

Agenda Ordinary Council Meeting

13 February 2024

NOTICE OF MEETING

Dear Council Member,

The next Ordinary Meeting of Council will be held in the Council Chamber at 6.30pm on Tuesday, 13 February 2024.

The attached agenda is presented for your consideration.

Yours sincerely,

Jason Whiteaker
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.

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	President Paige McNeil	Presiding Member
	Cr Doug Jeans	Central Ward
	Cr Prapti Mehta	Central Ward
	Cr John Daw	East Ward
	Cr Neridah Zlatnik	East Ward
	Cr Trish Cook (Deputy President)	South Watd
	Cr Luke Ellery	South Ward
	Cr Jo Cicchini	West Ward

Apologies Nil

Leave of Absence Cr Karen Beale West Ward

Absent

Staff	Jason Whiteaker	Chief Executive Officer
	Garry Bird	Director Corporate Services
	Megan Griffiths	Director Strategic & Community Services
	Mark Luzi	Director Statutory Services
	Shane Purdy	Director Infrastructure Services
	Shannon Foster	Manager Libraries, Communications & Engagement
	Angus Money	Manager Planning & Environment
	Meron Nega	Planning Officer

Guests Nil

Members of the Press

2.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

2.1 Shire of Mundaring Australia Day Citizenship Ceremony and Citizenship Awards

The Shire proudly welcomed forty new citizens and celebrated its outstanding community heroes at a Citizenship Ceremony and Shire of Mundaring Australia Day Citizenship Awards event, held on Australia Day, Friday 26 January.

The ceremony, held at the Boya Community Centre, recognised the winners who have all played instrumental roles in supporting their respective community groups.

This year's Citizen Awards included Tom Burbidge, Jenny Johnson, Shanti Wilbers and Mundaring Open Studio's.

On behalf of Council, congratulations to you all once again.

2.2 2024 Community Scorecard

Shire residents and businesses are invited to complete the 2024 Community Scorecard. The Community Scorecard is an opportunity for residents, businesses, community groups to tell us what you think about our services, facilities and programs in your local area and how they can be improved.

The scorecard was mailed to all residents across the Shire at the end of January, and takes between five to 10 minutes to complete and is managed by CATALYSE, an independent research company.

The confidential survey asks whether our Shire's community activities, facilities, programs and services are delivering what you expect, what you'd like to change, replace or improve, and what functions and services of the Shire matter most to you as strategic priorities for our future.

Help make our shire an even better place to live, work and play and complete your scorecard today or jump on the Shire's website for the link to complete online.

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**

Nil

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**

Nil

7.0 **CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

RECOMMENDATION
That the Minutes of the Ordinary Council Meeting held 23 January 2024 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

Nil

9.0 REPORTS OF COMMITTEES

Refer to Item 13.0 – Confidential Reports.

10.0 REPORTS OF EMPLOYEES

10.1 North Parkerville Subdivision Proposal

File Code	SPA 164350
Author	Angus Money, Manager Planning & Environment
Senior Employee	Mark Luzi, Director Statutory Services
Disclosure of Any Interest	Nil
Attachments	Nil

PLEASE NOTE:

A report on this item will be distributed prior to the meeting.

10.2 Draft Child Care Premises and Family Day Care Local Planning Policy - Final Adoption

File Code	PS.CDE 13
Author	Andrew Bratley, Co-ordinator Strategic Planning
Senior Employee	Mark Luzi, Director Statutory Services
Disclosure of Any Interest	Nil
Attachments	<ol style="list-style-type: none">1. Draft Child Care Premises and Family Day Care Local Planning Policy ↓2. Draft WAPC Position Statement - Child Care Premises ↓3. Schedule of submissions ↓

PURPOSE

For Council to consider the adoption of the draft Child Care Premises and Family Day Care Local Planning Policy (draft LPP). Refer to **Attachment 1**.

BACKGROUND

Child care and family day care operations are essential community services, for which there is an increasing demand.

A recent increase in childcare planning applications has occurred, including an appeal of Council's decision in relation to a childcare proposal within a Residential area, being at 2 Alandale Road, Greenmount, which Council resolved to refuse in May 2023 (**C13.05.23**).

Officers suggest a local planning policy could assist in providing more early guidance to applicants contemplating lodging an application, and to assist the assessment and determination of development applications.

The Western Australian Planning Commission (WAPC) released a draft Position Statement (PS Statement) which outlines its location and design guidance to decision-makers, proponents and the community for a consistent policy approach to planning for child care premises in Western Australia (**Attachment 2**). The PS Statement formed the basis for the draft LPP.

At its November 2023 meeting, Council resolved to endorse the draft LPP for the purpose of advertising (**C4.11.23**).

STATUTORY / LEGAL IMPLICATIONS

Planning and Development (Local Planning Schemes) Regulations 2015

Schedule 2, Part 2, Division 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations) enables the local government to adopt, amend and revoke local planning policies and sets out the procedures by which to do so.

The decision maker is required to have due regard to the provisions and objectives of a planning policy in its decision making.

In accordance with Schedule 2 Part 2 Clause 5(1) of the Regulations, after a draft local planning policy has been advertised for comment Council is to resolve to either:

- a) proceed with the policy without modification; or
- b) proceed with the policy with modifications; or
- c) not to proceed with the policy.

Local Planning Scheme No.4

Under Local Planning Scheme No.4 (LPS4), the land uses Child Care Premises and Family Day Care are defined to be the following:

“Child care premises” means land or buildings used for a child care service as defined under section 4 of the Child Care Services Act 2007, but does not include family day care.”

“Family day care” means premises used to provide family day care in accordance with the Child Care Services Act 2007.”

The following provisions under the *Child Care Services Act 2007* apply:

“4. Meaning of “child care service”

- (1) *For the purposes of this Act a child care service is a service for the casual, part-time or day-to-day care of a child or children under 13 years of age (or such other age as may be prescribed for the purposes of this subsection) that is provided —*
 - (a) *for payment or reward, whether directly or indirectly through payment or reward for some other service; or*
 - (b) *as a benefit of employment; or*
 - (c) *as an ancillary service to a commercial or recreational activity.”*

“Family day care service” means a child care service provided at a place where —

- (a) *the person providing the service lives; and*
- (b) *none of the children to whom the service is provided live.”*

Family Day Care offers education and care for up to seven children, aged from birth to 13 years, in the educator's own home. More than seven children is considered a Child Care Centre.

In accordance with LPS4, a Child Care Premise is able to be considered on properties zoned; Residential, Town Centre, Local Centre or Service Commercial. Family Day Care uses are smaller in nature and can occur within an existing dwelling on properties zoned; Residential, Town Centre, Rural Residential, Rural Small Holdings or General Agriculture.

POLICY IMPLICATIONS

If adopted, the draft LPP would constitute a planning instrument that the Shire is required to have regard to when determining development applications for child care premises or family day cares.

The policy will have effect once a newspaper notice has been published regarding it being adopted.

FINANCIAL IMPLICATIONS

If Council resolves to adopt the draft LPP, the costs of publishing the newspaper notice can be met from the current budget.

STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 3 - Built environment

Objective 3.3 – Regulated land use and building control to meet the current and future needs of the community

Strategy 3.3.1 – Incorporate appropriate planning controls for land use that meet current and future needs without compromising the highly valued character of the natural and built environment

SUSTAINABILITY IMPLICATIONS

There are negligible sustainability implications in adopting a draft local planning policy.

RISK IMPLICATIONS

Risk: Reputational. Maintaining a contemporary policy framework is central to the Shire's role in providing good governance and decision making.		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
If the Policy is adopted, the Shire will be provided with guidance in relation to the design, operation and location of child care premises and family day cares. It is therefore appropriate that the policy be adopted.		

EXTERNAL CONSULTATION

Following Council's November 2023 decision to endorse the draft LPP for advertising, the draft LPP (refer to **Attachment 1**) was advertised pursuant to Part 2 Clause 4 of the Regulations and as per Council's Community Engagement Policy. The consultation period lasted for 25 days, and was extended to allow for a late submission to be provided.

Advertising included:

- A notice in the local newspaper;
- A notice and a copy of the draft LPP being on the Shire's website and online social media page, and at the Shire's Administration Centre and libraries.

Correspondence was also sent to all local ratepayer associations, and the operators, submitters and landowners associated with authorised child care premises and family day cares currently operating within the Shire, giving them the opportunity to provide comment.

In addition, the Department of Planning, Lands and Heritage was also given the opportunity to provide comment considering that the PS Statement formed the basis for the draft LPP.

During the advertising period, three submissions were received on the draft LPP; one non-objection and two which provided comments on the draft LPP. Refer to **Attachment 3**.

COMMENT

Child care premises and family day cares are essential community services. In drafting a policy specific to Mundaring, the following was considered:

1. Issues the Shire has experienced in the past when assessing and determining applications for such land uses (e.g. the built form and location of proposed child care premises);
2. Concerns often raised by residents when applications for child care premises have been advertised in the past (e.g. parents' vehicles parking and potentially queuing off site);
3. The matters outlined in the WAPC's Position Statement;
4. Other matters not already addressed in planning related legislation (e.g. the safety of children being cared for at a property where a dam exists or is proposed).

Low-scale family day care services, operating out of existing dwellings, have proven a good fit within the smaller urban villages across the Hill's area of the Shire given the low-density and dispersed nature of the population. Recent development activity and enquiries have been received from larger corporate / commercial scale operators (Swan View Shops and Alandale Road, Greenmount) and proponents continue to be attracted to the more urbanised areas of the Shire with greater residential catchment.

Given the recent SAT case, and the trend for more interest and activity; it's prudent Council consider adopting a policy to provide more guidance.

Location Requirements

Locational requirements expressed within policy cannot vary or override any legislative or regulatory requirement (e.g. the Zoning Table of LPS4) but can offer additional guidance.

Within the draft, officers suggest the Shire generally not support Childcare Centres adjacent to primary regional roads, which would include Great Eastern Highway.

Childcare centres are considered noise sensitive uses under State Planning Policy 5.4. Childcare centres must have outdoor play areas and there is a need to protect children from unreasonable levels of noise from freight traffic. Applicants could still apply and present a noise management plan and present a performance-based response. It may include mitigation solutions that create other issues, including excessive fencing or built form that undermines other objectives.

Childcare centres generate traffic at peak times, which will likely create issues associated with the safety of roads and intersections near Great Eastern Highway. Again, these matters may not be insurmountable in all instances.

Given the above, it is appropriate that the policy express a 'general' reluctance to entertain childcare centres adjacent to primary regional roads.

Design Requirements

Amongst other design requirements regarding privacy and parking, the draft proposes Child Care facilities be residential in their scale and appearance. It is suggested that the Shire will generally not support child care proposals that necessitate variations to standard boundary fencing and/or the applicable residential development requirements.

This position is intended to direct commercial scale childcare proposals away from small residential lots, that adjoin other residential properties and towards potentially larger residential sites that adjoin less sensitive land uses or reserves.

Bushfire

State Bushfire guidelines recommend childcare and family day be considered 'vulnerable' uses. Care must, therefore be taken to minimise risk and preferably accommodate these activities in areas that are not bushfire prone or if unavoidable, within buildings designed and managed to a Bushfire Attack Level (BAL).

Given the usual scale and magnitude of a new childcare centre proposal, it is reasonable to expect it is built to a BAL requirement. However, imposing a requirement to undertake substantial renovations or re-build to operate a Family Day Care is considered to be a disproportionate imposition on what is a low-scale home business.

The draft LPP therefore provides a pathway for family day care applicants to demonstrate, within a bushfire evacuation management plan, that sufficient transport exists to evacuate attendees and other occupants to safety in the event of a bushfire.

This position is considered a pragmatic approach given, the low scale nature of the proposals, the extent of bushfire prone areas within the Shire and the need for child care services to be available to community across the Shire.

Water Hazard Safety

It is recommended the policy clearly state that the Shire will not support childcare / family day care on a property with a dam.

To operate a childcare or familiar day care operation, two approvals are required; firstly a planning approval from the Shire, and secondly, a license from the Department of Communities. The Department of Communities regulates the sector to uphold the welfare and safety of children.

Child care premises are not permitted to have a swimming pool under the *Child Care Services (Child Care) Regulations 2006*. Further, in accordance with the *Education and Care Services National Regulations 2012*, family day care facilities are not permitted to have a swimming pool or a spa.

At present, no such restrictions apply to dams, as they are not intended to be used for swimming or wading. The concern is that dams and child care premises and/or family day cares, can technically be considered on the same property under the Shire's Local Planning Scheme No.4. While the draft LPP cannot prohibit dams from existing on properties where child care premises or a family day care exist or are proposed, it's appropriate the policy clearly state that the Shire will generally not support both uses.

To be clear, no community concern has been raised regarding water safety / child care services in the Shire. This provision is suggested to manage expectations of proponents early and to be diligent in relation to the safety of children attending child care premises and family day cares in the Shire.

Considering all of the above, it is recommended that Council adopt the draft LPP.

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council:

1. Adopts, pursuant to Schedule 2, Part 2, Clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, the Child Care Premises and Family Day Care Local Planning Policy, as shown in **Attachment 1**; and
2. Publishes notice of the adoption of the Child Care Premises and Family Day Care Local Planning Policy as shown in **Attachment 1**, as follows:
 - a. In the local newspaper circulating within the Shire; and
 - b. On the Shire's website.

Local Planning Policy

**CHILD CARE PREMISES AND FAMILY DAY CARE**

Note: policy number to be provided by the Governance Coordinator once adopted>

Responsible Directorate	Statutory Services
Responsible Service Area	Planning
Adopted	<month/ year> <Council resolution for Planning Policy >
Procedure Ref	N/A

1. PURPOSE

The purpose of this policy is to provide a framework for the location, design, operation of Child Care and Family Day Care proposals within the Shire of Mundaring.

Child care services can play an important role in supporting positive outcomes for children and supporting workforce participation for families.

Childcare uses can generate traffic and parking issues at peak times. Larger buildings, hardstand areas and solid fencing can be required. Outdoor play spaces are important for children but this, combined with increased traffic can generate noise issues for neighbouring properties. Depending on the magnitude of the business and its location, these services can unduly impact on the established amenity of a locality.

The Shire encourages convenient access to these services in and around local centres, existing educational uses/reserves and where appropriate, in residential areas.

2. SCOPE

This policy applies to all child care and family day cares proposals within the Shire of Mundaring.

3. OBJECTIVES

- a) To ensure Child Care and Family Day Care services are located in accessible and convenient locations where they will not have a detrimental impact on the function and safety of the surrounding road and/or pedestrian network and will not result in the proliferation of on-street parking;
- b) To ensure that works associated with Child Care Premises and Family Day Care are site-responsive and are in keeping with the existing and future desired character of the locality; and

- c) To ensure that Child Care Premises and Family Day Care are sited and designed to maintain visual and acoustic privacy.

4. DEFINITIONS

“child care premises” means land or buildings used for a child care service as defined under section 4 of the *Child Care Services Act 2007* (as amended), but does not include family day care.

“For the purposes of this Act a child care service is a service for the casual, part-time or day-to-day care of a child or children under 13 years of age (or such other age as may be prescribed for the purposes of this subsection) that is provided —

- (a) for payment or reward, whether directly or indirectly through payment or reward for some other service; or*
- (b) as a benefit of employment; or*
- (c) as an ancillary service to a commercial or recreational activity.”*

“family day care” means premises used to provide family day care in accordance with the *Child Care Services Act 2007* (as amended).

“Means a child care service provided at a place where —

- (a) the person providing the service lives; and*
- (b) none of the children to whom the service is provided live.”*

5. POLICY

- 5.1 Child Care Premises should be located on a site nearby a shopping centre, an educational establishment, offices or other commercial uses.
- 5.2 The site selected for Child Care Premises should be level, regular in shape and of sufficient size to accommodate all aspects of the proposed development.
- 5.3 On residential zoned land, Child Care facilities should be residential in their scale and appearance. Child care proposals that necessitate variations to standard boundary fencing and/or the applicable residential development requirements, will generally not be supported.
- 5.4 Any balcony or other form of raised outdoor living area which is to be used as a play area, and which faces or is adjacent to a residential property, is to be designed in such a way so that the privacy of that residential property is not significantly impacted.
- 5.5 Car parking areas for Child Care Premises should have adequate on site queuing space available to avoid any queuing vehicles having a significant impact on local traffic flow, and the safety of other road users and/or pedestrians.

- 5.6 Adequate and safe pedestrian access within the site is to be provided from the adjoining street(s) and the on site car parking area, to the main pedestrian entrance of the building. Details of which are to be provided as part of the development application.
- 5.7 If Child Care Premises are proposed on a site adjacent to a road which the Shire considers to have relatively high traffic volumes and/or movements, adequate and safe pedestrian access should be provided from the existing pedestrian network, or from a nearby bus stop, to the site. Details of which are to be provided as part of the development application.
- 5.8 Child Care Premises should generally not be located adjacent to a road identified as a Primary Regional Road Reserve.
- 5.9 Child Care Premises and Family Day Care are **vulnerable uses** in bushfire prone areas. The Shire will only entertain these land uses in bushfire prone areas in the following circumstances:
- a) Where a proposal involves a new Child Care Premises or Family Day Care, the proposal is constructed and thereafter maintained to the relevant Bush Attack Level, with confirmation provided by a suitably qualified accredited bushfire consultant;
 - b) Any expansions or renovations to an existing Child Care Premises should be accompanied with proportionate and pragmatic enhancements towards achieving greater bushfire compliance against Australian Standard 3959, with justification provided by a suitably qualified accredited bushfire consultant.
 - c) A Family Day Care use may be considered within an dwelling not constructed to AS3959, provided the proponent demonstrates that sufficient transport exists to evacuate all attendees and other occupants residing at the property. A bushfire evacuation management plan is to form part of a development application.
- 5.10 The Shire will generally not support proposed Child Care Premises or a Family Day Care proposal where a dam(s) exists on the property. Likewise, the Shire will generally not support a proposed dam where child care premises or a family day care exists.

6. RELATED LEGISLATION

Planning and Development Act 2005

Child Care Services Act 2007 (as amended)

Planning and Development (Local Planning Schemes) Regulations 2015

Local Planning Scheme No. 4

State Planning Policy 3.7 – Planning in Bushfire Prone Areas (as amended)

State Planning Policy 5.4 – Road and Rail Noise

WAPC Guidelines for Planning in Bushfire Prone Areas

Environmental Protection (Noise Regulations) 1997

Education and Care Services National Regulations 2012 (as amended)

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Department of Planning,
Lands and Heritage



Draft Position Statement: Child care premises

November 2022

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formats on application to the
Communications Branch.

1. Policy intent

This position statement outlines the Western Australian Planning Commission's (WAPC) location and design guidance to decision-makers, proponents and the community for a consistent policy approach to planning for child care premises in Western Australia.

2. Child care premises in Western Australia

Child care premises are a non-residential land use that provides long day care or out of school hours care in facilities specially built or modified for child care.

Child care **approved providers** can be local councils, community organisations, private businesses and not-for-profit organisations. Proponents may seek to develop a child care premises with the intention to sell to an **approved provider** who would own and operate the early childhood service with the required approvals.

Child care premises do not include **family day care** where an educator provides care in their own home to small numbers of children.

This policy addresses State, local government and community considerations relating to the location and development of child care premises. A consistent planning approach is required, particularly regarding:

- location
- site characteristics
- environmental suitability
- design
- traffic and vehicle access
- noise emissions
- amenity health and safety impacts

2.1 Supply and demand for child care premises

Child care premises are an essential community service, and many are privately operated businesses with rental or capital costs influencing the location and availability of the service. The increasing demand for child care premises and the strong focus on their appropriate distribution and location is closely linked to demographic change. The State population is currently about 2.7 million and is expected to rise between 3.1 to 3.4 million by 2031¹. It is common for parents, carers or guardians to work, which creates a greater demand for child care premises. The out of ordinary hours workforce should also have better access to child care premises. Consequently, the hours of operation and availability of child care premises near the workplace is becoming more important.

The rising demand for child care premises means that these services are becoming larger and have a potentially greater impact, particularly regarding more vehicular traffic related to larger numbers of children, carers and parents.

While the WAPC strongly supports the provision of necessary services, it is important to emphasise that the need for a service does not justify development in inappropriate locations.

¹ Source: WA Tomorrow: Population Report No.11 Medium-Term Age-Sex Population Forecasts 2016 to 2031 (DPLH).

2.2 Planning for child care premises

The term **child care centre** has been superseded by **child care premises** as defined in the *Planning and Development (Local Planning Schemes) Regulations 2015*. A **child care premises** is usually shown in the land use table of local planning schemes as a discretionary use in various zones which normally requires planning approval following public advertising.

Many local governments have local planning policies dealing with the development of child care premises, which address a range of matters such as building design, setbacks, vehicular access and car parking provision.

While local governments may determine applications for child care premises, the operation of centres is regulated under a national framework of policy and law implemented by the Department of Communities (DoC). Within the national framework, there are specific requirements relating to the design of an early childhood education and care service that must be complied with for a provider to operate. Proponents should have regard to these design requirements when proposing child care premises to avoid the need for costly modifications or centres being constructed that are not fit for purpose.

The *Education and Care Services National Law (WA) Act 2012* (ECSNLA-WA 2012) and *Education and Care Services National Regulations (WA) 2012* (ECSNR-WA 2012) set out requirements and regulations to ensure the health, safety and well-being of children within early childhood education and care services such as:

- Part 4.3 of the ECSNR-WA 2012 Regulations has specific regulations for the physical environment of centres including indoor and outdoor design requirements such as fencing
- laundry and hygiene facilities
- indoor and outdoor space requirements
- toilet and hygiene facilities
- unencumbered indoor and outdoor space in metres (this will determine the number of children the centre can hold)
- ventilation and natural light
- outdoor space – natural environment and shade
- design to support supervision.

3. Application of this Position Statement

This position statement applies to the preparation and assessment of strategic and statutory proposals throughout Western Australia. Also, the policy provides general guidance to local government in the preparation of local planning scheme provisions and local planning policies.

The policy focuses on important location considerations and standards that should apply to the development of child care premises. Child care premises are non-residential land uses providing an educational and community support service.

It is acknowledged that development requirements in the city and inner urban areas are quite different to those in outer suburban areas and small country towns. Accordingly, the policy should be administered accordingly.

For a centre to operate, an **approved provider** must obtain a service approval under the (ECSNLA-WA 2012) from the DoC, Education and Care Regulatory Unit (ECRU). A **service approval** will require that the centre meets the requirements of the (ECSNR-WA 2012) and specify the number of children that can attend the centre. The number of children is determined based on the unencumbered indoor and outdoor space meterage.

While the DoC is not an approving authority for the purposes of planning and development, proponents should be aware of all the requirements in design and development that may influence the ability to obtain a **service approval**.

4. Policy objectives

The objectives of this policy are to:

- encourage the co-location of child care premises on scheme reserves (intended for community and educational uses) and mixed commercial type zones
- locate child care premises where they are compatible with and complementary to residential land use and the road network
- ensure child care premises do not have a detrimental impact on the amenity of the adjoining residents and the locality
- minimise any detrimental impact that surrounding land uses may have on a child care premises
- ensure child care premises are appropriately designed to ensure the health and safety of children attending the early childhood education and care service.

5. Policy measures

Key planning considerations for the location, siting and design of child care premises include:

5.1 Child care premises supporting data

The WAPC is of the view that a proponent does not have to demonstrate there is sufficient demand for the facility. However, the Department of Education (DoE) and the appropriate local government may require an assessment on a school site reserve and on other reserves or zoned land respectively.

Depending on the scale of the proposal, the proponent may be required to provide further information regarding the existing child care premises in the locality, anticipated population catchment for the new premises and the location of existing primary schools and kindergartens in the locality.

Also, there may be a need for the proponent to clearly demonstrate that the development will not have an adverse impact on the locality.

A pre-lodgement discussion with the decision-maker is recommended to assist with the early identification and resolution of issues, prior to a development application being lodged.

5.2 Local Planning Schemes

The land use 'Child care premises' should be classified in the zoning table of a local planning scheme as a class 'A' use (a use that is not permitted unless the decision-maker has granted approval after advertising) in the residential zone and class 'D' use (a use that is not permitted in the zones unless the decision-maker has granted approval) within other designated zones. Child care premises may be considered as incidental to a predominant use on suitable scheme reserves when compliant with the region and local planning scheme, local planning policy and/or relevant planning instruments.

5.3 Public consultation

Public consultation should be undertaken to consider the likely impact a child care premises may have on the amenity of adjoining residential properties. As a minimum requirement the local government should advertise a proposal in accordance with the public notification procedure of the local planning scheme.

Comprehensive consultation on a development application may not be necessary where the location of a child care premises was predetermined in a structure plan or similar strategy with a site assessment completed prior to any residential development in the vicinity.

5.4 Suitable requirements for child care premises

Convenient access to a child care premises is crucial in meeting the needs of children and their families. Also, it is important to limit the potential impact a child care premises may have on surrounding land uses as well as the potential impact that surrounding land uses may have upon the child care premises.

Sites selected for child care premises should be level, regular in shape and of sufficient size to accommodate the proposed development. This includes all buildings and structures, car parking bays for staff and parents, pick up and set down area (depending on the age of children accommodated at the premises), outdoor play areas and landscaping, in accordance with the requirements of the local planning scheme, local planning policy and the ECSNR-WA 2012.

The topography of the site and surrounds should also be considered as steep slopes may affect access, noise transfer and methods of noise mitigation.

Child care premises may be located and accord with the following:

- Child care premises and playgroups may be co-located on a private or public-school site (primary school and/or K-12) in consultation with the private school or the DoE respectively. The DoE may require 2500m² or additional land for larger child care premises for related

facilities, car parking bays and pick up-set-down areas. Child care premises adjoining or within proximity to private and public schools should provide their own drop-off and pick-up car bays and adequate car parking bays. This should be evaluated based upon the hours of operation, traffic activity and whether there are any reciprocal arrangements with the school.

- Child care premises may be located adjoining or nearby to a school site, on residential zoned land provided that outdoor play areas are at ground level adjoining the school site where applicable and do not have an adverse impact on the amenity of the locality.
- Child care premises may be co-located on suitable **region** or **local scheme reserves** such as **public purposes** or **community purpose** reserves respectively and co-located with, for example, an aquatic centre or hospital where permitted or permissible under the region scheme (where applicable) and local planning scheme with adequate setback from residential dwellings.
- Child care premises may be co-located on shopping centres, office or commercial zoned land where the land use is permitted or permissible.
- It should be suitably located to provide safe and convenient access to the community it serves.

- It should be located in areas where adjoining land uses do not adversely impact a child care premises.
- It should be located in areas considered suitable from a transport planning/engineering pedestrian and vehicle safety point of view.
- It should provide convenient access to public transport.

5.5 Undesirable characteristics for child care premises site

Child care premises are not suitable where in the opinion of the decision-maker:

- The size and dimension of the site is inadequate to accommodate the development and accordingly likely to adversely affect the amenity of the locality.
- The amenity of the adjoining and nearby properties would be adversely affected by noise, traffic movement, insufficient parking and pedestrian safety.
- Access is proposed from a major road or is located within proximity to a major intersection where there may be safety concerns for pedestrians and vehicles.
- Access is from a local access street which may impact on the amenity of the area due to high peak-hour traffic volumes.
- The current use or any permissible use within the zone of the adjoining properties generates unacceptable

levels of air, dust, noise and odour emissions or poses a potential fire or chemical hazard because of activities or materials stored or used on site.

- Noise and/or emissions generated by roads, railways and aerodromes or airports are likely to have an adverse impact on the child care premises.
- The site is located within the separation distance for either a noxious or offensive industry, sewerage treatment plant or extractive industry.
- The site is in a river floodway/flood fringe or bushfire prone area.
- It does not comply with separation distances as identified in the *Guidance for the Assessment of Environmental Factors* (Environmental Protection Authority, June 2005).
- Soil contamination exceeds the levels regarded by the Department of Water and Environmental Regulation (DWER) and Department of Health (DoH) as suitable for standard residential land uses with accessible soils as published in guideline *Assessment and management of contaminated sites* (Department of Environment Regulation, December 2014).
- Contaminated groundwater is proposed to be used for the irrigation of gardens and play area within the child care premises. If groundwater is proposed to be used in any manner it is to be tested and demonstrated to meet suitable standards.

Mitigation measures may be applied to a proposed child care premises to address any adverse impacts. These measures may be considered and approved by the decision-maker having first consulted with relevant State agencies and expertise in the related field as applicable.

5.6 Design of child care premises

The visual appearance of the child care premises, including any signage, building design, colour, scale, shape and form, should be in accordance with the local planning scheme and/or local planning policy and ECSNR-WA 2012. The development should be complementary to the residential character of the area where it abuts residential dwellings, enhance its amenity, and be suitably designed from a safety point of view and include facilities appropriate for regular use by children.

Car parking at a child care premises in a residential area that is visible from the street should complement the residential streetscape character. For example, brick paving with integrated landscaping may be more visually appealing than a grey concrete hardstand area.

Generally, the minimum car parking requirement for a child care premises, including staff and visitor parking, will be one space per five children. The number of parking bays may be varied by the decision-maker given the

specific provisions of the local planning scheme and/or local planning policy and any unique circumstances relating to the proposed development, such as reciprocal parking arrangements, available public transport and street parking.

Vehicles are required to enter and exit the site in a forward gear with vehicular access to be obtained from the lower order road network, where possible, in the event the site abuts a regional/arterial road. A **transport impact statement** (TIS) or **transport impact assessment** (TIA) is generally provided supporting a child care premises to address safety and traffic concerns.

Outdoor play areas should be in a safe location on the site and, where possible, away from any adjoining noise-sensitive uses such as dwellings and residential aged care facilities. Play areas adjacent to state roads are not encouraged, however if proposed, a barrier for errant vehicles should be provided within the development site.

Landscaping should be provided in accordance with the local planning scheme and/or local planning policy or applicable regulations. Landscaping should be provided along the street frontage within the development site to a standard equal to that required or provided for on adjacent properties. Outdoor play area landscaping and structures should provide shade and not be hazardous to children.

5.7 Traffic impacts

Proponents are advised to refer to the WAPC's *Transport Impact Assessment Guidelines* (2016) for guidance on preparing supporting transport impact reports.

See **Planning guidelines - Transport impact assessment**

A TIS or TIA should address the following elements:

- the site characteristics and surrounding area
- overview of the proposal and its expected AM and PM peak hour trip generation
- vehicle access locations, including consideration of access via lower order roads where possible
- parking requirements, including the design of parking areas and any pick-up and drop-off areas
- current road safety conditions, including crash history in the locality
- the expected impact of the proposed development on the existing and future traffic conditions.

An application for a child care premises should demonstrate that it will not create any unsafe conditions for children and families using the premises as well as for pedestrians, cyclists and vehicles near the child care premises.

5.8 Noise and emission impacts

The proponent should minimise any noise impact of the child care premises on adjacent residential properties to a level acceptable to the decision-maker. This may be achieved either by physical separation, design and layout of the centre or by implementing noise-mitigation measures, such as acoustic treatments to buildings.

A **noise impact assessment** may be required by the decision-maker for the development of a child care premises. For noise legislation refer to the *Environmental Protection (Noise) Regulations 1997*. Where a child care proposal is in proximity to a transport corridor (road, rail, aerodrome or airport), refer to WAPC *State Planning Policy 5.4 Road and Rail Noise* (September 2019), WAPC *State Planning Policy 5.1 Land use planning in the vicinity of Perth Airport* (July 2015) and WAPC *State Planning Policy 5.3 Land use planning in the vicinity of Jandakot Airport* (January 2017) respectively.

The hours of operation of a child care premises in residential areas should generally be limited to between 7:00 am and 7:00 pm weekdays and on Saturdays, unless otherwise agreed by the decision-maker. For child care premises located on scheme reserves and mixed commercial type zones, hours of operation should be extended to accommodate workers that work outside normal business hours.

A child care premises proposal will need to be assessed on its merits however the following basic principles apply:

- Where a child care premises is located adjacent to a noise-sensitive use, the noise-generating activities of the child care premises, such as the outdoor play areas, parking areas and any plant and equipment, are to be located away from the noise-sensitive use where practicable and appropriate noise mitigation is to be undertaken.
- The design and construction of buildings should include noise mitigation measures to reduce any impact from external adverse noise sources and to achieve acceptable noise limits.

The decision-maker should consult and obtain advice from the DoH regarding any external emission sources likely to have an adverse and unacceptable impact on the child care premises. For example, gaseous emissions from service stations and high volumes of passing traffic may be unacceptable in terms of noise and emissions.

5.9 Site contamination

It is important to ensure that child care premises are not developed on land that is unsuitable for this use because of soil and groundwater contamination at or near the site. The DWER contaminated sites guidelines reflect the *Contaminated*

Sites Act (2003), Contaminated Site Regulations (2006) and the National Environment Protection (Assessment of Site Contamination) Measure 1999 (NEPM).

Proponents for the development of a child care premises must:

- exercise duty of care to ensure that the site is suitable for use as a child care premises
- obtain a summary of records from DWER of the contamination status of the site via this [link](#).

Decision-makers must:

- consult with DWER and DoH about the suitability of land for development of a child care premises where a memorial is registered on the certificate of title under section 58 (6) of the *Contaminated Sites Act 2003*
- research the site file records to determine if any site contamination through previous land uses has possibly occurred; if records indicate possible contamination may have occurred, the planning application should be referred to DWER for further advice.

Definitions

Child care premises has the same meaning as under the *Planning and Development (Local Planning Schemes) Regulations 2015*, Schedule 1 the Model provisions for local planning schemes Part 6, clause 38.

**Draft Child Care Premises and Family Day Cares Local Planning Policy –
Schedule of Submissions**

Submission	Submitter's Comments	Shire's Comments
1	<p><i>May I request an additional item.</i></p> <p>3. Objectives <i>To ensure air pollution or contamination does not exist at the "premises" they should be located (say) 1 km from a busy Highway or any other air pollution source.</i></p> <p>In addition to the above comments, the submitter provided the attached information relating to ambient air pollution issues.</p>	<p>It is acknowledged that the potential impact pollution may have is an important matter to consider. However, the suggested additional provision is not considered necessary in this circumstance for the following reasons:</p> <ul style="list-style-type: none"> a) The draft policy is already proposed to include location related objectives and provisions which will go some way to ensure that air pollution is minimised (e.g. Child Care Premises should generally not be located adjacent to a road identified as a Primary Regional Road Reserve). b) Other related legislation and guidance exists relating to various types of pollution, which the Shire would have regard to when determining proposed child care premises, for example: <ul style="list-style-type: none"> i. <i>Environmental Protection (Noise) Regulations 1997.</i> ii. The Environmental Protection Authority's Guidance Statement No.3 - Separation Distances between Industrial and Sensitive Land Uses. iii. State Planning Policy 5.4 – Road and Rail Noise. c) The Department of Water and Environmental Regulation already has procedures in relation to identifying and assessing contaminated sites,

		<p>and what restrictions apply if a site is found to be contaminated.</p> <p>d) No evidence exists nor has been provided that such a measure (e.g. premises being located 1km from a busy highway or any other air pollution source), would ensure that air pollution or contamination would not exist at the premises.</p>
2	<i>No objections</i>	Noted.
3	<p><i>This draft policy falls far short of any we have seen. Best practice is essential, gold standard is necessary.</i></p> <p><i>The health, safety and well being of children in care in our community should be central to the formulation of such a policy. It is concerning and perplexing to find no such direction built into the framework of this proposed policy. Why?</i></p>	<p>The Shire agrees that the health and safety of children, staff and the general community is important, hence the reason why a local planning policy outlining the Shire's design and location expectations for child care premises and family day cares is being proposed.</p> <p>The submitter is advised that provisions relevant to the health and safety of those attending/visiting such premises/land uses are also stipulated under the Building Act and Health Act which the Shire has regard to as part of the assessment process. The repetition of this legislation in a local planning policy is not necessary as local planning policies are the adopted position of Council on various planning matters (in this case child care premises and family day cares), which either expand on the requirements in the Local Planning Scheme or provide direction on those matters where the scheme enables the Council to exercise discretion.</p>

	<p><i>This Shire draft policy should be withdrawn and reworked for the following reasons:</i></p> <p>1) <i>Timing of the community consultation period is in question. Why is it at the close of the year when most people, second relevant government staff, are entering the end of year holiday season and have other commitments.</i></p> <p>2) <i>Improperly this draft policy is pre-emptive. Is the Shire aware that DPLH's policy review process is coming to a conclusion regarding its draft Position Statement – Child Care Premises. The final document is for release towards the beginning of 2024.</i></p> <p><i>Public consultation for this DPLH draft Position Statement closed at the beginning of this year, 2023, Input from State agencies has already been received and is now under the Executive. Consulted were the Department of Health, Department of Community, Department of Water and Environmental Regulation, and all State agencies which an interest in child care.</i></p> <p><i>While local governments apparently create their own policies when they choose, this should be in accordance with State Government operational planning schemes. It appears State agencies, State Planning, provides guidance to local</i></p>	<p>1) Following Council's November 2023 decision to endorse the draft LPP for advertising, the draft LPP was advertised pursuant to Part 2 Clause 4 of the Regulations, and in accordance with Council's Community Engagement Policy. The advertising period was even extended to allow for a late submission to be provided.</p> <p>2) In drafting the policy, which is specific to the Shire of Mundaring, the following was considered:</p> <ul style="list-style-type: none"> a) Issues the Shire has experienced in the past when assessing and determining applications for such land uses (e.g. the built form and location of proposed child care premises); b) Concerns often raised by residents when applications for child care premises have been advertised in the past (e.g. parents' vehicles parking and potentially queuing off site); c) The matters outlined in the WAPC's Position Statement (PS Statement); d) Other matters not already addressed in planning related legislation (e.g. the safety of children being cared for at a property where a dam exists or is proposed). <p>Whilst the PS Statement formed the basis for the draft LPP, the draft LPP is not reliant on whether or not the PS Statement is amended or even adopted, nor does it pre-empt its adoption.</p>
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	<p><i>governments, as well as the private sector and industry.</i></p> <p><i>Thus this Shire proposed draft policy pre-empts the imminent release of DPLH's final policy arising from its Policy Review Process in relation to its draft Position Statement – Childcare Premises.</i></p> <p><i>Has the Shire planning sought input from its own Health divisions and its Community Services division? If not, why? If so, what was the outcome?</i></p> <p><i>Why isn't the highest priority given to the best interests of the children? Children's best interests are served by putting health and safety first.</i></p> <p><i>Using health and safety as the key would facilitate production of a set of criteria that could be used to decide acceptability or otherwise of location site characteristics, design, environmental suitability, traffic and vehicle access, noise emissions, air pollution of applicable and amenity,</i></p> <p><i>Further points.</i></p> <p><i>Getting the health and safety aspects right in conjunction with location, design and operation of child care and family day care, at the proposal stage, would</i></p>	<p>The draft policy reflects comments received during the preparation of the draft policy. During the preparation and consultation stages the Shire's Building department, Health department and Eastern Region Family Day Care Service (which is part of the Shire's Family and Children's Services department) provided input.</p> <p>The Shire disagrees that the best interests of children has not been given priority. The health and safety of children, staff and the general community is important, hence the reasons why a local planning policy outlining the Shire' design and location expectations for child care premises and family day cares is considered necessary, which includes provisions relating to dams and bushfire events.</p> <p>As advised above, provisions relevant to the health and safety of those attending/visiting such premises/land uses are also stipulated under the Building Act and Health Act which the Shire has regard to as part of the assessment process. The repetition of this legislation in a local planning policy is not necessary as local planning policies are the adopted position of Council on</p>
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<p><i>possibly help potentially to protect a proponent from later risk of disciplinary action or suspension (clause 16, clause 20 of the Act), even retrospectively of a licence, especially as knowledge and circumstances , e.g. future compliance arrangements or language (definitions) change over time.</i></p> <p><i>Could this Shire policy define its vision, provide an assessment of where the Shire is at present and likely to be in the future, a clear definition of its responsibilities? Also how it can measure and evaluate results? In what ways can it monitor progress or decline?</i></p> <p><i>Could the policy see the creation of a detailed action plan, allocation of necessary resources, and monitoring of progress in order to adjust the plan as needed?</i></p> <p><i>‘Scope’ needs to be specific. It requires a broadly applicable definition of “premises”.</i></p> <p><i>‘Objectives’</i></p> <p><i>(a) “accessible and convenient” for whom?</i></p> <p><i>Consideration is shown for the detrimental impact on the function and safety of the surrounding road and for pedestrian network, but nothing at all about impacts on</i></p>	<p>various planning matters (in this case child care premises and family day cares), which either expand on the requirements in the Local Planning Scheme or provide direction on those matters where the scheme enables the Council to exercise discretion.</p> <p>Considering the purpose of a local planning policy (as advised previously), it is not necessary nor appropriate for a local planning policy to define the Shire’s vision, provide an assessment of where the Shire is at, or require the creation of an action plan. This maybe more appropriate in a strategy document.</p> <p>The inclusion of definitions in the Scope section is not appropriate as definitions are outlined under section 4 of the draft LPP, which already includes definitions for child care premises and family day care.</p> <p><u>Objectives</u></p> <p>(a) Staff, children and visitors (e.g. parents), and also the general community who potentially may be impacted in terms of, for example, building bulk, traffic and/or noise.</p> <p>As advised previously, the Shire agrees that the health and safety of children, staff and the general community is important, hence the reason why a local planning</p>
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	<p><i>the underlying function and safety of the premises in relation to children and staff. Health and safety of children should be central.</i></p> <p><i>Objectives</i></p> <p><i>(a) continued....” Will not result in proliferation of on-street parking”. Which means preference could be made to have the centre itself on a street or on a high traffic road as often seen around Perth, placing the health and safety of children (and staff) at risk.</i></p> <p><i>(b)...”Works associated with child care premises and Family Day Care”. What “works” are envisaged? A legal definition of site responsive is complex. So what</i></p>	<p>policy outlining the Shire’s design and location expectations for child care premises and family day cares is being proposed.</p> <p>The submitter is advised that provisions relevant to the health and safety of those attending/visiting such premises/land uses are also stipulated under the Building Act and Health Act which the Shire has regard to as part of the assessment process. The repetition of this legislation in a local planning policy is not necessary as local planning policies are the adopted position of Council on various planning matters (in this case child care premises and family day cares), which either expand on the requirements in the Local Planning Scheme or provide direction on those matters where the scheme enables the Council to exercise discretion.</p> <p>(a) Not necessarily, particularly if the applicant is unable to demonstrate as part of the development application that the proposal will not result in safety issues for road users and pedestrians. To ensure that there will not be a proliferation of on street parking the applicant will need to provide details as part of a development application of how the land use will be managed and operated.</p> <p>(b) Under the State planning legislation, the term ‘works’ is defined to include the following:</p>
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<p><i>definition is the Shire applying? This may be very important. Please clarify.</i></p> <p><i>It implies that site, design etc. are subject to regulations. Who is the regulator? What legal rules apply? Compliance?</i></p> <p><i>5.4 "Any balcony or other form of raised outdoor living area" should have some kind of protection so that children do not fall off or attempt to jump off and injure themselves. Licensees should be required to provide a detailed description of safety measures.</i></p> <p><i>5.5 Queuing within the premises, particularly means cares are idling their engines and emitting fumes as children are dropped off or collected/picked up. See 'idleoff' campaign.</i></p> <p><i>5.7 On the grounds of health and safety and well being it is inappropriate for any childcare premises to be proposed on a site adjacent to/alongside roads that have high traffic volumes and/or movements.</i></p> <p><i>Child care premises should not be permitted to operate close to petrol stations where benzene and other air toxics are emitted.</i></p>	<p><i>"(a) any demolition, erection, construction, alteration of or addition to any building or structure on the land; and</i> <i>(b) the carrying out on the land of any excavation or other works."</i></p> <p>The relevant legislation for such planning proposals is outlined under section 6 of the draft LPP. In addition, the Building Act and Health Act provisions would also apply. Whichever government body, agency or department administers the legislation will be responsible for ensuring that the applicable requirements are complied with.</p> <p>5.4 Such matters are considered as part of the Building Permit/Certificate/Occupation Permit stage, and would be required to comply with the Building Act and Health Act provisions.</p> <p>5.5, 5.7 and 5.9 Noted. It is acknowledged that the potential impact pollution may have is an important matter to consider. Please note the following with regard to this:</p> <p>a) The draft policy is already proposed to include location related objectives and provisions which will go some way to ensure that air pollution is minimised (e.g. Child Care Premises should generally not be located adjacent to a road identified as a Primary Regional Road Reserve).</p> <p>b) Other related legislation and guidance exists relating to various types of pollution, which the</p>
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	<p><i>5.9 (a) to (d). Given the increase in extreme weather events it is strongly advised that child care premises should not be in bushfire prone areas, or anywhere flammable items are stored.</i></p> <p><i>Toxic smoke pollution during a nearby bushfire should require that children be evacuated until the atmosphere is safe for the children to return, and staff. Ideally HEPA air purifiers should be on hand, and air quality monitors, in every premise. For building of new premises in Mundaring, or expansion of existing premises, fire proof materials should also be incorporated into plans.</i></p> <p><i>In conclusion, it appears this draft policy is design to close a large loop hole in the Shire's operations/planning. This initial effort is commendable, however a rewrite is necessary of this draft, and more thoughtful, well-informed effort needed.</i></p> <p><i>The responsibility of the Shire need to be clarified. All governments have a duty of care and duty of disclosure. Key factors to consider in the formulation of this policy.</i></p> <p><i>The Shire like all governments bodies should be mindful that babies and children of today are having a tough time. Babies and children are bearing the brunt of climate disruption/climate change in many ways. Babies and children of today are our future, and the</i></p>	<p>Shire would have regard to when determining proposed child care premises, for example:</p> <ol style="list-style-type: none"> <i>Environmental Protection (Noise) Regulations 1997.</i> The Environmental Protection Authority's Guidance Statement No.3 - Separation Distances between Industrial and Sensitive Land Uses. State Planning Policy 5.4 – Road and Rail Noise. <p>Planning proposals for these land uses would also need to comply with Local Planning Scheme No.4, State Planning Policy 3.7 – Planning in Bushfire Prone Areas and the WAPC Guidelines for Planning in Bushfire Prone Areas.</p> <p>No loop hole exists as relevant provisions already exist under the State and local planning framework. Shire Officers are suggesting to Council that a local planning policy could assist in providing more early guidance to applicants contemplating lodging an application and to assist the assessment and determination of development applications. Considering the responses provided above, a re-write of the draft local planning policy is not necessary.</p> <p>As mentioned previously, the purpose of a local planning policies is to outline the adopted position of Council on various planning matters (in this case child care premises and family day cares) which either expand on the requirements in the Local Planning Scheme or provide direction on those matters where</p>
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	<p><i>future is now. This needs to be reflected in the draft policy, it is not.</i></p> <p><i>All governments and businesses are an adaptive imperative in the face of the growing crisis in our health system and the climate emergency, i.e. organisational transformation/adaptive change. There is a lot of confidence in the Shire that is can accomplish this, given the resolve. Equity and justice for children should form the basis of planning.</i></p> <p>In addition to the above comments, the submitter provided a copy of their submission to the DPLH regarding its draft childcare premises position statement. This is marked “<i>confidential – copy to Shire of Mundaring</i>”, and therefore has not been attached to this schedule of submissions. The Shire has had regard to the comments made.</p>	<p>the scheme enables the Council to exercise discretion. It should not repeat/stipulate requirements which are already stipulated in other relevant legislation (e.g. the Building Act, Health Act etc.). If necessary, this type of information can be provided in an information sheet.</p>
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Information provided by submitter 1

10.3 Air quality

Why this measure is included

Air quality can have impacts on the short and long-term health of children and young people. Exposure to certain pollutants can exacerbate respiratory conditions, while others can affect birth weight or fetal growth.⁵⁵⁸ Children are often more susceptible to pollutants than adults, as they inhale more pollutants for weight than adults. Their developing organs may be more vulnerable at certain points of development.⁵⁵⁹

Australia has national standards on ambient air quality, developed by the National Environment Protection Council. These are regularly monitored by each state and territory. Overall, air quality in Australian cities is considered good by international standards.⁵⁶⁰

Table 10.5: Days where various pollutants exceeded the standard, Perth, Western Australia, 2008 to 2012

Pollutant	Time	Standard	2008	2009	2010	2011	2012
Carbon Monoxide (3)	8 hour	9.0 ppm	0	0	0	0	0
Nitrogen Dioxide (7)	1 hour	0.12 ppm	0	0	0	0	0
	1 year	0.03 ppm	0	0	0	0	0
Ozone (6)	1 hour	0.10 ppm	0	2(2)	0	0	3(3)
	4 hour	0.08 ppm	0	3(2)	0	0	6(4)
Sulfur Dioxide (3)	1 hour	0.20 ppm	0	0	0	0	0
	24 hour	0.08 ppm	0	0	0	0	0
	1 year	0.02 ppm	0	0	0	0	0
Particles PM10 (3)	24 hour	50 micrograms/m ³	1(1)	0	5(2)	3(3)	8(3)
Particles PM2.5 (4)	24 hour	25 micrograms/m ³	4(4)	10(4)	11(4)	5(4)	14(4)

Source: Department of Environmental Regulation (WA), Air Quality Monitoring Reports, by year

Note: Numbers in brackets next to a pollutant indicate the number of stations where that pollutant is monitored. Numbers in brackets in the year column indicate the number of stations where that pollutant exceeded the standard.

ppm: parts per million

Table 10.6: Days where Particles (PM10 and PM2.5) exceeded the standard, regions, 2008 to 2012

Station/Pollutant	Time	Standard	2008	2009	2010	2011	2012
Albany PM10	24 hour	50 micrograms/m ³	2	0	1	0	0
Bunbury PM10	24 hour	50 micrograms/m ³	0	1	2	2	2
Bunbury PM2.5	24 hour	25 micrograms/m ³	2	7	7	5	7
Busseton PM2.5	24 hour	25 micrograms/m ³	3	12	7	6	5
Collie PM10	24 hour	50 micrograms/m ³	7	3	16	4	6
Geraldton PM10	24 hour	50 micrograms/m ³	10	14	4	3	3

Source: Department of Environmental Regulation (WA), Air Quality Monitoring Reports, by Year

Note: Particles are the only pollutants monitored by the Department of Environmental Regulation outside the metropolitan area.

What is this measure?

This measure indicates the number of days per year that air quality at various locations in Western Australia (WA) exceeded guidelines for the various listed pollutants.

Air quality in Australia is guided by the National Environment Protection (Ambient Air Quality) Measure, first established in 1998 and varied in 2003. This document sets the threshold for each of the pollutants listed in Table 10.5 above. As a party to the agreement, WA collects data and reports on pollution as set out in the national standard.

Air quality in WA is monitored by the Department of Environmental Regulation at eight sites in the metropolitan area and at Albany, Bunbury, Busselton, Collie, and Geraldton. Specific pollutants are monitored depending on the location of the station – sulfur dioxide, for example, is only measured at three locations in the south of Perth near the Kwinana industrial area, the main source of sulfur dioxide.⁵⁶¹

The pollutants tested for in WA are:

- Carbon monoxide: Associated with adverse birth outcomes, such as low birth weight, as well as hospital admissions and cardiovascular disease.⁵⁶² In WA carbon monoxide is created primarily by prescribed burning and wildfires. In the Perth metropolitan area most carbon monoxide comes from motor vehicle emissions.⁵⁶³
- Nitrogen dioxide: Short-term exposure is associated with increased asthma symptoms.⁵⁶⁴ Primary sources in WA are bush fires and natural decay of plants, while in the Perth metropolitan area the main sources are motor vehicle emissions and electricity generation.⁵⁶⁵
- Sulfur dioxide: Short-term exposure is associated with irritant responses and respiratory problems, particularly for people with asthma.⁵⁶⁶ Sulfur dioxide in WA mostly comes from non-ferrous metal manufacture and processing, while in the metropolitan area the main sources are electricity generation, and petroleum and coal manufacturing.⁵⁶⁷
- Ozone: Short-term exposure is associated with higher hospital admissions for respiratory causes and linked to adverse respiratory outcomes.⁵⁶⁸ Ozone in the lower atmosphere (that is, close to the earth's surface) can react with other pollutants to form photochemical smog, and so is measured to indicate smog concentration.⁵⁶⁹
- Particles (PM10 and PM2.5): Particles are associated with cardiovascular disease and some respiratory symptoms, and long-term effects related to lung growth and asthma development.⁵⁷⁰ Across WA, major sources of particles are fires, metal ore mining, and windblown dust, while in Perth major sources are solid fuel burning, fires and motor vehicles.⁵⁷¹ PM10 refers to particles of 10 microns or less in diameter, while PM2.5 refers to particles of 2.5 microns or less in diameter.⁵⁷²

Commentary

Air quality in Perth is generally good, with few days where the national standards are exceeded. However, there are a number of air pollutants that are approaching the national standards. The standards that have been exceeded are particles and ozone. These standards are exceeded most often as a result of smoke haze from bushfires.⁵⁷³

Research suggests that health effects can be observed even where emissions are below national standards, particularly for children and young people.⁵⁷⁴

When the standards for pollution were originally developed in 1998, it was considered that these represented a threshold below which pollutants would have no real effect.⁵⁷⁵ These standards were based on contemporary overseas evidence on the links between certain levels of air pollution and adverse health effects.

More recent work has provided evidence of health effects that can be attributed to the current levels of air pollution, which are largely below the standards set in the NEPM.⁵⁷⁶

Some studies have shown a correlation between air pollution and health, particularly on lung function, respiratory symptoms and use of medication for asthma.^{577 578}

Strategies

Perth Air Quality Management Plan (released 2000)

This 30-year management plan was launched in 2000 to ensure that the Perth metropolitan area achieves and maintains clean air. An associated Implementation Strategy was released in 2002.

The plan is a whole-of-government initiative, including programs and projects run by a variety of agencies with the aim of ensuring clean air. Development and implementation of the plan is overseen by the Air Quality Coordinating Committee, which includes members from relevant government agencies, environmental and community groups and industry.

The management plan and reviews and progress reports on the implementation of the plan are available from www.dec.wa.gov.au/pollution-prevention/air-quality/perth-air-quality-management-plan.html

Want to know more?

Data on air quality

The Department of Environment Regulation publishes annual reports on air quality in WA. These are available at www.der.wa.gov.au/your-environment/air

Research, Reports and Articles

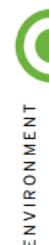
The Telethon Institute for Child Health Research published the results of a study into the respiratory health of children in Kwinana. Research findings indicated that children in Kwinana did not appear to demonstrate any more respiratory problems than children in other parts of Perth. The study report is available at <http://telethonkids.org.au/our-research/projects-index/k/kwinana-childrens-respiratory-health-study/>

In 2013 the Senate Community Affairs Reference Committee of the Commonwealth Parliament published a report, *Impacts on health of air quality in Australia*. This report focussed on particles in air, and made recommendations to address these. The report is available at www.apf.gov.au/Parliamentary_Business/Committees/Senate/Community_Affairs/Completed_inquiries/2010-13/airquality/index

In 2003 the University of the Sunshine Coast produced a report, *Air quality and child health – Current evidence and priorities for Australia*, which focussed on long-term effects of major outdoor pollutants on the health of children. The report is available at www.environment.gov.au/resource/air-quality-and-child-health-current-evidence-and-priorities-australia

More information about air quality

The Commonwealth Government will be developing a National Plan for Clean Air by the end of 2014. This plan is intended to be a national plan to reduce risks of health impacts of air pollution. More information on air quality in WA is available at www.der.wa.gov.au/your-environment/air



10.3 Planning Application for Home Business (Pilates) - 2370 Thomas Road, Mahogany Creek

File Code	Th 4.2370
Author	Meron Nega, Planning Officer
Senior Employee	Mark Luzi, Director Statutory Services
Disclosure of Any Interest	Nil
Attachments	1. Home Business Proposal - 2370 Thomas Road, Mahogany Creek ↓

Landowner	Michelle Marie Hughes Matthew William Rann
Applicant	Michelle Marie Hughes
Zoning	Rural Residential RR1
Area	12000sqm
Use Class	Home Business

PURPOSE

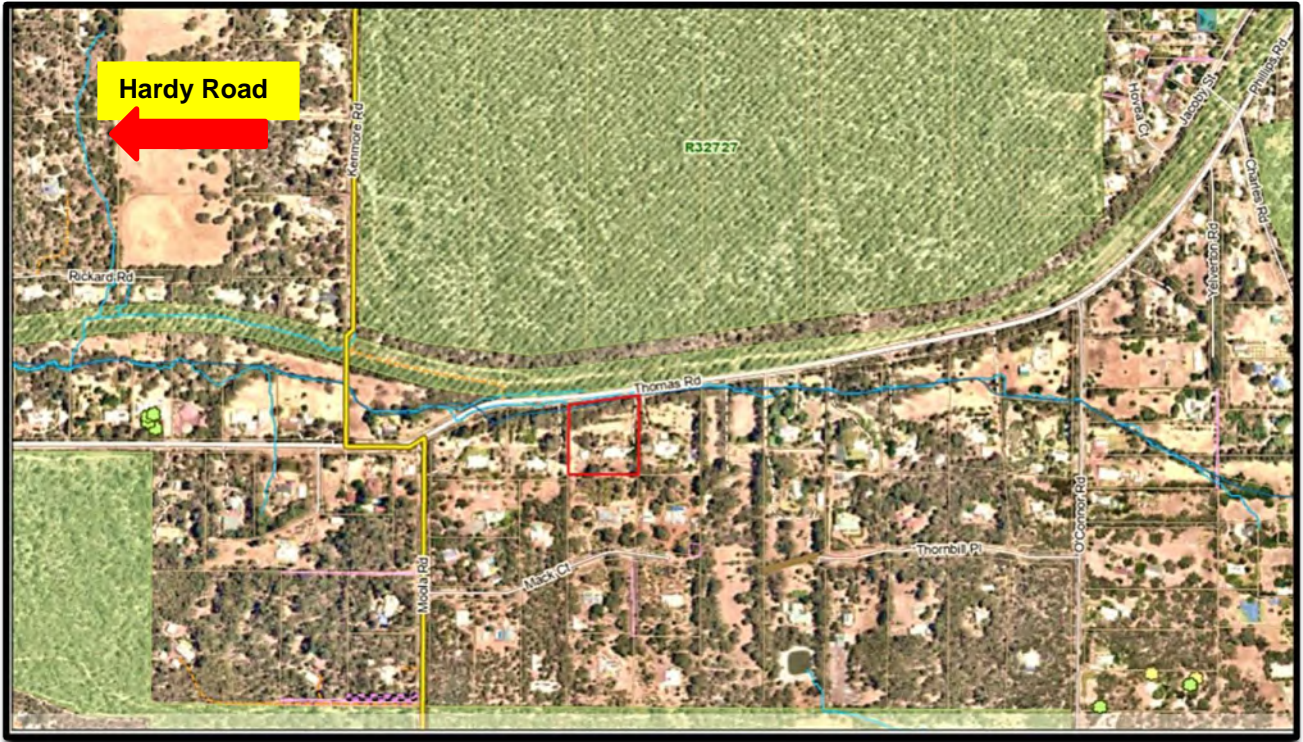
Planning approval is sought for Home Business (pilates studio) at 2370 Thomas Road, Mahogany Creek.

Approval subject to condition is recommended.

BACKGROUND

A small-scale business is proposed to be conducted from rural residential premises including:

- Eight clients and one teacher at any given time.
- Three sessions a day, Monday to Saturday, 45 minute sessions.
- The earliest class is 7am and latest class is 6:30pm during the week. The first session on Saturday is 7:30am and 9:30am is the last session.
- Sessions will be undertaken in an existing outbuilding on subject property. No works proposed apart from internal fit out.



The proposed weekly schedule is as follows:

- Monday - 7:15am, 5:30pm and 6:30pm
- Tuesday - 7:00am, 8:00am and 6:30pm
- Wednesday - 9:30am, 5:30pm and 6:30pm
- Thursday - 7:00am, 8:00am and 11:30am
- Friday - 7:00am, 8:00am and 9:00am
- Saturday - 7:30am, 8:30am and 9:30am

STATUTORY / LEGAL IMPLICATIONS

- *Planning and Development Act 2005 (the Act)*
- *Planning and Development (Local Planning Scheme) Regulations 2015 (the Regulations)*
- *Local Planning Scheme No.4 (LPS4)*
- *Metropolitan Region Scheme (MRS)*

Home business is an 'A' use in Rural Residential zoning. 'A' means the use is not permitted, unless the Shire has exercised its discretion by granting planning approval after giving special notice in accordance with clause 9.4 of the Shire's *Local Planning Scheme No. 4*.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The landowners may wish to exercise their right of appeal to the State Administrative Tribunal. Defending Council's decision may incur legal costs.

STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 3 - Built environment

Objective 3.3 – Regulated land use and building control to meet the current and future needs of the community

Strategy 3.3.1 – Incorporate appropriate planning controls for land use that meet current and future needs without compromising the highly valued character of the natural and built environment

SUSTAINABILITY IMPLICATIONS

Home-based businesses can contribute to the local economy and reduce travel demand to retail centres. If associated with personal health, such as pilates, they can enhance social well-being.

Provided impacts of the use are contained and managed on site to minimise disturbance to neighbours, the proposal could be regarded as aligning with sustainability objectives.

RISK IMPLICATIONS

Risk: Reputational Not supporting a home business, when impacts can be reasonable contained and managed within the site, would run counter to the Local Planning Strategy's objective of fostering appropriate home-based employment.		
Likelihood	Consequence	Rating
Almost Certain	Moderate	Moderate
Action / Strategy		
Consider the planning merit of the submissions made by neighbours and incorporate corresponding conditions to impose as conditions of approval.		

EXTERNAL CONSULTATION

Consultation was undertaken by the applicant with the following adjoining neighbours:

- 2230 Thomas Road
- 2450 Thomas Road
- 160 Mack Court
- 220 Mack Court
- 340 Mack Court

The Shire has received three objections, one non-objection and one no response.

The key concerns and themes raised have been summarised below, and full submissions can be made available to Councillors on request.

Comments	Response
Noise resulting from business operation.	The noise management plan accounts for internal and external acoustic levels and includes mitigation measures. For example, instructions for clients are outlined to ensure noise levels are controlled. In the event noise concerns arise, the applicant is prepared to be the contact for neighbours to reach out to and resolve any minor operational matters.
Light spill resulting from vehicles entering and leaving the site.	Lights from the parking of vehicles is a valid concern, however will be largely

	mitigated by existing vegetation and the topography of the site. A light management plan addresses spill resulting from vehicles entering and leaving the site. Mitigation measures such as installing solar lights along the driveway edge so clients can turn their vehicle lights to parking-lights upon entry during winter months.
Land use compatibility with setting.	Noted. The zone allows the Shire to entertain land uses that are compatible with and complementary to rural living, subject to appropriate land capability and suitability and protection of the residential amenity.
Traffic and safety.	Thomas Road is a distributor road and considering the nature and scale of the proposal, it is not anticipated the amount of traffic generated will pose any traffic or safety issues.
Dust and erosion resulting from gravel driveway and vehicle parking area.	Noted. The existing driveway and parking area exists already. If the proposal is approved, dust concerns will be regulated by the Shire's Health Services.

COMMENT

<p>Local Planning Scheme No. 4</p> <p><i>Objectives of the 'Rural Residential' zone:</i></p> <p>4.2.2 Rural Residential</p> <p><i>(a) To provide for residential use in a rural setting, in suitable and appropriate locations in reasonable proximity to services.</i></p> <p><i>(b) To conserve the natural environment as far as possible for the enjoyment of residents as well as the maintenance of ecological and landscape values, particularly by the protection of native vegetation (trees and understorey) and by water-sensitive development.</i></p> <p><i>(c) To provide for other uses compatible with and complementary to rural living, subject to appropriate land capability and suitability and protection of residential amenity.</i></p> <p><i>(d) To ensure conservation of soil,</i></p>	<p>Assessment</p> <p>Home Business.</p> <p>The intent is to provide pilates classes whilst preserving the rural ambiance. Given the minor scale of the proposal and the size of the rural residential lots, it is unlikely to unduly impact the residential amenity of surrounding properties.</p>
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<p><i>watercourses and other water resources and the protection of ecological and landscape values.</i></p>	
<p>Planning and Development (Local Planning Schemes) Regulations 2015</p> <p><i>Cl. 67. Consideration of application by local government</i></p> <p><i>(2) In considering an application for development approval (other than an application on which approval cannot be granted under subclause (1)), the local government is to have due regard to the following matters to the extent that, in the opinion of the local government, those matters are relevant to the development the subject of the application —</i></p> <p><i>(a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;</i></p> <p><i>(fa) any local planning strategy for this Scheme endorsed by the Commission;</i></p> <p><i>(j) in the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve;</i></p> <p><i>(n) the amenity of the locality including the following —</i></p> <ul style="list-style-type: none"> <i>i. environmental impacts of the development;</i> <i>ii. the character of the locality;</i> 	<p>Assessment</p> <p>The proposal has been assessed against matters that are considered to be relevant under Clause 67 of <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>.</p> <p>The objective of the Rural Residential zoning allows additional land uses that are compatible and complementary to rural living.</p> <p>Noted. The Shire's Local Planning Strategy encourages home based employment to ensure the continuation and diversification of rural land use within the Shire.</p> <p>The objectives of Rural Residential zoning allows for additional land uses that are compatible and complementary to rural living.</p> <p>The proposal will not result in any environmental impacts.</p> <p>The operation and parking area will not be visible from the street. The proposal will have negligible visual and auditory impact. Management plans will further assist in preserving the character of the</p>

<p><i>iii. social impacts of the development;</i></p> <p><i>(s) the adequacy of —</i></p> <p><i>i. the proposed means of access to and egress from the site; and</i></p> <p><i>ii. arrangements for the loading, unloading, manoeuvring and parking of vehicles;</i></p> <p><i>(v) the potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses;</i></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>locality.</p> <p>The proposal would provide convenient access to health services.</p> <p>The existing driveway and crossover are considered to be sufficient and can accommodate the scale and nature of the proposal.</p> <p>The applicant has indicated where vehicles will be parked onsite and there is sufficient space to safely enter the site, park and exit.</p> <p>The proposal is unlikely to have negative impact on existing community services or facilities.</p> <p>The potential impacts of the proposal, (i.e. noise, light spill, traffic and safety, dust and erosion) have been considered and conditions can be imposed to ensure appropriate measures are undertaken.</p>
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Given the above assessment, approval with conditions is recommended.

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council approve the proposed Home Business (pilates) at 2370 Thomas Road, Mahogany Creek, subject to the following conditions:

1. The development shall comply with the application in Attachment 1 (including any amendments marked in red) unless approval is granted by the Director of Statutory Services for any minor variation;
2. This planning approval is only for a 'Home Business' use as defined in the Local Planning Scheme and shown on the approved plans;
3. This approval is personal to the applicant and shall not run with the land or be transferrable or assignable to any other person or property;
4. Prior to the home business commencing the proposed on site car-parking area shown on the business plan is to be provided, and be maintained thereafter by the landowners, to the Shire's satisfaction;
5. Advertising signage shall not detract or erode the visual qualities and character of the locality; be associated with a business not related to the property; be misleading or dangerous; include flashing, chasing or pulsating lights; or include offensive, misleading, explicit or dangerous content;
6. The approved sign will be maintained by the landowner to the Shire's satisfaction;
7. Prior to the commencement of use, a revised Bushfire Emergency Evacuation Plan (BEEP) shall be prepared to the Shire's satisfaction. The Shire endorsed BEEP shall be implemented at all times during the operation of the 'Home Business' use. The plan shall be updated every five years to take into account changes to the locality or regulatory requirements; and
8. The Noise Management Plan received on 19th January 2024 shall be implemented at all times during the operation to the satisfaction of the Shire.



NOVEMBER 2023

Planning Proposal

Pilates Studio

2370 Thomas Road, Mahogany Creek WA 6072



Presented To
Shire of Mundaring

Presented by
Michelle Rann

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About Perth Hills Pilates

Established in 2022, Perth Hills Pilates is Perth Hills first boutique Reformer Pilates Studio. Currently set amongst the bushscape of Darlington Village, our bright and tranquil studio was originally built in 1921 as the local post office, store and tearooms at 20 Brook Road. Unfortunately, by the new year, we must find a new location to run our classes from and would love to operate classes from a home studio.

Our expert teachers are passionate about the Pilates method and are dedicated to providing clients with functional movement that holds serious, real-life value. We hold a range of classes from standard group reformer classes, to dedicated *Plus 55* and *Mini and Me* classes, to address common ailments through these seasons of life. These classes are especially helpful for the Shire's aging population and for young families moving into the area.

Our bright studio offers clients a tranquil place to reconnect with their mind and body. Clients come away from Pilates classes feeling centered, strong, balanced, flexible, and exuding a warm glow.

Research suggests that Pilates supports an array of impressive health benefits including improve muscle endurance and flexibility, reduce chronic pain and reducing anxiety and depression.



Perth Hills Pilates

Our Mission

Our mission is to help our community feel their best, and provide clients with a safe space to work on their mind and body.

Our Difference

With no other group Reformer Pilates classes located within the Shire, an affordable Reformer Pilates studio has been very welcomed. Unfortunately, due to the rising costs of living, many clients cannot afford to pay for private sessions with a Physiotherapist and are seeking more affordable options to continue to work on their mental and physical wellbeing.

We are not a gym, nor are we Physiotherapists. Our teachers are highly qualified (mostly Diploma qualified) Pilates Teachers. Using current exercise science research and the true Pilates method, clients achieve results that enhance their daily function and wellbeing.

Our Teaching Team



Michelle Rann
OWNER/FOUNDER



Carly
SENIOR TEACHER



Ashlee
SENIOR TEACHER



Haylee
SENIOR TEACHER



Priya
TEACHER



Carissa
TEACHER

A maximum of **ONE teacher** will be onsite at any one time.

Community

Well into our second year of operation now, we have developed a very strong sense of community and are always looking for ways to support other local businesses. From small client gifts from local artists, to holding community and staff events that support local businesses including, Darlington Estate Winery, Amaroo, The Parkerville Tavern and Cafe Mojo. Our clients love to chat after class and often head to a Coffee Shop after class to mingle with their newfound friends.

Supporting Local Business

Our website includes a Community Directory where clients can find other practitioners and businesses who share similar values in assisting their mental and physical wellbeing.

Local Work for Local People

Our teaching team consists of local teachers who otherwise would have had to travel out of the Shire to find work. Members of our team currently live in Darlington, Glen Forrest, Stoneville, and Boya.

Local Clients

Our clients are mostly local and love the convenience of not having to drive "down the hill" to find classes. We also have clients drive from as far as Gidgegannup and Bakers Hill to attend class with us.



Description of Planning

My husband and I have just purchased a new home at **2370 Thomas Road Mahogany Creek WA 6072**. We settle on the 29th December 2023 and would like to commence classes in the new 2024 year. There is an existing insulated shed/studio space on the site in which I would like to host Pilates classes from.

Operating Hours

Classes may operate Monday to Saturday between the hours of **7am – 7:15pm**. Please see proposed timetable for exact class times.

Maximum number of people onsite

9 People: Maximum of 8 clients per class. Plus 1 teacher.

Management of people onsite

Clients **MUST** book online via our booking software, before attending class. During this booking process, clients are provided with clear directions and car parking instructions.

Our Studio Waiver, in which clients must read and agree to, includes important information regarding our Bush Fire Plan and evacuation routes. This information will also be displayed in hard copy in the studio.

All clients must register an emergency contact name and number in our booking system, without this, clients cannot book or attend a class.



Above: Studio Location at 2370 Thomas Road Mahogany Creek

Building and Development

The proposed studio is located in an existing insulated shed space on the site. Aside from cosmetic upgrades (paint, light fittings, flooring and landscaping) no structural changes are needed. The existing shed space already contains a toilet and running water for sanitary purposes.

Ecological and Environmental Factors

Native Vegetation and Habitat: All existing trees and shrub are retained when planning car parking. Additional native landscaping plants may be planted for additional perimeter privacy and aesthetic landscaping.

Water Usage: Water is only needed onsite for flushing of toilets and hand washing.

Auditory and Visual Amenity

Auditory: Classes are held inside and the most noise produced will come from the teacher talking in a conversational volume/tone. Music is quiet background music so that the teacher can speak and be heard clearly, without raising their voice at all. No microphones etc are used.

The Reformer machines make no noise when in use - a weighted spring is connected to the base and the carriage moves in and out on an 8 wheel system that allows for a smooth and quiet ride.

Visual: The proposed studio cannot be seen from the road as dense native vegetation sits between Thomas Road and studio.



Above: View towards the studio from Thomas Road

AMENDED TIMETABLE

TOTAL 18 classes per week

3 classes per day

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
7:15am	7:00am	9:30am	7:00am	7:00am	7:30am
5:30pm	8:00am	5:30pm	8:00am	8:00am	8:30am
6:30pm	6:30pm	6:30pm	11:30am	9:00am	9:30am

Parking and Traffic Flow

9 off-street, car parking bays will be clearly marked and available for clients' use. Each car bay is a minimum of 2.8m wide and 6m deep.

The parking has been chosen in this position to ensure ample shade is provided in Summer. In this position, we also reduce headlights shining onto neighbouring properties if clients are moving their cars at dawn/dusk.

This car park position also means no native vegetation needs to be removed to make way for parking and the ground already provides a flat, level surface to prevent cars from rolling.

Preferred parking position is towards the reserve to minimise light spill onto neighbouring properties.



Where classes are scheduled back-to-back, there will be an allowance of 15 minutes between proposed classes. This ensures current clients on site can exit the property before new clients enter the property.

With the Heritage Trail located directly across the road, clients can be encouraged to walk or cycle wherever possible.



Above: Nine (9) Proposed Parking Bays. Note: Cars are not to scale and are oversized to show ample room available.

Signage

We would like to include street signage on Thomas Road, consisting of a permanent white sign at the driveway entrance to 2370 Thomas Road Mahogany Creek. This would attach to the existing wooden fencing at the entrance of the property (seen below).

The exact sign can be seen below and has a 46cm x 46cm powder coated aluminium face plate. With the lettering "Perth Hills Pilates" being 34cm wide x 9.73 cm tall.



Perth Hills Pilates

Studio Layout and Design

The existing shed on site is constructed of metal cladding on a steel frame. Trussed steel roof and concrete slab. Internally the shed is lined with gyprock walls and ceiling, vinyl plank flooring and is insulated. Shed has 1 smoke detector and 2 Residual Current Devices (RCDs) installed. The shed had a professional building inspection report completed (as part of our purchase of the property) on the 8th November 2023 by a registered builder and has no structural issues or moisture damage.

Aside from cosmetic changes to flooring, lighting, paint and the entry door, the structure of the shed remains in place.

The studio comprises of all areas within the yellow walls.

$6.2 \times 5.3 = 32.86 \text{ sqm}$

$4.5 \times 3.5 = 15.57 \text{ sqm}$

TOTAL AREA 48.61sqm



First Aid Incidents

All teachers must hold up to date First Aid and CPR qualifications.

Easily accessible and clearly signed first aid kits are readily available in the studio. The contents of the first aid kits will be reviewed every 12 months and after any incident to ensure that supplies are appropriately maintained and in-date. Michelle will be responsible for the first aid kits, including making regular checks, replenishing supplies, maintaining the contents and ensuring the contents are within their use by dates.

Supplies are sourced from a local chemist include:

- Adhesive dressing strips
- Various size and types of bandages and wound dressings
- Gauge pieces
- Antiseptic anointment and burn gel
- Sterile tweezers, cotton buds and cotton pads
- A resuscitation face mask
- First aid instructions and contact details

The contents of the first aid kit may change depending on relevant legislation, guidance provided by Work Safe WA and correspondence with third parties such as St Johns Ambulance. The first aid kits do not contain any items likely to be toxic materials or open to misuse, including prescription-only medication.

All accidents and incidents must be reported and documented using a Perth Hills Pilates Incident Reporting Form. Copies of the form are available from Michelle. The form should be completed as soon as possible after the incident and contain as much detail as known. The form should be signed by the person completing the form and retained by Perth Hills Pilates management.

BUSH FIRE PLAN



Prepared November 2023

Bush Fire Risk Mitigation

- Pre-emptive Closure. The studio will pre-emptively close when we have a Fire Behaviour Index of 75 (Extreme) or greater being forecast. In this situation, clients will receive a SMS the evening before stating that classes the following day have been cancelled. The deadline for the decision will be made by approximately 5pm the day before the pre-emptive closure.
- Property to be well maintained with clear areas around the studio including paths, driveway and gutters. This includes regular lawn/grass mowing (kept below 10cm), whipper snipping, and clearing of fallen leaf debris.
- No smoking on site
- All clients and staff to be vigilant and alert to smoke (visual and olfactory)
- No naked flames allowed during the restricted burning period (October to June) or when there is a total fire ban. This includes candles.
- All staff to be trained in the on-site fire management system eg: fire extinguishers, hose reels, under house firefighting equipment and reticulation/water tank infrastructure. This will include any employee inductions and regular refresher training and fire drills at the start of each fire-season.
- At the start of each fire season, all clients will receive a reminder email outlining our emergency management plans and bushfire protection measures.
- Current site location map will be displayed in the studio in a visible location.
- Emergency contact details of all clients are stored in their profile before attending class and clearly displayed in our software.
- Class lists are generated, and a role call completed prior to each class starting so we know exactly who is on site at any one time. This class list can be accessed by any staff member (even if off site).
- Bushfire alerts and warnings at www.emergency.wa.gov.au will be monitored by Michelle, with all actions to be carried out as instructed by DFES eg: emergency evacuations, or watch and act alerts.

Site Overview

Site Address:	2370 Thomas Road, Mahogany Creek WA 6072
Local Government:	Shire of Mundaring
Buildings:	Main residence at the site centre. Shed in the east of the site and Proposed studio to the west of the site.
Lot Size:	12,000 m2
Vegetation Cover:	Natural bushland in the northern portion of the site against Thomas Road. Natural scattered trees along the eastern and western neighbouring fence lines. Center of the site hosts a vegetable garden with a variety of fruit trees.
Nearest Cross Road:	Bailey Road (leads to Great Eastern Hwy)
Water Supply:	<div>1. Site Connected to Mains Water</div> <div>2. 10,000L Water tank (auto-fill from bore)</div> <div>3. Bore 30m deep with a high pressure pump</div> <div>4. Firefighting equipment under house (24m from studio)</div> <div>5. Fire Hydrant on verge of property (77m from studio)</div> <div>6. Pool</div>
Maximum Occupants:	9 at any one time (1 teacher and 8 clients)
Responsible Person:	<div>Michelle Rann (site owner and studio owner)</div> <div>0439 090 790</div> <div>Second Contact: Matt Rann (site owner)</div> <div>0474 460 229</div>

Muster Point & Water Sources

The Muster Point (M) is located in the clearing next to the water tank by the driveway.



H : Water Hose

T : 10,000L Water Tank

M : Muster Point

F : Firefighting Equipment

P : Pool

H : Fire Hydrant

Watch and Act Advice

- Teacher and Michelle to maintain situational awareness through a range of information sources including local ABC radio, the Emergency WA website (emergency.wa.gov.au), DFES Facebook page or 13 DFES (13 33 37) information line, and local emergency services.
- Look outside for any signs of smoke or fire in the area.
- Inform occupants of the fire situation.
- Ensure that the teacher on duty has a mobile phone on loud and is contactable.

Evacuation

- Teacher alert clients of a fire
- Teacher to advise DFES (phone: 13 25 00) or '000' that the facility's occupants are evacuating (include how many people and that they are evacuating to **Brown Park Community Center, Cnr Salisbury Rd & Amherst Rd, SWAN VIEW**).
- Move all clients to the assembly point for evacuation, located on the concrete ramp at the front entrance of the studio.
- Ensure all doors and windows are closed prior to leaving the studio.
- Ensure all clients are accounted for prior to departure (use class list for head count).
- Teacher and/or clients should alert Michelle (0439 090 790) of any unaccounted persons and that everyone on site is evacuating.
- Teacher will ensure the maximum number of people per car, even if it means assigning people to ride in a car that is not theirs. This is to reduce possible road congestion and cover any clients who did not arrive by car.
- Evacuate site, following instructions from the teacher who will inform you of the best evacuation route depending on the direction of the fire.
- Once at Brown Park Community Center, move all persons inside and ensure all persons are accounted for and safe.
- The teacher is to advise DFES (13 25 00) and Michelle (0439 090 790) that all persons have been evacuated and are accounted for and safe at Brown Park Community Center.
- After all the occupants are accounted for and safe at the designated off-site location, the teacher and Michelle will commence contacting the client's listed emergency contact.

Sheltering Procedure

ONLY use this procedure if DFES advise that it is too late to leave the site and occupants must take shelter. In all other instances, EVACUATION is preferred.

- Teacher will take control of the situation.
- Ensure all doors and windows are closed within the studio.
- Move all persons to the main residence on-site.
- Ensure all persons are accounted for (use class list for head count).
- Teacher is to call '000' for assistance and advise DFES (13 25 00) that the facility's occupants are sheltering-in-place (include how many people and that they are located in the main house/residence at 2370 Thomas Road, Mahogany Creek WA 6072).
- Prepare to actively defend the building, including readying hoses and under house firefighting equipment.
- Maintain situational awareness through a range of information sources including local ABC radio, the Emergency WA website (emergency.wa.gov.au), DFES Facebook, 13 DFES (13 33 37) information line and local emergency services.
- Two persons to make regular exterior visual inspection (wearing appropriate protection from bushfire) of the on-site building for embers and extinguish where possible.
- Do NOT attempt to leave the site unless instructed to do so - there may be hidden dangers and the access route may be needed for emergency vehicle access.

After threat has passed

- Ensure the safety of all people and seek medical assistance for those requiring it.
- No person should re-enter any evacuated building until it is emergency services deem safe to do so.
- Follow the directions of emergency services personnel at all times.
- The teacher (or Michelle) to arrange the movement of occupants including site evacuation if safe to do so.
- All clients and staff are to be accounted for and confirmed to police/emergency services.
- Check the Australian Red Cross 'Register, Find, Reunite' register.
- Michelle to Review the Emergency Evacuation Plan for effectiveness, make note of weakness and amend if necessary.

Using Firefighting Equipment

Michelle has strived to improve bushfire management at the studio and has made significant investment to reduce vulnerability and minimise the threat to people, property and infrastructure. The studio has a comprehensive fire management system, including:

- Fire blanket in the studio
- Internal dry chemical fire extinguisher in the studio
- Fixed water storage tank with total capacity of 10,000L in the event of mains water failure. This is automatically filled from the bore and located 31m from the studio.
- Fire hydrant on verge of property to enable fire trucks to connect to mains water.
- Industrial firefighting hose reel located underneath the house 24m from the studio.
- Off-grid generator for use in the event of power failure.

All teachers will be trained in the proper use of a fire extinguisher and will be fully trained to deal with emergency response and evacuation procedures, including the use of the firefighting hose reels, and practice dummy runs of emergency evacuations procedures. All teachers will be trained to utilise on-site firefighting equipment to put out small fires within their capability, should this be required.

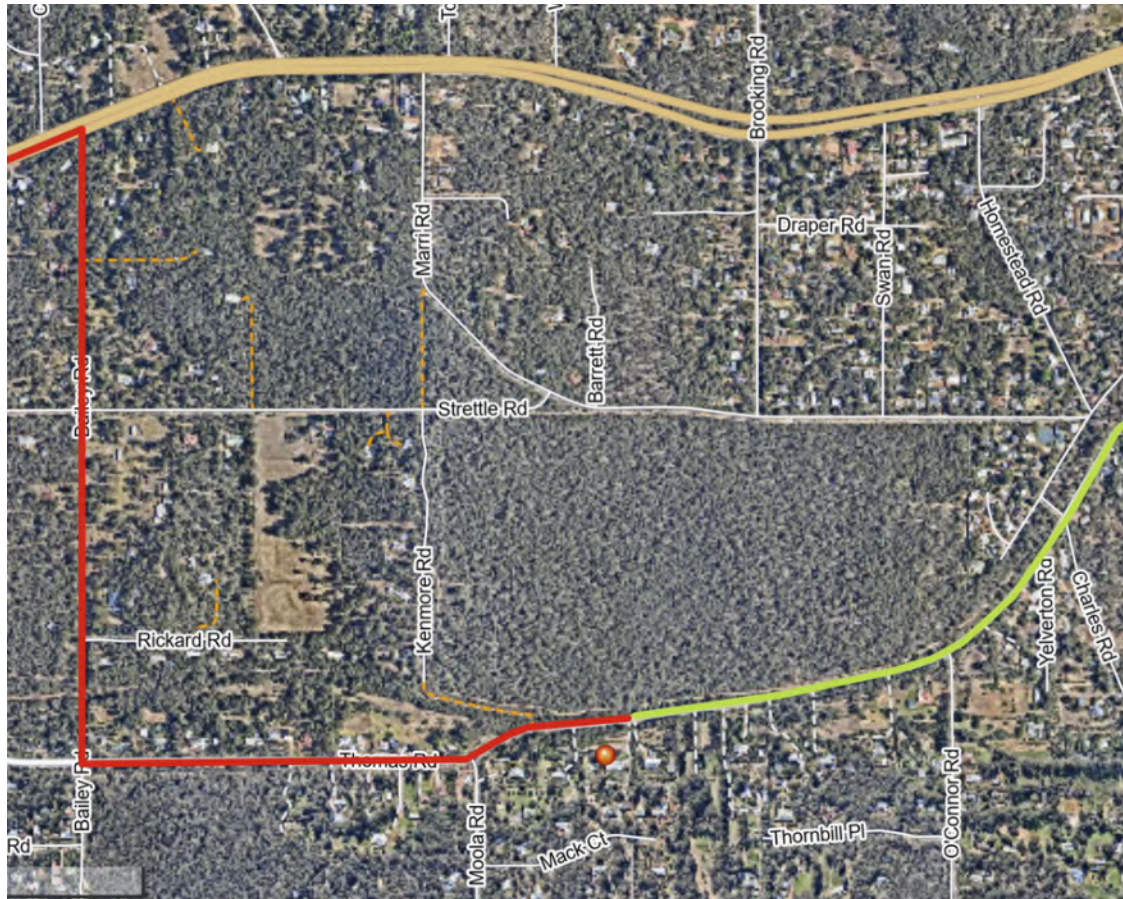
Emergency Contact Details

Michelle Rann (Site/Studio owner)	0439 090 790
Matt Rann (Site owner)	0474 460 229
Ambulance/Fire/Police Emergency	000
Police Attendance	13 14 44
Crime Stoppers	1800 333 000
Department of Fire & Emergency Services	www.dfes.wa.gov.au/alerts
DFES Alerts and Warnings	1300 657 209
DFES State Emergency Service	13 25 00
State Emergency Information	13 33 37
Parks & Wildlife Fire Contact	9219 8000
Shire of Mundaring	9290 6666
St John of God Midland Hospital (nearest)	9462 4000
Royal Perth Hospital	9224 2244
Poisons Hotline	13 11 26
Western Power	13 13 51
Wildcare Helpline (sick/injured wildlife)	9474 9055

Perth Hills Pilates is located at **2370 Thomas Road, Mahogany Creek WA 6072** – 5 minutes west of Mundaring town centre.

The nearest crossroads are Bailey Road to the west (exit to Great Eastern Hwy Westbound), and Charles Road to the east (exit towards Mundaring town via Jacoby Road).

Evacuation Route | **WEST**



WEST Evacuation route - Most straightforward route directing traffic to Great Eastern Hwy to drive west towards **Brown Park Community Center, Swan View** evacuation site.

Left out of the driveway.

Right onto Bailey Road.

Left onto Great Eastern Hwy.

Evacuation Route | EAST



EAST Evacuation route - Most straightforward route directing traffic to **Mundaring Town Centre** or **Mundaring Recreation Centre** (if being used as evacuation site).

Right out of driveway onto Thomas Road.

Continue straight on Thomas & Phillips Road to roundabout.

Left onto Mundaring Weir Road (to Mundaring Town Centre) **OR** continue straight to Mundaring Recreation Centre.

Client Letter | Bushfire Season

The below letter is to be sent to clients in October of each year.

Dear Clients,

Many of you will remember that a new Fire Danger Rating system came into effect across Australia on 1st September 2022. The new rating system has four levels of fire danger, that than the previous six.

1. Moderate: Plan and Prepare
2. High: Be ready to act
3. Extreme: Take action now to protect your life and property
4. Catastrophic: For your survival, leave bushfire risk areas

Fire Behaviour Index (FBI)

The Fire Danger Rating for an area, is determined by the Fire Behaviour Index or FBI. The FBI is a scale of fire danger (0-100+) that uses the latest in fire science to produce outputs across the eight vegetation types. This rating will support decisions about fire preparedness, planned burning and bushfire suppression. Like many of us who live in the Perth Hills, Perth Hills Pilates falls under the fire weather district of SWAN INLAND NORTH. Four-day fire danger rating forecasts for all districts in WA are shown on the Bureau of Meteorology website.

Pre-emptive Closure

It is important that clients know that Perth Hills Pilates will pre-emptively close when we have a Fire Behaviour Index of 75 (Extreme Fire Danger) or greater being forecast. In this situation, members will receive an SMS, app notification and email, the evening before stating that classes have been cancelled. The deadline for the decision will be made by approximately 6pm on the day before pre-emptive closure. It is very important that clients initiate their own household bushfire plans on these days, to ensure the safety of their family and animals. Clients will be informed via SMS, App Push Notification and email when the Fire Behaviour Index of 75 (Extreme Fire Danger) or greater has been downgraded and classes will resume.

Bushfire Emergency Evacuation Plan

Perth Hills Pilates Bushfire Evacuation Plan ensures that the monitoring of bushfires during bushfire season is regular and ongoing throughout the day and that staff are trained and prepared for bushfire emergencies. If early evacuation is required, all members and staff will be asked to evacuate. Please make yourself familiar with our emergency evacuation plan and evacuation routes.

Kind regards,

Perth Hills Pilates

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CONCLUSION

Thank you

Thank you for your time in consideration of my home business. I want to make sure that my business complies with all Shire regulations and guidelines. Most importantly, I want to make sure that the operation of my home business doesn't disrupt the peace and quiet of our wonderful neighbourhood. I want to assure you that my intention is to be a good neighbour and to contribute positively to the community.

I believe in open communication and value the opinions of those around me. If there is anything I may have missed in this proposal, please let me know and I will be happy to provide more details.

I look forward to hearing of your decision and the next steps. I can be reached at michelle@perthhillspilates.com.au or on 0439 090 790 at any time.

Many thanks,

Michelle Rann

10.4 Wheels Inc Request for Financial Support

File Code	CS.SPG 4.2
Author	Shannon Foster, Manager Libraries, Communications and Engagement
Senior Employee	Megan Griffiths, Director Strategic & Community Services
Disclosure of Any Interest	Nil
Attachments	Nil

PURPOSE

Local community group, Wheels Inc. have requested support from Shire of Mundaring to cover the costs associated with vehicle registration and insurance of their bus used in their activities. In 2023, Wheels Inc. expended a total cost of \$1970.38 for vehicle registration and insurance, both of which are due to expire March and April 2024 respectively.

It is recommended that Council enter into a multi-year funding agreement with Wheels Inc. from March 2024 to 30 June 2027 for the amount of \$2000 per annum (with annual Perth CPI indexation applied from the second year of the agreement).

BACKGROUND

Wheels Inc. was established in 2010, with the aim to provide recreational, social and cultural activities for any person who is over the age of 60 years, promote health and wellbeing, and encourage members to lead an active life and provide the opportunity to have a network of friends who will support each other through the ageing years.

The group currently has 39 members; all, but two of these, are Shire residents.

The group uses their 14 seater bus approximately two to three times per week, to transport members to events and activities throughout the Perth Metropolitan area. Examples include; social excursions to the WA Symphony Orchestra, WA Ballet, theatre productions, picnics, trails walks and indoor skydiving. The bus is also used to take members on short trips to the South West and Wheatbelt regions of Western Australia. Activities are organised so members of all abilities can participate.

The Rotary Club of Mundaring regularly hires the bus for their own social activities. Other organisations and community groups who have previously hired the bus include Yallambee Village and the Glen Forrest Cricket Club.

The Shire has entered into a three year funding agreement with Mundaring Seniors Incorporated to cover the costs associated with insurance and licensing of their bus used to assist local seniors in accessing social and recreational activities. Given the outcomes associated with both groups meet an identified community need, it is recommended the Shire formalise a similar arrangement with Wheel's Inc.

Council's support of a funding agreement would enable the Shire to deliver on outcomes of the Shire's Age Friendly Informing Strategy 2020/2025; *Strategy 2 Transportation, Action 6 Investigate options to mobilise different forms of transport to encourage participation in community based activities.*

STATUTORY / LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

The provision of funding to Wheels Inc. is in line with the Shire's Community Funding Policy CD-02.

FINANCIAL IMPLICATIONS

Wheel's Inc. incurred vehicle costs for 2023 to 2024 as follows:

- NRMA Insurance - \$964.98 due in April 2024.
- Vehicle Registration - \$1005.40 due in March 2024.

Funding of the proposed agreement in 2024/25 would require \$2000 per annum with Perth's Consumer Price Index (CPI) applied.

Should Council determine to enter into a three year service agreement, Wheel's Inc. would be required to undertake an annual review of the insurance to ensure best coverage and value for money.

It is intended that the costs associated with entering into this agreement be covered through savings realised in the funding agreement with Mundaring Seniors Incorporated. Historically the Shire has covered the costs associated with the licensing and insurance of two buses for Mundaring Seniors, however in recent times the group has reduced its fleet to one.

STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 1 - Community

Objective 1.3 – Everyone belongs

Strategy 1.3.5 - Provide and support seniors' facilities and activities

SUSTAINABILITY IMPLICATIONS

- Social

The Community Funding program provides opportunities for cultural, leisure and recreational activities and social interaction within the community, supports volunteers and enhances community pride and sense of belonging.

The funding assistance will support the continued delivery of events and activities for older adults, resulting in both community engagement and community satisfaction, with the group and the Shire.

Provision of financial assistance and in-kind support provides an opportunity for the Shire to partner with the community in the delivery of transportation to events and activities that meet identified community need, promote active participation of local residents, build community strength and enhance the image of the Shire.

RISK IMPLICATIONS

Risk: <u>Reputational</u> – Council faces reputational risk if it does not support groups that provide transport to events and activities, by providing funding for their ongoing sustainability.		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
Council support of the group mitigates the risk of them being limited or unable to undertake events and activities for older people. Alternatively, if financial support is not provided, reasons are communicated to the group.		

Risk: <u>Financial</u> – Potential mismanagement of funds.		
Likelihood	Consequence	Rating
Unlikely	Minor	Low
Action / Strategy		
Potential mismanagement of funds is mitigated by having funding agreements in place, which include accountability measures.		

Risk: <u>Reputational</u> – Failure of groups to promote the support received from the Shire.		
Likelihood	Consequence	Rating
Unlikely	Minor	Low
Action / Strategy		
Controlled through conditions of grant and reporting requirements.		

EXTERNAL CONSULTATION

Consultation has been undertaken with Wheel's Inc.

COMMENT

There are a number of benefits to entering into a formalised funding agreement with Wheel's Inc. including:

- greater transparency of allocation of funding to community groups;
- the various protections afforded to both the Shire and the funded group, by entering into an agreement; and
- greater certainty for the group regarding the ongoing provision of funding.

The Shire has a current funding agreement with Mundaring Seniors Incorporated to support costs associated with their bus. Should Council determine to enter into a similar funding agreement with Wheel's Inc. this would demonstrate equality across community groups and address an identified community need.

It is recommended that Council enter into a three year funding agreement with Wheels Inc. from March 2024 to 30 June 2027 to the amount of \$2000 per annum (with annual Perth CPI indexation applied from year two).

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council enter into a three year funding agreement with Wheel's Inc. for an annual amount of \$2000 (with annual Perth CPI indexation applied from year two) to cover the costs associated with registration and insurance of one bus.

10.5 Mundaring Arts Centre Inc. - Four Year Service Agreement

File Code	Gr 5.7190
Author	Shannon Foster, Manager Libraries, Communications and Engagement
Senior Employee	Megan Griffiths, Director Strategic & Community Services
Disclosure of Any Interest	Nil
Attachments	1. MAC Inc. Service Agreement 2023 to 2027 ↓

PURPOSE

To enact Council's previous decision to provide increased funding support to Mundaring Art Centre Incorporated (MAC Inc.) by approving a renewed four year service agreement including associated key performance indicators (refer **Attachment 1**).

BACKGROUND

In March 2023, MAC Inc. submitted a business case for consideration by Council as part of Council's annual Corporate Business Planning process. Council decision C6.08.23 saw the request for an increase to funding included in the Shire's Corporate Business Plan 2023/24 – 2026/27.

Consultation has now been undertaken with the Director and Board members of MAC Inc. Objectives and associated key performance indicators (KPI's) have been developed and are included in the Service Agreement 2023 to 2027 (**Attachment 1**).

The Shire has had a funding agreement in place with Mundaring Arts Centre Inc. (MAC) since before 1991, with the organisation providing arts and cultural services to the community for the past 43 years. In May 2021, Council resolved to enter into a four-year service agreement with Mundaring Arts Centre for an annual amount of \$164,855 with annual Perth CPI indexation (refer to Council decision C10.05.21). The agreement came into effect on 1 July 2021 and ceases on 30 June 2025. The draft Service Agreement 2023 to 2027 will replace the current agreement.

The Manager Libraries, Communications and Engagement will conduct an annual review of the agreement. At this time, an assessment will be undertaken in conjunction with the Director of MAC Inc. against the service objectives, strategies and the key performance indicators for which the service has been funded.

STATUTORY / LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Service agreements are implemented in line with the Shire's Community Funding Policy CD-02.

FINANCIAL IMPLICATIONS

As per the previous Council approval to increase funding, the 2023/24 annual budget has an allocation of \$24,890 towards increasing operational funding for MAC Inc., with Perth annual CPI indexation to be applied from year two of the agreement onwards. This will bring the annual funding for MAC Inc. to \$206,506 per annum. The Shire of Mundaring

annual art acquisition program has a budget of \$12,000 per annum for the purchase of works and \$2000 for catering costs.

STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 1 - Community

Objective 1.1 – Healthy, safe, sustainable and resilient community

Strategy 1.1.2 – Provision and support for arts, culture and events

SUSTAINABILITY IMPLICATIONS

Social

Funding MAC Inc. via a four-year service agreement will support the continued delivery of artistic and cultural services and may result in community engagement, enhancement and satisfaction.

The Community Funding program provides opportunities for cultural, leisure and recreational activities and social interaction within the community, supports volunteers and enhances community pride and sense of belonging.

Provision of financial assistance provides an opportunity for the Shire to partner with organisations in the delivery of activities that meet identified community need, promote active participation of local residents, build community strength and enhance the image of the Shire.

Economic

Four-year agreements will allow MAC Inc. to take a strategic approach to their events and activities, with the confidence of secured annual funding.

Four-year agreements with the Shire will allow MAC Inc. financial leverage in their attempts to attract other external grant funding.

Cultural

Due to the ongoing services provided to the community, these key cultural stakeholders hold a significant place within the Shire and enrich the cultural lives of residents and visitors.

RISK IMPLICATIONS

Risk: <u>Reputational</u> : Council faces reputational risk as a supporter of community organisations if these requests for funding are not supported		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
This risk could be mitigated through clear communication as to the reason why funding support was withdrawn.		

Risk: <u>Financial</u> - Potential mismanagement of funds.		
Likelihood	Consequence	Rating
Unlikely	Minor	Low
Action / Strategy		
Potential mismanagement of funds is mitigated by annual reviews of the agreements, historical good management of funds by the groups and adherence to key performance indicator requirements.		

EXTERNAL CONSULTATION

Consultation has occurred with the Director and Board members of MAC Inc. in development of the four-year service agreement and the associated key performance indicators.

COMMENT

In receiving this funding MAC Inc. is required to achieve the following objectives:

1. Optimise funding opportunities and revenue streams in alignment with MAC Inc.'s Strategic Plan;
2. Enhance, promote and contribute to community cultural development;
3. Advise and assist the Shire in the promotion, management and acquisition of the Shire of Mundaring Art Collection; and
4. Increase knowledge and understanding of arts activities/projects in the Shire of Mundaring.

The business case developed by MAC Inc. and considered by Council as part of its annual corporate business planning process articulated that, whilst the operational funding MAC Inc. receives from Shire of Mundaring has remained at its current level for over a decade, the costs of delivering services has increased. The business case demonstrated that MAC Inc. is not financially sustainable into the future without changes being made to its operations. Even with regular review and revision of key performance indicators, the service expectations are unsustainable without an increase in funding. Through their business case, MAC Inc. proposed four options to address the challenges they were facing, with each mitigating the risks faced by the organisation to a varying degree.

Cognisant of the financial constraints on Shire of Mundaring, whilst still acknowledging the challenges experienced by MAC Inc., Council endorsed an approach that saw an increase in annual operational funding by \$24,890 and allowed for a year round art acquisition approach that supports diversified and inclusive programming and facilitating higher community participation.

A key change being recommended to the service agreement is the replacement of the Shire of Mundaring Annual Acquisition Exhibition, with acquisition of artworks year-round through standard programming. This will be supported by the Shire's Art Collection Policy OR-09. Following consultation with the Manager Libraries, Communications and Engagement, MAC Inc. has recommended an update to the Shire of Mundaring Art Collection Service Management Specifications. The new specifications enable the Shire to:

1. Acquire works of art via commission, a Shire of Mundaring Acquisition Exhibition and/or throughout the year in accordance with the Art Collection Policy OR-09.

Building upon the strengths of the existing holdings, which represent the depth and diversity of artistic talent in the Hills community.

2. Acquire work by way of purchase from an exhibition by MAC Inc. or via bequest or gift. This provides the opportunity to acquire significant works that may have fallen outside of the previous structure. It also enables the Shire to invite artists to create new work for a purpose. For example, to investigate/respond to a cultural theme, or when a significant artist is identified that should be in the Collection (the Collection tells the historical story of recognised Shire of Mundaring artists).
3. MAC Inc. has more flexibility to program an Acquisition Exhibition no less than once every three years and no more than once per annum.
4. The alternating program of Invitation; Open and Survey years has been removed. This ensures:
 - the timing and curation of Acquisition exhibitions builds upon the strength of the Shire of Mundaring Art Collection and positively contributes to the Annual exhibition program presented by MAC Inc.
 - reduces the requirement to present a Survey when external funding opportunities are not available. Survey exhibitions are the most recognised, and significant form, of the traditional Shire acquisition exhibition; they require external funding support, research and time to develop. When external funders view the exhibition as a local government acquisition exhibition, it can limit the funding available. Arts funding is a constantly changing structure, with funding opportunities to develop work coming up in annual rounds from various organisations. With flexibility of timing, the funding can be secured, and the work developed with reasonable timeframes, rather than having to present a survey every three years, at the beginning of the year.
 - Mundaring Arts Centre Inc. can curate an annual program of exhibitions that best presents a diversity of artistic approaches and themes. Areas of Collection weakness can be identified and key works included in the curation of exhibitions, for example a greater inclusion of First Nation artist's work in the collection.
 - Shire of Mundaring Art Collection is enhanced with a selection from the broader program of exhibitions.

The judging of works to be acquired by the Shire will be undertaken by a panel of at least four judges. The panel will comprise of one council member from the Shire, one member of the MAC Inc. Board, MAC Inc.'s Director or Artistic Programming Manager and at least one member of MAC Inc.'s Artistic Programming Panel. Three judges are appointed by MAC Inc., with the one Council Member judge appointed by Council.

The Shire President will call for council member nomination to the panel and then preside over any ballot required to determine the council member appointment at this meeting.

Every year since acquiring its first artwork back in 1986, Shire of Mundaring has supported the artists and craftspeople of the region by presenting an Acquisition Exhibition. Held in partnership with Mundaring Arts Centre, this annual event has provided an opportunity for local artists and audiences to come together in recognition and appreciation of the community's outstanding creative talents. Along the way, the Shire of Mundaring Art Collection has grown and strengthened.

The aim is to continue to grow the Shire of Mundaring Art Collection into a significant body of work that is recognised nationally.

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council:

1. Endorses the Mundaring Arts Centre Inc. key performance indicators as contained in Appendix One of the revised four-year service agreement (**Attachment 1**).
2. Enters into a four-year service agreement with Mundaring Arts Centre Inc. from 1 July 2023 until 30 June 2027.
3. Appoints Cr _____ to the Shire of Mundaring Art Collection selection panel for a term expiring at the next ordinary local government election in October 2025.

SHIRE OF MUNDARING

and

MUNDARING ARTS CENTRE (INC)

SERVICE AGREEMENT

This Agreement is made BETWEEN:

(a) **Shire of Mundaring** of)
7000 Great Eastern)
Highway, Mundaring in the)
State of Western Australia)
("Shire"))

A N D

(b) **Mundaring Arts Centre**)
Inc. of 7190 Great Eastern)
Highway, Mundaring, in)
the State of Western)
Australia. ("MAC Inc"))
)

1. PURPOSE OF THIS AGREEMENT

The purpose of this agreement is to set out the conditions under which Shire of Mundaring is to provide funding to assist Mundaring Arts Centre Inc. in the delivery of community cultural development within the Shire of Mundaring over a four (4) year period, as per Council decision (TBA).

Community cultural development is a process in which communities interact at a local level with arts and culture. It is based on the principle that –

- The arts are a powerful means for the enrichment of community life;
- In order to develop a distinctive cultural identity, communities need to control and manage their own cultural and artistic activity and not have it imposed upon them;

- The expression of individual community's identities is of immeasurable value to all Australians.

2. GENERAL PRINCIPLES OF FUNDING

- 2.1 The Shire supports activities that enhance the quality of life for residents of the Shire of Mundaring.
- 2.2 The Shire recognises that by supporting community organisations it enhances those organisations' ability to attract funds for services within Shire of Mundaring.
- 2.3 The Shire recognises that funds attracted to Shire of Mundaring are not only of benefit to the recipient organisation but that they also have a multiplier effect and provide an expanded economic stimulus.
- 2.4 The Shire recognises that community-based organisations enhance the sense of "community" within the Shire of Mundaring.
- 2.5 The Shire requires organisations receiving recurrent funding to be incorporated and to have in place all necessary insurance policies (worker's compensation, public liability, professional indemnity etc) at levels that reflect current market conditions.

3. ASSESSMENT OF COMMUNITY BENEFIT

In assessing the extent of community benefit to accrue from its financial support the Shire shall, as a minimum, apply the following criteria-

3.1 Aims and Objectives of the Funded Organisation

3.1.1 Is it a non-profit organisation?

3.1.2 Does the organisation exist for the betterment of individuals outside its direct membership?

3.2 What is the extent of economic benefit to the Shire?

3.3 What is the extent of improvement to the quality of life of Shire residents?

3.4 What is the level of community involvement by the funded organisation?

3.5 Has the funded organisation been able to attract other funding to support and enhance its programs?

4. ACCOUNTABILITY REQUIREMENTS

4.1 The Shire requires from MAC Inc. accountability for those funds it provides during each year of the agreement, by way of MAC Inc.'s Annual Report, audited financial statements and the requirements of the service specifications in Schedule A.

4.2 MAC Inc. must not use or expend the funding or any part thereof for the purpose of:

- a) Costs relating to any legal or industrial action;
- b) Payment of any debts owed or part-owed by MAC Inc.;
- c) Overseas or Interstate Travel.

4.3 No payment shall be made for an item of a capital nature (whether recurring or not) without the prior written approval of the Shire.

- 4.4 The Shire may appoint a representative to examine the financial records of MAC Inc. A fourteen (14) day notice period shall be given.
- 4.5 At no time shall the employees of MAC Inc. represent themselves as employees of Shire of Mundaring.
- 4.6 Under conditions set out in “A guide to Disability Access and Inclusion Plans (DAIPs) for Local Government contractors managers” (Disability Services Commission 2007) MAC Inc. will:
- (i) to the extent practicable, meet the objectives of the Shire’s “Access and Inclusion Informing Strategy” (copy available from Shire of Mundaring website) prepared under the Disability Services Act 2006; and
 - (ii) provide a report to the Shire by 31 July in each year of the agreement term reporting on the extent to which MAC Inc. has met those objectives.
- 4.7 MAC Inc. will continue as a member of and provide representation on the Shire’s Cultural Advisory Group.
- 4.8 MAC Inc. is required to publicly acknowledge the support received from the Shire. This helps the community understand one of the ways Shire revenue is spent on the local community, and how local government works in partnership with significant local community organisations to the benefit of the community.

Acknowledgement should be demonstrated through:

1. Providing an opportunity for Council representatives to attend MAC Inc. functions, thereby reflecting the funding partnership
2. Publicising the Shire’s financial support as appropriate through organisational publications, including, Annual Report, print and social media and placement of Shire logo on website.

5. INSURANCE

- 5.1 Commensurate with MAC Inc.'s activities, insurance which covers workers compensation, public liability, public risk, damage to premises and any other insurable risks in relation to the running of MAC Inc. shall be held by MAC Inc. This recognises that the policy for building insurance may be held by the Shire with MAC Inc. being responsible for reimbursement of premium costs.
- 5.2 MAC Inc. shall for the term of the agreement effect and maintain with insurers registered to conduct business in Australia and acceptable to the Shire Public Liability insurance in a sum of not less than \$20 million. A copy of the insurance certificate of currency is to be provided to the Shire on an annual basis.
- 5.3 If requested by the Shire, MAC Inc. must provide the Shire, within 10 business days from such request, copies of the policies of insurance and certificates of currency for any or all of the Insurances;
- 5.4 Before MAC Inc. procures or allows an external party to carry out any aspect of the service, MAC Inc. must ensure that such external party has effected and maintains at all times during the Term, policies of insurance of the nature and extent as agreed in writing by the Shire.

6 RESPONSIBILITIES

6. MAC Inc. shall at all times during this Service Agreement:
- (a) Exercise all necessary precautions for the health and safety of its employees, volunteers, sub-contractors and all other persons, including the Shire's employees, other contractors and the public;
 - (b) Comply with all written laws including all relevant provisions of the Work Health and Safety Act 2020 and Work Health and Safety Regulations 2022;

- (c) Ensure MAC Inc.'s employees, including volunteers, comply with the Shire's safety rules when working in local government property.
- (d) Ensure MAC Inc.'s employees, office bearers, and volunteers have either a current National Police Clearance or a Working With Children Check (where applicable) and adhere to the policies and procedures of the service.

7. SUSPENSION OF THE SERVICE

- 7.1 Where the service ceases to operate for more than fourteen consecutive days (with the exception of normal annual leave requirements), the Shire shall be informed in writing.
- 7.2 If this occurs the Shire has the right to withhold funds for the duration of the inactive period.

8. CRIMINAL BREACH

- 8.1 If MAC Inc. is aware that an employee, office bearer or contractor of MAC Inc. has committed an illegal act, the Police and the Shire shall be notified in writing as soon as practicable.
- 8.2 If a criminal investigation takes place, the Shire reserves the right to suspend funding until the investigation is concluded.

9. DISPUTE RESOLUTION

(This section refers to a breach in relation to this agreement).

- 9.1 If the Shire and MAC Inc. find that a dispute arises in relation to the interpretation of this agreement, all efforts will be made by both parties to resolve the matter.
- 9.2 If the dispute remains unresolved it shall be referred to a committee comprising two (2) representatives from each party and an independent mediator agreed by both parties. The committee shall review the matter in dispute and offer a mediated resolution to the parties within twenty (20) business days of the first committee meeting.
- 9.3 If the committee referred to in Clause 9.2 fails to resolve the dispute, then the dispute will be referred to Council of the Shire of Mundaring whose decision will be binding on both parties.

10.0 WAIVERS AND VARIATIONS

- 10.1 All waivers and variations of and in respect to Service Agreement, to be valid and effective, must be in writing.
- 10.2 Requests for increases to funding amounts can be considered by Council, following submission of a business case which is required to be submitted by 31 January of the relevant year, so as to inform corporate business planning.

11. AMOUNT OF GRANT

- 11.1 The amount of the grant to be provided to MAC Inc. during the first year of the agreement shall be \$206,506 exclusive of GST.
- 11.2 Payment of the grant will be made annually in advance during each year of the agreement.

11.3 In each succeeding year of the agreement, the annual payment will be increased by the same percentage increase as occurred in the Consumer Price Index (Perth) all groups for the twelve-month period immediately preceding the anniversary of the agreement.

11.4 Should MAC Inc. cease to operate, then this agreement shall be terminated, and any unexpended funds reimbursed to the Shire.

12. TERM OF AGREEMENT

12.1 This agreement shall be for a term of 4 years commencing 1 July 2023 and concluding 30 June 2027.

12.2 During the first 6 months of the third year of the agreement, the Shire and MAC Inc. shall meet to negotiate the terms and conditions of any agreement to apply for a further term to be agreed upon.

12.3 An annual review of the Agreement will be conducted by the Manager Libraries, Communications and Engagement. This will be to assess the service objectives, strategies, and key performance indicators for which the service has been funded. A thirty-day notice period will be given to the MAC Inc. in relation to the review process. A report will be submitted to MAC Inc. 30 days after the review has taken place.

The review will be based on the two six-monthly reports and will entail a meeting with the Director of MAC Inc. on a yearly basis to discuss the service performance against the funding agreement and issues raised within the reports.

12.4 MAC Inc. will provide services in accordance with the Service Specifications in Schedule A.

EXECUTED BY the Parties as a **SERVICE AGREEMENT** on _____ day of
_____ **2024.**

)	
Shire of Mundaring)	_____
7000 Great Eastern Highway)	Chief Executive Officer
MUNDARING WA 6073)	(or his delegate)

Mundaring Arts Centre Inc.)	
7190 Great Eastern Highway)	_____
MUNDARING WA 6073)	Chairperson

SCHEDULE A

SERVICE SPECIFICATIONS

SCHEDULE A

SERVICE SPECIFICATIONS

MUNDARING ARTS CENTRE Inc. (MAC Inc.)

1. BACKGROUND INFORMATION

Shire of Mundaring is committed to supporting culture and the arts for people residing in the Shire. MAC Inc. has a strategic plan that outlines its goals and objectives for the delivery of its services.

The Mundaring Arts Centre has been in operation for over 40 years and has a proven record in providing services to the arts and initiating successful community arts programs.

This includes the enhancement of relations and financial links with the Shire and where possible, integration with the Shire's Strategic Planning.

MAC Inc. manages a diverse range of activities that showcase a wide range of talents and seeks to promote the arts to the broader community.

2. SERVICE DESCRIPTION

- 1) The Shire recognises that it needs to be informed regarding culture and the arts so that it can develop its strategic initiatives for the arts and the community. The Shire invites input on these matters from MAC Inc. With this in mind, MAC Inc. will co-facilitate the following approaches within the context of usual business activities:

Liaise with key stakeholders for the purpose of:

- Clearly identifying culture and the arts in Shire of Mundaring.
- Ascertaining the skills/expertise of local artists within the community.
- Defining the role of the Shire and the arts in the community.

- 2) MAC Inc. is to continue to provide a range of activities that promotes the arts to the broader community.

3. OBJECTIVES TO BE ACHIEVED

- 1) To optimise funding opportunities and revenue streams, in alignment with MAC Inc.'s 2023-2027 Strategic Plan.
- 2) To enhance, promote and contribute to community cultural development.
- 3) To increase knowledge and understanding of arts activities/projects in the Shire of Mundaring.
- 4) To advise and assist the Shire of Mundaring in the promotion, management and acquisition of the Shire of Mundaring Art Collection.

4. SHIRE OF MUNDARING ART COLLECTION

4.1. Service Management

- 1) The Art Collection is managed by designated employees of MAC Inc. who are charged with the role of maintaining high standards of management of the collection.
- 2) The Shire will resource the collection appropriately, including an annual budget allocation of \$12,000 for acquisition and development of the collection's holdings.
- 3) On behalf of the Shire, MAC Inc. ensures the conservation of the collection's holdings and aims for high standards of environmental control and secure collection storage and exhibition spaces.
- 4) The Shire ensures the collection is subject to regular valuation and appropriate insurance.
- 5) On behalf of the Shire, MAC Inc. maintains the Shire's complete catalogue including photographic, location and registration records and provenance.

4.2. Access

- 1) The Art Collection currently has no dedicated exhibition venue. Nevertheless, the Shire exposes the collection to as wide an audience as possible through initial display at the Mundaring Arts Centre gallery space and then in appropriate places in public ownership including public areas and meeting spaces within the Shire's administration building and public libraries within the Shire.

- 2) On behalf of the Shire, MAC Inc. aspires to present interpreted exhibitions of works from the collection and public programs to enhance the awareness and appreciation of the collection.
- 3) Images and information about the collection can be accessed electronically via both Shire and MAC Inc's websites.
- 4) Information about the artworks and artists represented in the collection will be presented in a catalogue publication accessible to the public through the Shire's website as well as the MAC Inc. website.
- 5) Where appropriate, works from the Art Collection are considered for external exhibitions subject to appropriate loan agreement (See 'Loans').

4.3. Acquisitions

Shire of Mundaring:

- 1) Acquires works of art via commission, a Shire of Mundaring Acquisition Exhibition and/or throughout the year in accordance with the Art Collection Policy OR-09 that build upon the strengths of the existing holdings that represent the depth and diversity of artistic talent in the Hills community.
- 2) Acquires original and significant works of a standard appropriate to the existing collection. This standard is determined as artistic integrity, the intent of the maker and the ability of the work to convey that intent.
- 3) Acquires work by artists living in or who have lived in or have been closely associated with the Shire.
- 4) Selects artwork for acquisition that reflects the ongoing development of an artist already represented in the collection, or artwork by artists not currently represented in the collection.
- 5) Acquires artwork that has some significance to the community or relates to their experience of living in the Hills area.
- 6) Acquires work by way of purchase from an exhibition by MAC Inc., bequest or gift.
- 7) Accepts donated works that are the sole property of the donor and which accord with the acquisition policy for the collection. No conditions may be placed on donations.
- 8) Acquires work that does not duplicate existing holdings.

4.4. Shire of Mundaring Acquisition Exhibition Criteria

- 1) MAC Inc. may program an Acquisition Exhibition no less than once every three years and no more than once per annum.
- 2) All works purchased must accord with the acquisition policy for the collection.
- 3) After the Shire has had the opportunity to acquire works from the exhibition, all remaining exhibition artworks are available for purchase by the general public. A commission of 35% will be taken on all sales of artwork by MAC Inc. to offset costs in promoting, managing, curating and advertising the exhibition.
- 4) The catering and promotional costs of the exhibition opening event are part funded by the Shire through its payment of an annual fee of \$2,000 to MAC Inc.
- 5) The Shire is not bound to acquire any work or spend their entire budget allocation each year.

4.6. Selection Panel

- 1) The judging of works to be acquired by the Shire will be undertaken by a panel of at least four judges appointed by MAC Inc. It will include one council member from the Shire, one member of the MAC Inc. Board, MAC Inc.'s Director or Artistic Programming Manager and at least one member of MAC Inc.'s Artistic Programming Panel.
- 2) Works will be pre-selected if necessary by MAC Inc.'s Artistic Programming Panel. Members of this Panel who are exhibiting will not be on the exhibition pre-selection panel.

4.7. Copyright

The artist and the Shire will have joint copyright in the purchased artwork(s). Neither party will exploit the copyright without the prior written consent of the other party. Such consent will not be unreasonably withheld.

4.8. Authorship and Attribution

Acknowledgment of the artist will accompany the display of all artwork(s) and any publicity using artwork(s) created in the course of this exhibition. All reproductions of the artwork(s) for publicity or otherwise, shall properly attribute the role of the artist.

4.9. Loans

- 1) All inward and outward loans are managed by MAC Inc.
- 2) The Shire has the right to decline any loans of artworks from their Collection, including short term, permanent or indefinite loans.
- 3) All outward loans are required to be made under signed agreement with the Shire.

- 4) All outward loans are to be insured by the recipient organisation for the duration of the loan period. All costs for insurance of outward loans will be the responsibility of the recipient organisation. MAC Inc. to obtain a copy of recipient organisations insurance certificates of currency.
- 5) All loans to the collection are properly cared for by MAC Inc. in keeping with the standards outlined in this policy.

4.10. De-accessioning and Disposal

- 1) Works from the collection may be considered for removal from the collection if they are in poor condition, damaged or deteriorated beyond repair or conservation, duplicated or do not meet with the requirements of the collection's policy statement.
- 2) Where a work has been nominated for de-accession it will be fully documented by MAC Inc. before disposal.
- 3) Undamaged works to be de-accessioned will either be offered to the artist, offered to a more suitable non-profit organisation, or put up for public auction, or otherwise disposed of subject to full consultation with the Art Collection Manager, the Artistic Programming Panel from MAC Inc. and the Manager Libraries, Communications and Engagement (Shire) with approval from the Chief Executive Officer (Shire). However, Shire of Mundaring, as the owner of the Collection, is responsible for making the final decision as to how and to whom any de-accessioned works are to be disposed.
- 4) De-accessioned work may be acquired by elected members or Shire employees only through the approved public processes outlined in point 3.
- 5) In general, works donated by individuals may only be disposed of in exceptional circumstances and must have the specific approval of Council. In this case, donated items should first be offered to the donor or donor's family, or be offered to other collections or institutions. As a last resort, artworks are offered for sale and funds employed to purchase future acquisitions.

5. SERVICE MEASURES

Strategies and initiatives, demonstrated through performance indicators are listed at Appendix 1. These service measures are to be reviewed annually by the Manager Libraries, Communications and Engagement and the Director MAC Inc. and new strategies, initiatives and key performance indicators will be developed where appropriate and agreed upon by the parties against the key objectives as outlined in Clause 3 no later than 30 July during each year of the term. The target indicators are provided as a goal in order to meet the key objectives. It is recognised that not all of these targets will be met. In addition, other strategies may be implemented in order to achieve the key objectives.

6. MAINTAINING RECORDS

The following records need to be accurately maintained:

- Financial
- Management records and minutes of meetings
- Staff information
- Annual Reports
- Data reports (As per the service measures)

7. REPORTING FORMAT

- 1) MAC Inc. shall submit a written report and data information every 6 months during the term of the agreement in the format as provided for in Appendix 2. These reports are to be submitted end of February and end of July.
- 2) An annual report containing audited financial statements, including auditors report, to be provided no later than 30 November each year.

8. ADDITIONAL PROJECTS

Shire of Mundaring from time to time may engage MAC Inc. to implement specific projects that are beyond the scope of this agreement. Funding for any specifically requested projects would be considered separate to this agreement.

Appendix 1**Key Performance Indicators 1 July 2023 to 30 June 2027**

Objective 1: To optimise funding opportunities and revenue streams in alignment with MAC Inc's 2023-2027 Strategic Plan.			
Strategy	Indicator	Target	Result
Submission of funding applications for activities and projects	Number of funding applications submitted	Two funding applications submitted per year	
	Amount of funding received	Minimum of \$95,000 in financial support for activities/projects gained through funding	
Development of sponsorship agreements with business and other organisations	Number of sponsorship approaches or applications	Minimum of one sponsorship agreement entered into per year	
Sale of works via gallery shop and exhibitions	Provision of income for local artists	Income from shop and gallery sales in line with current financial environment	
Promotion of Art Consultancy Service	Number of occasions of art consultancy	Minimum of one occasion of art consultancy per year; fee for service consultancy for Shire of Mundaring when the work is above the contract requirements.	

Objective 2: To enhance, promote and contribute to community cultural development			
Strategy	Indicator	Target	Result
Support a diverse range of arts activities/projects in Shire of Mundaring and surrounding region	Consulting with community (groups and individuals) to support public events and other activities/projects	Minimum of 6 diverse exhibitions per year supported by a program of associated activities in line with the MAC Inc. Strategic Plan	
Actively engage in inter-generational consultation, recognising social, cultural and environmental indicators	Identifying community need for arts activities/projects	Minimum of 3 community projects supported / conducted Minimum of 4 community workshops per term	
Support and develop partnerships with Shire of Mundaring and other government and non-government agencies	Collaboration with community to support arts activities/projects	Minimum of 20 collaborations with community groups/artists per year	
Promote activities of MAC Inc. through networking opportunities at Shire of Mundaring's Cultural Advisory Group	Number of meetings attended	At least 90% attendance at CAG meetings each year	
Promote excellence and potential in MAC programs	Increased profile of Mundaring Environmental Art Award	Annual Mundaring Environmental Art Award held with minimum 12 prizes awarded	

Objective 2: To enhance, promote and contribute to community cultural development			
Strategy	Indicator	Target	Result
Improve economic outcomes	Regular turnover of saleable items through MAC gallery	Minimum of 10 new artists represented via gallery and shop per year	

Objective 3: To advise and assist the Shire in the promotion, management and acquisition of Shire of Mundaring Art Collection			
Strategy	Indicator	Target	Result
Manage Shire of Mundaring's Art Collection in accordance with good practice principles	Develop and maintain catalogues of artworks	Register/catalogue of artworks is maintained and updated annually	
	Maintain and update Mundaring Art Collection website	Website is updated regularly and ongoing	
	Display and store artworks in appropriate manner to minimise deterioration	Storage area checked for damp and dust; at least twice per year Display checked twice per year	
	Regularly complete conservation survey	Conservation survey is carried out annually	

	Promotion of Shire collection via rotation of works in public foyer and offices of the Shire Administration Centre	Annual rotation of art works in Shire Administration Centre public foyer and offices Additional installation and rotations to be charged at \$85 per hour	
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Objective 4: To increase knowledge and understanding of arts activities/projects in the Shire of Mundaring			
Strategy	Indicator	Target	Result
Publicity (unpaid) achieved to support paid marketing and promotion of cultural activities	Promotion of MAC Inc. activities through media such as newspapers, newsletters, radio, magazines, e-business	>6 unpaid editorials, articles, reviews, etc p.a. by different publications, sites, etc	
Offer advisory and referral resource for the arts community and for the general community	Advisory and referral service offered via cultural planning processes	Database and resources on community activities, resources and artists updated regularly	
Maintain an engaged MAC Inc membership base	Members utilise membership to attend / participate in MAC Inc services	Increase MAC Inc membership by 5% p.a. >60% members attend two or more events or workshops each year	
Targeted marketing campaigns that support destination / cultural tourism	Audience engagement and non-residential visitation	Increase audience engagement by 5% p.a. 20% non-residential visitation	

APPENDIX 2

6 MONTH REPORTING FORMAT

1. Overview of the service.
2. Benefits to the target groups.
3. Difficulties arising from the delivery of the service.
4. Future goals of MAC Inc.
5. Report against service measures including key objectives (as identified in Schedule A, Clause 3), strategies and initiatives demonstrated through achievement against the agreed performance indicators objectives (as identified in Schedule A, Clause 4 and Appendix 1)

10.6 Statement of Financial Activity for period ended 31 December 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 Activity for period ended 31 December 2023 ↓

PURPOSE

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

The actual closing budget position as at 31 December 2023 was a surplus of \$30,585,586 compared to a budgeted year to date surplus to the end of December of \$23,802,387. 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 a statement of financial activity each month.

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 expenditure;
- Statement of Financial Activity (based on the Statement of Financial Activity adopted in the annual budget) for the period ending 31 December 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 December 2023;
- A graphical representation of the closing budget position for the period ending 31 December 2023 in comparison to the year to date budget and same period last year;
- Summary of Cash Investments with financial institutions as at 31 December 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 December 2023 was \$30,585,586 compared to a year to date budgeted surplus of \$23,802,387. This variation is due to:

1. The Shire's year to date actual operating expenses being \$776,494 less than the year to date budget (see explanation of variances);
2. The Shire's year to date actual operating revenue being \$619,137 greater than the year to date budget (see explanation of variances);

3. The Shire's net expenditure on investing activities (Capital works and funding of) being \$3,576,742 less than the year to date budget (see explanation of variances);
4. The Shire's net expenditure on financing activities (Transfers to/from reserves and repayment of loans) being \$1,091,782 less than the year to date budget (see explanation of variances); and
5. The actual brought forward opening surplus was \$98,826 less than the budgeted brought forward surplus. The primary reason for the difference was a year-end accrual of expenses as at 30 June for \$104,133 that was not accounted for in the budgeted brought forward position.

The Shire's total municipal cash funds (cash available for operations) as at 31 December 2023 was \$17,471,759 (\$17,081,282 at the same time last year).

Outstanding rates and waste charges as at 31 December 2023 was \$18,420,185 (41% of collectable rates and charges) compared to a figure of \$15,279,522 (36%) at the same time last year.

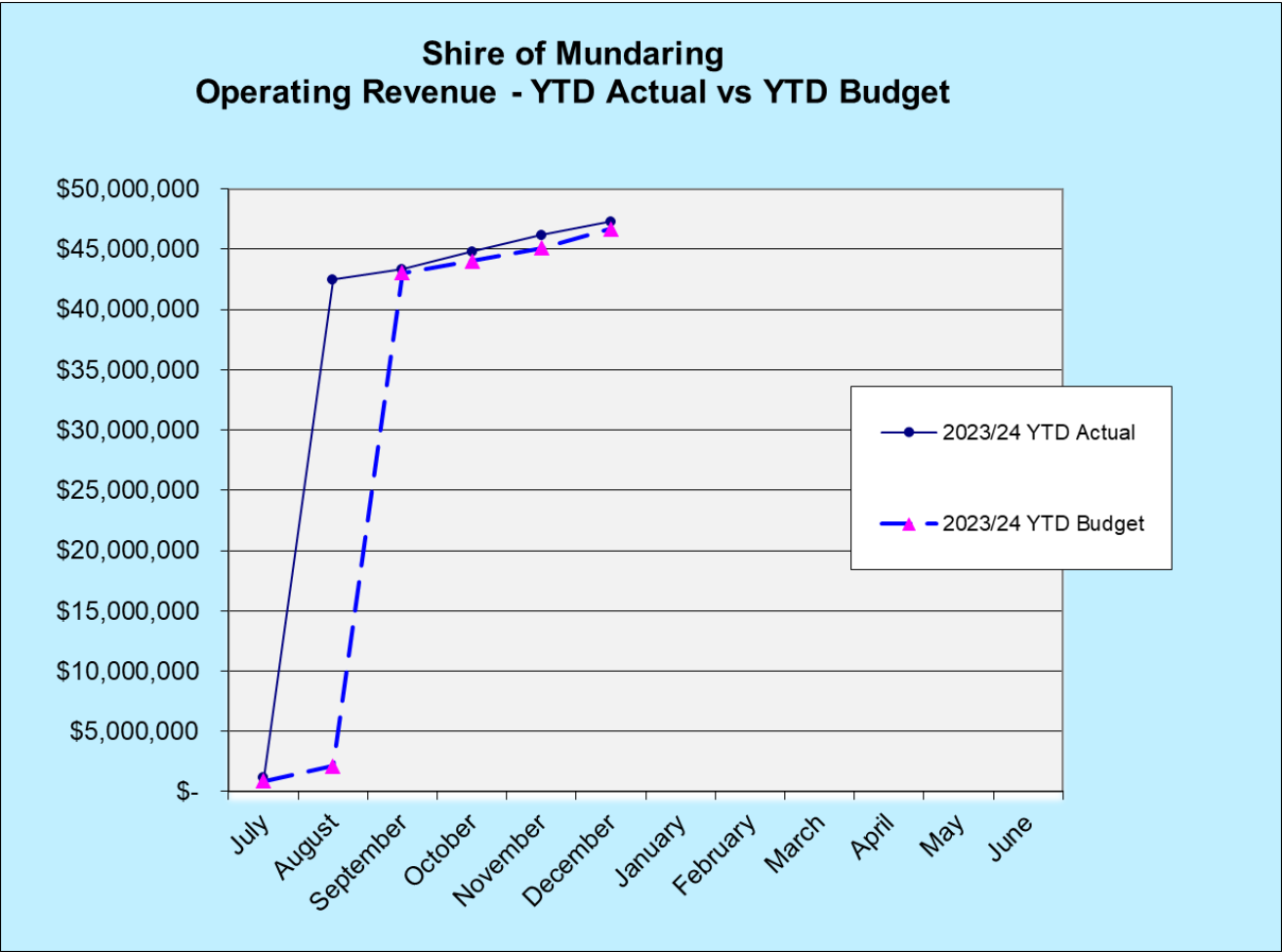
VOTING REQUIREMENT

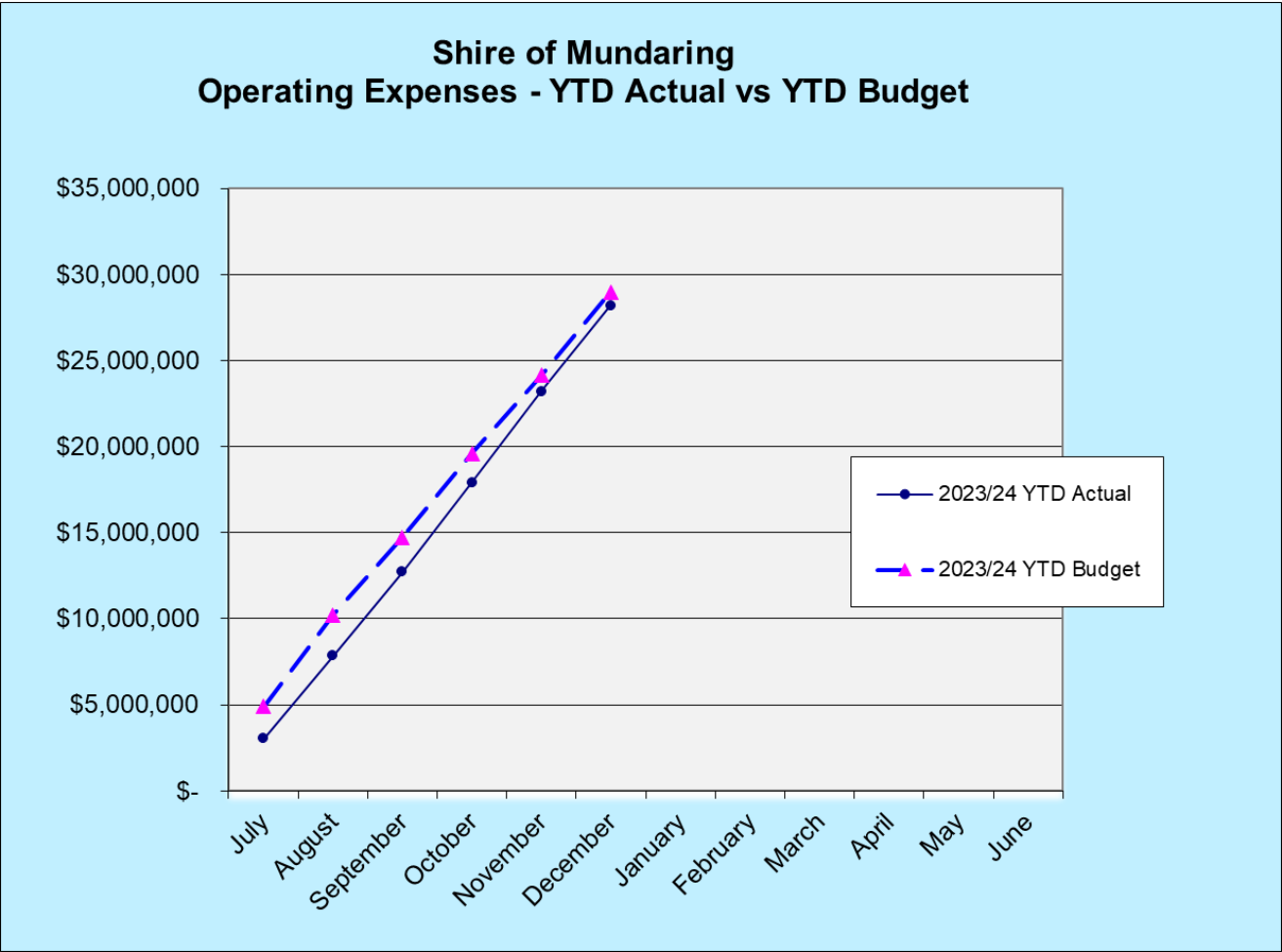
Simple Majority

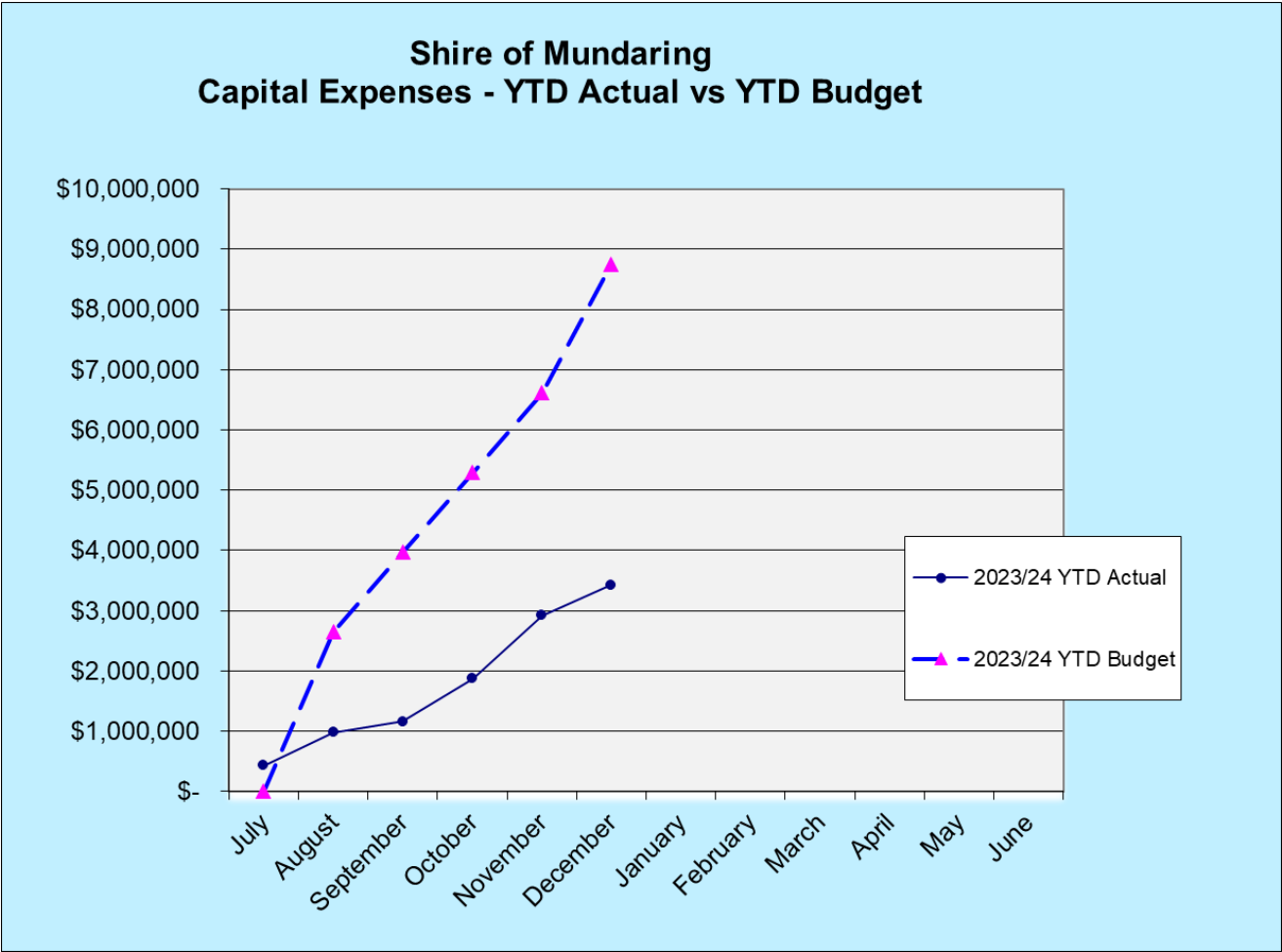
OFFICER RECOMMENDATION

That Council notes:

1. the closing position of the Shire for the period ending 31 December 2023 is a surplus of \$30,585,586, compared to the year to date budgeted surplus of \$23,802,387; 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 December 2023

	2023/24 YTD Budget	2023/24 YTD Actuals	2023/24 BUDGET	YTD Variance	YTD Variance
	\$	\$	\$	\$	%
OPERATING ACTIVITIES					
Revenue from operating activities					
Rates	32,427,299	32,347,427	32,505,427	(79,872)	-0.2%
Operating grants, subsidies and contributions	2,129,874	3,318,775	4,118,215	1,188,901	55.8%
Fees and charges	10,139,468	10,424,039	12,285,937	284,571	2.8%
Interest earnings	713,504	386,498	1,427,000	(327,006)	-45.8%
Other revenue	649,490	770,651	1,261,417	121,161	18.7%
Profit on asset disposals	620,000	51,381	620,000	(568,619)	-91.7%
	46,679,635	47,298,772	52,217,996	619,137	1.3%
Expenditure from operating activities					
Employee costs	(11,850,407)	(11,792,645)	(23,338,795)	57,762	-0.5%
Materials and contracts	(10,773,325)	(10,150,123)	(23,060,660)	623,202	-5.8%
Utility charges	(693,290)	(521,608)	(1,383,021)	171,682	-24.8%
Depreciation on non-current assets	(4,156,076)	(4,277,908)	(8,456,170)	(121,832)	2.9%
Interest expenses	(165,900)	(142,079)	(340,263)	23,821	-14.4%
Insurance expenses	(640,933)	(660,497)	(640,933)	(19,564)	3.1%
Other expenditure	(695,746)	(633,295)	(1,144,792)	62,451	-9.0%
Loss on asset disposals	-	(21,028)	-	(21,028)	0.0%
Total	(28,975,677)	(28,199,183)	(58,364,634)	776,494	-2.7%
Non-cash amounts excluded from operating activities					
Depreciation on Assets	4,156,076	4,277,908	8,456,170	121,832	-2.9%
(Profit)/Loss on Disposal of Assets	(620,000)	(30,354)	(620,000)	589,646	95.1%
Deferred Rates Adjustment	-	106,392	-	106,392	0.0%
Amount attributable to operating activities	21,240,034	23,453,536	1,689,532	2,213,502	10.4%
INVESTING ACTIVITIES					
Inflows from investing activities					
Capital grants, subsidies and contributions	1,582,577	1,243,524	3,901,110	(339,053)	-21.4%
Proceeds from disposal of assets	1,591,798	187,104	2,183,594	(1,404,694)	-88.2%
	3,174,375	1,430,628	6,084,704	(1,743,747)	-54.9%
Outflows from investing activities					
Payments for property, plant and equipment	(3,198,100)	(933,257)	(6,122,062)	2,264,843	-70.8%
Payments for construction of infrastructure	(5,550,827)	(2,495,182)	(9,761,577)	3,055,645	-55.0%
	(8,748,927)	(3,428,439)	(15,883,639)	5,320,488	-60.8%
Amount attributable to investing activities	(5,574,552)	(1,997,810)	(9,798,935)	3,576,742	-64.2%
FINANCING ACTIVITIES					
Inflows from financing activities					
Transfers from reserve accounts	160,000	142,765	7,210,631	(17,235)	-10.8%
	160,000	142,765	7,210,631	(17,235)	-10.8%
Outflows from financing activities					
Repayment of borrowings	(386,436)	(317,365)	(772,872)	69,071	-17.9%
Payments for principal portion of lease liabilities	-	-	(210,505)	-	0.0%
Transfers to reserve accounts	(1,337,500)	(297,554)	(7,204,268)	1,039,946	-77.8%
	(1,723,936)	(614,919)	(8,187,645)	1,109,017	-64.3%
Amount attributable to financing activities	(1,563,936)	(472,154)	(977,014)	1,091,782	69.8%
MOVEMENT IN SURPLUS OR DEFICIT					
Surplus or deficit at the start of the financial year	9,700,841	9,602,015	9,700,841	(98,826)	-1.0%
Amount attributable to operating activities	21,240,034	23,453,536	1,689,532	2,213,502	10.4%
Amount attributable to investing activities	(5,574,552)	(1,997,810)	(9,798,935)	3,576,742	-64.2%
Amount attributable to financing activities	(1,563,936)	(472,154)	(977,014)	1,091,782	-69.8%
Surplus or deficit at the end of the period	23,802,387	30,585,586	614,424	6,783,199	28.5%

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	(79,872)	-0.25%	Timing	No interim rates processed as yet.
Operating grants, subsidies and contributions	1,188,901	56%	Timing	Additional Bushfire Mitigation Activity Grant Funding of \$120,000 received and additional \$250,000 acquitted earlier than budgeted - will be a forecast adjustment in the mid-year budget review. Child Care Subsidy Grants of \$218,510 received earlier than budgeted. Midvale Hub Funding of \$135,733 received earlier than budgeted. IAS Funding of \$138,863 received earlier than budgeted. FOGO Grant (from DWER) of \$159,200 not included in budget - will be forecast adjustment in the mid-year budget review.
Fees and charges	284,571	3%	Timing	Childcare fees income \$144,652 greater than YTD Budget. Statutory Building licence fees \$37,890 greater than YTD budget.
Interest earnings	(327,006)	-46%	Timing	Impact of the reversal on interest accrued as at 30 June 2023 - \$411k. Variance will reduce as interest is earned and recognised (as term deposits mature) during 2023/24.
Other revenue	121,161	19%	Permanent	Reimbursement of leave from other councils \$30,595 greater than YTD Budget. Reimbursement of Workers Compensation payments \$46,336 greater than YTD Budget.
Profit on asset disposals	(568,619)	-92%	Permanent	Sale of Scott Street Property has not occurred.
Expenditure from operating activities				
Employee costs	57,762	-0.5%		Within variance threshold.
Materials and contracts	623,202	-6%		Within variance threshold.
Utility charges	171,682	-25%	Timing	Timing of utility invoices, most significantly street lighting which is \$107,202 less than YTD Budget.
Depreciation on non-current assets	(121,832)	3%		Within variance threshold.
Interest expenses	23,821	-14%	Timing	Relates to the timing of loans repayments, current month payment not due until 1st of following month.
Insurance expenses	(19,564)	3%		Within variance threshold.
Other expenditure	62,451	-9%		Within variance threshold.
Loss on asset disposals	(21,028)	0%	Permanent	The budget forecast that the proceeds from the disposal of plant and vehicles would equal the written down value of the assets disposed of (i.e. no profit or loss on the sale of plant).
Operating activities excluded from rate setting				
Depreciation on Assets	121,832	-3%		Within variance threshold.
(Profit)/Loss on Disposal of Assets	589,646	95%	Permanent	Sale of Scott Street Property has not occurred.
Deferred Rates Adjustment	106,392	0%	Permanent	Movement in deferred pensioner rates is not budgeted for.

Investing Activities				
Non-operating grants, subsidies and contributions	(339,053)	-21%	Timing	Relates to timing of multiple grants. Most significantly the DFES Capital Grant Funding of \$132,500 not yet received.
Proceeds from disposal of assets	(1,404,694)	-88%	Timing	Relates to the timing of disposal of plant and vehicles. Sale of Scott Street hasn't occurred (budgeted proceeds of \$1 million).
Payments for property, plant and equipment	2,264,843	-71%	Timing	Variances due to numerous acquisitions/projects. Most significant variance is the plant/vehicle replacement program - YTD budget of \$2.16 million compared to YTD Actual of \$810k.
Payments for construction of infrastructure	3,055,645	-55%	Timing	Variances spread over numerous projects.
Financing Activities				
Transfers from reserve accounts	(17,235)	-11%	Timing	Majority of reserves transfers will occur at year end.
Repayment of borrowings	69,071	-18%	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	1,039,946	-78%	Timing	Sale of Scott Street has not occurred. The budgeted proceeds of \$1 million are to be transferred to reserve should the sale occur.

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

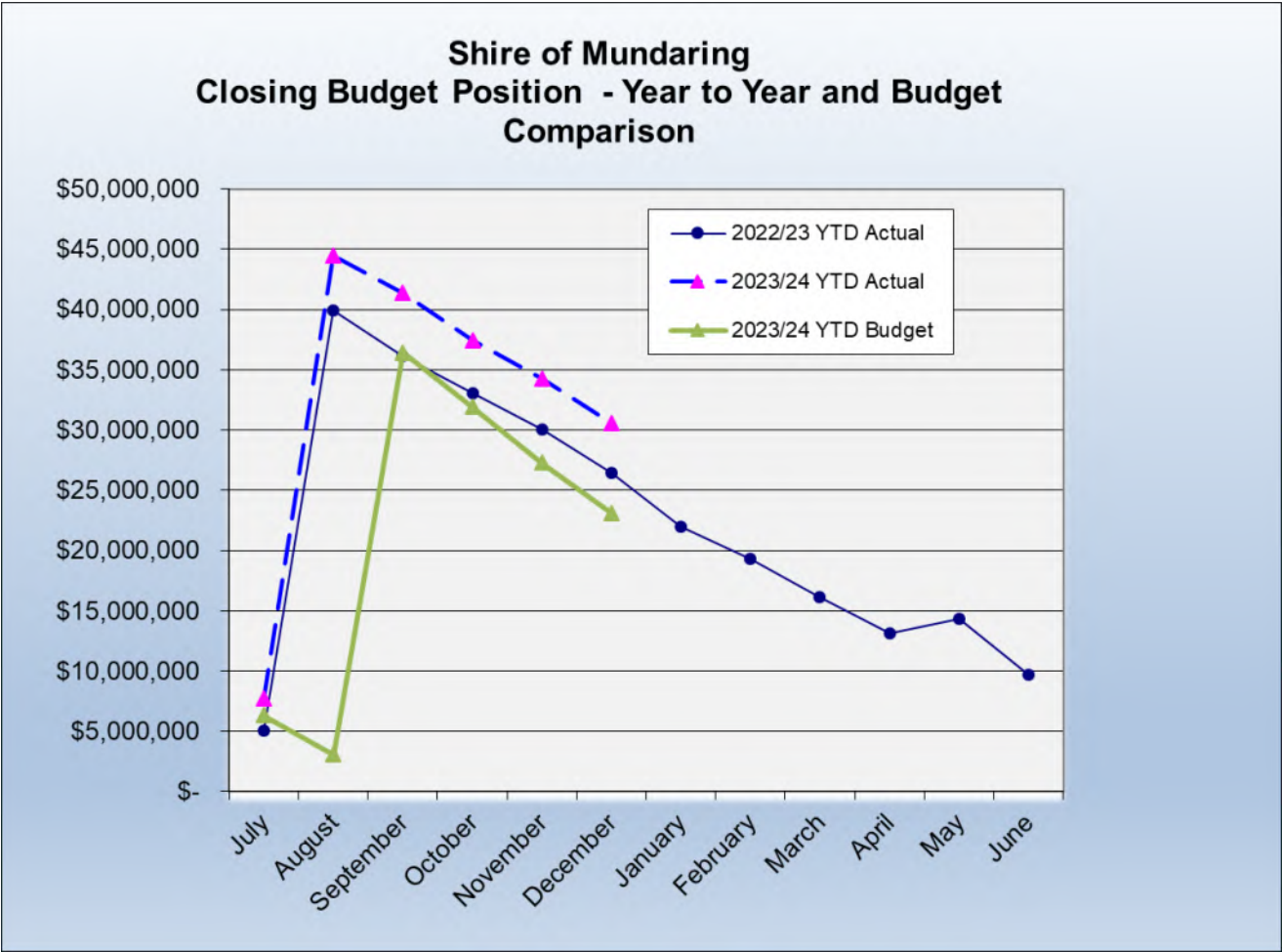
Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

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 December 2022	Actual 31 December 2023
CURRENT ASSETS		
Rates & Sanitation Debtors	15,279,522	18,420,185
Debtors	897,628	1,379,112
TOTAL RECEIVABLES - CURRENT	16,177,151	19,799,297
STOCK ON HAND	153,747	112,295
CASH ASSETS		
Municipal	17,081,282	17,471,759
Restricted Cash	33,349,924	32,658,611
Total Bank Accounts	50,431,206	50,130,370
TOTAL CURRENT ASSETS	66,762,103	70,041,962
CURRENT LIABILITIES		
Creditors	(6,357,428)	(5,556,823)
Borrowings - Current Portion	(735,493)	(455,507)
Lease Liability - Current Portion	(156,853)	(223,602)
Provisions	(3,535,564)	(3,809,785)
	(10,785,338)	(10,045,717)
NET CURRENT ASSETS	55,976,765	59,996,245
Less Reserve Funds	(30,420,138)	(30,089,768)
Add Current Loan Liability	735,493	455,507
Add Current Lease Liability	156,853	223,602
CLOSING BUDGET SURPLUS/(DEFICIT)	26,448,973	30,585,586



SHIRE OF MUNDARING						
INVESTMENT SUMMARY as at 31 December 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)	4,044,883	3.60%	N/A	N/A	
153	Bendigo	2,122,105	4.49%	92	days	10-Oct-23
162	Suncorp	3,000,000	4.92%	120	days	4-Oct-23
163	Suncorp	4,000,000	4.93%	150	days	16-Oct-23
164	CBA	4,000,000	4.87%	183	days	23-Oct-23
	Total	17,166,988				
RESTRICTED ASSET FUNDS						
<i>Restricted Use Funds</i>						
4	Bendigo Investment Account (on Call)	2,568,843	3.60%	N/A	N/A	N/A
	Total	2,568,843				
	TOTAL MUNI INVESTMENTS	19,735,832				
RESERVE FUNDS						
2	Bendigo Investment Account (on Call)	578,942	3.60%	N/A	N/A	N/A
60A	Bendigo	3,693,416	5.40%	365	days	20-Jun-23
127	NAB	4,073,755	5.10%	211	days	4-Sep-23
128	Westpac	4,945,393	4.35%	365	days	22-Mar-23
145	NAB	2,657,549	5.30%	365	days	23-Oct-23
159	NAB	4,140,712	5.10%	182	days	21-Aug-23
161	Suncorp	5,000,000	5.22%	365	days	26-Sep-23
165	CBA	5,000,000	5.24%	244	days	26-Oct-23
	TOTAL RESERVE INVESTMENTS	30,089,768				
	TOTAL MUNI / RESERVE INVESTMENTS	49,825,599				
TRUST FUNDS						
<i>POS Funds</i>						
3	Bendigo Investment Account (on Call)	2,571,457	3.60%	N/A	N/A	N/A
	TOTAL TRUST INVESTMENTS	2,571,457				

10.7 List of Payments for December 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. Payment Between Meetings December 2023 ↓

PURPOSE

A list of accounts paid from the Municipal Fund and Trust Fund under the Chief Executive Officer's delegated authority for the month of December 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*

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

- (1) *If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared –*
 - (a) *the payee's name;*
 - (b) *the amount of the payment;*
 - (c) *the date of the payment;*

- (d) *sufficient information to identify the payment.*
- (2) *A list prepared under subregulation (1) must be —*
 - (a) *presented to the council at the next ordinary meeting of the council after the list is prepared; and*
 - (b) *recorded in the minutes of that meeting.*

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

OFFICER RECOMMENDATION
That Council notes the list of payments made during December 2023 (Attachment 1).

PAYMENTS BETWEEN MEETINGS

The schedule of accounts paid for the month of December 2023 totals **\$5,784,945.30**

and includes:

- Municipal Cheques 200636 – 200641 and
- Electronic Funds Transfers.

Schedule of Accounts:

	Direct Debit Amounts \$	Total \$
MUNICIPAL CHEQUE PAYMENTS		42,357.50
EFT PAYMENTS		4,590,140.61
EFT PAYROLL PAYMENTS		1,152,447.19
NATIONAL AUSTRALIA BANK (NAB PURCHASE CARD)	16,691.40	
FLEETCARE FUEL PAYMENTS	6,807.65	
BENDIGO MERCHANT BANK FEES	3,264.92	
BENDIGO DIRECT DEBIT FEES (incl. FTS)	266.78	
HP FINANCIAL SERVICES - EQUIPMENT LEASE	22,531.94	
COMMONWEALTH BANK – BPOINT FEES	41.54	
KONICA MINOLTA – PRINTER LEASE	4,040.42	
WA TREASURY CORPORATION	91,888.81	
RMS – LAKES MONTHLY LICENCE FEE	202.40	
RMS – MONTHLY SMS FEES	23.49	
DEBITSUCCESS	337.73	
QIKKIDS - FEES	102.74	
CBA MERCHANT FEE	1,614.77	
BPAY MONTHLY FEE	1,803.95	
WEX AUSTRALIA	727.77	
ICMSFE	593.90	
TOTAL ELECTRONIC FUND PAYMENTS DIRECT FROM MUNICIPAL ACCOUNT		150,940.21
 TOTAL MUNICIPAL ACCOUNT		 5,784,945.30
 TRUST ACCOUNT		 0.00
TOTAL ALL SCHEDULES		\$5,784,945.30

**MONTHLY LIST OF ACCOUNTS PAID
DECEMBER 2023**

<u>Date</u>	<u>Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
Cheque Details					
06/12/2023	00200636	Shire of Mundaring	PETTY CASH REIMBURSEMENT		\$ 896.10
05/12/2023	PETTY CASH		PETTY CASH REIMBURSEMENT - BROWN PARK	\$ 235.05	
05/12/2023	PETTY CASH		PETTY CASH REIMBURSEMENT - MUNDARING LIBRARY	\$ 361.05	
05/12/2023	PETTY CASH		PETTY CASH REIMBURSEMENT - MT HELENA POOL 2023/24 SEASON FLOAT	\$ 300.00	
08/12/2023	00200637	Shire of Mundaring	PETTY CASH REIMBURSEMENT		\$ 175.80
07/12/2023	PETTY CASH		PETTY CASH REIMBURSEMENT - BROWN PARK	\$ 175.80	
14/12/2023	00200638	Shire of Mundaring	PETTY CASH REIMBURSEMENT		\$ 690.40
12/12/2023	PETTY CASH		PETTY CASH REIMBURSEMENT - ADMIN	\$ 690.40	
19/12/2023	00200639	Shire of Mundaring	PETTY CASH REIMBURSEMENT		\$ 177.75
18/12/2023	PETTY CASH		PETTY CASH REIMBURSEMENT - LAKE LESCHENAUTIA	\$ 177.75	
19/12/2023	00200640	Alinta Energy	GAS		\$ 836.00
15/12/2023	2559546709		GAS - MECPC 11/08/23 - 09/11/2023	\$ 836.00	
19/12/2023	00200641	Department of Transport Licensing &	VEHICLE NUMBER PLATE		\$ 39,581.45
18/12/2023	011111526581		FLEET VEHICLE REGO FOR 2024	\$ 39,581.45	
Total Confirmation Cheques				\$ 42,357.50	\$ 42,357.50
Electronic Funds Transfer					
04/12/2023	3588.10904-01	Split Horizon Pty Ltd	IT HARDWARE		\$ 3,429.69
27/11/2023	INV-0815		SUPPLY & DELIVER 5X VESA MOUNTS FOR PCS	\$ 418.00	
20/11/2023	INV-0814		SUPPLY & DELIVER 10X HP E24 MONITORS	\$ 3,011.69	
04/12/2023	3588.11135-01	Frontline Fire & Rescue (Bluesteel)	EQUIPMENT PURCHASES		\$ 4,249.55
15/11/2023	80179		EQUIPMENT PURCHASES - CHIDLOW VBFB	\$ 1,089.18	
15/11/2023	80212		EQUIPMENT PURCHASES - WOOROLOO VBFB	\$ 363.00	
15/11/2023	80248		EQUIPMENT PURCHASES - DARLING RANGE VBFB	\$ 335.13	
15/11/2023	80246		EQUIPMENT PURCHASES - STONEVILLE VBFB	\$ 118.05	
15/11/2023	80244		EQUIPMENT PURCHASES - STONEVILLE VBFB	\$ 79.95	
15/11/2023	80240		EQUIPMENT PURCHASES - DARLINGTON VBFB	\$ 467.44	
15/11/2023	80238		EQUIPMENT PURCHASES - CHIDLOW VBFB	\$ 513.37	
15/11/2023	80237		EQUIPMENT PURCHASES - DARLINGTON VBFB	\$ 1,283.43	
04/12/2023	3588.11161-01	AXIIS Contracting Pty Ltd	EARTHWORKS		\$ 24,850.40
01/12/2023	7892		FOOTPATH WORKS - SALISBURY ROAD MIDVALE	\$ 24,850.40	
04/12/2023	3588.11210-01	Mr D A Jeans	COUNCILLOR ALLOWANCE		\$ 2,305.84
01/12/2023	MEETING FEE		ENTITLEMENTS FOR DECEMBER 2023	\$ 2,014.17	
01/12/2023	ICT ALLOWANCE		ENTITLEMENTS FOR DECEMBER 2023	\$ 291.67	
04/12/2023	3588.11418-01	WA Fire Protection	MAINTENANCE		\$ 308.00
27/11/2023	WAFP-60478		CALLOUT TO REPAIR FIRE PANEL FAULTS - SCFC CLAYTON VIEW	\$ 308.00	
04/12/2023	3588.11578-01	Corsign WA Pty Ltd	SIGNAGE		\$ 478.50
30/11/2023	00079877		SUPPLY & DELIVER VARIOUS STREET NAME SIGNS	\$ 478.50	
04/12/2023	3588.11587-01	Mrs N D Zlatnik	COUNCILLOR ALLOWANCE		\$ 2,305.84
01/12/2023	MEETING FEE		ENTITLEMENTS FOR DECEMBER 2023	\$ 2,014.17	
01/12/2023	ICT ALLOWANCE		ENTITLEMENTS FOR DECEMBER 2023	\$ 291.67	
04/12/2023	3588.11953-01	The Stationery Co (C Willis & D J Willis)	STATIONERY		\$ 203.20
01/12/2023	170283		STATIONERY ITEMS	\$ 203.20	
04/12/2023	3588.12134-01	W.A. Library Supplies	LIBRARY SUPPLIES		\$ 815.00
17/11/2023	00136137		LIBRARY SUPPLIES	\$ 815.00	
04/12/2023	3588.12149-01	TenderLink.com	ADVERTISING		\$ 190.30
01/12/2023	MUNDAR-578785		ADVERTISING	\$ 190.30	
04/12/2023	3588.12278-01	Cleverpatch Pty Ltd	CRAFT MATERIALS		\$ 240.13
10/11/2023	515682		CRAFT MATERIALS	\$ 240.13	
04/12/2023	3588.12454-01	Hills Windscreens	WINDSCREENS		\$ 330.00
24/11/2023	95		SUPPLY & FIT WINDSCREEN TO 082MDG	\$ 330.00	

**MONTHLY LIST OF ACCOUNTS PAID
DECEMBER 2023**

<u>Date</u>	<u>Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
04/12/2023	3588.12579-01	Mr V Crowe	LANDSCAPE & MAINTENANCE SERVICES		\$ 2,796.00
29/11/2023	2257		LANDSCAPE SERVICES - SCFC CLAYTON VIEW	\$ 480.00	
29/11/2023	2258		LANDSCAPE SERVICES - CPC MIDDLE SWAN	\$ 288.00	
29/11/2023	2259		LANDSCAPE & MAINTENANCE SERVICES - MECPC	\$ 384.00	
28/11/2023	2260		LANDSCAPE SERVICES & TIP FEES - SCFC CLAYTON VIEW	\$ 924.00	
28/11/2023	2261		LANDSCAPE SERVICES - CPC MIDDLE SWAN	\$ 288.00	
28/11/2023	2262		LANDSCAPE SERVICES - MECPC	\$ 432.00	
04/12/2023	3588.12898-01	Accredit Building Surveying & Construction	BUILDING SURVEYING		\$ 495.00
01/12/2023	5306-I1		BUILDING SURVEYING - PARKVIEW GARDENS HELENA VALLEY	\$ 495.00	
04/12/2023	3588.12938-01	Aussie Broadband Pty Ltd	NBN ENTERPRISE ETHERNET		\$ 1,195.22
28/11/2023	29505391		NBN ENTERPRISE ETHERNET - VARIOUS LOCATIONS	\$ 1,195.22	
04/12/2023	3588.12951-01	Traffic Force	TRAFFIC MANAGEMENT SERVICES		\$ 2,487.38
01/12/2023	00035330		TRAFFIC MANAGEMENT SERVICES - SHOULDER MAINTENANCE	\$ 2,487.38	
04/12/2023	3588.13345-01	ABM Landscaping (Mikevie Pty Ltd T/As:)	LANDSCAPING & MAINTENANCE		\$ 56,492.95
01/12/2023	INV-4623		LANDSCAPE MAINTENANCE - GREAT EASTERN HIGHWAY	\$ 2,370.05	
01/12/2023	INV-4624		LANDSCAPE MAINTENANCE - MUNDARING COMMUNITY CENTRE	\$ 2,178.99	
01/12/2023	INV-4628		LANDSCAPE MAINTENANCE - MUNDARING INFANT HEALTH CENTRE	\$ 110.00	
01/12/2023	INV-4632		LANDSCAPE MAINTENANCE - STONEVILLE FIRE HALL	\$ 209.00	
01/12/2023	INV-4677		TREE PLANTING - DARLINGTON OVAL OCTOBER 2023	\$ 5,039.23	
01/12/2023	INV-4621		LANDSCAPE MAINTENANCE - ADMIN & MUNDARING TOWN CENTRE	\$ 17,114.19	
01/12/2023	INV-4622		LANDSCAPE MAINTENANCE - HELENA VALLEY RD ENTRY STATEMENT	\$ 15,853.49	
01/12/2023	INV-4674		SUPPLY & INSTALL NEW TURF - MUNDARING OVAL	\$ 10,802.00	
01/12/2023	INV-4698		SUPPLY & INSTALL TURF - BROWN PARK & HARRY RISEBOROUGH OVALS	\$ 2,816.00	
04/12/2023	3588.13368-01	Midland Nissan and Isuzu (Idom Midland	PARTS		\$ 114.32
15/11/2023	62278055		SUPPLY ANTENNA FOR P720	\$ 114.32	
04/12/2023	3588.13470-01	Parkerville Tavern (Taryn Enterprises	SPONSORSHIP		\$ 250.00
28/11/2023	INV-1123		SPONSORSHIP DESTINATION PERTH MEMBER MINGLE EVENT	\$ 250.00	
04/12/2023	3588.13628-01	Mrs P Mehta	COUNCILLOR ALLOWANCE		\$ 2,305.84
01/12/2023	MEETING FEE		ENTITLEMENTS FOR DECEMBER 2023	\$ 2,014.17	
01/12/2023	ICT ALLOWANCE		ENTITLEMENTS FOR DECEMBER 2023	\$ 291.67	
04/12/2023	3588.13698-01	Cafe Mojo Mundaring (A Space to Grow	CATERING		\$ 460.90
30/11/2023	1698		CATERING - SPECIAL COUNCIL FORUM ON 20/11/2023	\$ 460.90	
04/12/2023	3588.138-01	Sonic HealthPlus Pty Ltd	MEDICAL EXAMINATION		\$ 250.80
27/11/2023	3086375		PRE-EMPLOYMENT MEDICAL EXAMINATION	\$ 250.80	
04/12/2023	3588.13879-01	One Tree Community Services Inc	STAFF TRAINING		\$ 79.20
17/11/2023	3472		STAFF TRAINING - CERT III IN EARLY CHILDHOOD EDUCATION	\$ 79.20	
04/12/2023	3588.14013-01	Eastern Hills Chainsaws & Mowers Pty	PARTS		\$ 40.50
27/11/2023	51200 #5		SUPPLY OF VARIOUS SMALL PARTS FOR WORKSHOP	\$ 40.50	
04/12/2023	3588.14200-01	Mundaring Glass and Security (The Trustee	MAINTENANCE		\$ 1,645.50
01/12/2023	00005039		REPAIR SLIDING SECURITY DOOR - MECPC	\$ 544.50	
30/11/2023	00004877		REGLAZE 2X WINDOWS - BRUCE DOUGLAS PAVILION	\$ 1,101.00	
04/12/2023	3588.14220-01	Ms K Beale	COUNCILLOR ALLOWANCE		\$ 2,305.84
01/12/2023	MEETING FEE		ENTITLEMENTS FOR DECEMBER 2023	\$ 2,014.17	
01/12/2023	ICT ALLOWANCE		ENTITLEMENTS FOR DECEMBER 2023	\$ 291.67	
04/12/2023	3588.14221-01	Mrs P McNeil	COUNCILLOR ALLOWANCE		\$ 8,485.42
01/12/2023	MEETING FEE		ENTITLEMENTS FOR DECEMBER 2023	\$ 2,700.83	
01/12/2023	ALLOWANCE		ENTITLEMENTS FOR DECEMBER 2023	\$ 5,492.92	
01/12/2023	ICT ALLOWANCE		ENTITLEMENTS FOR DECEMBER 2023	\$ 291.67	
04/12/2023	3588.14222-01	Mr L W Ellery	COUNCILLOR ALLOWANCE		\$ 2,305.84
01/12/2023	MEETING FEE		ENTITLEMENTS FOR DECEMBER 2023	\$ 2,014.17	
01/12/2023	ICT ALLOWANCE		ENTITLEMENTS FOR DECEMBER 2023	\$ 291.67	
04/12/2023	3588.14236-01	Mrs J E Cicchini	COUNCILLOR ALLOWANCE		\$ 2,305.84
01/12/2023	MEETING FEE		ENTITLEMENTS FOR DECEMBER 2023	\$ 2,014.17	
01/12/2023	ICT ALLOWANCE		ENTITLEMENTS FOR DECEMBER 2023	\$ 291.67	

**MONTHLY LIST OF ACCOUNTS PAID
DECEMBER 2023**

<u>Date</u>	<u>Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
04/12/2023	3588.14239-01	1Spatial Australia Pty Limited	SUBSCRIPTION		
22/11/2023	SIN025039		FME LOCAL GOVERNMENT SUBSCRIPTION LGS YEAR 3 OF 3	\$ 16,500.00	\$ 16,500.00
04/12/2023	3588.14276-01	Beachwheels Australia Pty Ltd	PARTS		
30/11/2023	INV-1872		SUPPLY & DELIVER ALL TERRAIN CHAIR BRAKE ASSEMBLIES	\$ 319.98	\$ 319.98
04/12/2023	3588.14430-01	Ms A M Carlin	DESIGN FEES/COSTS		
01/12/2023	756		DESIGN FEES/COSTS - SOCIAL MEDIA LAKE LESCHENAUTIA	\$ 815.00	\$ 815.00
04/12/2023	3588.14583-01	Fleet Network Pty Ltd	NOVATED LEASE		
23/11/2023	126254		NOVATED LEASE - 22/11/2023	\$ 762.85	\$ 762.85
04/12/2023	3588.14644-01	Uniting Global Pty Ltd	CLEANING		
29/11/2023	INV-0978		CLEANING SERVICES - FUNCTION CLEAN ON 15/10/2023	\$ 440.75	\$ 881.50
27/11/2023	INV-0979		CLEANING SERVICES - BOYA HALLS FUNCTION CLEAN ON 01/10/2023	\$ 440.75	
04/12/2023	3588.14870-01	Eastern Hills Bakery (Q.N Lowings & 34	CATERING		
29/11/2023	34		CATERING - CONTACT/GRIEVANCE OFFICER TRAINING	\$ 123.00	\$ 123.00
04/12/2023	3588.14882-01	BB Recruitment & Consulting Service	TEMP STAFF		
01/12/2023	I0002382		TEMP STAFF - MECPC CHILDCARE AGENCY STAFF	\$ 2,663.38	\$ 5,916.63
01/12/2023	INV-0102		TEMP STAFF - MECPC CHILDCARE AGENCY STAFF	\$ 3,253.25	
04/12/2023	3588.15126-01	Cromag Pty Ltd T/A Sigma Chemicals	CHEMICALS		
01/12/2023	174818/01		CHEMICALS - MT HELENA AQUATIC CENTRE	\$ 105.60	\$ 105.60
04/12/2023	3588.15153-01	D& L Studio Pty Ltd T/A Metal Artwork	NAME BADGES		
29/11/2023	22655		SUPPLY & DELIVER NAME BADGES - LIBRARY STAFF	\$ 26.84	\$ 26.84
04/12/2023	3588.15170-01	Twistech Pty Ltd	FENCING		
01/12/2023	INV-0153		REPAIR DAMAGED FENCING - MATHIESON RD TRANSFER STATION	\$ 352.00	\$ 6,308.50
01/12/2023	INV-0148		SUPPLY & INSTALL RAILED FENCING - DANNY WIMPERIS RESERVE	\$ 4,482.50	
27/11/2023	INV-0150		REPAIR DAMAGED FENCING - COPPIN RD TRANSFER STATION	\$ 462.00	
27/11/2023	INV-0149		REPAIR DAMAGED FENCING - COPPIN RD TRANSFER STATION	\$ 660.00	
01/12/2023	INV-0152		REPAIR DAMAGED FENCING - COPPIN RD TRANSFER STATION	\$ 352.00	
04/12/2023	3588.15207-01	Veale Corporation Pty Ltd T/A Veale	PARTS		
27/11/2023	19738291		SUPPLY ASSORTED PARTS & FILTERS FOR P2483	\$ 436.20	\$ 436.20
04/12/2023	3588.1521-01	Dial A Nappy & Busiclean	GOODS		
01/12/2023	INV-16970		CLEANING CHEMICALS FOR MECPC	\$ 2,285.90	\$ 2,548.20
01/12/2023	INV-16965		CLEANING CHEMICALS FOR CPC MIDDLE SWAN	\$ 262.30	
04/12/2023	3588.15437-01	WA School Canteen Suppliers	KIOSK STOCK		
27/11/2023	00001430		KIOSK STOCK - BILGOMAN AQUATIC CENTRE	\$ 69.75	\$ 747.13
27/11/2023	00001429		KIOSK STOCK - BILGOMAN AQUATIC CENTRE	\$ 677.38	
04/12/2023	3588.15444-01	Garden Insight	GRAVEL		
01/12/2023	INV231124SOM		SUPPLY GRAVEL FOR DARLINGTON COMMUNITY GROUP ENTRY	\$ 935.00	\$ 935.00
04/12/2023	3588.1689-01	Compsys Pty Ltd T/A Harmony Software	SOFTWARE EXPENSES		
20/11/2023	3-33352		SOFTWARE SUBSCRIPTION - OCTOBER 2023	\$ 858.60	\$ 858.60
04/12/2023	3588.1955-01	Cleanaway	RECYCLING FEES		
01/12/2023	21761391		RECYCLING FEES - OCTOBER 2023	\$ 83,274.00	\$ 83,274.00
04/12/2023	3588.21-01	Eastern Metropolitan Regional Council	WASTE COLLECTIONS		
01/12/2023	EMRC54058		TRANSFER STATION FEES	\$ 32,908.97	\$ 138,848.05
29/11/2023	EMRC54057		TRANSFER STATION FEES	\$ 104,729.08	
29/11/2023	EMRC54303		TRANSFER STATION FEES	\$ 1,210.00	
04/12/2023	3588.234-01	Coles Supermarkets Australia Pty Ltd	KIOSK SUPPLIES		
28/11/2023	179722339		FOOD & CONSUMABLES FOR CHILDREN - MECPC	\$ 655.56	\$ 655.56
04/12/2023	3588.2770-01	Mrs M V Woodward	STOCK PURCHASES		
30/11/2023	29		MUNDARING VISITOR CENTRE STOCK	\$ 96.00	\$ 96.00
04/12/2023	3588.307-01	McLeods Barristers and Solicitors	LEGAL MATTER		
29/11/2023	132608		LEGAL MATTER 32243 - FAMILY DAYCARE MEMBERSHIP AGREEMENT	\$ 1,298.88	\$ 1,298.88
04/12/2023	3588.3338-01	RSEA Pty Ltd	SAFETY EQUIPMENT		
28/11/2023	15253633		SAFETY BOOTS	\$ 193.49	\$ 193.49
04/12/2023	3588.375-01	Team Global Express Pty Ltd	COURIER SERVICES		
15/11/2023	0593-S364420		COURIER SERVICES	\$ 153.56	\$ 153.56

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04/12/2023	3588.381-01	Mundaring Electrical Contracting Serv	ELECTRICAL SERVICES		\$ 904.20
30/11/2023	7602		ELECTRICAL SERVICES - BROWN PARK SWAN VIEW YOUTH CENTRE	\$ 159.50	
30/11/2023	7603		ELECTRICAL SERVICES - BOYA OVAL CHANGE ROOMS	\$ 233.20	
30/11/2023	7599		ELECTRICAL SERVICES - SWAN VIEW YOUTH CENTRE	\$ 511.50	
04/12/2023	3588.385-01	Mundaring News & Lotto	SUBSCRIPTIONS		\$ 654.05
01/12/2023	6562		MAGAZINE SUBSCRIPTION - AFM & KSP LIBRARIES	\$ 654.05	
04/12/2023	3588.4282-01	Institute of Public Works Engineering	REGISTRATION		\$ 1,000.00
30/11/2023	27N7KQB3T83		REGISTRATION - PROFESSIONAL DEVELOPMENT WEEK 28/11/2023	\$ 1,000.00	
04/12/2023	3588.431-01	Signs & Lines	SIGNAGE		\$ 330.00
27/11/2023	28733		DEVELOP 3RD ENTRY STATEMENT OPTION - SIGNAGE STRATEGY	\$ 330.00	
04/12/2023	3588.4453-01	Technifire 2000	PARTS		\$ 1,527.16
15/11/2023	25228		SUPPLY & FIT NEW FUEL TANK TO PUMP ENGINE ON 089MDG	\$ 1,527.16	
04/12/2023	3588.452-01	Mahogany Building & Design	MAINTENANCE		\$ 3,811.50
30/11/2023	INV0499		MAINTENANCE - LAKE LESCHENAULTIA	\$ 506.00	
30/11/2023	INV0500		MAINTENANCE - DARLINGTON HALL	\$ 2,409.00	
30/11/2023	INV0501		MAINTENANCE - GLEN FORREST STATION MASTER HOUSE	\$ 313.50	
30/11/2023	INV0502		MAINTENANCE - SAWYERS VALLEY HALL/CHANGE ROOMS	\$ 583.00	
04/12/2023	3588.4526-01	Mr J S Daw	COUNCILLOR ALLOWANCE		\$ 2,305.84
01/12/2023	MEETING FEE		ENTITLEMENTS FOR DECEMBER 2023	\$ 2,014.17	
01/12/2023	ICT ALLOWANCE		ENTITLEMENTS FOR DECEMBER 2023	\$ 291.67	
04/12/2023	3588.4845-01	Seek Limited	ADVERTISING		\$ 401.50
29/11/2023	700240216		ADVERTISING	\$ 401.50	
04/12/2023	3588.5945-01	West Coast Spring Water Pty Ltd	CAFE BAR CONSUMABLES		\$ 17.22
01/12/2023	2869800		WATER BOTTLES FOR DEPOT	\$ 17.22	
04/12/2023	3588.6732-01	Relationships Australia Western	EMPLOYEE ASSISTANCE PROGRAM		\$ 198.00
24/11/2023	00426935		EMPLOYEE ASSISTANCE PROGRAM	\$ 198.00	
04/12/2023	3588.68-01	The Watershed Water Systems	RETICULATION PARTS		\$ 66.22
24/11/2023	10240728		RETICULATION PARTS	\$ 66.22	
04/12/2023	3588.7083-01	Mount Helena Deli & Takeaway	CATERING		\$ 801.00
27/11/2023	314699		CATERING - HAZARD REDUCTION BURN	\$ 801.00	
04/12/2023	3588.7426-01	Scoob's Dingo Service	FOOTPATH SWEEPING/MAINTENANCE		\$ 7,244.60
01/12/2023	2794		FOOTPATH SWEEPING/MAINTENANCE	\$ 2,447.50	
01/12/2023	2793		FOOTPATH SWEEPING/MAINTENANCE	\$ 3,916.00	
01/12/2023	2795		FOOTPATH SWEEPING/MAINTENANCE	\$ 881.10	
04/12/2023	3588.7489-01	Sparks Refrigeration & Airconditioning	MAINTENANCE		\$ 613.80
20/11/2023	INV-2911		REPAIR COOL ROOM & KITCHEN BOILER UNIT - KSP LIBRARY	\$ 613.80	
04/12/2023	3588.7641-01	Easifleet	NOVATED LEASE		\$ 14,481.00
30/11/2023	185664		NOVATED LEASE CHARGES - SEPTEMBER 2023	\$ 1,630.11	
01/12/2023	185308		NOVATED LEASE CHARGES - 20/11/2023 - 03/12/2023	\$ 12,850.89	
04/12/2023	3588.7807-01	Water Installations	MAINTENANCE		\$ 167.52
30/11/2023	3124		QUARTERLY SERVICING TREATMENT SYSTEM MT HELENA PAVILION	\$ 167.52	
04/12/2023	3588.80-01	Bunnings Group Limited	HARDWARE		\$ 426.62
20/11/2023	2440/01254408		HARDWARE ITEMS	\$ 426.62	
04/12/2023	3588.8545-01	Sankey Plumbing Service	PLUMBING		\$ 2,486.00
30/11/2023	5859		PLUMBING SERVICES - CWA BUILDING	\$ 330.00	
30/11/2023	5860		PLUMBING SERVICES - MUNDARING ARENA	\$ 132.00	
30/11/2023	5861		PLUMBING SERVICES - SHIRE DOG POUND	\$ 187.00	
30/11/2023	5862		PLUMBING SERVICES - SAWYERS VALLEY PUBLIC TOILETS	\$ 550.00	
30/11/2023	5863		PLUMBING SERVICES - MUNDARING REC GROUND PAVILION	\$ 418.00	
30/11/2023	5864		PLUMBING SERVICES - SAWYERS VALLEY PUBLIC TOILETS	\$ 132.00	
30/11/2023	5865		PLUMBING SERVICES - BRUCE DOUGLAS PAVILION	\$ 209.00	
30/11/2023	5866		PLUMBING SERVICES - MUNDARING REC GROUND PAVILION	\$ 176.00	
30/11/2023	5867		PLUMBING SERVICES - ADMIN BUILDING	\$ 132.00	
30/11/2023	5868		PLUMBING SERVICES - ADMIN BUILDING	\$ 220.00	

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04/12/2023	3588.8584-01	Great Sand Supplies Trust	GRAVEL		\$ 4,384.26
01/12/2023	00010336		SUPPLY 25MM FERRICRETE	\$ 4,384.26	
04/12/2023	3588.8924-01	Ms P A Cook	COUNCILLOR ALLOWANCE		\$ 3,679.09
01/12/2023	MEETING FEE		ENTITLEMENTS FOR DECEMBER 2023	\$ 2,014.17	
01/12/2023	DSP ALLOWANCE		ENTITLEMENTS FOR DECEMBER 2023	\$ 1,373.25	
01/12/2023	ICT ALLOWANCE		ENTITLEMENTS FOR DECEMBER 2023	\$ 291.67	
04/12/2023	3588.90-01	Major Motors Pty Ltd	VEHICLE REPAIRS		\$ 2,970.00
28/11/2023	1442119		MODIFICATION TO REAR OF TRUCK - HINO 029MDG	\$ 2,970.00	
04/12/2023	3588.9185-01	NRP Electrical Services	ELECTRICAL SERVICES		\$ 1,100.00
20/11/2023	99447		ADJUST AIRCON FAN SPEED & TEMP - ADMIN BUILDING	\$ 1,100.00	
04/12/2023	3588.938-01	West Australian Newspapers Ltd	SUBSCRIPTIONS		\$ 181.20
27/11/2023	02172005		NEWSPAPER SUBSCRIPTIONS - MUNDARING SHIRE ADMIN	\$ 181.20	
04/12/2023	3588.9596-01	Brice Pest Management	PEST CONTROL		\$ 264.00
01/12/2023	IV05690		ANT TREATMENT - SWAN VIEW HERITAGE TRAIN STATION	\$ 264.00	
04/12/2023	3588.9627-01	MPK Tree Management Pty Ltd	STREET TREE MAINTENANCE		\$ 10,821.37
27/11/2023	7216		STREET TREE MAINTENANCE - VARIOUS LOCATIONS	\$ 3,221.33	
27/11/2023	7215		STREET TREE MAINTENANCE - VARIOUS LOCATIONS	\$ 2,942.02	
27/11/2023	7177		STREET TREE MAINTENANCE - VARIOUS LOCATIONS	\$ 2,942.02	
27/11/2023	7149		STREET TREE MAINTENANCE - STONEVILLE RD STONEVILLE	\$ 858.00	
27/11/2023	7144		STREET TREE MAINTENANCE - GLENWAY HELENA VALLEY	\$ 858.00	
04/12/2023	3589.11805-01	Mrs T Leonard	REIMBURSEMENT		\$ 215.00
03/12/2023	REIMBURSEMENT		REIMBURSEMENT - CHILDRENS SERVICES EXPENSES	\$ 215.00	
04/12/2023	3589.15451-01	Ms C P Groves	CROSSOVER CONTRIBUTION		\$ 590.00
29/11/2023	X-OVER		CROSSOVER CONTRIBUTION - SWAN VIEW	\$ 590.00	
04/12/2023	3589.15452-01	Mrs C N Huggins	REFUND		\$ 60.00
29/11/2023	REFUND		REFUND - DOG STERILISATION REBATE	\$ 60.00	
04/12/2023	3589.15453-01	Mr P Petkovich	REFUND		\$ 77.50
29/11/2023	REFUND		REFUND - DOG STERILISATION REBATE	\$ 77.50	
04/12/2023	3589.15454-01	Mr R James	REFUND		\$ 77.50
29/11/2023	REFUND		REFUND - DOG STERILISATION REBATE	\$ 77.50	
04/12/2023	3589.15455-01	Mr DM Harvey	REFUND		\$ 150.00
29/11/2023	REFUND		REFUND - DOG STERILISATION REBATE	\$ 150.00	
04/12/2023	3589.15456-01	Mrs D J Willis	REFUND		\$ 20.00
29/11/2023	REFUND		REFUND - DOG REGISTRATION	\$ 20.00	
04/12/2023	3589.15458-01	Ms R H Bell	REFUND		\$ 394.19
04/12/2023	REFUND		REFUND	\$ 394.19	
04/12/2023	3589.174-01	Synergy	ELECTRICITY		\$ 4,856.84
22/11/2023	2548038725		ELECTRICITY	\$ 789.29	
22/11/2023	5039289513		ELECTRICITY	\$ 510.77	
22/11/2023	1244788225		ELECTRICITY	\$ 298.10	
22/11/2023	5166165229		ELECTRICITY	\$ 319.58	
27/11/2023	9099006524		ELECTRICITY	\$ 274.47	
22/11/2023	4079099529		ELECTRICITY	\$ 226.60	
22/11/2023	6775766728		ELECTRICITY	\$ 648.90	
29/11/2023	7484541121		ELECTRICITY	\$ 129.59	
29/11/2023	6172559523		ELECTRICITY	\$ 626.08	
17/11/2023	9370568529		ELECTRICITY	\$ 190.62	
17/11/2023	1877395520		ELECTRICITY	\$ 842.84	
04/12/2023	3589.2505-01	Eastern Hills Guides & Scout Group	GRANT		\$ 300.00
03/12/2023	GRANT		RECOGNITION EVENT GRANT - GIDGEHILLS SCOUT GROUP	\$ 300.00	
04/12/2023	3589.589-01	Shire of Mundaring	FDC PARENT LEVY		\$ 7,380.30
29/11/2023	291123		FDC PARENT LEVY	\$ 7,380.30	
06/12/2023	3590.3462-01	Care Giver Subsidies	CARE GIVER SUBSIDIES		\$ 28,871.80
06/12/2023	061223		CARE GIVER SUBSIDIES	\$ 28,871.80	

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07/12/2023	3591.34-01	Water Corporation	WATER RATES & FEES		\$ 19,734.82
05/12/2023	9004686215		WATER RATES & FEES	\$ 408.66	
05/12/2023	9004565691		WATER RATES & FEES	\$ 1,570.70	
05/12/2023	9004566571		WATER RATES & FEES	\$ 358.02	
05/12/2023	9020409381		WATER RATES & FEES	\$ 258.54	
05/12/2023	9020758629		WATER RATES & FEES	\$ 797.86	
05/12/2023	9022572692		WATER RATES & FEES	\$ 141.78	
05/12/2023	9004677028		WATER RATES & FEES	\$ 366.89	
05/12/2023	9010772929		WATER RATES & FEES	\$ 111.20	
05/12/2023	9004688851		WATER RATES & FEES	\$ 2,398.42	
05/12/2023	9004697539		WATER RATES & FEES	\$ 133.44	
05/12/2023	9015437724		WATER RATES & FEES	\$ 1,150.92	
06/12/2023	9004697117		WATER RATES & FEES	\$ 1,623.52	
05/12/2023	9004656438		WATER RATES & FEES	\$ 30.58	
05/12/2023	9004566600		WATER RATES & FEES	\$ 1,499.40	
05/12/2023	9019991669		WATER RATES & FEES	\$ 1,359.42	
05/12/2023	9004697977		WATER RATES & FEES	\$ 55.60	
05/12/2023	9004697344		WATER RATES & FEES	\$ 7,469.87	
07/12/2023	3592.15463-01	Ms C R Robertson	REFUND		\$ 2,965.46
07/12/2023	REFUND		RATES REFUND	\$ 2,965.46	
08/12/2023	3593.15466-01	A Emery	REFUND		\$ 500.00
08/12/2023	1460495		HALL BOND REFUND	\$ 500.00	
08/12/2023	3593.15467-01	Mr S R Patrizi	REFUND		\$ 1,000.00
08/12/2023	1493000		MAINTENANCE BOND REFUND	\$ 1,000.00	
08/12/2023	3593.9176-01	Mr T G Hughes	REFUND		\$ 20,625.00
08/12/2023	1368779		REFUND UNCOMPLETED WORKS BOND	\$ 20,625.00	
11/12/2023	3594.14031-01	Ms T D Bell	REIMBURSEMENT		\$ 120.40
08/12/2023	REIMBURSEMENT		REIMBURSEMENT - CATERING FOR OWL FRIENDLY EVENT ON 02/12/2023	\$ 120.40	
11/12/2023	3594.174-01	Synergy	ELECTRICITY		\$ 4,590.68
05/12/2023	5026791717		ELECTRICITY	\$ 252.65	
05/12/2023	9159298220		ELECTRICITY	\$ 938.77	
29/11/2023	1021165328		ELECTRICITY	\$ 184.69	
05/12/2023	1187187526		ELECTRICITY	\$ 148.51	
05/12/2023	5085045110		ELECTRICITY	\$ 477.57	
05/12/2023	5085138314		ELECTRICITY	\$ 115.50	
30/11/2023	3666408227		ELECTRICITY	\$ 525.02	
05/12/2023	1635825121		ELECTRICITY	\$ 166.36	
27/11/2023	5183606212		ELECTRICITY	\$ 313.80	
27/11/2023	5358804327		ELECTRICITY	\$ 124.54	
27/11/2023	2869138323		ELECTRICITY	\$ 474.51	
27/11/2023	4504944122		ELECTRICITY	\$ 369.47	
29/11/2023	5008526913		ELECTRICITY	\$ 499.29	
11/12/2023	3594.3599-01	Mr C F Blankley	REIMBURSEMENT		\$ 214.09
08/12/2023	REIMBURSEMENT		REIMBURSEMENT OF EXPENSES FOR BILGOMAN AQUATIC CENTRE	\$ 214.09	
11/12/2023	3594.589-01	Shire of Mundaring	FDC PARENT LEVY		\$ 7,217.80
06/12/2023	061223		FDC PARENT LEVY	\$ 7,217.80	
11/12/2023	3595.10807-01	Total Green Recycling Pty Ltd	E-WASTE COLLECTION		\$ 1,076.44
15/11/2023	INV14566		E-WASTE COLLECTION & RECYCLING - COPPIN ROAD	\$ 1,076.44	
11/12/2023	3595.11017-01	Sapio Pty Ltd	IT HARDWARE		\$ 642.40
04/12/2023	SP247179		PERMACONN 4G UPGRADE	\$ 642.40	
11/12/2023	3595.11161-01	AXIS Contracting Pty Ltd	EARTHWORKS		\$ 93,704.49
06/12/2023	7895		SUPPLY & CONSTRUCT FOOTPATH - RICHARDSON RD PARKERVILLE	\$ 87,912.99	
06/12/2023	7912		SUPPLY & CONSTRUCT BASKETBALL PAD - MORGAN JOHN MORGAN RESERVE	\$ 5,791.50	
11/12/2023	3595.11311-01	Mastec Australia Pty Ltd (The Trustee)	PARTS		\$ 302.96
11/12/2023	INV13092		SUPPLY & DELIVER MANUAL LOCKS - BROWN PARK BINS	\$ 302.96	

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11/12/2023	3595.11940-01	Playmaster Pty Ltd	PARTS		
11/12/2023	INV-1742		SUPPLY & DELIVER SPRING REPLACEMENT FOR SPRING ROCKER	\$ 808.00	\$ 808.00
11/12/2023	3595.11953-01	The Stationery Co (C Willis & D J Willis	STATIONERY		
17/11/2023	170948		STATIONERY ITEMS	\$ 250.25	\$ 250.25
11/12/2023	3595.12-01	Department of Human Services - Child	CHILD SUPPORT PAYMENT		
03/12/2023	PY02-12-CHILD SU		CHILD SUPPORT PAYMENT	\$ 754.70	\$ 754.70
11/12/2023	3595.12078-01	Recruitwest Pty Ltd	TEMP STAFF		
07/12/2023	C INV 588129		TEMP STAFF - DEPOT	\$ 1,635.33	\$ 3,815.76
07/12/2023	C INV 588182		TEMP STAFF - DEPOT	\$ 2,180.43	
11/12/2023	3595.12238-01	ABC Distributors (Winter Family Trust	CONSUMABLES		
17/11/2023	162560		PAPER TOWEL SUPPLIES - MUNDARING ARENA	\$ 213.40	\$ 213.40
11/12/2023	3595.12304-01	Quilts By Robyn	STOCK PURCHASES		
17/11/2023	398		MUNDARING VISITOR CENTRE STOCK	\$ 24.00	\$ 24.00
11/12/2023	3595.12640-01	Officeworks Ltd	STATIONERY		
22/11/2023	610607568		STATIONERY ITEMS	\$ 48.23	\$ 48.23
11/12/2023	3595.12866-01	From Scratch Small Event Catering	CATERING		
04/12/2023	2204		SENIORS FESTIVE HIGH TEA CATERING	\$ 700.00	\$ 700.00
11/12/2023	3595.12898-01	Accredit Building Surveying &	BUILDING SURVEYING		
06/12/2023	5169/11		BUILDING SURVEYING - LAKE LESCHENAULTIA	\$ 385.00	\$ 385.00
11/12/2023	3595.12899-01	NAPA (A Division of GPC Asia Pacific	PARTS		
24/11/2023	1320332837		SUPPLY WORKSHOP CONSUMABLES	\$ 68.48	
24/11/2023	1320333387		SUPPLY FIRE EXTINGUISHER FOR P280	\$ 37.13	
11/12/2023	3595.12938-01	Aussie Broadband Pty Ltd	NBN FTTN, NBN FIBRE, SIP TRUNK & VOIP CHARGES		
27/11/2023	30092241		NBN FTTN, NBN FIBRE, SIP TRUNK & VOIP CHARGES	\$ 3,414.70	\$ 3,414.70
11/12/2023	3595.13-01	Shire of Mundaring	PAYROLL DEDUCTION		
03/12/2023	PY02-12-Buy Addi		PAYROLL DEDUCTION	\$ 724.94	
03/12/2023	PY01-12-Private		PAYROLL DEDUCTION	\$ 1,336.00	
03/12/2023	PY01-12-Buy Addi		PAYROLL DEDUCTION	\$ 828.27	
03/12/2023	PY01-12-Novated		PAYROLL DEDUCTION	\$ 7,560.74	
03/12/2023	PY01-12-Novated		PAYROLL DEDUCTION	\$ 4,780.82	
03/12/2023	PY01-12-Novated		PAYROLL DEDUCTION	\$ 1,216.19	
03/12/2023	PY01-12-Novated		PAYROLL DEDUCTION	\$ 828.89	
11/12/2023	3595.13129-01	Toby Z. Magic (Feidi Pty Ltd ATF Wang	ENTERTAINMENT		
07/12/2023	219		ENTERTAINMENT HUB OF THE HILLS CHRISTMAS LUNCH ON 02/12/2023	\$ 400.00	\$ 400.00
11/12/2023	3595.13208-01	Fire Protection Services WA Pty Ltd	FIRE & EMERGENCY SERVICES MAINTENANCE		
04/12/2023	10483		FIRE & EMERGENCY SERVICES MAINTENANCE - ADMIN	\$ 129.71	\$ 2,485.53
04/12/2023	10476		FIRE & EMERGENCY SERVICES MAINTENANCE - BOYA COMMUNITY CENTRE	\$ 518.87	
04/12/2023	10475		FIRE & EMERGENCY SERVICES MAINTENANCE - BOYA COMMUNITY CENTRE	\$ 478.96	
04/12/2023	10528		FIRE & EMERGENCY SERVICES MAINTENANCE - BOYA COMMUNITY CENTRE	\$ 125.40	
04/12/2023	10568		FIRE & EMERGENCY SERVICES MAINTENANCE - BOYA COMMUNITY CENTRE	\$ 518.87	
04/12/2023	10567		FIRE & EMERGENCY SERVICES MAINTENANCE - MUNDARING ARENA	\$ 478.96	
04/12/2023	10527		FIRE & EMERGENCY SERVICES MAINTENANCE - BOYA LIBRARY	\$ 105.05	
04/12/2023	10575		FIRE & EMERGENCY SERVICES MAINTENANCE - ADMIN	\$ 129.71	
11/12/2023	3595.13249-01	Pool & Pump Service & Repairs Pty Ltd	MAINTENANCE		
27/11/2023	PPS01183		SEASON SERVICE MT HELENA POOL	\$ 777.92	\$ 777.92
11/12/2023	3595.13267-01	Mount Helena Parkerville CWA	CATERING		
07/12/2023	66		CATERING - FESTIVE HIGH TEA ON 02/12/2023	\$ 840.00	\$ 840.00
11/12/2023	3595.13268-01	Department of Human Services - The	PAYROLL DEDUCTION		
03/12/2023	PY01-12-Centrelli		PAYROLL DEDUCTION	\$ 44.51	\$ 44.51
11/12/2023	3595.13345-01	ABM Landscaping (Mikevie Pty Ltd T/As:)	LANDSCAPING		
01/12/2023	INV-4774		MOWING SERVICE - BILGOMAN AQUATIC CENTRE	\$ 847.00	\$ 847.00
11/12/2023	3595.13368-01	Midland Nissan and Isuzu (Idom Midland	VEHICLE REPAIRS		
06/12/2023	62280129		REPAIR FAULTY DIFFERENTIAL PRESSURE SENSOR P2479	\$ 535.01	\$ 535.01
11/12/2023	3595.13600-01	Stevlec Electrical Pty Ltd	ELECTRICAL SERVICES		
29/11/2023	14840		ELECTRICAL SERVICES - LAKE LESCHENAULTIA BBQ UNITS	\$ 765.82	\$ 765.82

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11/12/2023	3595.14013-01	Eastern Hills Chainsaws & Mowers Pty	PARTS		\$ 424.80
30/11/2023	51215 #4		SUPPLY OF VARIOUS SMALL PARTS FOR WORKSHOP	\$ 149.40	
30/11/2023	51247 #4		SUPPLY OF VARIOUS SMALL PARTS FOR WORKSHOP	\$ 275.40	
11/12/2023	3595.14037-01	Mr K B Fitzgerald	WELCOME TO COUNTRY		\$ 500.00
08/12/2023	035		WELCOME TO COUNTRY - CELEBRATING COMMUNITY ON 04/12/2023	\$ 500.00	
11/12/2023	3595.14221-01	Mrs P McNeil	COUNCILLOR ALLOWANCE		\$ 626.76
08/12/2023	TRAVEL		TRAVEL REIMBURSEMENT 667KM 31/10/2023 - 29/11/2023	\$ 626.76	
11/12/2023	3595.14394-01	Creative Catering Trust (The Trustee)	CATERING		\$ 5,293.30
07/12/2023	INV-2037		CATERING - COUNCIL MEETING ON 10/10/2023	\$ 1,013.60	
11/12/2023	INV-2954		CATERING - SWEARING IN CEREMONY ON 25/10/2023	\$ 2,252.50	
11/12/2023	INV-2920		CATERING - SPECIAL COUNCIL MEETING ON 31/10/2023	\$ 1,013.60	
07/12/2023	INV-2038		CATERING - COUNCIL MEETING ON 14/11/2023	\$ 1,013.60	
11/12/2023	3595.14430-01	Ms A M Carlin	DESIGN FEES/COSTS		\$ 695.00
05/12/2023	#757		SOCIAL MEDIA MANAGEMENT - NOVEMBER 2023 PERTH HILLS MUNDARING	\$ 695.00	
11/12/2023	3595.14870-01	Eastern Hills Bakery (Q.N Lowings &	CATERING		\$ 297.50
08/12/2023	37		CATERING - WHS MEETING ON 05/12/2023	\$ 117.50	
08/12/2023	37		CATERING - WHS MEETING ON 05/12/2023	\$ 180.00	
11/12/2023	3595.15-01	Australia Post	POSTAGE		\$ 5,075.95
07/12/2023	1012875632		DAILY OUTGOING MAIL	\$ 5,075.95	
11/12/2023	3595.15048-01	Hills Fabrication and Welding (Ian Jacob	MAINTENANCE		\$ 946.00
07/12/2023	332		MODIFICATIONS TO MESH WALL - ADMIN BUILDING	\$ 946.00	
11/12/2023	3595.15121-01	Clidol Pty Ltd T/A Amazing Clean Blinds	CLEANING		\$ 1,100.00
04/12/2023	1788		SUPPLY & INSTALL RHAPSODY VENETIANS - ADMIN	\$ 1,100.00	
11/12/2023	3595.15128-01	Mode Design Corp. Pty Ltd	CONSTRUCTION DESIGN		\$ 7,181.35
06/12/2023	101009342		CONSTRUCTION DESIGN - BILGOMAN AQUATIC CENTRE	\$ 7,181.35	
11/12/2023	3595.15170-01	Twistech Pty Ltd	FENCING		\$ 1,567.50
01/12/2023	INV-0161		REPAIR DAMAGED FENCING - COPPIN RD TRANSFER STATION	\$ 453.75	
04/12/2023	INV-0157		REPAIR DAMAGED FENCING - COPPIN RD TRANSFER STATION	\$ 308.00	
04/12/2023	INV-0163		REPAIR DAMAGED FENCING - MATHIESON RD TRANSFER STATION	\$ 453.75	
06/12/2023	INV-0166		REPAIR DAMAGED FENCING - COPPIN RD TRANSFER STATION	\$ 352.00	
11/12/2023	3595.15205-01	Otium Planning Group Pty Ltd	PROFESSIONAL SERVICES		\$ 14,784.00
08/12/2023	00003401		RECREATION FACILITIES INFO STRATEGY REVIEW & UPDATE	\$ 14,784.00	
11/12/2023	3595.15441-01	SiteDocs Safety T/A Canvas Solutions	SOFTWARE EXPENSES		\$ 27,712.00
05/12/2023	SD-CB-17142		SITEDOCS IMPLEMENTATION & ANNUAL SUBSCRIPTIONS	\$ 27,712.00	
11/12/2023	3595.15457-01	The Local Government Racing & Cemet	PAYROLL DEDUCTION		\$ 44.00
03/12/2023	PY01-12-LGRCEU		PAYROLL DEDUCTION	\$ 22.00	
03/12/2023	PY02-12-LGRCEU		PAYROLL DEDUCTION	\$ 22.00	
11/12/2023	3595.185-01	Midland Photographers	PHOTOGRAPHY		\$ 680.00
11/12/2023	INV-02072		PHOTOGRAPHY SERVICES - COUNCILLORS & DIRECTORS	\$ 680.00	
11/12/2023	3595.191-01	Eastern Region Security	SECURITY EXPENSES		\$ 1,332.38
01/12/2023	00021735		SECURITY EXPENSES - BILGOMAN AQUATIC CENTRE	\$ 1,332.38	
11/12/2023	3595.21-01	Eastern Metropolitan Regional Council	TRANSFER STATION FEES		\$ 14,546.01
04/12/2023	EMRC54488		TRANSFER STATION FEES	\$ 14,546.01	
11/12/2023	3595.2119-01	City of Armadale	STATIONERY		\$ 82.46
20/11/2023	48192		SUPPLY & DELIVER 500 STICKERS - MUNDARING OWL FRIENDLY	\$ 82.46	
11/12/2023	3595.215-01	Deputy Commissioner of Taxation	TAXATION		\$ 183,979.00
03/12/2023	PY02-12-Deputy C		PAYROLL DEDUCTION	\$ 20,118.00	
03/12/2023	PY01-12-Deputy C		PAYROLL DEDUCTION	\$ 163,861.00	
11/12/2023	3595.2163-01	Asphalttech Pty Ltd	ASPHALT		\$ 189,263.16
06/12/2023	18143		ASPHALT WORKS - DIBBLE ST TO KEANE ST MOUNT HELENA	\$ 189,263.16	
11/12/2023	3595.218-01	Security & Key Distributors	SECURITY EXPENSES		\$ 165.00
04/12/2023	94851		ATTEND SITE & REPAIR SNIB - BROWN PARK COMMUNITY CENTRE	\$ 165.00	

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11/12/2023	3595.234-01	Coles Supermarkets Australia Pty Ltd	KIOSK SUPPLIES		\$ 1,706.42
05/12/2023	175166438		FOOD & CONSUMABLES FOR CHILDREN - MECPC	\$ 327.72	
05/12/2023	175847917		FOOD & CONSUMABLES FOR CHILDREN - MECPC	\$ 609.41	
07/12/2023	179079637		FOOD & CONSUMABLES FOR CHILDREN - MECPC	\$ 769.29	
11/12/2023	3595.295-01	Coca Cola Europacific Partners	KIOSK SUPPLIES		\$ 1,975.59
05/12/2023	232801488		KIOSK SUPPLIES - BILGOMAN AQUATIC CENTRE	\$ 453.21	
05/12/2023	232801487		KIOSK SUPPLIES - BILGOMAN AQUATIC CENTRE	\$ 1,522.38	
11/12/2023	3595.2982-01	WA Hino Sales & Service	PARTS		\$ 3,097.71
06/12/2023	302267		SUPPLY RADIO MULTIMEDIA HEAD UNIT FOR P2487	\$ 3,097.71	
11/12/2023	3595.307-01	McLeods Barristers and Solicitors	LEGAL MATTER		\$ 1,338.15
04/12/2023	132038		LEGAL MATTER 51267 - FOOD ACT PROSECUTION	\$ 1,338.15	
11/12/2023	3595.3088-01	Local Government Professionals	REGISTRATION		\$ 70.00
11/12/2023	37515		REGISTRATION - PEOPLE & CULTURE NETWORK	\$ 70.00	
11/12/2023	3595.336-01	Fasta Courier Service	COURIER SERVICES		\$ 213.05
06/12/2023	290934		COURIER SERVICES - HEALTH & OPERATIONS	\$ 213.05	
11/12/2023	3595.381-01	Mundaring Electrical Contracting Serv	ELECTRICAL SERVICES		\$ 2,691.70
06/12/2023	7605		ELECTRICAL SERVICES - ADMIN BUILDING	\$ 159.50	
05/12/2023	7606		ELECTRICAL SERVICES - MUNDARING ARENA	\$ 2,532.20	
11/12/2023	3595.393-01	Western Australian Local Government	REGISTRATION		\$ 6,113.50
27/11/2023	SI-007947		UNDERSTANDING LOCAL GOVERNMENT & CONFLICTS OF INTEREST - CR MEHTA	\$ 484.00	
27/11/2023	SI-007953		REGISTRATION - MEETING PROCEDURES - CR MEHTA	\$ 544.50	
27/11/2023	SI-007865		ENROLMENT IN DIPLOMA OF LOCAL GOVERNMENT - CR CICCHINI	\$ 5,085.00	
11/12/2023	3595.397-01	J. Blackwood & Son Pty Ltd	PARTS		\$ 55.73
24/11/2023	SI06420630		SUPPLY RATCHET TIEDOWNS	\$ 55.73	
11/12/2023	3595.4-01	Health Insurance Fund of WA	PAYROLL DEDUCTION		\$ 581.10
03/12/2023	PY01-12-HIF		PAYROLL DEDUCTION	\$ 581.10	
11/12/2023	3595.441-01	Toolmart Australia Pty. Ltd.	TOOLS		\$ 1,399.00
24/11/2023	MV-260310		SUPPLY EVAPORATIVE COOLER	\$ 1,399.00	
11/12/2023	3595.4453-01	Technifire 2000	PARTS		\$ 488.40
27/11/2023	25233		SUPPLY ASSORTED HOSE CLAMPS	\$ 488.40	
11/12/2023	3595.4749-01	Pure Air Filters	PARTS		\$ 137.50
08/12/2023	00014954		AIR FILTERS FOR ASSORTED VEHICLES	\$ 137.50	
11/12/2023	3595.4811-01	West Sure Group Pty Ltd	SECURITY EXPENSES		\$ 200.24
08/12/2023	00028663		SECURITY EXPENSES - BILGOMAN AQUATIC CENTRE	\$ 200.24	
11/12/2023	3595.5719-01	Shire of Mundaring - Lotto Club	PAYROLL DEDUCTION		\$ 271.60
03/12/2023	PY01-12-STAFF LO		PAYROLL DEDUCTION	\$ 258.02	
03/12/2023	PY02-12-STAFF LO		PAYROLL DEDUCTION	\$ 13.58	
11/12/2023	3595.6-01	Shire of Mundaring - Social Club	PAYROLL DEDUCTION		\$ 270.00
03/12/2023	PY01-12-MUNDARIN		PAYROLL DEDUCTION	\$ 270.00	
11/12/2023	3595.6050-01	Fuel Distributors of Western Australia	FUEL & OILS		\$ 34,529.70
07/12/2023	39103589		DIESEL & UNLEADED PETROL	\$ 34,529.70	
11/12/2023	3595.6421-01	Vermeer Equipment of WA & NT	VEHICLE SERVICING		\$ 967.30
06/12/2023	125100		250 HOUR SERVICE & REPAIR FAULTS ON P305	\$ 967.30	
11/12/2023	3595.6531-01	Industrial Automation Group	RETICULATION		\$ 7,012.50
11/12/2023	SINV-15367		REPAIR RETIC DUE TO LIGHTNING DAMAGE - BROWN PARK OVAL	\$ 7,012.50	
11/12/2023	3595.6634-01	Department of Justice	TRAINING		\$ 10,452.00
20/11/2023	2113317		EQUAL OPPORTUNITY TRAINING	\$ 10,452.00	
11/12/2023	3595.68-01	The Watershed Water Systems	RETICULATION PARTS		\$ 35.53
24/11/2023	10240935		RETICULATION PARTS	\$ 35.53	
11/12/2023	3595.7-01	Australian Services Union	PAYROLL DEDUCTION		\$ 277.50
03/12/2023	PY02-12-AUSTRALI		PAYROLL DEDUCTION	\$ 132.50	
03/12/2023	PY01-12-AUSTRALI		PAYROLL DEDUCTION	\$ 145.00	
11/12/2023	3595.7426-01	Scoob's Dingo Service	FOOTPATH SWEEPING		\$ 4,209.70
07/12/2023	2799		FOOTPATH SWEEPING & OPEN DRAIN CLEANING WORKS	\$ 685.30	
07/12/2023	2800		FOOTPATH SWEEPING SERVICE - VARIOUS LOCATIONS	\$ 3,524.40	

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11/12/2023	3595.7489-01	Sparks Refrigeration & Airconditioning	ELECTRICAL SERVICES		\$ 931.70
20/11/2023	INV-2912		REPLACE CONDENSER FAN IN AIR-CON - BOYA COMMUNITY CENTRE	\$ 931.70	
11/12/2023	3595.7590-01	PFD Food Services Pty Ltd	KIOSK SUPPLIES		\$ 5,218.05
27/11/2023	LJ448843		KIOSK SUPPLIES - BILGOMAN AQUATIC CENTRE	\$ 574.00	
29/11/2023	LJ476624		KIOSK SUPPLIES - BILGOMAN AQUATIC CENTRE	\$ 2,867.35	
27/11/2023	LJ410911		KIOSK SUPPLIES - BILGOMAN AQUATIC CENTRE	\$ 1,776.70	
11/12/2023	3595.7738-01	WA Safety Products (Montyanne Trust	SAFETY EQUIPMENT		\$ 121.80
27/11/2023	B6660		SUPPLY 5X HARD HAT HOLDERS	\$ 121.80	
11/12/2023	3595.7807-01	Water Installations	QUARTERLY SERVICING		\$ 110.00
30/11/2023	3184		QUARTERLY SERVICING TREATMENT SYSTEM - MORGAN JOHN MORGAN	\$ 110.00	
11/12/2023	3595.80-01	Bunnings Group Limited	HARDWARE		\$ 286.13
17/11/2023	2440/01067445		CLEANING SUPPLIES - MUNDARING ARENA	\$ 266.78	
20/11/2023	2440/01258032		HARDWARE ITEMS	\$ 19.35	
11/12/2023	3595.8584-01	Great Sand Supplies Trust	GRAVEL		\$ 1,541.80
07/12/2023	00010411		SUPPLY FACE GRAVEL - EALY ST ROADWORKS	\$ 384.44	
07/12/2023	00010439		SUPPLY FACE GRAVEL - EALY ST ROADWORKS	\$ 1,012.18	
07/12/2023	00010440		SUPPLY FACE GRAVEL - EALY ST ROADWORKS	\$ 145.18	
11/12/2023	3595.8611-01	Brownes Foods Operations Pty Ltd	KIOSK SUPPLIES		\$ 397.27
05/12/2023	17543286		KIOSK SUPPLIES - BILGOMAN AQUATIC CENTRE	\$ 397.27	
11/12/2023	3595.904-01	Sign Supermarket (Grant Ian Westlund	SIGNAGE		\$ 748.00
08/12/2023	22729		SUPPLY ASSORTED SIGNS - BILGOMAN AQUATIC CENTRE	\$ 748.00	
11/12/2023	3595.9596-01	Brice Pest Management	PEST CONTROL		\$ 2,772.00
07/12/2023	IV05718		TERMITE INSPECTION 6X MONTHLY - VARIOUS SHIRE BUILDINGS	\$ 2,618.00	
01/12/2023	IV05721		TERMITE TREATMENT - BILGOMAN AQUATIC CENTRE	\$ 154.00	
13/12/2023	3596.3462-01	Care Giver Subsidies	CARE GIVER SUBSIDIES		\$ 27,845.63
15/12/2023	131223		CARE GIVER SUBSIDIES	\$ 27,845.63	
18/12/2023	3597.12599-01	Department of Mines, Industry Regulat	BUILDING SERVICES LEVY		\$ 15,307.76
15/12/2023	NOVEMBER 2023		BUILDING SERVICES LEVY - NOVEMBER 2023	\$ 15,007.76	
15/12/2023	OCTOBER 2023		BUILDING SERVICES LEVY - OCTOBER 2023 - SHORTFALL	\$ 300.00	
18/12/2023	3597.12665-01	Building and Construction Industry Tra	BCITF LEVY		\$ 9,983.14
15/12/2023	INV-205948Q8S1H7		BCITF LEVY - OCTOBER 2023	\$ 9,983.14	
18/12/2023	3597.14718-01	Mr G Moiler	CROSSOVER CONTRIBUTION		\$ 590.00
15/12/2023	X-OVER		CROSSOVER CONTRIBUTION - SAWYERS VALLEY	\$ 590.00	
18/12/2023	3597.14910-01	Telstra Limited	TELEPHONE		\$ 15,335.36
18/12/2023	2085566000		TELEPHONE CHARGES - NOVEMBER 2023	\$ 15,335.36	
18/12/2023	3597.15284-01	Mrs K Johnson	REIMBURSEMENT		\$ 80.01
15/12/2023	REIMBURSEMENT		REIMBURSEMENT - STATIONERY & CATERING EXPENSES	\$ 80.01	
18/12/2023	3597.15468-01	Ms R L Joubert	CROSSOVER CONTRIBUTION		\$ 590.00
15/12/2023	X-OVER		CROSSOVER CONTRIBUTION - SWAN VIEW	\$ 590.00	
18/12/2023	3597.15469-01	Summit Homes Group	REFUND		\$ 885.46
15/12/2023	REFUND		REFUND - PLANNING APPLICATION CANCELLED	\$ 885.46	
18/12/2023	3597.15470-01	Mrs L A Thompson	REFUND		\$ 100.00
15/12/2023	REFUND		REFUND - DOG STERILISATION REBATE	\$ 100.00	
18/12/2023	3597.15472-01	Mr J G Thyer	CROSSOVER CONTRIBUTION		\$ 590.00
18/12/2023	X-OVER		CROSSOVER CONTRIBUTION - DARLINGTON	\$ 590.00	
18/12/2023	3597.15473-01	Ms K McConnell	REIMBURSEMENT		\$ 30.00
18/12/2023	REIMBURSEMENT		REIMBURSEMENT - 6X BAGS OF ICE FOR BABY EXPO	\$ 30.00	

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18/12/2023	3597.174-01	Synergy	ELECTRICITY		\$ 18,144.30
06/12/2023	5192608710		ELECTRICITY	\$ 815.98	
06/12/2023	5831532322		ELECTRICITY	\$ 840.00	
15/12/2023	5293970011		ELECTRICITY	\$ 125.03	
15/12/2023	5068955212		ELECTRICITY	\$ 199.34	
15/12/2023	5087811715		ELECTRICITY	\$ 350.26	
15/12/2023	5233911527		ELECTRICITY	\$ 275.40	
15/12/2023	1059211527		ELECTRICITY	\$ 484.59	
15/12/2023	5285263111		ELECTRICITY	\$ 64.37	
15/12/2023	4743483524		ELECTRICITY	\$ 110.39	
15/12/2023	8749180328		ELECTRICITY	\$ 113.19	
15/12/2023	2172465520		ELECTRICITY	\$ 122.27	
15/12/2023	8876289221		ELECTRICITY	\$ 294.51	
15/12/2023	5142730716		ELECTRICITY	\$ 117.14	
15/12/2023	5293966712		ELECTRICITY	\$ 125.33	
05/12/2023	3625641925		ELECTRICITY	\$ 517.06	
06/12/2023	5185501927		ELECTRICITY	\$ 1,047.93	
27/11/2023	5145475816		ELECTRICITY	\$ 2,290.19	
27/11/2023	5603941927		ELECTRICITY	\$ 1,095.37	
27/11/2023	5056988325		ELECTRICITY	\$ 1,247.08	
29/11/2023	1808368323		ELECTRICITY	\$ 3,311.95	
05/12/2023	5416370728		ELECTRICITY	\$ 508.05	
15/12/2023	5125442514		ELECTRICITY	\$ 210.68	
05/12/2023	6945660323		ELECTRICITY	\$ 1,177.65	
05/12/2023	5213386810		ELECTRICITY	\$ 737.59	
06/12/2023	7556391528		ELECTRICITY	\$ 243.52	
06/12/2023	0998549922		ELECTRICITY	\$ 1,012.42	
06/12/2023	7436114725		ELECTRICITY	\$ 189.49	
15/12/2023	5293966810		ELECTRICITY	\$ 125.03	
15/12/2023	5045204415		ELECTRICITY	\$ 392.49	
18/12/2023	3597.355-01	Wesfarmers Kleenheat Gas Pty Ltd	GAS		\$ 236.23
05/12/2023	22198083		GAS SERVICES - LAKE LESCHENAULTIA ABLUTION BLOCK	\$ 236.23	
18/12/2023	3597.589-01	Shire of Mundaring	FDC PARENT LEVY		\$ 7,778.40
15/12/2023	131223		FDC PARENT LEVY	\$ 7,320.90	
15/12/2023	NOVEMBER 2023		BUILDING SERVICES LEVY - NOVEMBER 2023	\$ 375.00	
15/12/2023	OCTOBER 2023		BCITF - OCTOBER 2023	\$ 82.50	
19/12/2023	3598.10414-01	Department of Transport - Vehicle	VEHICLE SEARCH FEES		\$ 79.40
14/12/2023	8049538		VEHICLE SEARCH FEES	\$ 79.40	
19/12/2023	3598.10570-01	Perrott Painting Maintenance Contracts	PAINTING SERVICES		\$ 1,452.00
30/11/2023	SINV18747		PAINTING SERVICES - DARLINGTON OVAL PAVILION	\$ 440.00	
15/12/2023	SINV18718		PAINTING SERVICES - SAWYERS VALLEY PUBLIC TOILETS	\$ 765.60	
18/12/2023	SINV18759		PAINTING SERVICES - DARLINGTON HALL	\$ 246.40	
19/12/2023	3598.10596-01	TJ Signs & Vehicle Graphics	SIGNAGE		\$ 302.50
18/12/2023	002037		SUPPLY & FIT SHIRE DECALS ON P310	\$ 302.50	
19/12/2023	3598.10637-01	Grants Empire	PROFESSIONAL SERVICES		\$ 660.00
18/12/2023	00002268		DEVELOPMENT OF GRANT FUND APPLICATION	\$ 660.00	
19/12/2023	3598.10807-01	Total Green Recycling Pty Ltd	E-WASTE COLLECTION		\$ 1,173.96
14/12/2023	INV14793		E-WASTE COLLECTION & RECYCLING - MATHIESON RD TRANSFER STATION	\$ 1,173.96	

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19/12/2023	3598.10881-01	Alsco Pty Ltd	FIRST AID REPLENISHMENT		\$ 1,596.79
04/12/2023	CPER2368358		FIRST AID REPLENISHMENT - ADMIN BUILDING	\$ 399.41	
04/12/2023	CPER2368357		FIRST AID REPLENISHMENT - OPERATION CENTRE	\$ 113.00	
04/12/2023	CPER2368359		FIRST AID REPLENISHMENT - AFM LIBRARY	\$ 32.92	
04/12/2023	CPER2368362		FIRST AID REPLENISHMENT - MUNDARING ARENA	\$ 113.00	
04/12/2023	CPER2368360		FIRST AID REPLENISHMENT - BOYA LIBRARY	\$ 31.85	
04/12/2023	CPER2368361		FIRST AID REPLENISHMENT - LAKE LESCHENAULTIA	\$ 121.83	
18/12/2023	CPER2367722		SERVICING SANITARY & NAPPY UNITS	\$ 784.78	
19/12/2023	3598.10921-01	Ixom Operations Pty Ltd	CHLORINE GAS SERVICE FEES		\$ 4,363.73
04/12/2023	6740208		CHLORINE GAS SERVICE FEES	\$ 4,118.88	
12/12/2023	6746441		CHLORINE GAS SERVICE FEES	\$ 244.85	
19/12/2023	3598.11017-01	Sapio Pty Ltd	SECURITY EXPENSES		\$ 692.51
12/12/2023	SP252742		INVESTIGATE & REPAIR CCTV FAULT - BROWN PARK COMMUNITY CENTRE	\$ 314.86	
18/12/2023	SP253711		ATTEND SITE TO LOOK AT SECURITY SYSTEM - BILGOMAN AQUATIC CENTRE	\$ 377.65	
19/12/2023	3598.11326-01	Learning Seat Pty Ltd	SUBSCRIPTIONS		\$ 1,886.25
04/12/2023	6477021373		SUBSCRIPTION FEE FOR 29/11/2023 TO 28/12/2023	\$ 1,886.25	
19/12/2023	3598.11398-01	JB HI-FI Group Pty Ltd	IT HARDWARE		\$ 2,730.31
20/11/2023	BD1286852		SUPPLY & DELIVER IPHONE 14 128GB & CASE	\$ 1,325.49	
20/11/2023	BD1292307		SUPPLY APPLE IPAD 256GB 10.9INCH (10TH GEN)	\$ 1,217.80	
04/12/2023	BD1305395		SUPPLY LAPTOP CHARGER	\$ 57.00	
31/12/2023	BD1309423		SUPPLY 4X USB HUBS	\$ 130.02	
19/12/2023	3598.11463-01	Taylor Sparks (The Trustee for Hampton	PROFESSIONAL SERVICES		\$ 1,733.71
18/12/2023	ts3570		CHANGES TO MIDVALE HUB WEBSITE & HOSTING REQUIREMENTS	\$ 1,733.71	
19/12/2023	3598.11577-01	Tourism Council Western Australia Ltd	SUBSCRIPTION		\$ 1,650.00
04/12/2023	R-01224-113		2024 NATIONAL TOURISM ACCREDITATION PROGRAM MEMBERSHIP RENEWAL	\$ 1,650.00	
19/12/2023	3598.11578-01	Corsign WA Pty Ltd	SIGNAGE		\$ 1,149.50
18/12/2023	00080677		SUPPLY & DELIVER STREET NAME SIGNS	\$ 429.00	
18/12/2023	00079710		SUPPLY & DELIVER DUCK & WILDLIFE CROSSING SIGNS	\$ 720.50	
19/12/2023	3598.11648-01	Veris Australia Pty Ltd	SURVEYING SERVICES		\$ 1,587.96
15/12/2023	VI083372		SETOUT SURVEY - PROSPERITY RD MOUNT HELENA	\$ 1,587.96	
19/12/2023	3598.11678-01	Vorgee Pty Ltd	CONSUMABLES		\$ 1,089.00
19/12/2023	00181611		AQUATIC CENTRE SUPPLIES	\$ 1,089.00	
19/12/2023	3598.11772-01	Quremed Pty Ltd	SAFETY EQUIPMENT		\$ 788.00
18/12/2023	QIN44419		SERVICE DEFIBRILLATOR & PROVIDE PADS - MT HELENA AQUATIC CENTRE	\$ 788.00	
19/12/2023	3598.11953-01	The Stationery Co (C Willis & D J Willis	STATIONERY		\$ 2,431.73
04/12/2023	171029		STATIONERY ITEMS	\$ 2,031.32	
18/12/2023	171103		STATIONERY ITEMS	\$ 115.50	
18/12/2023	171102		STATIONERY ITEMS	\$ 145.53	
18/12/2023	171106		STATIONERY ITEMS	\$ 139.38	

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19/12/2023	3598.12078-01	Recruitwest Pty Ltd	TEMP STAFF		\$ 33,939.62
14/12/2023	C INV 588339		TEMP STAFF - DEPOT	\$ 1,637.79	
14/12/2023	C INV 588295		TEMP STAFF - DEPOT	\$ 2,180.43	
14/12/2023	C INV 588240		TEMP STAFF - DEPOT	\$ 2,725.54	
14/12/2023	C INV 588184		TEMP STAFF - DEPOT	\$ 2,180.43	
14/12/2023	C INV 588252		TEMP STAFF - DEPOT	\$ 2,102.39	
14/12/2023	C INV 588298		TEMP STAFF - DEPOT	\$ 2,476.03	
14/12/2023	C INV 588350		TEMP STAFF - DEPOT	\$ 1,751.87	
14/12/2023	C INV 588230		TEMP STAFF - DEPOT	\$ 1,637.79	
14/12/2023	C INV 588292		TEMP STAFF - DEPOT	\$ 2,442.19	
14/12/2023	C INV 588287		TEMP STAFF - CDS DRIVER CONTAINERS COLLECTION	\$ 983.07	
14/12/2023	C INV 588340		TEMP STAFF - CDS DRIVER CONTAINERS COLLECTION	\$ 983.07	
14/12/2023	C INV 588118		TEMP STAFF - CDS DRIVER CONTAINERS COLLECTION	\$ 983.07	
14/12/2023	C INV 588347		TEMP STAFF - DEPOT	\$ 1,635.33	
14/12/2023	C INV 588125		TEMP STAFF - DEPOT	\$ 2,725.54	
14/12/2023	C INV 588396		TEMP STAFF - CDS DRIVER CONTAINERS COLLECTION	\$ 983.07	
14/12/2023	C INV 588231		TEMP STAFF - CDS DRIVER CONTAINERS COLLECTION	\$ 983.07	
14/12/2023	C INV 588291		TEMP STAFF - OPERATIONS STORES OFFICER	\$ 1,112.46	
14/12/2023	C INV 588236		TEMP STAFF - OPERATIONS STORES OFFICER	\$ 2,781.16	
14/12/2023	C INV 588237		TEMP STAFF - DEPOT	\$ 545.11	
14/12/2023	C INV 588344		TEMP STAFF - DEPOT	\$ 1,090.21	
19/12/2023	3598.12080-01	Midland Tools Pty Ltd T/A Total Tools	TOOLS		\$ 2,284.45
04/12/2023	358448AA		SUPPLY ASSORTED TOOLS	\$ 179.70	
15/12/2023	358449		SUPPLY ASSORTED TOOLS	\$ 1,401.00	
15/12/2023	358448		SUPPLY ASSORTED TOOLS	\$ 703.75	
19/12/2023	3598.12149-01	TenderLink.com	ADVERTISING		\$ 190.30
20/11/2023	MUNDAR-589263		PUBLIC TENDER ADVERTISING	\$ 190.30	
19/12/2023	3598.12304-01	Quilts By Robyn	STOCK PURCHASES		\$ 90.00
08/12/2023	403		MUNDARING VISITOR CENTRE STOCK	\$ 90.00	
19/12/2023	3598.12363-01	The Artisan Mundaring	CATERING		\$ 910.00
19/12/2023	99		CATERING - 2023 THANK YOU MORNING TEA	\$ 910.00	
19/12/2023	3598.12402-01	Grace Information & Records Managem	OFFSITE RECORDS STORAGE		\$ 1,982.85
04/12/2023	RP01456532		OFFSITE RECORDS STORAGE	\$ 1,982.85	
19/12/2023	3598.12514-01	Nature Photography by Nathan	STOCK PURCHASES		\$ 21.00
12/12/2023	0173		SUPPLY PHOTO PRINT - VISITOR CENTRE STOCK	\$ 21.00	
19/12/2023	3598.12579-01	Mr V Crowe	LANDSCAPE & MAINTENANCE SERVICES		\$ 2,238.00
18/12/2023	2268		LANDSCAPE SERVICES - SCFC CLAYTON VIEW	\$ 288.00	
18/12/2023	2269		LANDSCAPE SERVICES - CPC MIDDLE SWAN	\$ 288.00	
18/12/2023	2270		LANDSCAPE & MAINTENANCE SERVICES - MECPC	\$ 456.00	
18/12/2023	2265		LANDSCAPE SERVICES - SCFC CLAYTON VIEW	\$ 630.00	
18/12/2023	2266		LANDSCAPE SERVICES - CPC MIDDLE SWAN	\$ 288.00	
18/12/2023	2267		LANDSCAPE SERVICES - MECPC	\$ 288.00	
19/12/2023	3598.12640-01	Officeworks Ltd	STATIONERY		\$ 790.48
12/12/2023	611118169		STATIONERY ITEMS	\$ 413.95	
18/12/2023	611115794		STATIONERY ITEMS & COFFEE	\$ 376.53	
19/12/2023	3598.12679-01	Roy Gripske & Sons Pty Ltd	PARTS		\$ 387.85
08/12/2023	1194303		SUPPLY 6X ROLLS OF DIAMOND EDGE WHIP CORD	\$ 387.85	

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19/12/2023	3598.12794-01	Mount Helena Hardware	PARTS		\$ 705.19
04/12/2023	101113603		SUPPLY PARTS FOR PLAYGROUND MAINTENANCE VARIOUS	\$ 63.20	
04/12/2023	102021615		SUPPLY PARTS FOR PLAYGROUND MAINTENANCE VARIOUS	\$ 46.00	
04/12/2023	101113547		SUPPLY PARTS FOR PLAYGROUND MAINTENANCE VARIOUS	\$ 129.00	
04/12/2023	101113414		SUPPLY PARTS FOR PLAYGROUND MAINTENANCE VARIOUS	\$ 12.40	
04/12/2023	102021836		SUPPLY PARTS FOR PLAYGROUND MAINTENANCE VARIOUS	\$ 14.99	
04/12/2023	101114513		SUPPLY ASSORTED STREET FURNITURE FITTINGS	\$ 19.99	
14/12/2023	102021339		SUPPLY GRIPPLE STARTER PACK	\$ 299.00	
14/12/2023	101113437		SUPPLY ASSORTED STREET FURNITURE FITTINGS	\$ 120.61	
19/12/2023	3598.12899-01	NAPA (A Division of GPC Asia Pacific	PARTS		\$ 1,005.83
04/12/2023	1320335016		SUPPLY OF WORKSHOP CONSUMABLES	\$ 45.10	
04/12/2023	1320334818		SUPPLY OF WORKSHOP CONSUMABLES	\$ 77.55	
08/12/2023	1320336962		SUPPLY OF WORKSHOP CONSUMABLES	\$ 123.50	
08/12/2023	1320336998		SUPPLY OF WORKSHOP CONSUMABLES	\$ 297.68	
14/12/2023	1320337368		SUPPLY ASSORTED FILTERS FOR P4814, P2489, P2484 & P731	\$ 405.35	
14/12/2023	1320337324		SUPPLY OF WORKSHOP CONSUMABLES	\$ 56.65	
19/12/2023	3598.12938-01	Aussie Broadband Pty Ltd	NBN FTTN, NBN FIBRE, SIP TRUNK & VOIP CHARGES		\$ 7,932.64
29/11/2023	30277243		NBN ENTERPRISE ETHERNET - VARIOUS LOCATIONS	\$ 1,195.22	
29/11/2023	30400074		NBN FTTN, NBN FIBRE, SIP TRUNK & VOIP CHARGES	\$ 4,290.79	
12/12/2023	26893651		NBN ENTERPRISE ETHERNET - VARIOUS LOCATIONS	\$ 136.96	
12/12/2023	26672042		NBN FTTN, NBN FIBRE, SIP TRUNK & VOIP CHARGES	\$ 2,309.67	
19/12/2023	3598.12940-01	Muchea Tree Farm (ND Vallance T/As:	PLANTS		\$ 994.00
18/12/2023	00094932		SUPPLY ASSORTED TUBE STOCK	\$ 994.00	
19/12/2023	3598.12951-01	Traffic Force	TRAFFIC MANAGEMENT SERVICES		\$ 59,949.31
15/12/2023	00035431		TRAFFIC MANAGEMENT SERVICES - SHOULDER MAINTENANCE	\$ 1,299.38	
15/12/2023	00034965		TRAFFIC MANAGEMENT SERVICES - TREE MAINTENANCE	\$ 4,976.93	
15/12/2023	00035328		TRAFFIC MANAGEMENT SERVICES - TREE MAINTENANCE	\$ 2,301.75	
15/12/2023	00035459		TRAFFIC MANAGEMENT SERVICES - TREE MAINTENANCE	\$ 2,487.38	
15/12/2023	00035570		TRAFFIC MANAGEMENT SERVICES - DRAINAGE MAINTENANCE	\$ 1,175.38	
15/12/2023	00035461		TRAFFIC MANAGEMENT SERVICES - SHOULDER MAINTENANCE	\$ 3,786.75	
15/12/2023	00035460		TRAFFIC MANAGEMENT SERVICES - DRAINAGE MAINTENANCE	\$ 4,836.89	
15/12/2023	00035568		TRAFFIC MANAGEMENT SERVICES - DRAINAGE MAINTENANCE	\$ 4,937.63	
15/12/2023	00035240		TRAFFIC MANAGEMENT SERVICES - SHOULDER MAINTENANCE	\$ 3,675.38	
15/12/2023	00035505		TRAFFIC MANAGEMENT SERVICES - SHOULDER MAINTENANCE	\$ 2,635.88	
15/12/2023	00035569		TRAFFIC MANAGEMENT SERVICES - SHOULDER MAINTENANCE	\$ 5,049.00	
15/12/2023	00035432		TRAFFIC MANAGEMENT SERVICES - DRAINAGE MAINTENANCE	\$ 4,366.38	
15/12/2023	00035504		TRAFFIC MANAGEMENT SERVICES - DRAINAGE MAINTENANCE	\$ 2,041.88	
15/12/2023	00035506		TRAFFIC MANAGEMENT SERVICES - DRAINAGE MAINTENANCE	\$ 1,195.85	
15/12/2023	00035503		TRAFFIC MANAGEMENT SERVICES - TREE MAINTENANCE	\$ 2,190.38	
15/12/2023	00035567		TRAFFIC MANAGEMENT SERVICES - TREE MAINTENANCE	\$ 5,531.63	
19/12/2023	00035658		TRAFFIC MANAGEMENT SERVICES - SHOULDER MAINTENANCE	\$ 1,231.92	
15/11/2023	00035265		TRAFFIC MANAGEMENT PLAN & SITE INSPECTION	\$ 439.40	
27/11/2023	00035424		TRAFFIC MANAGEMENT SERVICES - VERGE WORKS	\$ 888.06	
01/12/2023	00035430		TRAFFIC MANAGEMENT SERVICES - DRAINAGE MAINTENANCE	\$ 3,282.04	
08/12/2023	00035617		TRAFFIC MANAGEMENT SERVICES - SHOULDER MAINTENANCE	\$ 1,619.42	
19/12/2023	3598.12984-01	AJL Plumbing and Gas Pty Ltd (ATF The	PLUMBING SERVICES		\$ 2,039.40
22/11/2023	AJL13095		BACKFLOW TESTING - STONEVILLE FIRE BRIGADE BUILDING	\$ 176.00	
30/11/2023	AJL13068		PLUMBING SERVICES - CHIDLOW HERITAGE TRAIL TOILETS	\$ 154.00	
30/11/2023	AJL13067		PLUMBING SERVICES - DARLINGTON OVAL PAVILION	\$ 154.00	
14/12/2023	AJL13132		SUPPLY & INSTALL RETIC VALVE - DANNY WIMPERUS PARK	\$ 385.00	
15/12/2023	AJL13169		PLUMBING SERVICES - NORRIS PARK	\$ 302.50	
15/12/2023	AJL12731		PLUMBING SERVICES - BROWN PARK COMMUNITY CENTRE	\$ 229.90	
18/12/2023	AJL13280		PLUMBING SERVICES - MECPC	\$ 313.50	
18/12/2023	AJL13075		PLUMBING SERVICES - DARLINGTON PAVILION	\$ 170.50	
18/12/2023	AJL13208		PLUMBING SERVICES - DARLINGTON HALL	\$ 154.00	

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19/12/2023	3598.13158-01	Better Pets and Gardens Midland (BPAG	CONSUMABLES		
04/12/2023	5-02-327695		SUPPLY ANIMAL FOOD, LITTER & ANIMAL SEAT BELTS FOR POUND	\$ 277.45	\$ 277.45
19/12/2023	3598.13176-01	Interflow Pty Limited	MAINTENANCE		
18/12/2023	000000027612		STORMWATER PIPE REHABILITATION	\$ 30,131.21	\$ 47,367.41
18/12/2023	000000027613		REPAIR STORMWATER PIPE	\$ 17,236.20	
19/12/2023	3598.13232-01	Leighton O'Brien Pty Ltd	PROFESSIONAL SERVICES		
19/12/2023	INV-5175		ANNUAL CHARGE SIR ANALYSIS & REPORTING 01/01/2024 - 31/12/2024	\$ 709.50	\$ 709.50
19/12/2023	3598.13278-01	Safeway Building & Renovations Pty	CONSTRUCTION		
04/12/2023	5478		CONSTRUCTION OF STORE OFFICE IN OPERATIONS ADMIN BUILDING	\$ 44,523.60	\$ 44,523.60
19/12/2023	3598.13345-01	ABM Landscaping (Mikevie Pty Ltd T/As:)	LANDSCAPING		
14/12/2023	INV-4619		LANDSCAPE MAINTENANCE - MORRISON RD STREETSCAPE	\$ 4,773.98	\$ 4,773.98
19/12/2023	3598.13368-01	Midland Nissan and Isuzu (Idom Midland	VEHICLE REPAIRS		
04/12/2023	62281788		REPAIR AIR CONDITIONER IN P4791	\$ 2,080.00	\$ 6,025.44
12/12/2023	62267521		INVESTIGATE & REPAIR HEADLIGHTS NOT WORKING ON 055MDG	\$ 3,945.44	
19/12/2023	3598.13490-01	Humanness (MKI Group Pty Ltd T/As:)	DESIGN FEES/COSTS		
08/12/2023	INV-1223-001		2023/2024 ANNUAL WEBSITE MANAGEMENT & GOVERNANCE SUPPORT	\$ 1,722.60	\$ 1,722.60
19/12/2023	3598.1350-01	Crackajack Party Hire	EQUIPMENT HIRE		
15/12/2023	6674		HIRE CATERING EQUIPMENT - CELEBRATING COMMUNITY EVENT	\$ 388.30	\$ 388.30
19/12/2023	3598.13540-01	ELM (WA) Pty Ltd	MOWING SERVICES		
18/12/2023	INV-4704		MOWING SERVICES - VARIOUS LOCATIONS	\$ 11,553.11	\$ 11,553.11
19/12/2023	3598.13609-01	WA Treeworks (D & TL Barker Nominee	TREE WATERING SERVICE		
18/12/2023	27349		TREE WATERING SERVICE - VARIOUS LOCATIONS	\$ 17,398.37	\$ 18,969.50
18/12/2023	27547		TREE WATERING SERVICE - VARIOUS LOCATIONS	\$ 1,571.13	
19/12/2023	3598.13715-01	Ensign (Ensign Services (Aust.) Pty	SAFETY EQUIPMENT		
04/12/2023	6333374		SAFETY EQUIPMENT	\$ 306.28	\$ 306.28
19/12/2023	3598.13781-01	Graffiti Gone WA (Christopher Mark	MAINTENANCE		
18/12/2023	00001004		SUPPLY & DELIVER GRAFFITI CLEANING PRODUCTS	\$ 2,205.50	\$ 2,205.50
19/12/2023	3598.138-01	Sonic HealthPlus Pty Ltd	MEDICAL EXAMINATION		
06/12/2023	3111512		PRE-EMPLOYMENT MEDICAL EXAMINATION	\$ 250.80	\$ 1,195.70
06/12/2023	3111509		PRE-EMPLOYMENT MEDICAL EXAMINATION	\$ 115.50	
08/12/2023	3113355		PRE-EMPLOYMENT MEDICAL EXAMINATION	\$ 250.80	
12/12/2023	3111510		PRE-EMPLOYMENT MEDICAL EXAMINATION	\$ 250.80	
15/12/2023	3107050		PRE-EMPLOYMENT MEDICAL EXAMINATION	\$ 327.80	
19/12/2023	3598.13866-01	Booktopia Pty Ltd	BOOKS		
28/11/2023	20371623		BOOK STOCK - AFM LIBRARY	\$ 256.96	\$ 3,732.71
28/11/2023	20340041		BOOK STOCK - AFM LIBRARY	\$ 102.46	
28/11/2023	20369114		BOOK STOCK - KSP LIBRARY	\$ 185.50	
28/11/2023	20301028		BOOK STOCK - AFM LIBRARY	\$ 139.61	
28/11/2023	20328289		BOOK STOCK - KSP LIBRARY	\$ 330.40	
04/12/2023	20425526		BOOK STOCK - AFM LIBRARY	\$ 255.27	
28/11/2023	20418152		BOOK STOCK - AFM LIBRARY	\$ 207.48	
28/11/2023	20369080		BOOK STOCK - AFM LIBRARY	\$ 209.28	
28/11/2023	20417923		BOOK STOCK - KSP LIBRARY	\$ 205.51	
28/11/2023	20327169		BOOK STOCK - KSP LIBRARY	\$ 303.73	
04/12/2023	20426311		BOOK STOCK - KSP LIBRARY	\$ 209.76	
04/12/2023	20385028		BOOK STOCK - KSP LIBRARY	\$ 283.52	
28/11/2023	20370645		BOOK STOCK - AFM LIBRARY	\$ 487.52	
28/11/2023	20371518		BOOK STOCK - AFM LIBRARY	\$ 130.53	
28/11/2023	20347225		BOOK STOCK - AFM LIBRARY	\$ 183.80	
28/11/2023	20307035		BOOK STOCK - AFM LIBRARY	\$ 241.38	
19/12/2023	3598.14013-01	Eastern Hills Chainsaws & Mowers Pty	EQUIPMENT REPAIRS		
24/11/2023	51254 #4		SUPPLY TWO STROKE OIL	\$ 149.40	\$ 195.70
08/12/2023	51302 #4		EQUIPMENT REPAIRS	\$ 46.30	

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19/12/2023	3598.14016-01	Western Educting Service (Western M	HIRE OF PLANT		\$ 15,521.80
14/12/2023	1466		DRAIN EDUCTING/JETTING AT VARIOUS LOCATIONS	\$ 1,632.24	
18/12/2023	1465		DRAIN EDUCTING/JETTING AT VARIOUS LOCATIONS	\$ 1,728.24	
18/12/2023	1467		DRAIN EDUCTING/JETTING AT VARIOUS LOCATIONS	\$ 1,536.22	
18/12/2023	1508		DRAIN EDUCTING/JETTING AT VARIOUS LOCATIONS	\$ 1,778.65	
18/12/2023	1509		DRAIN EDUCTING/JETTING AT VARIOUS LOCATIONS	\$ 1,778.65	
18/12/2023	1510		DRAIN EDUCTING/JETTING AT VARIOUS LOCATIONS	\$ 1,638.23	
18/12/2023	1511		DRAIN EDUCTING/JETTING AT VARIOUS LOCATIONS	\$ 1,778.65	
18/12/2023	1512		DRAIN EDUCTING/JETTING AT VARIOUS LOCATIONS	\$ 1,872.27	
18/12/2023	1513		DRAIN EDUCTING/JETTING AT VARIOUS LOCATIONS	\$ 1,778.65	
19/12/2023	3598.14051-01	Sweeping Services Australia Pty Ltd	STREET SWEEPING SERVICES		\$ 9,636.36
18/12/2023	INV-0456		STREET SWEEPING SERVICES - VARIOUS SITES	\$ 9,636.36	
19/12/2023	3598.14109-01	Red Dot Stores (The C C C B	CONSUMABLES		\$ 328.79
18/12/2023	11730022		CONSUMABLES - MECPC	\$ 89.99	
18/12/2023	11774811		CONSUMABLES - MECPC	\$ 218.80	
18/12/2023	11847930		CONSUMABLES - MECPC	\$ 20.00	
19/12/2023	3598.14324-01	Proarb WA (R Hawkins & C.N Jones T/As	STREET TREE MAINTENANCE		\$ 1,908.50
18/12/2023	1231		STREET TREE MAINTENANCE - BAILUP RD WOOROLOO	\$ 1,908.50	
19/12/2023	3598.14496-01	Tyrepower Mundaring (The Trustee for	TYRES & REPAIRS		\$ 2,560.00
08/12/2023	119076		SUPPLY & FIT NEW TYRES ON 091MDG	\$ 2,320.00	
12/12/2023	119096		SUPPLY & FIT 2X NEW TYRES ON P195	\$ 240.00	
19/12/2023	3598.14505-01	1300Tempfence (Ready Industries Pty	FENCING		\$ 2,587.20
22/11/2023	643375		HIRE OF SOLAR SITE CAMERAS - COPPIN RD TRANSFER STATION	\$ 862.40	
04/12/2023	643984		HIRE OF SOLAR SITE CAMERAS - MATHIESON RD TRANSFER STATION	\$ 862.40	
14/12/2023	650606		HIRE OF SOLAR SITE CAMERAS - COPPIN RD TRANSFER STATION	\$ 862.40	
19/12/2023	3598.14560-01	Busy Bee Hills Photography (Anita Clare	VISITOR CENTRE STOCK		\$ 15.40
28/11/2023	09		SUPPLY GREETING CARDS FOR VISITOR CENTRE STOCK	\$ 15.40	
19/12/2023	3598.14583-01	Fleet Network Pty Ltd	NOVATED LEASE		\$ 762.85
18/12/2023	126749		NOVATED LEASE CHARGES 06/12/2023	\$ 762.85	
19/12/2023	3598.14618-01	LO-GO Appointments (Helene Pty Ltd	TEMP STAFF		\$ 10,070.94
14/12/2023	H3165		TEMP STAFF - PROJECT DELIVERY OFFICER	\$ 1,885.94	
14/12/2023	H3196		TEMP STAFF - PROJECT DELIVERY OFFICER	\$ 2,464.31	
14/12/2023	H3140		TEMP STAFF - PROJECT DELIVERY OFFICER	\$ 3,344.40	
19/12/2023	H3251		TEMP STAFF - PROJECT DELIVERY OFFICER	\$ 2,376.29	
19/12/2023	3598.14644-01	Uniting Global Pty Ltd	CLEANING		\$ 3,335.04
18/12/2023	INV-1001		CLEANING SERVICES - FUNCTION CLEAN 18/10/2023 - 20/10/2023	\$ 224.24	
18/12/2023	INV-1069		CLEANING SERVICES - NOVEMBER 2023 - LAKE LESCHENAULTIA	\$ 3,110.80	
19/12/2023	3598.14652-01	HWL Ebsworth Lawyers	PROFESSIONAL SERVICES		\$ 1,760.88
18/12/2023	1675338		PROFESSIONAL SERVICES - 2945 JACOBY ST MUNDARING	\$ 1,760.88	
19/12/2023	3598.147-01	CJD Equipment Pty Ltd	PARTS		\$ 687.50
01/12/2023	002744790		SUPPLY FAN FOR P258	\$ 566.59	
06/12/2023	002746403		SUPPLY PLOW BOLTS & NUTS FOR P258	\$ 120.91	
19/12/2023	3598.14711-01	ATI-Mirage (ATI-Mirage Training & Bus	TRAINING		\$ 3,960.00
29/11/2023	INV-5299		ROVING TRAINING ON SITE AT ADMIN ON 21/01/11/2023 & 29/11/2023	\$ 3,960.00	
19/12/2023	3598.14793-01	Award Contracting Pty Ltd	UNDERGROUND SERVICES LOCATION		\$ 440.00
15/12/2023	00029793		LOCATE UNDERGROUND SERVICES DARLINGTON OVAL	\$ 440.00	
19/12/2023	3598.14870-01	Eastern Hills Bakery (Q.N Lowings &	CATERING		\$ 351.50
18/12/2023	36		CATERING - BUSHFIRE FORUM	\$ 351.50	
19/12/2023	3598.14882-01	BB Recruitment & Consulting Service	TEMP STAFF		\$ 5,362.50
18/12/2023	INV-0109		TEMP STAFF - MECPC CHILDCARE AGENCY STAFF	\$ 2,681.25	
18/12/2023	I0002470		TEMP STAFF - MECPC CHILDCARE AGENCY STAFF	\$ 2,681.25	
19/12/2023	3598.14939-01	Eurofins ARL Pty Ltd	ANALYTICAL EXPENSES		\$ 8,468.90
14/12/2023	817164		ANALYTICAL EXPENSES - MATHIESON RD TRANSFER STATION	\$ 8,468.90	

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19/12/2023	3598.15009-01	Hoseforce Pty Ltd	PARTS		\$ 385.29
12/12/2023	561093		SUPPLY PARTS FOR P258	\$ 44.40	
12/12/2023	561316		SUPPLY HOSES FOR P740	\$ 340.89	
19/12/2023	3598.15-01	Australia Post	POSTAGE		\$ 400.89
15/12/2023	1012864654		RATES COLLECTION FEES - NOVEMBER 2023	\$ 400.89	
19/12/2023	3598.15080-01	Jomar (WA) Pty Ltd	MAINTENANCE		\$ 5,995.00
18/12/2023	IN0504		LEVEL 1 INSPECTIONS FOR 11X BRIDGE STRUCTURES	\$ 5,995.00	
19/12/2023	3598.15126-01	Cromag Pty Ltd T/A Sigma Chemicals	CHEMICALS		\$ 1,948.21
29/11/2023	561207		CHEMICALS - MT HELENA AQUATIC CENTRE	\$ 1,092.96	
18/12/2023	178596/01		CHEMICALS - MT HELENA AQUATIC CENTRE	\$ 855.25	
19/12/2023	3598.15142-01	Omnicom Media Group Australia Pty Ltd	ADVERTISING		\$ 3,081.10
30/11/2023	1685310		ADVERTISING	\$ 469.04	
30/11/2023	1685309		ADVERTISING	\$ 1,204.94	
04/12/2023	1685308		ADVERTISING	\$ 410.17	
04/12/2023	1685312		ADVERTISING	\$ 469.04	
04/12/2023	1685311		ADVERTISING	\$ 527.91	
19/12/2023	3598.15163-01	Kody Bacon T/A Statik Noise	AUDIO-VISUAL		\$ 150.00
28/11/2023	0000005		AUDIO-VISUAL FOR SENIORS WEEK NOVEMBER 2023	\$ 150.00	
19/12/2023	3598.15170-01	Twistech Pty Ltd	MAINTENANCE		\$ 5,539.33
18/12/2023	INV-0159		SUPPLY & INSTALL CONCRETE BASE FOR SHOT PUT - MUNDARING ARENA	\$ 4,241.33	
18/12/2023	INV-0164		SUPPLY MATERIALS & REPLACE FENCING - HARRY RISEBOUROUGH OVAL	\$ 462.00	
15/12/2023	INV-0171		REPAIR DAMAGED FENCING - MATHIESON RD TRANSFER STATION	\$ 308.00	
15/12/2023	INV-0170		REPAIR GATE POST OPPOSITE WILLIAM ADAMS PARK	\$ 528.00	
19/12/2023	3598.15207-01	Veale Corporation Pty Ltd T/A Veale Auto	PARTS		\$ 309.20
28/11/2023	19778752		SUPPLY ASSORTED FILTERS FOR P4827	\$ 125.60	
28/11/2023	19775016		SUPPLY ASSORTED PARTS FOR P736	\$ 183.60	
19/12/2023	3598.15225-01	Synergy Business Systems Pty Ltd T/As	SAFETY EQUIPMENT		\$ 32.69
04/12/2023	1152696		SAFETY EQUIPMENT	\$ 32.69	
19/12/2023	3598.15258-01	Elite Compliance Pty Ltd	GEOTECHNICAL INVESTIGATION		\$ 8,250.00
12/12/2023	00007060		GEOTECHNICAL INVESTIGATION - MORGAN JOHN MORGAN	\$ 8,250.00	
19/12/2023	3598.15437-01	WA School Canteen Suppliers	KIOSK STOCK		\$ 1,146.70
18/12/2023	00001526		KIOSK STOCK - BILGOMAN AQUATIC CENTRE	\$ 41.85	
18/12/2023	00001499		KIOSK STOCK - BILGOMAN AQUATIC CENTRE	\$ 69.75	
18/12/2023	00001500		KIOSK STOCK - BILGOMAN AQUATIC CENTRE	\$ 1,035.10	
19/12/2023	3598.15439-01	Deaf Connect (Deaf Services Limited)	AUSLAN INTERPRETING SERVICE		\$ 333.01
18/12/2023	INV255842		AUSLAN INTERPRETING SERVICE	\$ 333.01	
19/12/2023	3598.15462-01	Midlacentra Pty Ltd (The Trustee for	ELECTRICAL APPLIANCE		\$ 294.00
07/12/2023	1952527		SUPPLY HISENSE 125L BAR FRIDGE - CDS SHED COPPIN RD TRANSFER STATION	\$ 294.00	
19/12/2023	3598.15464-01	Premier Envelopes Australia Pty Ltd	ENVELOPES		\$ 324.49
08/12/2023	00000739		SUPPLY & DELIVER WINDOW FACED ENVELOPES	\$ 324.49	
19/12/2023	3598.1689-01	Compsys Pty Ltd T/A Harmony Software	SOFTWARE EXPENSES		\$ 657.20
05/12/2023	3-33533		SOFTWARE SUBSCRIPTION - NOVEMBER 2023	\$ 657.20	
19/12/2023	3598.191-01	Eastern Region Security	SECURITY EXPENSES		\$ 3,140.50
12/12/2023	00021724		SECURITY EXPENSES - AFM LIBRARY	\$ 110.00	
12/12/2023	00021719		SECURITY EXPENSES - VARIOUS SHIRE BUILDINGS	\$ 770.00	
14/12/2023	00021785		SECURITY EXPENSES - AFM LIBRARY	\$ 220.00	
14/12/2023	00021784		SECURITY EXPENSES - ADMIN BUILDING	\$ 110.00	
14/12/2023	00021783		SECURITY EXPENSES - VARIOUS LOCATIONS	\$ 660.00	
14/12/2023	00021786		SECURITY EXPENSES - DEPOT	\$ 330.00	
18/12/2023	00021795		SECURITY EXPENSES - BILGOMAN AQUATIC CENTRE	\$ 940.50	
19/12/2023	3598.1955-01	Cleanaway	RECYCLING FEES		\$ 85,582.00
14/12/2023	21767375		RECYCLING FEES - NOVEMBER 2023	\$ 85,582.00	
19/12/2023	3598.2009-01	E & M J Rosher Pty Ltd	EQUIPMENT PURCHASES		\$ 28,006.20
18/12/2023	1466261		SUPPLY & DELIVER KUBOTA SIDE DISCHARGE MOWER DECK	\$ 4,296.60	
18/12/2023	1466260		SUPPLY & DELIVER KUBOTA FRONT DECK MOWER 11BH724	\$ 23,709.60	

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19/12/2023	3598.21-01	Eastern Metropolitan Regional Council	TRANSFER STATION FEES		\$ 305,936.94
14/12/2023	EMRC54714		MATHIESON RD WASTE TRANSFER STATION - SITE MANAGEMENT	\$ 28,399.84	
14/12/2023	EMRC54713		COPPIN RD WASTE TRANSFER STATION - SITE MANAGEMENT	\$ 53,547.70	
14/12/2023	EMRC54712		MANAGEMENT OF CDS OPERATIONS AT COPPIN ROAD TRANSFER STATION	\$ 41,417.17	
14/12/2023	EMRC54570		TRANSFER STATION FEES	\$ 62,294.49	
14/12/2023	EMRC54707		TRANSFER STATION FEES	\$ 28,391.66	
14/12/2023	EMRC54017		TRANSFER STATION FEES	\$ 60.50	
14/12/2023	EMRC54252		TRANSFER STATION FEES	\$ 45,609.90	
18/12/2023	EMRC54400		TRANSFER STATION FEES	\$ 46,215.68	
19/12/2023	3598.218-01	Security & Key Distributors	SECURITY EXPENSES		\$ 2,147.59
20/11/2023	95253		SUPPLY & DELIVER 10X BILOCK PADLOCKS - MECPC	\$ 1,862.06	
20/11/2023	95243		SUPPLY & DELIVER 1X BILOCK KEY - ADMIN BUILDING	\$ 54.76	
04/12/2023	95333		SUPPLY & DELIVER NEW LOCK - BOYA OVAL CHANGE ROOM	\$ 230.77	
19/12/2023	3598.234-01	Coles Supermarkets Australia Pty Ltd	KIOSK SUPPLIES		\$ 1,191.82
18/12/2023	180425749		FOOD & CONSUMABLES FOR CHILDREN - MECPC	\$ 1,010.81	
18/12/2023	180706016		FOOD & CONSUMABLES FOR CHILDREN - MECPC	\$ 181.01	
19/12/2023	3598.254-01	Mundaring Arts Centre Inc	MAINTENANCE INSPECTION		\$ 7,150.00
18/12/2023	1449		MAINTENANCE INSPECTION - MUNDARING SCULPTURE PARK	\$ 1,320.00	
18/12/2023	1448		SCULPTURE RESTORATION - MUNDARING SCULPTURE PARK	\$ 2,805.00	
18/12/2023	1447		SCULPTURE RESTORATION - MUNDARING SCULPTURE PARK	\$ 3,025.00	
19/12/2023	3598.280-01	Winc Australia Pty Limited	STATIONERY		\$ 812.23
20/11/2023	9043838776		STATIONERY ITEMS	\$ 16.81	
04/12/2023	9043908983		STATIONERY ITEMS	\$ 790.80	
04/12/2023	9043912941		STATIONERY ITEMS	\$ 4.62	
19/12/2023	3598.295-01	Coca Cola Europacific Partners	KIOSK SUPPLIES		\$ 2,616.24
15/12/2023	0232915863		KIOSK SUPPLIES - BILGOMAN AQUATIC CENTRE	\$ 643.50	
18/12/2023	232859432		KIOSK SUPPLIES - MT HELENA AQUATIC CENTRE	\$ 1,180.59	
18/12/2023	232908475		KIOSK SUPPLIES - BILGOMAN AQUATIC CENTRE	\$ 792.15	
19/12/2023	3598.300-01	Civica Pty Ltd	SUBSCRIPTIONS		\$ 220.00
19/12/2023	C/LA034735		SPYDUS LIBRARY TRAINING ON 16/11/2023	\$ 220.00	
19/12/2023	3598.307-01	McLeods Barristers and Solicitors	LEGAL MATTER		\$ 6,995.34
04/12/2023	133001		LEGAL MATTER 51653 - DOG ACT PROSECUTIONS	\$ 2,355.65	
04/12/2023	133192		LEGAL MATTER 51267 - FOOD ACT PROSECUTIONS	\$ 3,252.70	
08/12/2023	133078		LEGAL MATTER 32243 - FAMILY DAYCARE MEMBER AGREEMENT	\$ 1,386.99	
19/12/2023	3598.3088-01	Local Government Professionals	REGISTRATION		\$ 350.00
15/12/2023	37836		REGISTRATION - FINANCE FOR NON-FINANCIAL PEOPLE TRAINING	\$ 350.00	
19/12/2023	3598.314-01	Landgate	TITLE SEARCHES		\$ 1,082.56
15/12/2023	389784		UNIMPROVED VALUES CHARGEABLE	\$ 74.15	
15/12/2023	388726		GROSS RENTAL VALUATIONS CHARGEABLE	\$ 547.74	
15/12/2023	388902		GROSS RENTAL VALUATIONS CHARGEABLE	\$ 430.17	
15/12/2023	1337409		ONLINE TITLE SEARCHES	\$ 30.50	
19/12/2023	3598.3180-01	Battery World Midland	BATTERIES		\$ 1,618.00
15/11/2023	IN6031763412		BATTERIES FOR VARIOUS VEHICLES	\$ 345.00	
24/11/2023	#IN6031763418		SUPPLY BATTERY FOR P2494	\$ 40.00	
12/12/2023	#IN6031763445		SUPPLY BATTERY FOR P740	\$ 330.00	
14/12/2023	#IN6031763461		SUPPLY BATTERIES FOR P703	\$ 638.00	
14/12/2023	#IN6031763354		SUPPLY BATTERY FOR SHIRE VEHICLE	\$ 265.00	
19/12/2023	3598.320-01	Department of Fire & Emergency Service	ESL CONTRIBUTION		\$ 1,100,570.49
07/12/2023	156588		2023/2024 ESL QUARTER 2 CONTRIBUTION	\$ 1,100,570.49	

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19/12/2023	3598.33-01	Boral Construction Materials Group	ASPHALT		\$ 2,645.29
04/12/2023	WA17878126		ASPHALT	\$ 267.03	
04/12/2023	WA17884279		ASPHALT	\$ 259.90	
15/12/2023	WA17907578		ASPHALT	\$ 263.46	
15/12/2023	WA17932058		ASPHALT	\$ 1,068.08	
15/12/2023	WA17893429		ASPHALT	\$ 259.90	
15/12/2023	WA17927735		ASPHALT	\$ 263.46	
15/12/2023	WA17900952		ASPHALT	\$ 263.46	
19/12/2023	3598.3338-01	RSEA Pty Ltd	SAFETY EQUIPMENT		\$ 285.29
15/11/2023	15294908		SAFETY EQUIPMENT	\$ 118.80	
04/12/2023	15412135		SAFETY EQUIPMENT	\$ 166.49	
19/12/2023	3598.3493-01	BGC Quarries	ROCKBASE		\$ 411.88
15/12/2023	IQ43188		SUPPLY 7MM WASHED GRANITE	\$ 411.88	
19/12/2023	3598.3780-01	Kleenit Pty Ltd	MAINTENANCE		\$ 495.00
15/12/2023	166588		REMOVE GRAFFITI - CRAIG STREET MUNDARING	\$ 165.00	
15/12/2023	166589		REMOVE GRAFFITI - MUNDARING HALL	\$ 330.00	
19/12/2023	3598.3868-01	Bucher Municipal Pty Ltd	EQUIPMENT PURCHASES		\$ 455,431.90
04/12/2023	1080053		EQUIPMENT PURCHASES	\$ 455,400.00	
12/12/2023	1081995		EQUIPMENT PURCHASES FOR P276	\$ 31.90	
19/12/2023	3598.388-01	Bunzl Ltd	CLEANING SUPPLIES		\$ 2,649.53
04/12/2023	X850029		DEPOT STOCK	\$ 1,848.73	
18/12/2023	X857285		DEPOT STOCK	\$ 800.80	
19/12/2023	3598.393-01	Western Australian Local Government	REGISTRATION		\$ 5,379.00
27/11/2023	SI-008221		CONTRIBUTION TO WALGA IR TRANSITION FUND	\$ 4,400.00	
12/12/2023	SI-007986		REGISTRATION - ROLE OF MAYORS & PRESIDENTS - CR MCNEIL	\$ 434.50	
12/12/2023	SI-007987		REGISTRATION - UNDERSTANDING REPORTS & BUDGETS - CR MEHTA	\$ 544.50	
19/12/2023	3598.394-01	Martins Trailer Parts	PARTS		\$ 171.29
04/12/2023	1423070		SUPPLY PARTS FOR 862MDG	\$ 171.29	
19/12/2023	3598.397-01	J. Blackwood & Son Pty Ltd	PARTS		\$ 1,242.55
15/11/2023	SI06359175		SUPPLY & DELIVER 2X PAPER TOWEL DISPENSERS	\$ 28.86	
20/11/2023	SI06345959		SUPPLY ASSORTED ITEMS FOR STORES	\$ 59.20	
20/11/2023	SI06357850		SUPPLY ASSORTED ITEMS FOR STORES	\$ 93.78	
20/11/2023	SI06310503		SUPPLY 20KG BAGS OF CEMENT	\$ 433.72	
20/11/2023	SI06304868		SUPPLY 20KG BAGS OF CEMENT	\$ 122.33	
24/11/2023	SI06485431		SUPPLY FENCE DROPPERS	\$ 241.59	
04/12/2023	SI06501873		SUPPLY ASSORTED SPRAY PAINTS	\$ 88.00	
15/12/2023	SI06551442		SUPPLY ASSORTED SPRAY PAINTS	\$ 77.48	
18/12/2023	SI06504048		SUPPLY EARPLUGS	\$ 97.59	
19/12/2023	3598.3996-01	Bobcat-Attach	VEHICLE REPAIRS		\$ 788.70
01/12/2023	24485		REPAIR QUICK HITCH ON BACKHOE P258	\$ 788.70	
19/12/2023	3598.4117-01	Our Community Pty Ltd	SUBSCRIPTION		\$ 1,500.00
04/12/2023	70524		SMARTYSEARCH GRANT SEARCH ENGINE ANNUAL SUBSCRIPTION	\$ 1,500.00	
19/12/2023	3598.4252-01	Boya Equipment Pty Ltd	EQUIPMENT PURCHASES		\$ 2,189.29
04/12/2023	31532		EQUIPMENT PURCHASES FOR 866MDG	\$ 2,189.29	
19/12/2023	3598.4281-01	Direct Communications	EQUIPMENT PURCHASES		\$ 915.97
14/12/2023	117371		INSTALL RADIO IN NEW SWEEPER TRUCK P310	\$ 915.97	
19/12/2023	3598.4332-01	Surf Life Saving Western Australia	TRAINING		\$ 1,216.00
18/12/2023	43499		FIRST AID TRAINING - CPC MIDDLE SWAN STAFF	\$ 1,216.00	
19/12/2023	3598.441-01	Toolmart Australia Pty. Ltd.	TOOLS		\$ 119.00
08/12/2023	20231204-7168415		SUPPLY HIKOKI RH 650V HEAT GUN	\$ 119.00	

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19/12/2023	3598.452-01	Mahogany Building & Design	MAINTENANCE		\$ 3,580.50
12/12/2023	INV0509		MAINTENANCE - FIRST FRIENDS PLAYGROUP SWAN VIEW	\$ 121.00	
15/12/2023	INV0516		MAINTENANCE - BROWN PARK COMMUNITY CENTRE	\$ 269.50	
15/12/2023	INV0515		MAINTENANCE - DARLINGTON PLAYGROUP	\$ 836.00	
15/12/2023	INV0514		MAINTENANCE - MUNDARING RECREATION GROUND PAVILION	\$ 99.00	
15/12/2023	INV0513		MAINTENANCE - BRUCE DOUGLAS PAVILION	\$ 99.00	
15/12/2023	INV0512		MAINTENANCE - OPERATIONS CENTRE BUILDINGS	\$ 456.50	
15/12/2023	INV0511		MAINTENANCE - DARLINGTON OVAL PAVILION	\$ 489.50	
15/12/2023	INV0510		MAINTENANCE - ADMIN BUILDING	\$ 484.00	
18/12/2023	INV0506		MAINTENANCE - MARLOO THEATRE	\$ 726.00	
19/12/2023	3598.4749-01	Pure Air Filters	PARTS		\$ 154.00
12/12/2023	00014986		SUPPLY AIR FILTERS FOR ASSORTED VEHICLES	\$ 154.00	
19/12/2023	3598.480-01	Echo Newspaper	ADVERTISING		\$ 5,280.00
13/11/2023	00034002		ADVERTISING	\$ 550.00	
20/11/2023	00034103		ADVERTISING	\$ 550.00	
20/11/2023	00033997		ADVERTISING	\$ 1,210.00	
04/12/2023	00034100		ADVERTISING	\$ 1,210.00	
04/12/2023	00034196		ADVERTISING	\$ 550.00	
12/12/2023	00034278		ADVERTISING	\$ 1,210.00	
19/12/2023	3598.4845-01	Seek Limited	ADVERTISING		\$ 401.50
18/12/2023	700276141		ADVERTISING	\$ 401.50	
19/12/2023	3598.5558-01	Global Workwear Investments Pty Ltd	WORK CLOTHES		\$ 4,056.01
15/11/2023	MD43623.D1		WORK CLOTHES	\$ 691.94	
04/12/2023	BM55697.D1		WORK CLOTHES	\$ 343.06	
15/12/2023	MD127372		WORK CLOTHES	\$ 188.95	
15/12/2023	MD127104		WORK CLOTHES	\$ 220.00	
15/12/2023	MD127107		WORK CLOTHES	\$ 215.96	
15/12/2023	MD43739.D1		WORK CLOTHES	\$ 390.51	
15/12/2023	MD127352		WORK BOOTS	\$ 179.95	
15/12/2023	MD127351		WORK BOOTS	\$ 215.96	
15/12/2023	MD127106		WORK BOOTS	\$ 197.95	
15/12/2023	MD43614.D1		WORK CLOTHES	\$ 534.45	
15/12/2023	MD127678		WORK BOOTS	\$ 202.46	
15/12/2023	MD127333		WORK BOOTS	\$ 188.95	
15/12/2023	MD127593		WORK BOOTS	\$ 143.96	
15/12/2023	MD127394		WORK BOOTS	\$ 143.96	
15/12/2023	MD127376		WORK BOOTS	\$ 197.95	
19/12/2023	3598.5749-01	Matrix Productions Australia Pty Ltd	EQUIPMENT HIRE		\$ 1,201.75
08/12/2023	40804		DISPLAY BOARD HIRE FOR CELEBRATING COMMUNITY EVENT	\$ 1,201.75	
19/12/2023	3598.5945-01	West Coast Spring Water Pty Ltd	CAFE BAR CONSUMABLES		\$ 58.08
15/12/2023	2967428		WATER BOTTLES FOR DEPOT WATER COOLERS	\$ 32.25	
18/12/2023	2926745		WATER BOTTLES FOR DEPOT WATER COOLERS	\$ 25.83	
19/12/2023	3598.6050-01	Fuel Distributors of Western Australia	FUEL & OILS		\$ 2,075.00
08/12/2023	00514359		FUEL & OILS	\$ 880.00	
08/12/2023	00514360		FUEL & OILS	\$ 702.64	
08/12/2023	00514361		FUEL & OILS	\$ 492.36	
19/12/2023	3598.61-01	Baileys Fertilisers	FERTILISER		\$ 1,540.00
18/12/2023	43078		SUPPLY 20KG BAGS OF ENERGY TURF FERTILISER	\$ 1,540.00	
19/12/2023	3598.6200-01	Pumps Australia Pty Ltd	PARTS		\$ 2,198.79
08/12/2023	54946		SUPPLY SPRAY GUN & ASSORTED PARTS	\$ 2,198.79	
19/12/2023	3598.6282-01	Strata Corporation Pty Ltd T/A	FERTILISER		\$ 305.03
31/12/2023	160266		SUPPLY 20KG BAGS OF POLYCOTE PLUS NATIVE FERTILISER	\$ 305.03	

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19/12/2023	3598.6423-01	Australian Training Management	TRAINING		\$ 1,165.00
15/12/2023	28309		FIRST AID TRAINING	\$ 190.00	
15/12/2023	28232		FIRST AID TRAINING	\$ 650.00	
15/12/2023	28231		FIRST AID TRAINING	\$ 325.00	
19/12/2023	3598.6634-01	Department of Justice	TRAINING		\$ 2,910.00
06/12/2023	2129317		CONTACT/GRIEVANCE OFFICER REFRESHER TRAINING	\$ 2,910.00	
19/12/2023	3598.6732-01	Relationships Australia Western	EMPLOYEE ASSISTANCE PROGRAM		\$ 396.00
06/12/2023	00427648		EMPLOYEE ASSISTANCE PROGRAM	\$ 198.00	
12/12/2023	00427972		EMPLOYEE ASSISTANCE PROGRAM	\$ 198.00	
19/12/2023	3598.68-01	The Watershed Water Systems	RETICULATION PARTS		\$ 8,805.82
04/12/2023	10241721		RETICULATION PARTS	\$ 139.25	
04/12/2023	10241702		RETICULATION PARTS	\$ 147.03	
04/12/2023	10241701		RETICULATION PARTS	\$ 150.00	
04/12/2023	10241523		RETICULATION PARTS	\$ 89.16	
04/12/2023	10241835		RETICULATION PARTS	\$ 30.46	
14/12/2023	10241499		RETICULATION PARTS - GLEN FORREST OVAL MAINTENANCE PROJECT	\$ 7,700.00	
14/12/2023	10241722		RETICULATION PARTS	\$ 65.23	
14/12/2023	10241390		RETICULATION PARTS	\$ 139.11	
14/12/2023	10241910		RETICULATION PARTS	\$ 136.28	
14/12/2023	10241940		RETICULATION PARTS	\$ 209.30	
19/12/2023	3598.7230-01	Boss Bobcat & Truck Service	EARTHWORKS		\$ 9,259.26
12/12/2023	16623		SUPPLY YELLOW SAND	\$ 3,300.00	
18/12/2023	16223		OPEN TRENCH FOR CABLE RELOCATION - BROWN PARK OVAL	\$ 1,909.55	
18/12/2023	16523		CART WHITE WASHED SAND TO HARMONY PARK PLAYGROUND	\$ 4,049.71	
19/12/2023	3598.7360-01	Metrocount	EQUIPMENT HIRE		\$ 1,248.50
15/12/2023	INV032278		RENTAL OF BIKE COUNT SURVEY EQUIPMENT ROSEDALE ROAD	\$ 1,248.50	
19/12/2023	3598.7366-01	Department of Education and Training	ENROLMENT PAYMENT		\$ 248.79
15/12/2023	1007123823		REPAYMENT OF ENROLMENT ADVANCE PAYMENT - MECPC	\$ 248.79	
19/12/2023	3598.7426-01	Scoob's Dingo Service	FOOTPATH SWEEPING SERVICE		\$ 4,405.50
18/12/2023	2802		FOOTPATH SWEEPING SERVICE - VARIOUS LOCATIONS	\$ 4,405.50	
19/12/2023	3598.7489-01	Sparks Refrigeration & Airconditioning	ELECTRICAL SERVICES		\$ 1,810.60
12/12/2023	INV-2935		REPAIR EVAPORATIVE AIR-CONDITIONERS - MUNDARING ARENA	\$ 1,612.60	
18/12/2023	INV-2917		INVESTIGATE BOYA COMMUNITY CENTRE AIR-CON	\$ 198.00	
19/12/2023	3598.7568-01	Swan Towing	TOWING SERVICES		\$ 572.00
04/12/2023	00300860		TOWING SERVICES	\$ 286.00	
04/12/2023	00300862		TOWING SERVICES	\$ 286.00	
19/12/2023	3598.7590-01	PFD Food Services Pty Ltd	KIOSK SUPPLIES		\$ 2,770.10
18/12/2023	LJ626811		KIOSK SUPPLIES - MT HELENA AQUATIC CENTRE	\$ 1,202.00	
18/12/2023	LJ628751		KIOSK SUPPLIES - BILGOMAN AQUATIC CENTRE	\$ 1,568.10	
19/12/2023	3598.7641-01	Easifleet	NOVATED LEASE		\$ 14,481.00
18/12/2023	186310		NOVATED LEASE CHARGES - 04/12/2023	\$ 14,481.00	
19/12/2023	3598.7727-01	Marshall Beattie Pty Ltd	MAINTENANCE		\$ 1,881.00
15/12/2023	10131518		ATTEND SITE & REPAIR DOOR FAULT - BOYA COMMUNITY CENTRE	\$ 638.00	
18/12/2023	10131679		REPAIRS TO BACK DOOR - HUB OF THE HILLS	\$ 1,243.00	
19/12/2023	3598.7738-01	WA Safety Products (Montyanne Trust)	CONSUMABLES		\$ 62.01
04/12/2023	B6872		SUPPLY ROLLS OF DANGER TAPE	\$ 62.01	
19/12/2023	3598.7807-01	Water Installations	MAINTENANCE		\$ 110.00
18/12/2023	3024		QUARTERLY SERVICING TREATMENT SYSTEM - MUNDARING ARENA	\$ 110.00	

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19/12/2023	3598.80-01	Bunnings Group Limited	HARDWARE		\$ 1,871.45
28/11/2023	2440/00141812		HARDWARE ITEMS	\$ 222.01	
29/11/2023	2440/00379621		HARDWARE ITEMS	\$ 329.27	
04/12/2023	2440/01152851		HARDWARE ITEMS	\$ 198.57	
04/12/2023	2440/00151839		HARDWARE ITEMS	\$ 287.09	
08/12/2023	2440/01156512		HARDWARE ITEMS	\$ 24.12	
08/12/2023	2440/00158865		HARDWARE ITEMS	\$ 480.32	
12/12/2023	2440/01092382		HARDWARE ITEMS	\$ 126.00	
12/12/2023	2440/01092384		HARDWARE ITEMS	\$ 161.65	
15/12/2023	2440/01158389		HARDWARE ITEMS	\$ 42.42	
19/12/2023	3598.8037-01	Electritech Industries	ELECTRICAL SERVICES		\$ 3,062.79
18/12/2023	16020		ELECTRICAL SERVICES - GLEN FORREST OVAL	\$ 3,062.79	
19/12/2023	3598.8059-01	Kore Design	PROFESSIONAL SERVICES		\$ 150.00
04/12/2023	00001875		AMENDMENTS TO LAKE LESCHENAULTIA CAMPSITE MAP	\$ 150.00	
19/12/2023	3598.810-01	Royal Life Saving Society Western Aust	CONSUMABLES		\$ 478.50
28/11/2023	RLSSWA INV565		SUPPLY RESCUE TUBE - BILGOMAN AQUATIC CENTRE	\$ 170.50	
04/12/2023	RLSSWA INV645		EQUIPMENT PURCHASES - BILGOMAN AQUATIC CENTRE	\$ 308.00	
19/12/2023	3598.8275-01	E Fire & Safety	EQUIPMENT MAINTENANCE		\$ 1,573.00
18/12/2023	599911		SERVICING OF FIRE EQUIPMENT - VARIOUS LOCATIONS	\$ 1,573.00	
19/12/2023	3598.8395-01	Public Libraries Western Australia Inc	SUBSCRIPTIONS		\$ 51.26
08/12/2023	INV2024-27		SUMMER READING QUEST RESOURCES	\$ 51.26	
19/12/2023	3598.8545-01	Sankey Plumbing Service	PLUMBING		\$ 2,013.00
14/12/2023	5900		PLUMBING SERVICES - WOOROLOO PUBLIC TOILETS	\$ 132.00	
14/12/2023	5901		PLUMBING SERVICES - MT HELENA PUBLIC TOILETS	\$ 132.00	
14/12/2023	5902		PLUMBING SERVICES - ADMIN BUILDING	\$ 132.00	
14/12/2023	5903		PLUMBING SERVICES - MT HELENA CHANGE ROOMS	\$ 308.00	
14/12/2023	5904		PLUMBING SERVICES - SWAN VIEW YOUTH CENTRE	\$ 165.00	
14/12/2023	5905		PLUMBING SERVICES - SWAN VIEW YOUTH CENTRE	\$ 550.00	
12/12/2023	5906		PLUMBING SERVICES - FIRST FRIENDS PLAYGROUP SWAN VIEW	\$ 462.00	
14/12/2023	5899		PLUMBING SERVICES - WOOROLOO HALL	\$ 132.00	
19/12/2023	3598.8576-01	Les Cooke Instrument Co Pty Ltd	PARTS		\$ 649.00
04/12/2023	48004		SUPPLY WEATHER STATION - BILGOMAN AQUATIC CENTRE	\$ 649.00	
19/12/2023	3598.8584-01	Great Sand Supplies Trust	GRAVEL		\$ 1,436.75
08/12/2023	00010470		SUPPLY GRAVEL	\$ 1,436.75	
19/12/2023	3598.8611-01	Brownes Foods Operations Pty Ltd	KIOSK SUPPLIES		\$ 333.26
15/12/2023	17566452		KIOSK SUPPLIES - BILGOMAN AQUATIC CENTRE	\$ 333.26	
19/12/2023	3598.8976-01	Kool Line Electrical & Refrigeration	ELECTRICAL SERVICES		\$ 693.00
14/12/2023	00128048		ELECTRICAL SERVICES - COPPIN RD RECYCLE SHED	\$ 693.00	
19/12/2023	3598.90-01	Major Motors Pty Ltd	VEHICLE REPAIRS		\$ 1,784.65
12/12/2023	1451595		SUPPLY VALVES TO SUIT WATER CART P2497	\$ 610.50	
12/12/2023	1442122		REPAIR TARON TRAILER 877MDG	\$ 1,174.15	
19/12/2023	3598.904-01	Sign Supermarket (Grant Ian Westlund	SIGNAGE		\$ 1,722.60
08/12/2023	22863		SUPPLY EXTRA LARGE ROSTER SIGN	\$ 1,722.60	
19/12/2023	3598.9342-01	Insight Ornithology	PROFESSIONAL SERVICES		\$ 1,160.00
15/12/2023	#051223		PHOTO IMAGES FOR WILDLIFE BOOKLET	\$ 1,160.00	
19/12/2023	3598.9392-01	Talis Consultants Pty Ltd	CONSULTANCY SERVICES		\$ 11,000.00
18/12/2023	30305		CONSULTANCY SERVICES - ROAD & PATH ASSETS CONDITION SURVEY	\$ 11,000.00	
19/12/2023	3598.9596-01	Brice Pest Management	PEST CONTROL		\$ 2,222.00
15/12/2023	IV05710		PEST CONTROL - CRAIGIE HOUSE & MUNDARING STATION MASTERS HOUSE	\$ 1,760.00	
18/12/2023	IV05740		REMOVAL OF BEES FROM TREE ON VERGE	\$ 154.00	
18/12/2023	IV05723		PEST CONTROL - SWAN VIEW YOUTH CENTRE	\$ 154.00	
18/12/2023	IV05733		TERMITE TREATMENT - BILGOMAN AQUATIC CENTRE	\$ 154.00	
19/12/2023	3598.9612-01	Data#3 Limited	SUBSCRIPTION		\$ 12,529.00
04/12/2023	SIN000165503		250 ESA PXE ENCRYPTION LICENSES - 36 MONTHS	\$ 12,529.00	

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19/12/2023	3598.9935-01	All Fence U Rent Pty Ltd	FENCING		\$ 2,169.75
14/12/2023	00049808		HIRE TEMP FENCING - BROZ PARK PLAYGROUND	\$ 800.25	
14/12/2023	00049810		HIRE TEMP FENCING - TRIANDRA PARK HELENA VALLEY	\$ 379.50	
18/12/2023	00049977		HIRE TEMP FENCING - BROWN PARK SWAN VIEW	\$ 990.00	
20/12/2023	3599.3462-01	Care Giver Subsidies	CARE GIVER SUBSIDIES		\$ 29,714.83
20/12/2023	201223		CARE GIVER SUBSIDIES	\$ 29,714.83	
22/12/2023	3600.34-01	Water Corporation	WATER RATES & FEES		\$ 15,565.43
21/12/2023	9004679824		WATER RATES & FEES	\$ 30.58	
21/12/2023	9004697985		WATER RATES & FEES	\$ 4,100.50	
21/12/2023	9018371679		WATER RATES & FEES	\$ 14.66	
21/12/2023	9004679998		WATER RATES & FEES	\$ 399.72	
21/12/2023	9004679541		WATER RATES & FEES	\$ 167.24	
21/12/2023	9025084352		REPAIR WORK - LION ST MT HELENA	\$ 3,637.06	
21/12/2023	9004707493		WATER RATES & FEES	\$ 328.04	
21/12/2023	9004680833		WATER RATES & FEES	\$ 325.27	
21/12/2023	9015634496		WATER RATES & FEES	\$ 25.29	
21/12/2023	9004705199		WATER RATES & FEES	\$ 47.26	
21/12/2023	9004679816		WATER RATES & FEES	\$ 35.68	
21/12/2023	9004679808		WATER RATES & FEES	\$ 278.00	
21/12/2023	9010381397		WATER RATES & FEES	\$ 27.80	
21/12/2023	9004678303		WATER RATES & FEES	\$ 383.64	
21/12/2023	9004679971		WATER RATES & FEES	\$ 134.31	
21/12/2023	9004680788		WATER RATES & FEES	\$ 156.56	
21/12/2023	9025062663		SUNDRY ACCOUNT - WORKS MARNIE RD GLEN FORREST	\$ 3,358.95	
21/12/2023	9012388904		WATER RATES & FEES	\$ 869.33	
21/12/2023	9012388904		WATER RATES & FEES	\$ 22.24	
21/12/2023	9004277008		WATER RATES & FEES	\$ 1,013.93	
21/12/2023	9004615978		WATER RATES & FEES	\$ 112.07	
21/12/2023	9004687154		WATER RATES & FEES	\$ 97.30	
22/12/2023	3601.15477-01	Miss E Hemsted	GRANT		\$ 200.00
21/12/2023	GRANT		YOUTH GRANT PROGRAM	\$ 200.00	
22/12/2023	3601.15478-01	Mr A Hemsted	GRANT		\$ 200.00
21/12/2023	GRANT		YOUTH GRANT PROGRAM	\$ 200.00	
22/12/2023	3601.15479-01	Miss A Hemsted	GRANT		\$ 200.00
21/12/2023	GRANT		YOUTH GRANT PROGRAM	\$ 200.00	
22/12/2023	3601.15480-01	Perth Hills Junior Cricket Club	GRANT		\$ 500.00
21/12/2023	GRANT		QUICK GRANT	\$ 500.00	
22/12/2023	3601.174-01	Synergy	ELECTRICITY		\$ 10,079.14
19/12/2023	5100198416		ELECTRICITY	\$ 328.33	
19/12/2023	3563304329		ELECTRICITY	\$ 559.10	
19/12/2023	5172433125		ELECTRICITY	\$ 209.80	
19/12/2023	5147790712		ELECTRICITY	\$ 707.69	
19/12/2023	5176146213		ELECTRICITY	\$ 544.15	
19/12/2023	2686554727		ELECTRICITY	\$ 1,114.97	
21/12/2023	5300747418		ELECTRICITY	\$ 163.93	
21/12/2023	4806915126		ELECTRICITY	\$ 443.53	
21/12/2023	3671966720		ELECTRICITY	\$ 4,379.40	
21/12/2023	3509628321		ELECTRICITY	\$ 1,628.24	
22/12/2023	3601.589-01	Shire of Mundaring	FDC PARENT LEVY		\$ 15,057.20
21/12/2023	201223		FDC PARENT LEVY	\$ 7,655.90	
22/12/2023	221123		FDC PARENT LEVY	\$ 7,401.30	
22/12/2023	3602.15481-01	Ms J A Bailey	REFUND		\$ 3,673.46
22/12/2023	REFUND		RATES REFUND	\$ 3,673.46	
22/12/2023	3603.10825-01	Kanyana Wildlife Rehabilitation Centre	PROFESSIONAL SERVICES		\$ 149.00
21/12/2023	00002129		PRESENTATION AT OWL FRIENDLY MUNDARING EVENT	\$ 149.00	

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22/12/2023	3603.11161-01	AXIS Contracting Pty Ltd	EARTHWORKS		
21/12/2023	7935		REMOVE ILLEGAL STEP CONSTRUCTION OVER TELSTRA PIT	\$ 1,045.00	\$ 1,045.00
22/12/2023	3603.12-01	Department of Human Services - Child	CHILD SUPPORT PAYMENT		
17/12/2023	PY02-13-CHILD SU		CHILD SUPPORT PAYMENT	\$ 754.70	\$ 754.70
22/12/2023	3603.12078-01	Recruitwest Pty Ltd	TEMP STAFF		
21/12/2023	C INV 588399		TEMP STAFF - DEPOT	\$ 1,929.80	\$ 1,929.80
21/12/2023	C INV 588448		TEMP STAFF - CDS DRIVER CONTAINERS COLLECTION	\$ 1,015.84	\$ 1,015.84
21/12/2023	C INV 588451		TEMP STAFF - DEPOT	\$ 2,180.43	\$ 2,180.43
22/12/2023	3603.12435-01	Electra Service	PARTS		
21/12/2023	12/96		SUPPLY & INSTALL REPLACEMENT OVEN PARTS - MUNDARING ARENA	\$ 902.00	\$ 902.00
22/12/2023	3603.12790-01	S&R Glass	MAINTENANCE		
21/12/2023	1523		SUPPLY & INSTALL DOOR PANEL - ELSIE AUSTIN OVAL CHANGEROOMS	\$ 275.00	\$ 275.00
22/12/2023	3603.12951-01	Traffic Force	TRAFFIC MANAGEMENT SERVICES		
21/12/2023	00035119		TRAFFIC MANAGEMENT PLAN & SITE INSPECTION	\$ 506.00	\$ 506.00
21/12/2023	00035710		TRAFFIC MANAGEMENT SERVICES - MUNDARING MENS SHED	\$ 2,269.91	\$ 2,269.91
21/12/2023	00035709		TRAFFIC MANAGEMENT SERVICES - SHOULDER MAINTENANCE	\$ 3,378.38	\$ 3,378.38
21/12/2023	00035374		TRAFFIC MANAGEMENT SERVICES - TREE MAINTENANCE	\$ 5,283.22	\$ 5,283.22
21/12/2023	00035707		TRAFFIC MANAGEMENT SERVICES - TREE MAINTENANCE	\$ 3,935.25	\$ 3,935.25
21/12/2023	00035595		TRAFFIC MANAGEMENT SERVICES - DRAINAGE MAINTENANCE	\$ 2,561.63	\$ 2,561.63
21/12/2023	00035657		TRAFFIC MANAGEMENT SERVICES - DRAINAGE MAINTENANCE	\$ 2,450.25	\$ 2,450.25
21/12/2023	00035708		TRAFFIC MANAGEMENT SERVICES - DRAINAGE MAINTENANCE	\$ 3,489.75	\$ 3,489.75
22/12/2023	3603.13-01	Shire of Mundaring	PAYROLL DEDUCTION		
17/12/2023	PY01-13-Novated		PAYROLL DEDUCTION	\$ 1,216.19	\$ 1,216.19
17/12/2023	PY01-13-Novated		PAYROLL DEDUCTION	\$ 828.89	\$ 828.89
17/12/2023	PY02-13-Buy Addi		PAYROLL DEDUCTION	\$ 724.94	\$ 724.94
17/12/2023	PY01-13-Private		PAYROLL DEDUCTION	\$ 1,336.00	\$ 1,336.00
17/12/2023	PY01-13-Buy Addi		PAYROLL DEDUCTION	\$ 828.27	\$ 828.27
17/12/2023	PY01-13-Novated		PAYROLL DEDUCTION	\$ 7,600.74	\$ 7,600.74
17/12/2023	PY01-13-Novated		PAYROLL DEDUCTION	\$ 4,780.82	\$ 4,780.82
22/12/2023	3603.13013-01	MDM Entertainment Pty Ltd	AUDIO VISUAL STOCK		
21/12/2023	SI0012657		AUDIO VISUAL STOCK - KSP LIBRARY	\$ 52.08	\$ 52.08
21/12/2023	SI0012658		AUDIO VISUAL STOCK - KSP & AFM LIBRARY	\$ 186.70	\$ 186.70
22/12/2023	3603.13208-01	Fire Protection Services WA Pty Ltd	FIRE & EMERGENCY SERVICES MAINTENANCE		
21/12/2023	10600		FIRE & EMERGENCY SERVICES MAINTENANCE - BOYA LIBRARY	\$ 88.28	\$ 88.28
22/12/2023	3603.13268-01	Department of Human Services - The	PAYROLL DEDUCTION		
17/12/2023	PY01-13-Centreli		PAYROLL DEDUCTION	\$ 26.71	\$ 26.71
22/12/2023	3603.13345-01	ABM Landscaping (Mikevie Pty Ltd T/As	LANDSCAPING		
21/12/2023	INV-4754		LANDSCAPE MAINTENANCE - GREAT EASTERN HIGHWAY	\$ 2,370.05	\$ 2,370.05
21/12/2023	INV-4759		LANDSCAPE MAINTENANCE - MUNDARING INFANT HEALTH CENTRE	\$ 110.00	\$ 110.00
21/12/2023	INV-4763		LANDSCAPE MAINTENANCE - STONEVILLE FIRE HALL	\$ 209.00	\$ 209.00
21/12/2023	INV-4764		LANDSCAPE MAINTENANCE - MORRISON RD STREETScape	\$ 4,773.98	\$ 4,773.98
21/12/2023	INV-4755		LANDSCAPE MAINTENANCE - MUNDARING COMMUNITY CENTRES	\$ 2,178.99	\$ 2,178.99
21/12/2023	INV-4752		LANDSCAPE MAINTENANCE - ADMIN & MUNDARING TOWN CENTRE	\$ 17,114.19	\$ 17,114.19
21/12/2023	INV-4753		LANDSCAPE MAINTENANCE - HELENA VALLEY RD ENTRY STATEMENT	\$ 15,853.49	\$ 15,853.49
22/12/2023	3603.13540-01	ELM (WA) Pty Ltd	MOWING SERVICES		
21/12/2023	INV-4733		MOWING SERVICES - VARIOUS LOCATIONS	\$ 11,553.11	\$ 11,553.11
22/12/2023	3603.13698-01	Cafe Mojo Mundaring (A Space to Grow	CATERING		
21/12/2023	1713		CATERING SERVICES - AUSTRALIA DAY 2024	\$ 3,011.25	\$ 3,011.25
22/12/2023	3603.138-01	Sonic HealthPlus Pty Ltd	MEDICAL EXAMINATION		
21/12/2023	3111511		PRE-EMPLOYMENT MEDICAL EXAMINATION	\$ 327.80	\$ 327.80
22/12/2023	3603.13866-01	Booktopia Pty Ltd	BOOKS		
21/12/2023	20488206		BOOK STOCK - KSP LIBRARY	\$ 183.84	\$ 183.84
21/12/2023	20477710		BOOK STOCK - KSP LIBRARY	\$ 174.75	\$ 174.75
21/12/2023	20478569		BOOK STOCK - AFM LIBRARY	\$ 403.89	\$ 403.89
21/12/2023	20482274		BOOK STOCK - AFM LIBRARY	\$ 256.48	\$ 256.48

**MONTHLY LIST OF ACCOUNTS PAID
DECEMBER 2023**

<u>Date</u>	<u>Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
22/12/2023	3603.13879-01	One Tree Community Services Inc	TRAINING		
22/12/2023	3448		MANAGE PERSONAL STESSORS IN THE WORK ENVIRONMENT TRAINING	\$ 177.30	\$ 177.30
22/12/2023	3603.14013-01	Eastern Hills Chainsaws & Mowers Pty	EQUIPMENT REPAIRS		
21/12/2023	51280 #5		SUPPLY STIHL CHAINSAW	\$ 1,316.65	\$ 1,316.65
22/12/2023	3603.14051-01	Sweeping Services Australia Pty Ltd	STREET SWEEPING SERVICES		
21/12/2023	INV-0465		SUPPLY OF STREET SWEEPING SERVICES	\$ 8,368.43	\$ 8,368.43
22/12/2023	3603.14243-01	Western Tree Recyclers (Craneswest (WA)	STREET TREE MAINTENANCE		
21/12/2023	00004389		GREEN WASTE PROCESSING SERVICES - COPPIN RD TRANSFER STATION	\$ 22,621.91	\$ 54,197.63
21/12/2023	00004388		GREEN WASTE PROCESSING SERVICES - MATHIESON RD TRANSFER STATION	\$ 31,575.72	
22/12/2023	3603.14394-01	Creative Catering Trust (The Trustee	CATERING		
21/12/2023	INV-2049		CATERING SERVICES - COUNCIL FORUM ON 05/12/2023	\$ 1,013.60	\$ 2,027.20
22/12/2023	INV-2039		CATERING SERVICES - ORDINARY COUNCIL MEETING ON 12/12/2023	\$ 1,013.60	
22/12/2023	3603.14430-01	Ms A M Carlin	DESIGN FEES/COSTS		
21/12/2023	#764		DESIGN FEES/COSTS - PERTH HILLS MUNDARING	\$ 695.00	\$ 1,190.00
21/12/2023	#767		PREPARE CREATIVE COPY OF EPH HOLIDAY PLANNER	\$ 495.00	
22/12/2023	3603.14583-01	Fleet Network Pty Ltd	NOVATED LEASE		
21/12/2023	127216		NOVATED LEASE - 20/12/2023	\$ 762.85	\$ 762.85
22/12/2023	3603.14609-01	Stylus Design (GMW and VM Langley T/As	PROFESSIONAL SERVICES		
22/12/2023	INV-12091		DESIGN & FILE PREPARATION FOR FINANCIAL REPORT 2022-2023	\$ 1,331.00	\$ 4,235.00
22/12/2023	INV-12090		DESIGN & FILE PREPARATION FOR ANNUAL REPORT 2022-2023	\$ 2,904.00	
22/12/2023	3603.14618-01	LO-GO Appointments (Helene Pty Ltd	TEMP STAFF		
21/12/2023	H3280		TEMP STAFF - PROJECT DELIVERY OFFICER	\$ 3,118.09	\$ 3,118.09
22/12/2023	3603.14882-01	BB Recruitment & Consulting Service	TEMP STAFF		
22/12/2023	I0002507		TEMP STAFF - MECPC CHILDCARE AGENCY STAFF	\$ 2,681.25	\$ 2,681.25
22/12/2023	3603.14926-01	Hocking Heritage & Architecture	PROFESSIONAL SERVICES		
21/12/2023	INV-4628		HERITAGE STRATEGY PREPARATION	\$ 13,043.25	\$ 13,043.25
22/12/2023	3603.15228-01	Grimes Contracting Pty Ltd	PLAYGROUND INSTALL		
21/12/2023	1799		INSTALL PLAYGROUND - HARMONY ESTATE PARK (50% PAYMENT)	\$ 10,566.16	\$ 10,566.16
22/12/2023	3603.15275-01	TALJEK	EARTHWORKS		
21/12/2023	00000052		SUPPLY & INSTALL KERBING - DANNY WIMPERIS PLAYGROUND	\$ 5,064.40	\$ 5,064.40
22/12/2023	3603.15438-01	Strategic Leadership Consulting	CONSULTANCY SERVICES		
21/12/2023	00104		SUPPORT COUNCIL TO CLOSE OUT CEO KPI'S & SET KPI SCHEDULE	\$ 3,718.00	\$ 3,718.00
22/12/2023	3603.15457-01	The Local Government Racing & Cemete	PAYROLL DEDUCTION		
17/12/2023	PY02-13-LGRCEU		PAYROLL DEDUCTION	\$ 22.00	\$ 44.00
17/12/2023	PY01-13-LGRCEU		PAYROLL DEDUCTION	\$ 22.00	
22/12/2023	3603.1644-01	Woolworths Group Limited	FOOD		
22/12/2023	TI-040D7-178D12		FOOD & CONSUMABLES FOR CHILDREN - MIDVALE HUB	\$ 92.30	\$ 92.30
22/12/2023	3603.191-01	Eastern Region Security	SECURITY EXPENSES		
21/12/2023	00021800		SECURITY EXPENSES - BILGOMAN AQUATIC CENTRE	\$ 1,358.50	\$ 1,358.50
22/12/2023	3603.21-01	Eastern Metropolitan Regional Council	TRANSFER STATION FEES		
21/12/2023	EMRC54625		TRANSFER STATION FEES	\$ 1,300.75	\$ 91,940.97
21/12/2023	EMRC54784		TRANSFER STATION FEES	\$ 47,722.52	
21/12/2023	EMRC54948		TRANSFER STATION FEES	\$ 42,917.70	
22/12/2023	3603.215-01	Deputy Commissioner of Taxation	TAXATION		
17/12/2023	PY02-13-Deputy C		PAYROLL DEDUCTION	\$ 20,388.00	\$ 174,735.00
17/12/2023	PY01-13-Deputy C		PAYROLL DEDUCTION	\$ 154,347.00	
22/12/2023	3603.2163-01	Asphalttech Pty Ltd	ASPHALT		
21/12/2023	18215		ASPHALT WORKS - EALY ST	\$ 73,343.60	\$ 73,343.60
22/12/2023	3603.3780-01	Kleenit Pty Ltd	MAINTENANCE		
21/12/2023	166846		REMOVE GRAFFITI - CHIDLOW PUBLIC TOILETS	\$ 440.00	\$ 440.00
22/12/2023	3603.381-01	Mundaring Electrical Contracting Service	ELECTRICAL SERVICES		
21/12/2023	7612		ELECTRICAL SERVICES - MUNDARING LIBRARY	\$ 1,262.80	\$ 1,972.30
21/12/2023	7613		ELECTRICAL SERVICES - ADMIN BUILDING	\$ 429.00	
21/12/2023	7609		ELECTRICAL SERVICES - MT HELENA OVAL CHANGE ROOMS	\$ 280.50	

**MONTHLY LIST OF ACCOUNTS PAID
DECEMBER 2023**

<u>Date</u>	<u>Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
22/12/2023	3603.4-01	Health Insurance Fund of WA	PAYROLL DEDUCTION		\$ 581.10
17/12/2023	PY01-13-HIF		PAYROLL DEDUCTION	\$ 581.10	
22/12/2023	3603.5414-01	Exteria	STEEL FABRICATION		\$ 3,405.60
21/12/2023	SI2000024		SUPPLY 36X COMPOSITE SLATS	\$ 3,405.60	
22/12/2023	3603.5719-01	Shire of Mundaring - Lotto Club	PAYROLL DEDUCTION		\$ 271.60
17/12/2023	PY02-13-STAFF LO		PAYROLL DEDUCTION	\$ 13.58	
17/12/2023	PY01-13-STAFF LO		PAYROLL DEDUCTION	\$ 258.02	
22/12/2023	3603.599-01	Mundaring Adult Creative & Learning	ANNUAL FUNDING		\$ 10,045.00
21/12/2023	14/12/23		ANNUAL FUNDING 3RD QUARTER CLAIM 2023/2024	\$ 10,045.00	
22/12/2023	3603.6-01	Shire of Mundaring - Social Club	PAYROLL DEDUCTION		\$ 267.00
17/12/2023	PY01-13-MUNDARIN		PAYROLL DEDUCTION	\$ 267.00	
22/12/2023	3603.6050-01	Fuel Distributors of Western Australia	FUEL & OILS		\$ 22,952.41
22/12/2023	54102261		DIESEL FUEL	\$ 22,952.41	
22/12/2023	3603.7-01	Australian Services Union	PAYROLL DEDUCTION		\$ 277.50
17/12/2023	PY02-13-AUSTRALI		PAYROLL DEDUCTION	\$ 132.50	
17/12/2023	PY01-13-AUSTRALI		PAYROLL DEDUCTION	\$ 145.00	
22/12/2023	3603.709-01	Mundaring & Hills Historical Society	PROFESSIONAL SERVICES		\$ 1,350.00
21/12/2023	1111		RESEARCH FOR INTERNAL ARCHIVES & SOURCES	\$ 1,350.00	
22/12/2023	3603.7426-01	Scoob's Dingo Service	FOOTPATH SWEEPING/MAINTENANCE		\$ 3,524.40
21/12/2023	2803		FOOTPATH SWEEPING/MAINTENANCE	\$ 3,524.40	
22/12/2023	3603.7489-01	Sparks Refrigeration & Airconditioning	ELECTRICAL SERVICES		\$ 3,106.00
21/12/2023	INV-2930		SUPPLY & INSTALL NEW AIR-CONDITIONER - HUB OF THE HILLS	\$ 3,106.00	
22/12/2023	3603.7641-01	Easifleet	NOVATED LEASE CHARGES		\$ 14,525.00
21/12/2023	187132		NOVATED LEASE CHARGES 18/12/2023 - 31/12/2023	\$ 14,525.00	
22/12/2023	3603.80-01	Bunnings Group Limited	HARDWARE		\$ 150.02
21/12/2023	2440/01633756		HARDWARE ITEMS	\$ 150.02	
22/12/2023	3603.8584-01	Great Sand Supplies Trust	GRAVEL		\$ 1,343.35
21/12/2023	00010529		SUPPLY & DELIVER PLAYGROUND SAND	\$ 1,343.35	
22/12/2023	3603.938-01	West Australian Newspapers Ltd	SUBSCRIPTIONS		\$ 288.00
21/12/2023	00156950		NEWSPAPER SUBSCRIPTIONS - KSP LIBRARY	\$ 144.00	
21/12/2023	03266707		NEWSPAPER SUBSCRIPTIONS - AFM LIBRARY	\$ 144.00	
22/12/2023	3603.9627-01	MPK Tree Management Pty Ltd	STREET TREE MAINTENANCE		\$ 17,390.19
21/12/2023	7214		STREET TREE MAINTENANCE - VARIOUS LOCATIONS	\$ 2,942.02	
21/12/2023	7314		STREET TREE MAINTENANCE - VARIOUS LOCATIONS	\$ 1,480.34	
21/12/2023	7387		STREET TREE MAINTENANCE - ABINGDON RESERVE	\$ 1,792.17	
21/12/2023	7389		STREET TREE MAINTENANCE - VARIOUS LOCATIONS	\$ 2,942.02	
21/12/2023	7390		STREET TREE MAINTENANCE - VARIOUS LOCATIONS	\$ 2,942.02	
21/12/2023	7391		STREET TREE MAINTENANCE - VARIOUS LOCATIONS	\$ 2,942.02	
21/12/2023	7300		STREET TREE MAINTENANCE - VARIOUS LOCATIONS	\$ 2,349.60	
22/12/2023	3603.9935-01	All Fence U Rent Pty Ltd	FENCING		\$ 1,358.50
21/12/2023	00050127		HIRE TEMP FENCING - SWAN VIEW RAIL STATION HERITAGE	\$ 660.00	
21/12/2023	00050131		HIRE TEMP FENCING - TRIANDRA PARK HELENA VALLEY	\$ 698.50	
22/12/2023	3604.15483-01	Chidlow Cougars Senior Football Club	REFUND		\$ 330.00
22/12/2023	935260		HALL BOND REFUND	\$ 330.00	
28/12/2023	3605.3462-01	Care Giver Subsidies	CARE GIVER SUBSIDIES		\$ 30,402.42
02/01/2024	281223		CARE GIVER SUBSIDIES	\$ 30,402.42	
Total Electronic Funds Transfers From Municipal Account				\$ 4,590,140.61	\$ 4,590,140.61
Payments By Electronic Funds Transfer (Payroll)					
6/12/2023	PP12/24 cycle 1	Pay Summary		\$ 510,287.37	
6/12/2023	PP12/24 cycle 2	Pay Summary		\$ 72,274.81	
19/12/2023	PP13/24 cycle 1	Pay Summary		\$ 497,093.91	
19/12/2023	PP13/24 cycle 2	Pay Summary		\$ 72,791.10	
Total Payroll Payments Direct From Municipal Account				\$ 1,152,447.19	

MONTHLY LIST OF ACCOUNTS PAID
DECEMBER 2023

<u>Date</u>	<u>Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
Payment By Direct Debit From Municipal Account					
		Bendigo - Merch Bank Fees		\$ 3,264.92	
		Bendigo - Direct Debit Fees (incl FTS)		\$ 266.78	
		Commonwealth Bank - Bpoint Fees		\$ 41.54	
		NAB - Purchase Cards		\$ 16,691.40	
		Fleetcare - Fuel Payments		\$ 6,807.65	
		HP Financial Services - Equipment Lease		\$ 22,531.94	
		Konica Minolta - Printer Lease		\$ 4,040.42	
		WA Treasury Corporation		\$ 91,888.81	
		RMS - Lakes Monthly License Fee		\$ 202.40	
		RMS - Monthly SMS Fees		\$ 23.49	
		Debitsuccess		\$ 337.73	
		Qikkids - Fees		\$ 102.74	
		CBA Merchant Fee		\$ 1,614.77	
		Bpay Monthly Fee		\$ 1,803.95	
		Wex Australia		\$ 727.77	
		ICMSFE		\$ 593.90	
		Total Electronic Fund Payments Direct From Municipal Account		\$ 150,940.21	

NAB Purchase Card Payments List for December 2023

<u>Date</u>	<u>Supplier</u>	<u>Description</u>	<u>Amount</u>	<u>Card User</u>
27-Nov-23	Alexander House of Flowers	Flowers for volunteers LAC CPC Middle Swan	\$ 100.00	Ms R B McAllister
27-Nov-23	Department Of Transport	Registration renewal 1TSG670	\$ 17.60	Mrs R L McLaughlin
28-Nov-23	Vistaprint Australia Pty	Business cards - Health Services staff	\$ 54.58	Ms A E Douglas
28-Nov-23	Doterra Australia	Accidental purchase - reimbursed	\$ 47.95	Ms S Harlow
28-Nov-23	Eventbrite	Eventbrite organisation fee	\$ 39.00	Ms G Evans
29-Nov-23	Seek	Job Advertisement - Tree Maintainer	\$ 401.50	Mrs J N Dutton
29-Nov-23	JB Hi-Fi	KSP Library AV stock adult	\$ 284.79	Ms A L Rowe
29-Nov-23	Compulocks Brands Inc.	Stylus for scoreboards at Mundaring Arena	\$ 311.78	Mr S K Blankley
29-Nov-23	Mastershop	Stylus for scoreboards at Mundaring Arena	\$ 19.80	Mr S K Blankley
29-Nov-23	SP Cygnett (Au)	Stylus for scoreboards at Mundaring Arena	\$ 31.90	Mr S K Blankley
29-Nov-23	Subway Mundaring	Catering for First Aid training	\$ 101.00	Mrs P Heath
30-Nov-23	ASIC	ASIC Search - Bush Fires Act 1954	\$ 71.00	Mr C M Cuthbert
30-Nov-23	Spotlight	Storytime resources	\$ 28.80	Miss S Mullally
30-Nov-23	BWS Online	Drinks for Community Welcome Event 4/12/23	\$ 404.00	Mr S Symes
30-Nov-23	BWS Online	Drinks for Community Welcome Event 4/12/23	\$ 328.00	Mr S Symes
30-Nov-23	Officeworks	Whiteboard for truck and plant keys - Operations Centre	\$ 55.96	Mrs R L McLaughlin
30-Nov-23	Campaign Monitor	What's On - December eNewsletter	\$ 22.48	Ms B M Beale
01-Dec-23	Circum Wash	Van wash - MECPC Childcare	\$ 20.50	Mrs S E Broad
01-Dec-23	BWS Online	Drinks for Community Welcome Event 4/12/23	\$ 325.00	Ms A C Fernandez
01-Dec-23	Woolworths Online	Soft drinks for Community Sundowner	\$ 109.80	Mr S Symes
02-Dec-23	GoDaddy.com	Domain renewal - railwayreserves.com.au	\$ 319.90	Mr R J Grieves
02-Dec-23	Childcare Centre Desktop	MECPC - Childcare resource subscription	\$ 147.00	Ms S Harlow
04-Dec-23	Netregistry	Domain renewal - perthhillsmundaring.com.au	\$ 56.95	Ms B M Beale
04-Dec-23	Registration Pty Ltd	Business name renewal - Reflections Cafe	\$ 89.00	Ms A E Douglas
04-Dec-23	Coles Mundaring	Hand soap for staff	\$ 7.45	Ms S H Crawford
05-Dec-23	Australian Training Management	Underground Services course - Infrastructure Protection Officer	\$ 375.00	Mrs R L McLaughlin
05-Dec-23	GoDaddy.com	Standard UCC SSL up to 10 - 3 years	\$ 988.57	Mr R J Grieves
06-Dec-23	Woolworths Midvale	Food - MECPC childcare	\$ 23.98	Mrs S E Broad
06-Dec-23	Kmart	MECPC resources for rooms	\$ 67.90	Ms S Harlow
07-Dec-23	Coles	Restock supplies for Evacuation Bag	\$ 74.65	Mr C M Cuthbert
07-Dec-23	Aldi Mundaring	Refreshments for Karakamia Night Tour	\$ 38.75	Mrs C M Batty
08-Dec-23	Coles	Thank you morning tea 9/12/23	\$ 71.50	Mrs J N Dutton
08-Dec-23	Kmart	MECPC resources for rooms	\$ 18.50	Ms S Harlow
08-Dec-23	Bunnings	Materials for new truck keyboard	\$ 18.68	Mrs R L McLaughlin
08-Dec-23	Clark Rubber	Inflatables for Aquafest at Bilgoman Aquatic	\$ 494.45	Ms M L Read
09-Dec-23	Little Guildford	MECPC - Staff recognition	\$ 375.40	Ms S Harlow
11-Dec-23	Coles	Volunteer gifts x3	\$ 21.00	Ms B M Beale
11-Dec-23	Officeworks	MECPC resources for rooms	\$ 40.30	Ms S Harlow
11-Dec-23	99 Bikes	Hands-free cradle Ranger 1	\$ 139.85	Mr C M Cuthbert
11-Dec-23	WARRRL	CDS collection bags	\$ 1,286.00	Mrs R L McLaughlin
11-Dec-23	Red Dot Stores	Gift wrap for volunteer gifts	\$ 4.20	Ms B M Beale
13-Dec-23	Officeworks	Office supplies	\$ 53.79	Mr D L O'Brien
13-Dec-23	Avon Valley Beef	Catering for Aboriginal Engagement Event	\$ 510.91	Mrs K D White
13-Dec-23	Officeworks	Office supplies	\$ 20.94	Ms A L Rowe
13-Dec-23	Bunnings	Front counter bell	\$ 19.98	Ms A L Rowe
14-Dec-23	Liquorland	Team building exercise	\$ 264.00	Mrs J N Dutton
14-Dec-23	Woolworths Mundaring	Team building exercise	\$ 83.55	Mrs J N Dutton

NAB Purchase Card Payments List for December 2023

<u>Date</u>	<u>Supplier</u>	<u>Description</u>	<u>Amount</u>	<u>Card User</u>
14-Dec-23	The Hive Darlington	Lunch for 3x volunteers	\$ 39.22	Ms B M Beale
14-Dec-23	Spacetoco Venue Hire	SpacetoCo hall booking	\$ 219.60	Ms G Evans
14-Dec-23	Childcare Centre Desktop	MECPC - Subscription to industry support	\$ 250.00	Ms S Harlow
15-Dec-23	Seek	Job Advertisement - Tree Maintainer	\$ 401.50	Mrs J N Dutton
15-Dec-23	Down To Earth Garden Supplies	Mulch and sands for MECPC daycare	\$ 714.00	Mrs S E Broad
15-Dec-23	Lulu Press Inc.	Educator 2024 diary	\$ 70.73	Mrs G L Crosse
15-Dec-23	Sydney Tools Pty Ltd	12v jump starter - Deputy Chief Bushfire Control Officer Vehicle	\$ 259.00	Ms C J Jones
16-Dec-23	Canva	Annual subscription to Canva Pro - Mundaring Visitor Centre	\$ 164.99	Ms B M Beale
18-Dec-23	JB Hi-Fi	KSP Library AV stock adult	\$ 505.71	Ms A L Rowe
18-Dec-23	Australia Post Mundaring	Recognition of Departing Employee - Operations Store Officer	\$ 380.95	Ms A M Italiano
18-Dec-23	Officeworks	MECPC - Photos of RAP	\$ 10.05	Ms S Harlow
19-Dec-23	Midland Trophies	Replacement plaque Elsie Austin Oval	\$ 25.53	Mr S Symes
19-Dec-23	The Artisan Mundaring	Accidental purchase - reimbursed	\$ 13.00	Mr J B Whiteaker
19-Dec-23	Mundaring Hotel	Staff Christmas function	\$ 125.00	Mrs J A Pearce
19-Dec-23	Starlink Australia Pty Lt	Starlink - Lake Leschenaultia subscription	\$ 139.00	Mr R J Grieves
21-Dec-23	Spacetoco Venue Hire	Refund - SpacetoCo hall booking	REFUND -\$ 219.60	Ms G Evans
21-Dec-23	Coles	Recognition Award 15 Years Service - Library Officer	\$ 375.00	Ms A C Fernandez
21-Dec-23	Coles	Recognition Award 10 Years Service - Community Programs Officer	\$ 250.00	Ms A C Fernandez
21-Dec-23	Caltex Mundaring	Power bank phone charging units x3 for emergencies	\$ 135.00	Mrs D W Wells
21-Dec-23	Mundaring Tech	Charging cables iphone x2	\$ 30.00	Mrs D W Wells
21-Dec-23	Mt Helena Deli	Parkerville bushfire refreshments	\$ 94.50	Mr A J Dyson
21-Dec-23	Campaign Monitor	Library bulk eNewsletter marketing	\$ 151.20	Ms G Evans
21-Dec-23	Australia Post Mundaring	Recognition Award 20 Years Service - Workshop Supervisor	\$ 505.95	Ms A C Fernandez
21-Dec-23	Australia Post Mundaring	Recognition Award 15 Years Service - Admin Officer Operations	\$ 380.95	Ms A C Fernandez
21-Dec-23	Australia Post Mundaring	Recognition Award 10 Years Service - Library Officer	\$ 255.95	Ms A C Fernandez
21-Dec-23	Australia Post Mundaring	Recognition Award 15 Years Service - Information Management Officer	\$ 380.95	Ms A C Fernandez
22-Dec-23	Coles	Sun protection supplies - Operations	\$ 209.15	Mrs J N Dutton
22-Dec-23	Australia Post Midland	Postage - Educator annual calendar	\$ 189.95	Mrs G L Crosse
22-Dec-23	Officeworks	Envelopes - Educator annual calendar	\$ 27.48	Mrs G L Crosse
23-Dec-23	Classics For A Cause	Accidental purchase - reimbursed	\$ 30.00	Mr J B Whiteaker
28-Dec-23	Eventbrite	Eventbrite organisation fee	\$ 29.00	Ms G Evans
28-Dec-23	NAB	Annual cardholder fees	\$ 2,160.00	
Total Purchase Card Payments			\$ 16,691.40	

**MONTHLY LIST OF FUELCARD TRANSACTIONS
NOVEMBER 2023**

Transaction Date	Supplier	Registration	Model	Total Amount
2/11/2023	Fleetcare	05MDG	ISUZU D-MAX SX HI-RIDE (4x4) CREW C	5.45
2/11/2023	Fleetcare	074MDG	TOYOTA HILUX SR (4x4) DUAL C/CHAS 3	5.45
2/11/2023	Fleetcare	078MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	5.45
7/11/2023	MOTORPASS	078MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	147.97
15/11/2023	MOTORPASS	078MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	1.02
15/11/2023	MOTORPASS	078MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	7.23
24/11/2023	MOTORPASS	078MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	123.93
2/11/2023	Fleetcare	086MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	5.45
4/11/2023	MOTORPASS	086MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	1.66
4/11/2023	MOTORPASS	086MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	68.97
15/11/2023	MOTORPASS	086MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	1.02
15/11/2023	MOTORPASS	086MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	7.23
23/11/2023	MOTORPASS	086MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	1.58
23/11/2023	MOTORPASS	086MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	66.12
24/11/2023	MOTORPASS	086MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	121.13
25/11/2023	MOTORPASS	086MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	78.68
26/11/2023	MOTORPASS	086MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	91.40
30/10/2023	MOTORPASS	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	57.70
2/11/2023	Fleetcare	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	5.45
7/11/2023	MOTORPASS	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	45.59
11/11/2023	MOTORPASS	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	81.25
11/11/2023	MOTORPASS	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	13.26
15/11/2023	MOTORPASS	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	1.02
15/11/2023	MOTORPASS	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	7.23
23/11/2023	MOTORPASS	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	109.51
23/11/2023	MOTORPASS	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	34.15
25/11/2023	AMPOL	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	100.13
24/11/2023	MOTORPASS	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	103.56
24/11/2023	MOTORPASS	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	33.41
25/11/2023	MOTORPASS	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	57.66
2/11/2023	Fleetcare	1GPJ901	KIA CERATO S 4D SEDAN 2.0L	5.45
17/11/2023	BP	1GPJ901	KIA CERATO S 4D SEDAN 2.0L	65.84
20/11/2023	BP	1GPJ901	KIA CERATO S 4D SEDAN 2.0L	70.70
2/11/2023	Fleetcare	1GPY520	KIA CERATO S 5D HATCHBACK 2.0L	5.45
2/11/2023	Fleetcare	1GQB662	KIA SORENTO Si (4x4) 4D WAGON 2.2L	5.45
2/11/2023	Fleetcare	1HYI923	HYUNDAI SANTA FE ACTIVE MPI (2WD) 4	5.45
4/11/2023	AMPOL	1HYI923	HYUNDAI SANTA FE ACTIVE MPI (2WD) 4	86.24
2/11/2023	Fleetcare	1HJT933	VOLKSWAGEN TIGUAN 235TSI R 4D WAGON	5.45
3/11/2023	SHELL	1HJT933	VOLKSWAGEN TIGUAN 235TSI R 4D WAGON	101.39
6/11/2023	SHELL	1HJT933	VOLKSWAGEN TIGUAN 235TSI R 4D WAGON	113.34
11/11/2023	SHELL	1HJT933	VOLKSWAGEN TIGUAN 235TSI R 4D WAGON	111.06
17/11/2023	SHELL	1HJT933	VOLKSWAGEN TIGUAN 235TSI R 4D WAGON	116.46
18/11/2023	BP	1HJT933	VOLKSWAGEN TIGUAN 235TSI R 4D WAGON	84.54
22/11/2023	SHELL	1HJT933	VOLKSWAGEN TIGUAN 235TSI R 4D WAGON	127.73
25/11/2023	SHELL	1HJT933	VOLKSWAGEN TIGUAN 235TSI R 4D WAGON	88.09
27/11/2023	SHELL	1HJT933	VOLKSWAGEN TIGUAN 235TSI R 4D WAGON	101.62
2/11/2023	Fleetcare	801MDG	KIA SORENTO Si (4x4) 4D WAGON 2.2L	5.45
2/11/2023	Fleetcare	805MDG	KIA GRAND CARNIVAL Si 4D WAGON 3.5L	5.45
31/10/2023	BP	805MDG	KIA GRAND CARNIVAL Si 4D WAGON 3.5L	86.90
10/11/2023	BP	805MDG	KIA GRAND CARNIVAL Si 4D WAGON 3.5L	72.73
21/11/2023	BP	805MDG	KIA GRAND CARNIVAL Si 4D WAGON 3.5L	78.31
2/11/2023	Fleetcare	806MDG	KIA CARNIVAL WAGON	5.45
3/11/2023	BP	806MDG	KIA CARNIVAL WAGON	94.27
23/11/2023	BP	806MDG	KIA CARNIVAL WAGON	93.29
2/11/2023	Fleetcare	808MDG	MITSUBISHI OUTLANDER ES 5 SEAT (2WD)	5.45
4/11/2023	BP	808MDG	MITSUBISHI OUTLANDER ES 5 SEAT (2WD)	102.30
2/11/2023	Fleetcare	809MDG	NISSAN X-TRAIL ST-L (2WD) 4D WAGON	5.45
2/11/2023	Fleetcare	811MDG	KIA CARNIVAL PLATINUM 4D WAGON 3.3L	5.45
2/11/2023	Fleetcare	815MDG	TOYOTA HILUX SR (4x4) DOUBLE C/CHAS	5.45
19/11/2023	AMPOL	815MDG	TOYOTA HILUX SR (4x4) DOUBLE C/CHAS	74.16
22/11/2023	SHELL	815MDG	TOYOTA HILUX SR (4x4) DOUBLE C/CHAS	46.48
2/11/2023	Fleetcare	816MDG	TOYOTA HILUX UTE	5.45
3/11/2023	MOTORPASS	816MDG	TOYOTA HILUX UTE	68.19
9/11/2023	MOTORPASS	816MDG	TOYOTA HILUX UTE	94.09
15/11/2023	MOTORPASS	816MDG	TOYOTA HILUX UTE	1.02
15/11/2023	MOTORPASS	816MDG	TOYOTA HILUX UTE	7.23
17/11/2023	MOTORPASS	816MDG	TOYOTA HILUX UTE	86.71

**MONTHLY LIST OF FUELCARD TRANSACTIONS
NOVEMBER 2023**

Transaction Date	Supplier	Registration	Model	Total Amount
24/11/2023	MOTORPASS	816MDG	TOYOTA HILUX UTE	93.23
26/11/2023	MOTORPASS	816MDG	TOYOTA HILUX UTE	81.66
2/11/2023	Fleetcare	818MDG	SUBARU FORESTER 2.0i-L 4D WAGON 2.0	5.45
2/11/2023	Fleetcare	819MDG	KIA GRAND CARNIVAL Si 4D WAGON 3.5L	5.45
10/11/2023	BP	819MDG	KIA GRAND CARNIVAL Si 4D WAGON 3.5L	127.85
28/11/2023	BP	819MDG	KIA GRAND CARNIVAL Si 4D WAGON 3.5L	89.91
2/11/2023	Fleetcare	821MDG	ISUZU D-MAX SX (4x2) CREW C/CHAS 3.	5.45
2/11/2023	Fleetcare	822MDG	HOLDEN COLORADO LS (4x2) CREW CAB P	5.45
2/11/2023	Fleetcare	825MDG	ISUZU D-MAX SX (4x2) CREW CAB UTILI	5.45
3/11/2023	AMPOL	825MDG	ISUZU D-MAX SX (4x2) CREW CAB UTILI	33.33
2/11/2023	Fleetcare	827MDG	HYUNDAI TUCSON GO (FWD) 4D WAGON 2.	5.45
3/11/2023	BP	827MDG	HYUNDAI TUCSON GO (FWD) 4D WAGON 2.	91.70
10/11/2023	BP	827MDG	HYUNDAI TUCSON GO (FWD) 4D WAGON 2.	85.64
19/11/2023	BP	827MDG	HYUNDAI TUCSON GO (FWD) 4D WAGON 2.	76.27
26/11/2023	BP	827MDG	HYUNDAI TUCSON GO (FWD) 4D WAGON 2.	78.06
2/11/2023	Fleetcare	831MDG	KIA GRAND CARNIVAL Si 4D WAGON 3.5L	5.45
7/11/2023	AMPOL	831MDG	KIA GRAND CARNIVAL Si 4D WAGON 3.5L	111.11
2/11/2023	Fleetcare	832MDG	TOYOTA HIACE COMMUTER (12 SEATS) BU	5.45
8/11/2023	BP	832MDG	TOYOTA HIACE COMMUTER (12 SEATS) BU	105.23
21/11/2023	BP	832MDG	TOYOTA HIACE COMMUTER (12 SEATS) BU	92.57
2/11/2023	Fleetcare	057MDG	ISUZU D-MAX SX (4x2) C/CHAS 3.0L	5.45
12/11/2023	AMPOL	057MDG	ISUZU D-MAX SX (4x2) C/CHAS 3.0L	45.90
2/11/2023	Fleetcare	062MDG	ISUZU D-MAX SX (4x4) CREW C/CHAS 3.	5.45
2/11/2023	Fleetcare	071MDG	TOYOTA LANDCRUISER UTE	5.45
6/11/2023	MOTORPASS	071MDG	TOYOTA LANDCRUISER UTE	2.00
6/11/2023	MOTORPASS	071MDG	TOYOTA LANDCRUISER UTE	82.76
15/11/2023	MOTORPASS	071MDG	TOYOTA LANDCRUISER UTE	1.02
15/11/2023	MOTORPASS	071MDG	TOYOTA LANDCRUISER UTE	7.23
22/11/2023	BP	071MDG	TOYOTA LANDCRUISER UTE	129.04
2/11/2023	Fleetcare	072MDG	ISUZU TRUCK	5.45
15/11/2023	MOTORPASS	072MDG	ISUZU TRUCK	1.02
15/11/2023	MOTORPASS	072MDG	ISUZU TRUCK	7.23
22/11/2023	BP	072MDG	ISUZU TRUCK	58.75
26/11/2023	AMPOL	072MDG	ISUZU TRUCK	126.25
2/11/2023	Fleetcare	073MDG	ISUZU FTR 900 CREW C/CHAS 7.8L	5.45
4/11/2023	BP	073MDG	ISUZU FTR 900 CREW C/CHAS 7.8L	268.21
15/11/2023	MOTORPASS	073MDG	ISUZU FTR 900 CREW C/CHAS 7.8L	1.02
15/11/2023	MOTORPASS	073MDG	ISUZU FTR 900 CREW C/CHAS 7.8L	7.23
18/11/2023	BP	073MDG	ISUZU FTR 900 CREW C/CHAS 7.8L	225.21
2/11/2023	Fleetcare	077MDG	TOYOTA LANDCRUISER UTE	5.45
11/11/2023	MOTORPASS	077MDG	TOYOTA LANDCRUISER UTE	66.17
15/11/2023	MOTORPASS	077MDG	TOYOTA LANDCRUISER UTE	1.02
15/11/2023	MOTORPASS	077MDG	TOYOTA LANDCRUISER UTE	7.23
23/11/2023	MOTORPASS	077MDG	TOYOTA LANDCRUISER UTE	102.67
24/11/2023	BP	077MDG	TOYOTA LANDCRUISER UTE	44.87
24/11/2023	MOTORPASS	077MDG	TOYOTA LANDCRUISER UTE	60.35
2/11/2023	Fleetcare	079MDG	TOYOTA LANDCRUISER UTE	5.45
15/11/2023	MOTORPASS	079MDG	TOYOTA LANDCRUISER UTE	1.02
15/11/2023	MOTORPASS	079MDG	TOYOTA LANDCRUISER UTE	7.23
2/11/2023	Fleetcare	081MDG	TOYOTA LANDCRUISER UTE	5.45
15/11/2023	MOTORPASS	081MDG	TOYOTA LANDCRUISER UTE	1.02
15/11/2023	MOTORPASS	081MDG	TOYOTA LANDCRUISER UTE	7.23
2/11/2023	Fleetcare	084MDG	TOYOTA LANDCRUISER WAGON	5.45
15/11/2023	MOTORPASS	084MDG	TOYOTA LANDCRUISER WAGON	1.02
15/11/2023	MOTORPASS	084MDG	TOYOTA LANDCRUISER WAGON	7.23
24/11/2023	MOTORPASS	084MDG	TOYOTA LANDCRUISER WAGON	100.77
2/11/2023	Fleetcare	087MDG	TOYOTA LANDCRUISER WAGON	5.45
15/11/2023	MOTORPASS	087MDG	TOYOTA LANDCRUISER WAGON	1.02
15/11/2023	MOTORPASS	087MDG	TOYOTA LANDCRUISER WAGON	7.23
25/11/2023	MOTORPASS	087MDG	TOYOTA LANDCRUISER WAGON	81.38
26/11/2023	MOTORPASS	087MDG	TOYOTA LANDCRUISER WAGON	2.38
26/11/2023	MOTORPASS	087MDG	TOYOTA LANDCRUISER WAGON	64.50
2/11/2023	Fleetcare	088MDG	TOYOTA LANDCRUISER WAGON	5.45
11/11/2023	MOTORPASS	088MDG	TOYOTA LANDCRUISER WAGON	2.62
11/11/2023	MOTORPASS	088MDG	TOYOTA LANDCRUISER WAGON	107.61
15/11/2023	MOTORPASS	088MDG	TOYOTA LANDCRUISER WAGON	1.02
15/11/2023	MOTORPASS	088MDG	TOYOTA LANDCRUISER WAGON	7.23

**MONTHLY LIST OF FUELCARD TRANSACTIONS
NOVEMBER 2023**

Transaction Date	Supplier	Registration	Model	Total Amount
2/11/2023	Fleetcare	090MDG	TOYOTA LANDCRUISER WAGON	5.45
4/11/2023	BP	090MDG	TOYOTA LANDCRUISER WAGON	113.01
26/11/2023	AMPOL	090MDG	TOYOTA LANDCRUISER WAGON	109.48
2/11/2023	Fleetcare	091MDG	ISUZU TRUCK	5.45
4/11/2023	BP	091MDG	ISUZU TRUCK	182.98
26/11/2023	BP	091MDG	ISUZU TRUCK	117.68
2/11/2023	Fleetcare	092MDG	TOYOTA LANDCRUISER WAGON	5.45
15/11/2023	MOTORPASS	092MDG	TOYOTA LANDCRUISER WAGON	1.02
15/11/2023	MOTORPASS	092MDG	TOYOTA LANDCRUISER WAGON	7.23
2/11/2023	Fleetcare	093MDG	TOYOTA LANDCRUISER WAGON	5.45
2/11/2023	Fleetcare	817MDG	HOLDEN COLORADO DX (4x2) C/CHAS 2.4	5.45
Total		Fleetcare Account		\$ 6,807.65

Transaction Date	Supplier	Registration	Model	Total Amount
5/11/2023	Caltex	093MDG	TOYOTA LANDCRUISER WAGON	220.12
21/11/2023	Caltex	092MDG	TOYOTA LANDCRUISER WAGON	151.36
21/11/2023	Caltex	092MDG	TOYOTA LANDCRUISER WAGON	175.15
25/11/2023	Caltex	091MDG	ISUZU TRUCK	103.89
29/11/2023	Caltex	093MDG	TOYOTA LANDCRUISER WAGON	41.82
29/11/2023	Caltex	093MDG	TOYOTA LANDCRUISER WAGON	35.43
Total		Motorpass Account		\$ 727.77

11.0 COUNCIL MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12.0 URGENT BUSINESS (LATE REPORTS)

Nil

13.0 CONFIDENTIAL REPORTS

Meeting Closed to Public

The Local Government Act 1995, Part 5, Section 5.23 states in part:

- (2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —
- (a) a matter affecting an employee or employees; and
 - (b) the personal affairs of any person; and
 - (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and
 - (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and
 - (e) a matter that if disclosed, would reveal —
 - (i) a trade secret; or
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government; and
 - (f) a matter that if disclosed, could be reasonably expected to —
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or
 - (ii) endanger the security of the local government's property; or
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety; and
 - (g) information which is the subject of a direction given under section 23(1a) of the *Parliamentary Commissioner Act 1971*; and
 - (h) such other matters as may be prescribed.

RECOMMENDATION

That Council closes the meeting to members of the public, in accordance with s5.23(2) of the *Local Government Act 1995*, in order to consider the confidential reports as detailed below:

13.1 Reports of CEO Performance Review Committee 31 January 2024

Item 13.1 is considered confidential in accordance with the Local Government Act 1995 section 5.23(2) (a) as it contains information relating to a matter affecting an employee or employees.

13.1 Reports of CEO Performance Review Committee 31 January 2024**13.1.1 CEO Annual Performance Review Report 2023/24**

File Code	P/F
Author	Jason Whiteaker, Chief Executive Officer
Senior Employee	Jason Whiteaker, Chief Executive Officer
Disclosure of Any Interest	Impartiality
Attachments	1. Shire of Mundaring CEO KPI Setting 2023 Report

Please refer to confidential item provided under separate cover.

COMMITTEE RECOMMENDATION**CEOPR1.01.24**

That Council, by absolute majority:

1. Adopts the performance criteria metrics for the 2023-2024 performance period outlined in section 4 (per **Confidential Attachment 1**) and amends the current CEO Employment Contract (variation) accordingly;
2. Schedules the Probationary Period Review for April 2024;
3. Schedules the next annual review of the Chief Executive Officers performance and total remuneration package for consideration by Council no later than August 2024;
4. Complies, as per Division 3 of the *Local Government (Administration) Regulations Schedule 2 clause 19*, by notifying the CEO of the results of this performance review.

- Note: 1. Council and the CEO recognise that with a review (as per point 3 above) in August 2024 will mean an 8 month performance period. Also noting that the CEO has to acquit the interim probationary KPI's as well by April 2024.
2. It is recommended that Council and the CEO review the dates for end of performance periods to August 2024, as performance reviews every two years will fall at election time and caretaker periods, therefore, it is recommended that the CEO's performance review be completed prior to each election cycle.
3. Change reference in the performance indicators from Strategic Plan to Council Plan.
4. Advise the consultant that the metric the Committee would like to utilise to rate the KPI outcomes are met/partially met/not met.

14.0 CLOSING PROCEDURES

14.1 Date, Time and Place of the Next Meeting

The next Ordinary Council meeting will be held on Tuesday, 12 March 2024 at 6.30pm in the Council Chamber.

14.2 Closure of the Meeting