise, Parts 1, 2 and 3, Standards Australia.

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3.0 AMAROO RETREAT & SPA

ARS is located in a rural area, and surrounded by residential premises. Figure 1 in APPENDIX A presents an aerial view of the ARS site and surrounding area.

Figure 2 in APPENDIX A presents the site plan. The ARS site will have:

- 8 chalets and 12 eco-tents;
- 4 Spa tents;
- Gym facility;
- Restaurant and lounge bar; and
- Multiple car parking areas.

3.1 HOURS OF OPERATIONS

ARS operates 7 days a week. The restaurant and lounge bar open between 8am and:

- 10pm on Sunday to Thursday; but
- 11pm for Friday and Saturday.

The spa opens between 9am and 9pm on Wednesday and Thursday but 9am and 5pm for the other days.

3.2 SERVICES

ARS provides the services of 16 one-bedroom accommodations, spas, restaurant and lounge bar.

The day spa offers caring, indulgent spa treatments while the restaurant and bar take care of gourmet food and drink needs. The restaurant has a maximum capacity of 85 patrons.

3.3 MAJOR NOISE SOURCES

The major noise sources in the ARS site include:

- Restaurant kitchen extraction fan and coolroom compressor condenser.
- Toilet ventilation fans in the restaurant, chalets and eco-tents.
- Air-conditioning system in the restaurant, chalets and eco-tents.
- Amplified (background) music speakers in the restaurant.
- Live music performance.
- TV with sound limiter in each unit of the 8 chalets and 12 eco-tents.
- Patron cars.

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4.0 NEIGHBOURING PREMISES

The closest noise sensitive premises to ARS are the residences. Seven (7) neighbouring residences are selected for the detailed assessment of noise impact, as shown in Figure 1 in APPENDIX A.

4.1 ASSIGNED NOISE LEVELS

Table 4-1 presents the assigned noise levels for the selected receivers.

Table 4-1: Assigned noise levels in dB(A)

Closest Residents	Assigned Noise levels in dB(A)			
	Day ² Monday to Saturday	Day ³ Sunday and Public Holiday	Evening ⁴	Night ⁵
L_{A10}				
All	45	40	40	35
L_{A1}				
All	55	50	50	45
L_{AMax}				
All	65	65	55	55

² 0700 to 1900 hours for Monday to Saturday.

³ 0900 to 1900 hours for Sunday and public holidays.

⁴ 1900 to 2200 hours for all days.

⁵ 2200 hours on any day to 0700 hours Monday to Saturday or 0900 hours Sunday and public holidays.

5.0 NOISE ASSESSMENT

The dominant noise sources in the ARS site are associated with the operations of restaurant and lounge bar. The noise emissions from the 16 one-bedroom accommodations, spas and gym are insignificant compared with the noise emissions from the restaurant.

The noise emissions from the ARS restaurant has been assessed¹ and presented in the "Acoustic Report for Amaroo Retreat" (Report NO: AES-890064-R01-4-29082023) dated on 21 August 2023. The assessments have demonstrated that full compliance is achieved with the Regulations for the worst-case operations of the ARS restaurant.

5.1 PREDICTED NOISE LEVELS

5.1.1 Restaurant and Lounge Bar

Five operational scenarios are modelled to represent the worst-case operations of the restaurant and bar:

- Scenario 1: represents worst-case daily restaurant operation.
- Scenario 2: represents worst-case restaurant operation with outdoor live music.
- Scenario 2A: represents worst-case restaurant operations with indoor live music.
- Scenario 3: represents short events of delivery.
- Scenario 4: represents car-door closing events.

Table 5-1 summarises the predicted worst-case noise levels in dB(A) for the above scenarios.

Table 5-1: Predicted worst-case noise levels in dB(A).

Receivers	Scenario 1		Scenario 2	Scenario 2A		Scenario 3	Scenario 4	
	Day	Night	Day	Day	Evening	Day	Day	Night
R1	17.1	17.0	33.1	25.5	25.5	18.0	22.1	22.1
R2	13.0	13.0	34.7	14.8	14.8	23.2	23.6	23.6
R3	29.8	29.8	31.9	30.2	30.2	37.9	38.5	38.5
R4	11.4	11.4	31.1	12.5	12.5	13.0	16.3	16.4
R5	10.9	10.9	13.5	11.4	11.4	20.2	17.2	17.3
R6	1.1	1.1	4.8	0.7	0.7	12.6	5.5	5.5
R7	19.1	19.2	21.2	20.5	20.6	29.1	22.9	22.9

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 Project: Noise Management Plan



5.1.2 Accommodations and Day-Spa

The noise sources for the accommodations and the day spa are mechanical plant:

- Air conditioning units;
- Toilet ventilation fans; and
- TVs with sound limiters.

For the worst-case operation, the following scenario is modelled:

Scenario 5: The air conditioning units, toilet ventilation fans and TVs of the 8 chalets, 12 eco-tents and spas operate simultaneously.

Table 5-2 presents the predicted noise levels in dB(A) for the above scenario. It is shown that the predicted day and night-time noise levels are very similar.

Table 5-2: Predicted worst-case noise levels in dB(A).

Receivers	Scenario 5	
	Day	Night
R1	13.3	13.2
R2	14.0	13.9
R3	24.3	24.2
R4	7.7	7.7
R5	7.7	7.7
R6	3.5	3.4
R7	17.2	17.1

Table 5-1 and Table 5-2 shows:

- Outdoor live music radiates the highest noise emission.
- The mechanical plant of accommodations and day spas generates the lowest noises, which are far below the night-time assigned noise levels even with the tonality adjustment, at most of the neighbouring premises.
- The worst-case mechanical noises from the daily restaurant operation (scenario 1) and from the accommodations and day spas (scenario 5) may not be audible at the neighbouring premises during the day and the evening when ambient noise is above 30 dB(A).

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5.2 NOISE CONTOURS

Figure 3 to Figure 8 in APPENDIX B present the worst-case noise level contours at 1.5m above the ground. These noise contours represent the worst-case noise propagation envelopes, i.e., worst-case propagation in all directions simultaneously. Since the predicted day and night-time worst-case noise levels are at very similar levels, the noise contours represent day, evening and night-time noise emissions from the AES site.

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6.0 MANAGEMENT OF NOISE

6.1 SITE ACCESS

Customers drive to ARS. To minimise vehicle noise impact, speed limit and “no honking” policy should be imposed on the ARS site driveways. Signs of speed limit and “honking prohibited” are displayed in the site entrances and the car parking areas.

Site driveways are now bituminised and designed to minimise the need for vehicles to reverse.

6.2 CAR PARK AREAS

Slamming a car door could generate high level noise. In the car park areas, the following information is displayed to remind customers to respect the neighbours when they arrive at and leave ARS:

- Close car door gently.
- Do not leave the car/truck engine idling.
- No Loud Conversations Allowed.
- Do not drag objects on the ground.

6.3 INDOOR SPEAKERS

The indoor speakers play low level background music to provide a pleasure and relaxed atmosphere to costumers. The requirement of an indoor speaker in the restaurant is that the average music level is $L_{Aeq,15minutes} = 60$ dB(A) at 1 metre over a 15 minute interval.

The control panel of PA system for operating the indoor speakers should be tested. The scale of PA system is set and marked on the PA system control panel. Restaurant employees are trained to operate the PA system. An information sheet is placed with the control panel to instruct how to operate the indoor speakers. Do not operate the PA system above the limit.

To ensure the background music does not affect costumer conversations (costumers do not need to raise voice against the background music), the background music is:

- Only slow soft music; and
- Played at low levels.

6.4 LIVE MUSIC

Live music plays:

- Outdoors under the patio during the day on Monday to Saturday excluding public holidays.

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- Indoors during the evening and for the day of Sunday and public holidays.

The sound requirement for live music is the average music level measured at 1 metre from each live music speaker over a 15 minute interval is:

- $L_{Aeq,15minutes} \leq 91$ dB(A) if the live music has one speaker only; or
- $L_{Aeq,15minutes} \leq 88$ dB(A) if the live music has two speakers.

The above requirement should be maintained for any live music performance.

No live music is allowed:

- Between 8am and 9am on Sunday and public holidays.
- After 10pm every day.

As indicated in section 5.1, outdoor live music generates the highest noise emission in the ARS site. Outdoor live music performance will be managed to minimise the noise emission. Mobile barriers can be used to reduce noise propagation towards specific directions if required.

6.5 INFORMATION GIVEN TO RESTAURANT GUESTS

On the restaurant tables, an information sheet is provided to remind customers:

- ARS does not tolerate any shouting and loud noise activities.
- Follow the site road rules of speed limit and "horning prohibited".
- Follow the rules of car park areas, stated in section 6.2.

6.6 NOISE MITIGATIONS

The following noise mitigation measures are recommended:

- The equipment operated on the site will be regularly maintained, and an equipment maintenance program will be developed to ensure all machines are operating as designed (the manufacturer's specifications).
- Take care to minimise noise from daily set up and pack down of furniture.
- Close the kitchen external door if feasible.
- Switch off indoor music immediately after the restaurant service hours.
- Do not drop glass bottle or metals to rubbish bins. Place them gently into rubbish bins.
- Close all external doors when using a vacuum cleaner or other noisy equipment outside the restaurant service hours.

The above noise mitigation measures are currently implemented.

6.7 DELIVERIES AND WASTE COLLECTIONS

Deliveries are generally restricted on Monday to Friday between 9am to 5pm. Delivery drivers are advised to:

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- Switch their truck engine off immediately after it is parked.
- Close their truck doors gently.

A private waste collection service (Cleanaway) will be contracted to collect waste at the existing bin area in every second Wednesday morning after 7am. The waste truck drivers are advised to minimise noise emissions during the collections.

6.8 NEW EQUIPMENT PURCHASE AND INSTALLATION

When purchasing new tools or equipment, "Buy-Quiet" policy should be committed:

- Buy quietest equipment as available.
- Buy equipment that can achieve a similar outcome with less noise radiation.

The installation of new equipment including furniture should be restricted to the day-time period of Monday to Saturday (0700-1900). The contractor responsible for installations must provide evidence that the tools used for installation meets the noise emission limit, or that noise control with the tools is effective in reducing the noise level to the specified limit.

6.9 ACCOMMODATIONS

Guests staying at the accommodations are required to obey the ARS rules. On arrival, all guests will be provided with an information sheet to remind them:

- ARS does not tolerate any shouting and loud noise activities.
- No unauthorised music players or radios are permitted outdoors after 10pm.
- Do not talk loudly outdoors.
- Do not slam car/truck doors.
- Do not leave the car/truck engine idling.
- Do not drag objects on the ground.
- No unauthorised party is permitted.

6.10 TRAINING

All ARS employees will undertake a noise induction. The induction provides necessary awareness of noise management and the procedures and work practices to minimise noise generations. The induction includes but is not limited to the followings:

- Relevant licence and approval conditions;
- Assigned noise levels of different time periods;
- Locations of potential affected noise-sensitive premises;
- Scale setting for operating the indoor speakers;
- General noise mitigation measures; and
- Noise complaint procedures.

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7.0 NOISE MONITORING

7.1 OVERVIEW

Operational noise monitoring will be conducted in accordance with the procedures outlines in the Regulations and AS 1055⁶.

Operational noise monitoring will be undertaken to:

- Quantify the ambient noise levels;
- Verify compliance with the Regulations during the operations;
- Assess the effectiveness of noise mitigation measure if it is implemented;
- Response to complaints where it is appropriate; and
- Evaluate noise emissions and impacts.

7.2 MONITORING LOCATION AND PERIOD

Noise monitoring is recommended to perform at the most affected residential premises (for example, R3) or the complainant premise or representative boundary locations.

At each location, noise monitoring should be undertaken for a minimum of 15 minutes during onsite worst-case operation or for a whole day period from 8am to 10pm or for a week depending on the requirements.

Monitoring locations and time periods are described in details in the measurement note including:

- Marks in an aerial photograph; and
- Photos showing the noise logger locations; and
- Geographic Information System (GIS) coordinates.

7.3 NOISE MONITORING PROCEDURE

7.3.1 Personnel

Noise monitoring should be conducted by a suitably qualified acoustic specialist.

7.3.2 Noise Monitoring Equipment

Noise monitoring equipment must comply with Schedule 4 of the Regulations.

Type 1 Sound Level Meter (SLM) is recommended and it should meet the requirements for Type 1 sound level meters as specified in AS 1259.2:1990⁷, and for octave band filters as

⁶ Australian Standard AS 1055 Acoustics – Description and measurement of environmental noise.

⁷ Australian Standard 1259.2-1990 Acoustics – Sound level meters, part 2: integrating averaging.

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specified in IEC 1260 and AS/NZS 4476:1997⁸. The SLM should be able to record the 'Slow' time weighted and 'A' frequency-weighted noise levels of L_{A1} , L_{A10} , L_{A90} , L_{Amax} and L_{Aeq} .

The SLM microphone should be placed towards the site at 1.5m above the ground and at least 3 m away from any reflective objects.

The SLM should be calibrated immediately before and after the monitoring.

7.3.3 Meteorological Conditions

Noise monitoring should be undertaken during days of light winds (<5 m/s) and without rains. Wind speeds/directions and temperature should be recorded. Rain and heavy winds will produce false (high) noise readings.

7.3.4 Noise Environment

For attended noise monitoring, noise environment (activities and time) should be recorded/written in details, including:

- Any activities or audible noises from neighboring premises;
- Local traffic, especially motorcycles if monitoring location is close to roads;
- Train movement if monitoring location is close to a railway;
- Aircraft noise if present;
- Any mechanical plant operating nearby;
- Animal noises (Bird noise, Dog barks, etc);
- People walking and talking passing the noise logger;
- Any audible noise if present; and/or
- Any other activities, which make noises.

7.4 AMBIENT NOISE MONITORING

Before the proposed development commences, ambient noise monitoring is recommended to establish a baseline for the future assessments of operational noises.

7.5 OPERATIONAL NOISE MONITORING

To ensure operational noise compliance with the Regulations, attended noise monitoring is recommended during the worst-case activities in the first 4 weeks of the full operations. If monitored noise level consistently exceeds the assigned noise levels shown in Table 4-1, then investigation should be made to check if the exceedance results from the ARS operations, and if so to identify the culprit equipment/activities. If the exceedance results from the operation of restaurant, noise model should be updated, and noise control measures should be investigated, developed and implemented to achieve compliance with the Regulations.

⁸ Australian Standard 4476-1997 Acoustics – Octave-band and fraction-octave-band filters.

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If a complaint is received, attended noise monitoring should be undertaken to:

- quantify the noise levels at complainant locations;
- correlate the noise levels between the sources and receivers; and
- identify potential noise sources and their relative contributions.

If a noise mitigation measure is implemented, attended noise monitoring should be undertaken to verify the effectiveness of noise mitigation measures.

If new equipment is purchased, noise measurements should be undertaken to qualify the sound power level and to assess its operational compliance.

7.6 REPORTING ON NOISE MONITORING

Following each noise monitoring, a report will be prepared to present monitoring results and findings. The following information must be included in the reports when applicable:

- Monitoring times/periods and dates.
- Noise monitoring location indicated in the site layout and/or by a photo.
- Sound measurement equipment including models and series numbers.
- Field calibration results (before and after measurements).
- Meteorological conditions during the measurements.
- Description of the site activities including number of customers and car/truck movement during the monitoring.
- Description of the noise environment including activities in the neighbouring premises during the monitoring.
- A table of monitoring results, which are the 15-minute L_{A1} , L_{A10} , L_{A90} , L_{Aeq} and L_{Amax} noise levels. The noise levels shall be taken to the nearest 0.1dB.
- Estimation of noise contributions from major noise sources if possible.
- A summary of any exceedance if present, and description of the machines or activities or (public) road traffic causing the exceedance.
- Details of any corrective & preventive actions taken and status of their implementation.

8.0 COMPLAINT MANAGEMENT

8.1 RESPONSIBILITIES

The Site Manager will ensure that all actions of this NMP are undertaken to a satisfactory standard. A dedicated site contact will be appointed to communicate with the community and deal with operational noise issues. The contact details will be published in the ARS website so that they are available to the public.

8.2 COMMUNITY CONSULTATION

The Site Manager will ensure that the local community is informed of the ARS operations. The following practices are recommended:

- The ARS website is used to notify the community. The content of notification includes:
 - Brief description of the ARS services and activities.
 - Opening hours and days.
 - How to lodge a complaint.
- Dedicated telephone complaint line or email address is established and made available to public especially the closest residents.

8.3 COMPLAINT MANAGEMENT

A complaint management procedure is established to response noise complaints.

In the event of a noise complaint from the community, the dedicated site contact will notify the Site Manager.

When a complaint is made, the dedicated site contact will complete a Noise Compliant Report Form (example in APPENDIX C), which includes:

- Date and time of the complaint.
- Compliant methods (telephone, email, in person).
- Location and contact details of the complainant.
- Nature of the complaint.
- Meteorological conditions at the time of the incident.
- The action taken in relation to the complaint:
 - If a verbal response is given, what is it and is the complainant satisfied.
 - If the site contact discusses with the complainant, what is resolved at this point.
- Name of staff who had taken the complaint.

The noise complaint report form will be kept for management purposes, and available to the Shire of Mundaring upon request.

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After the complaint is received, actions will be taken as soon as practicable to determine the source of the issue, including:

- Investigation of noise source and activities that is the subject of complaint.
- Identification of related noise activities and locations that could have or are known to have contributed to the incident.
- Attended or unattended noise monitoring at the complainant location.
- Undertaking noise modelling of the activities which related to the complaint.
- Development and Implementation of noise control measures to reduce the noise emissions and to ensure the ARS operations complying with the Regulations.

Complaints will be managed on an individual basis. Corrective actions which do not adversely impact the operations will be implemented as a priority.

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APPENDIX A SITE LAYOUTS

Client: Dos Tauros Investments Pty Ltd
 Project: Noise Management Plan



Figure 1: Aerial view of the Amaroo Retreat & Spa and its surrounding area.

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 Project: Noise Management Plan

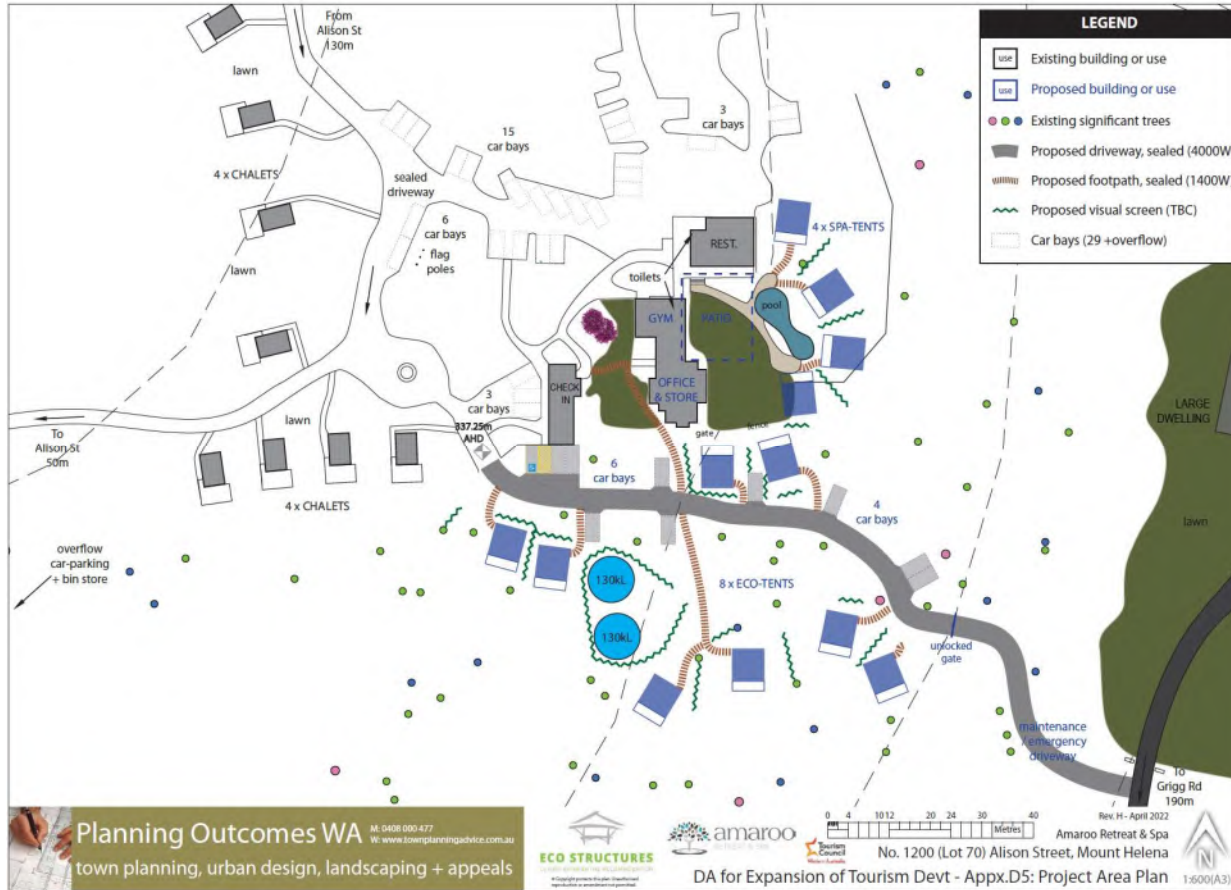


Figure 2: Site Layout.

Client: Dos Tauros Investments Pty Ltd
Project: Noise Management Plan



APPENDIX B NOISE CONTOURS

Client: Dos Tauros Investments Pty Ltd
Project: Noise Management Plan

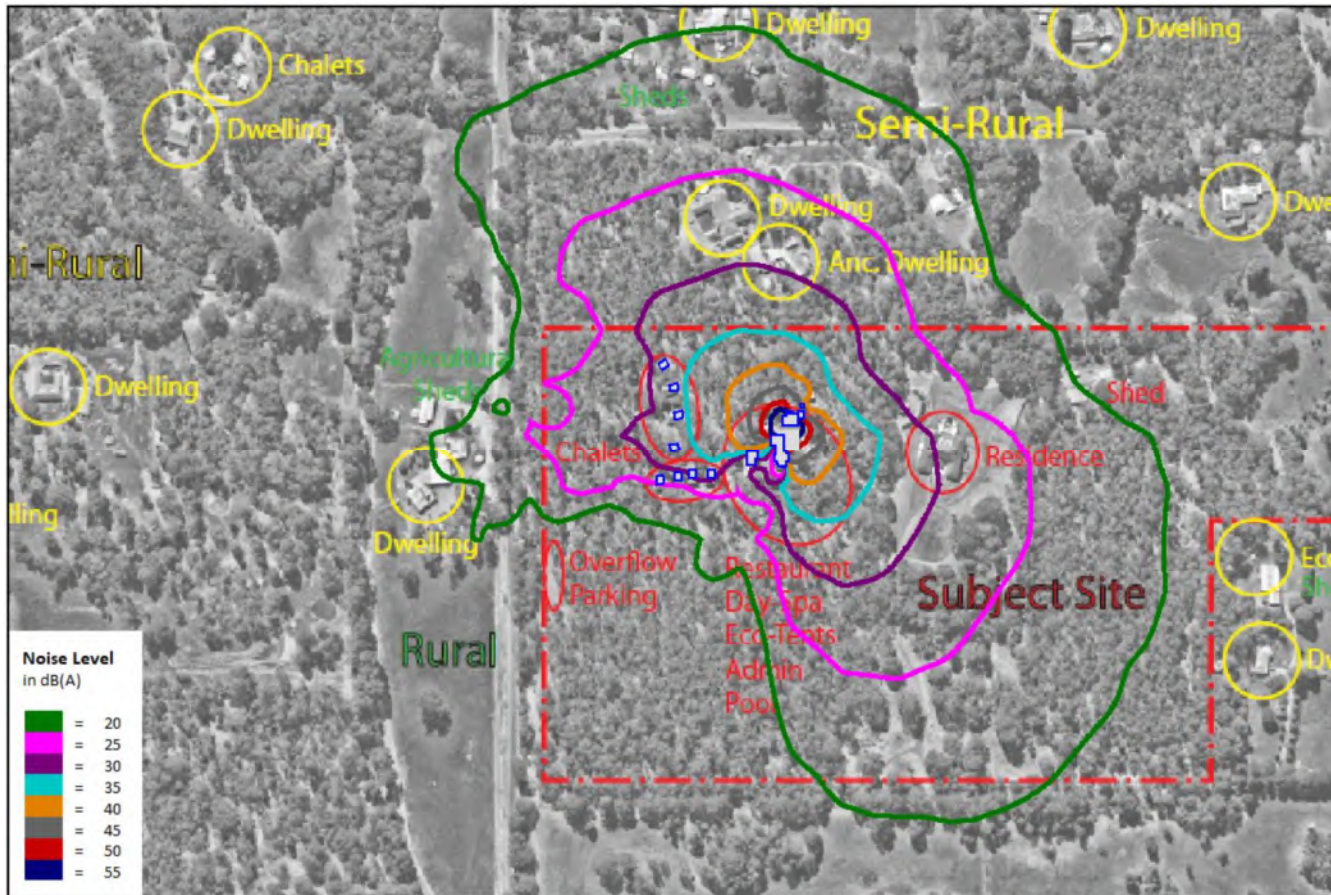


Figure 3: Worst-case noise level contours for scenario 1.

Client: Dos Tauros Investments Pty Ltd
Project: Noise Management Plan

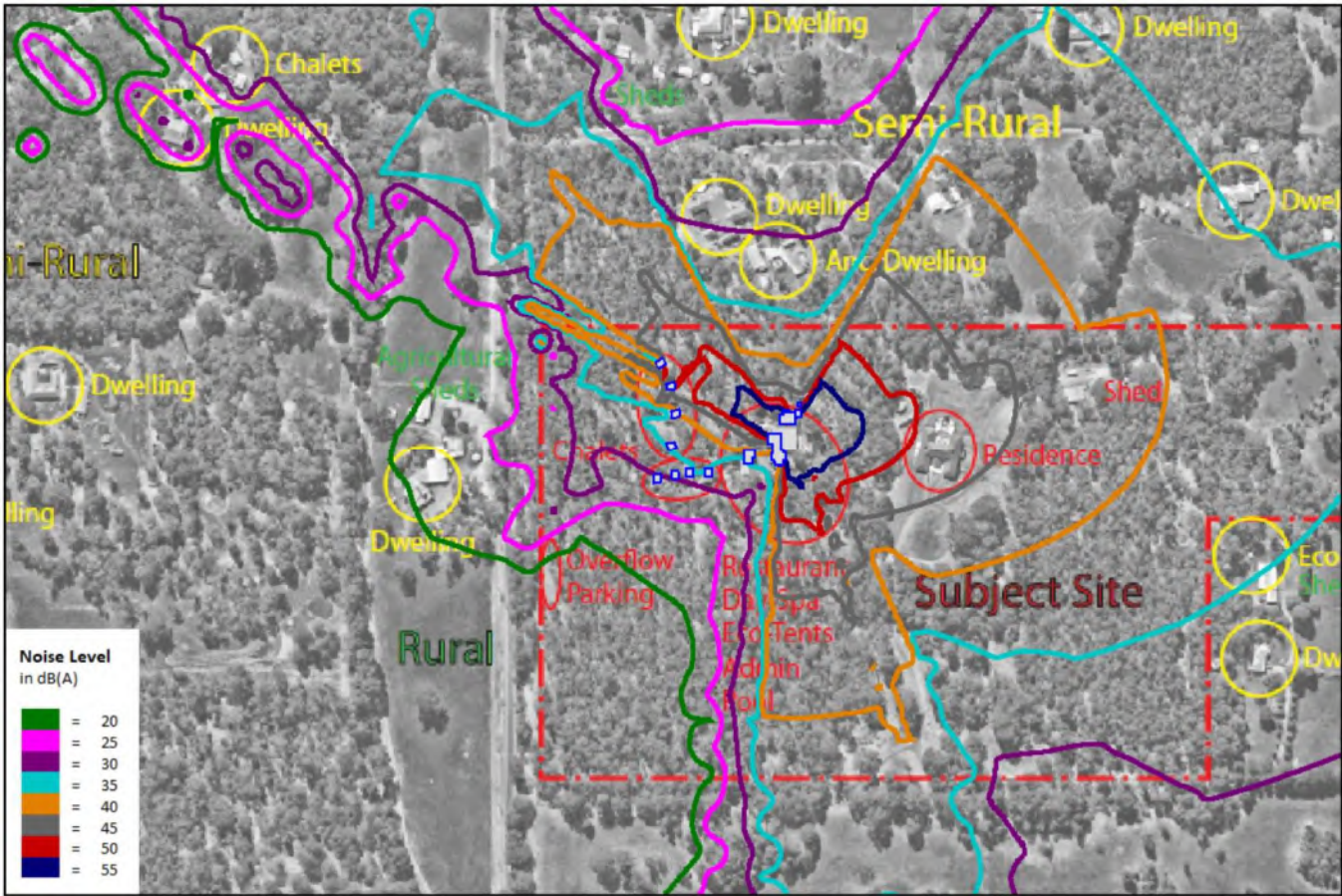


Figure 4: Worst-case noise level contours for scenario 2.

Client: Dos Tauros Investments Pty Ltd
Project: Noise Management Plan

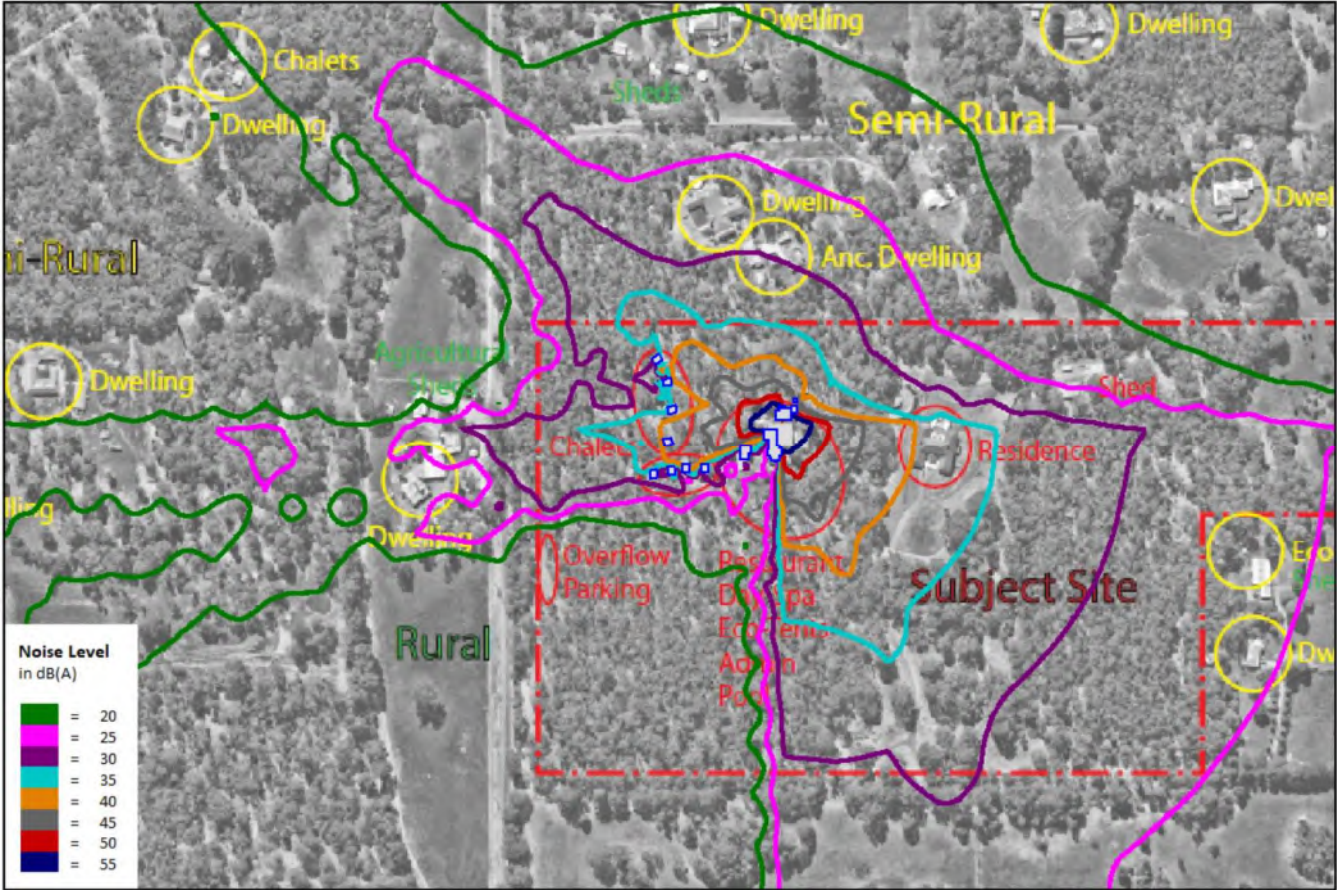


Figure 5: Worst-case noise level contours for scenario 2A.

Client: Dos Tauros Investments Pty Ltd
Project: Noise Management Plan

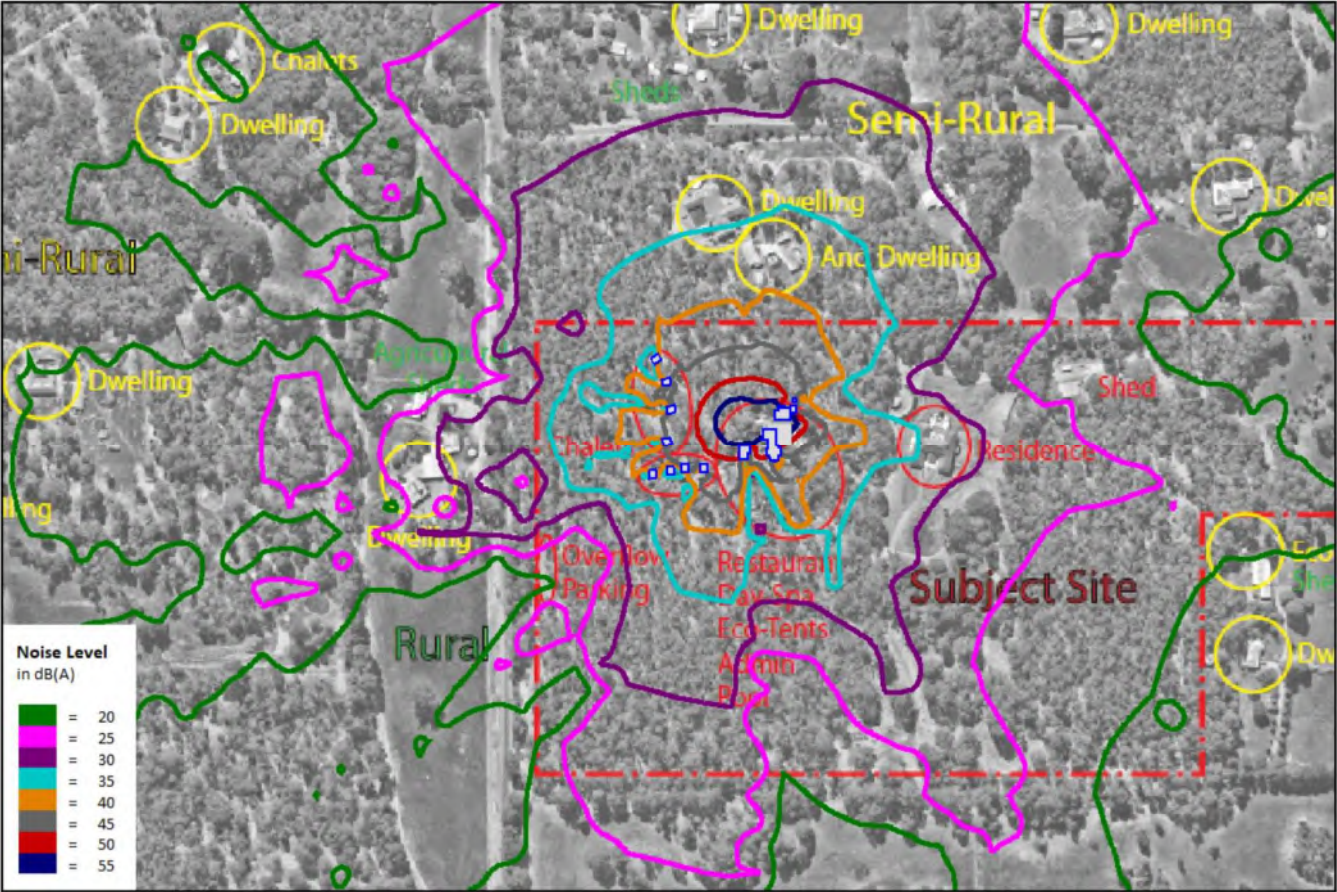


Figure 6: Worst-case noise level contours for scenario 3.

Client: Dos Tauros Investments Pty Ltd
Project: Noise Management Plan

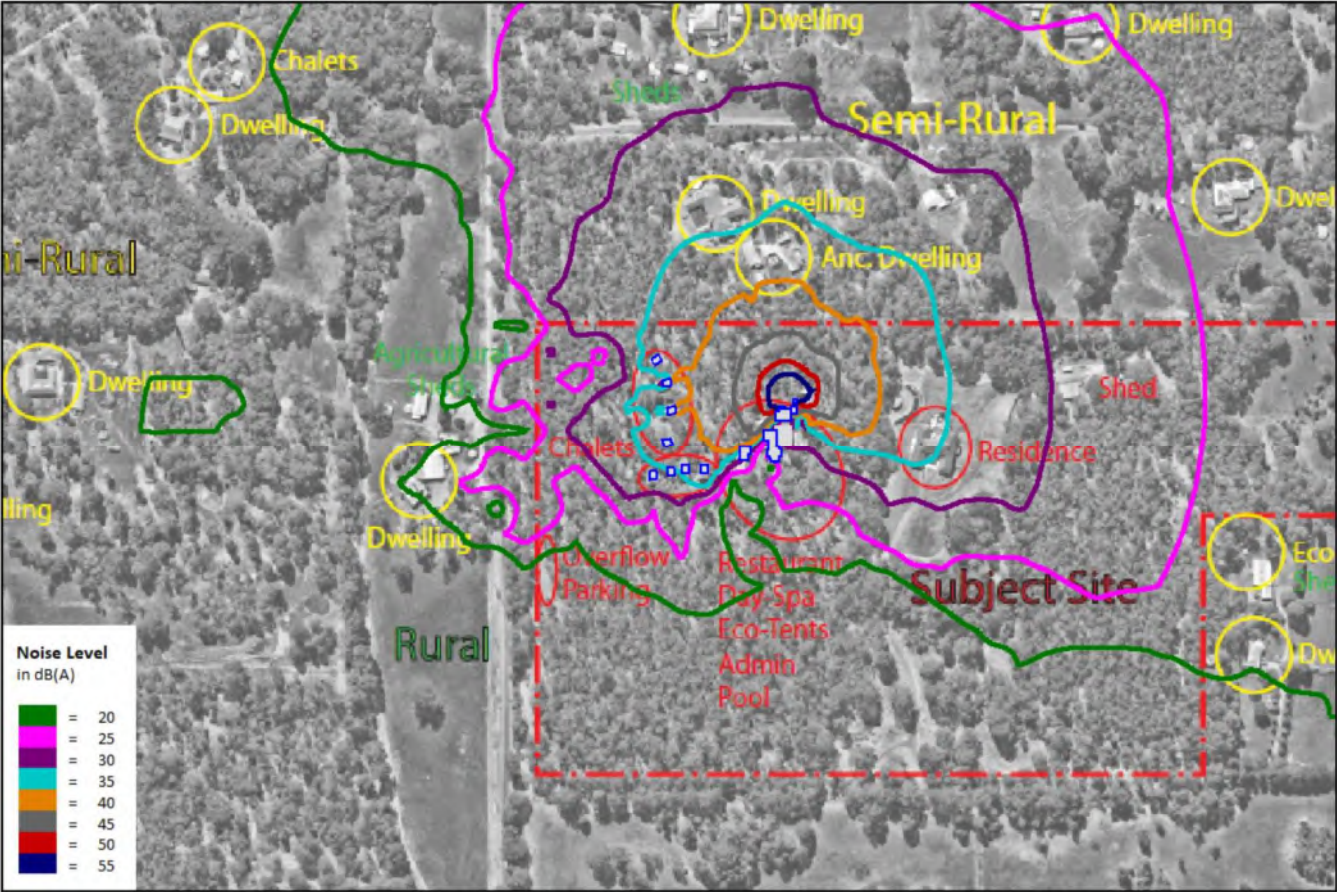


Figure 7: Worst-case noise level contours for scenario 4.

Client: Dos Tauros Investments Pty Ltd
Project: Noise Management Plan

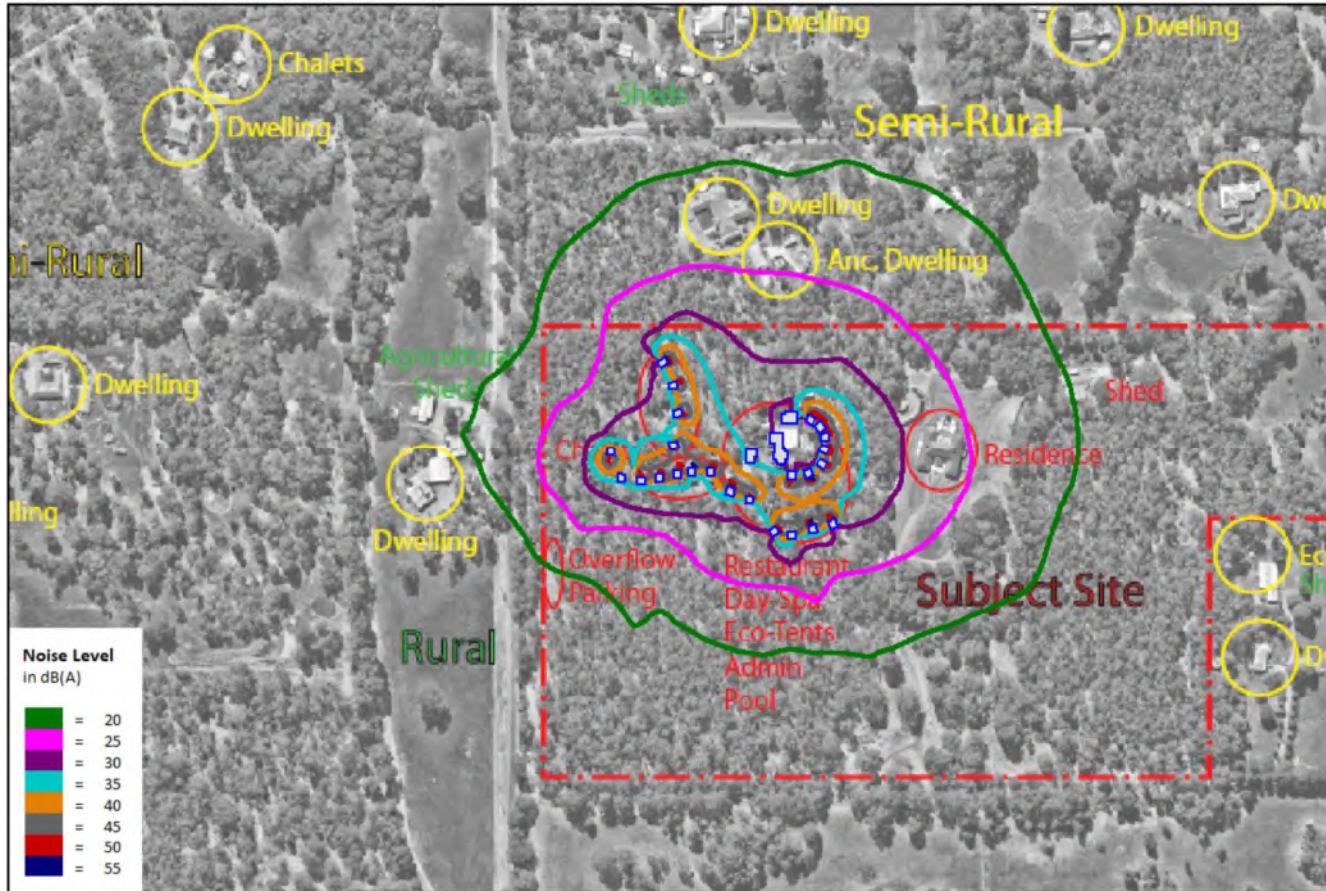


Figure 8: Worst-case noise level contours for scenario 5.

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APPENDIX C COMPLAINT NOISE LOG

Client: Dos Tauros Investments Pty Ltd
 Project: Noise Management Plan



Noise Complaint Log – Amaroo Retreat & Spa

Date	Time	Method of complaint	Weather conditions and wind direction	Contact Details of complainant (Name and Phone)	Location of complainant	Nature of complaint	Response	Follow Up Action	Complaint Taken By
E.g. 18/03/23	7pm	Telephone	Light westerly	John Smith, 0400 XXX XXX	2 XX Street, Mt Helena	Music too loud	Verbal response. Problem solved	Scale down PA Controller	Staff name

10.2 Brook Road Parking Restrictions

File Code	Br 5 - Road Matters
Author	Shane Purdy, Director Infrastructure Services
Senior Employee	Shane Purdy, Director Infrastructure Services
Disclosure of Any Interest	Nil
Attachments	1. Brook Road Parking Plan ↓

SUMMARY

A lack of short-term parking has been identified in Brook Road, Darlington causing difficulties for customers of the Darlington Post Office.

To alleviate this it is considered appropriate to allocate the two bays directly in front of the post office as short term parking to enable the turnover of quick visits to occur during the operating hours of the post office.

It is proposed to put the parking signs on the Post Office building instead of on posts.

BACKGROUND

A number of concerns have been raised regarding difficulties with parking in Brook Road, Darlington to access the Darlington Post Office.

An example of the issue received follows:

“We patronise the Darlington Post Office on almost a daily basis and am consistently confronted by no place to park our car to pick up mail from our post office box. Even the area designated for Australia Post vehicles is often taken by a private vehicle. The last time we were there, a courier had to park in the roadway behind the parked cars to deliver bags of mail. For a brief period, 2 bays were marked as reserved for Post Office parking, which worked perfectly for those, including myself and my wife, to pick up or post mail in less than 5 minutes.

Could you please organise 2 bays to be designated for 5 minute parking.

Parking is often not even available at the bridle trail station reserve and the sloping gravel road from there to the Post Office is not safe for people with a limited walking capacity or balance issue.”

The Post Office personnel tried to alleviate the situation by placing signs in front of two bays for Post Office patron parking. This caused further communications on the legality of the signs which then resulted in the Shire requiring the Post Office Manager to remove the unauthorised signs.

The lack of parking worsened when the Perth Hills Pilates (adjacent the Darlington Post Office) opened. In addition to the Post Office and Perth Hills Pilates, parking occurs for users of the heritage railway trail, Darlington Primary School and the café on Darlington Road.

This matter was first considered by Council at the 13 June 2023 Ordinary Council Meeting where it was resolved (C14.06.23):

“That Council defers consideration of this report to enable further consultation to be undertaken with the Darlington Resident and Ratepayer Association and the Darlington Post Office owner.”

STATUTORY / LEGAL IMPLICATIONS

The *Shire of Mundaring Parking Local Law 2009* sets out general prohibitions on parking and enables the Shire, by Council resolution, to prohibit or regulate parking of any vehicle on thoroughfares in any part of the district, excepting thoroughfares under the control of the Commissioner of Main Roads.

Infringement notices can be issued by Authorised Persons to any person who commits an offence under the *Shire of Mundaring Parking Local Law 2009*. The Shire’s Community Safety Rangers are Authorised Persons for this purpose.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Any revenue received from the issuing of infringements is expected to be negligible.

STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 1 - Community

Objective 1.1 – Healthy, safe, sustainable and resilient community

Strategy 1.1.8 – Ensure safety and amenity standards are upheld

SUSTAINABILITY IMPLICATIONS

Nil

RISK IMPLICATIONS

Risk: Compliance – The ability to enforce parking prohibitions is limited to the capacity of the Shire’s Community Safety Rangers to undertake this amongst their other duties and may result in periods where enforcement is not able to be undertaken.		
Likelihood	Consequence	Rating
Likely	Minor	Moderate
Action / Strategy		
The available resourcing to undertake enforcement of parking prohibitions will be explained on each occasion by the on duty Community Safety Ranger upon each request to enforce parking prohibitions.		

EXTERNAL CONSULTATION

Communication with Darlington Resident and Ratepayers Association (DRRA) resulted in DRRA consulting with members on the parking issues in Brook Road at one of their monthly meetings. DRRA were supportive of the need to address this situation. DRRA undertook further consultation with the Post Office Manager and Director Infrastructure Services following the June 2023 Ordinary Council Meeting which has resulted in a proposal to erect the required signs on the post office building to avoid the installation of posts.

COMMENT

Given the lack of parking availability due to the active nature of this area of Brook Road, the Darlington Post Office customers are often finding it difficult to park for their short term visits.

To alleviate this it is considered appropriate to allocate the two bays directly in front of the post office as short term parking to enable the turnover of quick visits to the post office to occur during their operating hours. The post office operating times are 8.30am to 5.00pm Monday to Friday.

Whilst suggestions of alternatives to the standard parking signs have been put forward, to make the signs enforceable and recognised as official signs, the proposed signs to be installed will need to be consistent with AS 1742.11 the Australian Standards for parking signs and the *Shire of Mundaring Parking Local Law 2009*.

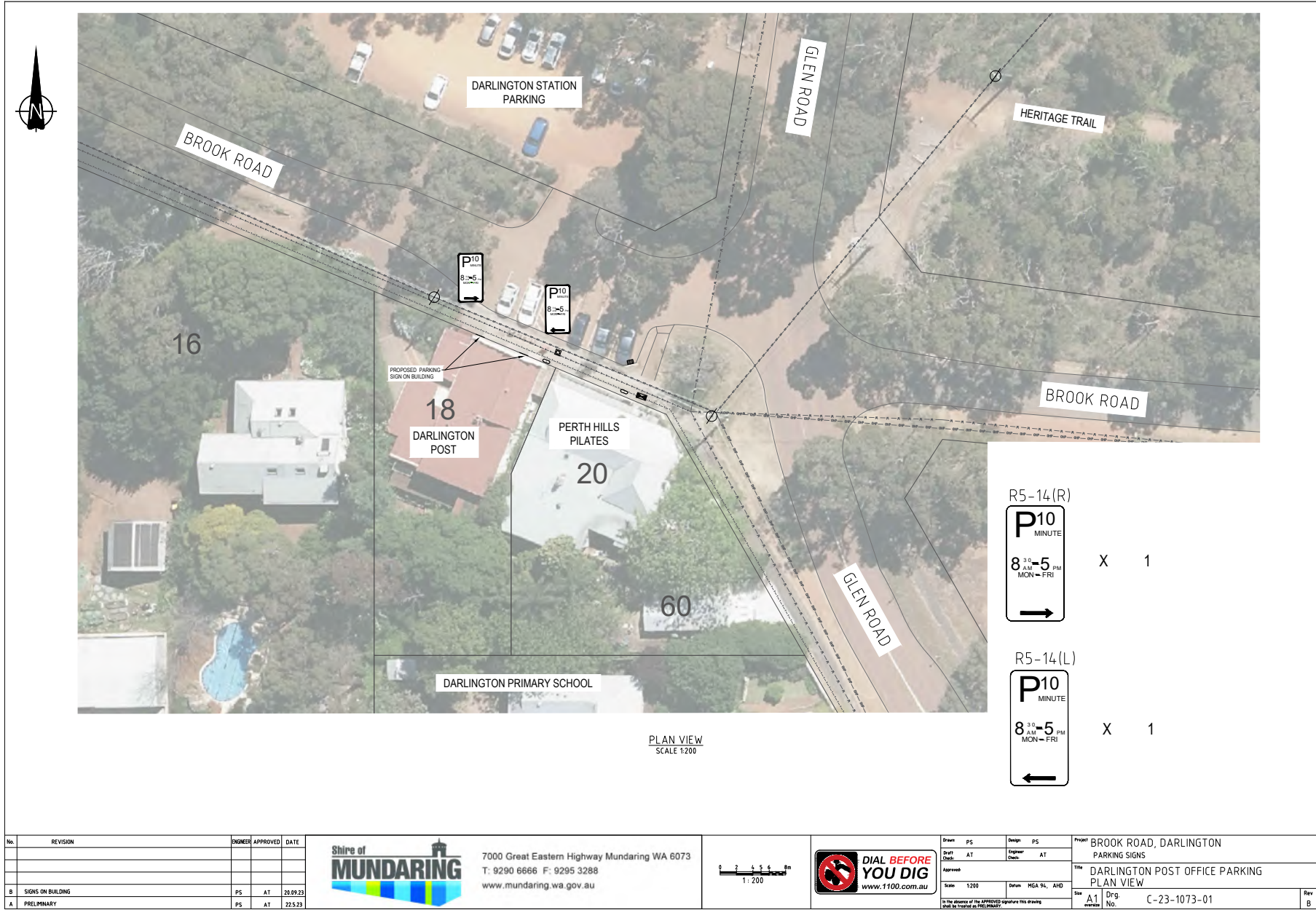
It is proposed to install the signs on the post office building rather than on poles to accommodate the request from DRRA not to have signs on poles. Whilst the signs will be set back further from the road and be slightly less prominent, the signs will be legally enforceable as meeting the requirements of the *Shire of Mundaring Parking Local Law 2009*.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council, pursuant to the *Shire of Mundaring Parking Local Law 2009*, authorises the installation of a 10 minute limit parking restriction on the two bays in Brook Road adjacent the Darlington Post Office operative 8.30am to 5.00pm Monday to Friday, with the signs to be attached to the post office building, as shown on Drawing C-23-1073-01 (**Attachment 1**).



10.3 Annual Electors' Meeting 8 March 2023 Decision 13: Access and Inclusion Strategy - Suggested inclusion of a vaccination inclusion policy

File Code	GV.MTG 2.2023
Author	Megan Griffiths, Director Strategic & Community Services
Senior Employee	Megan Griffiths, Director Strategic & Community Services
Disclosure of Any Interest	Nil
Attachments	Nil

SUMMARY

An Annual Electors' Meeting (AEM) was held on 8 March 2023. During the meeting, electors considered 14 motions, of which all were carried.

Following the presentation of a report at the Ordinary Council Meeting held on 11 April 2023, Council resolved to endorse the recommended responses in regards to four of the 14 AEM decisions. At the Ordinary Council Meeting held on 9 May 2023, Council resolved to endorse the recommended responses in regards to the remaining ten of the 14 AEM decisions.

This report provides additional information regarding AEM Decision 13 (AEM 2023.03.15):

That the Council respectfully consider adding a statement within the current access and inclusion strategy that is a vaccination inclusion policy, whereby regardless of someone's vaccination status they will still be welcomed and included in all Shire activities and premises.

BACKGROUND

In accordance with section 5.33 of the *Local Government Act 1995* Council must consider all decisions made at an AEM at the next ordinary Council meeting or if that is not practicable, at the following ordinary meeting or a special meeting called for the express purpose of considering the electors' meeting decisions.

At the Ordinary Council Meeting held 11 April 2023, it was resolved (C7.04.23):

That Council:

- 1. In considering the following decisions made at the Annual Meeting of Electors held on 8 March 2023, endorses the recommended actions in relation to the motions adopted at the meeting:*
 - a. Decisions 2, 4, 8, and 11; and*
- 2. Receives a report from the CEO at the May 2023 Ordinary meeting of Council advising when further advice in regards to AEM Decisions 1, 3, 5, 6, 7, 9, 10, 12, 13, and 14 can be provided.*

At the Ordinary Council Meeting held on 9 May 2023, Council resolved (C16.05.23) a range of responses to each of the 10 AEM decisions presented.

In relation to AEM Decision 13 (AEM 2023.03.15):

That the Council respectfully consider adding a statement within the current access and inclusion strategy that is a vaccination inclusion policy, whereby regardless of

someone's vaccination status they will still be welcomed and included in all Shire activities and premises.

Council resolved (C16.05.23) the following:

Notes that this decision will be presented in the form of a report to the next Inclusion and Disability Access Advisory Group in 2023.

The decision and accompanying report were subsequently presented to the Inclusion and Disability Access Advisory Group on 1 September 2023.

By way of further background, it should also be noted that at the 28 June 2022 meeting of the Audit and Risk Committee an Annual Electors Motion related to development of a draft vaccination inclusion policy (AEM 2022.03.32) was considered. The Committee decision (ARC3.06.22), which was endorsed by Council was:

That in regards to the request to consider a draft policy for Vaccination Inclusion, the Audit and Risk Committee recommends that Council take no further action, noting Council already promotes an inclusive community with regards to events and activities within the Shire.

STATUTORY / LEGAL IMPLICATIONS

Local Government Act 1995

5.33. Decisions made at electors' meetings

- (1) *All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable —*
 - (a) *at the first ordinary council meeting after that meeting; or*
 - (b) *at a special meeting called for that purpose,**whichever happens first.*
- (2) *If at a meeting of the council a local government makes a decision in response to a decision made at an electors' meeting, the reasons for the decision are to be recorded in the minutes of the council meeting.*

It is relevant to note that Council is not bound by the decisions of the AEM. Council is required to 'consider' the AEM decisions, but is not obliged to make a decision in response to any of the AEM decisions. For example, Council might choose to note the AEM decision, but take no further action.

However, should Council make a decision in response to an AEM decision, it must record the reasons for the Council decision in the minutes of the Council meeting.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

There are resource and cost implications associated with implementing a number of the AEM decisions, which are not necessarily considered by electors at the electors meeting, should Council determine to do so. Should Council wish to make a decision to pursue an AEM decision that has a budget and/or resource implications, then that matter should be referred to Council's Integrated Planning and Reporting Framework workshops so that it can be considered alongside other priorities and resourcing allocations.

STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 4 - Governance

Objective 4.4 – High standard of governance and accountability

Strategy 4.4.8 – Compliance with the Local Government Act 1995 and all relevant legislation and regulations

SUSTAINABILITY IMPLICATIONS

Nil

RISK IMPLICATIONS

Risk: Reputation: If the Access and Inclusion Informing Strategy is not amended, electors who supported such an inclusion may be aggrieved and likely feel that their views have not been supported by Council.		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
The reasons why the requested change has not been made is communicated.		

Risk: Reputation: If the Access and Inclusion Strategy is amended, other sectors of the community may feel aggrieved that they have not received special mention in the Access and Inclusion Strategy.		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
Support the decision of IDAAG not to support the inclusion of a statement regarding vaccination status as requested by Decision 13, noting that the Access and Inclusion Strategy is designed to represent all sectors of the community and promote a Shire that is truly inclusive for all.		

EXTERNAL CONSULTATION

Nil

COMMENT

The following information was presented to the Inclusion and Disability Access Advisory Group (IDAAG) meeting on 1 September 2023.

Decision 13: Access and Inclusion Strategy potential. Annual Electors Meeting 15 March 2023

That the Council respectfully consider adding a statement within the current access and inclusion strategy that is a vaccination inclusion policy, whereby regardless of someone's vaccination status they will still be welcomed and included in all Shire activities and premises.

Advice provided at 11 April 2023 Ordinary Council Meeting by Director Strategic and Community Services:

The Access and Inclusion Informing Strategy 2022/2026 (the Strategy) was adopted by Council in December 2022 (C11.12.22). The Strategy was developed after extensive consultation and enables the Shire to meet its legislative requirements under the Disability Services Act 1993. The overall purpose of the Strategy is to ensure that all people, regardless of their age, gender, culture or ability, can access information, services and facilities provided by Shire of Mundaring, enabling an ability to be active participants within their community.

Whilst the Strategy does not explicitly refer to vaccination status, the Shire does not require information relating to any person's vaccination status when accessing Shire services or facilities, unless required by law to do so. As an example, this occurred during the height of the global COVID 19 pandemic, when the Shire was required to comply with the State Government's Public Health Directions in a range of matters, and at certain times, such as access to certain types of facilities, where proof of vaccination status was required. These legal requirements are no longer in place.

The Strategy is due for review in 5 years. Any changes to the Strategy prior to that would require the community consultation to be undertaken again, and the updated Strategy re-lodged with the Disability Services Commission. This would be estimated to cost \$30,000 and due to current service level requirements, would affect the delivery of other scheduled strategy reviews, such as the Youth Informing Strategy, which is due for review in 2023/24. The community and key stakeholders and service providers may also experience consultation fatigue having only recently been consulted for the development of this Strategy.

In addition, at the 9 March 2022 AEM, the electors present adopted a motion: The Shire of Mundaring adopts a policy to actively promote an inclusive community and wherever possible, events and activities are designed and planned to include all members of the community regardless of vaccination status.

Council formally considered this motion at the 12 April 2022 Ordinary Council Meeting and resolved as follows: That Council supports a position to actively promote an inclusive community and wherever possible, events and activities are designed and planned to include all members of the community regardless of vaccination status, and that Council requests a draft policy be directed to the Audit and Risk Committee for further consideration.

Council subsequently resolved (C5.07.22) that: In regards to the request to consider a draft policy for Vaccination Inclusion, the Audit and Risk Committee recommends that Council take no further action, noting Council already promotes an inclusive community with regards to events and activities within the Shire.

Council may therefore form the view that as the Shire does not restrict access to Shire activities and premises based on vaccination status, unless required by law to do so, and as it has recently adopted the Access and Inclusion Informing Strategy 2022/2026 which aims to ensure that all people, regardless of their age, gender, culture or ability, can access information, services and facilities provided by Shire of Mundaring, that the motion be noted but no further action undertaken.

Recommendation provided at 11 April 2023 Ordinary Council Meeting

That the motion be noted and no further action be undertaken, because the Shire does not restrict access to Shire activities and premises based on vaccination status, unless required by law to do so, and as Council has recently adopted the Access and Inclusion Informing Strategy 2022/2026 which aims to ensure that all people, regardless of their age, gender, culture or ability, can access information, services and facilities provided by Shire of Mundaring.

Recommendation provided to 9 May 2023 Ordinary Council Meeting

The Shire of Mundaring Inclusion and Disability Access Advisory Group assisted in the development of the *Access and Inclusion Informing Strategy 2022/2026*. It is recommended that this decision be presented in the form of a report to the next Inclusion and Disability Access Advisory Group in 2023.

Members of the IDAAG agreed it is not necessary to add a statement within the current Access and Inclusion Informing Strategy, being a vaccination inclusion policy, as the Shire already welcomes and includes people in all Shire activities and premises regardless of their vaccination status. The only time this would differ would be when required to do so by law, such as during the global COVID-19 pandemic.

It is noted that Cr Cicchini, one of the council members appointed to the IDAAG, did not agree to add a statement within the current Access and Inclusion Informing Strategy, being a vaccination inclusion policy, for a different reason: being as the strategy would require amending including public consultation at a cost of \$30,000 and would have to be re-lodged with the Disability Services Commission.

It is recommended in relation to **AEM 2023.03.15** Decision 13, the AEM decision be noted and no further action be undertaken, as the Shire already welcomes and includes people in all Shire activities and premises regardless of their vaccination status unless required by law to do so.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council, in response to AEM decision 13 from the Annual Electors' Meeting held on 8 March 2023 (**AEM 2023.03.15**):

That the Council respectfully consider adding a statement within the current access and inclusion strategy that is a vaccination inclusion policy, whereby regardless of someone's vaccination status they will still be welcomed and included in all Shire activities and premises.

Resolves that this AEM Decision 13 be noted and no further action be undertaken, as the Shire already welcomes and includes people in all Shire activities and premises regardless of their vaccination status unless required by law to do so.

10.4 Darlington Community Recreation Advisory Group - Recommendation to Disband

File Code	CS.CCS 6.2
Author	Elizabeth Nicholls, Governance Co-ordinator
Senior Employee	Garry Bird, Director Corporate Services
Disclosure of Any Interest	Nil
Attachments	<ol style="list-style-type: none">1. Darlington Community Recreation Advisory Group - Advantages and Disadvantages ↓2. Submissions - Future of DCRAG ↓

SUMMARY

The Darlington Community Recreation Advisory Group (DCRAG) has been reviewed and it is recommended that it be disbanded as a Shire group.

Generally, Shire established and facilitated groups are reviewed as part of each local government ordinary election cycle to confirm the format and membership is still effective and appropriate. Upon review, it is considered appropriate to recommend that the DCRAG be disbanded as a Shire advisory group.

It would be at the discretion of DCRAG to continue as a community group or establish as an incorporated body.

BACKGROUND

The DCRAG has existed in different formats for a number of decades.

Minutes from the Darlington Community Recreation Management Committee (a previous iteration of DCRAG) held 2 November 2015 refer to a notice of motion from a meeting held 5 October 2015 “*that the Darlington Community Recreation Management Committee now continue as the Darlington Community Recreation Advisory Group to the Shire of Mundaring.*” From 2015, a council member has been appointed to DCRAG following the local government ordinary elections consistent with other Shire facilitated advisory groups.

At the Council Forum held 25 July 2023, an item was provided to Council regarding the current groups established and facilitated by the Shire. The feedback received has been used to inform the recommendation to Council to disband the DCRAG.

The appointment of council member(s) and external members to Shire facilitated groups is determined by Council following ordinary local government elections, for a term to expire on the date of the subsequent ordinary local government elections in accordance with the “Committees, Advisory Groups, Representative Meetings and Working Groups Policy”

STATUTORY / LEGAL IMPLICATIONS

Part 5, Subdivision 2 of the *Local Government Act 1995* (the Act) provides for committees including establishment and appointment of members. Part 5 Subdivision 3 of the Act provides for the quorum, voting, decisions and minutes of committees. The *Local Government (Administration) Regulations 1996* also make provisions in regards to committees.

Although not established under section 5.8 of the Act, advisory groups are held in keeping with the principles of the legislation.

POLICY IMPLICATIONS

Code of Conduct for Council Members, Committee Members and Candidates

The “Code of Conduct for Council Members, Committee Members and Candidates” (1.1) provides an expected standard of conduct for council members.

Committees, Advisory Groups, Representatives Meeting and Working Groups Policy

The “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy” (2.8) relates.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 4 - Governance

Objective 4.4 – High standard of governance and accountability

Strategy 4.4.8 – Compliance with the Local Government Act 1995 and all relevant legislation and regulations

SUSTAINABILITY IMPLICATIONS

Governance

- Deliver outcomes that are consistent with the strategic goals and objectives of the Shire
- Comply with relevant policy, legislation, regulation, criteria and guidelines.

RISK IMPLICATIONS

Risk: Compliance: The DCRAG does not function consistent with the requirements of the “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy” (2.8).		
Likelihood	Consequence	Rating
Likely	Moderate	Moderate
Action / Strategy		
The DCRAG be disbanded as a Shire facilitated group.		

Risk: Reputational: The DCRAG adhering to the “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy” results in meetings being less effective and that the required formalities undermines its purpose with community members feeling frustrated that their concerns are unheard.		
Likelihood	Consequence	Rating
Likely	Moderate	Moderate
Action / Strategy		
The DCRAG be disbanded as a Shire facilitated group.		

EXTERNAL CONSULTATION

Details of the advantages/disadvantages of formalising the current practices as a Shire facilitated group and the advantages/disadvantages of establishing as a community group (**Attachment 1**) were provided by email to the DCRAG Chair on 16 August 2023. The DCRAG Chair subsequently forwarded this document to DCRAG members and other groups in Darlington.

The Governance Coordinator attended the DCRAG meeting held 28 August 2023 to inform the DCRAG members of the implications of the reduced number of council members following the 2023 local government ordinary election and anticipated requirements of the recently adopted “Committees, Advisory Groups, Representatives Meetings and Working Groups Policy” should the DCRAG remain as a Shire facilitated group (as outlined in the comment section of this report). The DCRAG members and guest attendees spoke at length on these matters with no consistent opinion able to be determined on whether the DCRAG should remain a Shire facilitated group or if they should continue as a community group. There was interest in both options as long as the group was able to maintain their active and diverse involvement in the community. There was also discussion regarding alternative formats of DCRAG, which could be explored further by the DCRAG members if it is resolved by Council to disband the Shire facilitated group and community members decide to continue as a community group.

A formal consultation period was not undertaken by the Shire, however, subsequent to the DCRAG meeting, community groups and DCRAG members provided feedback to the DCRAG Chair which were forwarded to officers.

The below table provides a summary of the submissions. Feedback has been combined and are available in **Attachment 2**.

Respondent	Summary of Submission
Submission 1 Ceri Kitley, DCRAG	DCRAG should not be a Shire facilitated group.
Submission 2 Val Shiell, Chair, Darlington History Group Inc.	DCRAG should be a Shire facilitated group.
Submission 3 Brodie Della, President, Darlington Junior Football Club Inc.	DCRAG should be disbanded.
Submission 4 Anthony Spagnolo and Louise Stelfox, Chair and Deputy Chair, Darlington Ratepayers’ and Residents Association Inc. (DRRA)	DCRAG should be a Shire facilitated group.
Submission 5 Trea Wiltshire, DCRAG	DCRAG should be a Shire facilitated group.
Submission 6 Name and full submission withheld by request	DCRAG should be a Shire facilitated group.
Submission 7 Chris Pemberton, Darlington Arts Festival delegate	DCRAG should not be a Shire facilitated group.
Submission 8 Chris Arnold, DCRAG DaSRA and DRRA	Refer to full submission.

Submission 9 Colin James, Secretary, DCRAG	DCRAG should be a Shire facilitated group.
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COMMENT

The DCRAG Terms of Reference were last approved by the DCRAG in March 2022, noting that they were not provided to Council for endorsement.

It is for Council to determine if the DCRAG be disbanded as a Shire facilitated group. The following reasons are provided for the recommendation that the DCRAG be disbanded.

- Due to the recent changes to the *Local Government Act 1995*, there will be a reduction in the number of Councillors from 12 to eight, plus a directly elected Shire President, to align with the size of the population. This reduction in numbers may result in less council members nominating to be appointed to the various committees, advisory groups and representatives meetings established and facilitated by the Shire when considered in conjunction with their other responsibilities.
- Consideration was given to recommending that the DCRAG retain its current format with the requirement that they adhere to the provisions of the “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy”, however, given the independence the group has demonstrated over the past years this would be quite restrictive to how the group functions.
- The current DCRAG Terms of Reference state that “*the Shire will provide administrative and executive support to facilitate the effective functioning of the Group*”, however, they also state that at “...*an AGM each February, [the group will] elect the following office bearers... [including] Secretary*”. As the secretary of the group is a community member, the details of the meetings are not recorded using the Shire’s systems or in accordance with the Shire’s practices. For example, any council member appointed to a Shire group is required to disclose any interests in accordance with the Act. Additionally, external members appointed to the group are to be aware of any conflict of interest and ensure probity is maintained at all times. The minutes of the DCRAG do not provide for the declaration of interests. The DCRAG agendas and minutes (meeting documents) are generally provided by email to the Shire and recorded in the record keeping system in accordance with DCRAGs current Terms of Reference. The provision of meeting documents in this manner does not adhere to the requirements of the Shire’s Record Keeping Plan or the “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy”.
- Currently, advice and agreed actions from the DCRAG are not provided to the Shire in keeping with the practices of other Shire facilitated advisory groups and the “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy”. Generally, advice from Shire facilitated groups are incorporated into Council reports with due consideration to financing and resourcing implications. Instead, the DCRAG submit letters or emails to the Shire which are used to inform actions or decisions consistent with how the Shire utilises any correspondence received from community groups and individuals. If the DCRAG was to continue to function in the format of a community group, there would be little change to the provision of advice and agreed actions.
- The minimum expectations of Shire facilitated advisory groups are included in a Charter document, based on the provisions of the “Committees, Advisory Groups,

Representatives Meeting and Working Groups Policy” which provides that “*council members are responsible for ensuring that the committee adheres to the direction set by Council, contributing from a Shire-wide perspective*”. Additionally, it includes “*the presiding member [the council member appointed to the group] is responsible for ensuring that the group adheres to the direction set by Council*”.

The advice from the DCRAG and the information contained on the website separate to the Shire’s official website, whilst valuable, is at times not in keeping with the Shire’s strategic outcomes or the agreed direction of Council.

Should Council seek an alternative to disbanding the DCRAG, the following options are available:

- The DCRAG be formalised as a Shire established **advisory group** in accordance with the “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy”.
There would be a requirement that the advisory group adhere to the provisions of the “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy”. As noted above, this has not been recommended given the independence the group has demonstrated over the past years this would be quite restrictive to how the group functions.
Advisory groups may be established by resolution of Council for the provision of strategic and/or operational advice on a matter as outlined in the Council endorsed Charter. Additionally, as a Shire facilitated advisory group, individuals would be required to nominate with Council to appoint external members. Based on the current membership, this may limit the functions of the group. Membership may include council member(s).
- The DCRAG transitions to a Shire established **representatives meeting** in accordance with the “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy”.
There would be a requirement that the representatives meeting adhere to the provisions of the “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy”. There would be similar limitations to being established as a Shire facilitated advisory group.
Representative meetings may be established by resolution of Council for the provision of strategic and/or operational advice on a common interest as outlined in the Council endorsed Charter. By being established as a representatives meeting, ‘groups’ would be listed in the membership; they could then determine who would attend the meetings. This would be similar to the current membership of DCRAG but may limit representation by individuals. Membership may include council member(s).
- The DCRAG transitions to a Shire established **working group** in accordance with the “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy”.
There would be a requirement that the representatives meeting adhere to the provisions of the “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy”.
Working groups may be established for the purpose of delivering strategic and/or operational outcomes as outlined in the Charter endorsed by the Executive Leadership Team. Council would be advised of its establishment. Membership may include council member(s).

If Council determine to disband the DCRAG as a Shire facilitated group, it would be at the discretion of the DCRAG to continue as a community group or establish as an

incorporated body. There are a number of community groups within the Shire that invite council members to attend their meetings as guests or provide for a council member to attend in an ex-officio role (they are appointed to groups because of their role as council members). Should the DCRAG continue as a community group, they may liaise with the Shire to invite council members to attend. The DCRAG as a community group, can continue its practice to submit letters or emails to the Shire which are used to inform actions or decisions consistent with how the Shire utilises any correspondence received from community groups and individuals.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council:

1. Disbands the Darlington Community Recreation Advisory Group effective from the 2023 local government election (21 October 2023); and
2. Acknowledges the efforts and valued input of the members of the Darlington Community Recreation Advisory Group.

Darlington Community Recreation Advisory Group (DCRAG)

Council has recently adopted the “Committees, Advisory Groups, Representatives Meetings and Working Groups Policy” (Advisory Groups Policy). It is intended that this policy provide clear expectations, consistency and direction for groups established by the Shire whilst adhering to legislated requirements where applicable.

Due to the recent changes to the *Local Government Act 1995*, there is a reduction of council members which may result in less council members nominating to be appointed to the various Committees, Advisory Groups and Representatives Meetings established by the Shire.

Advantages of staying an Advisory Group

- To adhere to the Advisory Groups Policy details of DCRAG including membership and the adopted Charter are available on the Shire’s website.
- Perceived ‘access’ to Council. Advice from DCRAG may be incorporated into officer reports to Council or agreed actions scheduled as appropriate (as is currently done).

Disadvantages of staying an Advisory Group

- Following the adoption of the Advisory Groups Policy, DCRAG will be required to adhere to the policy provisions which in turn references legislated requirements including the *Local Government Act 1995*, the *Meeting Procedures Local Law 2015* and the “Code of Conduct for Council Members, Committee Members and Candidates”.
Requirements include (but are not limited to):
 - Nominations to be sought and members appointed by Council in accordance with the selection criteria as listed in the adopted Charter.
 - Council member appointed to the group to be the Presiding Member.
 - Meetings to be held in a semi-formal manner with meetings held generally in keeping with the principles of the *Local Government Act 1995*.
 - Where a member has an interest in a matter to be discussed at the meeting, they are to disclose the interest and the extent of such interest (in writing and at the meeting) to be listed in the Record of Proceedings. Members would be required to ensure probity is maintained but it would be at their discretion to participate in the meeting.
 - Meetings would need to be convened by the Shire with employees made available to attend to capture the Record of Proceedings.
 - Requirement that consensus agreement be reached and included in the Record of Proceedings. Record of Proceedings would not reflect verbatim discussion on issues or matters discussed prior to consensus agreement being reached.

Advantages of changing to a community group (not established by the Shire)

- Meetings are able to be held in a less formal manner in accordance with the groups’ constitution. Note, council members are required to adhere to the *Local Government Act 1995* at all times, including being mindful of conflicts of interest.

- Advice from DCRAAG may still be incorporated into officer reports to Council or agreed actions scheduled as appropriate (no change to what is currently the case).
- It would be at the discretion of the group if they wanted to become an incorporated body.

Disadvantages of changing to a community group (not established by the Shire)

- Perceived lack of direct 'access' for Council to consider advice. Noting that this will function similar to how information is provided to Council currently.

Excerpt of “Committees, Advisory Groups, Representatives Meetings and Working Groups Policy”

	Advisory Group
Establishment	A report is to be presented to Council to establish an advisory group. Charter to be endorsed by Council.
Delegation/ Powers	Advisory groups have no delegated authority to make any decisions for or on behalf of Council. Advisory groups are not authorised to: <ul style="list-style-type: none"> • Expend or authorise the expenditure of any Shire funds • Correspond with any party • Speak on behalf of the Shire or Council • Issue any media release • Issue any instruction to Shire employees.
Remuneration	Nil
Membership	Membership to be listed in the endorsed Charter. There is to be a majority of external members compared to council members. If authorised by the advisory group, council members attending as observers may participate and/or vote. Generally, employees are not voting members. The advisory group may invite, through the CEO, Shire employees or others to attend but such persons shall not be entitled to vote. An external member absent for three consecutive meetings without leave shall forfeit their membership. If for any reason, a member is unable to hold office for the full period of their appointment, Council shall fill that vacancy. The member appointed shall hold office for the balance of the term of the member originally elected.

Advisory Group	
Appointment	<p>Council members:</p> <ul style="list-style-type: none"> • Council members to be appointed to the advisory group by Council (no absolute majority required). <p>External members:</p> <ul style="list-style-type: none"> • Selection criteria for external members to be included in endorsed Charter. • Nominations for external members to apply for a position on the group must be advertised detailing the selection criteria of external members for a period of at least two weeks. Advertising is to be in keeping with the principles of local public notice as defined by the Act. • At the close of the advertising period, applications for external members shall be assessed against the selection criteria with a report providing recommendations for appointment to be considered by Council.
Presiding Member	<p>Advisory groups to appoint their own presiding member.</p> <p>Presiding member is to be a council member appointed to the advisory group.</p> <p>Where the presiding member is unable or unwilling to chair the meeting, the senior employee tasked with supporting the advisory group will chair the meeting (but does not have voting rights).</p>
Conduct	<p>All advisory group members to conduct themselves in keeping with the provisions of:</p> <ul style="list-style-type: none"> • the Act • Meeting Procedures Local Law • Code of Conduct for Council Members, Committee Members and Candidates. <p>Disclosure of interests</p> <ul style="list-style-type: none"> • Council members/ employees, to be disclose financial, proximity and impartiality interests (s.5.60). • External members to be aware that any conflict of interest needs to be recognised, to ensure that probity is maintained at all times.
Meetings	<p>Meetings to be generally open with the public to attend as observers.</p> <p>Meeting details available on request.</p> <p>Meeting documents available on request.</p>
Quorum/ Voting	<p>Meeting quorum is at least 50% of the number of members of the advisory group (in keeping with principles of s.5.19).</p> <p>One vote per member (in keeping with principles of s.5.21).</p> <p>Decisions are to be made by consensus (i.e. members are satisfied with the decision even though it may not be their first choice). If not possible, the presiding member can make the final decision.</p>
Recording	<p>Record of Proceedings shall record:</p> <ul style="list-style-type: none"> • details of any disclosure of interest and the extent of such interest. • the times any member has departed and/or re-enters the meeting. • consensus agreement on actions. <p>Record of Proceedings will not reflect verbatim discussion on issues or matters discussed prior to consensus agreement being reached.</p> <p>At the end of each meeting, the presiding member will read out the agreed actions and any points of agreement to the meeting to ensure they are accurately reflected to the consensus view.</p> <p>Unconfirmed Record of Proceedings to be provided to group within 7 days after the meeting is held (in keeping with principles of r.13).</p>

	Advisory Group
Reporting	<p>Where advice is received from an advisory group which may inform decisions made by Council and has been included as consensus agreement in the record of proceedings, advice may be included in an Officer report for formal consideration by Council.</p> <p>Agreed actions will be assessed for financial or resourcing implications prior to being actioned.</p>
Changes to Terms of Reference/ Charter	<p>Charter to be reviewed prior to each ordinary local government election.</p> <p>Advisory groups may amend their Charter when required with Council to endorse any changes.</p>
Disband	<p>Council may determine at any time that an advisory group is no longer required and is to be disbanded.</p> <p>Where advisory groups are for a project with a finite end date or in response to a specific matter Council is not required to formally disband the advisory group, instead the advisory group will be dissolved as referenced in the relevant Charter.</p>

Subject: FW: Future of DCRAG

From: Ceri Kately

Sent: Friday, 8 September 2023 1:21 PM

Subject: Re: Future of DCRAG

To Trish and DCRAG Delegates,

Having considered the options against the new shire requirements my personal view, (as I have no ability as the delegate for the wider community to take this out to the wider community), is that it would be too difficult for DCRAG to run under the new rules for an advisory or representative Group.

I base this opinion on the following new requirements:

- * Chair by councillor
- * minutes recorded by Shire Officer
- * selection criteria requirements of representative members
- * meetings likely to be conducted out of area and in office hours
- * no publication allowed including in the Darlington Review.

If delegates and the community it currently serves wish it to continue then the loss of its advisory function would necessitate a review of DCR(A)G's terms of reference, as well as a review of where it sits in relationship to DRRA & DaSRA and its ongoing need, role and function.

Current Terms of Reference:

- o 3.1 To provide information and advice to the Shire on matters relating to the recreation facilities in the Darlington precinct.
- o 3.2 To assess the local communities' recreation needs and wants and keep the Shire informed of these needs.
- o 3.3 To assist the Shire by providing recommendations on future planning of the recreation facilities in the Darlington precinct.
- o 3.4 To make recommendations to the Shire on capital items relating to recreational facilities within the Darlington precinct.
- o 3.5 To be a focal point and act as a link between the Shire and the local community.

I agree with Trish's in summary points:

- We want reduced workload for volunteers, not more onerous formalities.
- We want confidence in the Shire to listen to all our community groups and individuals.
- We want engagement with Councillors
- We want respect and support from the Shire for our community groups.

So going forward I would like to know where the other Community groups sit and what role they would like a new look DCR(A)G to play?

Unless DCRAG & DaSRA wish to merge DCR(A)G could become an incorporated body that could provide support for grants and funding applications for initiatives that come through DRRA, widening its focus to the whole of the Darlington Community.

I note that this would not prevent community groups or individuals taking their concerns/needs direct to the Shire.

I would like to see the ‘Darlington Village projects planned / actioned’ spread sheet, currently used by DCRAG, continued as it provides an effective ongoing working tool plus a record of the financial commitment of all the projects current within the whole of Darlington not just the Central Village location. This tool could continue to be used across all community groups.

I strongly support the ongoing attendance of councillor(s) at ratepayers meetings and a Shire officer attending DCR(A)G meetings if it continues as a community group.

I look forward to attending the DRRA meeting on 14 September to meet our representatives prior to voting for Shire President.

Although challenging, maintaining healthy community groups which meet the varied and changing needs of the Darlington Community is essential and requires on going support.

How best to maintain transparency, clarity and clear lines of communication?

Kind Regards,
Ceri Kitley
(DCRAG delegate wider Community)

Future of DCRAG Advisory Group.

To Trish and DCRAG Delegates

Thank you for the information that describes the effect of Policy 2.8 Committees, Advisory Groups Representatives Meetings and Working Groups.

As the Darlington History Group, we have found our inclusion in this group invaluable to discuss our plans for the development of the Heritage Precinct as well as the activities we undertake and to both provide and accept feedback.

This meeting has allowed us, as members, to understand roles of other groups in the development of Darlington and how we can work together and support these activities.

We see the direct link through a Councillor to Council to represent the needs and activities of the community projects as important.

With this view in mind, the Darlington History Group would ask that DCRAG remain as a Shire Advisory Group under the new procedures and include matters of historical interest pertaining to Darlington.

DCRAG has a role in providing an opportunity for all projects to give an overview of their activities and projects which opens up positive communication and cooperation.

Conclusion:

The Darlington History Group would want DCRAG to remain an Advisory Group under the new Procedures.

Val Shiell

Chair,
Darlington History Group Inc.

Subject: FW: Future of DCRAG

From: DJFC President

Sent: Monday, 11 September 2023 9:13 PM

Subject: Re: Future of DCRAG

Hello All,

The feeling of the football club in the conversations I have had is that the members do not even know, understand or have inclination to find out what DCRAG actually does. I myself have battled with this over the years and still don't have a definitive answer.

With this being said, members have expressed that being part of such a group hasn't assisted the sporting groups at all, in particular the Darlington JFC, and whilst its an advisory group to the shire, having a councillor chair the group is believed to be a Conflict of Interest.

That being said of the members, my personal view is that there are too many groups in Darlington doing the same thing and not actually assisting a whole lot. All of the grunt-work is done via the various clubs and pushed by them accordingly anyway.

The DJFC Executive vote to have the group dissolved.

Thankyou

Brodie Della

Darlington JFC President

From: DJFC President

Sent: Wednesday, 13 September 2023 11:14 AM

Subject: Re: DCRAG's future

Hi all,

I'd just like to clarify, that my personal comments are mine and the members comments are theirs. This may or may not be the feeling of ALL of the football club, but in the numerous conversations I have had over many years, including now in 2023, this was the general consensus.

With that being said, and speaking on behalf of myself, not the club, I don't feel that DCRAG has been beneficial or had many (if any) positive results solely for the football club. Now, I know that this will have particular members upset, but the football club has progressed because of the hard work their members have put in, not through the actions of this group or the broader community. In no way has any action, change or sentiment from any other group (outside of the sporting clubs and DASRA) made any difference to the football club. It has not made dealing with the Shire any easier on all fronts and I just don't understand why I am in attendance to 4 meetings a year that don't effect the club itself. The community yes, but not the core business of the club.

My point is simple, there are so many avenues for people to go if they want to hear about the various doings of all of these clubs and groups, I personally do not feel that these meetings are beneficial to OUR members.

The word "Advisory" stands out because as a club, we have access to that platform already with the shire. There have been numerous times whereby our members have voiced a COI concern with a shire representative chairing and speaking on behalf of the clubs and in the future this will be no different, so my personal feeling is that it doesn't enable our club to do anything outside of what we are already doing. We don't vote or have any influence because it's not what the group does and the information provided to the us realistically has made zero difference to the club itself.

At the end of the day, the DJFC exists in the realm that we live in. If anything changes, we adapt.

Elizabeth, happy for you to include this as part of our submission if you think it enables a more informed decision.

Regards
Brodie Della
President - DJFC

Subject: FW: Council Report - Future of DCRAG - Consultation with DRRA

From: Anthony Spagnolo
Sent: Tuesday, 12 September 2023 3:21 PM
To: Elizabeth Nicholls
Subject: Re: Council Report - Future of DCRAG - Consultation with DRRA

Dear Elizabeth

This is how we would like our feedback to be represented:

Comment from DRRA Chairperson and Deputy Chairperson:

"This decision impacts the Darlington Residents and Ratepayer's Association (DRRA) given there is some overlap in the purview of DCRAG and DRRA.

DCRAG has delivered several successful projects for the Darlington community, the proposed changes should not undermine DCRAG's ability to continue this in the future.

The primary consideration for any change should be whether it enhances or diminishes the Darlington community's capacity to achieve successful outcomes.

There is an element of confusion of who is the 'voice' to represent the Darlington community's collective views. To address this, we propose that if DCRAG is to continue, as we recommend, it should operate as a Shire-facilitated group with a clearly defined purpose, focusing on cultural and recreational groups."

Thanks, Anthony

Subject: FW: DCRAG's future

From: trea wiltshire
Subject: DCRAG's future
Date: 12 September 2023 at 9:16:23 am AWST

Hi Trish and other DCRAG members (Trish please circulate as I don't have their emails).

As a DCRAG community delegate, I certainly hope it continues its excellent work as a Shire recreational advisory group and I thoroughly agree with all the sentiments expressed by the Darlington History Group about the important role the group plays.

Having witnessed DCRAG's operations over several decades, I'm always impressed by the breadth of information shared by the groups attending the meetings. This sort of communication has always been vital in creating the cohesive community that has always been one of Darlington's strengths and we need more not less of it. Delegates always leave meetings better informed about activities across the community and aware of how groups can collaborate on issues and projects and avoid duplication. Of course the fact that the meetings are attended by a Shire officer make them even more valuable and the Shire rep (like us) leaves each meeting with a comprehensive overview of the many endeavours of individual groups. It's disappointing that the leaders of the junior sports clubs seldom attend meetings and fail to take advantage of this opportunity to communicate with other recreational groups, thus raising their profile. This lack of interest perhaps makes the comments of the President of DJFC - that his members "do not know, understand or have any inclination to find out what DCRAG actually does..." - unsurprising. I'm confident most delegates will have far more positive responses to the role DCRAG plays and I hope it will be part of Darlington into the future.

All the best from Boston!
Trea

Subject: FW: Future of DCRAG

From: "Chris Pemberton"
Subject: Re: Future of DCRAG
Date: 9 September 2023 at 9:06:39 am AWST
To: "Patricia COOK"

Hi Trish

I've discussed this with DAF Executive and the general feeling is that the options are limited to either disbandment or becoming an independent incorporated community organisation. If the former, who/what would take on DCRAG's vital roles is the issue - it was quite apparent at the meeting that there is little appetite in DRRA for such an eventuality.

The concern is that the way Council is proposing advisory or representative members groups be managed virtually extinguishes the autonomy and flexibility of DCRAG and greatly constrains its role. This would be a major issue with the community.

If set up as a community committee, it could retain its current objectives and work in much the same way as currently.

There are many factors to be considered whichever direction is preferred – overlapping roles with DRRA and DaSRA, the role of local councillors, project management, maintaining an overview of and managing future directions of the recreation areas, identifying representative organisations and community representation, whether a role in the management of public spaces in the wider Darlington community is appropriate, etc. - lots of work and a long way to go.

Cheers

Chris

Subject: FW: Future of DCRAG

On 11 Sep 2023, at 8:23 am, Chris Arnold wrote:

Hi Trish

I've had a relatively advantageous position of being directly associated with each of DCRAG (reporting on WRAP), DaSRA (agreed to be on the committee because of the potential for WRAP auspicing), and DRRRA (as a continuing committee member). That said, my frequent travel and WRAP focus has meant that I have not been particularly actively involved in any of the three.

Rather than focussing on the DCRAG options, my personal contribution below involves stepping back to view things from a more general 'Darlington community representative groups' perspective. This is very likely a case of 'too late, the bus has already departed' because the Shire has already embarked on its standardised single point of interaction. But regardless, here are my thoughts.

My broader community perspective starts with a proposed generic structure (conceptual model), and I then consider how the three existing Darlington groups might be re-modelled to fit the model.

As an aside, I continue to see the drive for Shire standardisation as a concern. I understand the efficiencies from their perspective, but from a community perspective the result risks being a bland uniformity that fails to take account of the multi-layered diversity across the Shire.

Regards

Chris

Darlington community representative organisations: Conceptual model

Darlington should have two community organisations (entities), distinguished by stated functions that clarify their roles and interactions, whether internally (community level) or externally (with the Shire).

Entity 1. Function: COMMUNITY ADVOCACY (defn: public support for or against recommendations of a particular cause or policy).

This organisation would be the vehicle for dealing with community issues and would establish guidelines as to what the Darlington community and landscape should be, based on generally recognised views, together with community consultation.

Entity 2. Function: COMMUNITY PROJECTS and ACTIVITIES: This organisation would be the coordinating vehicle for a whole range of Darlington community functions, whether sports, recreation, cultural, or other community development proposals and activities, where the interests of such groups can be advanced and supported.

Relationships between the entities and with the Shire

There would need to be sufficient transparency, cross-fertilisation, and communication between the two entities to ensure that at an early stage each is aware of proposals and issues being developed or considered by the other.

Both entities should be able to interact directly with the Shire according to their relevant functions because the Shire will have a clear understanding of the functional distinctions between the two entities.

Entity 2 should be able to initiate and conduct projects and activities independently but should have a responsibility to ensure that these are consistent with the community guidelines established by the **Entity 1**.

Entity 1 will establish a relationship with the Shire that ensures that any Shire projects planned within Darlington are communicated early so that the outcomes will be consistent with agreed community guidelines. **Entity 1** may develop projects and activities of its own, but these will typically be smaller scale, and should not clash with those of **Entity 2**.

Current community groups within the conceptual model

DRRA: Under the proposed two-entity model DRRA would be a natural fit for the functions of **Entity 1**, focusing on community advocacy, and representing residents and ratepayers on short- and long-term matters that affect the community.

DCRAG would be well suited to being restructured to take on the functions of **Entity 2**.

Although **DaSRA** has performed valuable community work, it appears now to have run its course, and its remaining functions could be readily merged into a restructured DCRAG, including the interests of established sporting or other recreation groups.

Given the wider scope of the restructured DCRAG, sub-committees can be established to drive any relevant projects or activities. Incorporation would be necessary given that funding would likely be required for certain projects.

Subject: FW: DCRAG future options

From:
Subject: RE: Comments please?
Date: 1 September 2023 at 1:52:04 pm AWST
To: "Patricia COOK"

Thanks Trish.....noted my previous response now connected. I think excellent responses to all your queries and sets out what we can do.

My preference still Representative meeting.....although see some concerns with reporting only Shire president.very onerous.

Suggest send out for comments from all groups and see their suggestions. Is their a time line.....I noted October???????????

Regards
Colin

Begin forwarded message:

From:
Subject: RE: DCRAG future options
Date: 1 September 2023 at 1:12:57 pm AWST
To: "Cr. Trish Cook"

Trish
Thanks for this review of what is being proposed. Can I ask why Council are undertaking these changes to Shire groups....seems to be a step to reduce their inputs? Is their a Governance problem in how Shires operate?
Obviously need to discuss with all other Presidents for what they suggest so can ensure Darlington still act for its community, and put their views and requests forward. My preference from your notes.....Representative meeting.
Regards
Colin

10.5 Inclusion and Disability Access Advisory Group - Recommendation to Disband

File Code	GV.MTG 7.3
Author	Elizabeth Nicholls, Governance Co-ordinator
Senior Employee	Garry Bird, Director Corporate Services
Disclosure of Any Interest	Nil
Attachments	Nil

SUMMARY

The format of the Inclusion and Disability Access Advisory Group (IDAAG) has been reviewed and it is recommended it be disbanded as a Shire advisory group.

Generally, Shire established and facilitated groups are reviewed as part of each local government ordinary election cycle to confirm the format and membership is still effective and appropriate.

If disbanded, it is proposed that an Inclusion and Disability Access Working Group be established in accordance with the "Committees, Advisory Groups, Representatives Meeting and Working Groups Policy" as an officer led meeting with no council members appointed.

BACKGROUND

IDAAG has existed in different formats since 2006.

At the Council Forum held 25 July 2023, an item was provided to Council regarding the current committees established by the Shire. The feedback received was to reduce the number of council members appointed to IDAAG but upon further review it is recommended that IDAAG be disbanded that an Inclusion and Disability Access Working Group be established.

STATUTORY / LEGAL IMPLICATIONS

Part 5, Subdivision 2 of the *Local Government Act 1995* (the Act) provides for committees including establishment and appointment of members. Part 5 Subdivision 3 of the Act provides for the quorum, voting, decisions and minutes of committees. The *Local Government (Administration) Regulations 1996* also make provisions in regards to committees.

Although not established under section 5.8 of the Act, working group members are to conduct themselves in keeping with the provisions of the legislation.

POLICY IMPLICATIONS

Code of Conduct for Council Members, Committee Members and Candidates

The "Code of Conduct for Council Members, Committee Members and Candidates" (1.1) provides an expected standard of conduct for council members and committee members appointed to the Committee.

If the recommendation to disband the IDAAG is supported with a working group to be established, it is proposed that there will not be council members appointed. There is, however, an expectation that working group members conduct themselves in keeping with

the provisions of the “Code of Conduct for Council Members, Committee Members and Candidates”.

Committees, Advisory Groups, Representatives Meeting and Working Groups Policy

The “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy” (2.8) relates.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 4 - Governance

Objective 4.4 – High standard of governance and accountability

Strategy 4.4.8 – Compliance with the Local Government Act 1995 and all relevant legislation and regulations

SUSTAINABILITY IMPLICATIONS

Governance

- Deliver outcomes that are consistent with the strategic goals and objectives of the Shire
- Comply with relevant policy, legislation, regulation, criteria and guidelines.

RISK IMPLICATIONS

Risk: Reputational: The IDAAG adhering to the “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy” results in meetings being less effective and that the required formalities undermines its purpose with community members feeling frustrated that their concerns are unheard.		
Likelihood	Consequence	Rating
Likely	Moderate	Moderate
Action / Strategy		
The IDAAG be disbanded as a Shire advisory group and that an Inclusion and Disability Access Working Group be established.		

EXTERNAL CONSULTATION

Nil

COMMENT

The previously named IDAAG Terms of Reference were last reviewed by the IDAAG in December 2020, noting that they were not provided to Council for endorsement.

Due to the recent changes to the *Local Government Act 1995*, there will be a reduction in the number of Councillors from 12 to eight, plus a directly elected Shire President, to align with the size of the population. This reduction in numbers may result in less council members nominating to be appointed to the various committees, advisory groups and representatives meetings established and facilitated by the Shire when considered in conjunction with their other responsibilities. As such it is recommended that the IDAAG be disbanded.

If disbanded, it is proposed that an Inclusion and Disability Access Working Group be established in accordance with the “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy” as an officer led meeting with no council members appointed. Working groups may be established for the purpose of delivering strategic and/or operational outcomes as outlined in the Charter endorsed by the Executive Leadership Team. Council would be advised of its establishment.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council:

1. Disbands the Inclusion and Disability Access Advisory Group as a Shire advisory group effective from the 2023 local government election (21 October 2023), noting that a working group will be established in accordance with the “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy” for the purpose of delivering strategic and operational outcomes relating to the Shire’s Access and Inclusion Informing Strategy.
2. Acknowledges the efforts and valued input of the members of the Inclusion and Disability Access Advisory Group.

10.6 Mount Helena Aquatic Centre Representatives Meeting - Review of Charter

File Code	GV.MTG 7.4
Author	Elizabeth Nicholls, Governance Co-ordinator
Senior Employee	Garry Bird, Director Corporate Services
Disclosure of Any Interest	Nil
Attachments	1. Draft - Mt Helena Aquatic Centre Representatives Meeting Charter ↓

SUMMARY

The Mt Helena Aquatic Centre Representatives Meeting Charter has been drafted (**Attachment 1**) and is presented to Council for consideration prior to the 2023 local government ordinary election.

Generally, Shire established and facilitated groups, including their Charters (previously called Terms of Reference for this group), are reviewed as part of each local government ordinary election cycle to confirm the format and membership is still effective and appropriate. It is considered that formalising the name to Mt Helena Aquatic Centre Representatives Meeting for the Shire's purposes and the draft Mt Helena Aquatic Centre Representatives Meeting Charter (draft Charter) is appropriate to meet the requirements of the "Licence Agreement for the Shared Use of Mount Helena Aquatic Centre at Eastern Hills Senior High School Mt Helena Aquatic Centre" (Licence Agreement).

BACKGROUND

Previously the group has been called the Mt Helena Aquatic Centre Representatives Group as referred to in the Licence Agreement or the Mt Helena Recreation and Aquatic Centre Representatives Meeting.

The draft Mt Helena Aquatic Centre Representatives Meeting Charter includes information consistent with the "Committees, Advisory Groups, Representative Meetings and Working Groups Policy" whilst adhering to the requirements of the Licence Agreement.

At the Council Forum held 25 July 2023, an item was provided to Council regarding the current advisory groups and representatives meetings established or facilitated by the Shire.

The appointment of council member(s) to representatives meetings is determined by Council following ordinary local government elections, for a term to expire on the date of the subsequent ordinary local government elections. Consistent with the draft Charter, community representatives will be invited to participate in the Mt Helena Aquatic Centre Representatives Meeting.

STATUTORY / LEGAL IMPLICATIONS

Part 5, Subdivision 2 of the *Local Government Act 1995* (the Act) provides for committees including establishment and appointment of members. Part 5 Subdivision 3 of the Act provides for the quorum, voting, decisions and minutes of committees. The *Local Government (Administration) Regulations 1996* also make provisions in regards to committees.

Although not established under section 5.8 of the Act, representatives meetings are held in keeping with the principles of the legislation.

POLICY IMPLICATIONS

Code of Conduct for Council Members, Committee Members and Candidates

The “Code of Conduct for Council Members, Committee Members and Candidates” (1.1) provides an expected standard of conduct for council members.

Additionally, representatives meeting members are to conduct themselves in keeping with the provisions of the legislation.

Committees, Advisory Groups, Representatives Meeting and Working Groups Policy

The “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy” (2.8) relates.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 4 - Governance

Objective 4.4 – High standard of governance and accountability

Strategy 4.4.8 – Compliance with the Local Government Act 1995 and all relevant legislation and regulations

SUSTAINABILITY IMPLICATIONS

Governance

- Deliver outcomes that are consistent with the strategic goals and objectives of the Shire
- Comply with relevant policy, legislation, regulation, criteria and guidelines.

RISK IMPLICATIONS

Risk: Compliance: The Mt Helena Aquatic Centre Representatives Meeting Charter is not consistent with the requirements of the Act, the Licence Agreement and the “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy” (2.8).

Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
The draft Mt Helena Aquatic Centre Representatives Meeting Charter is adopted.		

EXTERNAL CONSULTATION

Nil

COMMENT

The Licence Agreement was most recently executed on 4 December 2019 (C8.09.19) between the Minister for Education and Shire of Mundaring. The Licence Agreement provides for a Representatives Group and a Terms of Reference which outlines the purpose of the Representatives Group.

The draft Charter includes the purpose of the Mt Helena Aquatic Centre Representatives Meeting as outlined in the Licence Agreement and provides additional clarity on membership, the role of members, how decisions are to be made and recorded.

An item will be presented for Council to appoint council members to the Mt Helena Aquatic Centre Representatives Meeting following the 2023 ordinary local government elections, for a term to expire on the date of the subsequent ordinary local government elections.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council endorses the draft Mt Helena Aquatic Centre Representatives Meeting Charter (**Attachment 1**).

Charter



MT HELENA AQUATIC CENTRE REPRESENTATIVES MEETING

This Charter is to be read in conjunction with:

- the "Committees, Advisory Groups, Representative Meetings and Working Groups Policy"; and
- the "Licence Agreement for the Shared Use of Mount Helena Aquatic Centre at Eastern Hills Senior High School Mt Helena Aquatic Centre".

1. Establishment

The Mt Helena Aquatic Centre Representatives Meeting (the group) is established by the Licence Agreement for the Shared Use of Mount Helena Aquatic Centre at Eastern Hills Senior High School Mt Helena Aquatic Centre (C8.09.19).

The group may also be referred to as the Mt Helena Aquatic Centre Representatives Group (as included in the Licence Agreement).

2. Purpose

The purpose of the group is to:

- a. Provide advice to Council on the management of the Mt Helena Aquatic Centre.
- b. Provide a venue for discussion between the Eastern Hills Senior High School and the Shire with regard to the management of Mt Helena Aquatic Centre.
- c. Ensure the views of the community are reflected in the operation and management of the Mt Helena Aquatic Centre.

3. Membership

The group shall consist of the following members:

- a. One council member
- b. External members (include but not limited to):
 - i. Department of Education staff member/s representing Eastern Hills Senior High School
 - ii. Community Representatives from Mt Helena Swimming Club
 - iii. Community Representatives from Mt Helena Residents and Ratepayers Association
- c. Up to two employees

If authorised by the group, council members attending as observers may participate in the meeting (but are not able to vote).

The group may invite, through the CEO, other Shire employees to attend meetings and provide pertinent information where necessary but such persons shall not be entitled to vote on any item arising out of that meeting.

The group may invite other persons to attend meetings and provide pertinent information where necessary but such persons shall not be entitled to vote on any item arising out of that meeting.

A member absent for three consecutive meetings without leave shall forfeit their membership.

The Manager Recreation and Tourism Services is to provide administrative support to the group.

4. Appointment

Council members are appointed to the group by Council for a term to expire on the date of the subsequent ordinary local government elections.

If for any reason, the council member is unable to hold office for the full period of their appointment, Council shall fill that vacancy. The council member appointed shall hold office for the balance of the term of the member originally elected.

4.1. Council Members

Council members are appointed in keeping with the principles of section 5.10 of the *Local Government Act 1995* (the Act).

4.2. Presiding Member

The presiding member and deputy presiding member are to be appointed by the group at its first meeting.

5. Roles and Responsibilities

Each member is expected to conduct themselves in keeping with the provisions with the Act, *Meeting Procedures Local Law 2015* and the Code of Conduct to have open and honest discussions and to treat each member and employees with due courtesy and respect.

Council members and employees are to disclose financial, proximity and impartiality interests in accordance with the Act. External members are to be aware that any conflict of interest needs to be recognised to ensure that probity is maintained at all times.

Each member is responsible for attending meetings, reviewing relevant material to enable informed discussion and making timely decisions/actions to progress the objectives of the group.

In addition to the above, the specific roles for each membership type are as follows:

- Council members are responsible for ensuring that the group adheres to the direction set by Council, contributing from a Shire-wide perspective and ensures that delivery of the groups purpose.
- External members are responsible for contributing to the delivery of the groups objectives within the scope of their skills, knowledge and capabilities.
- The presiding member is responsible for ensuring all members have an opportunity to participate in discussions in an open and encouraging manner and ensuring the timely consideration of items. Where the

presiding member is unable or unwilling to chair the meeting, the senior employee tasked with supporting the group will chair the meeting (but does not have voting rights).

- Employees are responsible for conducting necessary research as required by the group, providing professional advice, and for administering its meetings.

The group does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility.

Recommendations from the group are advisory only and shall not be binding on Council.

6. Meetings

Meetings shall be held generally in keeping with the provisions of the Act, the *Local Government (Administration) Regulations 1996* and the *Meeting Procedures Local Law 2015*. Due consideration is to be given to the "Committees, Advisory Groups, Representative Meetings and Working Groups Policy". The group shall determine its own procedures.

Ordinary meetings will be held biannually or more frequently as required.

Special meetings may be held:

- a. if called for by either the presiding member or at least two members in a notice to the CEO setting out the date and purpose of the proposed meeting; or
- b. if so decided by the group; or
- c. if called for by Council.

Meetings are not open to the public.

Decisions are to be made by consensus (i.e. members are satisfied with the decision even though it may not be their first choice). If not possible, the presiding member can make the final decision.

If a member is unable to attend a meeting, they must advise the presiding member as soon as reasonably practicable.

7. Recording and Reporting

The Record of Proceedings shall record:

- details of any disclosure of interest and the extent of such interest.
- times any member has departed and/or re-enters the meeting.
- consensus agreement on actions.

The Record of Proceedings will not reflect verbatim discussion on issues or matters discussed prior to consensus agreement being reached. At the end of each meeting, the presiding member will read out the agreed actions and any points of agreement to the meeting to ensure they are accurately reflected to the consensus view.

Where advice is received from a group which may inform decisions made by Council and has been included as consensus agreement in the Record of Proceedings, this advice may be included in an officer report for formal consideration by Council. Agreed actions will be assessed for financial or resourcing implications prior to being actioned.

8. Changes to Charter

This Charter is to be reviewed prior to each ordinary local government election.

This Charter may be amended by the group when required with Council to endorse any changes.

9. Term

This Charter is effective upon endorsement by with Council and continues until the termination of the Licence Agreement for the Shared Use of Mount Helena Aquatic Centre at Eastern Hills Senior High School Mt Helena Aquatic Centre.

Document Control

Item	Date	Reviewed by
Group established (in current format)	September 2023	Council CX.XX.23

10.7 Cultural Advisory Group - Review of Charter

File Code	GV.MTG 7.7
Author	Elizabeth Nicholls, Governance Co-ordinator
Senior Employee	Garry Bird, Director Corporate Services
Disclosure of Any Interest	Nil
Attachments	1. Draft - Cultural Advisory Group Charter ↓

SUMMARY

The Cultural Advisory Group Charter (draft Charter) has been reviewed (**Attachment 1**) and is presented to Council for consideration prior to the 2023 local government ordinary election.

Generally, Shire established and facilitated groups, including their Charters (previously called Terms of Reference for this group), are reviewed as part of each local government ordinary election cycle to confirm the format and membership is still effective and appropriate. It is considered that the format of the Cultural Advisory Group (CAG) is appropriate to provide strategic advice to Council on the community voice in matters related to arts, culture and heritage.

BACKGROUND

The CAG was established in different formats since 2008.

At the Council Forum held 25 July 2023, an item was provided to Council regarding the current groups established and facilitated by the Shire. The feedback received has been used to inform the recommendation to Council to review the CAG.

The appointment of council member(s) to representatives meetings is determined by Council following ordinary local government elections, for a term to expire on the date of the subsequent ordinary local government elections. Consistent with the draft Charter, community representatives will be invited to participate in the CAG.

STATUTORY / LEGAL IMPLICATIONS

Part 5, Subdivision 2 of the *Local Government Act 1995* (the Act) provides for committees including establishment and appointment of members. Part 5 Subdivision 3 of the Act provides for the quorum, voting, decisions and minutes of committees. The *Local Government (Administration) Regulations 1996* also make provisions in regards to committees.

Although not established under section 5.8 of the Act, advisory groups are held in keeping with the principles of the legislation.

POLICY IMPLICATIONS

Code of Conduct for Council Members, Committee Members and Candidates

The “Code of Conduct for Council Members, Committee Members and Candidates” - (1.1) provides an expected standard of conduct for council members.

Additionally, advisory group members are to conduct themselves in keeping with the provisions of the legislation.

Committees, Advisory Groups, Representatives Meeting and Working Groups Policy

The “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy” (2.8) relates.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 4 - Governance

Objective 4.4 – High standard of governance and accountability

Strategy 4.4.8 – Compliance with the Local Government Act 1995 and all relevant legislation and regulations

SUSTAINABILITY IMPLICATIONS

Governance

- Deliver outcomes that are consistent with the strategic goals and objectives of the Shire
- Comply with relevant policy, legislation, regulation, criteria and guidelines.

RISK IMPLICATIONS

Risk: Compliance: The draft CAG Charter is not consistent with the requirements of the “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy” (2.8).		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
The draft Charter is adopted.		

EXTERNAL CONSULTATION

Nil

COMMENT

The previously named CAG Terms of Reference were last reviewed by the CAG in September 2022, noting that they were not provided to Council for endorsement.

The purpose included in the draft Charter has been broadened from the current purpose of the CAG to reflect the provision of advice related to the strategic outcome as included in the Strategic Community Plan 2020-2030 “*Community: Healthy, safe, sustainable and resilient community, where businesses flourish and everyone belongs*”.

The number of council members appointed to the CAG has also been included in the draft Charter consistent with the current practice.

The draft Charter has incorporated information relevant to the “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy” and the previous Terms of Reference as well as providing additional clarity on membership, the role of members and how decisions are to be made and recorded. A ‘tracked’ document has not been provided

as there were no significant changes what has been included in the draft Charter from the previous Terms of Reference.

An item will be presented for Council to appoint council members to the CAG following the 2023 ordinary local government elections, for a term to expire on the date of the subsequent ordinary local government elections.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council:

1. Endorses the Cultural Advisory Group Charter (**Attachment 1**).
2. Advertises the Cultural Advisory Groups 12 external member vacancies to be appointed following the 2023 local government ordinary election; and
3. Seeks applications from candidates that meet the following criteria:
 - a. possess experience and a background in matters related to arts, culture and heritage;
 - b. encourage a diverse range of perspectives, ideas and recommendations; and
 - c. represent a broad spectrum of the cultural sector.



CULTURAL ADVISORY GROUP

This Charter are to be read in conjunction with the “Committees, Advisory Groups, Representative Meetings and Working Groups Policy”.

1. Establishment

The Cultural Advisory Group (in its current format) is established by Council resolution (XX.XX.XXXX).

2. Purpose

The purpose of the Cultural Advisory Group (the group) is to provide strategic advice to Council and be the community voice in matters related to arts, culture and heritage.

For the purposes of the group and this Charter, the following definitions are provided:

arts	individual or collective creative activity, the expression or application of creative skill and imagination in various branches, including but not limited to painting, sculpture, literature, music, dance, theatre, films and graphic arts.
culture	how the community expresses itself collectively. It is the shared values, attitudes, goals and practices that characterise Shire of Mundaring.
heritage	built and natural heritage, historical research, heritage interpretation/curation, Aboriginal heritage and cultural landscapes that have been passed down through generations thus are of special value and worthy of preservation. Heritage invites us to reflect on where we have come from and imagine how we would like the future to be.

This advice is related to the strategic outcome “*Community: Healthy, safe, sustainable and resilient community, where businesses flourish and everyone belongs*”.

Source: *Strategic Community Plan 2020-2030*

The group is to:

- Provide advice on policies and projects which build on the Shire’s arts, cultural and heritage strengths, goals and objectives.
- Provide advice to on incorporating arts, culture and heritage into the Shire’s strategic plans, informing strategies and operational plans.
- Make recommendations and advocate on behalf of the community and stakeholders on matters related to arts, culture and heritage.

- d. Foster the awareness of and involvement by residents in community arts, cultural and heritage projects.
- e. Highlight what is unique about Shire of Mundaring as a place to live, work and visit through various arts, cultural and heritage mediums.
- f. Promote, inform and celebrate the achievement of local organisations, artists and cultural providers to build on the rich natural and built heritage and artistic traditions of the region thus attracting cultural tourism and building community.
- g. Identify potential funding partnerships and opportunities and attract funding to support arts, cultural and heritage initiatives.

3. Powers

The group has no delegated authority to make any decisions for or on behalf of Council and are not authorised to:

- Expend or authorise the expenditure of any Shire funds
- Correspond with any party
- Speak on behalf of the Shire or Council
- Issue any media release
- Issue any instruction to Shire employees.

The group does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility.

Recommendations from the group are advisory only and shall be given due consideration in decision making processes but are not be binding on staff or Council.

4. Membership

The group shall consist of the following members:

- a. one council member
- b. up to 12 external members

An external member absent for three consecutive meetings without leave shall forfeit their membership.

The CEO and employees are not members of the group. The Manager Libraries, Communications & Engagement is to provide administrative support to the group.

The group may invite, through the CEO, Shire employees or others to attend meetings and provide pertinent information where necessary but such persons shall not be entitled to vote on any item arising out of that meeting.

5. Appointment

Members are appointed to groups by Council for a term to expire on the date of the subsequent ordinary local government elections.

If for any reason a member is unable to hold office for the full period of their appointment, Council shall fill that vacancy. The member appointed shall hold office for the balance of the term of the member originally elected.

4.1. Council Members

Council members are appointed in keeping with the principles of section 5.10 of the *Local Government Act 1995* (the Act).

4.2. External Members

Nominations for external members to apply for a position on the group will be advertised in accordance with the "Committees, Advisory Groups, Representative Meetings and Working Groups Policy".

External members will possess experience and a background in matters related to arts, culture and heritage. The composition of the group will encourage a diverse range of perspectives, ideas and recommendations.

Members will represent a broad spectrum of the cultural sector and will include but not be limited to:

- practicing artists and creative industry professionals
- members of the local Aboriginal community
- public art consultancy or curation
- cultural collection management
- history
- natural environment
- town planning
- cultural institutions (including libraries)
- history and heritage (which can include, but is not limited to: built heritage; historical research; heritage interpretation/curation; Aboriginal heritage; cultural landscapes; archaeology)
- creative industries (which can include, but not limited to: visual and performing arts, multi-media, technology, economic development of the sector)

Potential applicants for the role of external member will be required to provide a statement on their skills and experience in order to be considered for appointment.

Applications for external members shall be assessed against the selection criteria with a report providing recommendations for appointment to be considered by Council.

4.3. Presiding Member

The presiding member and deputy presiding member are to be appointed by the group at its first meeting.

The presiding member is to be a council member appointed to the group.

6. Roles and Responsibilities

Each member is expected to conduct themselves in keeping with the provisions with the Act, *Meeting Procedures Local Law 2015* and the Code of Conduct to

have open and honest discussions and to treat each member and employees with due courtesy and respect.

Council members and employees are to disclose financial, proximity and impartiality interests in accordance with the Act. External members are to be aware that any conflict of interest needs to be recognised to ensure that probity is maintained at all times.

Each member is responsible for attending meetings, reviewing relevant material to enable informed discussion and making timely decisions/actions to progress the objectives of the group.

In addition to the above, the specific roles for each membership type are as follows:

- Council members are responsible for contributing from a Shire-wide perspective consistent with the groups purpose.
- External members are responsible for contributing to the delivery of the group's objectives within the scope of their skills, knowledge and capabilities.
- The presiding member is responsible for ensuring that the group adheres to the direction set by Council, that all members have an opportunity to participate in discussions in an open and encouraging manner and ensuring the timely consideration of items.

Where the presiding member is unable or unwilling to chair the meeting, the senior employee tasked with supporting the group will chair the meeting (but does not have voting rights).

- Employees are responsible for conducting necessary research as required, as well as providing professional advice, and for administering its meetings.

7. Meetings

Meetings shall be held generally in keeping with the provisions of the Act, the *Local Government (Administration) Regulations 1996* and the *Meeting Procedures Local Law 2015*. Due consideration is to be given to the "Committees, Advisory Groups, Representative Meetings and Working Groups Policy".

Ordinary meetings will be held two times per year or upon the calling of the meeting by the presiding member.

Special meetings may be held:

- a. if called for by either the presiding member or at least two members in a notice to the CEO setting out the date and purpose of the proposed meeting; or
- b. if so decided by the group; or
- c. if called for by Council.

Meetings are not open to the public.

Meeting quorum is at least 50% of the number of members of the group whether vacant or not. Each member of the group at a meeting will have one

vote. Decisions are to be made by consensus (i.e. members are satisfied with the decision even though it may not be their first choice). If not possible, the presiding member can make the final decision.

If a member is unable to attend a meeting, they must advise the presiding member as soon as reasonably practicable.

7.1. Working Groups

There may be a need for working groups formed out of the Cultural Advisory Group which are to be established in accordance with the "Committees, Advisory Groups, Representative Meetings and Working Groups Policy".

Working groups will:

- include at least one group member along with additional specialist working group members
- have a minimum of three members and a maximum of seven members to be listed in the endorsed Charter.

8. Recording and Reporting

The Record of Proceedings shall record:

- details of any disclosure of interest and the extent of such interest.
- times any member has departed and/or re-enters the meeting.
- consensus agreement on actions.

The Record of Proceedings will not reflect verbatim discussion on issues or matters discussed prior to consensus agreement being reached. At the end of each meeting, the presiding member will read out the agreed actions and any points of agreement to the meeting to ensure they are accurately reflected to the consensus view.

Where advice is received from a group which may inform decisions made by Council and has been included as consensus agreement in the Record of Proceedings, this advice may be included in an officer report for formal consideration by Council. Agreed actions will be assessed for financial or resourcing implications prior to being actioned.

9. Changes to Charter

This Charter is to be reviewed prior to each ordinary local government election.

This Charter may be amended by the group when required with Council to endorse any changes.

10. Term

Council may determine at any time that a group is no longer required and is to be disbanded.

Document Control

Item	Date	Reviewed by
Group established (in current format)	October 2023	???

DRAFT



10.8 Chief Executive Officer Recruitment Committee - Recommendation to Disband

File Code	GV.MTG 6.8
Author	Elizabeth Nicholls, Governance Co-ordinator
Senior Employee	Garry Bird, Director Corporate Services
Disclosure of Any Interest	Nil
Attachments	Nil

SUMMARY

Following the completion of the Chief Executive Officer (CEO) recruitment process in accordance with the *Local Government Act 1995* (the Act) it is recommended that the Chief Executive Officer Recruitment Committee be disbanded.

BACKGROUND

In February 2021, changes to the Act and the *Local Government (Administration) Regulations 1996* (the Regulations) mandated that all local governments follow a model set of standards when dealing with CEO recruitment, performance management and termination.

The previous CEO, Mr Jonathan Throssell, was employed as CEO at the Shire of Mundaring from 2005. As this contract period exceeded the ten-year statutory time limit, a recruitment process was required, regardless of whether Council and/or the CEO would like to renew the employment contract for a further term. As such, at the Ordinary Council Meeting held 10 May 2022 (C6.05.22), Council resolved (in part):

“That Council:

- 1. By absolute majority, establishes a Chief Executive Officer (CEO) Recruitment Committee...”*

At the Council Forum held 25 July 2023, an item was provided to Council regarding the current committees established by the Shire. The feedback received has been used to inform the recommendation to Council to disband the CEO Recruitment Committee. It is noted that should there be a requirement to undertake a recruitment process for the position of CEO, a committee can be established accordingly.

STATUTORY / LEGAL IMPLICATIONS

The CEO Recruitment Committee was established by Council under section 5.8 of the Act (C6.05.22).

Part 5, Subdivision 2 of the Act provides for committees including establishment and appointment of members. Part 5 Subdivision 3 of the Act provides for the quorum, voting, decisions and minutes of committees. The Regulations also make provisions in regards to committees.

Part 5, Division 4 of the Act provides statutory obligations in regards to local government employees including the requirements for the recruitment and appointment of the CEO.

Schedule 2 of the Regulations prescribes the standards for the recruitment, selection, performance and termination of the local government CEO.

The CEO Recruitment Committee Meeting was established to “conduct the recruitment and selection process for a Chief Executive Officer in accordance with the principles of merit, equity and transparency consistent with Council’s adopted Standards for CEO Recruitment, Performance and Termination Policy.”

POLICY IMPLICATIONS

Code of Conduct for Council Members, Committee Members and Candidates

The “Code of Conduct for Council Members, Committee Members and Candidates” (1.1) provides an expected standard of conduct for council members and committee members appointed to the Committee.

Committees, Advisory Groups, Representatives Meeting and Working Groups Policy

The “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy” (2.8) relates.

Standards for CEO Recruitment Performance and Termination Policy

The “Standards for CEO Recruitment Performance and Termination Policy” (OR-35) prescribe the standards for the recruitment, selection, performance and termination of the local government CEO consistent with Schedule 2 of the *Local Government (Administration) Regulations 1996*.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 4 - Governance

Objective 4.4 – High standard of governance and accountability

Strategy 4.4.8 – Compliance with the Local Government Act 1995 and all relevant legislation and regulations

SUSTAINABILITY IMPLICATIONS

Governance

- Deliver outcomes that are consistent with the strategic goals and objectives of the Shire
- Comply with relevant policy, legislation, regulation, criteria and guidelines

RISK IMPLICATIONS

Nil

EXTERNAL CONSULTATION

Nil

COMMENT

At the Special Council Meeting held 6 July 2023 (SC2.07.23), Council was satisfied that the recommended candidate was suitably qualified for the position and was satisfied with the provisions of the proposed employment contract. Therefore, the CEO recruitment process has been finalised, with Mr Throssell finishing his employment with the Shire on

15 September 2023. Mr Whiteaker will commence his employment on Monday 2 October 2023.

At the Audit and Risk Committee meeting held 22 August 2023, it was recommended that Council certify that the CEO recruitment process was conducted in accordance with the Shire's "Model Standards CEO Recruitment, Performance, Termination Policy". This recommendation will be presented to the Ordinary Council Meeting held 12 September 2023 (the same meeting that this report will be considered). Subsequently, it is considered appropriate that the CEO Recruitment Committee be disbanded.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council:

1. Disbands the Chief Executive Officer Recruitment Committee.
2. Acknowledges the efforts and valued input of the members of the Chief Executive Officer Recruitment Committee.

10.9 Tennis Courts Representatives Meeting - Recommendation to Disband

File Code	GV.MTG 7.8
Author	Elizabeth Nicholls, Governance Co-ordinator
Senior Employee	Garry Bird, Director Corporate Services
Disclosure of Any Interest	Nil
Attachments	Nil

SUMMARY

The Tennis Courts Representatives Meeting has been reviewed and it is recommended that it be disbanded as a Shire representatives meeting.

Generally, Shire established and facilitated groups are reviewed as part of each local government ordinary election cycle to confirm the format and membership is still effective and appropriate.

If disbanded, it is proposed that a Tennis Courts Working Group be established in accordance with the “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy” as an officer led meeting with no council members appointed.

BACKGROUND

The Tennis Courts Working Group has existed in different formats since 2008.

At the Council Forum held 25 July 2023, an item was provided to Council regarding the current groups established and facilitated by the Shire. The feedback received has been used to inform the recommendation to Council to disband the Tennis Courts Representatives Meeting.

STATUTORY / LEGAL IMPLICATIONS

Part 5, Subdivision 2 of the *Local Government Act 1995* (the Act) provides for committees including establishment and appointment of members. Part 5 Subdivision 3 of the Act provides for the quorum, voting, decisions and minutes of committees. The *Local Government (Administration) Regulations 1996* also make provisions in regards to committees.

Although not established under section 5.8 of the Act, working group members are to conduct themselves in keeping with the provisions of the legislation.

POLICY IMPLICATIONS

Code of Conduct for Council Members, Committee Members and Candidates

The “Code of Conduct for Council Members, Committee Members and Candidates” (1.1) provides an expected standard of conduct.

If the recommendation to disband the Tennis Courts Representatives Meeting is supported, there will not be council members appointed to the group, however, there is an expectation that working group members are to conduct themselves in keeping with the provisions of the “Code of Conduct for Council Members, Committee Members and Candidates”.

Committees, Advisory Groups, Representatives Meeting and Working Groups Policy

The “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy” (2.8) relates.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 4 - Governance

Objective 4.4 – High standard of governance and accountability

Strategy 4.4.8 – Compliance with the Local Government Act 1995 and all relevant legislation and regulations

SUSTAINABILITY IMPLICATIONS

Governance

- Deliver outcomes that are consistent with the strategic goals and objectives of the Shire
- Comply with relevant policy, legislation, regulation, criteria and guidelines.

RISK IMPLICATIONS

Risk: Reputational: The Tennis Courts Representatives Meeting adhering to the “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy” results in meetings being less effective and that the required formalities undermines its purpose with community members feeling frustrated that their concerns are unheard.		
Likelihood	Consequence	Rating
Likely	Moderate	Moderate
Action / Strategy		
The Tennis Club Representatives Meeting be disbanded as a Shire representatives meeting and a Tennis Courts Working Group be established.		

EXTERNAL CONSULTATION

Nil

COMMENT

The previously named Tennis Courts Representatives Meeting Terms of Reference were last reviewed by the Tennis Courts Representatives Meeting in March 2017, noting that they were not provided to Council for endorsement.

Due to the recent changes to the *Local Government Act 1995*, there will be a reduction in the number of Councillors from 12 to eight, plus a directly elected Shire President, to align with the size of the population. This reduction in numbers may result in less council members nominating to be appointed to the various committees, advisory groups and representatives meetings established and facilitated by the Shire when considered in conjunction with their other responsibilities. As such it is recommended that the Tennis Courts Representatives Meeting be disbanded.

If disbanded, it is proposed that a Tennis Courts Working Group be established in accordance with the “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy” as an officer led meeting with no council members appointed. Working groups may be established for the purpose of delivering strategic and/or operational outcomes as outlined in the Charter endorsed by the Executive Leadership Team. Council would be advised of its establishment.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council:

1. Disbands Tennis Courts Representatives Meeting as a Shire representatives meeting effective from the 2023 local government election (21 October 2023), noting that it will be established as a working group in accordance with the “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy” for the purpose of delivering strategic and operational outcomes relating to the management and development of Shire owned tennis court facilities.
2. Acknowledges the efforts and valued input of the members of the Tennis Courts Representatives Meeting.

10.10 Youth Advisory Group - Recommendation to Disband

File Code	GV.MTG 7.10
Author	Elizabeth Nicholls, Governance Co-ordinator
Senior Employee	Garry Bird, Director Corporate Services
Disclosure of Any Interest	Nil
Attachments	Nil

SUMMARY

The format of the Youth Advisory Group, known as The Youth C.R.E.W., has been reviewed and it is recommended that it be disbanded as a Shire advisory group.

Generally, Shire established and facilitated groups are reviewed as part of each local government ordinary election cycle to confirm the format and membership is still effective and appropriate.

If disbanded, it is proposed that a Youth Working Group be established in accordance with the “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy” as an officer led meeting with no council members appointed.

BACKGROUND

The Youth Advisory Group has existed in different formats since 2018.

At the Council Forum held 25 July 2023, an item was provided to Council regarding the current groups established and facilitated by the Shire. The feedback received has been used to inform the recommendation to Council to disband the Youth Advisory Group.

STATUTORY / LEGAL IMPLICATIONS

Part 5, Subdivision 2 of the *Local Government Act 1995* (the Act) provides for committees including establishment and appointment of members. Part 5 Subdivision 3 of the Act provides for the quorum, voting, decisions and minutes of committees. The *Local Government (Administration) Regulations 1996* also make provisions in regards to committees.

Although not established under section 5.8 of the Act, working group members are to conduct themselves in keeping with the provisions of the legislation.

POLICY IMPLICATIONS

Code of Conduct for Council Members, Committee Members and Candidates Policy

The “Code of Conduct for Council Members, Committee Members and Candidates” (1.1) provides an expected standard of conduct.

If the recommendation to disband the Youth Advisory Group is supported with a working group to be established, it is proposed that there will not be council members appointed. There is, however, an expectation that working group members conduct themselves in keeping with the provisions of the “Code of Conduct for Council Members, Committee Members and Candidates”.

Committees, Advisory Groups, Representatives Meeting and Working Groups Policy

The “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy” (2.8) relates.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 4 - Governance

Objective 4.4 – High standard of governance and accountability

Strategy 4.4.8 – Compliance with the Local Government Act 1995 and all relevant legislation and regulations

SUSTAINABILITY IMPLICATIONS

Governance

- Deliver outcomes that are consistent with the strategic goals and objectives of the Shire
- Comply with relevant policy, legislation, regulation, criteria and guidelines.

RISK IMPLICATIONS

Risk: Reputational: The Youth Advisory Group adhering to the “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy” results in meetings being less effective and that the required formalities undermines its purpose with community members feeling frustrated that their concerns are unheard.		
Likelihood	Consequence	Rating
Likely	Moderate	Moderate
Action / Strategy		
The Youth Advisory be disbanded as a Shire advisory group and that a Youth Working Group be established.		

EXTERNAL CONSULTATION

Nil

COMMENT

The previously named Youth Advisory Group Terms of Reference were last reviewed by the Youth Advisory Group in October 2021, noting that they were not provided to Council for endorsement.

Due to the recent changes to the *Local Government Act 1995*, there will be a reduction in the number of Councillors from 12 to eight, plus a directly elected Shire President, to align with the size of the population. This reduction in numbers may result in less council members nominating to be appointed to the various committees, advisory groups and representatives meetings established and facilitated by the Shire when considered in conjunction with their other responsibilities. As such it is recommended that the Youth Advisory Group be disbanded.

If disbanded, it is proposed that a Youth Working Group be established in accordance with the “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy” as an officer led meeting with no council members appointed. Working groups may be established for the purpose of delivering strategic and/or operational outcomes as outlined in the Charter endorsed by the Executive Leadership Team. Council would be advised of its establishment.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council:

1. Disbands the Youth Advisory Group as a Shire advisory group effective from the 2023 local government election (21 October 2023), noting that a working group will be established in accordance with the “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy” for the purpose of delivering strategic and operational outcomes relating to the Shire’s Youth Informing Strategy.
2. Acknowledges the efforts and valued input of the members of the Youth Advisory Group.

10.11 Statement of Financial Activity for period ended 31 August 2023

File Code	FI.RPT2
Author	Stan Kocian, Manager Finance and Governance
Senior Employee	Garry Bird, Director Corporate Services
Disclosure of Any Interest	Nil
Attachments	1. Statement of Financial of Activity for period ended 31 August 2023 ↓

SUMMARY

The monthly Statement of Financial Activity discloses the Shire's financial activities for the period ending 31 August 2023.

The actual closing budget position as at 31 August 2023 was a surplus of \$44,489,436 compared to a budgeted year to date surplus to the end of August of \$301,287. The primary reason for this variance is due to the draft budget anticipating that rates and waste charges would be levied in early September 2023 rather than 31 August 2023. The budgeted year end surplus is \$614,424 as per the original budget adopted by Council on 30 August 2023 (SC2.08.23).

BACKGROUND

The monthly financial report is presented in accordance with the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.

A statement of financial activity and any accompanying documents are to be presented to the Council at an ordinary meeting of the Council within two months after the end of the month to which the statement relates.

The Statement of Financial Activity Report summarises the Shire's financial activities.

STATUTORY / LEGAL IMPLICATIONS

Regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* requires a local government to prepare each month a statement of financial activity.

Regulation 34(2) requires the statement of financial activity to report on the sources and applications of funds, as set out in the annual budget.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Financial implications are in accordance with the approved reporting material variances (C19.08.23) of:

- (+) or (-) \$50,000 or 10%, whichever is the greater for Revenue
- (+) or (-) \$100,000 or 10%, whichever is the greater for Expenses

within the monthly Statement of Financial Activity during the 2023/24 financial year.

STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 4 - Governance

Objective 4.4 – High standard of governance and accountability

Strategy 4.4.6 – Sound financial and asset management

SUSTAINABILITY IMPLICATIONS

Nil

RISK IMPLICATIONS

Risk: Financial performance is not monitored against approved budget		
Likelihood	Consequence	Rating
Possible	Minor	Moderate
Action / Strategy		
The monthly financial report tracks the Shire's actual financial performance against its budgeted financial performance to ensure that the Council is able to monitor the Shire's actual financial performance against the adopted budget throughout the financial year.		

EXTERNAL CONSULTATION

Nil

COMMENT

The reports that accompany this item are as follows:

- A graphical representation of the year to date comparison to budget for operating revenue, operating expenses and capital expenses;
- Statement of Financial Activity (based on the Statement of Financial Activity adopted in the annual budget) for the period ending 31 August 2023;
- An explanation of the material variances in the Statement of Financial Activity;
- An explanation of the key terms and definitions used in the Statement of Financial Activity;
- A summary of the Shire net current asset position and closing budget position for the period ending 31 August 2023;
- A graphical representation of the closing budget position for the period ending 31 August 2023 in comparison to the year to date budget and same period last year;
- Summary of Cash Investments with financial institutions as at 31 August 2023.

In relation to the material variances, "timing" differences are due to the monthly spread of the budget not matching the actual spread of revenue or expenditure. Timing differences will not result in a forecast adjustment. Where the material variance is flagged as "permanent" this indicates that a forecast adjustment to the annual budget is required or has been made.

The Shire's closing surplus as at 31 August 2023 was \$44,489,436 compared to a year to date budgeted surplus of \$301,287. This variation is due to:

1. The Shire's year to date actual operating expenses being \$2,352,760 less than the year to date budget (see explanation of variances);
2. The Shire's year to date actual operating revenue being \$40,379,603 greater than the year to date budget (see explanation of variances). The primary reason for this variance is due to the draft budget anticipating that rates and waste charges would be levied in early September 2023 rather than 31 August 2023 (the budget was adopted 30 August 2023);
3. The Shire's net expenditure on investing activities (Capital works and funding of) being \$1,479,876 less than the year to date budget (see explanation of variances); and
4. The Shire's net expenditure on financing activities (Transfers to/from reserves and repayment of loans) being \$410,848 less than the year to date budget (see explanation of variances).

The Shire's total municipal cash funds (cash available for operations) as at 31 August 2023 was \$7,683,841 (\$8,140,038 at the same time last year).

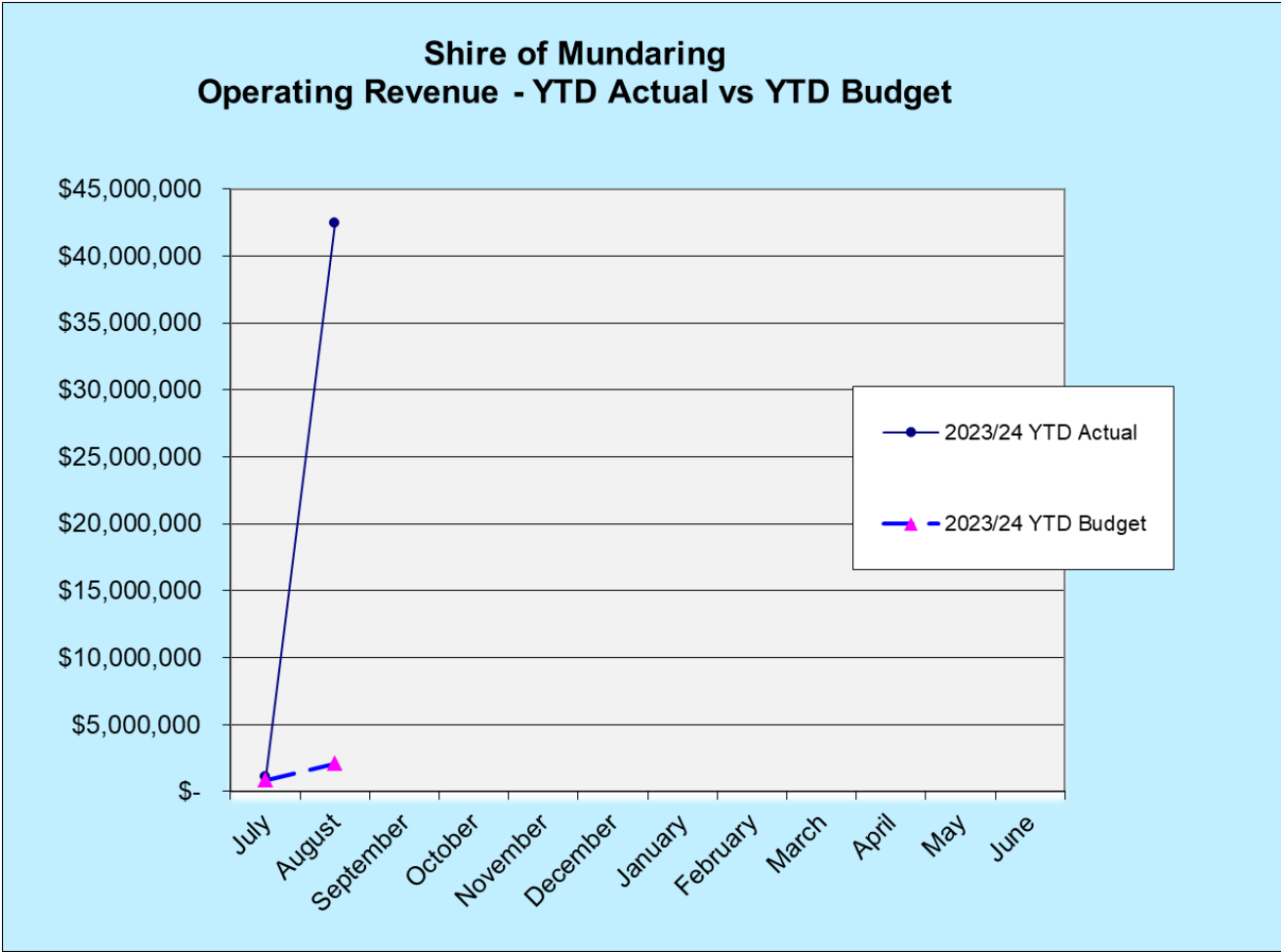
VOTING REQUIREMENT

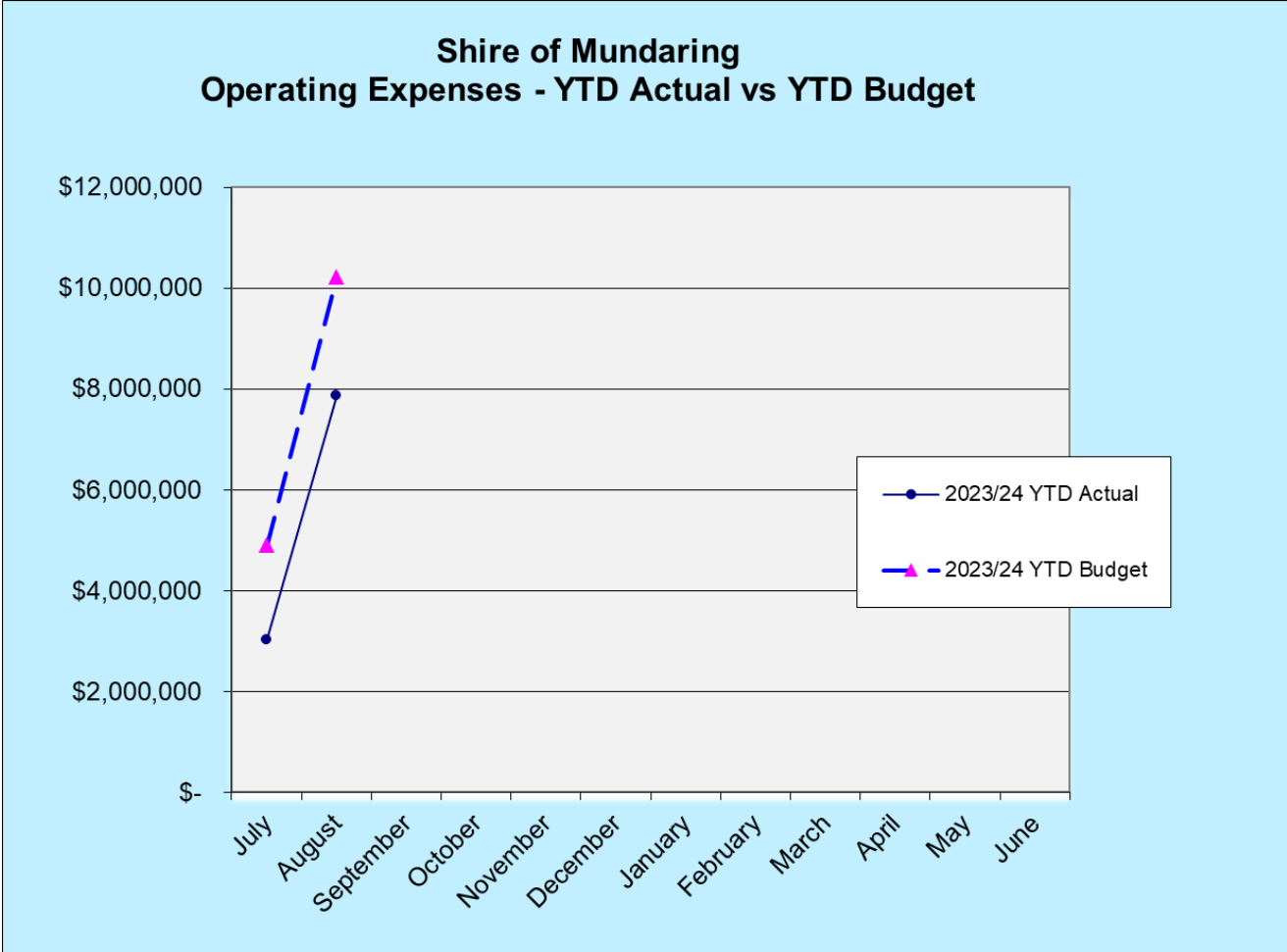
Simple Majority

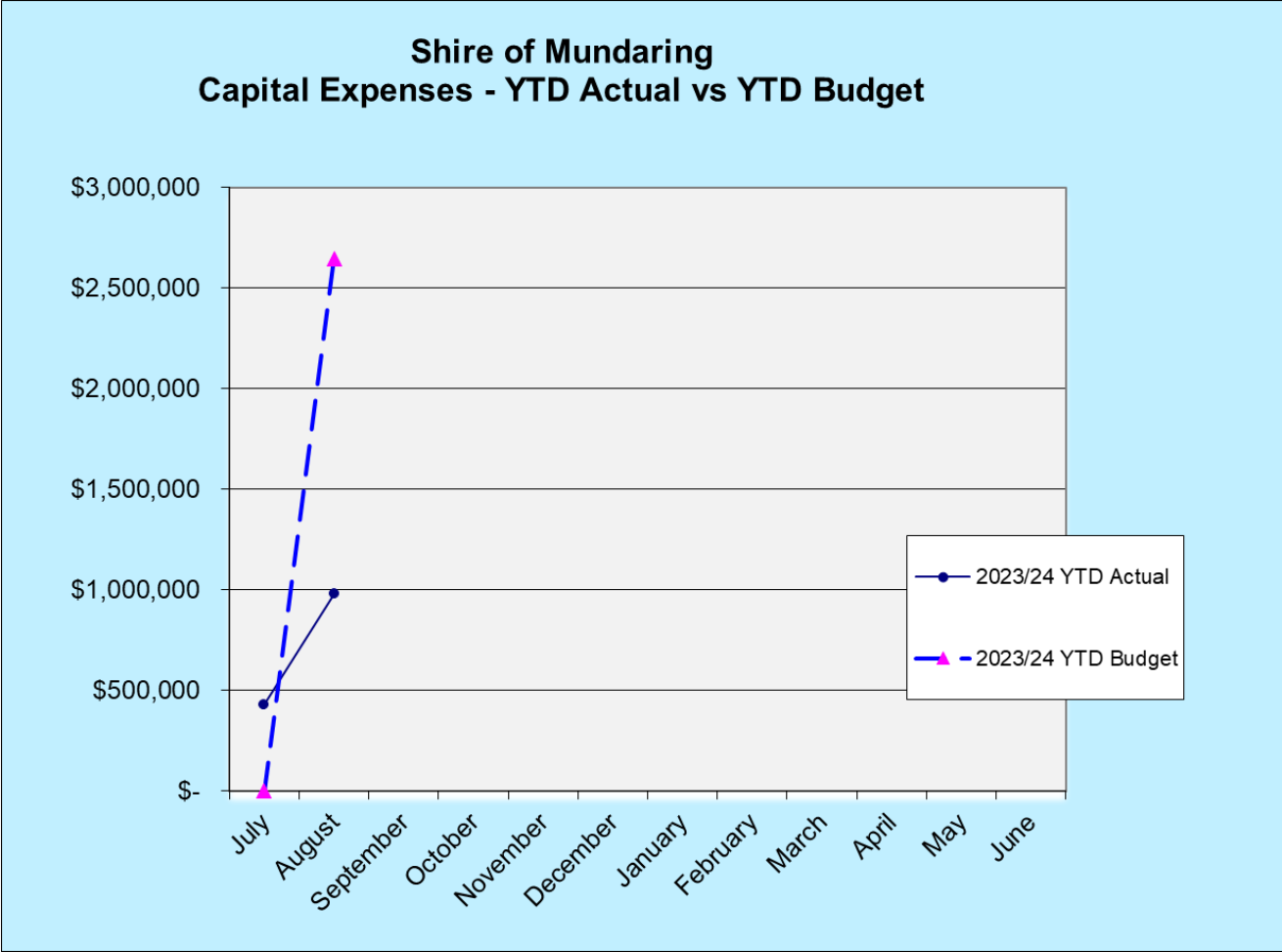
RECOMMENDATION

That Council notes:

1. the closing position of the Shire for the period ending 31 August 2023 is a surplus of \$44,489,436 compared to the year to date budgeted surplus of \$301,287; and
2. the explanation of material variances in the Statement of Financial Activity contained in **Attachment 1**.







**Shire of Mundaring
Statement of Financial Activity
for period ending 31 August 2023**

	2023/24 YTD Budget	2023/24 YTD Actuals	2023/24 BUDGET	YTD Variance	YTD Variance
	\$	\$	\$	\$	%
OPERATING ACTIVITIES					
Revenue from operating activities					
Rates	26,044	32,347,427	32,505,427	32,321,383	124103.0%
Operating grants, subsidies and contributions	1,015,754	876,823	4,118,215	(138,931)	-13.7%
Fees and charges	628,561	9,261,163	12,285,937	8,632,602	1373.4%
Interest earnings	237,834	(202,149)	1,427,000	(439,983)	-185.0%
Other revenue	209,288	213,819	1,261,417	4,531	2.2%
Profit on asset disposals			620,000	-	0.0%
	2,117,481	42,497,084	52,217,996	40,379,603	1907.0%
Expenditure from operating activities					
Employee costs	(4,087,597)	(3,602,387)	(23,338,795)	485,210	-11.9%
Materials and contracts	(3,362,648)	(2,531,643)	(23,060,660)	831,005	-24.7%
Utility charges	(238,680)	(155,309)	(1,383,021)	83,371	-34.9%
Depreciation on non-current assets	(1,386,192)	(897,282)	(8,456,170)	488,910	-35.3%
Interest expenses	(55,300)	(28,940)	(340,263)	26,360	-47.7%
Insurance expenses	(640,933)	(320,142)	(640,933)	320,791	-50.1%
Other expenditure	(440,558)	(323,445)	(1,144,792)	117,113	-26.6%
Loss on asset disposals			-	-	0.0%
Total	(10,211,908)	(7,859,148)	(58,364,634)	2,352,760	23.0%
Non-cash amounts excluded from operating activities					
Depreciation on Assets	1,386,192	897,282	8,456,170	(488,910)	35.3%
(Profit)/Loss on Disposal of Assets	-	-	(620,000)	-	0.0%
Deferred Rates Adjustment	-	48,666	-	48,666	100.0%
Amount attributable to operating activities	(6,708,235)	35,583,883	1,689,532	42,292,118	-630.5%
INVESTING ACTIVITIES					
Inflows from investing activities					
Capital grants, subsidies and contributions	-	9,142	3,901,110	9,142	100.0%
Proceeds from disposal of assets	197,266	-	2,183,594	(197,266)	-100.0%
	197,266	9,142	6,084,704	(188,124)	-95.4%
Outflows from investing activities					
Payments for property, plant and equipment	(1,020,344)	(305,477)	(6,122,062)	714,867	70.1%
Payments for construction of infrastructure	(1,626,930)	(673,796)	(9,761,577)	953,133	58.6%
	(2,647,273)	(979,273)	(15,883,639)	1,668,000	100.0%
Amount attributable to investing activities	(2,450,007)	(970,131)	(9,798,935)	1,479,876	60.4%
FINANCING ACTIVITIES					
Inflows from financing activities					
Transfers from reserve accounts	-	-	7,210,631	-	0.0%
	-	-	7,210,631	-	0.0%
Outflows from financing activities					
Repayment of borrowings	(128,812)	(62,949)	(772,872)	65,863	-51.1%
Payments for principal portion of lease liabilities			(210,505)	-	0.0%
Transfers to reserve accounts	(112,500)	232,485	(7,204,268)	344,985	306.7%
	(241,312)	169,536	(8,187,645)	410,848	170.3%
Amount attributable to financing activities	(241,312)	169,536	(977,014)	410,848	170.3%
MOVEMENT IN SURPLUS OR DEFICIT					
Surplus or deficit at the start of the financial year	9,700,841	9,706,148	9,700,841	(5,307)	0.1%
Amount attributable to operating activities	(6,708,235)	35,583,883	1,689,532	(42,292,118)	-630.5%
Amount attributable to investing activities	(2,450,007)	(970,131)	(9,798,935)	(1,479,876)	-60.4%
Amount attributable to financing activities	(241,312)	169,536	(977,014)	(410,848)	-170.3%
Surplus or deficit at the end of the period	301,287	44,489,436	614,424	(44,188,149)	14666.5%

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 for revenue adopted by Council for the 2023/24 year is \$50,000 or 10% whichever is the greater.				
The material variance for expenses adopted by Council for the 2023/24 year is \$100,000 or 10% whichever is the greater.				
Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
Revenue from operating activities				
Rates	32,321,383	124102.99%	Timing	When the draft budget was developed it anticipated that rates and waste charges would be levied in early September rather than 31 August.
Operating grants, subsidies and contributions	(138,931)	-14%	Timing	Child Care Subsidy Grant budget of \$284,000 not yet received.
Fees and charges	8,632,602	1373%	Timing	Rubbish charges budget of \$7,431,186. When the draft budget was developed it anticipated that rates and waste charges would be levied in early September rather than 31 August. Childcare fees \$447,666 greater than YTD Budget.
Interest earnings	(439,983)	-185%	Timing	Impact of the reversal on interest accrued as at 30 June 2023 - \$411k. Variance will reduced as interest is earned and recognised during 2023/24.
Other revenue	4,531	2%		Within variance threshold.
Profit on asset disposals	0	0%		Within variance threshold.
Expenditure from operating activities				
Employee costs	485,210	-12%	Timing	Staff vacancies.
Materials and contracts	831,005	-25%	Timing	Timing of invoices for contracted waste services.
Utility charges	83,371	-35%	Timing	Timing of utility invoices.
Depreciation on non-current assets	488,910	-35%	Timing	YTD depreciation for assets not raised to the end of August as year end asset pick up for 30 June 2023 hadn't been finalised.
Interest expenses	26,360	-48%	Timing	Relates to the timing of loans repayments, current month payment not due until 1st of following month.
Insurance expenses	320,791	-50%	Timing	Timing of invoices.
Other expenditure	117,113	-27%	Timing	Predominantly due to the timing of payments to community groups under community grant funding program.
Loss on asset disposals	0	0%		Within variance threshold.
Operating activities excluded from rate setting				
Depreciation on Assets	(488,910)	35%	Timing	YTD depreciation for assets not raised to the end of August as year end asset pick up for 30 June 2023 hadn't been finalised.
(Profit)/Loss on Disposal of Assets	0	0%		Within variance threshold.
Deferred Rates Adjustment	48,666	100%	Permanent	Movement in deferred pensioner rates is not budgeted for.
Investing Activities				
Non-operating grants, subsidies and contributions	9,142	100%	Timing	Only one grant received year to date
Proceeds from disposal of assets	(197,266)	-100%	Timing	No assets (plant/vehicles) disposed of YTD.
Payments for property, plant and equipment	714,867	70%	Timing	Variances due to numerous acquisitions/projects
Payments for construction of infrastructure	953,133	59%	Timing	Variances spread over numerous projects.
Financing Activities				
Transfers from reserve accounts	0	0%		Within variance threshold.
Repayment of borrowings	65,863	-51%	Timing	Relates to the timing of loans repayments, current month payment not due until 1st of following month.
Payments for principal portion of lease liabilities	0	0%		Within variance threshold.
Transfers to reserve accounts	344,985	307%	Timing	Impact of the reversal on interest accrued as at 30 June 2023 - \$411k. Variance will reduced as interest is earned and recognised during 2023/24.

KEY TERMS AND DEFINITIONS - NATURE OR TYPE

REVENUES

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.

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.

Excludes 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.

PROFIT ON ASSET DISPOSAL

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refer 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 non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

FEES AND CHARGES

Revenue (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.

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, and rebates. Reimbursements and recoveries should be separated by note to ensure the correct calculation of ratios.

EXPENSES

EMPLOYEE COSTS

All costs associated 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

Loss on the disposal of fixed assets includes loss on disposal of long term investments.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation and amortisation expense raised on all classes of assets.

INTEREST EXPENSES

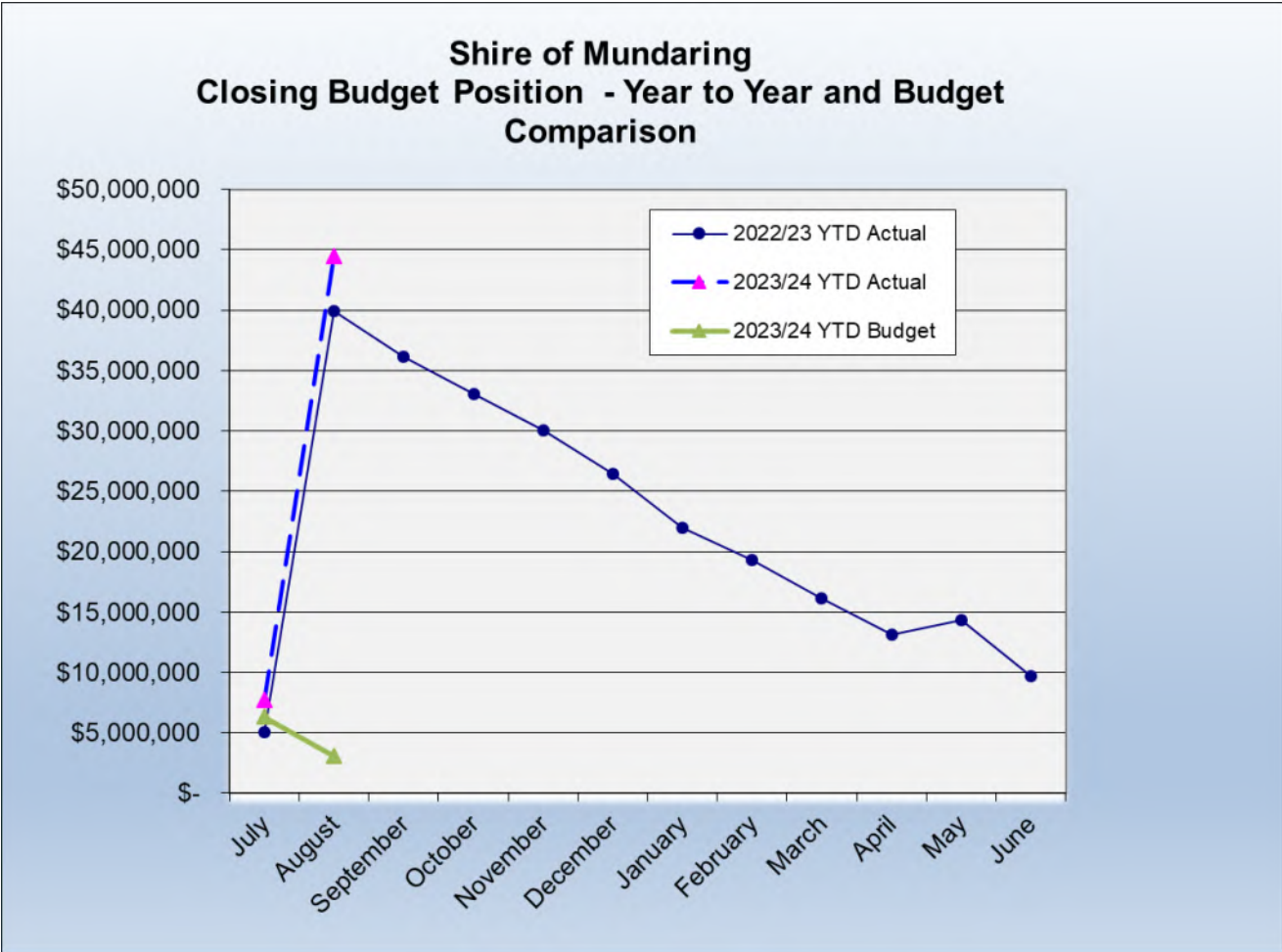
Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

NET CURRENT ASSETS - BUDGET SURPLUS/(DEFICIT)

	Actual 31 August 2022	Actual 31 August 2023
CURRENT ASSETS		
Rates & Sanitation Debtors	40,696,580	46,998,345
Debtors	1,012,791	464,355
TOTAL RECEIVABLES - CURRENT	41,709,371	47,462,700
STOCK ON HAND	122,220	101,627
CASH ASSETS		
Municipal	8,140,038	7,683,841
Restricted Cash	32,762,131	32,195,593
Total Bank Accounts	40,902,170	39,879,434
TOTAL CURRENT ASSETS	82,733,761	87,443,762
CURRENT LIABILITIES		
Creditors	(9,052,942)	(9,717,696)
Borrowings - Current Portion	(735,493)	(772,872)
Lease Liability - Current Portion	(156,853)	(223,602)
Provisions	(3,535,564)	(3,534,136)
	(13,480,852)	(14,248,305)
NET CURRENT ASSETS	69,252,908	73,195,456
Less Reserve Funds	(30,224,677)	(29,702,494)
Add Current Loan Liability	735,493	772,872
Add Current Lease Liability	156,853	223,602
CLOSING BUDGET SURPLUS/(DEFICIT)	39,920,577	44,489,436



SHIRE OF MUNDARING
INVESTMENT SUMMARY as at 31 August 2023

		Amount Invested	Interest Rate	Period of Investment		Investment Date	Maturity Date
MUNICIPAL FUNDS							
<i>Unrestricted Use Funds</i>							
1	Bendigo Investment Account (on Call)	613,898	3.60%	N/A		N/A	
153	Bendigo	2,095,977	5.00%	91	days	11-Jul-23	10-Oct-23
158	Suncorp Bank	4,105,534	5.00%	90	days	8-Jun-23	06-Sep-23
	Total	6,815,409					
RESTRICTED ASSET FUNDS							
<i>Restricted Use Funds</i>							
4	Bendigo Investment Account (on Call)	2,493,099	3.60%	N/A		N/A	N/A
	Total	2,493,099					
	TOTAL MUNI INVESTMENTS	9,308,508					
RESERVE FUNDS							
2	Bendigo Investment Account (on Call)	5,382,474	3.60%	N/A		N/A	N/A
60A	Bendigo	3,693,416	5.40%	365	days	20-Jun-23	19-Jun-24
127	NAB	4,000,928	4.40%	151	days	6-Apr-23	04-Sep-23
128	Westpac	4,945,393	4.35%	365	days	22-Mar-23	21-Mar-24
145	NAB	2,539,572	4.50%	180	days	26-Apr-23	23-Oct-23
147	Westpac	5,000,000	3.35%	365	days	15-Sep-22	15-Sep-23
159	NAB	4,140,712	5.10%	182	days	21-Aug-23	19-Feb-24
	TOTAL RESERVE INVESTMENTS	29,702,494					
	TOTAL MUNI / RESERVE INVESTMENTS	39,011,002					
TRUST FUNDS							
<i>POS Funds</i>							
3	Bendigo Investment Account (on Call)	2,564,592	3.60%	N/A		N/A	N/A
	TOTAL TRUST INVESTMENTS	2,564,592					

10.12 List of Payments for August 2023

File Code	Fi.RPT 1
Author	Stan Kocian, Manager Finance and Governance
Senior Employee	Garry Bird, Director Corporate Services
Disclosure of Any Interest	Nil
Attachments	1. Payments between Meetings - August 2023 ↓

SUMMARY

A list of accounts paid from the Municipal Fund and Trust Fund under the Chief Executive Officer's delegated authority for the month of August 2023 is presented to Council for noting.

BACKGROUND

Council has delegated to the Chief Executive Officer the exercise of its power to make payments from the Shire'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 presented to Council and be recorded in the minutes of the meeting at which the list was presented.

STATUTORY / LEGAL IMPLICATIONS

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

- (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;*
 - (b) *the amount of the payment;*
 - (c) *the date of the payment; and*
 - (d) *sufficient information to identify the transaction*
- (2) *A list prepared under sub regulation (1) or (2) is to be –*
 - (a) *presented to council at the next ordinary meeting of the council after the list is prepared; and*
 - (b) *recorded in the minutes of that meeting*

POLICY IMPLICATIONS

AS-04 Purchasing Policy

FINANCIAL IMPLICATIONS

All payments have been made in accordance with the approved budget and reflects the effective and timely payment of the Shire's contractors and other creditors.

STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 4 - Governance

Objective 4.4 – High standard of governance and accountability

Strategy 4.4.8 – Compliance with the Local Government Act 1995 and all relevant legislation and regulations

SUSTAINABILITY IMPLICATIONS

Expenditure has been incurred in accordance with budget parameters, which have been structured on financial viability and sustainability principles.

RISK IMPLICATIONS

Risk: Payments are not monitored against approved budget and delegation.		
Likelihood	Consequence	Rating
Possible	Minor	Moderate
Action / Strategy		
The monthly list of payments provides an open and transparent record of payments made under the CEO’s approved delegation.		

EXTERNAL CONSULTATION

Nil

COMMENT

Payments for the supply of goods and services utilised by the Shire’s Family and Children Services programs are fully funded by government grants/subsidies and user fees.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council notes the list of payments made during August 2023 (**Attachment 1**).

PAYMENTS BETWEEN MEETINGS

The schedule of accounts paid for the month of July 2023 totals **\$4,130,103.55**

and includes:

- Municipal Cheques 200615 – 200619, 200621 and
- Electronic Funds Transfers.

Schedule of Accounts:

	Direct Debit Amounts \$	Total \$
MUNICIPAL CHEQUE PAYMENTS		3,108.91
EFT PAYMENTS		2,875,180.55
EFT PAYROLL PAYMENTS		1,091,389.76
NATIONAL AUSTRALIA BANK (NAB PURCHASE CARD)	30,189.67	
FLEETCARE FUEL PAYMENTS	3,909.73	
BENDIGO MERCHANT BANK FEES	1,677.03	
BENDIGO DIRECT DEBIT FEES (incl. FTS)	5,097.44	
HP FINANCIAL SERVICES - EQUIPMENT LEASE	22,531.94	
COMMONWEALTH BANK – BPOINT FEES	8.32	
KONICA MINOLTA – PRINTER LEASE	4,040.42	
WA TREASURY CORPORATION	91,888.80	
RMS – LAKES MONTHLY LICENCE FEE	202.40	
RMS – MONTHLY SMS FEES	30.03	
ICMSFE	171.70	
DEBITSUCCESS	351.25	
QIKKIDS - FEES	177.69	
CBA MERCHANT FEE	147.91	
TOTAL ELECTRONIC FUND PAYMENTS DIRECT FROM MUNICIPAL ACCOUNT		160,424.33
TOTAL MUNICIPAL ACCOUNT		4,130,103.55
TRUST ACCOUNT		0.00
TOTAL ALL SCHEDULES		<u>\$4,130,103.55</u>

MONTHLY LIST OF ACCOUNTS PAID
AUGUST 2023

<u>Date</u>	<u>Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
Cheque Details					
07/08/2023	00200615	Shire of Mundaring	PETTY CASH		416.35
04/08/2023	PETTY CASH		PETTY CASH - BROWN PARK	254.35	
07/08/2023	PETTY CASH		PETTY CASH - MIDVALE EARLY CHILDREN AND PARENTING CENTRE	162.00	
15/08/2023	00200616	Office of State Revenue	REFUND		106.60
09/08/2023	REFUND		REFUND - REBATE COUNCIL CLAIM	106.60	
14/08/2023	00200617	Shire of Mundaring	PETTY CASH		727.85
11/08/2023	PETTY CASH		PETTY CASH - ADMINISTRATION	727.85	
21/08/2023	00200618	Shire of Mundaring	PETTY CASH		814.10
18/08/2023	PETTY CASH		PETTY CASH - BROWN PARK	235.85	
18/08/2023	PETTY CASH		PETTY CASH - MUNDARING LIBRARY	153.75	
18/08/2023	PETTY CASH		PETTY CASH - OPERATIONS	424.50	
21/08/2023	00200619	Alinta Energy	ALINTA GAS		350.55
16/08/2023	5346461905		GAS - BROWN PARK COMMUNITY CENTRE 13/05/2023 - 09/08/2023	38.75	
16/08/2023	1563279509		GAS - BRUCE DOUGLAS PAVILION 13/05/2023 - 10/08/2023	311.80	
28/08/2023	00200621	Office of State Revenue	REFUND		693.46
25/08/2023	REFUND		REFUND - REBATE COUNCIL CLAIM	693.46	
Total Confirmation Cheques				\$ 3,108.91	\$ 3,108.91
Electronic Funds Transfer					
01/08/2023	3488.11205-01	Mr J S Martin	COUNCILLOR ALLOWANCE		7,412.92
01/08/2023	ICT ALLOWANCE		ENTITLEMENTS FOR AUGUST 2023	291.67	
01/08/2023	ALLOWANCE		ENTITLEMENTS FOR AUGUST 2023	4,712.83	
01/08/2023	MEETING FEE		ENTITLEMENTS FOR AUGUST 2023	2,408.42	
01/08/2023	3488.11210-01	Mr D A Jeans	COUNCILLOR ALLOWANCE		2,135.09
01/08/2023	ICT ALLOWANCE		ENTITLEMENTS FOR AUGUST 2023	291.67	
01/08/2023	MEETING FEE		ENTITLEMENTS FOR AUGUST 2023	1,843.42	
01/08/2023	3488.11587-01	Mrs N D Zlatnik	COUNCILLOR ALLOWANCE		2,135.09
01/08/2023	MEETING FEE		ENTITLEMENTS FOR AUGUST 2023	1,843.42	
01/08/2023	ICT ALLOWANCE		ENTITLEMENTS FOR AUGUST 2023	291.67	
01/08/2023	3488.11784-01	Mrs A E Collins	COUNCILLOR ALLOWANCE		2,135.09
01/08/2023	ICT ALLOWANCE		ENTITLEMENTS FOR AUGUST 2023	291.67	
01/08/2023	MEETING FEE		ENTITLEMENTS FOR AUGUST 2023	1,843.42	
01/08/2023	3488.13101-01	Mr M D Corica	COUNCILLOR ALLOWANCE		2,135.09
01/08/2023	ICT ALLOWANCE		ENTITLEMENTS FOR AUGUST 2023	291.67	
01/08/2023	MEETING FEE		ENTITLEMENTS FOR AUGUST 2023	1,843.42	
01/08/2023	3488.14220-01	Ms K Beale	COUNCILLOR ALLOWANCE		2,135.09
01/08/2023	MEETING FEE		ENTITLEMENTS FOR AUGUST 2023	1,843.42	
01/08/2023	ICT ALLOWANCE		ENTITLEMENTS FOR AUGUST 2023	291.67	
01/08/2023	3488.14221-01	Mrs P McNeil	COUNCILLOR ALLOWANCE		3,313.26
01/08/2023	DSP ALLOWANCE		ENTITLEMENTS FOR AUGUST 2023	1,178.17	
01/08/2023	ICT ALLOWANCE		ENTITLEMENTS FOR AUGUST 2023	291.67	
01/08/2023	MEETING FEE		ENTITLEMENTS FOR AUGUST 2023	1,843.42	
01/08/2023	3488.14222-01	Mr L W Ellery	COUNCILLOR ALLOWANCE		2,135.09
01/08/2023	ICT ALLOWANCE		ENTITLEMENTS FOR AUGUST 2023	291.67	
01/08/2023	MEETING FEE		ENTITLEMENTS FOR AUGUST 2023	1,843.42	
01/08/2023	3488.14236-01	Mrs J E Cicchini	COUNCILLOR ALLOWANCE		2,135.09
01/08/2023	ICT ALLOWANCE		ENTITLEMENTS FOR AUGUST 2023	291.67	
01/08/2023	MEETING FEE		ENTITLEMENTS FOR AUGUST 2023	1,843.42	
01/08/2023	3488.14588-01	Mrs C L Hurst	COUNCILLOR ALLOWANCE		2,135.09
01/08/2023	MEETING FEE		ENTITLEMENTS FOR AUGUST 2023	1,843.42	
01/08/2023	ICT ALLOWANCE		ENTITLEMENTS FOR AUGUST 2023	291.67	
01/08/2023	3488.4526-01	Mr J S Daw	COUNCILLOR ALLOWANCE		2,135.09
01/08/2023	ICT ALLOWANCE		ENTITLEMENTS FOR AUGUST 2023	291.67	
01/08/2023	MEETING FEE		ENTITLEMENTS FOR AUGUST 2023	1,843.42	

MONTHLY LIST OF ACCOUNTS PAID
AUGUST 2023

<u>Date</u>	<u>Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
01/08/2023	3488.8924-01	Ms P A Cook	COUNCILLOR ALLOWANCE		2,135.09
01/08/2023	ICT ALLOWANCE		ENTITLEMENTS FOR AUGUST 2023	291.67	
01/08/2023	MEETING FEE		ENTITLEMENTS FOR AUGUST 2023	1,843.42	
02/08/2023	3489.3462-01	Care Giver Subsidies	CARE GIVER SUBSIDIES		30,443.23
02/08/2023	020823		CARE GIVER SUBSIDIES	30,443.23	
03/08/2023	3490.15172-01	Mr H C Bartlett	REFUND		2,000.00
03/08/2023	REFUND		REFUND RATES OVERPAID	2,000.00	
03/08/2023	3490.15173-01	Mrs S L Whitlock	REFUND		1,750.29
03/08/2023	REFUND		REFUND RATES OVERPAID	1,750.29	
03/08/2023	3490.15174-01	Mr P G Minuti	REFUND		258.52
03/08/2023	REFUND		REFUND RATES OVERPAID	258.52	
03/08/2023	3491.34-01	Water Corporation	WATER RATES & FEES		11,843.18
03/08/2023	9004679816		WATER RATES & FEES	886.65	
03/08/2023	9004707805		WATER RATES & FEES	203.40	
03/08/2023	9004680788		WATER RATES & FEES	150.43	
03/08/2023	9004679971		WATER RATES & FEES	177.41	
03/08/2023	9004707493		WATER RATES & FEES	382.39	
03/08/2023	9004658644		WATER RATES & FEES	40.68	
03/08/2023	9004679998		WATER RATES & FEES	805.57	
03/08/2023	9012388904		WATER RATES & FEES	846.52	
03/08/2023	9004683970		WATER RATES & FEES	123.17	
03/08/2023	9004684543		WATER RATES & FEES	3,219.64	
03/08/2023	9004679541		WATER RATES & FEES	331.43	
03/08/2023	9004686864		WATER RATES & FEES	40.68	
03/08/2023	9004686215		WATER RATES & FEES	138.31	
03/08/2023	9004658548		WATER RATES & FEES	469.18	
03/08/2023	9004679250		WATER RATES & FEES	40.57	
03/08/2023	9004679832		WATER RATES & FEES	452.90	
03/08/2023	9004679509		WATER RATES & FEES	806.79	
03/08/2023	9004679808		WATER RATES & FEES	352.56	
03/08/2023	9004705199		WATER RATES & FEES	97.63	
03/08/2023	9004680833		WATER RATES & FEES	632.04	
03/08/2023	9004674708		WATER RATES & FEES	18.98	
03/08/2023	9009291271		WATER RATES & FEES	59.66	
03/08/2023	9004688851		WATER RATES & FEES	1,566.59	
07/08/2023	3492.10416-01	Michael Page International (Austral	TEMP STAFF		2,522.63
03/08/2023	540008		TEMP STAFF - ACCOUNTS PAYABLE OFFICER	2,522.63	
07/08/2023	3492.10921-01	Ixom Operations Pty Ltd	CHLORINE GAS		168.63
01/08/2023	6686935		CHLORINE GAS SERVICE FEES	168.63	
07/08/2023	3492.11135-01	Frontline Fire & Rescue (Bluesteel	EQUIPMENT PURCHASES		8,079.84
03/08/2023	79006		EQUIPMENT PURCHASES - WOOROLOO VBFB	889.97	
03/08/2023	78651		EQUIPMENT PURCHASES - WOOROLOO VBFB	548.85	
03/08/2023	78498		EQUIPMENT PURCHASES - DARLINGTON VBFB	593.57	
03/08/2023	78376		EQUIPMENT PURCHASES - PARKERVILLE VBFB	1,026.51	
25/07/2023	79087		EQUIPMENT PURCHASES - CHIDLOW VBFB	2,261.56	
19/07/2023	79107		EQUIPMENT PURCHASES - STONEVILLE VBFB	1,478.68	
19/07/2023	79079		EQUIPMENT PURCHASES - MT HELENA VBFB	399.03	
19/07/2023	79085		EQUIPMENT PURCHASES - MT HELENA VBFB	291.37	
03/08/2023	78993		EQUIPMENT PURCHASES - PARKERVILLE VBFB	590.30	
07/08/2023	3492.11398-01	JB HI-FI Group Pty Ltd	IT HARDWARE		55.87
14/07/2023	BD1186997		SUPPLY - CLEAR CASE FOR IPHONE	55.87	
07/08/2023	3492.11751-01	Para-Quad Industries (Alinea Inc T/	DELIVERY SERVICE FEES		7,865.47
12/07/2023	INV32976		LIBRARY VAN DELIVERY SERVICE 2023/2024	7,865.47	
07/08/2023	3492.12-01	Department of Human Services - Chil	CHILD SUPPORT PAYMENT		705.82
30/07/2023	PY02-03-CHILD SU		CHILD SUPPORT PAYMENT	705.82	

MONTHLY LIST OF ACCOUNTS PAID
AUGUST 2023

<u>Date</u>	<u>Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
07/08/2023	3492.12078-01	Recruitwest Pty Ltd	TEMP STAFF		2,743.41
01/08/2023	C INV 587333		TEMP STAFF - CONTAINER COLLECTION DRIVER	930.60	
02/08/2023	C INV 587328		TEMP STAFF - BITUMEN OPERATOR	1,812.81	
07/08/2023	3492.12579-01	Mr V Crowe	LANDSCAPE SERVICES		960.00
01/08/2023	2201		LANDSCAPE SERVICES - CHILD AND PARENT CENTRE MIDDLE SWAN	288.00	
01/08/2023	2200		LANDSCAPE SERVICES - CLAYTON VIEW	288.00	
01/08/2023	2199		LANDSCAPE SERVICES - MIDVALE CHILDREN AND PARENTING CENTRE	384.00	
07/08/2023	3492.12640-01	Officeworks Ltd	STATIONERY		213.04
18/07/2023	608482892		STATIONERY ITEMS	67.71	
18/07/2023	608541573		STATIONERY ITEMS	145.33	
07/08/2023	3492.12677-01	Snap Midland (Debandkas Assets Pty	PRINTING SERVICES		95.00
04/08/2023	F069-213300		PRINTING - 2X REVITALISATION POSTERS	95.00	
07/08/2023	3492.127-01	Volich Waste Contractors Pty Ltd	REFUSE CONTRACT		30,339.21
02/08/2023	00006466		WASTE COLLECTION SERVICES - BBQ FAT TRAYS	60.50	
02/08/2023	00006468		DOMESTIC WASTE COLLECTION SERVICES	615.04	
02/08/2023	00006469		DOMESTIC WASTE COLLECTION SERVICES	24,911.60	
02/08/2023	00006470		PUBLIC PLACE WASTE COLLECTION SERVICES	1,341.88	
02/08/2023	00006471		COMMERCIAL WASTE COLLECTION SERVICES	1,777.31	
02/08/2023	00006472		ROADSIDE LITTER AND ANIMAL COLLECTION SERVICES	132.00	
02/08/2023	00006473		DOMESTIC WASTE COLLECTION SERVICES	48.76	
02/08/2023	00006474		DOG POO BAGS	84.44	
02/08/2023	00006475		ROADSIDE LITTER AND ANIMAL COLLECTION SERVICES	104.18	
02/08/2023	00006476		DOMESTIC WASTE COLLECTION SERVICES	144.72	
02/08/2023	00006477		BIN REPAIRS AND REPLACEMENT	1,118.78	
07/08/2023	3492.12880-01	Interfire Agencies Pty Ltd (The Tru	PPE EQUIPMENT		3,512.96
04/08/2023	INV-15246		PPE EQUIPMENT	3,512.96	
07/08/2023	3492.12911-01	Planning Institute of Australia Pty	PLANNING SERVICES		335.00
27/07/2023	158306		PLANNING FOR PRECINCTS - 29/08/2023	335.00	
07/08/2023	3492.12944-01	Avon Tree Management (Kajanni Pty L	TREE MANAGEMENT SERVICES		4,890.60
02/08/2023	541		TREE MANAGEMENT SERVICES - BILGOMAN AQUATIC CENTRE	4,890.60	
07/08/2023	3492.12951-01	Traffic Force	TRAFFIC MANAGEMENT		6,709.63
03/08/2023	00033787		TRAFFIC MANAGEMENT - CREWS AND VEHICLES	6,709.63	
07/08/2023	3492.13-01	Shire of Mundaring	PAYROLL DEDUCTION		14,828.65
30/07/2023	PY02-03-Buy Addi		PAYROLL DEDUCTION	670.53	
30/07/2023	PY01-03-Private		PAYROLL DEDUCTION	1,336.00	
30/07/2023	PY01-03-Child Ca		PAYROLL DEDUCTION	1,550.74	
30/07/2023	PY01-03-Buy Addi		PAYROLL DEDUCTION	953.58	
30/07/2023	PY01-03-Novated		PAYROLL DEDUCTION	5,117.70	
30/07/2023	PY01-03-Novated		PAYROLL DEDUCTION	4,813.04	
30/07/2023	PY01-03-Novated		PAYROLL DEDUCTION	177.76	
30/07/2023	PY01-03-Novated		PAYROLL DEDUCTION	209.30	
07/08/2023	3492.13268-01	Department of Human Services - The	CHILD SUPPORT PAYMENT		27.90
30/07/2023	PY01-03-Centrel		CHILD SUPPORT PAYMENT	27.90	
07/08/2023	3492.13290-01	Woodbridge Painting & Maintenance P	MAINTENANCE		20,196.00
03/08/2023	00003693		MAINTENANCE - GLEN FORREST SPORT CLUB	396.00	
03/08/2023	00003694		MAINTENANCE - MT HELENA SCOUT HALL	7,205.00	
03/08/2023	00003691		MAINTENANCE - GLEN FORREST SPORTING CLUB	12,595.00	
07/08/2023	3492.13345-01	ABM Landscaping (Mikevie Pty Ltd T/	LANDSCAPING		16,054.24
02/08/2023	INV-4174		LANDSCAPING - HELENA VALLEY RD	16,054.24	
07/08/2023	3492.13451-01	Driver Risk Management Pty Ltd	TRAINING		3,767.50
01/08/2023	DRM-5131		DRIVER RISK MANAGEMENT TRAINING - VOLUNTEER FIRE FIGHTERS	1,507.00	
01/08/2023	DRM-5143		DRIVER RISK MANAGEMENT TRAINING - VOLUNTEER FIRE FIGHTERS	753.50	
19/07/2023	DRM-5059		DRIVER RISK MANAGEMENT TRAINING - VOLUNTEER FIRE FIGHTERS	1,507.00	

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07/08/2023	3492.13866-01	Booktopia Pty Ltd	BOOKS		1,080.81
12/07/2023	19784840		BOOKS STOCK - KSP LIBRARY	627.44	
12/07/2023	19786159		BOOKS STOCK - KSP LIBRARY	238.58	
12/07/2023	19786193		BOOKS STOCK - AFM LIBRARY	214.79	
07/08/2023	3492.14109-01	Red Dot Stores (The C C C B	CONSUMABLES		311.94
01/08/2023	9830838		CONSUMABLES - MIDVALE EARLY CHILDREN AND PARENTING CENTRE	237.94	
04/08/2023	9922629		CONSUMABLES - MIDVALE EARLY CHILDREN AND PARENTING CENTRE	74.00	
07/08/2023	3492.14188-01	Complete Office Supplies Pty Ltd	STATIONERY		192.06
19/07/2023	12212794		STATIONERY ITEMS	61.12	
13/07/2023	12196521		STATIONERY ITEMS	130.94	
07/08/2023	3492.14243-01	Western Tree Recyclers (Craneswest	STREET TREE MAINTENANCE		88,793.74
02/08/2023	00004149		GREEN WASTE PROCESSING SERVICES - COPPIN RD	11,619.99	
02/08/2023	00004148		GREEN WASTE PROCESSING SERVICES - MATHIESON RD	30,500.72	
02/08/2023	00004135		GREEN WASTE PROCESSING SERVICES - COPPIN RD	15,174.76	
02/08/2023	00004134		GREEN WASTE PROCESSING SERVICES - COPPIN RD	10,973.34	
02/08/2023	00004133		GREEN WASTE PROCESSING SERVICES - COPPIN RD	8,406.17	
02/08/2023	00004126		GREEN WASTE PROCESSING SERVICES - COPPIN RD	12,118.76	
07/08/2023	3492.14394-01	Creative Catering Trust (The Truste	CATERING		1,013.60
01/08/2023	INV-2045		CATERING - COUNCIL FORUM MEETING 25/07/2023	1,013.60	
07/08/2023	3492.14430-01	Ms A M Carlin	DESIGN FEES/COSTS		1,390.00
01/08/2023	711		DESIGN FEES/COSTS - MONTHLY SOCIAL MEDIA MANAGEMENT	695.00	
01/08/2023	712		DESIGN FEES/COSTS - SOICAL MEDIA MANAGEMENT - LAKE LESCHENAUTIA	695.00	
07/08/2023	3492.14505-01	1300Tempfence (Ready Industries Pty	FENCING		1,724.80
03/08/2023	603424		HIRE SOLAR SITE CAMERA FOR 3 MONTHS	862.40	
04/08/2023	604052		HIRE SOLAR SITE CAMERA FOR 3 MONTHS	862.40	
07/08/2023	3492.14577-01	Swan Valley Carpets (The Trustee fo	CARPET/VINYL LAYING		1,641.59
02/08/2023	INV-2941		CARPET/VINYL LAYING - CHIDLOW KIOSK	369.60	
02/08/2023	INV-2282		CARPET/VINYL LAYING - STORE ROOM	875.99	
03/08/2023	INV-2942		CARPET/VINYL LAYING - BRUCE DOUGLAS PAVILION	396.00	
07/08/2023	3492.14642-01	Darlington Estate Winery (The Trust	CATERING		500.00
12/07/2023	1007336		CATERING - 16/09/2023	500.00	
07/08/2023	3492.15082-01	Tuck In Mate Pty Ltd	CATERING		537.35
03/08/2023	00000004		CATERING - DELIBERATIVE PANEL 01/08/2023	537.35	
07/08/2023	3492.15110-01	The Trustee for Garache Trust T/As	ADVERTISING		995.00
03/08/2023	GKC2022013		SUPPLY - 500X STICKERS - SLOW DOWN CONSIDER KIDS	995.00	
07/08/2023	3492.15119-01	Bolinda Digital Pty Ltd	DIGITAL/PRINTING SERVICES		444.98
13/07/2023	198636		DIGITAL/PRINTING SERVICE - E-RESOURCES PURCHASING	444.98	
07/08/2023	3492.15128-01	Mode Design Corp. Pty Ltd	CONSTRUCTION DESIGN		6,741.90
03/08/2023	101008664		CONSTRUCTION DESIGN - BILGOMAN AQUATIC CENTRE	6,741.90	
07/08/2023	3492.15164-01	Shutter Guard Group Pty Ltd - Perth	MAINTENANCE		275.00
01/08/2023	16029S1		REPLACEMENT ROLLER SHUTTER - BILGOMAN AQUATIC CENTRE	275.00	
07/08/2023	3492.1644-01	Woolworths Group Limited	FOOD & CONSUMABLES		82.25
01/08/2023	TI-040D7-178CFC		FOOD & CONSUMABLES MIDVALE EARLY CHILDREN AND PARENTING CENTRE	82.25	
07/08/2023	3492.191-01	Eastern Region Security	SECURITY EXPENSES		660.00
03/08/2023	00021548		SECURITY EXPENSES - DARLINGTON VBFB	110.00	
03/08/2023	00021549		SECURITY EXPENSES - AFM LIBRARY	220.00	
03/08/2023	00021545		SECURITY EXPENSES - BROWN PARK AND VISITOR CENTRE	220.00	
03/08/2023	00021546		SECURITY EXPENSES - ADMIN BUILDING	110.00	
07/08/2023	3492.215-01	Deputy Commissioner of Taxation	TAXATION		179,273.00
30/07/2023	PY01-03-Deputy C		PAYROLL DEDUCTION	153,037.00	
30/07/2023	PY02-03-Deputy C		PAYROLL DEDUCTION	26,236.00	
07/08/2023	3492.2165-01	Country Womens Association of WA In	CATERING		442.00
01/08/2023	188		CATERING - TRANING FOR MUNDARING FIRE	442.00	
07/08/2023	3492.234-01	Coles Supermarkets Australia Pty Lt	FOOD & CONSUMABLES		822.83
01/08/2023	171675506		MIDVALE EARLY CHILDREN AND PARENTING CENTRE	822.83	

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07/08/2023	3492.2625-01	Stewart & Heaton Clothing Co	UNIFORMS		181.10
21/07/2023	SIN-3749539		UNIFORMS AND PPE - DARLINGTON VBFB	112.33	
21/07/2023	SIN-3749546		UNIFORMS AND PPE - DARLINGTON VBFB	68.77	
07/08/2023	3492.307-01	McLeods Barristers and Solicitors	LEGAL MATTER		1,326.05
04/08/2023	130386		LEGAL MATTER - 51187 - DOG ACT PROSECUTION	1,326.05	
07/08/2023	3492.336-01	Fasta Courier Service	COURIER SERVICES		352.03
04/08/2023	283886		COURIER SERVICES	352.03	
07/08/2023	3492.375-01	Team Global Express Pty Ltd	COURIER SERVICES		166.85
12/07/2023	0578-S364420		COURIER SERVICES	166.85	
07/08/2023	3492.381-01	Mundaring Electrical Contracting Se	ELECTRICAL SERVICES		429.00
03/08/2023	7570		ELECTRICAL SERVICES - MT HELENA GENERATOR POWERPOINT	429.00	
07/08/2023	3492.4-01	Health Insurance Fund of WA	PAYROLL DEDUCTION		581.10
30/07/2023	PY01-03-HIF		PAYROLL DEDUCTION	581.10	
07/08/2023	3492.4117-01	Our Community Pty Ltd	SUBSCRIPTION		13,000.00
12/07/2023	70148		SUBSCRIPTION - ANNUAL FEE 04/08/2023 - 03/08/2024	13,000.00	
07/08/2023	3492.4282-01	Institute of Public Works Engineeri	WORKSHOP		85.00
03/08/2023	WNTN9SQ74F4		LUNCH FORUM - DEVELOPMENT WORKSHOP MAY 2023	85.00	
07/08/2023	3492.4749-01	Pure Air Filters	PARTS		195.80
20/07/2023	00014712		CLEANING SERVICES - AIR FILTER CLEAN	195.80	
07/08/2023	3492.5719-01	Shire of Mundaring - Lotto Club	PAYROLL DEDUCTION		271.60
30/07/2023	PY01-03-STAFF LO		PAYROLL DEDUCTION	258.02	
30/07/2023	PY02-03-STAFF LO		PAYROLL DEDUCTION	13.58	
07/08/2023	3492.573-01	ESRI Australia Pty Ltd	SOFTWARE EXPENSES		85,404.00
19/07/2023	9090008522		SOFTWARE EXPENSES - GOVERNMENT ACCESS AND LEARNING PROGRAMS	85,404.00	
07/08/2023	3492.5945-01	West Coast Spring Water Pty Ltd	CONSUMABLES		51.66
04/08/2023	2790391		SUPPLY WATER - BOYA LIBRARY FOR STAFF	17.22	
01/08/2023	2742227		SUPPLY WATER - BOYA LIBRARY FOR STAFF	34.44	
07/08/2023	3492.6-01	Shire of Mundaring - Social Club	PAYROLL DEDUCTION		261.00
30/07/2023	PY01-03-MUNDARIN		PAYROLL DEDUCTION	261.00	
07/08/2023	3492.6050-01	Fuel Distributors of Western Austr	FUEL & OILS		22,518.45
02/08/2023	29108369		FUEL & OILS	22,518.45	
07/08/2023	3492.68-01	The Watershed Water Systems	RETICULATION PARTS		39.06
20/07/2023	10235890		RETICULATION PARTS - PARKERVILLE OVAL	39.06	
07/08/2023	3492.6879-01	Chidlow Chatter	ADVERTISING		130.00
04/08/2023	00005481		ADVERTISING	130.00	
07/08/2023	3492.7-01	Australian Services Union	PAYROLL DEDUCTION		304.00
30/07/2023	PY02-03-AUSTRALI		PAYROLL DEDUCTION	159.00	
30/07/2023	PY01-03-AUSTRALI		PAYROLL DEDUCTION	145.00	
07/08/2023	3492.7053-01	Darlington Review	ADVERTISING		165.00
04/08/2023	2966		ADVERTISING	165.00	
07/08/2023	3492.7426-01	Scoob's Dingo Service	FOOTPATH SWEEPING SERVICES		3,328.60
02/08/2023	2760		FOOTPATH SWEEPING SERVICES - VARIOUS LOCATIONS	3,328.60	
07/08/2023	3492.80-01	Bunnings Group Limited	HARDWARE		134.42
21/07/2023	2440/01172338		CONSUMABLES - MIDVALE EARLY CHILDREN AND PARENTING CENTRE	134.42	
07/08/2023	3492.8-01	LGRCEU	PAYROLL DEDUCTION		44.00
30/07/2023	PY01-03-LGRCEU		PAYROLL DEDUCTION	22.00	
30/07/2023	PY02-03-LGRCEU		PAYROLL DEDUCTION	22.00	
07/08/2023	3492.8060-01	Firetrain	TRAINING		440.00
02/08/2023	00040835		FIRE EXTINGUISHER TRAINING - MUNDARING FIRE SCHOOL	440.00	
07/08/2023	3492.9596-01	Brice Pest Management	PEST CONTROL		132.00
01/08/2023	IV05579		PEST CONTROL - OPERATION CENTRE	132.00	
07/08/2023	3492.9935-01	All Fence U Rent Pty Ltd	TEMP FENCE		800.25
02/08/2023	00047932		SUPPLY TEMPORARY FENCE - BROZ PARK	800.25	
07/08/2023	3493.15171-01	Mrs C N Hall	STERILISATION REBATE		30.00
03/08/2023	REBATE		STERILISATION REBATE - # 1438448	30.00	

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07/08/2023	3493.174-01	Synergy	ELECTRICITY		13,480.51
26/07/2023	0941380327		ELECTRICITY	266.07	
26/07/2023	5183606212		ELECTRICITY	678.25	
26/07/2023	1877395520		ELECTRICITY	1,244.07	
26/07/2023	5056988325		ELECTRICITY	1,618.44	
26/07/2023	6172559523		ELECTRICITY	768.25	
26/07/2023	9370568529		ELECTRICITY	205.41	
02/08/2023	5166165229		ELECTRICITY	350.15	
02/08/2023	5056988325		ELECTRICITY	2,090.79	
02/08/2023	5162819914		ELECTRICITY	3,295.75	
02/08/2023	6775766728		ELECTRICITY	434.84	
02/08/2023	4079099529		ELECTRICITY	110.53	
26/07/2023	5100198416		ELECTRICITY	373.25	
02/08/2023	7484541121		ELECTRICITY	115.79	
02/08/2023	2548038725		ELECTRICITY	145.41	
02/08/2023	9099006524		ELECTRICITY	149.92	
02/08/2023	5056988325		ELECTRICITY	1,314.50	
02/08/2023	1244788225		ELECTRICITY	319.09	
07/08/2023	3493.217-01	Darling Range Volunteer Bushfire Br	REIMBURSEMENT		1,033.78
02/08/2023	#JANTOMARCH2023		REIMBURSEMENT OF ESL EXPENSES 01/01/2023 - 31/03/2023	1,033.78	
07/08/2023	3493.306-01	Darlington Volunteer Bushfire Briga	HAZARD REDUCTION BURN		5,750.00
02/08/2023	00000409		ESL CLAIM FOR JULY 2023	5,750.00	
07/08/2023	3493.582-01	Mundaring State Emergency Service	REIMBURSEMENT		4,338.47
03/08/2023	2063		REIMBURSEMENT OF BRIGADE EXPENSES	4,338.47	
07/08/2023	3493.589-01	Shire of Mundaring	FDC PARENT LEVY		7,848.20
02/08/2023	020823		FDC PARENT LEVY	7,848.20	
07/08/2023	3493.9703-01	Riding for the Disabled WA Hills Gr	GRANT		2,000.00
03/08/2023	GRANT		MATCHING GRANT	2,000.00	
09/08/2023	3494.3462-01	Care Giver Subsidies	CARE GIVER SUBSIDIES		27,570.53
09/08/2023	090823		CARE GIVER SUBSIDIES	27,570.53	
10/08/2023	3495.15182-01	Mrs E Crocetta	REFUND		2,833.59
10/08/2023	REFUND		REFUND RATES OVERPAID	2,833.59	
14/08/2023	3496.11086-01	Mr B F Andrijich	REFUND		110.00
14/08/2023	1230346		HALL BOND REFUND	110.00	
14/08/2023	3496.11130-01	Earnshaws Real Estate	REFUND		330.00
14/08/2023	1461575		HALL BOND REFUND	330.00	
14/08/2023	3496.14676-01	Mrs B S Barlow	REFUND		154.00
14/08/2023	1297772		HALL BOND REFUND	110.00	
14/08/2023	1318656		KEY BOND REFUND	44.00	
14/08/2023	3496.15187-01	Mr S A Bryce	REFUND		330.00
14/08/2023	1457940		HALL BOND REFUND	330.00	
15/08/2023	3497.10416-01	Michael Page International (Austral	TEMP STAFF		2,553.58
10/08/2023	540664		TEMP STAFF - ACCOUNTS PAYABLE OFFICER	2,553.58	
15/08/2023	3497.10881-01	Alsco Pty Ltd	FIRST AID REPLENISHMENT		812.01
08/08/2023	CPER2337656		FIRST AID REPLENISHMENT - AFM LIBRARY	32.92	
08/08/2023	CPER2337655		FIRST AID REPLENISHMENT - ADMIN	399.41	
08/08/2023	CPER2337654		FIRST AID REPLENISHMENT - OPERATION CENTRE	113.00	
08/08/2023	CPER2337657		FIRST AID REPLENISHMENT - BOYA LIBRARY	31.85	
08/08/2023	CPER2337659		FIRST AID REPLENISHMENT - MUNDARING ARENA	113.00	
08/08/2023	CPER2337658		FIRST AID REPLENISHMENT - LAKE LESCHENAUULTIA	121.83	
15/08/2023	3497.11135-01	Frontline Fire & Rescue (Bluesteel	EQUIPMENT PURCHASES		611.89
04/08/2023	79148		EQUIPMENT PURCHASES - GLEN FORREST VBFB	59.40	
04/08/2023	79126		EQUIPMENT PURCHASES - GLEN FORREST VBFB	295.80	
04/08/2023	79127		EQUIPMENT PURCHASES - STONEVILLE VBFB	256.69	

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15/08/2023	3497.11413-01	Ergolink (Max & Claire Pty Ltd T/A)	FURNITURE		685.25
21/07/2023	SI-00083056		ELECTRIC SIT STAND DESK CONVERTER LARGE	685.25	685.25
15/08/2023	3497.11453-01	Midland Toyota (Midland 2015 Pty Ltd	PARTS		508.54
20/07/2023	PI13024578		SUPPLY FAN MOTOR ASSEMBLY FOR 816MDG	508.54	508.54
15/08/2023	3497.11568-01	Bow Steel Pty Ltd	STEEL FABRICATION		704.00
10/08/2023	1037		REPAIR POOL HANDRAIL - BILGOMAN AQUATIC CENTRE	704.00	704.00
15/08/2023	3497.11578-01	Corsign WA Pty Ltd	SIGNS		2,024.00
26/07/2023	00075802		SUPPLY & DELIVER STREET - 2X SIGNS	2,024.00	2,024.00
15/08/2023	3497.11953-01	The Stationery Co (C Willis & D J	STATIONERY		135.95
25/07/2023	170069		STATIONERY	135.95	135.95
15/08/2023	3497.12078-01	Recruitwest Pty Ltd	TEMP STAFF		4,761.35
08/08/2023	C INV 587344		TEMP STAFF - CDS COLLECTION DRIVER - JULY 23	52.47	52.47
08/08/2023	C INV 587450		TEMP STAFF - CDS COLLECTION DRIVER - JULY 23	983.07	983.07
08/08/2023	C INV 587398		TEMP STAFF - CDS COLLECTION DRIVER - JULY 23	983.07	983.07
08/08/2023	C INV 587342		TEMP STAFF - CDS COLLECTION DRIVER - JULY 23	983.07	983.07
10/08/2023	C INV 587343		TEMP STAFF - BITUMEN OPERATOR	102.21	102.21
11/08/2023	C INV 587446		TEMP STAFF - BITUMEN OPERATOR	1,657.46	1,657.46
15/08/2023	3497.12579-01	Mr V Crowe	LANDSCAPE SERVICES		768.00
08/08/2023	2202		LANDSCAPE SERVICES - SCFC CLAYTON VIEW	384.00	384.00
08/08/2023	2203		LANDSCAPE SERVICES - CPC MIDDLE SWAN	384.00	384.00
15/08/2023	3497.12880-01	Interfire Agencies Pty Ltd (The Tru	PPE EQUIPMENT		277.02
01/08/2023	INV-15454		PPE EQUIPMENT	277.02	277.02
15/08/2023	3497.12899-01	NAPA (A Division of GPC Asia Pacifi	WORKSHOP CONSUMABLES		155.11
08/08/2023	1320307933		WORKSHOP CONSUMABLES	155.11	155.11
15/08/2023	3497.12938-01	Aussie BRDband Pty Ltd	NBN FTTN, NBN FIBRE, SIP TRUNK & VOIP CH		297.00
25/07/2023	27230776		INSTALL - NBN FOR STONEVILLE FIRE BRIGADE	297.00	297.00
15/08/2023	3497.12944-01	Avon Tree Management (Kajanni Pty L	TREE MANAGEMENT		3,514.50
09/08/2023	552		TREE MANAGEMENT SERVICE - FORESTRY MULCHING	2,717.00	2,717.00
09/08/2023	546		TREE PLANTING - BUNINYONG RD GREENMOUNT	797.50	797.50
15/08/2023	3497.12951-01	Traffic Force	TRAFFIC MANAGEMENT SERVICES		7,300.78
08/08/2023	00033788		TRAFFIC MANAGEMENT SERVICES - CREWS AND VEHICLES	5,360.29	5,360.29
10/08/2023	00033790		TRAFFIC MANAGEMENT SERVICES - CREWS AND VEHICLES	1,940.49	1,940.49
15/08/2023	3497.12984-01	AJL Plumbing and Gas Pty Ltd (ATF T	PLUMBING SERVICES		165.00
10/08/2023	AJL12535		PLUMBING SERVICES - EMERGENCY CALLOUT	165.00	165.00
15/08/2023	3497.13345-01	ABM Landscaping (Mikevie Pty Ltd T/	LANDSCAPING		4,515.50
10/08/2023	INV-4184		LANDSCAPING	4,515.50	4,515.50
15/08/2023	3497.13368-01	Midland Nissan and Isuzu (Idom Midl	PARTS		256.77
27/07/2023	62251027		PARTS - LAMP ASSEMBLY	256.77	256.77
15/08/2023	3497.13381-01	Stantec Australia Pty Ltd	ENVIRONMENTAL SERVICES		2,200.00
08/08/2023	1920287		REVIEW TRANSPORT IMPACT ASSESSMENT - SP81	2,200.00	2,200.00
15/08/2023	3497.138-01	Sonic HealthPlus Pty Ltd	MEDICAL EXAMINATION		1,241.90
25/07/2023	2987412		PRE-EMPLOYMENT MEDICAL EXAMINATION	250.80	250.80
20/07/2023	2984877		PRE-EMPLOYMENT MEDICAL EXAMINATION - CASUAL FACILITY OFFICER	250.80	250.80
20/07/2023	2984879		PRE-EMPLOYMENT MEDICAL EXAMINATION	250.80	250.80
20/07/2023	2984878		PRE-EMPLOYMENT MEDICAL EXAMINATION - CASUAL FACILITY OFFICER	238.70	238.70
19/07/2023	2984876		PRE EMPLOYMENT MEDICAL	250.80	250.80
15/08/2023	3497.13866-01	Booktopia Pty Ltd	BOOKS		1,807.91
25/07/2023	19801777		BOOKS STOCK - AFM LIBRARY	240.88	240.88
25/07/2023	19820319		BOOKS STOCK - AFM LIBRARY	226.12	226.12
25/07/2023	19820528		BOOKS STOCK - KSP LIBRARY	307.18	307.18
25/07/2023	19820599		BOOKS STOCK - KSP LIBRARY	359.77	359.77
25/07/2023	19820940		BOOKS STOCK - AFM LIBRARY	368.49	368.49
25/07/2023	19795486		BOOKS STOCK - BOOK CLUB KIT	305.47	305.47
15/08/2023	3497.14051-01	Sweeping Services Australia Pty Ltd	STREET SWEEPING SERVICES		9,551.84
11/08/2023	INV-0375		STREET SWEEPING SERVICES - VARIOUS LOCATIONS	9,551.84	9,551.84
15/08/2023	3497.14221-01	Mrs P McNeil	COUNCILLOR ALLOWANCE		493.70
10/08/2023	TRAVEL		TRAVEL EXPENSES REIMBURSEMENT- 525.4 KM MAY TO AUGUST 2023	493.70	493.70

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15/08/2023	3497.14496-01	Tyrepower Mundaring (The Trustee fo	TYRES & REPAIRS		2,020.00
02/08/2023	117503		TYRES & REPAIRS - FOR 021 MDG	1,020.00	
02/08/2023	117472		TYRES & REPAIRS - FOR P2471 - 056 MDG	1,000.00	
15/08/2023	3497.14505-01	1300Tempfence (Ready Industries Pty	FENCING		1,724.80
09/08/2023	596471		HIRE 3 MONTHS SITE CAMERA - MATHIESON WASTE TRANSFER	862.40	
09/08/2023	595870		HIRE 3 MONTHS SITE CAMERA - COPPIN RD	862.40	
15/08/2023	3497.14583-01	Fleet Network Pty Ltd	NOVATED LEASE		2,288.55
03/08/2023	122727		NOVATED LEASE - 02/08/2023	762.85	
08/08/2023	121931		NOVATED LEASE - 05/07/2023	762.85	
08/08/2023	122332		NOVATED LEASE - 19/07/2023	762.85	
15/08/2023	3497.14611-01	Ohura Consulting (Ohura Group Pty L	CONSULTANCY SERVICES		2,602.50
08/08/2023	INV-0402		CONSULTANCY SERVICES - JULY 2023	2,602.50	
15/08/2023	3497.14882-01	BB Recruitment & Consulting Service	TEMP STAFF		3,396.25
08/08/2023	I0001568		TEMP STAFF - MIDVALE EARLY CHILDREN AND PARENTING CENTRE	2,860.00	
08/08/2023	I0001512		TEMP STAFF - MIDVALE EARLY CHILDREN AND PARENTING CENTRE	536.25	
15/08/2023	3497.14926-01	Hocking Heritage & Architecture	ARCHITECTURE DESIGNING		11,594.00
08/08/2023	INV-4577		PREPARE HERITAGE STRATEGY PROJECT	11,594.00	
15/08/2023	3497.14928-01	Softfallguys National (The Trustee	MAINTENANCE		20,620.60
08/08/2023	SOM100123		REPAIR AND REPLACE RUBBER SOFTFALL - SCULPTURE PARK	20,620.60	
15/08/2023	3497.15-01	Australia Post	POSTAGE		2,119.36
03/08/2023	1012594168		RATES COLLECTION FEES	224.34	
04/08/2023	1012605937		DAILY OUTGOING MAIL	1,616.13	
11/08/2023	1012605543		POSTAGE - MUNDARING LIBRARY	278.89	
15/08/2023	3497.15115-01	End of Life Coach Australia	COACHING SERVICES		150.00
09/08/2023	001		WORKSHOP - HEALTH DIRECTIVE	150.00	
15/08/2023	3497.15120-01	Trustee for UT Consulting Unit Trus	AV DESIGN/ DEVELOPMENT FEES		2,750.00
25/07/2023	W22623071		AV DESIGN/ DEVELOPMENT FEES - COUNCIL CHAMBER	2,750.00	
15/08/2023	3497.15121-01	Amazing Clean Blinds Midland - Clio	CLEANING		180.00
08/08/2023	1666		CLEANING - HUB OF THE HILLS	180.00	
15/08/2023	3497.15129-01	H M Crawford	PROFESSIONAL SERVICE		800.00
10/08/2023	0001		PROFESSIONAL SERVICE - PAMPHLET WRITING	800.00	
15/08/2023	3497.15146-01	R Buonomo	DFES FLEET SERVICES MAINTENANCE		1,757.25
08/08/2023	5618		DFES FLEET TEST AND COMMISSION 4 G AVL	1,757.25	
15/08/2023	3497.1644-01	Woolworths Group Limited	FOOD & CONSUMABLES		205.10
02/08/2023	TI-040D7-178CFE		FOOD & CONSUMABLES FOR CPC	125.10	
02/08/2023	TI-040D7-178CFD		FOOD & CONSUMABLES FOR CPC	80.00	
15/08/2023	3497.21-01	Eastern Metropolitan Regional Counc	TRANSFER STATION FEES		1,089.00
11/08/2023	EMRC52229		LANDFILL DISPOSAL GATE FEES - WASTE TRANSFER STATION	1,089.00	
15/08/2023	3497.234-01	Coles Supermarkets Australia Pty Lt	FOOD AND CONSUMABLES		866.40
08/08/2023	171927758		MIDVALE EARLY CHILDREN AND PARENTING CENTRE	866.40	
15/08/2023	3497.2625-01	Stewart & Heaton Clothing Co	UNIFORMS		580.06
21/07/2023	SIN-3751369		UNIFORMS AND PPE - DARLINGTON VBFB	165.89	
21/07/2023	SIN-3751394		UNIFORMS AND PPE - DARLINGTON VBFB	74.94	
21/07/2023	SIN-3751773		UNIFORMS AND PPE - WOOROLOO VBFB	122.63	
21/07/2023	SIN-3752992		UNIFORMS AND PPE - DARLINGTON VBFB	216.60	
15/08/2023	3497.307-01	McLeods Barristers and Solicitors	LEGAL MATTER		1,438.80
09/08/2023	130418		LEGAL MATTER 50673 - PLANNING COMPLIANCE STONEVILLE	1,438.80	
15/08/2023	3497.3088-01	Local Government Professionals	FEES		150.00
08/08/2023	32281		MEMBERSHIP 2023/2024	150.00	
15/08/2023	3497.314-01	Landgate	TITLE SEARCHES		703.21
20/07/2023	385980		RATES INTERIM VALUATIONS 2023/2024	703.21	

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15/08/2023	3497.33-01	Boral Construction Materials Group	ASPHALT		517.56
09/08/2023	WA17587863		ASPHALT - WELD RD	258.78	
09/08/2023	WA17584477		ASPHALT - WELD RD	258.78	
15/08/2023	3497.381-01	Mundaring Electrical Contracting Se	ELECTRICAL SERVICES		159.50
11/08/2023	7562		ELECTRICAL SERVICES - MUNDARING ARENA	159.50	
15/08/2023	3497.393-01	Western Australian Local Government	TRAINING		788.00
04/08/2023	SI-005919		TRAINING COURSE - LOCAL GOVERNMENT ACT ADVANCED	638.00	
10/08/2023	SI-004532		TRAINING - MIDVALE EARLY CHILDREN AND PARENTING CENTRE	150.00	
15/08/2023	3497.431-01	Signs & Lines	SIGNS		442.86
26/07/2023	28354		DESIGN LAYOUT FOR "DO NOT FEED BIRD LIFE" SIGN	442.86	
15/08/2023	3497.4433-01	Marketforce Pty Ltd	ADVERTISING		484.53
08/08/2023	48301		ADVERTISING	484.53	
15/08/2023	3497.4811-01	West Sure Group Pty Ltd	SECURITY EXPENSES		63.58
08/08/2023	00027821		SECURITY EXPENSES - LAKE LESCHENAULTIA	63.58	
15/08/2023	3497.5558-01	Global Workwear Investments Pty Ltd	WORK CLOTHES		77.91
08/08/2023	MD42006.D2		WORK CLOTHES - THE DEPOT	77.91	
15/08/2023	3497.6050-01	Fuel Distributors of Western Austra	FUEL & OILS		3,916.72
25/07/2023	00485353		FUEL & OILS	1,431.80	
25/07/2023	00485354		FUEL & OILS	2,353.62	
11/08/2023	00485774		FUEL & OILS	131.30	
15/08/2023	3497.6732-01	Relationships Australia Western	EMPLOYEE ASSISTANCE PROGRAM		176.00
08/08/2023	00420806		EMPLOYEE ASSISTANCE PROGRAM	176.00	
15/08/2023	3497.68-01	The Watershed Water Systems	RETICULATION PARTS		75.00
01/08/2023	10235989		RETICULATION PARTS - BOYA OVAL	75.00	
15/08/2023	3497.7009-01	Allerding & Associates (Allplan Pty	PROFESSIONAL FEES		3,110.91
09/08/2023	2023-295		PROFESSIONAL FEES - ALISON ST MT HELENA	3,110.91	
15/08/2023	3497.7352-01	Records and Information Management	MEMEBERSHIP FEES		656.00
08/08/2023	01071		ANNUAL CORPORATE MEMBERSHIP 2023/2024	656.00	
15/08/2023	3497.7388-01	Doors Doors Doors Pty Ltd	MAINTENANCE		550.00
08/08/2023	00059368		BUILDING SUPPLIES & MATERIALS - PARKERVILLE OVAL	550.00	
15/08/2023	3497.7426-01	Scoob's Dingo Service	SWEEPING SERVICES		587.40
09/08/2023	2759		SWEEPING SERVICES - VARIOUS LOCATIONS	587.40	
15/08/2023	3497.7489-01	Sparks Refrigeration & Aircondition	MAINTENANCE		396.00
14/08/2023	INV-2842		SERVICE & CLEAN FRIDGE	396.00	
15/08/2023	3497.7641-01	Easifleet	NOVATED LEASE		21,937.48
03/08/2023	178892		NOVATED LEASE	20,377.84	
09/08/2023	179214		NOVATED LEASE	1,559.64	
15/08/2023	3497.80-01	Bunnings Group Limited	HARDWARE		88.49
08/08/2023	2440/01209015		HARDWARE - IRONING BOARD SUNFRESH	49.99	
20/07/2023	2440/00156261		HARDWARE - BUILD EX METAL TEKS	38.50	
15/08/2023	3497.8584-01	Great Sand Supplies Trust	SAND		3,092.85
01/08/2023	00009898		SUPPLY - 25MM FERRICRETE	3,092.85	
15/08/2023	3497.8976-01	Kool Line Electrical & Refrigeratio	ELECTRICAL SERVICES		863.50
11/08/2023	00127936		ELECTRICAL SERVICES - MUNDARING ARENA	863.50	
15/08/2023	3497.9184-01	Budget Rent A Car (Busby Investment	VEHICLE HIRE		2,228.25
14/08/2023	411819170		HIRE - 4.2T VAN - ONGOING COLLECTION OF CDS BINS	2,228.25	
15/08/2023	3498.12599-01	Department of Mines, Industry	BUILDING SERVICES LEVY		7,737.18
09/08/2023	JULY 2023		BUILDING SERVICES LEVY - JULY 2023	7,737.18	
15/08/2023	3498.13795-01	Mrs L F Barnett-Taylor	STERILISATION REBATE		77.50
11/08/2023	REBATE		STERILISATION REBATE - DOG # 34236	77.50	
15/08/2023	3498.14338-01	Ms C L Robins	REIMBURSEMENT		89.03
14/08/2023	REIMBURSEMENT		HERBS - MIDVALE EARLY CHILDREN AND PARENTING CENTRE	89.03	
15/08/2023	3498.14668-01	Mr A Howard	GRANT		200.00
08/08/2023	GRANT		GRANT - YOUTH GRANT PROGRAM	200.00	
15/08/2023	3498.14669-01	Mr J Howard	GRANT		200.00
08/08/2023	GRANT		GRANT - YOUTH GRANT PROGRAM	200.00	

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15/08/2023	3498.14910-01	Telstra Limited	TELEPHONE		6,700.05
08/08/2023	2085566000		TELEPHONE CHARGE JULY 2023	6,700.05	
15/08/2023	3498.15184-01	L Williams	REFUND		500.00
11/08/2023	REFUND		REFUND - BOND FOR PROPOSED WATER SERVICE	500.00	
15/08/2023	3498.174-01	Synergy	ELECTRICITY		26,389.33
10/08/2023	5145475816		ELECTRICITY	2,547.61	
10/08/2023	5831532322		ELECTRICITY	139.51	
10/08/2023	5085045110		ELECTRICITY	1,209.84	
10/08/2023	5085138314		ELECTRICITY	130.32	
10/08/2023	5192608710		ELECTRICITY	322.60	
11/08/2023	8852675527		ELECTRICITY	493.60	
10/08/2023	3671966720		ELECTRICITY	7,958.20	
10/08/2023	5603941927		ELECTRICITY	1,200.99	
09/08/2023	5358804327		ELECTRICITY	112.60	
09/08/2023	1808368323		ELECTRICITY	2,736.55	
10/08/2023	5162819914		ELECTRICITY	3,402.66	
10/08/2023	5056988325		ELECTRICITY	1,782.10	
09/08/2023	5008526913		ELECTRICITY	450.89	
09/08/2023	9159298220		ELECTRICITY	1,273.93	
09/08/2023	5026791717		ELECTRICITY	398.59	
09/08/2023	4743483524		ELECTRICITY	106.36	
09/08/2023	3625641925		ELECTRICITY	532.53	
09/08/2023	2869138323		ELECTRICITY	136.85	
09/08/2023	4504944122		ELECTRICITY	399.66	
09/08/2023	1187187526		ELECTRICITY	147.24	
09/08/2023	1021165328		ELECTRICITY	215.74	
09/08/2023	3051745929		ELECTRICITY	135.42	
09/08/2023	3666408227		ELECTRICITY	555.54	
15/08/2023	3498.196-01	Glen Forrest Volunteer Bushfire Bri	GRANT		300.00
08/08/2023	GRANT		VOLUNTEER RECOGNITION EVENT GRANT	300.00	
15/08/2023	3498.217-01	Darling Range Volunteer Bushfire Br	REIMBURSEMENT		1,468.26
14/08/2023	#APRTOJUNE2023		REIMBURSEMENT OF ESL EXPENSES 01/04/2023 - 30/06/2023	1,468.26	
15/08/2023	3498.306-01	Darlington Volunteer Bushfire Briga	REIMBURSEMENT		3,588.20
02/08/2023	408		REIMBURSEMENT ESL EXPENSES 01/01/2023 - 01/05/2023	3,588.20	
15/08/2023	3498.3599-01	Mr C F Blankley	REIMBURSEMENT		122.07
08/08/2023	REIMBURSEMENT		REIMBURSEMENT OF EXPENSES	122.07	
15/08/2023	3498.5788-01	Mr J P Throssell	REIMBURSEMENT		285.00
15/08/2023	REIMBURSEMENT		REIMBURSEMENT HOME INTERNET & PHONE 14/06/2023 -14/08/2023	285.00	
15/08/2023	3498.589-01	Shire of Mundaring	FDC PARENT LEVY		7,222.20
09/08/2023	090823		FDC PARENT LEVY	6,912.20	
09/08/2023	JULY 2023		BUILDING SERVICES LEVY - JULY 2023	310.00	
15/08/2023	3498.9058-01	Mundaring Junior Football Club	GRANT		2,000.00
08/08/2023	GRANT		MATCHING GRANT	2,000.00	
15/08/2023	3498.9435-01	Darlington History Group	GRANT		1,535.50
09/08/2023	GRANT		COMMUNITY EVENT GRANT	1,535.50	
15/08/2023	3498.9691-01	First Friends Playgroup Inc	GRANT		2,000.00
08/08/2023	GRANT		MATCHING GRANT	2,000.00	
15/08/2023	3499.14597-01	Northern Districts Orchid Society	REFUND		110.00
15/08/2023	1446047		HALL BOND REFUND	110.00	
16/08/2023	3500.3462-01	Care Giver Subsidies	CARE GIVER SUBSIDIES		29,369.22
16/08/2023	160823		CARE GIVER SUBSIDIES	29,369.22	
10/08/2023	3501.12516-01	PayClear Services Pty Ltd (Supercho	SUPERANNUATION		227,091.26
09/08/2023	Jul2023-1		SUPERANNUATION	227,091.26	
21/08/2023	3502.1571-01	Glen Forrest Sports Club Inc	GRANT		2,200.00
17/08/2023	GRANT		MATCHING GRANT	2,200.00	

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21/08/2023	3502.174-01	Synergy	ELECTRICITY		71,151.34
11/08/2023	3021647529		ELECTRICITY	67,855.83	
09/08/2023	6945660323		ELECTRICITY	1,307.86	
10/08/2023	7436114725		ELECTRICITY	230.30	
10/08/2023	0998549922		ELECTRICITY	476.96	
10/08/2023	7556391528		ELECTRICITY	264.21	
11/08/2023	1059211527		ELECTRICITY	576.53	
11/08/2023	4806915126		ELECTRICITY	140.30	
09/08/2023	5416370728		ELECTRICITY	299.35	
21/08/2023	3502.363-01	Parkerville Volunteer Bushfire Brig	HAZARD REDUCTION BURN		1,750.00
18/08/2023	HR BURNS		HAZARD REDUCTION BURN - GILL STREET	1,750.00	
21/08/2023	3502.589-01	Shire of Mundaring	FDC PARENT LEVY		7,124.90
16/08/2023	160823		FDC PARENT LEVY	7,124.90	
21/08/2023	3503.10416-01	Michael Page International (Austral	TEMP STAFF		2,561.32
18/08/2023	542097		TEMP STAFF - ACCOUNTS PAYABLE OFFICER	2,561.32	
21/08/2023	3503.11135-01	Frontline Fire & Rescue (Bluesteel	EQUIPMENT PURCHASES		692.46
04/08/2023	79214		EQUIPMENT PURCHASES - GLEN FORREST VBFB	18.87	
04/08/2023	79171		EQUIPMENT PURCHASES - PARKERVILLE VBFB	416.90	
04/08/2023	79185		EQUIPMENT PURCHASES - MT HELENA VBFB	256.69	
21/08/2023	3503.11398-01	JB HI-FI Group Pty Ltd	IT HARDWARE		72.78
04/08/2023	BD1200344		SUPPLY - 6X USB 32GB DRIVES	72.78	
21/08/2023	3503.11413-01	Ergolink (Max & Claire Pty Ltd T/A)	FURNITURE		415.49
25/07/2023	SI-00083136		OFFICE FURNITURE - FOOTRESTS	415.49	
21/08/2023	3503.11578-01	Corsign WA Pty Ltd	STREET SIGNS		850.30
17/08/2023	00077357		PROVISION OF STREET SIGNS - VARIOUS LOCATIONS	850.30	
21/08/2023	3503.11633-01	Department of Fire & Emergency Serv	DFES DBA ANNUAL MONITORING FEES		3,762.00
04/08/2023	65634		DFES DBA ANNUAL MONITORING 2023/2024 - ADMIN BUILD	1,881.00	
04/08/2023	68223		DFES DBA ANNUAL MONITORING 2023/2024 - MANDARING ARENA	1,881.00	
21/08/2023	3503.11953-01	The Stationery Co (C Willis & D J	STATIONERY		38.20
27/07/2023	170118		STATIONERY ITEMS	28.98	
27/07/2023	170119		STATIONERY ITEMS	9.22	
21/08/2023	3503.12-01	Department of Human Services - Chil	CHILD SUPPORT PAYMENT		705.82
13/08/2023	PY02-04-CHILD SU		CHILD SUPPORT PAYMENT	705.82	
21/08/2023	3503.12579-01	Mr V Crowe	LANDSCAPE SERVICES		1,248.00
16/08/2023	2206		LANDSCAPE SERVICES - CPC MIDDLE SWAN	288.00	
16/08/2023	2204		LANDSCAPE SERVICES - MECPC	480.00	
16/08/2023	2207		LANDSCAPE SERVICES - MECPC	480.00	
21/08/2023	3503.12751-01	Sprayline Spraying Equipment	EQUIPMENT		199.10
17/08/2023	57659		SUPPLY - TURBO 400 GUN STEEL HANDLE	199.10	
21/08/2023	3503.12823-01	Access Holdings International Pty L	PARTS		245.47
15/08/2023	E230721-1		PARTS - KEY SWITCH	245.47	
21/08/2023	3503.12898-01	Accredit Building Surveying &	BUILDING SURVEY SERVICES		385.00
18/08/2023	5168/11		BUILDING SURVEY - STRETTLE RD MAHOGANY CREEK	385.00	
21/08/2023	3503.12938-01	Aussie BRDband Pty Ltd	NBN FTTN, NBN FIBRE, SIP TRUNK & VOIP CH		4,381.86
01/08/2023	27399037		NBN FTTN, NBN FIBRE, SIP TRUNK & VOIP CHARGES	4,381.86	
21/08/2023	3503.12939-01	Midland Timber (Big River Group T/A	MAINTENANCE		1,013.49
17/08/2023	602-801131A		SUPPLY - BROWN PARK, PLAYGROUND	1,013.49	
21/08/2023	3503.12951-01	Traffic Force	TRAFFIC MANAGEMENT SERVICES		2,245.93
17/08/2023	00033723		TRAFFIC MANAGEMENT SERVICES - CREWS AND VEHICLES	1,358.58	
17/08/2023	00033789		TRAFFIC MANAGEMENT SERVICES - CREWS AND VEHICLES	887.35	
21/08/2023	3503.12984-01	AJL Plumbing and Gas Pty Ltd (ATF T	PLUMBING SERVICES		1,737.81
10/08/2023	AJL12570		PLUMBING SERVICES - MECPC	1,495.81	
15/08/2023	AJL12572		PLUMBING SERVICES - MECPC	242.00	

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21/08/2023	3503.13-01	Shire of Mundaring	PAYROLL DEDUCTION		15,544.97
13/08/2023	PY01-04-Novated		PAYROLL DEDUCTION	5,611.97	
13/08/2023	PY01-04-Novated		PAYROLL DEDUCTION	5,162.80	
13/08/2023	PY01-04-Novated		PAYROLL DEDUCTION	177.76	
13/08/2023	PY01-04-Novated		PAYROLL DEDUCTION	209.30	
13/08/2023	PY02-04-Buy Addi		PAYROLL DEDUCTION	670.53	
13/08/2023	PY01-04-Private		PAYROLL DEDUCTION	1,336.00	
13/08/2023	PY01-04-Child Ca		PAYROLL DEDUCTION	1,423.03	
13/08/2023	PY01-04-Buy Addi		PAYROLL DEDUCTION	953.58	
21/08/2023	3503.13268-01	Department of Human Services - The	CHILD SUPPORT PAYMENT		40.06
13/08/2023	PY01-04-Centrelli		CHILD SUPPORT PAYMENT	40.06	
21/08/2023	3503.13335-01	Midland Hyundai and Kia (Idom Midla	VEHICLE PART		28.60
17/08/2023	62252214		VEHICLE PART - BREAK LIGHT GLOBE 806MDG	28.60	
21/08/2023	3503.13451-01	Driver Risk Management Pty Ltd	TRAINING		3,767.50
08/08/2023	DRM-5172		DRIVER RISK MANAGEMENT TRAINING - VOLUNTEER FIRE FIGHTERS	753.50	
08/08/2023	DRM-5174		DRIVER RISK MANAGEMENT TRAINING - VOLUNTEER FIRE FIGHTERS	753.50	
08/08/2023	DRM-5175		DRIVER RISK MANAGEMENT TRAINING - VOLUNTEER FIRE FIGHTERS	753.50	
08/08/2023	DRM-5173		DRIVER RISK MANAGEMENT TRAINING - VOLUNTEER FIRE FIGHTERS	753.50	
08/08/2023	DRM-5176		DRIVER RISK MANAGEMENT TRAINING - VOLUNTEER FIRE FIGHTERS	753.50	
21/08/2023	3503.138-01	Sonic HealthPlus Pty Ltd	MEDICAL EXAMINATION		250.80
16/08/2023	2990351		PRE-EMPLOYMENT MEDICAL EXAMINATION	250.80	
21/08/2023	3503.13866-01	Booktopia Pty Ltd	BOOKS		1,484.83
16/08/2023	19856502		BOOKS SROCK - KSP LIBRARY	369.01	
16/08/2023	19856867		BOOKS STOCK - AFM LIBRARY	352.62	
16/08/2023	19856940		BOOKS STOCK - KSP LIBRARY	216.44	
16/08/2023	19856786		BOOKS STOCK - BOOK CLUB	157.01	
16/08/2023	19856723		BOOKS STOCK - AFM LIBRARY	389.75	
21/08/2023	3503.14051-01	Sweeping Services Australia Pty Ltd	STREET SWEEPING SERVICES		8,988.31
18/08/2023	INV-0381		STREET SWEEPING SERVICES	8,988.31	
21/08/2023	3503.14060-01	Focus Coaching & Solutions (Jacquel	COACHING SERVICES		2,400.00
17/08/2023	32/2023		MONTHLY LEADERSHIP COACHING SESSION - MECPC	2,400.00	
21/08/2023	3503.14073-01	Tony's House of Tender Meats (GK &	FOOD		649.30
16/08/2023	41382		FOOD - MIDVALE EARLY CHILDREN AND PARENTING CENTRE	649.30	
21/08/2023	3503.14324-01	Proarb WA (R Hawkins & C.N Jones T/	TREE MAINTENANCE		891.00
17/08/2023	1044		TREE MAINTENANCE - VARIOUS LOCATIONS	891.00	
21/08/2023	3503.14487-01	Ecocern Pty Ltd	SEED ENVELOPES		423.50
16/08/2023	00015702		SEED ENVELOPES - AFM LIBRARY	423.50	
21/08/2023	3503.14507-01	P&M Automotive Equipment (Pettit	MAINTENANCE		272.80
18/08/2023	INV-3019		MAINTENANCE OF EQUIPMENT	272.80	
21/08/2023	3503.14593-01	Before You Dig Australia Ltd	MEMBERSHIP FEES		330.00
08/08/2023	INV-1177		ANNUAL MEMBERSHIP FEES 2023/2024	330.00	
21/08/2023	3503.14870-01	Eastern Hills Bakery (Q.N Lowings &	CATERING		176.55
16/08/2023	21		CATERING - WHS MEETING 15/08/2023	176.55	
21/08/2023	3503.14882-01	BB Recruitment & Consulting Service	TEMP STAFF		1,072.50
16/08/2023	10001470		TEMP STAFF - MIDVALE EARLY CHILDREN AND PARENTING CENTRE	1,072.50	
21/08/2023	3503.15032-01	TRCB (Taylor Robinson Unit Trust T/	DESIGN FEES/COSTS		5,940.00
25/07/2023	23023/04		DESIGN FEES/COSTS - MUNDARING TOWN CENTRE	5,940.00	
21/08/2023	3503.15044-01	Cornell Pty Ltd	FURNITURE		3,344.00
17/08/2023	INV-10698		FURNITURE - STANDARD BENCH	3,344.00	
21/08/2023	3503.15086-01	Ms E Griffin	PRESENTATION SERVICES		150.00
15/08/2023	#20318		PRESENTATION - COMMUNITY EVENT	150.00	
21/08/2023	3503.15112-01	C Berry	PRESENTATION SERVICES		374.00
28/07/2023	55		PRESENTATION - AUTHOR TALK MUNDARING LIBRARY 24/07/2023	374.00	
21/08/2023	3503.15146-01	R Buonomo	DFES FLEET SERVICES MAINTENANCE		1,502.05
15/08/2023	5632		REPLACE, TEST COMMISSION 4 G AVL UNITS	1,502.05	
21/08/2023	3503.15155-01	Blue Singlet Pty Ltd (Rackman	EQUIPMENT		9,135.84
15/08/2023	32533		RACKING SYSTEM - STONEVILLE VBFB STATION	9,135.84	

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21/08/2023	3503.15183-01	Mitchell Byrne's Contracting Pty Lt	FIRE MITIGATION WORKS		107,046.50
18/08/2023	1178-2023		FIRE MITIGATION WORKS - LAKE LESCHENAULTIA	31,102.50	
18/08/2023	1179-2023		FIRE MITIGATION WORKS - LAKE LESCHENAULTIA	28,182.00	
18/08/2023	1181-2023		FIRE MITIGATION WORKS - LAKE LESCHENAULTIA	47,762.00	
21/08/2023	3503.1644-01	Woolworths Group Limited	FOOD & CONSUMABLES		159.20
16/08/2023	TI-040D7-178CFF		FOOD & CONSUMABLES MHPS	159.20	
21/08/2023	3503.2119-01	City of Armadale	FEES		11,076.25
04/08/2023	47678		PRINTING SERVICES - BABY RHYME TIME & STORY	76.25	
01/08/2023	47679		PERTH HILLS TOURISM ALLIANCE 2023-2024 ANNUAL CONTRIBUTIONS	11,000.00	
21/08/2023	3503.215-01	Deputy Commissioner of Taxation	TAXATION		166,132.00
13/08/2023	PY02-04-Deputy C		PAYROLL DEDUCTION	21,018.00	
13/08/2023	PY01-04-Deputy C		PAYROLL DEDUCTION	145,114.00	
21/08/2023	3503.2163-01	Asphalt Pty Ltd	ASPHALT		19,818.99
17/08/2023	17852		ASPHALT - ORCHARD RD WOOROLOO	19,818.99	
21/08/2023	3503.2165-01	Country Womens Association of WA In	CATERING		510.00
18/08/2023	189		CATERING - TRAINING MUNDARING FIRE SCHOOL	510.00	
21/08/2023	3503.234-01	Coles Supermarkets Australia Pty Ltd	FOOD AND CONSUMABLES		654.45
16/08/2023	172744146		FOOD AND CONSUMABLES - MECPC	654.45	
21/08/2023	3503.2982-01	WA Hino Sales & Service	EQUIPMENT PURCHASES		271,669.10
15/08/2023	F4482		14T HOOKLIFT TRUCK P304	271,669.10	
21/08/2023	3503.375-01	Team Global Express Pty Ltd	COURIER SERVICES		230.27
08/08/2023	0580-S364420		COURIER SERVICES	230.27	
21/08/2023	3503.381-01	Mundaring Electrical Contracting Se	ELECTRICAL SERVICES		1,658.80
17/08/2023	7569		ELECTRICAL SERVICES - ADMIN BUILDING	721.60	
17/08/2023	7564		ELECTRICAL SERVICES - BOYA LIBRARY	159.50	
17/08/2023	7565		ELECTRICAL SERVICES - SHIRE ARCHIVES SHED	233.20	
17/08/2023	7563		ELECTRICAL SERVICES - MUNDARING LIBRARY	544.50	
21/08/2023	3503.3868-01	Bucher Municipal Pty Ltd	EQUIPMENT PURCHASES		778.94
18/08/2023	1070133		EQUIPMENT PURCHASES	778.94	
21/08/2023	3503.388-01	Bunzl Ltd	CLEANING SUPPLIES		2,041.60
17/08/2023	X645631		CONSUMABLES - TOILET PAPER AND PAPER TOWELS	2,041.60	
21/08/2023	3503.393-01	Western Australian Local Government	SUBSCRIPTIONS		70,384.94
04/08/2023	SI-006048		SUBSCRIPTIONS - MEMBERSHIPS 2023-2024	69,636.94	
04/08/2023	SI-006126		SUBSCRIPTIONS - MEMBERSHIPS 2023-2024	748.00	
21/08/2023	3503.4-01	Health Insurance Fund of WA	PAYROLL DEDUCTION		581.10
13/08/2023	PY01-04-HIF		PAYROLL DEDUCTION	581.10	
21/08/2023	3503.4252-01	Boya Equipment Pty Ltd	EQUIPMENT PURCHASES		1,650.98
04/08/2023	113784/01		EQUIPMENT PURCHASES - PARTS	1,650.98	
21/08/2023	3503.441-01	Toolmart Australia Pty. Ltd.	PARTS		97.95
02/08/2023	MV-257191		SPARE PARTS - 4X VICE FOR CHIPPER TRUCK	97.95	
21/08/2023	3503.456-01	KTB Contractors (1982) Pty Ltd	LINE MARKING		504.99
16/08/2023	INV-4618		SUPPLY CARPARK LINE MARKING - DANNY WIMPERIS	504.99	
21/08/2023	3503.4865-01	Noise & Vibration Measurement Syste	TRAINING FEE		1,265.00
26/07/2023	1000-2483-2023		LOCAL GOVERNMENT ENVIRONMENTAL NOISE COURSE	1,265.00	
21/08/2023	3503.5390-01	WA Naturally Publications	VISITOR CENTRE STOCK		64.32
10/08/2023	P1-01-032235		SUPPLY BUSH BOOKS FOR VISITOR CENTRE STOCK	64.32	
21/08/2023	3503.5719-01	Shire of Mundaring - Lotto Club	PAYROLL DEDUCTION		271.60
13/08/2023	PY02-04-STAFF LO		PAYROLL DEDUCTION	13.58	
13/08/2023	PY01-04-STAFF LO		PAYROLL DEDUCTION	258.02	
21/08/2023	3503.5945-01	West Coast Spring Water Pty Ltd	CONSUMABLES		51.66
11/08/2023	2814389		CONSUMABLES - WATER FOR STAFF - BOYA LIBRARY	51.66	
21/08/2023	3503.6-01	Shire of Mundaring - Social Club	PAYROLL DEDUCTION		261.00
13/08/2023	PY01-04-MUNDARIN		PAYROLL DEDUCTION	261.00	
21/08/2023	3503.616-01	LIWA Aquatics	MEMBERSHIP & CONFERENCE FEES		5,324.00
16/08/2023	4213		MEMBERSHIP & CONFERENCE FEES	5,324.00	
21/08/2023	3503.6423-01	Australian Training Management	STAFF TRAINING		1,800.00
09/08/2023	26512		STAFF TRAINING - THE DEPOT	1,800.00	

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21/08/2023	3503.6732-01	Relationships Australia Western	EMPLOYEE ASSISTANCE PROGRAM		176.00
16/08/2023	00421243		EMPLOYEE ASSISTANCE PROGRAM	176.00	
21/08/2023	3503.68-01	The Watershed Water Systems	RETICULATION PARTS		495.73
01/08/2023	10236095		RETICULATION PARTS - GLEN FORREST OVAL	149.45	
27/07/2023	10236045		RETICULATION PARTS - MUNDARING OVAL	133.60	
27/07/2023	10236057		RETICULATION PARTS - BOYA OVAL	113.41	
27/07/2023	10236058		RETICULATION PARTS - DARLINGTON OVAL	99.27	
21/08/2023	3503.6879-01	Chidlow Chatter	ADVERTISING		210.00
16/08/2023	00005509		ADVERTISING	130.00	
16/08/2023	00005508		ADVERTISING	80.00	
21/08/2023	3503.7-01	Australian Services Union	PAYROLL DEDUCTION		277.50
13/08/2023	PY02-04-AUSTRALI		PAYROLL DEDUCTION	132.50	
13/08/2023	PY01-04-AUSTRALI		PAYROLL DEDUCTION	145.00	
21/08/2023	3503.7426-01	Scoob's Dingo Service	SWEEPING SERVICE		3,916.00
17/08/2023	2764		FOOTPATH SWEEPING SERVICE - VARIOUS LOCATIONS	3,916.00	
21/08/2023	3503.7738-01	WA Safety Products (Montyanne Trust)	SIGNS		33.00
04/08/2023	B5641		SIGNAGE - WARNING FORKLIFTS IN USE	33.00	
21/08/2023	3503.80-01	Bunnings Group Limited	HARDWARE		329.14
16/08/2023	2440/00166844		HARDWARE ITEMS - MIDVALE EARLY CHILDREN AND PARENTING CENTRE	223.16	
16/08/2023	2440/01182861		HARDWARE ITEMS - ADMIN BUILDING	105.98	
21/08/2023	3503.8-01	LGRCEU	PAYROLL DEDUCTION		44.00
13/08/2023	PY02-04-LGRCEU		PAYROLL DEDUCTION	22.00	
13/08/2023	PY01-04-LGRCEU		PAYROLL DEDUCTION	22.00	
21/08/2023	3503.8545-01	Sankey Plumbing Service	PLUMBING		1,683.00
17/08/2023	5779		PLUMBING SERVICE - BRUCE DOUGLAS PAVILION	176.00	
17/08/2023	5783		PLUMBING SERVICE - SCULPTURE PARK PUBLIC TOILET	506.00	
17/08/2023	5782		PLUMBING SERVICE - SAWYERS VALLEY OVAL PUBLIC TOILET	132.00	
17/08/2023	5781		PLUMBING SERVICE - PARKERVILLE PUBLIC TOILET	132.00	
17/08/2023	5780		PLUMBING SERVICE - BROZ PARK PUBLIC TOILET	594.00	
17/08/2023	5784		PLUMBING SERVICE - MJ MORGAN PUBLIC TOILET	143.00	
21/08/2023	3503.8584-01	Great Sand Supplies Trust	SAND		2,737.88
01/08/2023	00009936		SUPPLY - 25MM FERRICRETE	2,737.88	
21/08/2023	3503.8881-01	Quality Publishing Australia	VISTOR CENTRE STOCK		85.45
10/08/2023	00049215		VISTOR CENTRE STOCK - MAPS AND BOOKS	85.45	
21/08/2023	3503.9596-01	Brice Pest Management	PEST CONTROL		264.00
15/08/2023	IV05616		PEST CONTROL - MECPC	264.00	
21/08/2023	3503.9627-01	MPK Tree Management Pty Ltd	TREE MAINTENANCE		2,942.02
17/08/2023	6695		TREE MAINTENANCE	2,942.02	

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22/08/2023	3504.34-01	Water Corporation	WATER RATES & FEES		5,980.24
22/08/2023	9004277008		WATER RATES & FEES	916.89	
22/08/2023	9019690081		WATER RATES & FEES	491.34	
22/08/2023	9004566600		WATER RATES & FEES	1,715.37	
22/08/2023	9019991669		WATER RATES & FEES	67.80	
22/08/2023	9004610501		WATER RATES & FEES	16.27	
22/08/2023	9004615978		WATER RATES & FEES	116.17	
22/08/2023	9020758629		WATER RATES & FEES	21.70	
22/08/2023	9014111730		WATER RATES & FEES	21.70	
22/08/2023	9004631716		WATER RATES & FEES	119.33	
22/08/2023	9004600055		WATER RATES & FEES	424.20	
22/08/2023	9004645034		WATER RATES & FEES	320.02	
22/08/2023	9024316190		WATER RATES & FEES	246.16	
22/08/2023	9012388904		WATER RATES & FEES	872.52	
22/08/2023	9010772929		WATER RATES & FEES	252.22	
22/08/2023	9004566571		WATER RATES & FEES	275.49	
22/08/2023	9004646790		WATER RATES & FEES	103.06	
23/08/2023	3505.3462-01	Care Giver Subsidies	CARE GIVER SUBSIDIES		30,703.10
23/08/2023	230823		CARE GIVER SUBSIDIES	30,703.10	
24/08/2023	3506.589-01	Shire of Mundaring	REFUND		500.00
24/08/2023	1460909		MAINTENANCE BOND REFUND	500.00	
28/08/2023	3507.12665-01	Building and Construction Industry	BCITF LEVY JULY 2023		3,138.10
22/08/2023	INV-191195COL3V5		BCITF LEVY - JULY 2023	3,138.10	
28/08/2023	3507.15162-01	Bob Cooper Outback Survival Pty Ltd	REFUND		225.00
16/08/2023	REFUND		REFUND - INVOICE 25776	225.00	
28/08/2023	3507.174-01	Synergy	ELECTRICITY		7,158.66
23/08/2023	5039289513		ELECTRICITY	758.75	
23/08/2023	5213386810		ELECTRICITY	1,743.38	
23/08/2023	5018318610		ELECTRICITY	351.27	
23/08/2023	2475997123		ELECTRICITY	325.69	
23/08/2023	5176146311		ELECTRICITY	668.47	
23/08/2023	3563304329		ELECTRICITY	376.34	
23/08/2023	5147790712		ELECTRICITY	126.78	
23/08/2023	2686554727		ELECTRICITY	888.67	
23/08/2023	1635825121		ELECTRICITY	165.18	
23/08/2023	4294733928		ELECTRICITY	142.49	
16/08/2023	5233911527		ELECTRICITY	116.28	
16/08/2023	5068955212		ELECTRICITY	115.19	
16/08/2023	5087811715		ELECTRICITY	122.19	
16/08/2023	5125442514		ELECTRICITY	115.38	
10/08/2023	5185501927		ELECTRICITY	1,022.15	
10/08/2023	3509628321		ELECTRICITY	120.45	
28/08/2023	3507.196-01	Glen Forrest Volunteer Bushfire Bri	HAZARD REDUCTION BURN		650.00
25/08/2023	HR BURNS		HAZARD REDUCTION BURN - DARLINGTON SUPER PARCEL	650.00	
28/08/2023	3507.217-01	Darling Range Volunteer Bushfire Br	HAZARD REDUCTION BURN		300.00
25/08/2023	HR BURN		HAZARD REDUCTION BURN - DARLINGTON SUPER PARCEL	300.00	
28/08/2023	3507.306-01	Darlington Volunteer Bushfire Briga	HAZARD REDUCTION BURN		1,975.00
25/08/2023	HR BURNS		HAZARD REDUCTION BURN - DARLINGTON SUPER PARCEL	1,975.00	
28/08/2023	3507.318-01	Sawyers Valley Volunteer Bushfire	HAZARD REDUCTION BURN		650.00
25/08/2023	HR BURNS		HAZARD REDUCTION BURN - DARLINGTON SUPER PARCEL	650.00	
28/08/2023	3507.355-01	Wesfarmers Kleenheat Gas Pty Ltd	GAS		280.25
26/07/2023	22138175		GAS SERVICES - LAKE LESCHENAULTIA ABLUTION BLOCK	280.25	
28/08/2023	3507.589-01	Shire of Mundaring	BCITF AND PARENT LEVY		7,643.90
22/08/2023	JULY 2023		BCITF LEVY JULY 2023	66.00	
23/08/2023	230823		FDC PARENT LEVY	7,577.90	
28/08/2023	3508.10414-01	Department of Transport - Vehicle	FEE - TRANSPORT SEARCH		24.25
24/08/2023	8046328		FEE - TRANSPORT SEARCH	24.25	

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28/08/2023	3508.10416-01	Michael Page International (Austral	TEMP STAFF		2,422.02
24/08/2023	542590		TEMP STAFF - ACCOUNTS PAYABLE OFFICER	2,422.02	
28/08/2023	3508.10570-01	Perrott Painting Maintenance Contra	PAINTING SERVICES		765.60
17/08/2023	SINV18524		PAINTING SERVICES - CHILDOW PUBLIC TOILET	765.60	
28/08/2023	3508.107-01	Geofabrics Australasia Pty Ltd	MAINTENANCE		1,287.00
16/08/2023	CD202402217		BITACK BITUMEN STRIP	1,287.00	
28/08/2023	3508.10904-01	Split Horizon Pty Ltd	IT HARDWARE		68,600.95
16/08/2023	INV-0714		SUPPLY/REPLACEMENT - LAPTOPS, DOCKS AND MONITORS	68,600.95	
28/08/2023	3508.11017-01	Sapio Pty Ltd	ALARM MONITORING FEES		132.00
04/08/2023	MAS564373		ALARM MONITORING FEES - MT HELENA	132.00	
28/08/2023	3508.11135-01	Frontline Fire & Rescue (Bluesteel	EQUIPMENT PURCHASES		513.38
16/08/2023	79268		EQUIPMENT PURCHASES - DARLINGTON VBFB	513.38	
28/08/2023	3508.112-01	City of Swan	REGISTRATION FEES		122.00
18/08/2023	315429		ANNUAL FOOD BUSINESS REGISTRATION FEE 2023/2024 - MECPC	122.00	
28/08/2023	3508.11326-01	Learning Seat Pty Ltd	SUBSCRIPTION		1,886.25
04/08/2023	6477018672		SUBSCRIPTION FEE - 29/07/2023 TO 28/08/2023	1,886.25	
28/08/2023	3508.1134-01	Retech Rubber	SPORTS EQUIPMENT		6,914.15
25/08/2023	00004276		SPORTS EQUIPMENT - CHIDLOW OVAL	6,914.15	
28/08/2023	3508.11398-01	JB HI-FI Group Pty Ltd	IT HARDWARE		2,091.95
11/07/2023	BD1182819		SUPPLY - CHROMECAST FOR VISITOR CENTRE	66.80	
11/07/2023	BD1181672		SUPPLY - IPHONE	1,376.23	
11/07/2023	BD1183634		SUPPLY - IPHONE, CASE AND CHARGER	27.36	
16/08/2023	BD1183029		SUPPLY - CASE FOR IPAD	512.12	
18/08/2023	BD1189224		SUPPLY - 4X APPLE 20 W USB-C POWER ADAPTER	109.44	
28/08/2023	3508.11413-01	Ergolink (Max & Claire Pty Ltd T/A)	FURNITURE		1,443.75
04/08/2023	SI-00083247		AIR MESH RATCHET STANDARD MOULDED FOAM SEATS	1,443.75	
28/08/2023	3508.11953-01	The Stationery Co (C Willis & D J	STATIONERY		198.98
08/08/2023	170176		STATIONERY - MIDVALE EARLY CHILDREN AND PARENTING CENTRE	198.98	
28/08/2023	3508.12078-01	Recruitwest Pty Ltd	TEMP STAFF		5,552.00
25/08/2023	C INV587500		TEMP STAFF - PLANT MECHANIC	2,602.79	
25/08/2023	C INV587503		TEMP STAFF - CONTAINER COLLECTION DRIVER	983.07	
25/08/2023	C INV587610		TEMP STAFF - CONTAINER COLLECTION DRIVER	983.07	
25/08/2023	C INV 587558		TEMP STAFF - CONTAINER COLLECTION DRIVER	983.07	
28/08/2023	3508.12149-01	TenderLink.com	ADVERTISING		570.90
25/07/2023	MUNDAR-570179		ADVERTISING - RECREATION FACILITIES	190.30	
25/07/2023	MUNDAR-570397		ADVERTISING - REPLACEMENT MULTI FUNCTION DEVICE	190.30	
10/07/2023	MUNDAR-566899		ADVERTISING - RFT10.2223 RECOVERY & TRANSPORT	190.30	
28/08/2023	3508.12402-01	Grace Information & Records Managem	STORAGE		1,796.22
03/08/2023	RP01409832		OFFSITE RECORDS STORAGE - 2023/2024	1,796.22	
28/08/2023	3508.12427-01	All Suburbs Garden & Wood Supplies	WOOD		812.00
22/08/2023	39197		SUPPLY FIRE WOOD AND PALLET LAKE LESCHENAUTLIA	812.00	
28/08/2023	3508.12579-01	Mr V Crowe	LANDSCAPE SERVICES		864.00
22/08/2023	2212		LANDSCAPE SERVICES - MECPC	288.00	
22/08/2023	2211		LANDSCAPE SERVICES - CPC MIDDLE SWAN	288.00	
22/08/2023	2210		LANDSCAPE SERVICES - SCFC CLAYTON VIEW	288.00	
28/08/2023	3508.12640-01	Officeworks Ltd	STATIONERY		201.06
18/08/2023	608887297		STATIONERY ITEMS	201.06	
28/08/2023	3508.12649-01	Rapid Asbestos Removals (Rapid Hold	ASBESTOS REMOVAL		935.00
25/08/2023	#5044		ASBESTOS REMOVAL - EMPTY 3X CONTAINERS	935.00	
28/08/2023	3508.12794-01	Mount Helena Hardware	HARDWARE		14.73
12/07/2023	101099131		SUPPLY - PARTS FOR PLAYGROUND MAINTENANCE VARIOUS LOCATIONS	14.73	
28/08/2023	3508.12880-01	Interfire Agencies Pty Ltd (The Tru	UNIFORM AND PPE		85.14
17/08/2023	INV-15667		UNIFORM AND PPE - MT HELENA VBFB	85.14	

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28/08/2023	3508.12899-01	NAPA (A Division of GPC Asia Pacific)	WORKSHOP CONSUMABLES		1,729.56
11/08/2023	1320311847		SUPPLY OF WORKSHOP CONSUMABLES	246.95	
11/08/2023	1320310976		SUPPLY OF WORKSHOP CONSUMABLES	18.15	
11/08/2023	1320310947		SUPPLY OF WORKSHOP CONSUMABLES	91.58	
11/08/2023	1320311178		SUPPLY OF WORKSHOP CONSUMABLES	291.78	
11/08/2023	1320311189		SUPPLY OF WORKSHOP CONSUMABLES	197.45	
11/08/2023	1320311690		SUPPLY OF WORKSHOP CONSUMABLES	194.15	
25/08/2023	1320307961		SUPPLY OF WORKSHOP CONSUMABLES	33.83	
25/08/2023	1320309403		SUPPLY OF WORKSHOP CONSUMABLES	248.05	
25/08/2023	1320309594		SUPPLY OF WORKSHOP CONSUMABLES	209.62	
25/08/2023	1320309931		SUPPLY OF WORKSHOP CONSUMABLES	198.00	
28/08/2023	3508.12951-01	Traffic Force	TRAFFIC MANAGEMENT SERVICES		59,427.30
25/07/2023	00033978		TRAFFIC MANAGEMENT SERVICES - CREWS AND VEHICLES	2,680.36	
25/08/2023	00033979		TRAFFIC MANAGEMENT SERVICES - CREWS AND VEHICLES	6,721.52	
11/08/2023	00034213		TRAFFIC MANAGEMENT SERVICES - CREWS AND VEHICLES	5,896.80	
15/08/2023	00034116		TRAFFIC MANAGEMENT SERVICES - CREWS AND VEHICLES	6,762.76	
15/08/2023	00034118		TRAFFIC MANAGEMENT SERVICES - CREWS AND VEHICLES	4,779.40	
15/08/2023	00034229		TRAFFIC MANAGEMENT SERVICES - CREWS AND VEHICLES	3,826.76	
22/08/2023	00033421		TRAFFIC MANAGEMENT SERVICES - CREWS AND VEHICLES	6,014.91	
25/08/2023	00033252		TRAFFIC MANAGEMENT PLAN AND SITE INSPECTION	439.40	
11/08/2023	00034066		TRAFFIC MANAGEMENT SERVICES - CREWS AND VEHICLES	5,566.91	
11/08/2023	00033832		TRAFFIC MANAGEMENT SERVICES - SITE INSPECTION	439.40	
11/08/2023	00034059		TRAFFIC MANAGEMENT SERVICES - CREWS AND VEHICLES	5,341.49	
11/08/2023	00033980		TRAFFIC MANAGEMENT SERVICES - CREWS AND VEHICLES	483.74	
11/08/2023	00034060		TRAFFIC MANAGEMENT SERVICES - CREWS AND VEHICLES	4,906.94	
11/08/2023	00033977		TRAFFIC MANAGEMENT SERVICES - CREWS AND VEHICLES	5,566.91	
28/08/2023	3508.12984-01	AJL Plumbing and Gas Pty Ltd (ATF T)	PLUMBING SERVICES		3,236.20
17/08/2023	AJL12451		PLUMBING SERVICES - GLEN FORREST SPORT CLUB	2,090.00	
25/08/2023	AJL12431		PLUMBING SERVICES - DARLINGTON PAVILION	594.00	
25/08/2023	AJL12397		PLUMBING SERVICES - CHIDLOW HALL PUBLIC TOILET	154.00	
25/08/2023	AJL12450		INSPECTION OF SEPTIC TANKS - MATHIESON RD	398.20	
28/08/2023	3508.13451-01	Driver Risk Management Pty Ltd	TRAINING		3,014.00
17/08/2023	DRM-5197		DRIVER RISK MGMNT TRAINING - VOLUNTEER FIRE FIGHTERS	3,014.00	
28/08/2023	3508.13540-01	ELM (WA) Pty Ltd	MOWING SERVICES		11,553.11
25/08/2023	INV-4614		MOWING SERVICES	11,553.11	
28/08/2023	3508.138-01	Sonic HealthPlus Pty Ltd	MEDICAL EXAMINATION		250.80
15/08/2023	2992923		PRE-EMPLOYMENT MEDICAL EXAMINATION	250.80	
28/08/2023	3508.14188-01	Complete Office Supplies Pty Ltd	STATIONERY		285.74
16/08/2023	12271564		STATIONERY ITEMS	285.74	
28/08/2023	3508.14200-01	Mundaring Glass and Security (The)	MAINTENANCE		845.90
25/08/2023	00004539		REPAIR - DARLINGTON HALL PUBLIC TOILET	462.00	
25/08/2023	00004500		REPAIR - DARLINGTON HALL PUBLIC TOILET	383.90	
28/08/2023	3508.14221-01	Mrs P McNeil	REIMBURSEMENT		60.00
28/08/2023	REIMBURSEMENT		REIMBURSEMENT - ALGWA MEMBERSHIP	60.00	
28/08/2023	3508.14243-01	Western Tree Recyclers (Craneswest)	TREE MAINTENANCE		14,871.93
25/08/2023	00004229		STREET TREE MAINTENANCE - COPPIN RD	14,871.93	
28/08/2023	3508.14324-01	Proarb WA (R Hawkins & C.N Jones T/)	TREE MAINTENANCE		1,127.50
24/08/2023	1051		STREET TREE MAINTENANCE	1,127.50	

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28/08/2023	3508.14496-01	Tyrepower Mundaring (The Trustee fo	TYRES & REPAIRS		8,086.00
11/08/2023	117672		TYRES & REPAIRS - 075 MDG	1,000.00	
24/08/2023	116850		TYRES & REPAIRS - 036 MDG	1,300.00	
24/08/2023	117104		TYRES & REPAIRS - 860MDG	860.00	
24/08/2023	116971		TYRES & REPAIRS - 063 MDG	1,133.00	
24/08/2023	116991		TYRES & REPAIRS	60.00	
24/08/2023	116741		TYRES & REPAIRS - 048 MDG	2,580.00	
25/08/2023	116915		TYRES & REPAIRS - 051 MDG	1,153.00	
28/08/2023	3508.147-01	CJD Equipment Pty Ltd	PARTS		152.70
08/08/2023	002675571		SUPPLY PINS AND RETAINERS	152.70	
28/08/2023	3508.14925-01	Miniquip Hire (The Trustee for Fent	EQUIPMENT HIRE		1,027.07
15/08/2023	42574		EQUIPMENT HIRE - RUBBER TRACKS	1,027.07	
28/08/2023	3508.14961-01	Water Quality Solutions (The trustee	MAINTENANCE		5,349.97
24/08/2023	611691		SUPPLY - 4X 20KG BIOSTIM DREDGING TABLETS	3,300.00	
24/08/2023	611789		SUPPLY - 3X 20KG BIOSTIM DREDGING TABLETS - BROZ PARK	2,049.97	
28/08/2023	3508.15139-01	Advanced Spatial Technologies Pty L	TRAINING		5,445.00
24/08/2023	00001880		TRAINING - CIVIL DESIGN SOFTWARE JULY 2023	5,445.00	
28/08/2023	3508.15142-01	Omnicom Media Group Australia Pty L	ADVERTISING		790.50
16/08/2023	1646860		ADVERTISING IN WEST AUSTRALIAN	790.50	
28/08/2023	3508.15153-01	D& L Studio Pty Ltd T/A Metal Artwo	METAL BADGES		38.50
22/08/2023	21052		METAL ARTWORK BADGES - DESK AND DOOR NAME	38.50	
28/08/2023	3508.15170-01	Twistech Pty Ltd	FENCING		7,884.80
25/08/2023	INV-0037		REMOVE FENCE AND INSTALL - BROWN PARK	2,305.60	
25/08/2023	INV-0034		SUPPLY/INSTALL FENCE - BROZ PARK	3,170.20	
25/08/2023	INV-0028		SUPPLY/INSTALL FENCE - BROZ PARK	2,101.00	
25/08/2023	INV-0021		REPAIR VANDALISED FENCE - SWAN VIEW TENNIS	308.00	
28/08/2023	3508.15188-01	Hill Fresh Fruit & Vegetables Marke	FRUIT PLATTERS AND MILK		688.71
22/08/2023	INV-0181		FRUIT PLATTERS - DELIBERATIVE PANEL AND COUNCIL	60.00	
23/08/2023	743		SUPPLY - MILK FOR ADMIN BUILDING	280.52	
23/08/2023	743		SUPPLY - MILK FOR ADMIN BUILDING	348.19	
28/08/2023	3508.15201-01	4 Park Pty Ltd as Forpark Australia	MAINTENANCE		560.89
24/08/2023	61432		REPLACEMENT PARTS - EXERCISE EQUIPMENT VARIOUS SITES	560.89	
28/08/2023	3508.1644-01	Woolworths Group Limited	SUPPLY FOOD		51.43
24/08/2023	TI-040D7-178CFB		FOOD - MIDVALE EARLY CHILDREN AND PARENTING CENTRE	51.43	
28/08/2023	3508.1674-01	Midland Cement Materials	CEMENT		46.20
25/07/2023	6183040		SUPPLY PLAIN BEND 2X 45 FITTINGS 225MM AND 100MM	46.20	
28/08/2023	3508.189-01	LGISWA	INSURANCE		31,879.69
24/08/2023	100-155772		WORKERS COMPENSATION FOR ACTUAL WAGES FOR 2022	22,838.73	
24/08/2023	100-155683		ADJUSTMENT INVOICE FOR MOTOR VEHICLE PURCHASES	9,040.96	
28/08/2023	3508.197-01	Konica Minolta Business Solutions A	PHOTOCOPIER PRINTING		4,783.02
04/08/2023	0401000062000723		PHOTOCOPIER PRINTING - CHARGES JULY 2023	4,783.02	
28/08/2023	3508.21-01	Eastern Metropolitan Regional Counc	TRANSFER STATION FEES		421,442.89
22/08/2023	EMRC51965		WASTE TRANSFER STATION FEE	63,735.83	
22/08/2023	EMRC51966		WASTE TRANSFER STATION FEE - COPPIN RD	61,687.95	
22/08/2023	EMRC51967		WASTE TRANSFER STATION FEE - MATHIESON RD	45,381.52	
25/08/2023	EMRC51644		WASTE TRANSFER STATION FEE	47,523.39	
25/08/2023	EMRC52026		WASTE TRANSFER STATION FEE	49,863.62	
25/08/2023	EMRC51939		LANDFILL FEES COMMERCIAL WASTE	67,632.99	
25/08/2023	EMRC52326		LANDFILL FEES DOMESTIC WASTE - COPPIN RD, MATHIESON RD	36,282.34	
25/08/2023	EMRC52160		LANDFILL FEES DOMESTIC WASTE	47,611.00	
25/08/2023	EMRC52086		MATRESS RECYCLING COPPIN RD	1,724.25	
28/08/2023	3508.2163-01	Asphalttech Pty Ltd	ASPHALT		32,190.53
17/08/2023	17941		ASPHALT - SURFACING RECONSTRUCTION WORKS	32,190.53	
28/08/2023	3508.2165-01	Country Womens Association of WA In	CATERING		425.00
25/08/2023	190		CATERING - TRAINING FOR MUNDARING FIRE SCHOOL	425.00	

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28/08/2023	3508.218-01	Security & Key Distributors	KEYS		1,966.51
04/08/2023	94234		SUPPLY - BILOCK PADLOCK FOR BBQ KEY	279.86	
04/08/2023	94265		SUPPLY - BILOCK PADLOCK FOR ARENA CONTRACTOR	84.97	
04/08/2023	94209		SUPPLY - BILOCK PADLOCK - CHIDLOW PROFESSIONAL ROOM	52.48	
20/07/2023	94151		INSTALL/REPAIR - MIDVALE CHILDHOOD PARENT CENTRE	367.82	
17/08/2023	94275		SUPPLY & INSTALL - BILOCK PADLOCK - VARIOUS LOCATIONS	835.07	
17/08/2023	94259		SUPPLY & INSTALL - NEW BILOCK	346.31	
28/08/2023	3508.234-01	Coles Supermarkets Australia Pty Ltd	SUUPLY FOOD		640.92
22/08/2023	173204662		SUUPLY FOOD - MECPC	640.92	
28/08/2023	3508.2625-01	Stewart & Heaton Clothing Co	UNIFORMS		48.31
16/08/2023	SIN-3759472		UNIFORMS - WOOROLOO VBFB	48.31	
28/08/2023	3508.280-01	Winc Australia Pty Limited	STATIONERY		1,650.26
25/07/2023	9042975720		STATIONERY ITEMS	266.52	
18/07/2023	9042924789		STATIONERY ITEMS	435.16	
13/07/2023	9042856700		STATIONERY ITEMS	0.68	
11/07/2023	9042870429		STATIONERY ITEMS	419.00	
04/08/2023	9042984323		STATIONERY ITEMS	528.90	
28/08/2023	3508.307-01	McLeods Barristers and Solicitors	LEGAL MATTER		9,130.81
04/08/2023	131047		LEGAL MATTER 51067 - DOG ACT PROSECUTION	1,375.55	
04/08/2023	131068		LEGAL MATTER 51267 - FOOD ACT PROSECUTION	1,498.85	
09/08/2023	131046		LEGAL MATTER 50673 - PLANNING COMPLIANCE STONEVILLE	1,019.15	
09/08/2023	131073		LEGAL MATTER 51295 - STRUCTURE PLAN 81	1,058.91	
09/08/2023	131050		LEGAL MATTER 51249 - BUILDING ACT PROSECUTION	1,321.10	
11/08/2023	131049		LEGAL MATTER 51187 - DOG ACT PROSECUTION	719.40	
11/08/2023	131048		LEGAL MATTER 51128 - DOG ACT PROSECUTION	1,838.10	
24/08/2023	130404		LEGAL MATTER 50947 - ADVISE ON OPEN BURNING PERIOD	299.75	
28/08/2023	3508.314-01	Landgate	TITLE SEARCHES		122.00
04/08/2023	1304409		TITLE SEARCHES - 2023/2024 PLANNING	122.00	
28/08/2023	3508.33-01	Boral Construction Materials Group	ASPHALT		1,869.21
04/08/2023	WA17628976		ASPHALT - RILEY RD	267.03	
04/08/2023	WA17632405		ASPHALT - RILEY RD	267.03	
04/08/2023	WA17639747		ASPHALT - FARRALL RD	267.03	
04/08/2023	WA17649121		ASPHALT - BROOKING RD	267.03	
04/08/2023	WA17632404		ASPHALT - BROOKING RD	267.03	
11/08/2023	WA17658104		ASPHALT - FARRALL RD AND WELD RD	267.03	
11/08/2023	WA17658105		ASPHALT - WELD RD AND BROOKING RD	267.03	
28/08/2023	3508.336-01	Fasta Courier Service	COURIER SERVICES		260.76
17/08/2023	286373		COURIER SERVICES	260.76	
28/08/2023	3508.375-01	Team Global Express Pty Ltd	COURIER SERVICES		84.22
08/08/2023	0581-S364420		COURIER SERVICES	84.22	
28/08/2023	3508.3780-01	Kleenit Pty Ltd	MAINTENANCE		412.50
22/08/2023	162553		REMOVE GRAFFITI - MJ MORGAN PUBLIC TOILET	412.50	
28/08/2023	3508.396-01	Modern Teaching Aids Pty Ltd	TOYS		168.19
16/08/2023	45549026		RESOURCES FOR ROOMS - CFC MIDDLE SWAN	168.19	
28/08/2023	3508.4252-01	Boya Equipment Pty Ltd	EQUIPMENT PURCHASES		269.96
18/08/2023	114115/01		EQUIPMENT PURCHASES	269.96	
28/08/2023	3508.4453-01	Technifire 2000	MAINTENANCE		2,213.18
25/08/2023	25093		REPAIR - FIRE PUMP	1,427.63	
25/08/2023	25090		REPAIR - PUMP PANEL DAMAGE	785.55	
28/08/2023	3508.452-01	Mahogany Building & Design	MAINTENANCE		1,570.80
25/08/2023	INV0473		REPLACEMENT 2X DOORS CHIDLOW PUBLIC TOILET	1,276.00	
25/08/2023	INV0474		REPLACEMENT - DARLINGTON OVAL PAVILION	294.80	
28/08/2023	3508.480-01	Echo Newspaper	ADVERTISING		1,652.50
16/08/2023	00032673		ADVERTISING	1,652.50	

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28/08/2023	3508.482-01	David Gray & Co Pty Ltd	KEYS		98.25
04/08/2023	1625047		SUPPLY - 8X KEYS FOR RUBBISH BIN BOXES	98.25	
28/08/2023	3508.5906-01	Gresley Abas Pty Ltd	DESIGN FEES/COSTS		5,049.00
22/08/2023	2305-04		DESIGN FEES/COSTS - BROWN PARK PRECINCT PLAN	5,049.00	
28/08/2023	3508.6050-01	Fuel Distributors of Western Austra	FUEL & OILS		28,030.80
23/08/2023	53103691		FUEL & OILS	28,030.80	
28/08/2023	3508.6732-01	Relationships Australia Western	EMPLOYEE ASSISTANCE PROGRAM		176.00
16/08/2023	00421329		EMPLOYEE ASSISTANCE PROGRAM	176.00	
28/08/2023	3508.68-01	The Watershed Water Systems	RETICULATION PARTS		248.38
08/08/2023	10236193		RETICULATION PARTS - HARRY RISEBOROUGH OVAL	149.42	
25/08/2023	10235991		RETICULATION PARTS - BROWN PARK	98.96	
28/08/2023	3508.707-01	Australian Safety Engineers WA	MAINTENANCE		511.72
23/08/2023	0159314W		SUPPLY - 4X OXYGEN CYLINDERS	511.72	
28/08/2023	3508.7347-01	Humes Wembley Cement (Holcim Austra	CONCRETE PRODUCTS		3,900.01
12/07/2023	9408751393		CONCRETE PRODUCTS	3,900.01	
28/08/2023	3508.7426-01	Scoob's Dingo Service	SWEEPING SERVICE		8,368.80
24/08/2023	2763		FOOTPATH SWEEPING SERVICE - MIDVALE	1,320.00	
25/08/2023	2768		FOOTPATH SWEEPING SERVICE - VARIOUS LOCATIONS	3,818.10	
25/08/2023	2762		FOOTPATH SWEEPING SERVICE - VARIOUS LOCATIONS	3,230.70	
28/08/2023	3508.7541-01	Connect Call Centre Services	CALL CENTRE COSTS		1,635.92
24/08/2023	00114931		CALL CENTRE COSTS - JULY 2023	1,635.92	
28/08/2023	3508.80-01	Bunnings Group Limited	HARDWARE		1,609.30
16/08/2023	2440/01034314		HARDWARE ITEMS - DARLINGTON HALL	275.41	
16/08/2023	2440/00730757		HARDWARE ITEMS - LAKE LESCHENAUTIA	172.83	
16/08/2023	2440/01034312		HARDWARE ITEMS - MUNDARING ARENA	127.47	
16/08/2023	2440/01034316		HARDWARE ITEMS - MUNDARING ARENA	457.89	
16/08/2023	2440/00818684		HARDWARE ITEMS - OPERATION	83.34	
16/08/2023	2440/01661040		HARDWARE ITEMS - BILGOMAN AQUATIC CENTRE	492.36	
28/08/2023	3508.8060-01	Firetrain	TRAINING		555.50
02/08/2023	00040854		FIRE EXTINGUISHER TRAINING - MUNDARING FIRE SCHOOL	555.50	
28/08/2023	3508.8584-01	Great Sand Supplies Trust	GRAVEL		364.85
08/08/2023	00009965		GRAVEL STOCK - 25 MM FERRICRETE	364.85	
28/08/2023	3508.9596-01	Brice Pest Management	PEST MANAGEMENT		143.00
24/08/2023	IV05619		PEST MANAGEMENT- MUNDARING WEIR HALL	143.00	
28/08/2023	3508.9601-01	Chris Mitchell Earthworks	SAND		200.00
24/08/2023	00007601		SUPPLY - WHITE SAND	200.00	
28/08/2023	3508.9627-01	MPK Tree Management Pty Ltd	TREE MAINTENANCE		10,208.54
17/08/2023	6718		STREET TREE MAINTENANCE	1,103.26	
17/08/2023	6742		STREET TREE MAINTENANCE	2,942.02	
17/08/2023	6776		STREET TREE MAINTENANCE	2,942.02	
17/08/2023	6777		STREET TREE MAINTENANCE	3,221.24	
28/08/2023	3508.9769-01	Japanese Truck & Bus Spares	PARTS		644.60
16/08/2023	498017		SUPPLY PARTS - MIRROR	644.60	
28/08/2023	3509.10348-01	Hills Rangers Football Club Inc	REFUND		1,199.00
24/08/2023	773041		KEY BOND REFUNDS	1,199.00	
28/08/2023	3509.13655-01	Mrs O A Burrows	REFUND		65.00
22/08/2023	1457321		KEY BOND REFUND	65.00	
28/08/2023	3509.14101-01	BG & E Pty Ltd	REFUND		110.00
22/08/2023	1375698		HALL BOND REFUND	110.00	
28/08/2023	3509.14596-01	Ms N Harwood	REFUND		65.00
22/08/2023	1464031		KEY BOND REFUND	65.00	
28/08/2023	3509.14704-01	Hills Choir	REFUND		109.00
22/08/2023	1438589		KEY BOND REFUND	65.00	
22/08/2023	1443476		KEY BOND REFUND	44.00	

MONTHLY LIST OF ACCOUNTS PAID
AUGUST 2023

<u>Date</u>	<u>Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
28/08/2023	3509.15193-01	Breast Cancer Care WA	REFUND		175.00
22/08/2023	1334568		HALL BOND REFUND	110.00	
22/08/2023	1334568		KEY BOND REFUND	65.00	
28/08/2023	3509.15194-01	Mr C Ciriello	REFUND		65.00
22/08/2023	1450732		KEY BOND REFUND	65.00	
28/08/2023	3509.15195-01	Cunderdin Football Club	REFUND		175.00
22/08/2023	1121831		KEY BOND REFUND	55.00	
22/08/2023	1121831		KEY BOND REFUND	55.00	
22/08/2023	1381349		KEY BOND REFUND	65.00	
28/08/2023	3509.15199-01	Mrs T H Hogan	REFUND		65.00
24/08/2023	1437791		KEY BOND REFUND	65.00	
28/08/2023	3509.15203-01	P Lawie	REFUND		65.00
24/08/2023	1447438		KEY BOND REFUND	65.00	
28/08/2023	3509.15204-01	Ms C T Meredith	REFUND		240.00
24/08/2023	1140287		HALL BOND REFUND	110.00	
24/08/2023	1368793		KEY BOND REFUND	65.00	
24/08/2023	1396076		KEY BOND REFUND	65.00	
28/08/2023	3509.589-01	Shire of Mundaring	REFUND - KEY BOND RETENTIONS		2,304.06
28/08/2023	704981		KEY BOND RETENTION	2,304.06	
29/08/2023	3510.34-01	Water Corporation	WATER RATES & FEES		1,415.04
29/08/2023	9004679541		WATER RATES & FEES	447.25	
29/08/2023	9004678303		WATER RATES & FEES	309.17	
29/08/2023	9004707493		WATER RATES & FEES	160.01	
29/08/2023	9004680788		WATER RATES & FEES	161.62	
29/08/2023	9019055096		WATER RATES & FEES	336.99	
30/08/2023	3511.3462-01	Care Giver Subsidies	CARE GIVER SUBSIDIES		29,774.47
30/08/2023	300823		CARE GIVER SUBSIDIES	\$ 29,774.47	
Total Electronic Funds Transfers From Municipal Account				\$ 2,875,180.55	\$ 2,875,180.55
Payments By Electronic Funds Transfer (Payroll)					
2/08/2023	PP03/24 cycle 1	Pay Summary		468,696.40	
2/08/2023	PP03/24 cycle 2	Pay Summary		86,487.74	
16/08/2023	PP04/24 cycle 1	Pay Summary		459,067.24	
16/08/2023	PP04/24 cycle 2	Pay Summary		77,138.38	
Total Payroll Payments Direct From Municipal Account				\$ 1,091,389.76	
Payment By Direct Debit From Municipal Account					
		Bendigo - Merch Bank Fees		1,677.03	
		Bendigo - Direct Debit Fees (incl FTS)		5,097.44	
		Commonwealth Bank - Bpoint Fees		8.32	
		NAB - Purchase Cards		30,189.67	
		Fleetcare - Fuel Payments		3,909.73	
		ICMSFE		171.70	
		HP Financial Services - Equipment Lease		22,531.94	
		Konica Minolta - Printer Lease		4,040.42	
		WA Treasury Corporation		91,888.80	
		RMS - Lakes Monthly License Fee		202.40	
		RMS - Monthly SMS Fees		30.03	
		Debitsuccess		351.25	
		Qikkids - Fees		177.69	
		CBA Merchant Fee		147.91	
Total Electronic Fund Payments Direct From Municipal Account				\$ 160,424.33	

NAB Purchase Card Payments List for August 2023

<u>Date</u>	<u>Supplier</u>	<u>Description</u>	<u>Amount</u>	<u>Card User</u>
28-Jul-23	Seek	Seek Advertisement - Administration Officer Infrastructure	\$ 379.50	Ms M Beley
28-Jul-23	Mullaloo Surf Life Saving Club	First Aid Training - MECPC childcare	\$ 1,485.00	Mrs S E Broad
28-Jul-23	Officeworks	HDMI cable	\$ 65.88	Ms G Evans
28-Jul-23	Department of Justice	Court Hearing notice lodgement	\$ 166.30	Mrs C M Batty
29-Jul-23	Coles	Office kitchen supplies	\$ 21.60	Ms G Evans
29-Jul-23	Coles	Public event refreshments and supplies	\$ 41.50	Ms G Evans
31-Jul-23	Woolworths	Consumables for parenting groups	\$ 47.85	Mrs J A Pearce
31-Jul-23	Begonia Pets	Spare keys for Sawyers Valley VBFB	\$ 40.00	Mr C M Cuthbert
31-Jul-23	JB Hi-Fi Midland	Stoneville VBFB visual training equipment	\$ 4,644.00	Mr A J Dyson
31-Jul-23	Campaign Monitor	Visitor Centre - What's On campaign - August 2023	\$ 22.47	Ms B M Beale
01-Aug-23	A Patch Of Country	Visitor Centre meeting	\$ 21.90	Ms B M Beale
01-Aug-23	JB Hi-Fi	WiFi extenders VOIP phone - Stoneville VBFB	\$ 303.94	Mr C M Cuthbert
01-Aug-23	Scorptec Computers	Monitor arm for desk	\$ 151.50	Ms H McKissock
01-Aug-23	Department of Justice	Prosecution lodgement	\$ 166.30	Mr C M Cuthbert
02-Aug-23	WARRRL	Containers for Change collection bags	\$ 786.00	Mrs R L McLaughlin
02-Aug-23	City of Perth Parking	Parking MAF review meeting	\$ 27.76	Mr A J Dyson
03-Aug-23	The Artisan Mundaring	Parking MAF review meeting	\$ 49.75	Mrs P Heath
03-Aug-23	Woolworths	Food - MECPC Childcare	\$ 124.96	Mrs S E Broad
03-Aug-23	Coles	Food - MECPC Childcare	\$ 23.80	Mrs S E Broad
03-Aug-23	Mundaring Tech	USBC ethernet adaptors	\$ 69.90	Mr R J Grieves
03-Aug-23	Hills Fresh Mundaring	Staff farewell - Youth Officer	\$ 31.98	Mrs P Heath
03-Aug-23	Clark Rubber	Foam - returns chute for libraries	\$ 52.16	Ms H McKissock
04-Aug-23	Fridge & Washer City	Clothes dryer - MECPC Childcare	\$ 2,795.00	Mrs S E Broad
04-Aug-23	Indigenous Promotions	MECPC - Educator Day event	\$ 170.09	Ms S Harlow
04-Aug-23	Seek Limited	Advertisement - Qualified Early Childhood Educator	\$ 335.50	Mrs D W Wells
04-Aug-23	Seek Limited	Advertisement - Early Childhood Teacher	\$ 192.50	Mrs D W Wells
04-Aug-23	Australian Electric Vehicle Association	Electric Vehicle Conference - Co-ordinator Environment & Sustainability	\$ 201.96	Ms K L de Gracie
05-Aug-23	Coles	Library public community event refreshments	\$ 7.95	Ms G Evans
06-Aug-23	Coles	Library public community event refreshments	\$ 22.00	Ms G Evans
07-Aug-23	Seek	Job Advertisement - Supervisor Parks Infrastructure	\$ 825.00	Mrs J N Dutton
07-Aug-23	Kmart	MECPC - Childrens toys	\$ 192.00	Ms S Harlow
07-Aug-23	Coles	Library public community event refreshments	\$ 44.00	Ms G Evans
07-Aug-23	Q N Lowings and S M Lowings	Catering for photography competition judging panel	\$ 135.00	Mrs C M Batty
08-Aug-23	ADHD Western Australia	ADHD WA Conference - Parenting Educator	\$ 249.00	Mrs J A Pearce
08-Aug-23	JB Hi-Fi	KSP Library AV stock	\$ 73.43	Ms A L Rowe
08-Aug-23	JB Hi-Fi	AFM Library AV adult stock	\$ 66.93	Ms A L Rowe
08-Aug-23	Mundaring Chamber of Commerce	Open Studios launch	\$ 15.00	Mrs D W Wells
08-Aug-23	Mundaring Chamber of Commerce	Chamber Business with Heart event	\$ 40.00	Mrs D W Wells
08-Aug-23	Doterra Australia Pty Ltd	MECPC - Essential oils for childrens activities	\$ 187.95	Ms S Harlow
09-Aug-23	Seek	Job Advertisement - HD Plant Operator	\$ 401.50	Mrs J N Dutton
09-Aug-23	Kmart	MECPC - Resources for children	\$ 24.00	Ms S Harlow
09-Aug-23	Eric Rae McCrum	Book purchase	\$ 54.95	Ms G Evans
09-Aug-23	Eric Rae McCrum	Book purchase	\$ 54.95	Ms G Evans
09-Aug-23	Mundaring Tech	Phone case and network cable	\$ 56.95	Mr R J Grieves
09-Aug-23	Harvey Norman	MECPC - Kitchenware	\$ 206.00	Ms S Harlow

NAB Purchase Card Payments List for August 2023

<u>Date</u>	<u>Supplier</u>	<u>Description</u>	<u>Amount</u>	<u>Card User</u>
09-Aug-23	Campaign Monitor	Libray bulk eNewsletter	\$ 145.95	Ms G Evans
09-Aug-23	Dieback Working Group Inc	Dieback Information Conference - Land for Wildlife Officer	\$ 230.50	Mrs C M Batty
10-Aug-23	Seek	Job Advertisement - Assets Officer	\$ 324.50	Ms M Beley
10-Aug-23	Vistaprint Australia Pty Ltd	Business cards - Manager Recreation & Tourism Services	\$ 48.98	Ms A E Douglas
11-Aug-23	Seek	Job Advertisement - ETO Civil	\$ 324.50	Ms M Beley
11-Aug-23	Shire Of Mundaring	Building application	\$ 61.65	Mrs J N Dutton
11-Aug-23	Shire Of Mundaring	Building application	\$ 61.65	Mrs J N Dutton
11-Aug-23	Woolworths	Catering - staff training	\$ 45.63	Mrs S E Broad
11-Aug-23	Kmart	MECPC - Resources for childrens activities	\$ 130.00	Ms S Harlow
11-Aug-23	Renewals EWPA	EWP Licence fee - Coordinator Community Facilities	\$ 55.00	Mr S D Winfield
11-Aug-23	Ebay	Stylus pens for new iPads	\$ 55.24	Mr S D Winfield
12-Aug-23	Gilbert's Fresh midland	Catering - Staff training	\$ 27.61	Mrs S E Broad
12-Aug-23	Coles	Library community event refreshments	\$ 78.05	Ms G Evans
12-Aug-23	Coles Swan View	Kitchen equipment	\$ 21.00	Ms G Evans
13-Aug-23	Kounta	Kounta subscription - Lake Leschenaultia	\$ 220.00	Mr S D Winfield
14-Aug-23	Hills Fresh Mundaring	Catering for reconciliation meeting	\$ 21.43	Mrs K D White
15-Aug-23	Vistaprint Australia Pty	Business Cards - Community Safety Ranger	\$ 40.98	Ms A E Douglas
15-Aug-23	Planning Institute Australia	WA State Conference - Director Statutory Services	\$ 970.00	Mrs C M Batty
15-Aug-23	Non Stop Adz	Educator recruitment	\$ 540.40	Mrs G L Crosse
15-Aug-23	WALGA	Planning Showcase WALGA	\$ 513.00	Ms K L de Gracie
16-Aug-23	Kmart	MECPC - Resources for children	\$ 40.20	Ms S Harlow
16-Aug-23	Kmart	MECPC - Childrens toys and resources	\$ 251.50	Ms S Harlow
16-Aug-23	TWW Midland	Safety boots - CCSEM	\$ 249.95	Mr C M Cuthbert
16-Aug-23	Airtrain Citylink Ltd	Train ticket - Brisbane AFAC conference	\$ 26.00	Mr C M Cuthbert
16-Aug-23	Australia Post Mundaring	Departing Gift - Supervisor Parks Infrastructure	\$ 105.95	Ms A C Fernandez
17-Aug-23	Event and Conference Co Pty Ltd	Waste and Recycle Conference Registration - Waste Operations Staff	\$ 1,948.80	Mrs J N Dutton
17-Aug-23	Carparkit Pty Ltd	CPC Coordinator's Forum parking	\$ 30.00	Ms R B McAllister
17-Aug-23	JB Hi-Fi	Stylus pens for new iPads	\$ 257.74	Mr S D Winfield
17-Aug-23	Officeworks	Secure stands for new iPads	\$ 901.95	Mr S D Winfield
18-Aug-23	Event and Conference Co Pty Ltd	Waste Conference Registration - Director Infrastructure	\$ 406.00	Ms M Beley
18-Aug-23	WALGA	FOGO Forum - Admin Officer Operations	\$ 286.50	Mrs J N Dutton
18-Aug-23	Seek	Job Advertisement - Supervisor Maintenance	\$ 434.50	Mrs J N Dutton
18-Aug-23	Coles	Library public community event refreshments	\$ 30.10	Ms G Evans
18-Aug-23	Mundaring Tech	USB drives	\$ 99.85	Mr R J Grieves
18-Aug-23	Amazon Marketplace	USB extender	\$ 12.99	Ms C J Jones
18-Aug-23	Seek	Advertisement - Family Support Outreach workers	\$ 390.50	Mrs D W Wells
20-Aug-23	Coles	Library public community event refreshments	\$ 29.25	Ms G Evans
20-Aug-23	Starlink Australia Pty Ltd	Starlink Subscription - Lake Leschenaultia	\$ 139.00	Mr R J Grieves
21-Aug-23	Q N Lowings & S M Lowings	EAC meeting catering	\$ 156.00	Mrs C M Batty
21-Aug-23	Renewals EWPA	EWP Licence renewal - Supervisor Mundaring Arena	\$ 55.00	Mr S D Winfield
21-Aug-23	Brisbane Casino Tower	Accommodation AFAC Conference 2023	\$ 540.15	Mr C M Cuthbert
21-Aug-23	The Shoe Kings Group	Key cutting for Mt Helena Aquatic	\$ 74.95	Ms S H Crawford
22-Aug-23	WALGA	LG Planning Showcase - Director Statutory Services	\$ 85.50	Mr M R Luzi
22-Aug-23	Kmart	Resources for lego club program	\$ 60.00	Miss S Mullally
22-Aug-23	Campaign Monitor	Campaign Monitor bulk eNewsletter	\$ 146.62	Ms G Evans

NAB Purchase Card Payments List for August 2023

<u>Date</u>	<u>Supplier</u>	<u>Description</u>	<u>Amount</u>	<u>Card User</u>
23-Aug-23	Officeworks	MECPC - Resources for children's activities	\$ 99.00	Ms S Harlow
23-Aug-23	Big W Midland Gate	MECPC - Resources for children's activities	\$ 90.20	Ms S Harlow
23-Aug-23	PC Case Gear	Keyboard - Library Officer	\$ 146.00	Mrs C M Batty
23-Aug-23	CPP Convention Centre	Parking for conference	\$ 24.23	Mr S D Winfield
24-Aug-23	Seek	Job Advertisement - Landcare Hand	\$ 390.50	Mrs J N Dutton
24-Aug-23	Seek	Job Advertisement - Natural Areas Maintainer	\$ 346.50	Mrs J N Dutton
24-Aug-23	Woolworths Mundaring	Catering for team building	\$ 66.60	Mrs J N Dutton
24-Aug-23	Inkjet Wholesale	3x Key tags	\$ 35.77	Mr S Symes
24-Aug-23	Bunnings	Crate for transfers and child safety covers	\$ 58.87	Ms H McKissock
24-Aug-23	Love You Papa Pty Ltd	Catering for team building	\$ 230.94	Mrs J N Dutton
24-Aug-23	CPP Convention Centre	Parking for conference	\$ 24.23	Mr S D Winfield
24-Aug-23	Newlans Coachbuilders	Door handle	\$ 362.80	Mrs R L McLaughlin
25-Aug-23	Mundaring Lotto Gift	Farewell card	\$ 12.00	Mrs J N Dutton
25-Aug-23	Mundaring Tech	USB flash drive	\$ 19.95	Mrs J N Dutton
25-Aug-23	Coles	Catering for team building	\$ 6.00	Mrs J N Dutton
25-Aug-23	Puma Energy Mundaring	Catering for team building	\$ 12.00	Mrs J N Dutton
25-Aug-23	Darlington Estate	Wildlife Photography Competition Prize	\$ 75.00	Mrs C M Batty
25-Aug-23	Watermark Events	Biodiversity Conference - Environment staff	\$ 612.31	Mrs C M Batty
25-Aug-23	Mundaring Tech	Ethernet cable - Visitor Centre	\$ 12.00	Mr R J Grieves
25-Aug-23	Officeworks	ERFDC - Laminating pouches	\$ 40.50	Mrs G L Crosse
26-Aug-23	Canva	ERFDC - Digital design subscription	\$ 164.99	Mrs G L Crosse
27-Aug-23	Canva	Canva subscription	\$ 164.99	Mrs P Heath
28-Aug-23	Dropox International	Annual subscription	\$ 184.67	Mrs P Heath
28-Aug-23	Coles	Giftcard - Volunteer	\$ 150.00	Ms R B McAllister
28-Aug-23	Kakadu Plum Co	MECPC - Catering consumables	\$ 120.24	Ms S Harlow
28-Aug-23	Pricesavers Midland	MECPC - Resources for rooms	\$ 30.00	Ms S Harlow
28-Aug-23	Target	MECPC - Minor asset replacement chairs	\$ 260.00	Ms S Harlow
28-Aug-23	Kmart	MECPC - consumables for children activities	\$ 60.00	Ms S Harlow
28-Aug-23	Coles	Kitchen and cleaning supplies	\$ 13.10	Ms G Evans
28-Aug-23	Vistaprint Australia PTY	Business Cards - Swimming Pool Inspector	\$ 65.98	Ms A E Douglas
28-Aug-23	JB Hi-Fi	AFM Library - Junior audio visual stock	\$ 288.81	Ms A L Rowe
28-Aug-23	JB Hi-Fi	KSP Library - Junior audio visual stock	\$ 270.71	Ms A L Rowe
Total Purchase Card Payments			\$ 30,189.67	

11.0 COUNCIL MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

12.0 URGENT BUSINESS (LATE REPORTS)

13.0 CONFIDENTIAL REPORTS

Nil

14.0 CLOSING PROCEDURES

14.1 Date, Time and Place of the Next Meeting

The next Ordinary Council meeting will be held on Tuesday, 14 November 2023 at 6.30pm in the Council Chamber.

14.2 Closure of the Meeting