



02 September 2022

NOTICE OF MEETING

Dear Councillor,

The next Ordinary Meeting of Council will be held in the Council Chamber at 6.30pm on Tuesday, 13 September 2022.

The attached agenda is presented for your consideration.

Yours sincerely

Jonathan Throssell
CHIEF EXECUTIVE OFFICER

Please Note

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

AGENDA
ORDINARY COUNCIL MEETING
13 SEPTEMBER 2022

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 an Elected 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 an Elected 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

**Elected
Members**

Apologies

**Leave of
Absence** Nil

Absent

Staff

Guests

**Members of
the Press**

2.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

3.0 DECLARATION OF INTEREST

3.1 Declaration of Financial Interest and Proximity Interests

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

4.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

4.1 Question Taken on Notice - Ordinary Council Meeting 9 August 2022 - Owen Briffa

At the Ordinary Council meeting held 9 August, Owen Briffa of Lost Mundaring and Surroundings Local History Museum asked a question which was taken on notice. A response was provided to Mr Briffa by the Chief Executive Officer in writing. Below is a summary of the question and the response provided.

Question

Has the Shire received a response from the State Government to the letter regarding the management order of the St Mark's Church? If so, what was the response in regards to a community group taking on the management order?

Response

As at the date of the 9 August 2022 Ordinary Council meeting no response has been received by the Shire to its letter dated 24 February 2022 to the Department of Planning, Lands & Heritage (DPLH). A follow up letter has now also been sent to DPLH requesting advice as to when the Shire can expect to receive a response.

5.0 PUBLIC QUESTION TIME

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

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

6.0 APPLICATIONS FOR LEAVE OF ABSENCE

7.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

RECOMMENDATION

That:

1. the Minutes of the Ordinary Council Meeting held 9 August 2022 be confirmed; and
2. the Minutes of the Special Council Meeting held 23 August 2022 be confirmed.

8.0 PRESENTATIONS

8.1 Deputations

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

8.2 Petitions

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

8.3 Presentations

9.0 REPORTS OF COMMITTEES

9.1 Reports of CEO Recruitment Committee 24 August 2022

9.1.1 Appointment of Independent Person to the Chief Executive Officer Recruitment Committee

File Code	GV.MTG 6.8
Author	Elizabeth Nicholls, Governance Co-ordinator
Senior Employee	Garry Bird, Director Corporate Services
Disclosure of Any Interest	Nil
Attachments	<ol style="list-style-type: none">1. Independent Person Application – Candidate A (confidential)2. Independent Person Application - Candidate B (confidential)3. Independent Person Application - Candidate C (confidential)

SUMMARY

The purpose of this report is for the Chief Executive Officer (CEO) Recruitment Committee to recommend that Council appoints an independent person to the CEO Recruitment Committee, for a term expiring at the next local government election in October 2023.

BACKGROUND

At the Ordinary Council Meeting held 10 May 2022 the CEO Recruitment Committee was established and council members appointed to the Committee.

In accordance with the Terms of Reference, the Committee shall consist of the five council members, one independent person (subject of this report) and an independent Human Resource Consultant (who is not a voting member of the Committee).

At the Ordinary Council Meeting held 17 July 2022, it was resolved:

“That Council endorses the draft Application Pack for the position of Independent Committee Member to the Chief Executive Officer Recruitment Committee as per the Chief Executive Recruitment Committee recommendation from meeting held 9 June 2022.”

An application pack including selection criteria, details of the selection process and an application form were made available via the Shire’s website seeking expressions of interest.

STATUTORY / LEGAL IMPLICATIONS

The *Local Government Act 1995* and *Local Government (Administration) Regulations 1996* prescribes the appointment of the CEO and model standards.

Local Government Act 1995

5.10. Committee members, appointment of

1. (1) A committee is to have as its members —
 2. (a) persons appointed* by the local government to be members of the committee (other than those referred to in paragraph (b)); and
 3. (b) persons who are appointed to be members of the committee under subsection (4) or (5).
- * Absolute majority required.
4. (4) If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the mayor or president informs the local government of his or her wish to be a member of the committee, the local government is to appoint the mayor or president to be a member of the committee.

5.36. Local government employees

- (1) A local government is to employ —
 - (a) a person to be the CEO of the local government; and
 - (b) such other persons as the council believes are necessary to enable the functions of the local government and the functions of the council to be performed.
- (2) A person is not to be employed in the position of CEO unless the council —
 - (a) believes that the person is suitably qualified for the position; and
 - (b) is satisfied* with the provisions of the proposed employment contract.
- * Absolute majority required.
- (3) A person is not to be employed by a local government in any other position unless the CEO —
 - (a) believes that the person is suitably qualified for the position; and
 - (b) is satisfied with the proposed arrangements relating to the person's employment.
- (4) Unless subsection (5A) applies, if the position of CEO of a local government becomes vacant, it is to be advertised by the local government in the manner prescribed, and the advertisement is to contain such information with respect to the position as is prescribed.
- (5A) Subsection (4) does not require a position to be advertised if it is proposed that the position be filled by a person in a prescribed class.
- (5) For the avoidance of doubt, subsection (4) does not impose a requirement to advertise a position before the renewal of a contract referred to in section 5.39.

5.39A. Model standards for CEO recruitment, performance and termination

- (1) Regulations must prescribe model standards for local governments in relation to the following —
 - (a) the recruitment of CEOs;
 - (b) the review of the performance of CEOs;
 - (c) the termination of the employment of CEOs.
- (2) Regulations may amend the model standards.

Local Government (Administration) Regulations 1996

18A. Vacancy in position of CEO or senior employee to be advertised (Act s. 5.36(4) and 5.37(3))

- (1) *If a position of CEO, or of a senior employee, of a local government becomes vacant, the local government must give Statewide public notice of the position unless it is proposed that the position be filled by —*
 - (a) *a person who is, and will continue to be, employed by another local government and who will fill the position on a contract or contracts for a total period not exceeding 5 years; or*
 - (b) *a person who will be acting in the position for a term not exceeding one year.*
- (2) *The Statewide public notice must contain —*
 - (a) *the details of the remuneration and benefits offered; and*
 - (b) *details of the place where applications for the position are to be submitted; and*
 - (c) *the date and time for the closing of applications for the position; and*
 - (d) *the duration of the proposed contract; and*
 - (da) *a website address where the job description form for the position can be accessed; and*
 - (e) *contact details for a person who can provide further information about the position; and*
 - (f) *any other information that the local government considers is relevant.*

18F. Remuneration and benefits of CEO to be as advertised

The remuneration and other benefits paid to a CEO on the appointment of the CEO are not to differ from the remuneration and benefits advertised for the position under section 5.36(4).

18FB. Certification of compliance with adopted standards for CEO recruitment (Act s. 5.39B(7))

- (1) *In this regulation —*
adopted standards means —
 - (a) *the standards adopted by a local government under section 5.39B; or*
 - (b) *if the local government has not adopted standards under that section, the standards taken under section 5.39B(5) to be the local government's adopted standards.*
- (2) *This regulation applies if —*
 - (a) *a local government employs a person in the position of CEO of the local government; and*
 - (b) *the local government's adopted standards in relation to the recruitment of CEOs apply to the employment.*
- (3) *As soon as practicable after the person is employed in the position of CEO, the local government must, by resolution*, certify that the person was employed in accordance with the local government's adopted standards in relation to the recruitment of CEOs.*
** Absolute majority required.*
- (4) *The local government must give a copy of the resolution to the Departmental CEO within 14 days after the resolution is passed by the local government.*

Schedule 2, Division 2

8. Establishment of selection panel for employment of CEO

- (1) *In this clause —*
independent person means a person other than any of the following —
 - (a) *a council member;*
 - (b) *an employee of the local government;*
 - (c) *a human resources consultant engaged by the local government.*
- (2) *The local government must establish a selection panel to conduct the recruitment and selection process for the employment of a person in the position of CEO.*
- (3) *The selection panel must comprise —*

- (a) council members (the number of which must be determined by the local government); and
- (b) at least 1 independent person.

Division 2 — Standards for recruitment of CEOs

Refer to adopted standards (**Attachment 1**)

POLICY IMPLICATIONS

Standards for CEO Recruitment, Performance and Termination Policy are relevant.

FINANCIAL IMPLICATIONS

In accordance with the Committee's Terms of Reference the independent person will be reimbursed for travel costs upon presentation of receipts.

STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 4 - Governance

Objective 4.4 – High standard of governance and accountability

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

SUSTAINABILITY IMPLICATIONS

Governance

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

RISK IMPLICATIONS

Risk: Compliance: Non-compliance with the <i>Local Government Act 1995</i> . Council doesn't appoint an independent person to the CEO Recruitment Committee in accordance with the adopted Model Standards and applicable legislation		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
That the expressions of interest received be invited for an independent person to be appointed to the Committee and an appointment made.		
Risk: Reputation: That the CEO Recruitment Process is not transparent and accountable.		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
The appointment of an independent person to the CEO Recruitment Committee will enhance the transparency of the recruitment process.		

EXTERNAL CONSULTATION

Expressions of interest were sought for the position which closed on Friday 12 August 2022 at 12.00pm.

The following methods were utilised advising that applications were open including:

- an advertisement in the Echo on Friday 22 July 2022;
- an item on the Shire of Mundaring website;
- a post on the Shire's LinkedIn page (with a link to the Shire's website);
- a post on the Shire's Facebook page (with a link to the Shire's website); and
- an email to resident and ratepayer groups (with a link to the Shire's website)

COMMENT

Clause 8, Division 2 of the Regulations as well as the Shire's Standards for CEO Recruitment, Performance and Termination Policy provides that the independent person cannot be:

- A council member;
- An employee of the local government; or
- A human resources consultant engaged by the local government.

Examples of potential independent members provided by the Department of Local Government (Operational Guideline - CEO recruitment and selection, performance review and termination) include:

- Former council members or former staff members of the Local Government;
- Former or current council members (such as the Mayor or Shire President) or staff members of another local government;
- A prominent or highly regarded member of the community; or
- A person with experience in the recruitment of CEOs and senior executives.

The essence of the role of the independent person is to provide an impartial perspective. The successful candidate will have the ability to participate and constructively contribute to the recruitment process.

By the close of the submission period three applications were received.

Applications have been received from:

- Candidate A (**Confidential Attachment 1**);
- Candidate B (**Confidential Attachment 2**); and
- Candidate C (**Confidential Attachment 3**)

The next CEO Recruitment Committee meeting has not yet been scheduled but it is noted that the independent person appointed to the CEO Recruitment Committee will require an induction before the next meeting.

VOTING REQUIREMENT

Absolute Majority - *Local Government Act 1995* section 5.10 Committee members, appointment of

COMMITTEE RECOMMENDATION	CEORC2.08.22
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That Council amends the section 5.1 of the Terms of Reference for the CEO Recruitment Committee by changing the number of independent persons from "one" to "at least one".

That Council, by absolute majority, appoints candidates **A and C** as the independent persons to the Chief Executive Officer Recruitment Committee for a term until the next local government election, due in October 2023

9.1.2 Award of Request for Quotation (RFQ 22.2122) – Appointment of Independent Human Resources Consultant to the CEO Recruitment Committee

File Code	PR.RFQ 22.2122
Author	Elizabeth Nicholls, Governance Co-ordinator
Senior Employee	Garry Bird, Director Corporate Services
Disclosure of Any Interest	DCS and GC declared an impartiality interest that being they are employed by the CEO.
Attachments	<ol style="list-style-type: none"> 1. Submission - RFQ 22.2122 - Respondent A (confidential) 2. Submission - RFQ 22.2122 - Respondent B (confidential) 3. Submission - RFQ 22.2122 - Respondent C (confidential) 4. Submission - RFQ 22.2122 - Respondent D (confidential) 5. Submission - RFQ 22.2122 - Respondent E (confidential) 6. Submission - RFQ 22.2122 - Respondent F (confidential) 7. Submission - RFQ 22.2122 - Respondent G (confidential) 8. Submission - RFQ 22.2122 - Respondent H (confidential) 9. Standards for CEO Recruitment Performance and Termination Policy ↓ 10. Interview Matrix (confidential)

SUMMARY

The purpose of this report is for the Chief Executive Officer (CEO) Recruitment Committee to recommend to Council that an Independent Human Resources Consultant (HR Consultant) be appointed to coordinate the CEO recruitment process.

Submissions have been received in response to a Request for Quotation with the members of the CEO Recruitment Committee to determine which quotation represents value for money by completing the evaluation matrix and recommend accordingly.

BACKGROUND

At the Ordinary Council meeting held 14 June 2022 it was resolved:

That Council endorses the Request for Quotation document... inviting proposals from an Independent Human Resources Consultant (HR Consultant) to coordinate the recruitment process for the position of CEO.

The Request for Quotation document (RFQ) was made available on the Shire's TenderLink portal on 16 June 2022. Additionally, 12 recruitment firms were contacted directly with a link to the RFQ. The deadline for submissions was Friday 1 July at 12.00pm.

Eight submissions were received which has been provided as confidential attachments:

Respondent A	Confidential Attachment 1
Respondent B	Confidential Attachment 2
Respondent C	Confidential Attachment 3
Respondent D	Confidential Attachment 4
Respondent E	Confidential Attachment 5
Respondent F	Confidential Attachment 6
Respondent G	Confidential Attachment 7
Respondent H	Confidential Attachment 8

As the evaluation panel will be comprised of the members of the CEO Recruitment Committee, it is for the Committee to determine which respondent will be recommended to Council to appoint a HR Consultant.

STATUTORY / LEGAL IMPLICATIONS

The *Local Government Act 1995* and *Local Government (Administration) Regulations 1996* prescribes the appointment of the CEO and model standards.

Local Government Act 1995

5.36. Local government employees

- (1) *A local government is to employ —*
 - (a) *a person to be the CEO of the local government; and*
 - (b) *such other persons as the council believes are necessary to enable the functions of the local government and the functions of the council to be performed.*
- (2) *A person is not to be employed in the position of CEO unless the council —*
 - (a) *believes that the person is suitably qualified for the position; and*
 - (b) *is satisfied* with the provisions of the proposed employment contract.*

** Absolute majority required.*
- (3) *A person is not to be employed by a local government in any other position unless the CEO —*
 - (a) *believes that the person is suitably qualified for the position; and*
 - (b) *is satisfied with the proposed arrangements relating to the person's employment.*
- (4) *Unless subsection (5A) applies, if the position of CEO of a local government becomes vacant, it is to be advertised by the local government in the manner prescribed, and the advertisement is to contain such information with respect to the position as is prescribed.*
- (5A) *Subsection (4) does not require a position to be advertised if it is proposed that the position be filled by a person in a prescribed class.*

- (5) *For the avoidance of doubt, subsection (4) does not impose a requirement to advertise a position before the renewal of a contract referred to in section 5.39.*

5.39A. Model standards for CEO recruitment, performance and termination

- (1) *Regulations must prescribe model standards for local governments in relation to the following —*
- (a) *the recruitment of CEOs;*
 - (b) *the review of the performance of CEOs;*
 - (c) *the termination of the employment of CEOs.*
- (2) *Regulations may amend the model standards.*

Division 2 — Standards for recruitment of CEOs

Refer to adopted standards (**Attachment 9**)

POLICY IMPLICATIONS

Standards for CEO Recruitment, Performance and Termination Policy are relevant.

The Shire's Purchasing Policy requires that:

- Where the purchasing value (exclusive of GST) is anticipated to be \$10,001 to \$75,000 *"at least three written quotations containing price and specification or technical description of proposed purchase"*.
- Where the purchasing value (exclusive of GST) is anticipated to be \$75,001 to \$149,999 *"a formal public, open market Request for Quotations (RFQ) through Tenderlink"* is to be undertaken.

Although the budget allocation is within the threshold of \$10,001 to \$75,000, given the nature of the quotation, it was deemed appropriate to undertake an open Request for Quotation process.

FINANCIAL IMPLICATIONS

The Draft 2022/23 Budget contains an allocation of \$25,000 to engage a human resource consultant, and related costs such as advertising etc, to facilitate the recruitment process. A preliminary estimate of \$25,000 has been allocated for this purpose and will require review once the procurement process to engage the consultant has been completed.

STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 4 - Governance

Objective 4.4 – High standard of governance and accountability

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

SUSTAINABILITY IMPLICATIONS

Governance

- Deliver outcomes that are consistent with the strategic goals and objectives of the Shire.

RISK IMPLICATIONS

Risk: <u>Compliance</u>: Non-compliance with the <i>Local Government Act 1995</i> . Council doesn't undertake the CEO recruitment process in accordance with the adopted Model Standards and applicable legislation		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
A reputable HR Consultant be appointed to facilitate the recruitment process who has had experience in local government executive recruitment based on the submissions to the RFQ.		

Risk: <u>Reputation</u>: That the CEO Recruitment Process is not transparent and accountable.		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
That Council accepts the submission representing best value for money for a reputable HR Consultant to facilitate the recruitment process who has had experience in local government executive recruitment.		

EXTERNAL CONSULTATION

Submissions were sought by a public quotation process.

COMMENT

To ensure accountability and transparency in the evaluation of the submissions received, all Committee Members are required to complete a Declaration of Conflict of Interest and Confidentiality prior to completing the RFQ 24.2122 Evaluation Workbook.

The established qualitative assessment criteria for the quotation were as follows:

Criteria	Weighting
Relevant Experience <ul style="list-style-type: none"> Details of similar recruitment consultancy work specific to Western Australian local government. The scope of the Respondents involvement including details of outcomes. Details of issues that arose during the recruitment process and how these were managed. Demonstrated competency and proven track record of achieving outcomes. 	20%
Key Personnel Skills and Experience <ul style="list-style-type: none"> The Respondent's role in the performance of the Contract. Curriculum vitae of key staff inclusive of membership to any professional or business association, qualifications etc. 	40%

Methodology <ul style="list-style-type: none"> • A schedule/timeline for the recruitment process (refer to 2.4 Scope of Work). • The process for the delivery of the Goods/Services. • Demonstrated understanding of the Scope of Work. 	40%
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All tender submissions are to be initially assessed for compliance against the conditions of tendering and provision of required documentation.

Pricing is not considered part of the qualitative criteria. The RFQ states:

“The Contract will be awarded to a sole Respondent who best demonstrates the ability to provide quality services at a competitive price. The quoted prices will be assessed together with the qualitative and compliance criteria to determine the most advantageous outcome to the Principal” (the Shire).

It is for the Committee to determine which submission best meets the above requirements and provide a recommended HR Consultant to Council for consideration.

VOTING REQUIREMENT

Simple Majority

COMMITTEE RECOMMENDATION	CEORC4.08.22
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That Council appoints Respondent **F** as the Independent Human Resources Consultant to coordinate the CEO recruitment process.

Shire of Mundaring

POLICY

STANDARDS FOR CEO RECRUITMENT, PERFORMANCE AND TERMINATION

Policy Ref:	OR-35		
Adopted:	C10.04.21	Date:	13 April 2021
Amended:		Date:	
Reviewed:		Date:	
Procedure Ref:	N/A	Delegation Ref:	
Statute Ref:	<i>Local Government Act 1995 s. 5.39B</i>		
	<i>Local Government (Administration) Regulations 1996 Schedule 2</i>		
Local Law Ref:	N/A		

PURPOSE

To prescribe standards for the recruitment, selection, performance and termination of the local government CEO.

POLICY

Division 1 — Preliminary provisions

1. Citation

These are the *Shire of Mundaring Standards for CEO Recruitment, Performance and Termination*.

2. Terms used

(1) In these standards —

Act means the *Local Government Act 1995*;

additional performance criteria means performance criteria agreed by the local government and the CEO under clause 16(1)(b);

applicant means a person who submits an application to the local government for the position of CEO;

contract of employment means the written contract, as referred to in section 5.39 of the Act, that governs the employment of the CEO;

contractual performance criteria means the performance criteria specified in the CEO's contract of employment as referred to in section 5.39(3)(b) of the Act;

job description form means the job description form for the position of CEO approved by the local government under clause 5(2);

local government means the Shire of Mundaring;

selection criteria means the selection criteria for the position of CEO determined by the local government under clause 5(1) and set out in the job description form;

selection panel means the selection panel established by the local government under clause 8 for the employment of a person in the position of CEO.

- (2) Other terms used in these standards that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

Division 2 — Standards for recruitment of CEOs

3. Overview of Division

This Division sets out standards to be observed by the local government in relation to the recruitment of CEOs.

4. Application of Division

- (1) Except as provided in subclause (2), this Division applies to any recruitment and selection process carried out by the local government for the employment of a person in the position of CEO.
- (2) This Division does not apply —
- (a) if it is proposed that the position of CEO be filled by a person in a class prescribed for the purposes of section 5.36(5A) of the Act; or
 - (b) in relation to a renewal of the CEO's contract of employment, except in the circumstances referred to in clause 13(2).

5. Determination of selection criteria and approval of job description form

- (1) The local government must determine the selection criteria for the position of CEO, based on the local government's consideration of the knowledge, experience, qualifications and skills necessary to effectively perform the duties and responsibilities of the position of CEO of the local government.
- (2) The local government must, by resolution of an absolute majority of the council, approve a job description form for the position of CEO which sets out —
- (a) the duties and responsibilities of the position; and
 - (b) the selection criteria for the position determined in accordance with subclause (1).

6. Advertising requirements

- (1) If the position of CEO is vacant, the local government must ensure it complies with section 5.36(4) of the Act and the *Local Government (Administration) Regulations 1996* regulation 18A.
- (2) If clause 13 applies, the local government must advertise the position of CEO in the manner referred to in the *Local Government (Administration) Regulations 1996* regulation 18A as if the position was vacant.

7. Job description form to be made available by local government

If a person requests the local government to provide to the person a copy of the job description form, the local government must —

- (a) inform the person of the website address referred to in the *Local Government (Administration) Regulations 1996* regulation 18A(2)(da); or
- (b) if the person advises the local government that the person is unable to access that website address —
 - (i) email a copy of the job description form to an email address provided by the person; or
 - (ii) mail a copy of the job description form to a postal address provided by the person.

8. Establishment of selection panel for employment of CEO

- (1) In this clause —

independent person means a person other than any of the following —

- (a) a council member;
 - (b) an employee of the local government;
 - (c) a human resources consultant engaged by the local government.
- (2) The local government must establish a selection panel to conduct the recruitment and selection process for the employment of a person in the position of CEO.
- (3) The selection panel must comprise —
- (a) council members (the number of which must be determined by the local government); and
 - (b) at least 1 independent person.

9. Recommendation by selection panel

- (1) Each applicant's knowledge, experience, qualifications and skills must be assessed against the selection criteria by or on behalf of the selection panel.
- (2) Following the assessment referred to in subclause (1), the selection panel must provide to the local government —
- (a) a summary of the selection panel's assessment of each applicant; and
 - (b) unless subclause (3) applies, the selection panel's recommendation as to which applicant or applicants are suitable to be employed in the position of CEO.
- (3) If the selection panel considers that none of the applicants are suitable to be employed in the position of CEO, the selection panel must recommend to the local government —
- (a) that a new recruitment and selection process for the position be carried out in accordance with these standards; and
 - (b) the changes (if any) that the selection panel considers should be made to the duties and responsibilities of the position or the selection criteria.
- (4) The selection panel must act under subclauses (1), (2) and (3) —

- (a) in an impartial and transparent manner; and
 - (b) in accordance with the principles set out in section 5.40 of the Act.
- (5) The selection panel must not recommend an applicant to the local government under subclause (2)(b) unless the selection panel has —
 - (a) assessed the applicant as having demonstrated that the applicant's knowledge, experience, qualifications and skills meet the selection criteria; and
 - (b) verified any academic, or other tertiary level, qualifications the applicant claims to hold; and
 - (c) whether by contacting referees provided by the applicant or making any other inquiries the selection panel considers appropriate, verified the applicant's character, work history, skills, performance and any other claims made by the applicant.
- (6) The local government must have regard to, but is not bound to accept, a recommendation made by the selection panel under this clause.

10. Application of cl. 5 where new process carried out

- (1) This clause applies if the local government accepts a recommendation by the selection panel under clause 9(3)(a) that a new recruitment and selection process for the position of CEO be carried out in accordance with these standards.
- (2) Unless the local government considers that changes should be made to the duties and responsibilities of the position or the selection criteria —
 - (a) clause 5 does not apply to the new recruitment and selection process; and
 - (b) the job description form previously approved by the local government under clause 5(2) is the job description form for the purposes of the new recruitment and selection process.

11. Offer of employment in position of CEO

Before making an applicant an offer of employment in the position of CEO, the local government must, by resolution of an absolute majority of the council, approve —

- (a) the making of the offer of employment to the applicant; and
- (b) the proposed terms of the contract of employment to be entered into by the local government and the applicant.

12. Variations to proposed terms of contract of employment

- (1) This clause applies if an applicant who is made an offer of employment in the position of CEO under clause 11 negotiates with the local government a contract of employment (the ***negotiated contract***) containing terms different to the proposed terms approved by the local government under clause 11(b).
- (2) Before entering into the negotiated contract with the applicant, the local government must, by resolution of an absolute majority of the council, approve the terms of the negotiated contract.

13. Recruitment to be undertaken on expiry of certain CEO contracts

- (1) In this clause —
commencement day means the day on which the *Local Government (Administration) Amendment Regulations 2021* regulation 6 comes into operation.
- (2) This clause applies if —
- (a) upon the expiry of the contract of employment of the person (the **incumbent CEO**) who holds the position of CEO —
 - (i) the incumbent CEO will have held the position for a period of 10 or more consecutive years, whether that period commenced before, on or after commencement day; and
 - (ii) a period of 10 or more consecutive years has elapsed since a recruitment and selection process for the position was carried out, whether that process was carried out before, on or after commencement day;
 - and
 - (b) the incumbent CEO has notified the local government that they wish to have their contract of employment renewed upon its expiry.
- (3) Before the expiry of the incumbent CEO's contract of employment, the local government must carry out a recruitment and selection process in accordance with these standards to select a person to be employed in the position of CEO after the expiry of the incumbent CEO's contract of employment.
- (4) This clause does not prevent the incumbent CEO's contract of employment from being renewed upon its expiry if the incumbent CEO is selected in the recruitment and selection process referred to in subclause (3) to be employed in the position of CEO.

14. Confidentiality of information

The local government must ensure that information provided to, or obtained by, the local government in the course of a recruitment and selection process for the position of CEO is not disclosed, or made use of, except for the purpose of, or in connection with, that recruitment and selection process.

Division 3 — Standards for review of performance of CEOs

15. Overview of Division

This Division sets out standards to be observed by the local government in relation to the review of the performance of CEOs.

16. Performance review process to be agreed between local government and CEO

- (1) The local government and the CEO must agree on —
- (a) the process by which the CEO's performance will be reviewed; and
 - (b) any performance criteria to be met by the CEO that are in addition to the contractual performance criteria.

- (2) Without limiting subclause (1), the process agreed under subclause (1)(a) must be consistent with clauses 17, 18 and 19.
- (3) The matters referred to in subclause (1) must be set out in a written document.

17. Carrying out a performance review

- (1) A review of the performance of the CEO by the local government must be carried out in an impartial and transparent manner.
- (2) The local government must —
 - (a) collect evidence regarding the CEO's performance in respect of the contractual performance criteria and any additional performance criteria in a thorough and comprehensive manner; and
 - (b) review the CEO's performance against the contractual performance criteria and any additional performance criteria, based on that evidence.

18. Endorsement of performance review by local government

Following a review of the performance of the CEO, the local government must, by resolution of an absolute majority of the council, endorse the review.

19. CEO to be notified of results of performance review

After the local government has endorsed a review of the performance of the CEO under clause 18, the local government must inform the CEO in writing of —

- (a) the results of the review; and
- (b) if the review identifies any issues about the performance of the CEO — how the local government proposes to address and manage those issues.

Division 4 — Standards for termination of employment of CEOs

20. Overview of Division

This Division sets out standards to be observed by the local government in relation to the termination of the employment of CEOs.

21. General principles applying to any termination

- (1) The local government must make decisions relating to the termination of the employment of a CEO in an impartial and transparent manner.
- (2) The local government must accord a CEO procedural fairness in relation to the process for the termination of the CEO's employment, including —
 - (a) informing the CEO of the CEO's rights, entitlements and responsibilities in relation to the termination process; and
 - (b) notifying the CEO of any allegations against the CEO; and
 - (c) giving the CEO a reasonable opportunity to respond to the allegations; and
 - (d) genuinely considering any response given by the CEO in response to the allegations.

22. Additional principles applying to termination for performance-related reasons

- (1) This clause applies if the local government proposes to terminate the employment of a CEO for reasons related to the CEO's performance.
- (2) The local government must not terminate the CEO's employment unless the local government has —
 - (a) in the course of carrying out the review of the CEO's performance referred to in subclause (3) or any other review of the CEO's performance, identified any issues (the **performance issues**) related to the performance of the CEO; and
 - (b) informed the CEO of the performance issues; and
 - (c) given the CEO a reasonable opportunity to address, and implement a plan to remedy, the performance issues; and
 - (d) determined that the CEO has not remedied the performance issues to the satisfaction of the local government.
- (3) The local government must not terminate the CEO's employment unless the local government has, within the preceding 12-month period, reviewed the performance of the CEO under section 5.38(1) of the Act.

23. Decision to terminate

Any decision by the local government to terminate the employment of a CEO must be made by resolution of an absolute majority of the council.

24. Notice of termination of employment

- (1) If the local government terminates the employment of a CEO, the local government must give the CEO notice in writing of the termination.
- (2) The notice must set out the local government's reasons for terminating the employment of the CEO.

9.2 Reports of CEO Performance Review Committee 31 August 2022

Refer to Item 13.1.

10.0 REPORTS OF EMPLOYEES

10.1 Annual Review of Lobbying and Advocacy Priorities

File Code	OR.CMA 16
Author	Michael Pengelly, Strategic Projects Advisor
Senior Employee	Megan Griffiths, Director Strategic & Community Services
Disclosure of Any Interest	Nil
Attachments	<ol style="list-style-type: none">1. Attachment 1 - Lobbying and Advocacy Priorities 2022 2023 ↓2. Attachment 2 - Shire of Mundaring - Lobbying and Advocacy Strategy 2018 -19 ↓

SUMMARY

In accordance with Council's current *Lobbying and Advocacy Strategy* (November 2018), Council is asked to adopt a list of lobbying priorities for the coming year. This is completed on an annual basis and the recommended priorities are detailed within the document; *Lobbying and Advocacy Priorities 2022 – 2023 (Attachment 1)*. The document now comprehensively addresses extensive feedback provided by Council over three Council Forums and three Special Council Briefings.

Once Council adopts the final lobbying and advocacy measures, Shire Officers will prepare a prospectus document based on these priorities. The prospectus will be specifically designed to raise the profile of the adopted priorities for lobbying and advocacy in order to obtain external support, including financial support, at the appropriate time.

BACKGROUND

Council adopted a *Lobbying and Advocacy Strategy* ("the Strategy") (**Attachment 2**) in November 2018 (C8.11.18). The Strategy was adopted to enable a more effective, consistent and targeted delivery of the Shire's key messages to attempt to influence decision-makers to meet the needs and expectations of the local community.

The Strategy defines a process in which measures worthy of lobbying and advocacy are identified and presented to Council through Council Forum for discussion and feedback. Once this has occurred, a prioritised list for the upcoming 12 months is presented to Council for adoption at an ordinary Council Meeting.

Following on from Council's adoption of the prioritised list, Shire Officers finalise a summary document, primarily for external use and communication of the final lobbying and advocacy priorities in order to attain funding for the measures listed.

STATUTORY / LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The current approved service level and budget for lobbying and advocacy is \$14,200. This covers the cost of the research, writing, development and printing of the annual prospectus.

STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 1 - Community

Objective 1.2 – Flourishing local businesses

Strategy 1.2.4 - Encourage economic development opportunities in the Shire

SUSTAINABILITY IMPLICATIONS

Nil

RISK IMPLICATIONS

Risk: Financial Impact - Failing to adopt priorities for lobbying and advocacy for the coming year of 2022 – 2023 likely to result in shortfalls in funding for identified projects that have been adopted by Council.		
Likelihood	Consequence	Rating
Possible	Major	High
Action / Strategy		
Adopt the recommended list of lobbying and advocacy priorities for 2022 - 2023 that has undergone a high level of scrutiny by Council.		

EXTERNAL CONSULTATION

Nil

COMMENT

This report provides additional detail on the lobbying and advocacy priorities that were identified and originally presented to Council at the Forum of 7 December 2021. Consistent with a request from Council at that Forum, the following special briefings were presented to Council in March and April 2022 respectively:

1. Revitalisation of Mundaring Town Centre;
2. Construction of a Multi-purpose Community Facility;
3. Main Roads WA – EastLink Project (PANH & Orange Route); and
4. Re-Think EastLink.

In addition to these special briefings, the list of lobbying and advocacy measures was modified to include additional measures as requested by council members. This list was presented to Council for feedback at the Council Forum of 26 April 2022. As a result of this process, the list grew from 6 to 14 measures, which posed a challenge in terms of workload, service level agreement and the resources available and amount budgeted to undertake the necessary steps to lobby and advocate effectively.

Following the 26 April 2022 Forum, it was anticipated that the revised priorities would be presented to the Ordinary Council Meeting of 14 June 2021 however, two important things happened to impact this schedule, being:

1. The Shire of Mundaring Policy OR-22, Election Caretaker Period was enacted due to the requirement to conduct an extraordinary election for the East Ward; and
2. The identified need to reduce the measures on the list and/or introduction of a tiered priority ranking system to assist in the management of the associated workload for lobbying and advocacy.

Provision of a tiered approach towards prioritisation of the lobbying and advocacy was then designed to assist Council through the process and ensure there was clarity around the level of effort that would be dedicated to the measures as detailed below:

Tier 1 - Transformational measures, projects of regional/district significance

It is likely that these projects will have a beneficial impact across the Shire and the broader region. They would be closely associated with job creation, investment, transport, connectivity, sustainability and health.

Proposed activity to support these measures would include:

- Inclusion within Shire's Lobbying and Advocacy Prospectus;
- Targeted regular meetings with Local and Federal members; and
- Ongoing monitoring for promotion and funding opportunities.

Tier 2 - Projects of Shire-wide significance

These projects would bring multiple benefits to residents in Shire and enhance lifestyle, liveability and sense of community. Some would also attract visitation and provide an economic boost for business and positive environmental and sustainability outcomes.

Proposed activity to support these measures would include:

- Opportune meetings with Local and Federal members; and
- Ongoing monitoring for promotion and funding opportunities.

Tier 3 - Projects of local significance

Projects of local significance which would enhance the everyday lives of residents. They would bring social, health and wellbeing benefits and improve local community connections.

Proposed activity to support these measures would include:

- Correspondence to lobby and advocate for measure; and

- Opportunistic response to promotion and funding opportunities.

The prioritised list for the consideration and adoption of Council, *Lobbying and Advocacy Priorities 2022 – 2023 (Attachment 1)* has incorporated feedback provided by council members from all of the dates detailed above.

Further information on the *Lobbying and Advocacy Priorities 2022 – 2023*, noting the emphasis on those measures now classified as 'Tier 1 measures' is detailed below:

1. **Tier 1 - Mundaring Town Centre Revitalisation**

This multi-faceted project is a planned and staged approach to fulfilment of Council's long-held vision for the Mundaring Town Centre. The vision for the overall precinct is to establish a "Thriving lifestyle with a strong town centre". Underpinning this vision is the detail provided within key planning instruments;

1. Mundaring Town Initiative Masterplan March 2007
2. Mundaring Activity Centre Plan October 2018

Some of the key initiatives that would be implemented include; provision of key community infrastructure, place development, multiple mixed residential, retail and business development. It may also enable the development of further measures such as affordable housing and aging in place to occur, noting that this would likely be on a relatively small scale due to the land that would be available.

One of the main impediments to staged implementation of this measure is the requirement to upgrade the capacity for wastewater treatment to enable the town centre to development to be developed to its full potential, consistent with Council's vision. As such, the lobbying of Water Corporation for this to occur is viewed as a significant priority.

The timing for lobbying and advocating for this measure is considered to be medium-long term.

2. **Tier 1 - Mundaring Multi-purpose Community Facility**

Development of a Multi-purpose Community Facility, is considered to be integral to the overall revitalisation of the Mundaring Town Centre. Construction of this facility is considered to be adding a new "Civic and cultural heart within the Mundaring Town Centre".

At the core of the proposed facility would be a; new library (replacement for AFML), multi-purpose event and multiple mixed-use spaces for community, business and not-for-profit organisations. However the project is broader than just the construction of this single building; it incorporates a range of public realm enhancements such as parking, street and landscaping, lighting, public art, market square and seating; as well as land assembly and facility rationalisation/redevelopment/repurposing, including for example relocating and enhancing the war memorial, creation of a historical precinct and a new museum and enhanced linkages between new and existing facilities.

The purpose of lobbying for this project is to attract the shortfall in funding between the Shire's existing budgeted amount and the likely projected cost of a project of this calibre.

The timing for lobbying and advocating for this measure is considered to be short–medium term.

3. Tier 1 - State Government to prepare an Integrated Transport Plan for the Midland/ Bellevue locality

The key issue with regard to this measure is the Shire being included in consultation for planned state infrastructure projects that are of a magnitude to have a significant impact on the road network (including congestion and safety) of the Shire and surrounding Local Governments of Swan and Kalamunda.

The purpose of lobbying for this measure is to request that the State, through the Minister for Transport, prepares an Integrated Transport Plan that takes into account any relevant considerations from identified stakeholders; in this case, Shire of Mundaring.

The timing for lobbying and advocating for this measure is considered to be short–term.

4. Tier 1 - Helena River Parkland

A significant opportunity exists for the State, Shire and key private landowners to work together towards drafting and subsequent implementation of a Foreshore Masterplan for the Helena Valley locality.

Drafting and implementation of the proposed masterplan would achieve a more sustainable outcome for all stakeholders and increase the ‘liveability’ of the region.

The primary purpose of lobbying on behalf of this measure is to attain the funding required for development of a masterplan for the region.

The timing for lobbying and advocating for this measure is considered to be short–medium term.

5. Tier 1 - Proposed Eastern Region Incident Control Centre

The report *AFAC Independent Operational Review, A review of the management of the Wooroloo fire of February 2021* detailed the following:

Recommendation 1 - “That DFES lead the development of a dedicated purpose-built, appropriately equipped Multi-Agency Incident Control Centre to be built in or around the Perth Hills to deal with fires and other emergency incidents in that area.”

In response to this, the Shire views this measure as an emerging priority in order to further enable a swift and effective response to emergencies, particularly within the eastern portion of the Shire.

The timing for lobbying and advocating for this measure is considered to be short–medium term.

6. Tier 2 - Perth-Adelaide National Highway (Eastlink/Orange Route)

The timing for lobbying and advocating for this measure is considered to be medium–long term.

7. Tier 2 - Improved Telecommunications and Power Supply

The timing for lobbying and advocating for this measure is considered to be short–medium term.

8. Tier 2 - Advocacy on behalf of the community for Climate Change

The timing for lobbying and advocating for this measure is considered to be short–medium term.

9. Tier 2 - Bilgoman Aquatic Centre

The timing for lobbying and advocating for this measure is considered to be short–term.

10. Tier 2 - Shire oval and amenity upgrades

The timing for lobbying and advocating for this measure is considered to be short–term.

11. Tier 2 - Creation of a Regional Level Skate Park

The timing for lobbying and advocating for this measure is considered to be short–medium term.

12. Tier 2 - Priority Recreation Projects

The timing for lobbying and advocating for this measure is considered to be short–medium term.

*Please note – there are no measures currently ranked as Tier 3.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council:

1. Adopts the recommended priorities for lobbying and advocacy as detailed within **Attachment 1 - Lobbying and Advocacy Priorities 2022 – 2023**; and
2. Notes that Shire Officers will prepare a revised prospectus document based on the adopted *Lobbying and Advocacy Priorities 2022 – 2023*.

Attachment 1 - Lobbying and Advocacy Priorities 2022 – 2023

Identified Measure	Strategic Policy Context	Target Audience	Outcome Sought	Council-Agreed Tier Ranking
1. Mundaring Town Centre Revitalisation <ul style="list-style-type: none"> Council vision for the Mundaring Town Centre Upgrade of Mundaring Town Centre sewerage capability 	<ul style="list-style-type: none"> <i>Lobbying and Advocacy Strategy 2018/19</i> <i>Long Term Financial Plan 2021/22 - 2030/31</i> <i>Corporate Business Plan 2021/22 - 2024/25</i> <i>Shire of Mundaring June 2021 Prospectus, Sustainable Growth Through Investment</i> <i>Mundaring Town Initiative Masterplan March 2017</i> <i>Mundaring Activity Centre Plan October 2018</i> 	<ul style="list-style-type: none"> Elected Members – Local, State and Federal State Government Agencies including, but not restricted to: <ul style="list-style-type: none"> Department of Premier and Cabinet Department of Planning Lands and Heritage & WAPC WaterCorporation Lotterywest 	<ul style="list-style-type: none"> Funding to enable project to continue to next stage (in parallel with the MPCF) as detailed within the respective planning instruments: <ul style="list-style-type: none"> <i>Mundaring Town Initiative Masterplan March 2017</i> <i>Mundaring Activity Centre Plan October 2018</i> Working towards attainment of the vision to establish a “Thriving village lifestyle with a strong town centre” <ul style="list-style-type: none"> “New civic and cultural heart” (MPCF) Investment ready to enable suitable mixed housing development (multi-storey, ageing in place, retail on ground floor etc) Overcome servicing and access issues Commitment from Water Corporation to upgrade existing wastewater and effluent disposal system to enable further residential development beyond that of proposed MPCF 	1
2. Mundaring Multi-purpose Community Facility <ul style="list-style-type: none"> Construction of the Mundaring Multi-Purpose Community Facility (MPCF) (including land assembly and facility rationalisation/repurposing/redevelopment and public realm enhancements) 	<ul style="list-style-type: none"> <i>Lobbying and Advocacy Strategy 2018/19</i> <i>Long Term Financial Plan 2021/22 - 2030/31</i> <i>Corporate Business Plan 2021/22 - 2024/25</i> <i>Shire of Mundaring June 2021 Prospectus, Sustainable Growth Through Investment</i> <i>Mundaring Town Initiative Masterplan March 2017</i> <i>Mundaring Activity Centre Plan October 2018</i> <i>Mundaring Multipurpose Community Facility,</i> 	<ul style="list-style-type: none"> Elected Members – Local, State and Federal State Government Agencies including, but not restricted to: <ul style="list-style-type: none"> Department of Premier and Cabinet Department of Planning Lands and Heritage & WAPC Water Corporation Lotterywest 	<ul style="list-style-type: none"> Funding is sought to augment existing Shire capital planned for this new facility to enable construction of new facility that effectively becomes the new “Civic and Cultural heart of Mundaring Town Centre” It is important to realise that the required funding for the MPCF is not just about construction of a single building on the chosen site, rather it incorporates the following as an example of the scope of the wider project: <ul style="list-style-type: none"> Extensive stakeholder and community consultation Planning, design and construction of the MPCF Hub Public realm enhancements such as: <ul style="list-style-type: none"> Increased and modified parking 	1

Identified Measure	Strategic Policy Context	Target Audience	Outcome Sought	Council-Agreed Tier Ranking
	<p><i>Community Facility Needs Analysis and Land Assembly Options and Constraints October 2022</i></p> <ul style="list-style-type: none"> • <i>Mundaring Multi-purpose Community Facility - Property Strategy and Land Assembly Plan July 2021</i> 		<ul style="list-style-type: none"> ▪ Street and landscaping ▪ Lighting ▪ Additional seating ▪ Public art ▪ Market square, etc ○ Land assembly and existing facility rationalisation including: <ul style="list-style-type: none"> ▪ Relocated and enhanced war memorial ▪ Historical precinct created with a new museum ▪ Further development and linkages of new and existing facilities, in accordance with the 'Hub-plus' conceptual design layout ▪ Consolidation, sale, development and/or disposal of lots within the Town Centre • The MPCF Hub building itself is likely to contain the following: <ul style="list-style-type: none"> ○ Library ○ Function Hall/Performance & Exhibition Space ○ Hub of the Hills Community Centre ○ Visitor Centre ○ Maternal/Child Community Health ○ Foyer/Coffee Lounge ○ Mixed use Office/Space for Not for Profit ○ Art Gallery/Workshop Museum ○ Youth Space 	
<p>3. State Government to prepare an Integrated Transport Plan</p> <ul style="list-style-type: none"> • Proposed closure of Robinson Road Bellevue • Scott Street congestion 	<ul style="list-style-type: none"> • <i>Council Decision C8.09.21</i> • <i>Strategic Community Plan 2020 - 2030, Built environment, 3.2 - Advocate for infrastructure improvements by others</i> 	<ul style="list-style-type: none"> • Elected Members – Local, State • State Government Agencies including, but not restricted to: <ul style="list-style-type: none"> ○ Department of Premier and Cabinet 	<ul style="list-style-type: none"> • Shire is seeking to be actively involved in any consultation regarding this proposal as earlier identified by Department of Planning Lands and Heritage • Requests the Minister for Transport prepare an Integrated Transport Plan that involves an overarching review of the whole area (including Scott St/Gt Eastern Hwy) with input provided from all stakeholders including the Shire of Mundaring, 	1

Identified Measure	Strategic Policy Context	Target Audience	Outcome Sought	Council-Agreed Tier Ranking
<ul style="list-style-type: none"> Other local road congestion and safety issues etc 		<ul style="list-style-type: none"> Department of Planning Lands and Heritage & WAPC Main Roads Western Australia Public Transport Authority 	City of Swan, City of Kalamunda, Bellevue Residents and Ratepayers Association, Main Roads WA, other relevant State Government authorities and local ratepayer and business groups	
4. Helena River Parkland <ul style="list-style-type: none"> Creation of large new greenspace & enhancement and connectivity of remnant bushland Place for active and passive recreation 	<ul style="list-style-type: none"> <i>Foothills Growth Strategy July 2017</i> <i>Shire of Mundaring June 2021 Prospectus, Sustainable Growth Through Investment</i> <i>Shire of Mundaring Environmental Sustainability Policy (OR-23)</i> 	<ul style="list-style-type: none"> Elected Members – Local and State State Government Agencies including, but not restricted to: <ul style="list-style-type: none"> Department of Planning Lands and Heritage & WAPC Department of Biodiversity Conservation & Attractions 	<ul style="list-style-type: none"> Funding to enable project to continue to next stage of development through drafting of a Masterplan Protective measures for existing environmental values within the location and creation of interactive green space 	1
5. Proposed Eastern Region Incident Control Centre/Forward Control Facility	<ul style="list-style-type: none"> <i>Strategic Community Plan 2020 - 2030, Community, Objective 1.1.7 - Provide emergency management planning, disaster management and recovery and associated community liaison and education</i> <i>Strategic Community Plan 2020 - 2030, Built environment, 3.2 - Advocate for infrastructure improvements by others</i> 	<ul style="list-style-type: none"> Elected Members – Local and State Department of Fire and Emergency Services Neighbouring LG's to increase level of collaboration towards a positive outcome 	<ul style="list-style-type: none"> Funding to construct facility Collaboration on design to ensure facility is fit for purpose across emergency and community uses for the multi-benefit of the community and visitors alike Could be readily designed to be utilised for community purposes at non-emergency incident times) 	1

Identified Measure	Strategic Policy Context	Target Audience	Outcome Sought	Council-Agreed Tier Ranking
6. Perth-Adelaide National Hwy (Eastlink/Orange Route) <ul style="list-style-type: none"> Acknowledgement of the likely benefits for Shire of Mundaring Provide lobbying & advocacy support for this project with neighbouring LGA's <ul style="list-style-type: none"> City of Swan Shire of Northam 	<ul style="list-style-type: none"> <i>Lobbying and Advocacy Strategy 2018/19</i> <i>Shire of Mundaring June 2021 Prospectus, Sustainable Growth Through Investment</i> <i>Mundaring Town Initiative Masterplan March 2017</i> <i>Mundaring Activity Centre Plan October 2018</i> 	<ul style="list-style-type: none"> Elected Members – Local, State and Federal State Government Agencies including, but not restricted to: <ul style="list-style-type: none"> Department of Premier and Cabinet Department of Planning Lands and Heritage & WAPC Main Roads Western Australia Local Government: <ul style="list-style-type: none"> EMRC (in support of neighbouring LGA's) 	<ul style="list-style-type: none"> The Shire provides continued support for this significant project as MRWA continues to seek environmental and other regulatory approvals required Reduction in volume of heavy vehicles utilising Great Eastern Highway Ongoing role for the Shire through participation on the following established groups: <ul style="list-style-type: none"> EastLink WA Project Working Group EastLink WA Sustainability Advisory Group 	2
7. Improved Telecommunications and Power Supply	<ul style="list-style-type: none"> <i>Strategic Community Plan 2020 - 2030, Built environment, 3.2 - Advocate for infrastructure improvements by others</i> 	<ul style="list-style-type: none"> Elected Members – Local and State State Government Agencies including, but not restricted to: <ul style="list-style-type: none"> Western Power Telecommunications providers (Telstra, Optus etc) 	<ul style="list-style-type: none"> Back-up for power and mobile phone connectivity particularly during times of emergency such as a bushfire or any other disaster Provision for community battery scheme, potentially powered by solar (similar to that implemented by City of Kalamunda – Pioneer Park) 	2
8. Advocacy on behalf of the community for Climate Change <ul style="list-style-type: none"> Initiatives such as making it easier to reduce vehicle emissions e.g. installation of EV charging points at key locations within the Shire 	<ul style="list-style-type: none"> <i>Shire of Mundaring Environmental Sustainability Policy (OR-23)</i> 	<ul style="list-style-type: none"> Elected Members – Local and State State Government Agencies including, but not restricted to: <ul style="list-style-type: none"> Department of Environmental Regulation (responsible for Western Australian Climate Policy) Department of Planning Lands and Heritage 	<ul style="list-style-type: none"> Shire demonstrating a leadership role for the community and encouraging improvement in reductions and other climate change related measures, noting that a climate emergency has been declared in many jurisdictions worldwide 	2

Identified Measure	Strategic Policy Context	Target Audience	Outcome Sought	Council-Agreed Tier Ranking
9. Bilgoman Aquatic Centre <ul style="list-style-type: none"> • Changerooms and amenities upgrade • Creation of a Children's Splash Park 	<ul style="list-style-type: none"> • <i>Recreation Facilities Informing Strategy, April 2019</i> • <i>Shire of Mundaring June 2021 Prospectus, Sustainable Growth Through Investment</i> 	<ul style="list-style-type: none"> • Elected Members – Local and State • State Government Agencies including, but not restricted to: <ul style="list-style-type: none"> ○ Lotterywest ○ Healthway ○ Department of Local Government Sport and Cultural Industries 	<ul style="list-style-type: none"> • Funding to enable project to continue to next stage of development • Changerooms and amenities upgrade <ul style="list-style-type: none"> ○ The upgrade to existing changerooms and amenity will greatly enhance the experience of visiting and utilising the aquatic centre ○ Have an increased benefit for families and children • Creation of a Children's Splash Park <ul style="list-style-type: none"> ○ A Splash Park would provide a new feature at the centre that is all-inclusive and where intergenerational activities can occur ○ Splash pads act as a drawcard for patrons and provide entertainment and physical activity ○ Splash pads also enhance access to aquatic play for people with disabilities such as those who use a wheelchair or have mobility issues ○ They are popular for parents and children, as there is no risk of drowning, surface is non-slip, no lifeguard is required to monitor and children can engage in independent play 	2
10. Shire Oval and amenity upgrades <ul style="list-style-type: none"> • Upgrade of Harry Riseborough Oval Sports Surface • Upgrade to 'District Level' lighting standard for football and cricket (Mundaring and Brown Park) 	<ul style="list-style-type: none"> • <i>Recreation Facilities Informing Strategy, April 2019</i> • <i>Shire of Mundaring June 2021 Prospectus, Sustainable Growth Through Investment</i> 	<ul style="list-style-type: none"> • Elected Members – Local and State • State Government Agencies including, but not restricted to: <ul style="list-style-type: none"> ○ Lotterywest ○ Healthway ○ Department of Local Government Sport and Cultural Industries 	<ul style="list-style-type: none"> • Funding to enable project to continue to next stage of development • It is envisaged that undertaking such as significant upgrade will greatly benefit existing sporting club users as well as encouraging further usage • There are also other advantages towards the Shire's sustainability reduction goal through reduced water consumption and ongoing maintenance issues 	2

Identified Measure	Strategic Policy Context	Target Audience	Outcome Sought	Council-Agreed Tier Ranking
11. Creation of a Regional Level Skate Park	<ul style="list-style-type: none"> • <i>Recreation Facilities Informing Strategy, April 2019</i> • <i>Shire of Mundaring June 2021 Prospectus, Sustainable Growth Through Investment</i> 	<ul style="list-style-type: none"> • Elected Members – Local and State • State Government Agencies including, but not restricted to: <ul style="list-style-type: none"> ○ Lotterywest ○ Healthway ○ Department of Local Government Sport and Cultural Industries 	<ul style="list-style-type: none"> • Project would be considered as a component of the Revitalisation of Mundaring Town Centre Project • The results of an options and constraints study strongly confirmed the justification for a facility of this nature and magnitude in order to meet the needs of the community and visitors alike • Well-designed contemporary skate parks are known to improve health and wellbeing of users in conjunction with reduced social exclusion and anti-social behaviour • Funding to enable project to continue to next stage of development 	2
12. Priority Recreation Projects <ul style="list-style-type: none"> • As detailed within 'Recreation Projects' and 'Universally Accessible Changerooms' documents on the Councillor Portal 	<ul style="list-style-type: none"> • <i>Recreation Facilities Informing Strategy, April 2019</i> • <i>Long Term Financial Plan 2019/20 - 2028/29</i> 	<ul style="list-style-type: none"> • Elected Members – Local and State • State Government Agencies including, but not restricted to: <ul style="list-style-type: none"> ○ Lotterywest ○ Healthway ○ Dept of Local Government Sport & Cultural Industries 	<ul style="list-style-type: none"> • Funding to enable projects listed to continue to next stage of development 	2

Tier 1 - Transformational measures, projects of regional/district significance

It is likely that these projects will have a beneficial impact across the Shire and the broader region. They would be closely associated with job creation, investment, transport, connectivity, sustainability and health.

Proposed activity to support these measures would include:

- Inclusion within Shire's Lobbying and Advocacy Prospectus;
- Targeted regular meetings with Local and Federal members; and
- Ongoing monitoring for promotion and funding opportunities.

Tier 2 - Projects of Shire-wide significance

These projects would bring multiple benefits to residents in Shire and enhance lifestyle, liveability and sense of community. Some would also attract visitation and provide an economic boost for business and positive environmental and sustainability outcomes.

Proposed activity to support these measures would include:

- Opportune meetings with Local and Federal members; and
- Ongoing monitoring for promotion and funding opportunities.

Tier 3 - Projects of local significance

Projects of local significance which would enhance the everyday lives of residents. They would bring social, health and wellbeing benefits and improve local community connections.

Proposed activity to support these measures would include:

- Correspondence to lobby and advocate for measure; and
- Opportunistic response to promotion and funding opportunities.

Attachment 2



Shire of Mundaring – Lobbying and Advocacy Strategy 2018/19

Introduction

This strategy creates a framework and process for lobbying and advocacy activities, supporting the Shire's Strategic Community Plan.

It is designed to facilitate effective, consistent, targeted delivery of the Shire's messages, with specific plans developed to address predetermined key priority issues.

Definition

Advocacy can be defined as pleading for, supporting, or recommending. It is an active process in support of a specific outcome - influence. The sole purpose of advocacy is to seek to influence policy-making, investment or service provision.

This definition raises three key questions, the answers to which collectively provide the policy framework for the Lobbying and Advocacy Strategy and its' implementation:

- What influence are we trying to achieve?
- Who are we trying to influence?
- How are we trying to influence them?

In other words, effective advocacy needs to:

- Clearly identify the key issues and desired outcomes
- Have clearly articulated unambiguous messages
- Target the appropriate influencers or decision-makers
- Use appropriate and effective methods to deliver the message

Policy Framework

The key priorities and aspirations of the community are expressed through the Strategic Community Plan.

In the context of the Strategic Community Plan, it is important to recognise that the Shire will not be able to achieve the aspirations articulated by the community alone and that it will require collaboration by all levels of government, as well as the community, to achieve the shared vision.

The Shire's role, which is limited, includes:

- Delivery of facilities and infrastructure
- Regulation
- Enabling and facilitation
- Education
- Civic leadership and advocacy

Aim

The aim of the Lobbying and Advocacy Strategy is to provide the information and tools to facilitate elected representatives and senior staff in exercising influence over policy, service provision, investment, and infrastructure decisions taken by other parties. Sustained engagement in well-designed advocacy program can also assist in building a network of influential contacts that can facilitate easier access to decision makers and influencers. A concerted effort at advocacy can make the process easier.

Process

Each year the Executive Leadership Team will identify and prioritise high-level issues that are considered to be of sufficient import to warrant a formal plan of advocacy to be developed. The Executive Leadership Team will also identify small teams to develop and implement an Advocacy Implementation Plan for each issue.

The list of issues will be discussed at Council Forum. Council will formally adopt a list of priority issues each year. Council may also add to or otherwise amend the list of priority items at any time.

Advocacy Implementation Plans

Each identified issue will have a small team allocated to develop and implement an "Advocacy Implementation Plan." The plan will:

- Summarise the issue for which an Advocacy Implementation Plan is required
- Identify key outcomes required to be achieved for the Mundaring community
- Identify key decision-makers and influencers to be approached
- Identify benefits or reasons supporting the importance of the issue
- Identify supporting partners and stakeholders
- Outline the actions required to be taken to implement the Plan
- Identify requisite resources to effectively implement the Plan, and where those resources are coming from
- Identify background information and supporting resources

Fact Sheets

Where appropriate, Fact Sheets will be produced and updated for use in lobbying and advocacy activities. In general, Fact Sheets will take a form consistent with the attached example and include:

- Project Summary
- Situational analysis
- Risks of delay
- Outcomes
- How you can help us

Fact Sheets

Resources required for lobbying will be determined by the nature and extent of activity undertaken for each individual matter. Some matters may be effectively advocated locally, within existing resources. Others may require financial or other resources for consultancy fees, research and analysis, air travel and accommodation, or other items. These items will be identified and quantified in the Advocacy Implementation Plans.

Council may consider including an allocation in the annual budget for funds to be drawn upon for activities identified in Advocacy Implementation Plans.

Reporting

Lobbying and advocacy activities will be reported quarterly through Council Forum.

A summary report will be presented annually to Council and included in the Annual Report.

10.2 Establishment of Governance Committee - Appointment of Council Members and Adoption of Terms of Reference

File Code	GV.MTG 6.9
Author	Elizabeth Nicholls, Governance Co-ordinator
Senior Employee	Garry Bird, Director Corporate Services
Disclosure of Any Interest	Nil
Attachments	1. Draft Terms of Reference - Governance Committee ↓

SUMMARY

Council has previously discussed how best to undertake a review of Council policies and local laws. Such discussion has led to consideration of a 'Policy Review Committee' to oversee the process of review.

Accordingly this report recommends that Council:

1. Establishes a Governance Committee (which will encompass the 'Policy Review Committee' concept) in accordance with the *Local Government Act 1995*;
2. Adopts the Governance Committee Terms of Reference (ToR) (**Attachment 1**); and
3. Appoints council members to the Governance Committee in accordance with its ToR.

BACKGROUND

Officers provided an Emerging Business item for consideration at the February 2022 Council Forum, seeking a schedule of when Policies would be presented for review and adoption. An Emerging Business item was also provided by Cr McNeil requesting the formation of a Policy Review Committee.

Additionally a report was presented to the February 2022 Ordinary Council Meeting regarding local law review. It was resolved as follows.

That Council:

1. *Notes that a local law review was commenced in accordance with section 3.16 of the Local Government Act 1995;*
2. *Determines that the local law review will continue in order to comply with the current legislation; and*
3. *Acknowledges the feedback received during the consultation period.*

A report was subsequently presented to the March 2022 Council Forum outlining options for how policies could be reviewed, including the establishment of a Committee. In the course of discussions it was noted that an additional staff resource would be required to service a proposed 'Policy Review Committee'. It was recommended that the preferred process was:

- (a) *to proceed to IPR process to allocate funding in 2022/23 budget; and*

(b) *select Option 1 Policy Committee (without Delegation).*

As part of the Integrated Planning and Reporting workshops used to inform the budget and Corporate Business Plan, a business case included options as to how to support the activity proposed by Council. This included identification of an appropriate staffing resource.

Subsequently the Corporate Business Plan adopted at the Special Council Meeting held on 27 July 2022 included provision for one full time equivalent Governance Officer for a three year, fixed term contract.

STATUTORY / LEGAL IMPLICATIONS

The *Local Government Act 1995* provides for Council's role in determining Policies.

Local Government Act 1995

2.7. Role of council

- (1) *The council —*
 1. (a) *governs the local government's affairs; and*
 2. (b) *is responsible for the performance of the local government's functions.*
- (2) *Without limiting subsection (1), the council is to —*
 3. (a) *oversee the allocation of the local government's finances and resources;*
and
 4. (b) *determine the local government's policies.*

The *Local Government Act 1995* provides details on the legislative powers of local governments, the procedure for making local laws (section 3.12), how local laws are to be publicised (3.15). Excerpts are included below of other relevant sections of the *Local Government Act 1995*.

3.5. Legislative power of local governments

5. (1) *A local government may make local laws under this Act prescribing all matters that are required or permitted to be prescribed by a local law, or are necessary or convenient to be so prescribed, for it to perform any of its functions under this Act.*

3.16. Periodic review of local laws

6. (1) *Within a period of 8 years from the day when a local law commenced or a report of a review of the local law was accepted under this section, as the case requires, a local government is to carry out a review of the local law to determine whether or not it considers that it should be repealed or amended.*

The Governance Committee is to be established under section 5.8 of the *Local Government Act 1995*. Section 5.9 provides for types of committees and section 5.10 prescribes how members are appointed to Committees.

5.8. Establishment of committees

7. *A local government may establish* committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.*

** Absolute majority required.*

5.9. Committees, types of

8. (1) *In this section —*
9. *other person means a person who is not a council member or an employee.*

10. (2) *A committee is to comprise —*
 11. (a) *council members only; or*
 12. (b) *council members and employees; or*
 13. (c) *council members, employees and other persons; or*
 14. (d) *council members and other persons; or*
 15. (e) *employees and other persons; or*
 16. (f) *other persons only.*
 - 17.

5.10. Committee members, appointment of

18. (1) *A committee is to have as its members —*
 19. (a) *persons appointed* by the local government to be members of the committee (other than those referred to in paragraph (b)); and*
 20. (b) *persons who are appointed to be members of the committee under subsection (4) or (5).*
- * *Absolute majority required.*
21. (4) *If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the mayor or president informs the local government of his or her wish to be a member of the committee, the local government is to appoint the mayor or president to be a member of the committee.*

Local laws are made under various legislation:

- The *Local Government Act 1995* enables the making of Activities on Thoroughfares and Trading in Public Places local law, Extractive Industries local law, Local Government Property local law, Meeting Procedures local law, Parking local law, and Signs local law;
- The *Cat Act 2011* enables the making of Keeping of Cats local law;
- The *Dog Act 1976* enables the making of Dogs local law;
- The *Dividing Fences Act 1961* enables the making of Fencing local law;
- The *Cemeteries Act 1986* enables the making of Cemeteries local law; and
- The *Bush Fires Act 1954* enables the making of Bush Fire Brigades local law.

POLICY IMPLICATIONS

If established, the Governance Committee would review new or reviewed policies developed by staff and provide feedback on the policies prior to being presented to Council.

Where policies may be revoked, the Governance Committee would be presented with a report outlining the recommendation for deletion prior to it being presented to Council.

FINANCIAL IMPLICATIONS

The cost of an employee resource was included in the 2022/23 budget.

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

SUSTAINABILITY IMPLICATIONS

Governance

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

RISK IMPLICATIONS

Risk: Compliance: Not reviewing policies, especially ones of interest to the community, on a regular basis may lead the community to believe that the Shire does not have consistency and accountability when dealing with matters directed by policies and the credibility of the policy may be undermined.		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
A review of the Shire's policies is undertaken and relevant policies be available on the Shire's website.		

Risk: Reputation: Not reviewing policies on a regular basis may lead to a reputational risk if matters are not dealt with consistently especially if policies are changed without due consideration given to the implications on staff and financial resources and associated procedures.		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
A review of the Shire's policies is undertaken.		

Risk: Compliance: Not reviewing local laws in accordance with the <i>Local Government Act 1995</i> .		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
A review of the Shire's local laws is undertaken in accordance with legislated requirements.		

Risk: Compliance: The Terms of Reference are not in accordance with the <i>Local Government Act 1995</i> .		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
The Terms of Reference are reviewed and adopted after each ordinary local government election.		

EXTERNAL CONSULTATION

Nil

COMMENT

Local Laws

The *Local Government Act 1995* enables Western Australian local governments to make local laws considered necessary for the good government of their districts.

The Department of Local Government, Sport and Cultural Industries monitors and provides advice to assist local governments in making local laws. Additionally, the Western Australian Local Government Association (WALGA) and the Joint Standing Committee on Delegated Legislation ensure that proposed local laws comply with legislative requirements.

Local laws can only be made when authorised by the *Local Government Act 1995* or other written laws, but cannot be inconsistent with any State or federal law. When a local law is made by a council, it is submitted to Parliament. If the Parliament determines that the local law is inappropriate, the Parliament can disallow the local law, meaning it ceases to have effect.

Shire of Mundaring has twelve local laws. The below table lists the local laws (in alphabetical order), the date of the s3.16 periodic review under the Act, and the date of the periodic review under the proposed reforms.

Local Law	Date of s3.16 review (8 years under <i>Local Government Act 1995</i>)	Date of s3.16 review (15 years under proposed reforms)
Activities on Thoroughfares and Trading in Public Places	24 February 2012	24 February 2019
Bush Fire Brigades	16 August 2021	16 August 2028
Cemeteries	18 February 2023	26 November 2030
Dogs	14 November 2025	14 November 2032
Extractive Industries	18 February 2022	18 February 2029
Fencing	9 July 2022	9 July 2029
Health	31 July 2015	31 July 2022
Keeping of Cats	13 May 2023	13 May 2030
Local Government Property	18 February 2022	18 February 2029
Meeting Procedures	9 December 2023	9 December 2030
Parking	27 May 2017	27 May 2024
Signs	13 May 2021	13 May 2028

Note: the Department of Health is in the process of modernising the *Health Act 1911* into the *Public Health Act 2016*. It is the intention of the Health Department to provide draft model Health Local Laws once the legislative changeover has been completed.

It is noted that the Local Government reforms proposed by the Minister for Local Government may have significant impact on the Shire's local law and subsequent review, as it is expected that half of the Shire's local laws will need to be updated to reflect the changes to the *Local Government Act 1995* and subsidiary regulations.

Additionally, there will be a number of policies that will require review based on changes to local laws.

Policies

Policies reflect the current strategic positions of Council and provide direction to further the Shire's strategic goals and/or fulfil statutory requirements. Council adopted policies are split into three categories:

- Legislative (adopted in accordance with the *Local Government Act 1995* and associated regulations);
- Council (which provides strategic direction); and
- Planning (specific to the *Planning and Development Act 2005* and *Planning and Development (Local Planning Scheme) Regulations 2015*).

Creating and implementing a new policy is usually considered when there is either complexity or lack of clarity in legislation, industry standards, strategic objectives or community need or expectation. This may be instigated by the CEO or Council, with the policy drafted by relevant officers, depending on the subject matter, with governance service oversight.

All policies adopted by Council are publicly available on the Shire's website. When a policy is drafted or reviewed, consideration will be given to the Shire's Engagement Policy to provide the community with an opportunity to comment, with feedback incorporated into the draft or reviewed policy.

Although there is no legislated requirement to review all policies, it is considered good governance practice that a review occurs regularly. Each local government may determine a reasonable time interval between reviewing its policies. Where there is no statutory requirement, it is suggested that a four year interval is suitable for most policies. This provides sufficient time for the policy to have been in operation and thus consideration of what changes may be required, whilst incorporating possible changes in strategic direction resulting from direction provided by Council following the annual integrated planning and reporting framework workshops and/or Strategic Community Plan. In some instances, the timeframe will be shorter, such as that after twelve months of a policy's adoption, to determine its effectiveness. The frequency of policy reviews is a matter that can be considered further by the Committee, who will have access to subject experts.

A major policy review of policies adopted by Council was last undertaken in 2016. Due to the time required to review an existing policy, receive feedback from council members (and the community as appropriate), amend and then present the policy for adoption; updated policies were subsequently adopted in 2017 and 2018. A number of policies were due for review in 2021. The challenging circumstances caused by Covid-19 meant that a number of policies were not able to be reviewed. Furthermore, there are a number of policies due for review in 2022.

Additionally, the Shire has a number of CEO policies (operational/ management policies approved by the Chief Executive Officer) that also require review. These operational/ management policies will not require review by the Committee but will require the Governance Officer's time to review internally (eg to ensure appropriate alignment with Council Policies where applicable).

Council adopted policies (Legislative, Council and Planning Policies) and CEO Policies in turn have procedures and guidelines which also require review to ensure consistency with the relevant policy. Again, there is no legislated requirement to review procedures but, where possible, the Shire concurrently reviews procedures and guidelines associated with

policies. The suggested time frame for the review of stand-alone procedures and guidelines is every also four years.

Governance Committee

The draft terms of reference (ToR) for the Governance Committee lists the objectives of the Committee which includes:

- Supporting Council in fulfilling its responsibility under section 2.7(2)(b) of the Act in determining the policies of the local government; and
- Assisting Council in carrying out its legislative functions in the making, amending, revoking and reviewing of local laws under Part 3, Division 2 of the Act.

Currently, the Audit and Risk Committee ToR lists '*ensure a regular review of Council policies is completed*' under Functions of the Committee. This will become the responsibility of the Governance Committee as outlined in the attached ToR.

As local laws, Legislative and Council policies are reviewed, they will be presented to the Governance Committee for feedback or endorsement prior to being recommended to Council.

It should be noted that some policies will not be under the purview of the Governance Committee. This includes:

- Planning policies (draft policies are presented directly to Council for approval to advertise); and
- Accounting policies and practices (presented to the Audit and Risk Committee)

At this time, this Committee is being established based on feedback from council members that a review of the Shire's policies and local laws is considered a priority. It should be noted that Council can refer items to the Committee as outlined in section 10.(b) of the ToR.

In accordance with the ToR Council is to appoint members to the Committee. A Committee Members term will expire on the date of the subsequent ordinary local government elections. If a member of the Committee resigns prior to an ordinary local government election, the Council will appoint a replacement.

A review of the Terms of Reference of all committees is planned to be completed prior to the 2023 Local Government Ordinary Elections. This includes amending the Audit and Risk Committee Terms of Reference to remove reference to the review of policies in accordance with section 2.8 of the *Local Government Act 1995*.

VOTING REQUIREMENT

Absolute Majority - *Local Government Act 1995* section 5.8 Establishment of Committees

Absolute Majority - *Local Government Act 1995* section 5.10. Committee members, appointment of

RECOMMENDATION

That Council:

1. By absolute majority, establishes a Governance Committee;
2. Adopts the Governance Committee Terms of Reference; and
3. By absolute majority, and in accordance with the Committee's Terms of Reference, appoints the following council members to the Governance Committee:
Cr _____
Cr _____
Cr _____
Cr _____
Cr _____
Cr _____
Cr _____
4. Notes that the Audit and Risk Committee Terms of Reference will be amended prior to the 2023 Ordinary Local Government Election to remove reference to the review of policies.

Terms of Reference



GOVERNANCE COMMITTEE

1. Name

The name of the Committee is Shire of Mundaring Governance Committee.

2. Head of Power

The Governance Committee is established by Council under section 5.8 of the *Local Government Act 1995*.

3. Definitions

Act	means the <i>Local Government Act 1995</i>
Council	means the body constituting of all council members convened formally as a Council under the Act.
Chief Executive Officer	means the Chief Executive Officer (CEO) of Shire of Mundaring.
Committee	means the Governance Committee.
Committee member	means a person appointed to this Committee.
Council member	means a person elected under the Act as a member of Council. The Shire's Council Members includes the Shire President, Deputy Shire President and Councillors (as defined by the Act).

4. Objectives

The Committee is established to fulfil the following objectives:

- Support Council in fulfilling its responsibility under section 2.7(2)(b) of the Act in determining the policies of the local government.
- Assist Council in carrying out its legislative functions in the making, amending, revoking and reviewing of local laws under Part 3, Division 2 of the Act.

5. Powers of the Committee

The Committee is a formally appointed committee of Council and is responsible to that body.

The Committee has no delegated authority and no authority to implement its recommendations without resolution of Council.

The Committee does not have any management functions and cannot involve itself in management processes or procedures.

7000 Great Eastern Highway Mundaring WA 6073 Ph: 9290 6666 shire@mundaring.wa.gov.au www.mundaring.wa.gov.au

The Committee recommendations are advisory only and shall not be binding on Council.

6. Membership

The Committee shall consist of seven council members.

The quorum for a Committee meeting is as per section 5.19 of the *Local Government Act 1995*: at least 50% of members of the committee (whether vacant or not).

The Committee is supported by the Director Corporate Services and their nominees, principally the Corporate Services Directorate.

The Shire shall provide secretarial and administrative support to the Committee.

7. Presiding Member

The Committee is to determine the Presiding Member of the Committee at the first meeting of the Committee immediately following the establishment of the Committee or following each biennial local government election, whichever is applicable.

The Committee is to determine a Deputy Presiding Member of the Committee at the first meeting of the Committee immediately following the establishment of the Committee or following each biennial local government election, whichever is applicable.

If the Presiding Member is absent from a meeting, the Deputy Presiding Member is to preside at that meeting.

The role of the Presiding Member includes:

- a. overseeing and facilitating the conduct of meetings in accordance with the Act and the Shire's *Meeting Procedures Local Law 2015*;
- b. ensuring all Committee members have an opportunity to participate in discussions in an open and encouraging manner; and
- c. where a matter has been debated significantly and no new information is being discussed, to call the meeting to order and ask for the debate to be finalised and the motion to be put.

In accordance with section 5.14 of the Act, if the Presiding Member and Deputy Presiding Member are not available or are unable or unwilling to perform the function of presiding member (but a quorum is still reached), then the committee members present at the meeting are to choose who is to preside at the meeting.

8. Meetings

The Committee will meet at least four times per year.

An ordinary or a special meeting of the Committee is to be held:

7000 Great Eastern Highway Mundaring WA 6073 Ph: 9290 6666 shire@mundaring.wa.gov.au www.mundaring.wa.gov.au

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

The Committee may invite, through the CEO, Shire employees, or others to attend meetings and provide pertinent information, where necessary.

9. Minutes

The minutes of the meeting shall be recorded and prepared as per the provisions of section 5.22 of the Act.

The content of the minutes shall be in accordance with regulation 11 of the *Local Government (Administration) Regulations 1996*.

10. Reporting

Recommendations recorded in the minutes arising from the Committee's deliberations shall be presented to the earliest available ordinary meeting of Council.

In the event of a tied vote, where the Presiding Member has exercised a casting vote, the matter will be referred to Council for deliberation.

11. Duties and Responsibilities

The duties and responsibilities of the Committee is to:

- a. provide guidance and assistance to Council in fulfilling its legislative responsibilities to '*determine the local government's policies*' (section 2.7 (2)(b) of the Act) by:
 - i. recommending to Council a biennial workplan for policy and local law review and development;
 - ii. reviewing and developing policies and local laws in accordance with the endorsed workplan and making recommendations to Council as a result of those reviews at the next available Ordinary Council Meeting; and
- b. assist Council in such other matters as the Council may refer to the Committee.

Planning policies are not considered to be the responsibility of the Committee to review and will instead be presented directly to Council.

Accounting policies and practices are not considered to be the responsibility of the Committee and will instead be presented to the Audit and Risk Committee.

12. Terms of Appointment

Appointment to the Committee will be determined by the Council following ordinary local government elections, for a term to expire on the date of the subsequent ordinary local government elections.

If a member of the Committee resigns prior to an ordinary local government election, Council will appoint a replacement.

13. Code of Conduct

The Shire's Code of Conduct for Council Members, Committee Members and Candidates applies to all members of the Committee.

14. Public Question Time

Committee meetings are generally open to the public and Public Question Time will be conducted in accordance with the Shire's *Meeting Procedures Local Law 2015*.

15. Voting

Shall be in accordance with section 5.21 of the Act.

Each voting member of the Committee present at a meeting is entitled to one vote and are required to vote, subject to the provisions of the Act regarding interests.

In the event of a tied vote, the Presiding Member will have a casting vote.

16. Alteration to Terms of Reference

The Committee is to conduct a review of its terms of reference providing Council with recommendations for any changes, in the first instance after twelve months of operation, with subsequent reviews to be held every two years prior to the local government ordinary election.

17. Termination of Committee

Termination of the Committee shall be at the discretion of Council and in accordance with the Act.

Document Control

Committee established	September 2022	XXX
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10.3 Ground Lease Variation Request – Pt Lot 804 Elmsfield Road, Midvale

File Code	EI 9(804)
Author	Dee Roberts, Property Management Officer
Senior Employee	Shane Purdy, Director Infrastructure Services
Disclosure of Any Interest	Nil
Attachments	1. Professional advice on the proposed extension of lease term options ↓

SUMMARY

The Shire has a commercial lease agreement with JDE Developments Pty Ltd (JDE), for Pt Lot 804 Elmsfield Road, Midvale, which is owned freehold by the Shire. In turn, JDE sub-leases several portions of this commercial property.

JDE requested a variation to the ground lease by extending the term arrangements by a further six 10-year options. On 12 July 2022 Council endorsed the business plan “Ground Lease of Pt Lot 804 Elmsfield Road, Midvale, Additional Time Term Options” to modify the commercial lease agreement with JDE Developments Pty Ltd (JDE), for Pt Lot 804 Elmsfield Road, Midvale, and agreed to extend the term arrangements by a further six 10-year options.

There was a requirement to advertise the business plan by State-wide public notice, pursuant to section 3.59 of the Local Government Act 1995; and Council requested independent professional advice regarding the value, benefit and risks of the proposal for the Shire of Mundaring.

No submissions were received as a result of the public notice. Favourable independent advice was received in relation to the proposal. It is recommended that Council approves the land lease transaction as proposed.

BACKGROUND

The commercial lease agreement for Pt Lot 804 Elmsfield Road, Midvale between the Shire and JDE commenced on 1 February 2013, with an initial term of five years and an option to renew four further terms, each of 10 years. Rent Review Dates consist of a Market Review on each 5th anniversary of the commencement date and a Percentage Review on each 3rd anniversary of the commencement date.

In October 2017 JDE exercised its option to renew the term of the lease for a further 10 years commencing 1 February 2018 and expiring 31 January 2028.

The lease was also extended in December 2020 for a further one year term, expiring 31 January 2029. This was as a result of Commercial Tenancy Rent Relief authorised by Council Decision (C16.12.20) as part of COVID-19 relief measures.

In February 2022, JDE advised it was intending to sell its leasehold interest in the site and requested the Shire consider a variation of the ground lease by extending the current lease end date of 31 January 2029 with three further terms each of 10 years, to allow for a minimum lease term of 100 years.

On 20 June 2022, JDE formally requested a variation to the ground lease for consideration by Council. Council considered the request at the 12th July 2022 Ordinary Council Meeting and resolved (C22.07.22);

That Council:

- 1. Endorses the business plan “Ground Lease of Pt Lot 804 Elmsfield Road, Midvale Additional Time Term Options” (Attachment 2) to modify the commercial lease agreement with JDE Developments Pty Ltd (JDE), for Pt Lot 804 Elmsfield Road, Midvale by extending the term arrangements by a further six 10-year options;*
- 2. Advertises the business plan by state wide public notice, pursuant to section 3.59 of the Local Government Act 1995; and*
- 3. Obtains independent professional advice regarding the value, benefit and risks of the proposal for the Shire of Mundaring.*

STATUTORY / LEGAL IMPLICATIONS

Local Government Act 1995 section 3.59 Commercial enterprises by local governments

(1) In this section —

***acquire** has a meaning that accords with the meaning of dispose;
dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;
land transaction means an agreement, or several agreements for a common purpose, under which a local government is to —*

- (a) acquire or dispose of an interest in land; or*
- (b) develop land;*

***major land transaction** means a land transaction other than an exempt land transaction if the total value of —*

- (a) the consideration under the transaction; and*
- (b) anything done by the local government for achieving the purpose of the transaction, is more, or is worth more, than the amount prescribed for the purposes of this definition;*

(2) Before it —

- (a) commences a major trading undertaking; or*
- (b) enters into a major land transaction; or*
- (c) enters into a land transaction that is preparatory to entry into a major land transaction,*

a local government is to prepare a business plan.

(3) The business plan is to include an overall assessment of the major trading undertaking or major land transaction and is to include details of —

- (a) its expected effect on the provision of facilities and services by the local government; and*
- (b) its expected effect on other persons providing facilities and services in the district; and*
- (c) its expected financial effect on the local government; and*
- (d) its expected effect on matters referred to in the local government’s current plan prepared under section 5.56; and*

(e) the ability of the local government to manage the undertaking or the performance of the transaction; and

(f) any other matter prescribed for the purposes of this subsection.

(4) The local government is to —

(a) give Statewide public notice stating that —

(i) the local government proposes to commence the major trading undertaking or enter into the major land transaction described in the notice or into a land transaction that is preparatory to that major land transaction; and

(ii) a copy of the business plan may be inspected or obtained at any place specified in the notice; and

(iii) submissions about the proposed undertaking or transaction may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given; and

(b) make a copy of the business plan available for public inspection in accordance with the notice; and

(c) publish a copy of the business plan on the local government's official website.

(5) After the last day for submissions, the local government is to consider any submissions made and may decide* to proceed with the undertaking or transaction as proposed or so that it is not significantly different from what was proposed. * Absolute majority required.]

(6) If the local government wishes to commence an undertaking or transaction that is significantly different from what was proposed it can only do so after it has complied with this section in respect of its new proposal.

Local Government (Functions and General Regulations) 1996 section 8A

8A Amount prescribed for major land transactions; exempt land transactions prescribed (Act s. 3.59)

(1) The amount prescribed for the purposes of the definition of major land transaction in section 3.59(1) of the Act is —

(a) if the land transaction is entered into by a local government the district of which is in the metropolitan area or a major regional centre, the amount that is the lesser of —

(i) \$10 000 000; or

(ii) 10% of the operating expenditure incurred by the local government from its municipal fund in the last completed financial year

POLICY IMPLICATIONS

The *Management of Property Held for Investment Purposes* (OR-20) policy provides guiding principles in commercial property and leasing it out at commercial rates as an appropriate long-term method of developing an enduring income stream for the Shire.

FINANCIAL IMPLICATIONS

The extension of the current lease agreement for a further six additional ten year terms will continue providing an enduring income stream. This income will grow with CPI increases and market reviews over the life of the lease.

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

This ground lease provides an enduring income stream for the Shire and retains the land asset.

RISK IMPLICATIONS

Risk: Reputation – Complaints of extensions to the ground lease without avenues for others to participate		
Likelihood	Consequence	Rating
Unlikely	Minor	Low
Action / Strategy		
Adherence to legislative requirements is being undertaken noting an initial public advertising occurred and the rental income received is subject to ongoing market reviews and CPI increases. No public submissions were also received.		

EXTERNAL CONSULTATION

Independent professional advice was received from Chris Loughnan, a Certified Practising Valuer from Burgess Rawson, regarding the value, benefit and risks of the proposal. This advice is shown at **Attachment 1**.

COMMENT

The business plan was advertised in the *West Australian* newspaper on Wednesday 20 July 2022, pursuant to section 3.59 of the *Local Government Act 1995*. The closing dates for written submission was Wednesday 31 August 2022. No submissions were received about the proposed land transaction.

Chris Loughnan has provided independent professional advice on the proposed extension of time options in regards the value, benefit and risks of the proposal for the Shire of Mundaring. In summary the advice is that the proposal enables ongoing rental income with the security of a long term lease but this could lock the land up from future uses for up to 97 years.

Whilst a risk exists in potentially locking this land away from other potential uses for up to 97 years, it is noted that outright sale of the land would forever lose any future potential use which has occurred on other strategic freehold landholdings. The proposal does ensure an enduring income stream subject to regular price and market value increases whilst maintaining the freehold land in the ownership of the Shire. The value of the freehold land would also continue to rise with the price of land over time.

The additional time term options available to the current lessee are equally of benefit to any potential lessee on transfer of the lease. The same conditions would apply, by default,

on any transfer of the lease whilst also noting that any transfer requires Council to approve the new lessee first, to ensure they are a bona-fide and reputable company.

On balance, whilst the monetary value to the Shire is the same over the next 37 years, the extension of time options by six ten year periods potentially enables a higher quality development and investment and therefore a likelihood of a greater length of stay maximising the ongoing income period for this land with minimal administration. On that basis it is recommended Council approves the additional time term options for the Ground Lease of Pt Lot 804 Elmsfield Road, Midvale with JDE Developments Pty Ltd.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council approves additional time term options for the Ground Lease of Pt Lot 804 Elmsfield Road, Midvale with JDE Developments Pty Ltd (JDE), for Pt Lot 804 Elmsfield Road, Midvale by extending the term arrangements by a further six 10-year options.

Lot 804 Elmsfield Road Midvale

You have requested advice on the value, benefit, and risks of the proposed lease variation for the Shire of Mundaring.

I refer to the attached business plan and wish to advise as follows.

The current lease expires 31 January 2029 after extensions were granted under Covid-19 Commercial Tenancy Relief.

There are 3 further 10 year options available to the tenant under the existing lease agreement. The tenant has now requested a further 6 x 10 year options.

Value to the Shire of Mundaring.

1. Long term security of a lease, however limited to each ten year period. The option to take each 10 year term is at the tenant's discretion.
2. Ongoing rental income with the security of a long term lease.
3. Tenant manages the subleasing arrangements.
4. The tenant has improved the property with an internal road, hardstand facilities and other building improvements.
5. The tenant is responsible for maintaining the improvements.

Benefit to the Shire of Mundaring.

1. Security of a long term agreement, although limited to each 10 year option at the tenants discretion.
2. Ongoing rental income.
3. Ease of dealing with a single tenant, subleases managed by the tenant.

Risks to the Shire of Mundaring.

1. Default of the lease by the existing tenant or subsequent assignee.
2. Locking the land up from future uses for up to 97 years.
3. Tenant may terminate the lease at the expiry of each 10 year option period.
4. Lack of flexibility for future use of the land.
5. Extension of option periods builds value for the tenant in the event of a sale of the business (potential sale and transfer of the lease mentioned), no added value at the time of sale for the Shire of Mundaring.
6. Lack of ability to negotiate a new lease at the end of the existing lease and option periods. Competition from prospective tenants may result in more favourable terms/income.
7. Extensions for up to 97 years may impact on the future value of the land.

Should you require any further elaboration or detail, please do not hesitate to contact me.

Kind regards

Chris Loughnan AAPI
Certified Practising Valuer



Burgess Rawson

10.4 Mt Helena Swimming Club 2022 User Contract

File Code	Ke 1 Res.22089.1
Author	Kirk Kitchin, Manager Recreation & Leisure
Senior Employee	Megan Griffiths, Director Strategic & Community Services
Disclosure of Any Interest	Nil
Attachments	1. User Contract for Use of Mt Helena Aquatic Centre 2022 to 2025 ↓

SUMMARY

For the past three seasons a User Contract between the Shire and the Mt Helena Swimming Club has allowed the safe use of the Mt Helena Aquatic Centre by the club in times outside the public swimming season and without Shire staff supervision. This contract has now expired.

Even with Mt Helena Aquatic Centre's extended public season trial in 2022/23, the Mt Helena Swimming Club requires access to the pool outside public swimming times, such as early morning training. This requires a new User Contract to ensure the Mt Helena Swimming Club formally commits to operate safely when they are solely responsible for the Mt Helena Aquatic Centre. It is recommended the Shire and the Mt Helena Swimming Club enter into a new User Contract.

For the first three seasons Council waived the fees for Mt Helena Swimming Club to encourage and support its re-establishment. As this has now been achieved the new User Contract proposes to charge user fees, as it does with all other users of its aquatic facilities. It is recommended to create a range of Mt Helena Swimming Club monthly and seasonal pass fees along with free 'Two Swim New Member Vouchers' and waiving fees for the lane hire for the Mt Helena Swimming Club at the Mt Helena Aquatic Centre. These monthly and seasonal passes provide a discount, compared to standard entry fees, for these high frequency patrons.

BACKGROUND

In 2018/19 Mt Helena Swimming Club (MHSC) re-established itself at the Mt Helena Aquatic Centre (MHAC). The Shire supported the re-establishment and development of the MHSC by undertaking the following actions:

- Shire developed a User Contract so the MHSC can safely access the MHAC in times outside the public swimming season without Shire staff supervision as well as not charging any entry fees. This was approved by Council in November 2019 (C6.11.19);
- In September 2020 in a review of the User Contract fees Council resolved to continue to waive the entry fees for the 2020/21 season for all Mt Helena Swimming Club members, including club-only spectators, when they access the Mt Helena Aquatic Centre for club activities, in order to assist the Club in increasing its membership in the 2020/21 season (C4.09.20).

- In February 2022 the user contract was amended by mutual agreement to change Clauses 5 (b) and (c) to assist the MHSC in supervision the club's activities when MHAC is operated as a Group 2 facility. This amendment broadened the people that could assist with installing or removing the lane rope and /or pool blankets, setting up and packing items such as gazebos, chairs, barbeques, electronic timing system, and electronic scoreboard and marshalling system.
- Shire funded (\$960) seasonal rescue training by Royal Life Saving Society WA at the start of each season for MHSC coaches and officials;
- Shire staff training on water quality testing;
- Shire developed and provided at no cost all necessary information and processes and equipment the swim club requires to operate without Shire staff supervision including:
 - flow-charts and signage of what to do in an emergency;
 - list of emergency contact numbers;
 - access to telephone in office;
 - access to first aid room, first aid kit and rescue equipment;
- Shire funded installation of a removable starting block system donated from another aquatic facility for use by MHSC at a cost of \$6800;
- Provided the lane rope reels to minimise the cost of purchasing new reels for the anti-wave lane ropes sourced by the MHSC through external grants (saving MHSC \$2800);
- Ensured specifications for the new lane rope eyelets installed during the tiling and end beam works were suitable for anti-wave lane ropes;
- Provided advice, information and industry contacts to swim club for the selection and procurement of pool blankets; and
- Shire funded installation of a \$3000 concrete pad at northern end of pool to accommodate the permanent installation of two of the pool blanket reels; and
- Allowed kiosk access at no charge for MHSC activities.

This User Contract ceased in April 2022.

STATUTORY / LEGAL IMPLICATIONS

The Statutory Framework for public aquatic facilities is as follows:

- *Public Health Act 2016*;
- *Health (Aquatic Facilities) Regulations 2007*; and
- *Code of Practice for the design, operation, management and maintenance of aquatic facilities - December 2015*

The WA Department of Health monitors aquatic facilities to ensure compliance and the enforcement of the Act, the Regulations and the Code to minimise the risk of disease and injury.

The Shire's Risk Classifications for use of a public aquatic facility presents a High Risk that is considered acceptable only with 'excellent controls'. To achieve this level of controls the Shire operates the pool as a Group 1 when open to the public. This follows the classification based on the following table from the *Code of Practice for the design, operation, management and maintenance of aquatic facilities*.

Features of Group 1 Aquatic Facility

Patron Access Limitations	Activity	Technical Operator Requirements	Patron Supervision & Emergency Care Personnel	Classification
Public access with limited restrictions e.g. child <10 years accompanied by a person ≥16 years	Non-structured <i>Typical examples;</i> leisure/free-play & lap-swimming	On-site at all times.	All patrons directly supervised. Emergency care personnel on site at all times.	<i>Facilities typically available to the general public for payment of an entry fee and examples include;</i> aquatic centres, waterslides & water-parks.

In accordance with sub-regulation 16(1) of the *Health (Aquatic Facilities) Regulations 2007*, the Shire may operate the MHAC at the class prescribed (Group 1) or alternatively at a lower class. Operation of an aquatic facility/water body at a lower class does not require approval of the Executive Director, Public Health, as such the Shire can independently choose to operate the MHAC at a lower class than Group 1.

The primary consideration in determining which operational classification the Shire should allow is the type of activity to be undertaken, as relating to the types of personnel who will or may access the aquatic facility/water body.

The past User Contract approved by Council (C6.11.19) with the MHSC requires them to operate the pool as a Group 2 where the activity defined as, “Structured qualified activity leader present”. A Group 2 classification does not require the Shire to have staff in attendance but does still require MHSC to directly supervise all swimmers and have emergency care personnel on-site at all times.

Features of Group 2 Aquatic Facility

Patron Access Limitations	Activity	Technical Operator Requirements	Patron Supervision & Emergency Care Personnel	Classification
Restricted to discrete users and user groups	Structured Qualified activity leader present <i>Typical examples;</i> infant aquatics, learn to-swim, swimming and lifesaving classes & aqua exercise (See Sect 7.12, Table 9)	Not on-site at all times.	All patrons directly supervised. Emergency care personnel on site at all times.	<i>Facilities generally include;</i> schools, learn-to-swim centres, learn-to-dive pools, nursing homes, hospitals & hydrotherapy/physiotherapy use pools.

A Group 3 facility lists the activities as, “Non-structured, no qualified activity leader present” which is not suitable for the MHAC. The Department of Health and the Royal Life Saving Society of Australia advised Group 3 classification is designed for pools at health clubs, caravan parks, hotels and motels and places restricted to adult only access, and not public swimming facilities. Both these organisations recommended MHSC operate at a minimum of a Group 2 facility.

The proposed User Contract retains the past agreement's requirement for MHAC to be operated at a Group 2 facility by the MHSC when Shire staff are not in attendance.

Under section 6.16 of the *Local Government Act 1995* a local government may impose (by absolute majority) and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.

Fees and charges are to be imposed when adopting the annual budget but may be imposed during a financial year and/or amended from time to time during a financial year (by absolute majority).

Under section 6.19 of the *Local Government Act 1995* if a local government wishes to impose any fees or charges after the annual budget has been adopted it must give local public notice its intention to do so and the date from which it is proposed the fees or charges will be imposed.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Charging MHSC fees as part of the new user contract will generate income the Shire has not received in the MHSC's first three seasons to assist it to become established. The total income from these fees for the season is not known at this stage as it will be dependent on the number of members and the split between the different types on monthly fees.

There is a \$250 cost to advertise the planned changes to the fees and charges in the local newspaper.

STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 1 - Community

Objective 1.1 – Healthy, safe, sustainable and resilient community

Strategy 1.1.1 – Provision of sport, recreation and community facilities

SUSTAINABILITY IMPLICATIONS

Social

- Support community networks, volunteers and non-for-profit organisations; and
- Provide opportunities for ongoing community involvement and ownership.

Governance

- Deliver outcomes that are consistent with the strategic goals and objectives of the Shire.

RISK IMPLICATIONS

Risk: People – Physical and Psychological

Allowing MHSC to have access to the MHAC during times allocated to the Shire under the Licence Agreement with the Department of Education without MHSC providing appropriate supervision and emergency care personnel at all times could result in a fatality or serious long-term injury from an incident.

Likelihood	Consequence	Rating
Possible	Extreme	High
Action / Strategy		
<p>To mitigate this risk so the risk rating is reduced to 'Moderate' a number of activities should be undertaken:</p> <ul style="list-style-type: none"> • Classify the aquatic centre as a Group 2 facility and ensure the conditions the within the User Contract has the required supervision and emergency care personnel on site at all times; and • Provide ongoing assistance to MHSC from Royal Life Saving Society of Australia to provide aquatic based emergency response training and qualifications for MHSC officials and volunteers. 		

Risk: Reputational – Were Council to determine not to charge the club after 3 years of free use some residents / ratepayers may question the value of providing this level of ongoing financial support when other members of the public who use Shire aquatic facilities pay entry fees.		
Likelihood	Consequence	Rating
Possible	Minor	Moderate
Action / Strategy		
This risk can be mitigated by charging a suitable entry fee.		

EXTERNAL CONSULTATION

In the development of the original User Contract, on which the new User Contract is based, Shire officers consulted with:

- Committee of MHSC;
- Department of Health;
- Members of Leisure Institute of Western Australia Aquatics;
- Swimming WA, the State sporting association for swimming;
- Royal Life Saving Society Australia;
- Mt Helena Aquatic Centre Advisory Group; and
- Risk experts at the Shire's insurers LGIS,

Shire staff have worked closely with the President of the Mt Helena Swimming Club on reviewing terms for the new User Contract, updating some clauses, and determining suitable fee structure.

COMMENT

The expired User Contract provided access for the MHSC to the MHAC outside times the Shire opened the facility to the public. This was an effective way for the Shire to increase the use of this valuable asset at a minimal cost and low risk to the residents and ratepayers of the Shire.

In November 2019, when the Club commenced, it had 20 people on their books although not all were paid up members. The business case presented to Council at that time projected a membership of 32 swimmers (20 children, 12 adults) and 26 club non-swimmers.

Over the past three seasons, with the support of the Shire, the MHSC has built itself into a vibrant club currently with 90 swimming members, 30 non swimming members and two registered officials. Even with recent COVID-19 restrictions they have steadily increased their visitations at MHAC.

2019/20	Total Visits	Av. p/Session
Club Swimmers	699	13
Club Non-Swimmers	284	5

2020/21	Total Visits	Av. p/Session
Club Swimmers	1472	16
Club Non-Swimmers	481	5

2021/22	Total Visits	Av. p/Session
Club Swimmers	1756	14
Club Non-Swimmers	344	3

Even with the extended public season trial in 2022/23 the MHSC requires access to the MHAC outside public swimming times, such as early morning training. This requires a new User Contract to ensure the MHSC formally commits to operate safely when they are solely responsible for the MHAC.

User Contract Terms

Shire officers and the MHSC President have reviewed the expired User Contract. The result of this work is the proposed User Contract for 2022 to 2025 (Attachment 1).

Of the fourteen clauses in the past agreement the MHSC and Shire Officers made changes to four of these clauses as noted below:

Clause 2 - Term of the Contract

This provided dates MHAC is available each season:

- 2022/2023 – 10 October 2022 to 6 April 2023
- 2023/2024 – 9 October 2023 to 28 March 2024
- 2024/2025 – 7 October 2023 to 11 April 2025;

Clause 5 (b) - Access

This was altered to enable MHSC access to the facility with a club member who had the required supervisory qualifications but is not yet 18 year old as long as they are accompanied by a mature person over the age of 18.

Clause 7 - Fees

This enables the MHSC to be charged entry fees as per the Shire of Mundaring Adopted Fees & Charges.

Clause 12 (j) - General Undertakings by the Club

This is a new clause inserted to ensure the MHSC removes the pool blankets and lane ropes as agreed with the Shire and the Eastern Hills Senior High School. This is consistent with Council resolution (C10.06.21) that provided in principle support the MHSC having a pool blanket system for their use at the facility, on the proviso that the MHSC is fully responsible for:

- All aspects of the system, including but not limited to the funding, installation, storage, insurance, maintenance, operation and replacement of the system; and
- Ensuring that the system does not impede the Shire of Mundaring or the Department of Education's operations and use of the facility.

Entry Fees

The major change in the new User Contract is the introduction of fees for the members of the MHSC. For the first three seasons Council waived the fees for MHSC to encourage and support its reestablishment. This has now been achieved and is it appropriate to now charge user fees as it does with all other users of its aquatic facilities.

The current 2022/23 Entry Fees for Mt Helena Aquatic Centre is listed in the tables below.

Entry Fees	\$ (Incl. GST)
Adults (18 years of age & over)	5.50
Child (5 years & over)	4.50
Child (4 years & under)	Free
Concession (Seniors, Pensioners, Veteran & Health Care Card Holders/High Schools)	4.50
Spectator	2.50
Family Pass (2 adults + 2 children)	18.00
After School Entry Adults (18 years and over)	2.50
After School Entry Child (5 years and over)	2.00
After School Entry Child (4 years and under)	Free
After School Entry Concession (Seniors, Pensioners & Health Care Card Holders)	2.00
After School Entry Spectator	1.00

Season Book of Tickets	\$ (Incl. GST)
Adult 50 tickets	250.00
Adult 25 tickets	127.00
Adult 10 tickets	52.00
Child 50 tickets	200.00
Child 25 tickets	100.00
Child 10 tickets	42.00
Child 8 tickets	32.00
Concession 10 tickets	42.00

Lane Hire	\$ (Incl. GST)
General per hour	16.00

At most public aquatic centres swimming club members pay an entry fee to get into the centre and swimming clubs pay for lane hire. Other large centres have centre wide memberships that can be the most economical way for a high frequency user access their pool.

The proposed fee structure for the MHSC:

- Pathway Pass- \$30 per month. This is for beginner squads who can only attend the pool a maximum of three times a week with this pass;
- Squad Pass - \$40 per month. This is for higher use intermediate, senior and adult squads with unlimited entries per month. This pass is for both senior and junior members as the majority of members are juniors; and
- Supporter Pass - Free entry for season. This is for non-swimming club members who are attending as they are required to attend due to the age of their children, to assist in club activities or are club officials. This aligns with the current practice at Shire aquatic centres allowing a non-swimming parent / guardian free entry to Vac Swim or school swim lessons.

These monthly and seasonal passes provide a discount compared to standard entry fees for the members of the MHSC who are high frequency users of the pool.

In consultation with the MHSC the type of monthly passes has been kept to a minimum to keep the fee structure simple and to provide the following benefits over seasonal passes or individual entries:

- It is an administratively efficient fee structure compared to a daily entry fee due to the high frequency of use, combined with attendance during times Shire officers are not in attendance and therefore not able to collect fees;
- Having a seasonal fee is not equitable or good value for members who join or leave during the season as they pay for time they do not use;
- A monthly pass aligns with the monthly training fee structure the MHSC members pay placing entry fees and club fees on a consistent time frame; and
- New MHSC members who join during a month can choose to pay standard entry fees for the remainder of the month and then start their monthly fee on the first of the following month or pay for a monthly fee and use it for the remainder of that month.

In addition to the above fees it is proposed to:

- Introduce 'New Member Vouchers' for used by the MHSC. These vouchers enables the MHSC to offer an incentive to prospective members to attend two training sessions for free; and
- Waive fees for lane hire. The Shire has a \$16 per hour / per lane, lane hire fee in the Schedule of Fees and Charges which is an industry standard. It is proposed to waive this fee for the MHSC to ease the introduction of fees for the MHSC whose members have not had to pay any entry or lane hire fees for the past three seasons.

VOTING REQUIREMENT

Simple Majority – recommendation 1

Absolute Majority – *Local Government Act 1995* section 6.16 – recommendation 2

RECOMMENDATION

1. That Council authorises the Shire President and Chief Executive Officer to sign the User Contract (**Attachment 1**) with the Mount Helena Swimming Club for use of the Mount Helena Aquatic Centre;
2. That Council, by absolute majority

a) Adopts the following fees be added to the Mt Helena Aquatic Centre Fees and Charges in the Shire of Mundaring Adopted Fees & Charges 2022/2023;

	Authority (S – Statute) (C – Council) (F – Framed)	GST Applicable (Y – Yes) (N – No)	2022/23 Incl. GST (if applicable) \$
Mt Helena Swimming Club Passes			
Pathway Pass (per month)	C	Y	30.00
Squad Pass (per month)	C	Y	40.00
Supporter Pass (Seasonal)	C	N/A	Free
New Member Vouchers (2 swims)	C	N/A	Free
Mt Helena Swimming Club Lane Hire	C	N/A	Free

- b) Give local public notice of the new fees; and
- c) Introduce the new fees from 10 October 2022.

SHIRE OF MUNDARING

AND

MT HELENA AMATEUR SWIMMING CLUB INCORPORATED

**CONTRACT
USE OF THE MT HELENA AQUATIC CENTRE
2022/2025**

Contract

Between:

**Shire of Mundaring
("Shire")**

and

**Mt Helena Amateur Swimming Club Incorporated
("Club")**

1. Introduction

The Club has requested access to Mt Helena Aquatic Centre outside the times the Shire makes available to the public, and during times allocated to the Shire within the Licence Agreement for the Shared Use of Mt Helena Aquatic Centre at Eastern Hills Senior High School.

The Club agrees to comply with the following conditions of Contract for use of the Mt Helena Aquatic Centre as a Group 2 facility.

2. Term of the Contract

The Club is entitled to use the Mt Helena Aquatic Centre during times allocated to the Shire within the Licence Agreement for the Shared Use of Mt Helena Aquatic Centre at Eastern Hills Senior High School, and outside of the times the Shire makes available to the public.

The contract is for one season with two one-season extensions exercisable at the discretion of the Shire.

Dates the pool is available each season:

2022/2023 – 10 October 2022 to 6 April 2023
2023/2024 – 9 October 2023 to 28 March 2024
2024/2025 – 7 October 2023 to 11 April 2025

3. Times of Use

During the Term of the Contract the Club agrees to only use the Mt Helena Aquatic Centre:

- (a) During daylight hours.
- (b) Outside of school allocated times of 7am to 3:15pm on school days.
- (c) At other times at the discretion of and with permission from the Shire.

The Shire reserves the right to amend the operating hours from time to time and will communicate these changes to the Club.

4. Facility Classification

The Mt Helena Aquatic Centre will operate as a Group 2 facility when accessed by the Club, without qualified Shire aquatic staff in attendance.

5. Access

- (a) The Club access to the Mt Helena Aquatic Centre is for Club training, including skill development and refinement only. Club access specifically excludes swimming lessons and learn to swim classes.
- (b) Access will only be provided to the Club if there is a person with appropriate accreditation (as per Clause 9) along with a mature person ≥18 years of age in attendance at all times.
- (c) The Club will maintain affiliation with Swimming WA and abide by all requirements as applicable.
- (d) Access to the Mt Helena Aquatic Centre is granted for Club volunteers without specific aquatic qualifications ≥ 18 years of age when it is being operated as a Group 2 facility for the sole purpose of set up and pack up of Club activities which includes, but not limited to, installing or removing the lane ropes and/or pool blankets, setting up and packing items such as gazebos, chairs, barbecues, electronic timing systems, electronic scoreboards and marshalling systems.

6. Keys

- (a) The Club must not give the Mt Helena Aquatic Centre keys to another person.
- (b) The Club must retain possession of the key at all times – keys are not transferable and are not to be lent.
- (c) The Club may not pass the key to other family members (including spouses and partners) to use at the Mt Helena Aquatic Centre when a qualified designated session supervisor and members of the Club are not present.

7. Fees

The Club will be charged fees as per the Shire of Mundaring Adopted Fees & Charges.

8. Members / Guests

- (a) The Club shall ensure that all Club members and guests are made aware, prior to use of the Mt Helena Aquatic Centre, that they may only enter and use the Mt Helena Aquatic Centre for the purposes of swim club activities.
- (b) Guests of the Club agree to waive any rights they may have against the Shire, Department of Education and Training and/or Eastern Hills Senior High School for any loss or damage which they may incur or suffer in connection with their use of the Mt Helena Aquatic Centre.
- (c) Guests of the Club accept that any use of the Mt Helena Aquatic Centre by them is at their sole risk.

9. Session Supervisor - User Skill Assessment

The Club shall only become entitled to access the Mt Helena Aquatic Centre when it operates as a Group 2 facility if they have at least one person onsite at all times that has a minimum of a current Australian Swimming Coaching Qualification and Bronze Medallion Qualification.

10. Ability to raise the alarm in an emergency

The Club shall only become entitled to access to the Mt Helena Aquatic Centre if they have the following.

- (a) Appropriate flow-charts and signage of what to do in an emergency on display at the Mt Helena Aquatic Centre, and known to Club members (including CPR & first aid).
- (b) Emergency contact numbers prominently displayed on the entry sign.
- (c) An effective means of communication while at the Mt Helena Aquatic Centre (e.g. access to a phone).
- (d) Ready access to the first aid kit and rescue equipment located in the First Aid Room and known to Club members

11. Minimum Swimming Standards for Club Swimmers

- (a) All Club swimmers need to provide proof they have passed Department of Education Swimming and Water Safety Continuum Stage 7; or be assessed by a swim coach with an Australian Swimming Coaching Qualification and show they can pass the same requirements of the Department of Education Swimming and Water Safety Continuum Stage 7.

- (b) A record of the minimum competency for each Club swimmer needs to be maintained by the Club.

12. General Undertakings by the Club

- (a) The Club acknowledge they are using the Mt Helena Aquatic Centre at their own risk.
- (b) The Club will have public liability insurance cover to a minimum value of \$20,000,000 for their activities before this Contract comes into operation and at all times thereafter.
- (c) The Club must provide copies of all documentation required before this Contract comes into operation:
 - (i) Public Liability insurance Certificate of Currency;
 - (ii) Operating schedule;
 - (iii) Swimming Club operation procedures;
 - (iv) List of members with Australian Swimming Coaching Qualification;
 - (v) Risk Assessment of all proposed activities;
 - (vi) Risk Management Plan for all activities, including proposed controls;
 - (vii) Emergency response;
 - (viii) Swimming Club induction;
 - (ix) Risk Management
 - Emergency response roles
 - Incident response procedure; and
 - (x) Incident report procedure and template.
- (d) The Club will actively monitor and police behaviour of anyone attending the facility during its allocated times.
- (e) In the event of an emergency when Mt Helena Aquatic Centre operates as a Group 2 facility and accessed by the Club only, the Club is responsible for carrying out Emergency Procedures as outlined in the Emergency Procedures Manual provided with the key and available in the First Aid Room.
- (f) The Club will immediately notify the Co-ordinator Aquatic Facilities in writing of any injury to any person while using the Mt Helena Aquatic Centre, and provide statements from witnesses and the injured person. Incidents must be recorded in the Incident Report register and signed and dated by the witness. A folder titled "Incident Reports" will be left in the First Aid Room.
- (g) The Club will undertake the necessary water testing before they begin their activities if they are the first users of the Mt Helena Aquatic Centre that day. Should the water quality not be within parameters set by the Shire they will not conduct their activity and

will notify the Co-ordinator Aquatic Facilities immediately of the results.

- (h) The Club will abide by all posted advisory signs.
- (i) The Club will leave the Mt Helena Aquatic Centre premises, including the pool, surrounding grass area, toilet and change rooms in a clean and tidy condition. If the Club fails to do this and the Mt Helena Aquatic Centre requires significant cleaning by the Shire, the Club agrees to pay for the cost of the additional cleaning.
- (j) The Club will remove pool blankets and lane ropes as agreed with the Shire and the Eastern Hills Senior High School.
- (k) The Club must not abuse or misuse any first aid, rescue or emergency equipment, and in the event that any of these items are used or materials consumed, must notify the Co-ordinator Aquatic Facilities.
- (l) The Club waives any rights it may have against the Shire for any loss or damage which they may incur or suffer in connection with their use of the Mt Helena Aquatic Centre.
- (m) The Club will abide by the direction of the Shire should the Mt Helena Aquatic Centre be closed to restore water quality or for any other reason deemed necessary by the Shire.

13. General Undertakings by the Shire

- (a) The Shire accepts no responsibility for the safety of the Club, Club members, guests and any other persons at any time brought to the Mt Helena Aquatic Centre by the Club, pursuant to Clause 8.
- (b) The Shire reserves the right to eject anyone from the Mt Helena Aquatic Centre, and terminate this Contract with the Club, in circumstances where there has been a failure to observe any of the terms of this Contract.
- (c) Spot checks may be made by Shire representatives to ensure compliance with the terms of this Contract.
- (d) The Shire reserves the right to impose any other reasonable rules or requirements from time to time and will communicate these to the Club.
- (e) The Shire will provide a sign, to be located on the Mt Helena Aquatic Centre gate, advising the Club when the Mt Helena Aquatic Centre is closed to restore water quality, or for any other reason deemed necessary by the Shire.

14. Restrictions

At the Mt Helena Aquatic Centre:

- (a) No one is to use the facility on their own.
- (b) Children under 10 years must be under direct supervision of a designated session supervisor who is an adult ≥ 18 years and is prepared to enter the water, and is able to maintain constant surveillance of the water body.
- (c) Due to the water being shallow there may be no diving other than for supervised race starts and skill development associated with race starts.
- (d) No dive bombing, running or rough play is allowed.
- (e) No alcohol may be brought onto the premises or consumed.
- (f) The Club must not do anything which detracts from or interferes with the enjoyment of nearby residents or use of Eastern Hills Senior High School.
- (g) Animals are not permitted.
- (h) Glassware is not permitted on the pool deck or in the pool.

Signing Page

Executed

2022

The **Common Seal** of the **Shire of Mundaring** is affixed in the presence of –

Shire President

(print full name)

Chief Executive Officer

(print full name)

Signed for and on behalf of the **Mt Helena Amateur Swimming Club Incorporated** by a duly authorised person –

President

(print full name)

Witness

(print full name)

10.5 Mundaring Garden and Farmers Market

File Code	CS.CEV 24
Author	Kirk Kitchin, Manager Recreation & Leisure
Senior Employee	Megan Griffiths, Director Strategic & Community Services
Disclosure of Any Interest	Nil
Attachments	Nil

SUMMARY

The Mundaring Chamber of Commerce (MCC) have taken on the operation of the Mundaring Garden and Farmers Market from the previous commercial operators and have applied for a waiver of fees for the use of Sculpture Park in Mundaring. This can be approved in accordance with Section 6.12 (1) (b) of the *Local Government Act 1995*.

This report recommends Council approves the request for a waiver of fees to ensure the markets continue to activate Sculpture Park by providing an attraction to increase visitation and economic activity to the area.

BACKGROUND

The concept of a Farmers Market in Mundaring originally started with the Mundaring Chamber of Commerce in late 2020.

Andrew and Mandy Osenton, organisers of the Kalamunda Music Festival, Kalamunda Garden Festival, and owners of the Kalamunda Plant Company, were invited by the Chamber to come on board with these markets in order to attract garden stall holders. The first market did not attract enough farmer stallholders and the Chamber subsequently cancelled the event and withdrew from organising any future markets.

The Osentons then took over the concept of the Mundaring Farmers Market and rebranded it "Mundaring Garden and Farmers Market". The Osentons held their first Mundaring Garden and Farmers Market on Saturday mornings in May 2021. The Shire supported the new market organisers in the establishment of the Mundaring Garden and Farmers Market through the provision of a three month trial, which included a waiver of fees to assist in getting the markets established.

Hire fees were applied at the end of the initial three months start-up period. The Osentons applied for an ongoing waiver of fees and an increase in frequency from fortnightly to weekly. These requests were tabled at the November 2021 Council meeting, with the granting of weekly operation of the markets as a trial for one year (C3.11.21) and another fee waiver for three months (C5.11.21) from November 2021. At the end of this three month period hire fees were levied for the weekly markets.

The trial on the frequency of the weekly markets was due to finish in November 2022. Due to the Osentons handing over the operation of the markets to MCC this review was undertaken three months earlier in order to inform this report.

STATUTORY / LEGAL IMPLICATIONS

Section 6.12 (1)(b) of the Local Government Act 1995 provides -

“6.12. Power to defer, grant discounts, waive or write off debts

(1) Subject to subsection (2) and any other written law, a local government may

(b) waive or grant concessions in relation to any amount of money;”

As the cumulative amount of the fees requested to be waived is above the CEO's \$1000 delegated authority limit, this requires a Council decision.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

As the MCC operation of the Mundaring Garden and Farmers Market does not appear on the Shire's list of organisations that are granted free use of Ovals and Parks in the Shire's fees and charges, the Shire must levy the relevant fee.

The hourly hire rate for Ovals & Reserves is \$31.00 (incl. GST) per hour. At Sculpture Park this fee provides use of space within the park in addition to access to power, water fountains and parking. The fee represent subsidised use of the Park, and is not a full cost recovery fee.

The weekly fee for a five hour market is \$155 (incl. GST). Should Council consider waiving the fee for the markets, as requested by the MCC, the potential forgone income would be up to \$8060 (incl. GST) per annum for the weekly markets. If the MCC chooses not to operate the markets should a fee waiver not be granted then there is no forgone income to the Shire.

The cost to the Shire for use of Sculpture Park by the Mundaring Garden and Farmers Market includes increased use of the public toilets, electrical use of the power boxes, increased frequency of maintenance of the gravel areas and administration of the booking.

STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 1 - Community

Objective 1.2 – Flourishing local businesses

Strategy 1.2.1 – Support business collaboration and be a business-friendly local government

The Mundaring Town Centre Masterplan was adopted by Council in March 2017 (C10.0.17) and continues to be aspirational document to guide the revitalisation of the Mundaring Town Centre which states:

The Shire of Mundaring is committed to revitalising and renewing the Mundaring Town Centre, the Shire's civic, commercial and community hub.

The Mundaring Town Centre will undergo planned improvement and change to ensure that it is a vibrant and desirable place for the community to enjoy. The Mundaring Town Centre will become an enviable place where the living, shopping and working needs of the Mundaring community and its visitors are met now and sustained into the future.

Relevant goals contained in that document include:

- 1) revitalising and renewing public areas of the town centre to make them more inviting and used, both in the day time and evening; and
- 2) encouraging and facilitating new investment in the town centre by the Shire, other agencies and investors.

SUSTAINABILITY IMPLICATIONS

Economy

- The markets may contribute to local employment opportunities for the attending stallholders.
- The markets are an attraction to tourists / visitors from other areas outside the Shire of Mundaring.
- The markets may attract customers away from businesses in the area that provide the same or similar products or services than the market stallholders resulting loss of income and pressure on the sustainability of competing existing businesses in the area.

Social

- The markets provide an additional opportunity for members of the community to come together for cultural, leisure, and social interaction.

RISK IMPLICATIONS

Risk: Reputation

Continuing to allow a weekly garden and farmers market that may have a detrimental effect on existing local businesses with competing products and services may be damaging to the Shire's reputation.

Likelihood	Consequence	Rating
Possible	Minor	Moderate

Action / Strategy

To mitigate this risk the Shire could require the MCC limit the type of stallholders so the weekly markets do not detrimentally impact local businesses and request the MCC work with local businesses to ascertain ways they can benefit from the markets.

Risk: Reputation

Charging a fee to MCC to operate Mundaring Garden and Farmers Market, who will reinvest any proceeds from the markets to supporting local businesses, may be damaging to the Shire's reputation to those in the community who believe the MCC are providing a community benefit by not only continuing with the markets but possibly providing a return to the business community from proceeds.

Likelihood	Consequence	Rating
Possible	Minor	Moderate

Action / Strategy

To mitigate this risk Council should waive the fees as requested. Or if the fee waiver is not supported, to clearly articulate the reasons for this.

Risk: Financial		
Charging fees for use of Sculpture Park for markets for an incorporated community based organisation such as the MCC may set a precedent resulting in the charging of other incorporated community based organisations such as Rotary for the use of Mundaring Town Centre for their markets to ensure equitability.		
Likelihood	Consequence	Rating
Possible	Minor	Low
Action / Strategy		
To mitigate this risk Council should waive the fees as requested. Or if the fee waiver is not supported, to clearly articulate the reasons for this.		

EXTERNAL CONSULTATION

A short survey was distributed electronically to twenty local businesses and community organisations that may have been impacted by the weekly Mundaring Garden and Farmers Market as they provided the same or similar products and services. There were six responses received.

The survey provided background to the request from the MCC to operate the markets and asked respondents whether:

- Their businesses been substantially affected either positively or negatively by the weekly markets;
- They supported the request by MCC operating the Mundaring Garden and Farmers Market; and
- They supported the request by MCC to have their fees waived by the Shire.

A summary of the responses are noted below in the order they were received. The names of the business has been excluded as has any part of the comments that would identify the business.

No.	The markets have:	Support fees being waived?	Comment
1	Benefited my business	Yes	Community activity that invites visitation to the local area and supports the presentation of community assets (groups, schools, businesses, talents) is to be supported. Markets are a popular way to engage a broad range of people and showcase what the region has to offer.
2	Been detrimental to my business	No	In the past I supported the Farmers and Garden market as it was to be for farmers produce and garden product, it fell by the wayside by bringing in art, craft, jewellery, these are not items that are a fit for such a market, these take away from the great

			<p>work our farmers produce and personally leaves them out of pocket.</p> <p>Moving forward I am fine with Chamber taking over so long as strict guidelines are put in place that the products/sellers are to do with farmers and garden, not a whatever comes approach that is going on now.</p> <p>Yes this will impact my business greatly.</p> <p>Please with this now happening some guidelines need to be in place to make this a vibrant addition to the hills.</p>
3	Benefited my business	Yes	Support as long as the organisers limits the amount of food options provided so patrons can make use of local food options. Also they could provide information or a noticeboard to show patrons where they can go in after they finish at the markets.
4	Had no effect on my business	No	No comment provided.
5	Been detrimental to my business	No	<p>It does not seem fair that one business has their fees waived when another small business must pay full fees.</p> <p>You say that the Farmers Market is of benefit to the community, but surely our business is also beneficial to the Mundaring Shire. It is a very difficult time to run a small business and we all deserve equal support and assistance or you will see the collapse of small businesses and then a negative flow on impact to the community.</p>
6	Had no effect on my business	Yes	<p>We would like to work positively with the Chamber on this Farmers' and Garden market encouraging the stalls of Fresh garden produce such as fruit, vegetables and plants.</p> <p>Our concern is that it should not include craft and manufactured items (even home business manufactured) that would normally be sold at other markets.</p> <p>We see a true Garden and Farmers' Market complementing the market scene ... not competing with other markets as long as it sticks to those produce items.</p>

Three of the respondents advised the Mundaring Garden and Farmers Market benefited their business and two advised it has been detrimental and for one it has had no effect.

The main comments related to the type of stallholder products the Mundaring Garden and Farmers Market should focus on to ensure they do not overlap with other markets and businesses. There appears to be support from some respondents for markets that focus

on farmer's produce and garden items only. This leaves the food and arts and crafts items to be provided by existing local businesses and markets.

One respondent advised it did not seem fair that that one business had their fees waived when another small businesses must pay full fees. In addition all small businesses deserve equal support and assistance or they may collapse, negatively impact the community.

COMMENT

The MCC requested consideration/approval of the following by the Shire of Mundaring:

1. An Event Permit for MMC to operate the Saturday morning market on a continuous basis from mid-August 2022; and
2. Relief from Shire ground hire fees on the basis that MCC is not for profit organisation.

As a report to Council could not be tabled in the timeframe to provide a waiver of fees for the August 2022 takeover, the MCC was provided a temporary waiver via the Shire's Chief Executive Officer's delegated authority until the request could be considered by Council.

In its request to waive the fees for the Mundaring Garden and Farmers Market the MCC provided their vision of sponsoring a vibrant Saturday morning market which:

- Attracts both locals, visitors and tourists to Mundaring CBD and surrounds;
- Invigorates retail areas and increases foot traffic;
- Engages the school community through fund raising participation on a rotational basis;
- Showcases district produce and services;
- Stimulates community and a provides social focal point on Saturday morning; and
- Extends our reach and support into the business community.

The MCC is an incorporated, not for profit, community based organisation. It has a board of volunteers and a part time, paid Executive Officer. Their purpose is to support local businesses to connect, collaborate and grow. They fit well within the type organisation that has received Shire support in the form of free use of its facilities and reserves (i.e. not for profit or charity).

Where this request differs from other waiver of fees the Shire has approved is the frequency of the activity. The Shire provides waiver of fees for other groups from once a month to once a year. The MCC is seeking to have a weekly waiver of fees which would be a first at this level of frequency.

The Shire levies a range of fees for markets, stall holders and swap meets:

- Fees are levied on commercial markets in Shire buildings and property, such as the Perth Hills Artisan Markets, which uses Mundaring Arena;
- The Shire charges fees for food stallholders which is required under the Shire of Mundaring's Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 1995 (Local Law). Stallholder fees range from \$40 for a single event or \$180 for an annual permit; and
- A charge of \$220 per event is levied by the Shire for the use of the car park at Mundaring Recreation Ground for Swap Meets, irrespective of whether they are run by community or commercial organisations.

The Shire also provides free use of its facilities and reserves. Historically, the main consideration as to who receives free use of Shire facilities is linked to who ultimately benefits from the Shire support. That is, any savings achieved from not paying Shire fees should result in direct benefit of the wider community, and not benefit individuals or companies through payments or distribution of proceeds/profits.

This is demonstrated in the Shire's Fees & Charges 2022/23 that provide free use to the following activities for its ovals and parks:

- Carols by Candlelight (run by churches or incorporated not for profit community organisations);
- Juniors Sporting Teams;
- Primary & Secondary Schools; and
- Mundaring Rotary Club (monthly markets and annual night markets).

In addition, these community based organisations are provided free use of Shire community facilities:

- Mundaring District Senior Citizens Assoc. Inc.;
- Red Cross Society Blood Bank;
- Residents and Ratepayers and Business Associations;
- RSL;
- St. John Ambulance Association;
- Darlington Sport and Recreation Association Inc.;
- Mundaring Historical Society; and
- Darlington Historical Society.

The Shire also provides one off waiver of fees for activities / events such as:

- Fundraisers for charities and people in need;
- Workshops;
- Special celebrations; and
- Events that help establish groups.

Options

Council may consider adopting one of the following 3 options:

Option 1 – Waive fees as requested for weekly markets

A waiver of fees will give the MCC the best chance to generate proceeds from the operation of the Mundaring Garden and Farmers Market. Any proceeds will be invested by the MCC back into supporting the development and growth of local business. As such this aligns with Council's precedent for a waiver of fees for not for profit community based organisations.

MCC have advised that if the markets operates at a deficit they will not continue their operation. This is why the MCC has requested a waiver of fees to give the markets the best opportunity to operate at a surplus.

Option 2 – Provide a subsidised rate for the fees

A waiver of fees for weekly markets represents a greater level of support in dollar terms than any other waiver of fees the Shire provides. This is due to the lower frequency of events and activities supported that receive waiver of fees from the Shire.

As such there could be a case that the Shire should generate some income to cover some of the associated costs of managing this property, maintenance and administration of the booking, whilst still providing significant support to the Mundaring Garden and Farmers Market. It also acknowledges the concern that commercial businesses have to pay Shire rates and other competing operations should as well.

For example a 50% subsidy would reduce the cost of a 5 hour per week, weekly market from \$8060 (incl. GST) per annum to \$4030 (incl. GST) per annum (weekly cost of \$77.50).

Option 3 – Charge Full Fees

Should Council not support a waiver of fees or a subsidised rate and the MCC are able to continue operating the markets it would generate income of \$8060 (incl. GST) per annum for a 5 hour market per week.

Summary

Whilst the frequency and size of the waiver of fees being requested is greater than any others provided by the Shire, the MCC still meets the same requirements as other organisations supported by the Shire in terms of proceeds assisting the wider community.

To address some of the concerns and minimise detrimental impacts on local businesses / existing markets the MCC plans to place a limit on non-garden and non-farmer /fresh produce stall holders, once the number of stall numbers reach thirty. They hope this will provide a balance between sustainability and a keen focus on garden and farmer /fresh produce.

The MCC has committed to work closely with Rotary Sunday Markets and Saturday Twilight Markets as they have shared values and interests. In addition the MCC will also welcome 'bricks and mortar businesses' from the district and nearby CBD to present their fresh wares on a Saturday morning at the markets, as well as others that cannot attend by providing the opportunity to promote their businesses at the markets.

Based on the above it is recommended to Council adopt Option 1 as detailed above and approve the waiver of fees for the Mundaring Chamber of Commerce to operate the Mundaring Garden and Farmers Market at Sculpture Park on a weekly basis. This will give the markets the best opportunity to be financially viable for the MCC and to continue to activate Sculpture Park. This will provide an attraction to increase visitation and economic activity to the area as well as providing another opportunity for local businesses to sell and promote their products at the markets.

In recognition of the considerable size of the waiver of fees and to minimise additional costs to the Shire from the markets, it may be reasonable for Council to place conditions on the waiver of fees provided to the MCC including:

- Publically acknowledging the Shire of Mundaring for its support of the markets in all event marketing and on the each day of the markets;
- Minimising the cost to the Shire of use of Sculpture Park by the weekly markets by
 - MCC covering the cost of rubbish removal generated by the markets.
 - Limiting the use of the onsite electrical boxes for event operational use only and require the stallholders to provide their own power. This also avoids electrical failures should there not be sufficient supply to power all stall holder's equipment;

- MCC hiring additional portable toilets as required by the Shire should the market's attendance reach a limit where the current public toilets in Sculpture Park are detrimentally impacted.

The MCC has been consulted and have advised it is comfortable with these conditions.

VOTING REQUIREMENT

Absolute Majority - *Local Government Act 1995* section 6.12

RECOMMENDATION

That Council:

1. By absolute majority, approves the waiver of fees for the Mundaring Chamber of Commerce to operate the Mundaring Garden and Farmers Market at Sculpture Park on a weekly basis;
2. Advises the Mundaring Chamber of Commerce that to secure and maintain the waiver of fees it must abide by the following conditions:
 - a. Publicly acknowledge the Shire of Mundaring for its support of the markets in all event marketing and on the each day of the markets;
 - b. Cover the cost to dispose of all rubbish generated by the markets and not to use the bins provided by the Shire in Sculpture Park;
 - c. Limit the use of the onsite electrical boxes for event operational use only and require the stallholders to provide their own power; and
 - d. Hire additional portable toilets as required by the Shire.

10.6 No. 3280 (Lot 112) Stoneville Road, Stoneville - Modification to Planning Approval for Keeping of Stock (2 Ponies)

File Code	St 13.3280
Author	Sushmitha Jayaram, Planning Officer Compliance
Senior Employee	Mark Luzi, Director Statutory Services
Disclosure of Any Interest	Nil
Attachments	1. Original Planning Approval - 2014 ↓ 2. Proposed Modification ↓

SUMMARY

A modification to an existing planning approval for the keeping of two ponies on a Residential zoned property at 3280 Stoneville Road, Stoneville, has been received.

As the proposal is inconsistent with the Shire's Keeping of Stock guidelines, and is assessed as detracting from the landscape, amenity and environmental values of the site, it is recommended Council refuses the application for modification.

BACKGROUND

The subject site is 5504sqm, zoned Residential (R5) and adjoins other residential properties and a Conservation reserve (containing a waterway) to the east. The subject site contains some established native vegetation with limited ground cover.

In 2014 the Shire received complaints with respect to the keeping of two ponies on the subject site. At that point, the applicant was required to submit a retrospective planning application.

A retrospective approval for two ponies was issued on the basis of an agreement between two owners (3280 Stoneville Road and 120 Conradi Place). The agreement allowed the stocking rates to be determined across both properties. Due to land ownership changes, the agreement between neighbours no longer has effect. The owner of 3280 Stoneville Road continued to keep stock, but only within 3280 Stoneville Road, which is contrary to the stock management plan. This represents a breach of the terms of the original planning approval.



Site location showing (in red) the extent of land agreement between 3280 Stoneville Road to the West and 120 Conradi Place to the North as per original approval

More recently, complaints were raised and an inspection confirmed the following breaches of the planning approval:

- Ponies (2) had no access to 120 Conradi Place,
- Manure was not being collected and disposed of satisfactorily,
- Paddocks are bare sand and the site is degraded, and
- Native trees are being ringbarked / damaged.



Stock degraded and indications of the trees being ring barked



The ponies are in close proximity of the house and not setback 15m as per Health Local Laws.



Manure has not been managed appropriately.

To seek to rectify the breaches and demonstrate to the Shire the property is capable of supporting two ponies, the landowner lodged a 'Modification to Planning Approval Application' (Attachment 1).

STATUTORY / LEGAL IMPLICATIONS

The proposed modification requires planning approval under the Shire's *Local Planning Scheme No.4* (LPS4).

The proposal has been assessed against relevant clauses and requirements of LPS4. LPS4 makes specific reference to the Shire's 'Keeping of Stock Guidelines' (guidelines) to guide the assessment of stocking rates under the scheme. The guidelines promote the sustainable keeping of stock on land within the Shire in a way that preserves and enhances the rural lifestyle and amenity of the area and protects environmental assets.

Importantly, the Stocking Rates within the Shire's guidelines have been informed by the Department of Primary Industries and Regional Development (DPIRD).

Other relevant legislation includes:

- Health Local Laws 2003
- Fencing Local Law

The site has a land area of 5504sqm but the extent available for keeping stock is reduced by other legislative requirements. In particular, ponies are not permitted to be kept within 15m of the dwelling under the Shire's Health Local Law 2003. Therefore, only 2800sqm of the lot is available for the keeping of stock.

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 therefore 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

From a social perspective, the keeping of ponies offers residents important lifestyle, social and mental health benefits. Some stock can also assist in managing ground load fuels.

Ponies can, however, cause land degradation if not properly managed and therefore present a risk to the environment and waterways.

RISK IMPLICATIONS

Risk: Compliance and Reputational Risks – Approval of ‘keeping of stock’ adjoining residential properties, where the land area is insufficient, where land degradation is evident and attempts to improve land management by the owner have failed would undermine the Shire’s reputation as environmental regulator.

Likelihood	Consequence	Rating
Unlikely	Minor	Low
Action / Strategy		
Refuse the proposal.		

EXTERNAL CONSULTATION

The proposal was advertised to surrounding landowners for a period of 14 days. The Shire received an objection noting:

Comments	Response
<ul style="list-style-type: none"> • Fence continually getting damaged. • Ground subsidence on our southern boundary (in some areas 100mm lower on their side due to hoof compaction). • The smell at certain times from the large piles of manure drifting across. • The runoff of effluent into the water catchment of the creek spur etc... Into the spur stream of Dowie Creek which is on the northeast portion of their boundary. • Of more recent times, an electric fence has been put up by this residence of which no permission has been obtained to have in place. 	<ul style="list-style-type: none"> - Noted. - Noted. - Noted – Manure not being collected regularly can cause an odour and fly breeding issue, thereby impacting the residential amenity of the locality. - Noted – If manure is not collected properly, and a downpour occurs, there are potential risks to the nearby waterways. - Noted. Shire records do not indicate an approval. Electric fences are not permitted as per the Fencing Local Law in a residential zone and this allegation will be investigated separately.

COMMENT

The proposal has been assessed against relevant provisions of LPS4:

LPS 4	
Scheme requirement/Clause	Assessment
Objectives of the Zone 4.2.1 Residential (b) To provide for other uses compatible with and complementary to residential development, to assist in the creation of efficient and sustainable residential neighbourhoods. Clause 5.8.3 states that no horse shall be kept on any lot with an area of less than 4000sqm. 5.9.5 Keeping of animals. <i>5.9.5.1 In considering any application under the Scheme for the keeping of animals, the Shire shall only grant approval if it is satisfied that the land is capable of supporting the number of animals proposed, having regard to the land management practices to be implemented. In this respect, the Shire shall have due regard to any policies or guidelines adopted by the Shire relating to the keeping of animals. The Shire may refuse an application, or may impose conditions on any approval limiting the numbers of animals to be kept and/or such other conditions as the Shire sees fit, in order to prevent adverse impacts to the landscape, amenity and environmental values of the site and locality, including damage to trees, dust pollution and soil erosion.</i>	(b) Keeping stock in a Residential zone is an 'A' or discretionary decision and therefore can be considered. The proposal to keep two ponies on a smaller parcel of land is considered incompatible and inconsistent with surrounding residential development. The subject lot is 5504sqm and, on face value, complies with this scheme requirement. Notwithstanding clause 5.8.3, and having regard to the Health Local Law, the land available for the keeping two ponies is restricted to 2800sqm. Even with an intensive stock management plan, under the Shire's Keeping of Stock Guidelines, the land available is insufficient to accommodate one pony (2800sqm equates to 0.5 of a pony). Following a review of the revised stock management plan and having regard to the degraded state of the property after an extended period of non-compliance, Environmental Services advise the property is not sufficiently sized to manage / ameliorate adverse environmental impacts, particularly given the waterway adjoining the site.

The Shire's LPS4 provisions are definitive. Council has the authority to refuse the keeping of stock applications to prevent adverse impacts to the landscape, amenity and environmental values of the site and locality.

Fundamentally, without access to 120 Conradi Place, the keeping ponies on 3280 Stoneville Road is inconsistent with the original management plan and the previous retrospective approval.

Commitments within the latest Intensive Stock Management are noted. For example, it is proposed that manure will be collected daily and maintained appropriately at all times such that there is minimal or no odour and no breeding of flies. However, over a period of three inspections, and after multiple Shire requests, it was observed that the landowner was still not managing manure appropriately.

The owner has more recently cooperated and removed the ponies off the subject site, which did preclude the Shire from pursuing formal legal action.

It is recommended Council refuses the proposed modification given the undersized nature of the available land, and the site's proximity to a public reserve and waterway in the locality. It is also noted that should the site be again used for the keeping of stock without valid planning approvals in place, the owners will be in breach of the Shire's Local Planning Scheme No.4 and enforcement action will commence.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council refuses the application for a modification to the planning approval for Keeping of Stock (2 ponies) at No. 3280 (Lot 211) Stoneville Road, Stoneville for the following reasons:

1. Due to the undersized area available and proximity to other residential properties the keeping of stock (ponies) on the subject property is considered incompatible with the intent of the Residential Zone objectives;
2. The available land area is insufficient to accommodate the proposed stock, having regard to the Shire's Health Local Law and the Shire's Keeping of Stock Guidelines; and
3. The proposal will have an unacceptable adverse impact on the landscape, amenity and environmental values of the site and locality contrary to Clause 5.9.5.1 of the Shire's Local Planning Scheme.



Our Ref: St 13 .3280
ID: PDA.2015.002212
11 March 2015

Ms K L Schoen
3280 Stoneville Rd
STONEVILLE WA 6081

Dear Ms Schoen

**RETROSPECTIVE PLANNING APPROVAL FOR PROPOSED RURAL PURSUIT
(2 PONIES) – 3280 (LOT 112) STONEVILLE ROAD, STONEVILLE**

Your development application has been approved, subject to the conditions listed on the attached approval notice and any annotations to the stamped plans. This decision has been made under delegated authority.

Please read the conditions carefully, as failure to comply with the conditions of approval may breach the Shire's Local Planning Scheme No. 4 and the Planning and Development Act 2005.

Should you have any queries, please contact Marielle Bradfield of the Shire's Planning Services Team on 9290 6740.

Yours sincerely

A handwritten signature in blue ink, appearing to read "Angus Money".

Angus Money
Manager Planning Services

Enc. Location and proposed development plan

cc.

7000 Great Eastern Highway Mundaring WA 6073 Ph: 9290 6666 shire@mundaring.wa.gov.au www.mundaring.wa.gov.au

**Planning & Development Act 2005
Shire of Mundaring Local Planning Scheme No. 4
Determination of Application for Planning Approval**

OWNER'S NAME:	Mr A L Smith & Ms K L Schoen
APPLICANT'S NAME:	Ms K L Schoen
PROPERTY DETAILS:	3280 Stoneville Road, Stoneville
APPLICATION RECEIVED:	14 January 2015
DESCRIPTION OF PROPOSAL:	Rural Pursuit
DELEGATED AUTHORITY	P-17, P-40

Conditions:

The application for planning approval is granted subject to the following conditions:

1. Development shall be carried out in accordance with the terms of the application as approved herein and all approved plans (including any amendments marked in red). (P)
2. All native vegetation on the lot shall be retained unless clearing is specifically exempt under the Local Planning Scheme No 4 or required under an approved Fire Management Plan or Statement. (E)
3. This planning approval is only for a rural pursuit comprising the keeping of up to two ponies (or 3 dry sheep equivalent) on this lot at any one time. (P)
4. The land and livestock shall be managed in accordance with the stock management plan approved by the Local Authority (including any amendments marked in red). (E)
5. Manure shall be collected from paddocks frequently and stored appropriately to prevent odour, fly breeding, or discharge to ground or surface water to the satisfaction of the Local Authority. (H)
6. Native vegetation shall be protected from stock access by secure fencing and/or sufficient tree guards installed and maintained to the satisfaction of the Local Authority. (E)
7. If the Local Authority determines that the rural pursuit or keeping of stock is causing environmental health or amenity impacts then stock must be removed and actions taken to address the adverse impacts in accordance with the written directions of the Local Authority. (E)
8. Boundary fencing to the paddocks at 3280 Stoneville Road and 120 Conradi Place; shall be kept secure to ensure stock cannot access adjoining properties at any time, or cause damage to the boundary fencing itself. The boundary fencing shall be sufficiently maintained at all times, to the satisfaction of the Local Authority. (P)

7000 Great Eastern Highway Mundaring WA 6073 Ph: 9290 6666 shire@mundaring.wa.gov.au www.mundaring.wa.gov.au

Notes:

- i If an applicant is aggrieved by this determination there is a right of appeal under Part 14 of the Planning and Development Act 2005. An appeal must be lodged within 28 days of the determination to the State Administrative Tribunal (SAT).*
- ii If the development the subject of this approval is not substantially commenced within a period of 2 years (or such other period as specified in the approval) after the date of the determination, the approval shall lapse and be of no further effect. Where an approval has so lapsed, no development shall be carried out without the further approval of the Shire having first been sought and obtained.*
- iii If you have read the conditions and advice notes but are unsure what will be required to meet a particular condition, you can contact the Local Authority on 9290 6666 and ask for the service indicated in brackets at the end of that condition: P = Planning; B = Building; H = Health; E = Environment; I = Infrastructure; F = Fire.*
- iv Note: The Environmental Officer may inspect the site periodically to check that the property is being managed in accordance with the approved plans and conditions.*
- v Note: The WA Department of Agriculture and Food publishes guidelines for land stocking rates based on 'dry sheep equivalent'. Please refer to these guidelines for conversion rates for other animals or contact our Environmental Service for advice.*
- vi This is a planning approval of the Shire of Mundaring and is not a building permit or an approval to commence or carry out development under any other law. It is the proponent's responsibility to obtain all necessary approvals, consents and permits required under any other law.*

This decision has been made under delegated authority.

Signed for and on behalf of the Shire of Mundaring:



Angus Money
Manager Planning Services

11 March 2015

7000 Great Eastern Highway Mundaring WA 6073 Ph: 9290 6666 shire@mundaring.wa.gov.au www.mundaring.wa.gov.au

Agreement:

The owners of 3280 Stoneville Rd have made a mutual agreement with the owners of 120 Conradi Place to allow the running of their stock (2 ponies) on to the property of 120 Conradi place during the daytime hours. The ponies will then be returned to 3280 Stoneville Rd for the evening hours. Occasionally the owners of 120 Conradi place will also allow the ponies to graze outside of the usual day paddock and into the larger area where the house is situated at 120 Conradi Place.

Signed: *K. Schoen*
Dated: 9/1/15

Signed: *[Signature]*
Dated: 9/1/15

Of 3280 Stoneville Rd, Stoneville WA 6081

Signed: *[Signature]*
Dated: 11/1/15

Signed: *[Signature]*
Dated: *[Signature]*

Of 120 Conradi Place, Stoneville WA 6081

Shire of Mundaring Local Planning Scheme No. 4	
Planning Approval Conditionally GRANTED under delegated authority	
Reference:	St 13.3280
Signed:	<i>[Signature]</i> (Delegated Officer)
Date:	11/3/15 Plan 1 7

Stock Management Plan

For 3280 Stoneville Rd, incorporating 120 Conradi Place

1. Address of Properties: 3280 Stoneville Rd, and 120 Conradi Place.
The owners of 3280 Stoneville Rd have made an agreement with the owners of 120 Conradi Place to allow the running of their stock (2 ponies) onto the property of 120 Conradi place during the daytime hours. The ponies will then be returned to 3280 Stoneville Rd for the evening hours. Occasionally the owners of 120 Conradi place will also allow the ponies to graze outside of the usual day paddock and into the larger area where the house is situated at 120 Conradi Place.
2. Area of Property (m2/ha): 5504m2 (3280 Stoneville Rd), and 15,749m2 (120 Conradi Place) = total 21,253m2.
3. What is the area of land (in ha) where stock is to be kept? Paddock area approx. 0.2ha (3280 Stoneville Rd), plus paddock area approx. 0.4ha (120 Conradi Place), plus occasional paddock area 1.1ha (120 Conradi Place) = total 1.7ha.
4. What is the zoning of the property under Town Planning Scheme No.3? R5 for both properties
5. What is/are the Soil Types where stock is to be kept? Yg1 for both properties
6. What is the stocking rate for the relevant soil type(s) (from Appendix 2)? 10DSE/ha for both properties.
7. What type of animals are to be kept? 2 Ponies
8. What is the DSE for the animals to be kept (from Appendix 1)? DSE = 5.0 (250kg pony)
9. Are you proposing to irrigate any part of the land where stock will be kept? There is currently no irrigation to the proposed paddocks.
10. Will the manure be collected? Manure will be collected from 120 Conradi Place paddocks on a weekly basis and returned to a designated composting bay at 3280 Stoneville Rd. (See map for location). Manure will be collected daily from night yards on 3280 Stoneville Rd and returned to a designated composting bay. Manure will be collected from the paddock at 3280 Stoneville Rd on a weekly basis and returned to a designated composting bay. Both properties also have active dung beetles. Some of the manure will also be returned to the chook yard where it will be composted. When manure receptacle levels reach a high level, the manure will be removed and either placed on garden beds at 3280 Stoneville Rd or removed off the property to willing recipients.

Shire of Mundaring
Local Planning Scheme No. 4
Planning Approval Conditionally
GRANTED under delegated authority

Reference: St 13-3280

Signed: [Signature] (Delegated Officer)

Date: 11/3/15 Plan 2 of 7

11. How will the animals be fed/grazed? The ponies will be kept in night yards during the evenings and moved to paddock areas during the day for grazing. The ponies will be fed evening meals in the night yards and fed additional hay in the paddocks in the mornings. The quantity of additional hay to be fed is dependent on the amount of grass remaining in the paddocks. For example, during summer when the natural stocks of grass are low, more hay will be fed and an occasional large (8ft x 4ft x 4ft) rectangular bale of hay will be left in the paddock for feeding ad-lib.

12. Are there any of the following on the property:

(a) water courses? Neither property includes a water course, however both properties adjoin a water course on the southern sides through which a small creek runs during the winter months. The creek is usually dry for about 6 months. The creek runs approximately 6m from the boundary of both properties.

(b) wetlands/water logged areas? No for both properties

(c) dams? 3280 Stoneville Rd has a water catchment pond which is supplied by the house roof overflow. This usually fills nearly full during winter and completely dries out in summer. 120 Conradi place has a small water catchment pond. (See maps for locations).

(d) Areas of native vegetation? Both properties are lightly treed pasture land. There is native vegetation and tall trees at the front on 3280 Stoneville Rd. There also remains some native vegetation within the creek reservation outside of the properties, however most of this area is subject to major infestations of blackberry bushes (now regrowing back rapidly since the January 12th 2014 fires).

13. How are the features above protected from stock?

The creek water course on the southern side of both properties is fully fenced. The water catchment pond at 3280 Stoneville Rd is fully fenced. The pond at 120 Conradi Place is unfenced, however it is expected that the ponies will naturally avoid this feature. The native vegetation and tall trees at the front of 3280 Stoneville Rd will not be accessed by the ponies.

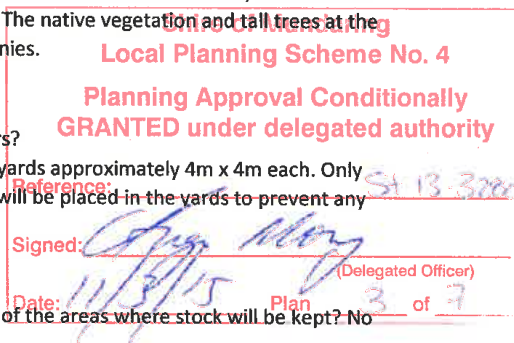
14. Will you be constructing/providing any animal shelters?

The ponies will be contained in the evenings in small yards approximately 4m x 4m each. Only natural shelter of existing trees is provided. Sawdust will be placed in the yards to prevent any water logging.

15. Will you be using fertilizers and/or herbicides for any of the areas where stock will be kept? No

16. How will you be controlling erosion and dust?

Occasionally high traffic areas will be temporarily fenced off to allow regeneration. The ponies will remain unshod (no steel shoes) whilst on either property. The ponies will not be ridden on 120 Conradi Place. For 3280 Stoneville Rd, the ponies may be lightly ridden around the property, eg walking only. The ponies will mostly be ridden outside of both properties. The land will not be allowed to degrade to no vegetation coverage where dust could occur. On occasion and as required,




particularly in the summer months, further land management will be achieved by removing the ponies off both properties altogether for a period of time, say 6-8 weeks, to allow regrowth to occur.

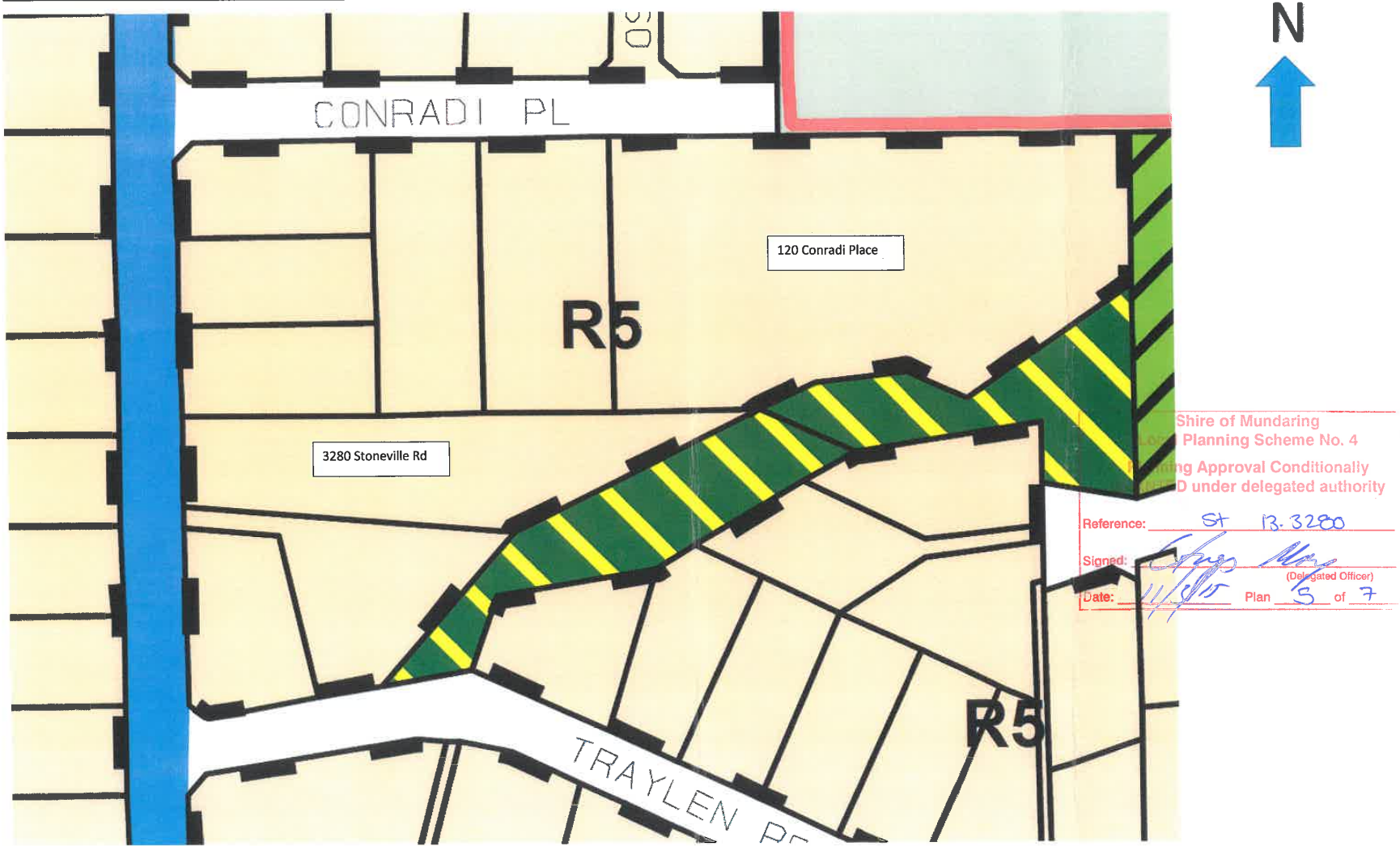
17. Number of animals that may be kept on the property = $(Q6 \times Q3) / Q8 = (10 \times 1.7) / 5.0 = 3$

18. Additional comments:

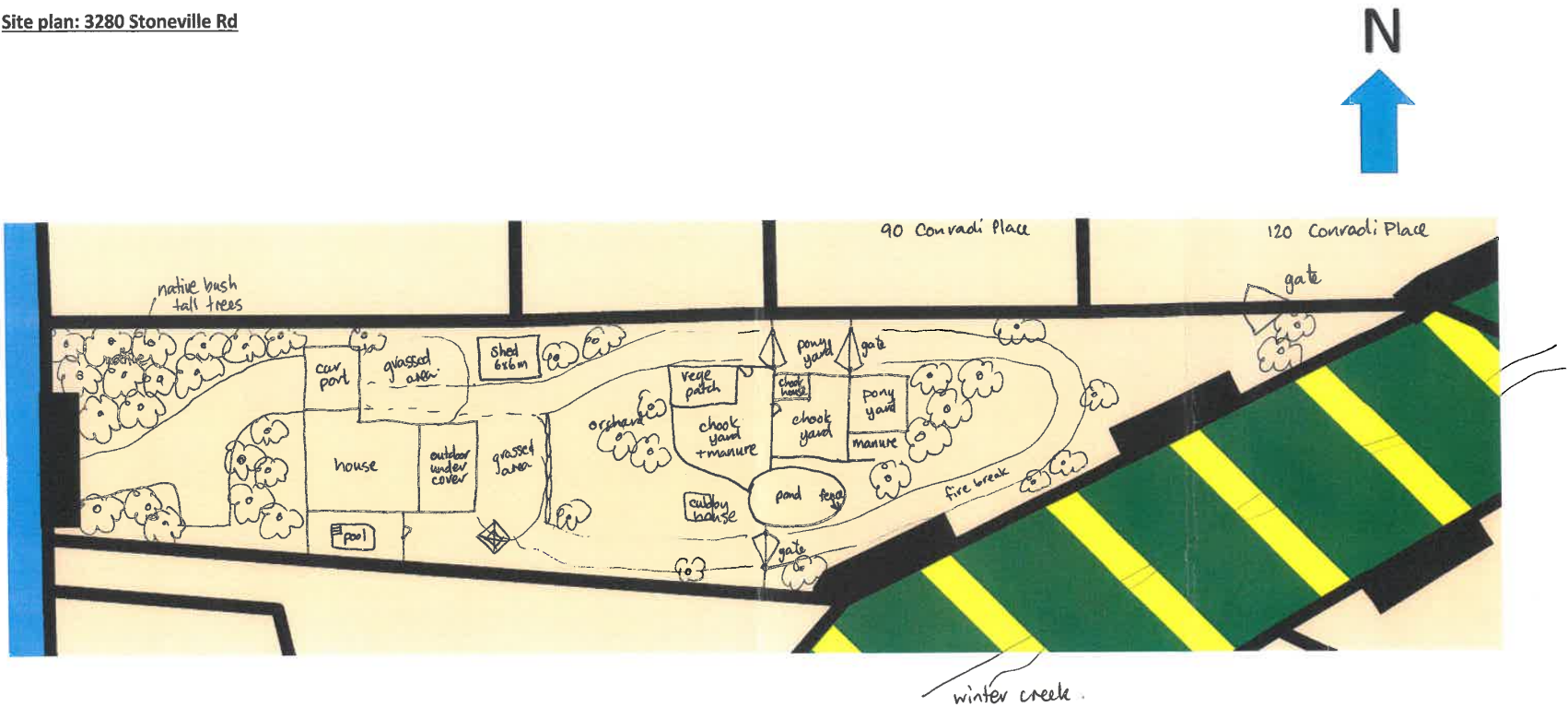
Non-native weeds such as blackberry and blackberry nightshade will be removed on a regular and ongoing basis.

Shire of Mundaring Local Planning Scheme No. 4 Planning Approval Conditionally GRANTED under delegated authority		
Reference:	ST B-3280	
Signed:	 (Delegated Officer)	
Date:	11/3/15	Plan 4 of 7

Overall Plan View showing adjacent properties



Site plan: 3280 Stoneville Rd



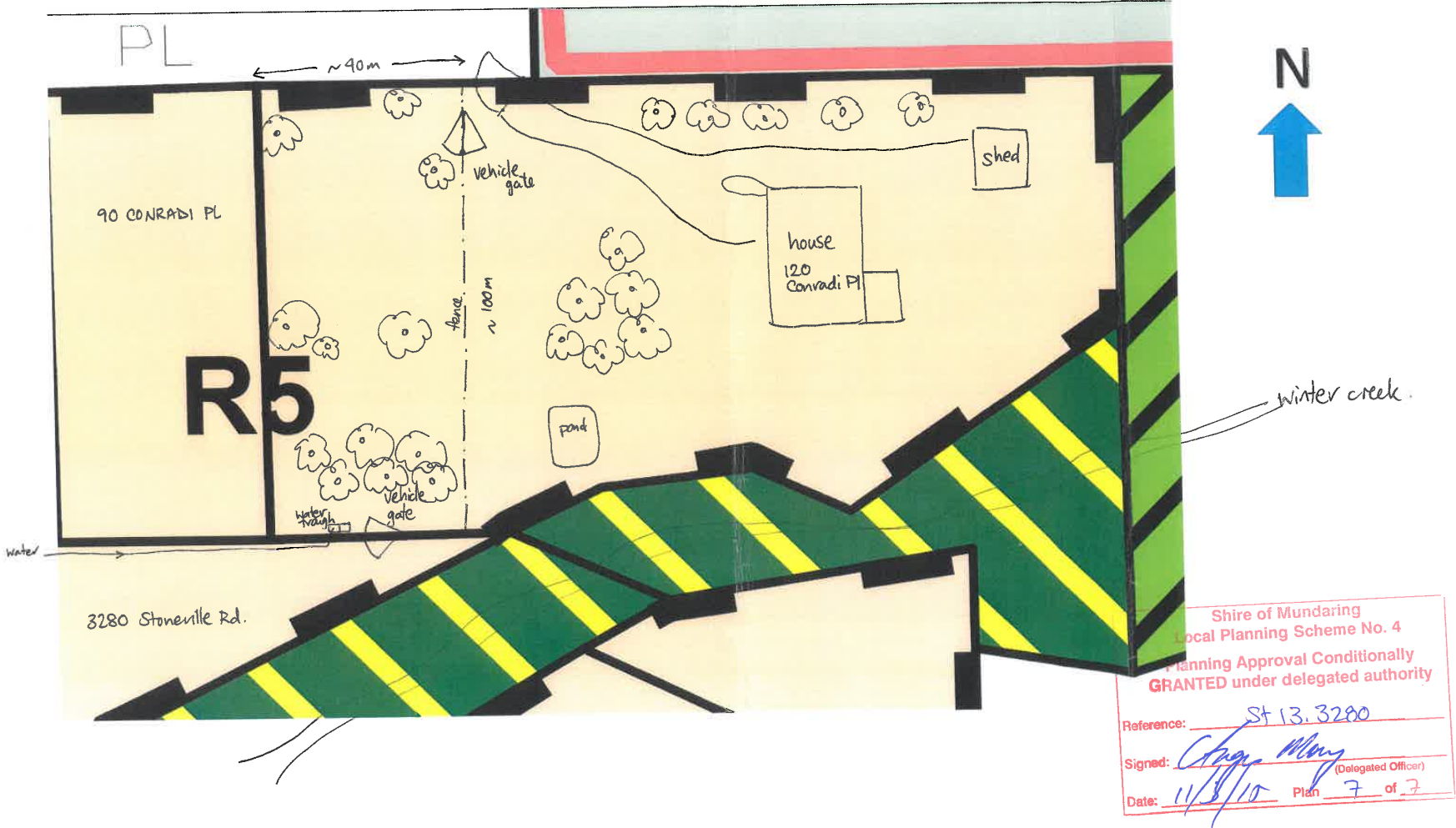
Shire of Mundaring
Local Planning Scheme No. 4
Planning Approval Conditionally
GRANTED under delegated authority

Reference: SP B. 3280

Signed: _____
(Delegated Officer)

Date: _____ Plan 6 of 7

Site plan: 120 Conradi Place



Stock Management Plan**For 3280 Stoneville Rd, Stoneville WA 6081**

1. Address of property? 3280 Stoneville Rd, Stoneville WA 6081
2. Area of Property? 5504m².
3. What is the area of land (in ha) where stock is to be kept? Paddock area approx. 3600m² = 0.36ha.
4. What is the zoning of the property under Town Planning Scheme No.3? R5.
5. What is/are the Soil Types where stock is to be kept? Yg1.
6. What is the stocking rate for the relevant soil type(s) (from Appendix 2)? 10DSE/ha
7. What type of animals are to be kept? 2 ponies (1 x 200kg, 1 x 300kg)
8. What is the DSE for the animals to be kept (from Appendix 1)? DSE = 5.0 (250kg pony)
9. Are you proposing to irrigate any part of the land where stock will be kept? There is currently no irrigation to the eastern end of the proposed paddock. The grassed areas closer to the house and around the orchard area are kept irrigated.
10. Will the manure be collected? Manure will be collected daily from the night yards and returned to designated composting bay/s. Once composted, the manure will be recycled to the chook yard, vegetable patch, lawns and garden beds, or given away to family and friends. In spring and summer, the property has active dung beetles which helps to break down the manure.
11. How will the animals be fed/grazed? The ponies will be kept in night yards during the evenings and moved to paddock areas during the day. The ponies will be fed both morning and evening meals, as well as additional hay available at all times. When natural stocks of grass are low, more hay will be made available via an additional large hay roll to be left in the paddock for feeding ad-lib.
12. Are there any of the following on the property:
 - a. water course? The property does not contain a water course, however, does adjoin crown land with a water course on the southern side of the property through which a small creek (Dowies Creek) runs through in the winter months. The creek runs approximately 6m from the boundary fence at the closest point.
 - b. Wetlands/waterlogged areas? No
 - c. Dams? The property has a fully fenced water catchment pond approximately 8m in diameter which is supplied by the house roof overflow. This usually fills full during winter months and completely dries out in summer
 - d. Areas of native vegetation? The property is lightly treed pastureland, and includes native karri, jarrah, some wattle and a few pine trees. There is native vegetation and tall trees at the front of the property, but this area is not within the proposed paddock area.
13. How are the features above protected from stock? The creek water course on the southern side outside of the property is fully fenced off from the ponies. The water catchment pond within the property is fully fenced off from the ponies. The native trees within the proposed paddock area will be protected from the ponies by either secure fencing and/or sufficient tree guards. The native vegetation and tall trees at the front of the property is not within the proposed paddock area.
14. Will you be constructing/providing animal shelters? The ponies will be contained in the evenings in small yards. The yards will have a single shelter with a roof and one wall only, approximately 6m x 3m x 3m x 3m high spanning across the two yards. Sawdust and wood chips will be provided in the yards and under the shelter to prevent water logging.
15. Will you be using fertilizers and/or herbicides for any of the areas where stock will be kept? No fertilizers other than composted manure. The crown land on the southern side of the property

has some blackberry infestation within it, and some blackberry plants exist on the property. This is periodically controlled by manual removal and occasional spraying.

16. How will you be controlling erosion and dust? Occasionally high traffic areas will be temporarily fenced off to allow regeneration. The ponies will remain unshod (no steel shoes) whilst on the property. The ponies may be lightly ridden on the property, however most riding will be off the property. The land will not be allowed to degrade to no vegetation coverage where dust could occur. As required, and particularly during the summer months November through January, the ponies will be removed off the property, to allow regrowth to occur.
17. Number of animals that may be kept on the property = $(Q6 \times Q3) / Q8 = (10 \times 0.36) / 5 = 0.72$.
18. Additional comments: Non-native weeds such as blackberry and blackberry nightshade will be removed on a regular and ongoing basis. During spring and summer, the property has an active dung beetle population. The fences adjoining 90 Conradi Pl, 120 Conradi Pl, and on the southern side of the property have a single electric wire along the top strand.





10.7 WALGA 2022 Annual General Meeting - Appointment of Voting Delegates

File Code	OR.IGR3.1
Author	Elizabeth Nicholls, Governance Co-ordinator
Senior Employee	Garry Bird, Director Corporate Services
Disclosure of Any Interest	Nil
Attachments	Nil

SUMMARY

Council is invited to nominate its voting delegates for the 2022 Annual General Meeting (AGM) of the WA Local Government Association (WALGA), to be held on Monday 3 October 2022.

BACKGROUND

The WALGA AGM is part of the 2022 WA Local Government Convention which will be held at Crown Perth on Monday, 3 and Tuesday, 4 October.

The theme for the 2022 WA Local Government Convention is *Embracing Change*.

With increasing community expectations of Local Governments, legislative reform, and a rapidly changing economic, social and political environment, Local Governments must find new ways of serving and engaging with their communities. This Convention will explore changes to the Local Government landscape over the coming years and how the sector can come together to inform, guide and embrace change.

Attendance at the AGM is free of charge.

All member councils are entitled to be represented by two voting delegates, being elected members or serving employees. Two proxy voting delegates are also required to be nominated, in the event a voting delegate is unable to attend.

Only registered delegates and/or proxies will be permitted to exercise voting entitlements on behalf of Shire of Mundaring.

STATUTORY / LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil – AGM attendance is free of charge.

STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 4 - Governance

Objective 4.2 – The Shire advocates on behalf of its community

Strategy 4.2.1 – The Shire develops partnerships with government and non-government organisations to achieve positive outcomes for the community and wider region

SUSTAINABILITY IMPLICATIONS

Nil

RISK IMPLICATIONS

Nil

EXTERNAL CONSULTATION

Nil

COMMENT

Council is requested to nominate two delegates and two proxy delegates who will be registered to vote at the WALGA AGM.

In previous years, Council has nominated the Shire President and Deputy Shire President as voting delegates.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council nominates the Shire President and Deputy Shire President as voting delegates as well as two proxy voting delegates for the 2022 WALGA Annual General Meeting, to be held on Monday 3 October 2022 at Crown Perth.

Voting delegates: Shire President, Cr James Martin
 Deputy Shire President, Cr Paige McNeil

Proxy voting delegates: Cr _____
 Cr _____

10.8 Statement of Financial Activity for period ended 31 July 2022

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 the period ended 31 July 2022 ↓

SUMMARY

The monthly Statement of Financial Activity discloses the Shire's financial activities for the period ending 31 July 2022.

The actual closing budget position as at 31 July 2022 was a surplus of \$4,825,895 compared to a budgeted year to date surplus to the end of July of \$319,329. The budgeted year end surplus is \$716,003 as per the original budget adopted by Council (SC6.07.22).

BACKGROUND

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

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

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

STATUTORY / LEGAL IMPLICATIONS

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

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

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Financial implications are in accordance with the approved reporting material variances (C14.07.21) 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 2020/21 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 to Shire's financial performance throughout the financial year.		

EXTERNAL CONSULTATION

Nil

COMMENT

The reports that accompany this item are as follows:

- A graphical representation of the year to date comparison to budget for operating revenue, operating expenses and capital expenses;
- Statement of Financial Activity (based on the Rate Setting Statement adopted in the annual budget) for the period ending 31 July 2022;
- An explanation of the material variances in the Statement of Financial Activity
- The closing budget position for the period ending 31 July 2022 and comparison to the year to date budget and same period last year;
- An explanation of the key terms and definitions used in the Statement of Financial Activity;
- The closing budget position for the period ending 31 July 2022 and comparison to the year to date budget and same period last year;
- A statement of year to date operating expenses by each area of budget responsibility and a graphical comparison of year to date operating expense to the year to date budget; and
- Summary of Cash Investments with financial institutions as at 31 July 2022.

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 July 2022 was \$4,825,895 compared to a year to date budgeted surplus of \$319,329. This variation is primarily due to:

1. The Shire's forecast opening budget surplus in the adopted budget was \$4,024,176 compared to an actual opening surplus position of \$7,033,129. This is primarily due to the net capital expenditure amount of \$7.1 million forecast for 2021/22 in the 2022/23 budget being \$3 million less than the actual result for 2021/22. This relates to incomplete capital works/purchases for 2021/22 that have now been carried forward to 2022/23. As these items have not been included in the 2022/23 budget they will be subject to a forecast adjustment in the mid-year budget review, which are offset by the higher than forecast brought forward surplus.
2. The Shire's year to date actual operating expenses being \$2,596,740 less than the year to date budget (see explanation of variances);
3. The Shire's year to date actual operating revenue being \$501,097 less than the year to date budget (see explanation of variances);
4. The Shire's net expenditure on investing activities (Capital works and funding of) being \$323,974 greater than the year to date budget (see explanation of variances); and
5. The Shire's net expenditure on financing activities (Transfers to/from reserves and repayment of loans) being \$147,913 less than the year to date budget (see explanation of variances).

The Shire's total cash as at 31 July 2022 was \$41,524,797 which includes \$8,016,316 in municipal funds (\$7,374,908 at the same time last year) and \$33,508,481 in cash backed reserves and other restricted funds.

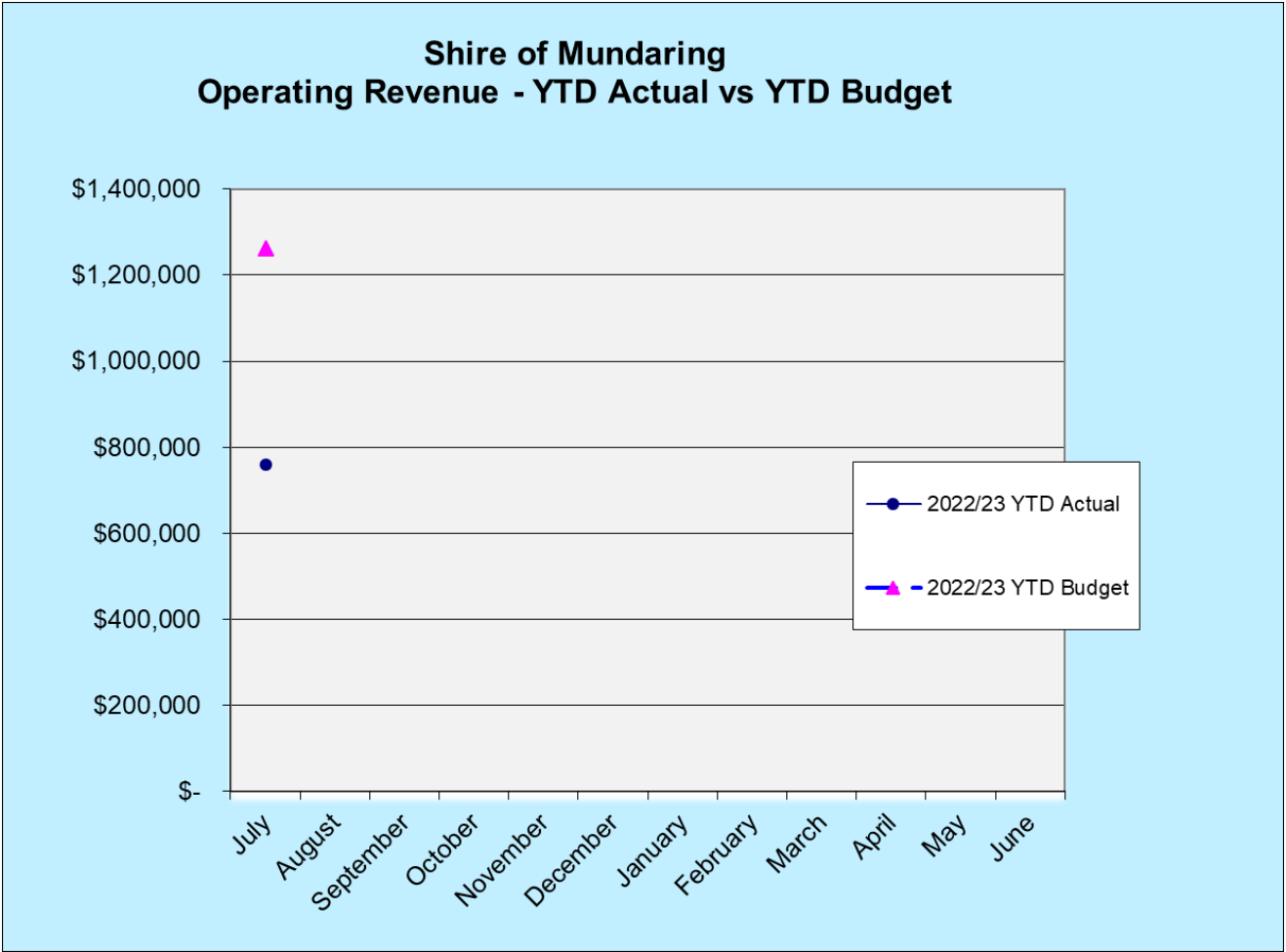
VOTING REQUIREMENT

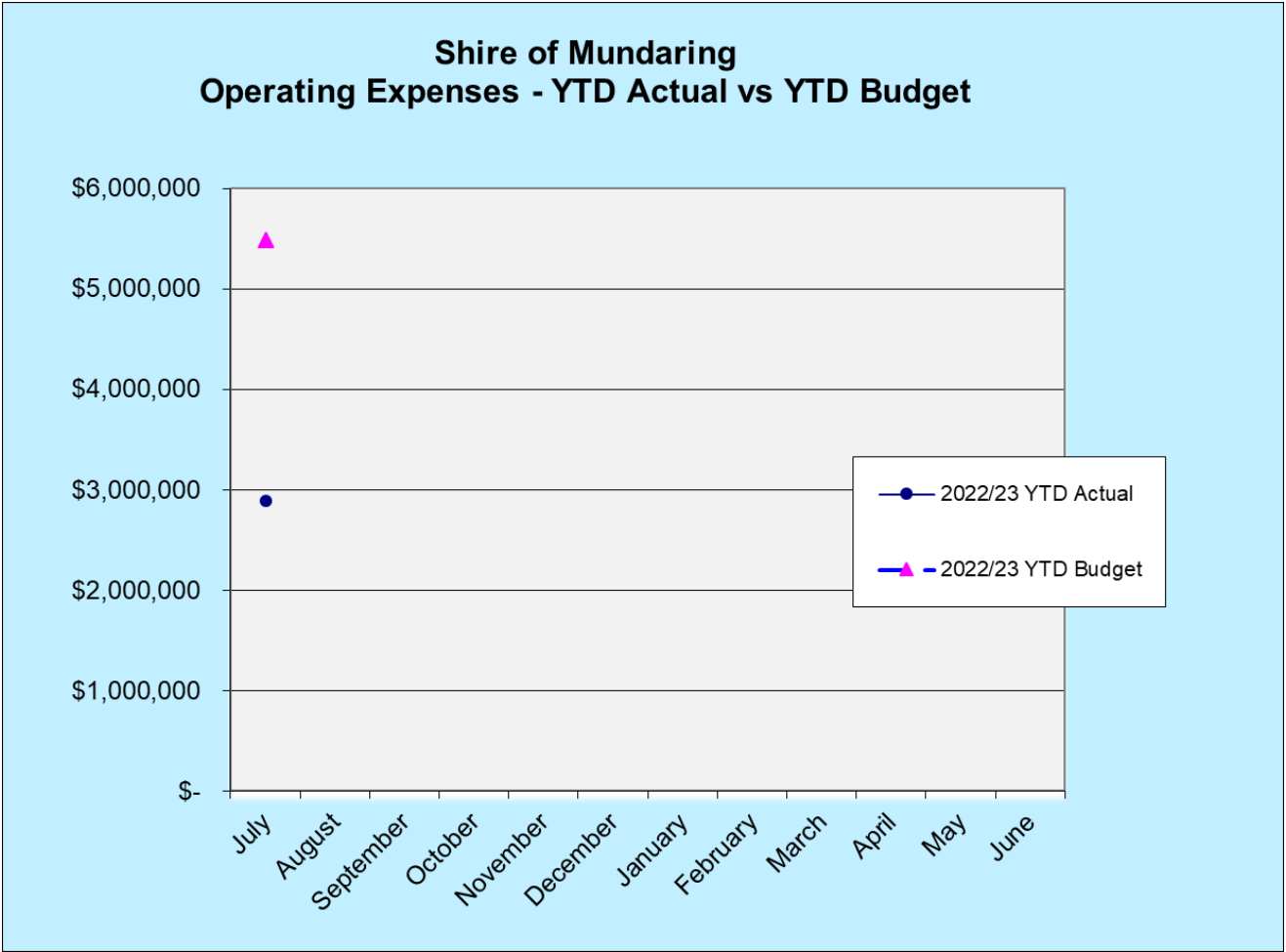
Simple Majority

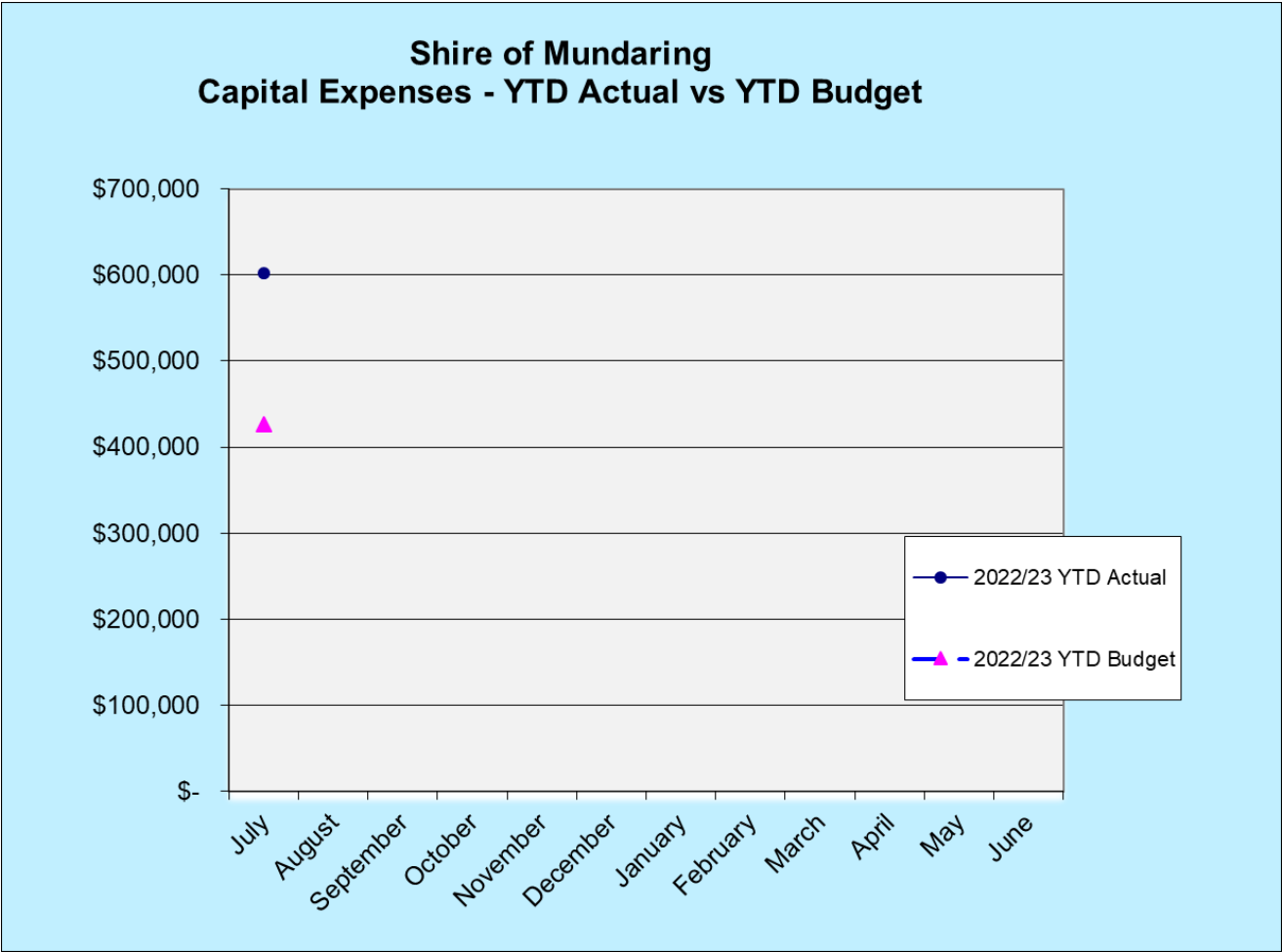
RECOMMENDATION

That Council notes:

1. the closing position of the Shire for the period ending 31 July 2022 is a surplus of \$4,825,895 compared to the year to date budgeted surplus of \$319,329; 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 July 2022

	2022/23	2022/23	2022/23	YTD	YTD
	YTD Budget	YTD Actuals	BUDGET	Variance	Variance
	\$	\$	\$	\$	%
OPERATING ACTIVITIES					
Net current assets at start of financial year - surplus/(deficit)	4,024,176	7,033,129	4,024,176	3,008,953	74.8%
Revenue from operating activities					
Rates	12,521	-	31,251,611	(12,521)	-100.0%
Operating grants, subsidies and contributions	641,685	378,844	4,059,267	(262,841)	-41.0%
Fees and charges	413,290	351,956	11,901,137	(61,334)	-14.8%
Interest earnings	86,249	(57,675)	1,035,000	(143,924)	-166.9%
Other revenue	120,334	84,768	1,373,039	(35,566)	-29.6%
Profit on asset disposals	-	2,568	660,900	2,568	100.0%
	1,261,558	760,461	50,280,954	(501,097)	-39.7%
Expenditure from operating activities					
Employee costs	(2,014,833)	(1,047,434)	(21,942,259)	967,399	-48.0%
Materials and contracts	(1,872,831)	(1,290,046)	(23,983,794)	582,785	-31.1%
Utility charges	(64,461)	(34,736)	(1,427,097)	29,725	-46.1%
Depreciation on non-current assets	(625,562)	(206,162)	(7,676,042)	419,400	-67.0%
Interest expenses	(30,598)	-	(383,818)	30,598	-100.0%
Insurance expenses	(600,700)	(984)	(601,071)	599,716	-99.8%
Other expenditure	(271,834)	(304,717)	(881,872)	(32,883)	12.1%
Loss on asset disposals	-	-	(49,500)	-	0.0%
Total	(5,480,819)	(2,884,079)	(56,945,453)	2,596,740	47.4%
Non-cash amounts excluded from operating activities					
Depreciation on Assets	625,562	206,162	7,676,042	(419,400)	67.0%
(Profit)/Loss on Disposal of Assets	-	(2,568)	(611,400)	(2,568)	100.0%
Deferred Rates Adjustment	-	-	-	-	0.0%
Amount attributable to operating activities	(3,593,699)	(1,920,025)	400,143	1,673,674	-46.6%
INVESTING ACTIVITIES					
Non-operating grants, subsidies and contributions	415,000	243,405	9,945,277	(171,595)	-41.3%
Payments for property, plant and equipment	(415,417)	(36,430)	(4,320,275)	378,987	-91.2%
Payments for construction of infrastructure	(11,459)	(565,393)	(11,750,349)	(553,934)	4834.1%
Proceeds from disposal of assets	-	22,568	1,526,400	22,568	100.0%
Amount attributable to investing activities	(11,876)	(335,850)	(4,598,947)	(323,974)	2728.0%
FINANCING ACTIVITIES					
Repayment of borrowings	(61,291)	-	(735,494)	61,291	100.0%
Principal elements of finance lease payments	-	-	(145,497)	-	0.0%
Transfers to cash backed reserves	(45,416)	48,641	(3,678,968)	94,057	-207.1%
Transfers from cash backed reserves	7,435	-	5,450,590	(7,435)	-100.0%
Amount attributable to financing activities	(99,272)	48,641	890,631	147,913	149.0%
Net current assets at end of financial period - surplus/(deficit)	319,329	4,825,895	716,003	4,506,566	1411.3%

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 2022/23 year is \$50,000 or 10% whichever is the greater.				
The material variance for expenses adopted by Council for the 2022/23 year is \$100,000 or 10% whichever is the greater.				
Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
Revenue from operating activities				
Rates	(12,521)	-100%	Timing	No interim rates raised YTD
	(262,841)	-41%	Timing	Timing of Operating Grant for Children Services (Middle Swan) - Impact \$250,000
Operating grants, subsidies and contributions	(61,334)	-15%	Timing	Income for Swimming Pool Inspection Fees (charged with Rates Notice) budget for July rather than August. Impact \$93,000.
Fees and charges	(143,924)	-167%	Timing	Timing of interest earned on term deposit and impact of reversal of interest accrued as 30 June 2022.
Interest earnings	(35,566)	-30%	Timing	Multiple variances due timing, the most significant is \$15,000 relating to interest paid by Office of State Revenue for deferred pensioners (\$15,000).
Other revenue	2,568	100%	Timing	Timing of replacement of plant and vehicles and disposal of plan being replaced.
Profit on asset disposals				
Expenditure from operating activities				
	967,399	-48%	Timing	Impact of reversal of salaries and wages accrued as at 30 June 2022 (\$478,198). Workers compensation insurance premium not paid until August rather than July as budgeted for (\$351,038).
Employee costs				
Materials and contracts	582,785	-31%	Timing	Timing of contractor invoices.
Utility charges	29,725	-46%	Timing	Timing of utility bills.
	419,400	-67%	Timing	YTD depreciation for assets not raised to the end of July as year end asset pick up for 30 June 2022 hadn't been finalised.
Depreciation on non-current assets	30,598	-100%	Timing	Relates to the timing of loans repayments, July payment not due until 1 August.
Interest expenses	599,716	-100%	Timing	Insurance premiums not paid until August rather than July as budgeted for (\$351,038).
Insurance expenses	(32,883)	12%	Timing	Councillor allowances for July and August processed at the end of July.
Other expenditure	0	0%		Within variance threshold
Loss on asset disposals				
Operating activities excluded from rate setting				
Depreciation on Assets	(419,400)	67%	Timing	YTD depreciation for assets not raised to the end of July as year end asset pick up for 30 June 2022 hadn't been finalised.
(Profit)/Loss on Disposal of Assets	(2,568)	100%	Timing	Timing of replacement of plant and vehicles and disposal of plan being replaced.
Deferred Rates Adjustment	0	0%		Within variance threshold
Investing Activities				
Non-operating grants, subsidies and contributions	(171,595)	-41%	Timing	Timing of multiple capital grants
	378,987	-91%	Timing	Impact of replacement of VBFB vehicles budgeted for that has not occurred YTD (\$415,000).
Payments for property, plant and equipment				
Payments for construction of infrastructure	(553,934)	4834%	Timing	Timing of infrastructure capital works.
	22,568	100%	Timing	Timing of replacement of plant and vehicles and disposal of plan being replaced.
Proceeds from disposal of assets				
Financing Activities				
Repayment of borrowings	61,291	100%	Timing	Relates to the timing of loans repayments, July payment not due until 1 August.
Principal elements of finance lease payments	0	0%		Within variance threshold
Transfers to cash backed reserves	94,057	-207%	Timing	Impact of reversal of interest accrued as 30 June 2022, flow on effect to interest transferred to reserves.
Transfers from cash backed reserves	(7,435)	-100%	Timing	No transfers from reserves required thus far.

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

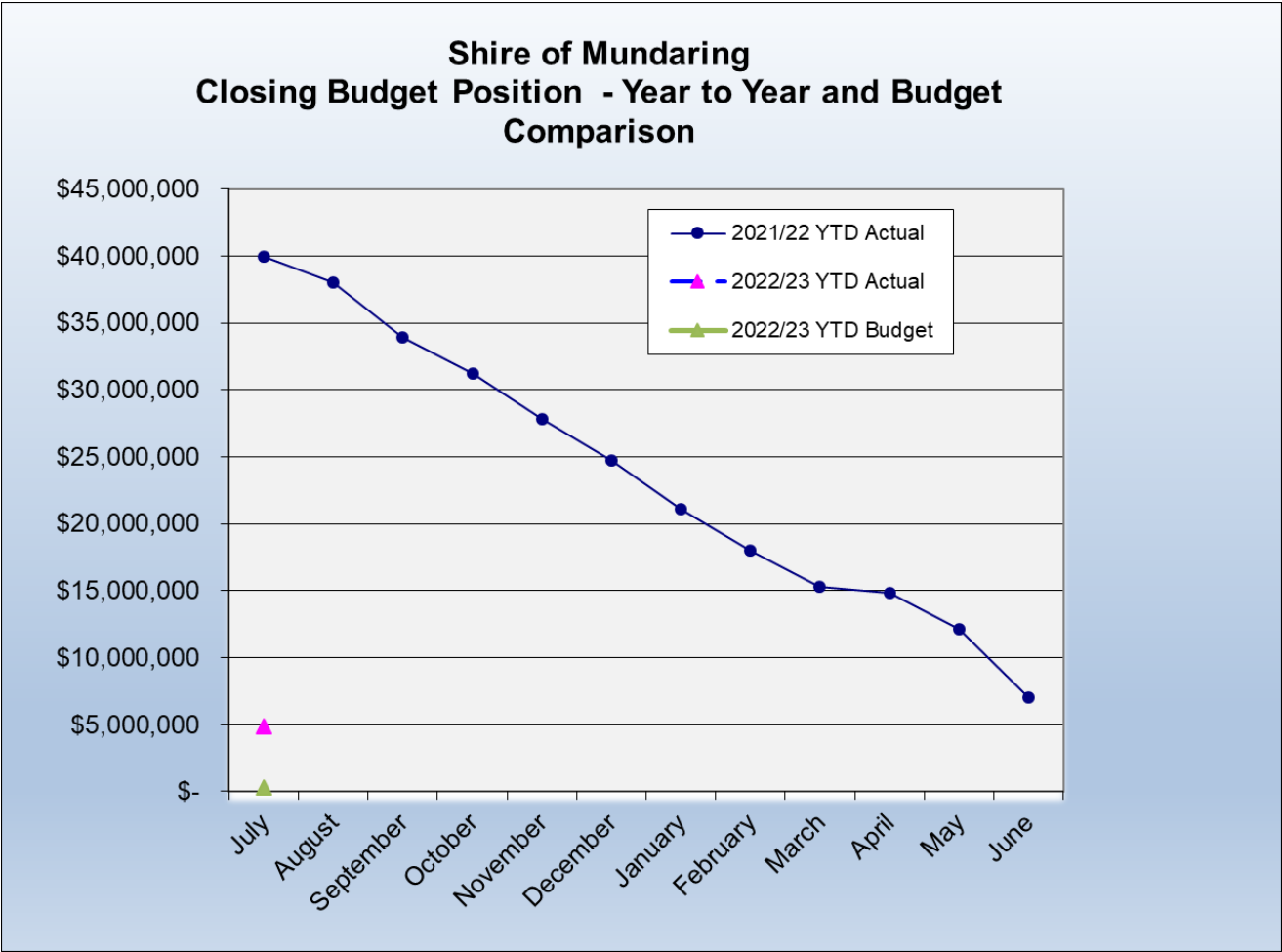
Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

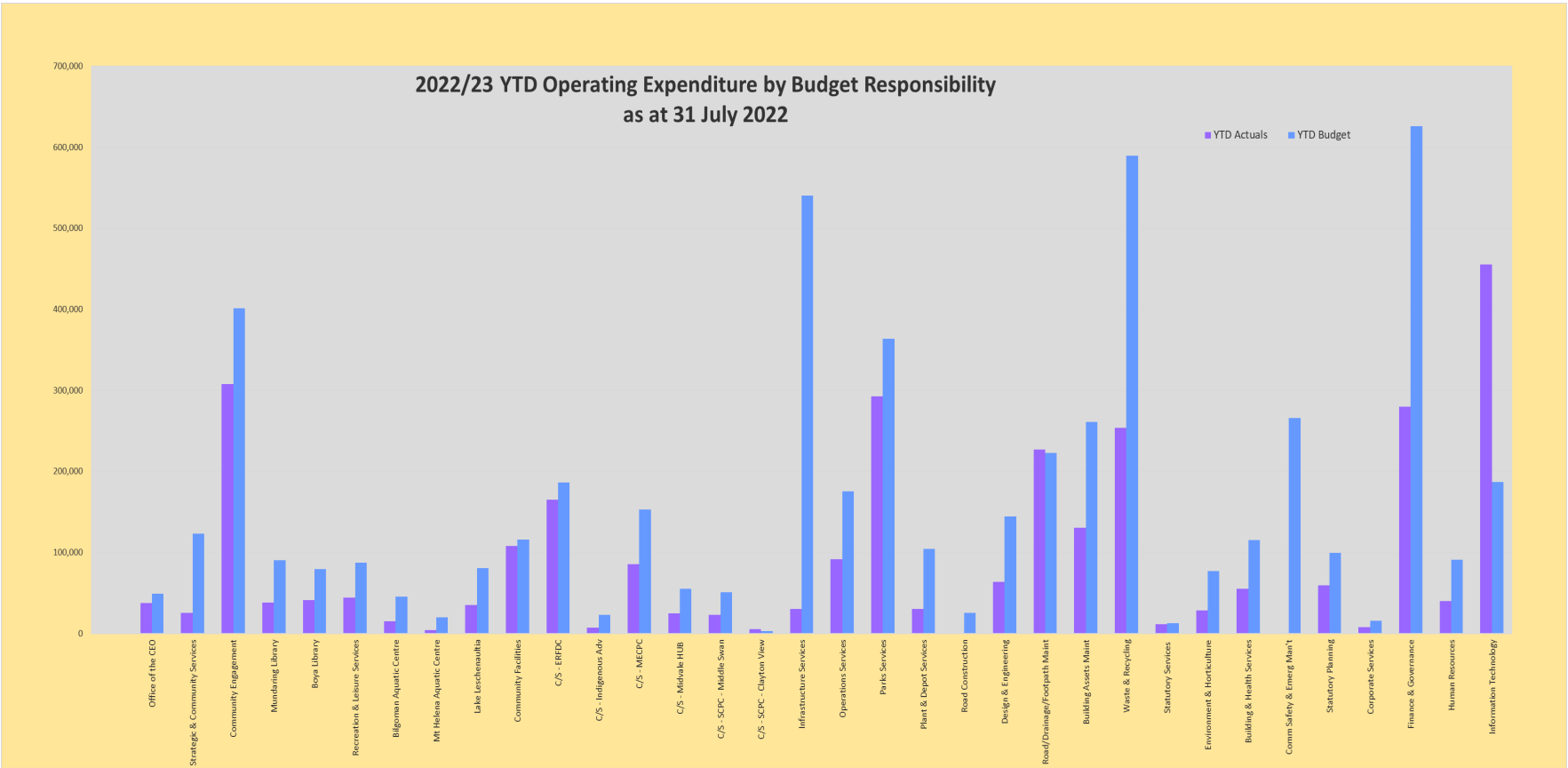
Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

NET CURRENT ASSETS - BUDGET SURPLUS/(DEFICIT)

	Actual 31 July 2022	Actual 31 July 2022
CURRENT ASSETS		
Rates & Sanitation Debtors	40,277,906	2,692,823
Debtors	1,161,451	1,814,076
TOTAL RECEIVABLES - CURRENT	41,439,357	4,506,899
STOCK ON HAND	108,483	111,848
CASH ASSETS		
Municipal	7,374,908	8,016,316
Restricted Cash	31,999,032	33,508,481
Total Bank Accounts	39,373,940	41,524,797
TOTAL CURRENT ASSETS	80,921,780	46,143,545
CURRENT LIABILITIES		
Creditors	(8,112,500)	(6,929,062)
Borrowings - Current Portion	(700,169)	(735,493)
Lease Liability - Current Portion	(66,701)	(66,701)
Provisions	(3,539,827)	(3,568,510)
	(12,419,197)	(11,299,766)
NET CURRENT ASSETS	68,502,583	34,843,779
Less Reserve Funds	(29,342,668)	(30,820,079)
Add Current Loan Liability	700,169	735,493
Add Current Lease Liability	66,701	66,701
CLOSING BUDGET SURPLUS/(DEFICIT)	39,926,785	4,825,895



YTD Operating Expenditure by Budget Responsibility for period ending 31 July 2022		
	2022/23 YTD Actuals	2022/23 YTD Budget
Office of the CEO	37,183	49,309
Strategic & Community Services Directorate	25,170	123,274
Community Engagement	307,742	401,586
Mundaring Library	37,783	90,408
Boya Library	41,240	79,247
Recreation & Leisure Services	44,358	87,363
Bilgoman Aquatic Centre	14,774	45,417
Mt Helena Aquatic Centre	3,885	19,638
Lake Leschenaultia	35,043	80,756
Community Facilities	107,680	115,906
Children's Services - Eastern Region Family Day Care Scheme	165,048	186,250
Children's Services - Indigenous Advancement Strategy	7,255	22,729
Children's Services - Midvale Early Childhood & Parenting Centre	85,304	153,002
Children's Services - Midvale HUB Parenting Services	24,674	55,319
Children's Services - Swan Child and Parent Centre - Middle Swan	22,988	50,959
Children's Services - Swan Children and Family Centre - Clayton View	5,554	3,100
Infrastructure Services Directorate	30,148	540,427
Operations Services	91,486	175,089
Parks Services	292,593	363,543
Plant & Depot Services	30,329	104,416
Road Construction	8	25,583
Design & Engineering	63,315	144,362
Road/Drainage/Footpath Maintenance	226,737	222,490
Building Assets Maintenance	130,113	260,858
Waste & Recycling	253,501	589,525
Statutory Services Directorate	11,053	12,717
Environment & Horticulture	28,069	77,122
Statutory Building & Health Services	54,849	115,223
Community Safety & Emergency Management	(135,700)	265,692
Statutory Planning	59,385	99,288
Corporate Services Directorate	7,451	15,823
Finance & Governance (inc Elected Members Expenses)	279,639	626,289
Human Resources	40,155	91,107
Information Systems/Technology	455,268	187,002
Total	2,884,079	5,480,819
Totals from Statement of Financial Activity	(2,884,079)	(5,480,819)



SHIRE OF MUNDARING
INVESTMENT SUMMARY as at 31 July 2022

		Amount Invested	Interest Rate	Period of Investment		Investment Date	Maturity Date
MUNICIPAL FUNDS							
Unrestricted Use Funds							
1	Bendigo Investment Account (on Call)	2,505,917	1.35%	N/A		N/A	N/A
132	Suncorp Bank	3,845,595	2.37%	181	days	31-May-22	28-Nov-22
153	Bendigo	3,006,381	2.80%	183	days	14-Jun-22	14-Dec-22
Total		9,357,893					
RESTRICTED ASSET FUNDS							
Restricted Use Funds							
4	Bendigo Investment Account (on Call)	2,688,402	1.35%	N/A		N/A	N/A
Total		2,688,402					
TOTAL MUNI INVESTMENTS		12,046,296					
RESERVE FUNDS							
2	Bendigo Investment Account (on Call)	6,365,014	1.35%	N/A		N/A	N/A
60A	Bendigo	3,564,623	3.10%	181	days	22-Jun-22	20-Dec-22
107	ANZ	2,562,982	0.25%	365	days	30-Apr-22	30-Apr-23
108	ANZ	1,918,068	0.15%	183	days	16-Apr-22	16-Oct-22
127	NAB	3,932,486	1.75%	363	days	8-Apr-22	6-Apr-23
128	Westpac	4,945,393	0.52%	365	days	22-Mar-22	22-Mar-23
145	NAB	2,531,512	0.35%	332	days	1-Oct-21	29-Aug-22
147	Westpac	5,000,000	0.37%	365	days	15-Sep-21	15-Sep-22
TOTAL RESERVE INVESTMENTS		30,820,079					
TOTAL MUNI / RESERVE INVESTMENTS		42,866,374					
TRUST FUNDS							
POS Funds							
3	Bendigo Investment Account (on Call)	2,563,583	1.35%	N/A		N/A	N/A
TOTAL TRUST INVESTMENTS		2,563,583					

10.9 List of Payments for July 2022

File Code	FI.RPT 1
Author	Stan Kocian, Manager Finance and Governance
Senior Employee	Garry Bird, Director Corporate Services
Disclosure of Any Interest	Nil
Attachments	1. Payments Between Meetings - July 2022 ↓

SUMMARY

A list of accounts paid from the Municipal Fund and Trust Fund under the Chief Executive Officer's delegated authority for the month of July 2022 is presented to Council for noting.

BACKGROUND

Council has delegated to the Chief Executive Officer (CEO) the exercise of its power to make payments from the Shire's Municipal and Trust Funds. In accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, a list of accounts paid is to be presented to Council and be recorded in the minutes of the meeting at which the list was presented.

STATUTORY / LEGAL IMPLICATIONS

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

- (1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared –*
 - (a) *the payee's name;*
 - (b) *the amount of the payment;*
 - (c) *the date of the payment; and*
 - (d) *sufficient information to identify the transaction*
- (2) *A list prepared under sub regulation (1) or (2) is to be –*
 - (a) *presented to council at the next ordinary meeting of the council after the list is prepared; and*
 - (b) *recorded in the minutes of that meeting*

POLICY IMPLICATIONS

AS-04 Purchasing Policy

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 4 - Governance

Objective 4.4 – High standard of governance and accountability

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

SUSTAINABILITY IMPLICATIONS

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

RISK IMPLICATIONS

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

EXTERNAL CONSULTATION

Nil

COMMENT

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

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council notes the list of payments made during July 2022 (**Attachment 1**).

PAYMENTS BETWEEN MEETINGS

The schedule of accounts paid for the month of July 2022 totals **\$ 5,431,772.38**

and includes:

- Municipal Cheques 200544 - 200547 and
- Electronic Funds Transfers.

Schedule of Accounts:

	Amounts \$	Total \$
MUNICIPAL ACCOUNT		
MUNICIPAL CHEQUE PAYMENTS	1,109.85	
EFT PAYMENTS	4,276,367.13	
EFT PAYROLL PAYMENTS	995,517.29	
NATIONAL AUSTRALIA BANK (NAB PURCHASE CARD)	18,066.15	
FLEETCARE FUEL PAYMENTS	4,000.24	
BENDIGO MERCHANT BANK FEES	2,756.23	
BENDIGO DIRECT DEBIT FEES (incl. FTS)	441.90	
HP FINANCIAL SERVICES - EQUIPMENT LEASE	3,817.00	
COMMONWEALTH BANK – BPOINT FEES	367.35	
KONICA MINOLTA – PRINTER LEASE	3,872.12	
WA TREASURY CORPORATION	124,710.64	
RMS – LAKES MONTHLY LICENCE FEE	169.40	
RMS – MONTHLY SMS FEES	16.71	
WEX MOTORPASS	114.87	
QIKKIDS – FEES	316.80	
WINDCAVE – MERCHANT FEES	128.70	
TOTAL MUNICIPAL ACCOUNT		5,431,772.38
TRUST ACCOUNT		0.00
TOTAL ALL SCHEDULES		5,431,772.38

**MONTHLY LIST OF ACCOUNTS PAID
JULY 2022**

<u>Date</u>	<u>Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
Cheque Details					
04/07/2022	00200544	Shire of Mundaring	PETTY CASH REIMBURSEMENT		\$ 152.40
30/06/2022	PETTY CASH		PETTY CASH REIMBURSEMENT - BROWN PARK	\$ 152.40	
11/07/2022	00200545	Shire of Mundaring	PETTY CASH REIMBURSEMENT		\$ 132.40
30/06/2022	PETTY CASH		PETTY CASH REIMBURSEMENT - MUNDARING LIBRARY	\$ 132.40	
18/07/2022	00200546	Shire of Mundaring	PETTY CASH REIMBURSEMENT		\$ 331.60
15/07/2022	PETTY CASH		PETTY CASH REIMBURSEMENT - BROWN PARK	\$ 155.40	
15/07/2022	PETTY CASH		PETTY CASH REIMBURSEMENT - HUB OF THE HILLS	\$ 176.20	
25/07/2022	00200547	Shire of Mundaring	PETTY CASH REIMBURSEMENT		\$ 493.45
22/07/2022	PETTY CASH		PETTY CASH REIMBURSEMENT - BOYA LIBRARY	\$ 493.45	
Total Confirmation Cheques				\$ 1,109.85	\$ 1,109.85
Electronic Funds Transfer					
04/07/2022	3173.14011-01	Miss K A Dore	REIMBURSEMENT		\$ 1,232.11
30/06/2022	REIMBURSEMENT		REIMBURSEMENT - COMMUNITY CONNECT ACTIVITY EXPENSES	\$ 1,232.11	
04/07/2022	3173.14140-01	Nutrimet 4 Living (Tanya Maree Bates T/As)	REFUND		\$ 24.40
29/06/2022	REFUND		REFUND - HALL HIRE CANCELLED	\$ 24.40	
04/07/2022	3173.14569-01	Ms D D Bush	REFUND		\$ 31.50
29/06/2022	REFUND		REFUND - OVERPAYMENT OF INVOICE	\$ 31.50	
04/07/2022	3173.14579-01	Mrs A M Dalgleish	REFUND		\$ 100.00
30/06/2022	REFUND		REFUND - DOG STERILISATION REBATE ANIMAL# 39416	\$ 100.00	
04/07/2022	3173.14580-01	Mr K M Johansen	REFUND		\$ 100.00
30/06/2022	REFUND		REFUND - DOUBLE PAYMENT OF DOG REGISTRATION	\$ 100.00	
04/07/2022	3173.14581-01	Mr MC Hagdorn	REFUND		\$ 150.00
30/06/2022	REFUND		REFUND - DOG STERILISATION REBATE ANIMAL# 39495	\$ 150.00	
04/07/2022	3173.14582-01	Ms B Curtis	REIMBURSEMENT		\$ 308.00
30/06/2022	REIMBURSEMENT		REIMBURSEMENT - PRE-EMPLOYMENT MEDICAL EXPENSES	\$ 308.00	
04/07/2022	3173.174-01	Synergy	ELECTRICITY		\$ 4,024.08
24/06/2022	5639936321		ELECTRICITY	\$ 146.29	
24/06/2022	8749180328		ELECTRICITY	\$ 123.51	
24/06/2022	2172465520		ELECTRICITY	\$ 118.25	
24/06/2022	5142730716		ELECTRICITY	\$ 119.30	
24/06/2022	0239507529		ELECTRICITY	\$ 145.63	
24/06/2022	8876289221		ELECTRICITY	\$ 166.32	
24/06/2022	5045204415		ELECTRICITY	\$ 305.77	
27/06/2022	5100198416		ELECTRICITY	\$ 454.56	
27/06/2022	5134764810		ELECTRICITY	\$ 270.73	
29/06/2022	5185501927		ELECTRICITY	\$ 846.25	
29/06/2022	2686554727		ELECTRICITY	\$ 724.46	
29/06/2022	5183606212		ELECTRICITY	\$ 603.01	
04/07/2022	3173.6549-01	Mr K H Kitchen	REIMBURSEMENT		\$ 175.40
30/06/2022	REIMBURSEMENT		REIMBURSEMENT - FUEL & PARKING EXPENSES	\$ 175.40	
04/07/2022	3174.10422-01	Kresta Blinds	CURTAINS		\$ 2,500.00
28/06/2022	LN999548		SUPPLY & INSTALL NEW CURTAINS - BROWN PARK COMMUNITY CENTRE	\$ 2,500.00	
04/07/2022	3174.10674-01	Ausrecord Pty Ltd	STATIONERY ITEMS		\$ 359.15
16/06/2022	00094659		SUPPLY RED TUBE CLIP SETS & TAB LETTER STICKERS	\$ 359.15	
04/07/2022	3174.10825-01	Kanyana Wildlife Rehabilitation Centre Inc	PROFESSIONAL SERVICES		\$ 278.00
30/06/2022	00001086		SCHOOL HOLIDAY PROGRAM PROVIDER - MUNDARING LIBRARY	\$ 278.00	
04/07/2022	3174.12068-01	JEK Pty Ltd T/A Has Earthmoving	EQUIPMENT HIRE		\$ 7,801.75
18/06/2022	00000931		WET HIRE OF GRADER & TRUCK - TARRUP STREET	\$ 7,801.75	
04/07/2022	3174.12134-01	W.A. Library Supplies	LIBRARY SUPPLIES		\$ 1,000.80
27/06/2022	00128251		LIBRARY SUPPLIES	\$ 1,000.80	
04/07/2022	3174.12364-01	Perth Commercial Fridges	FURNITURE		\$ 2,713.50
30/06/2022	00013142		SUPPLY & DELIVER DOUBLE GLASS DOOR DISPLAY FRIDGE - CHIDLOW OVAL PAVILION	\$ 2,713.50	
04/07/2022	3174.12377-01	Healey Engineering Pty Ltd	CONSULTATION FEES		\$ 3,520.00
24/06/2022	1749-006-01		DESIGN, DOCUMENTATION & PROJECT ADMIN - SOLAR INSTALL BILGOMAN AQUATIC CENTRE	\$ 3,520.00	
04/07/2022	3174.12470-01	Mr G Wood	FENCING		\$ 352.00
24/06/2022	IV00000000807		REPAIR FENCING - COPPIN RD TRANSFER STATION	\$ 352.00	

**MONTHLY LIST OF ACCOUNTS PAID
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<u>Date</u>	<u>Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
04/07/2022	3174.127-01	Volich Waste Contractors Pty Ltd	REFUSE CONTRACT		\$ 117,946.62
28/06/2022	00006185		REFUSE CONTRACT	\$ 220.00	
28/06/2022	00006186		REFUSE CONTRACT	\$ 94,374.37	
28/06/2022	00006187		REFUSE CONTRACT	\$ 2,218.30	
28/06/2022	00006188		REFUSE CONTRACT	\$ 5,128.64	
28/06/2022	00006189		REFUSE CONTRACT	\$ 8,745.09	
28/06/2022	00006190		REFUSE CONTRACT	\$ 704.00	
28/06/2022	00006191		REFUSE CONTRACT	\$ 162.76	
28/06/2022	00006192		REFUSE CONTRACT	\$ 315.83	
28/06/2022	00006193		REFUSE CONTRACT	\$ 399.56	
28/06/2022	00006194		REFUSE CONTRACT	\$ 554.58	
28/06/2022	00006195		REFUSE CONTRACT	\$ 5,123.49	
04/07/2022	3174.12899-01	NAPA (A Division of GPC Asia Pacific Pty Ltd)	WORKSHOP CONSUMABLES		\$ 378.14
18/06/2022	1320222120		SUPPLY OF WORKSHOP CONSUMABLES	\$ 100.38	
18/06/2022	1320221893		SUPPLY FILTER FOR P285	\$ 47.30	
18/06/2022	1320221936		SUPPLY FILTER FOR P294	\$ 47.30	
18/06/2022	1320221877		SUPPLY OF WORKSHOP CONSUMABLES	\$ 114.96	
18/06/2022	1320221504		SUPPLY OF WORKSHOP CONSUMABLES	\$ 68.20	
04/07/2022	3174.13053-01	Perth Elevators (Perth Building Services Pty Ltd T/As:)	MAINTENANCE		\$ 770.00
09/06/2022	0126		CALL OUT TO REPAIR LIFT FAULT - MUNDARING ARENA	\$ 770.00	
04/07/2022	3174.13173-01	Parkerville Community Care Inc	WEED CONTROL		\$ 2,606.68
29/06/2022	INV-0010		WEED CONTROL - ASSIST WOOROLOO FIRE AREA LAND OWNERS	\$ 2,606.68	
04/07/2022	3174.13345-01	ABM Landscaping (Mikevie Pty Ltd T/As:)	LANDSCAPING		\$ 15,598.66
24/06/2022	INV-2880		TURF REINSTATEMENT - BILGOMAN AQUATIC CENTRE	\$ 2,662.00	
24/06/2022	INV-2857		LANDSCAPE MAINTENANCE - SCULPTURE PARK & MORGAN JOHN MORGAN	\$ 4,312.22	
24/06/2022	INV-2858		LANDSCAPE MAINTENANCE - SCULPTURE PARK & MORGAN JOHN MORGAN	\$ 4,312.22	
24/06/2022	INV-2859		LANDSCAPE MAINTENANCE - SCULPTURE PARK & MORGAN JOHN MORGAN	\$ 4,312.22	
04/07/2022	3174.13451-01	Driver Risk Management Pty Ltd	TRAINING		\$ 753.50
27/06/2022	DRM-3343		DRIVER RISK MANAGEMENT TRAINING - VOLUNTEER FIRE FIGHTERS	\$ 753.50	
04/07/2022	3174.13480-01	The Trustee for Bellrock Cleaning Services Trust	CLEANING		\$ 275.00
16/06/2022	INV-14735		CLEANING SERVICES - MUNDARING ARENA 05/06/2022	\$ 275.00	
04/07/2022	3174.138-01	Sonic HealthPlus Pty Ltd	MEDICAL EXAMINATION		\$ 302.50
29/06/2022	2663623		PRE-EMPLOYMENT MEDICAL EXAMINATION	\$ 302.50	
04/07/2022	3174.13866-01	Booktopia Pty Ltd	BOOKS		\$ 1,109.01
18/06/2022	17214240		BOOK STOCK - KSP LIBRARY	\$ 298.30	
18/06/2022	17214115		BOOK STOCK - KSP LIBRARY	\$ 277.39	
18/06/2022	16754773		BOOK STOCK - AFM LIBRARY	\$ 355.00	
18/06/2022	16763175		BOOK STOCK - AFM LIBRARY	\$ 178.32	
04/07/2022	3174.14060-01	Focus Coaching & Solutions (Jacqueline Goodman T/As)	DESIGN FEES/COSTS		\$ 300.00
28/06/2022	19/2022		CREATE DRAFT PHILOSOPHY DRAWING FROM WORKSHOP	\$ 300.00	
04/07/2022	3174.14074-01	Midland Supa IGA (The Trustee for Pham United Trust T/As)	CATERING		\$ 142.51
13/06/2022	04/1842		FOOD & CONSUMABLES FOR CHILDREN & STAFF - MECPC	\$ 71.93	
13/06/2022	04/1413		FOOD & CONSUMABLES FOR CHILDREN & STAFF - SCFC	\$ 70.58	
04/07/2022	3174.14170-01	The Re-Cyc-Ology Project	BOOKS		\$ 405.00
28/06/2022	260622		SUPPLY 9 COPIES OF BOOK - VISITOR CENTRE	\$ 405.00	
04/07/2022	3174.14207-01	Solution 4 Building Pty Ltd	CONSTRUCTION WORKS		\$ 183,443.57
30/06/2022	INV-01967		CONSTRUCTION WORKS - STONEVILLE VBF B CLAIM# 6	\$ 183,443.57	
04/07/2022	3174.14221-01	Mrs P McNeil	COUNCILLOR ALLOWANCE		\$ 455.37
30/06/2022	TRAVEL		TRAVEL REIMBURSEMENT 484.6KM 03/05/2022 - 30/06/2022	\$ 455.37	
04/07/2022	3174.14236-01	Mrs J E Cicchini	COUNCILLOR ALLOWANCE		\$ 405.22
30/06/2022	TRAVEL		TRAVEL REIMBURSEMENT 598.4KM 03/05/2022 - 02/07/2022	\$ 405.22	
04/07/2022	3174.14411-01	Ms S Hughes	TRAINING		\$ 2,680.00
30/06/2022	INV-0541		STAFF TRAINING - PARENTING YOUR CHILD WITH ADHD	\$ 2,680.00	
04/07/2022	3174.14452-01	Asset Reports VR Pty Ltd	PROFESSIONAL SERVICES		\$ 660.00
30/06/2022	INV-4522		360 DEGREE VIRTUAL WALK THOUGH OF CENTRE - MECPC	\$ 660.00	
04/07/2022	3174.14554-01	Nathan David Hobby	AUTHOR TALK & PRESENTATION		\$ 200.00
29/06/2022	202206		AUTHOR TALK & PRESENTATION	\$ 200.00	
04/07/2022	3174.14557-01	Thea O'Connor (Thea Catherine O'Connor T/As)	TRAINING		\$ 302.50
29/06/2022	10432		MENOPAUSE TRAINING FOR WORKPLACE MANAGERS	\$ 302.50	
04/07/2022	3174.14559-01	Thermaguard Pty Ltd (The Trustee for Thermaguard Trust)	SAFETY EQUIPMENT		\$ 106.70
30/06/2022	00008385		INSPECT BURNOVER BLANKETS - PARKERVILLE VBF B	\$ 106.70	
04/07/2022	3174.1521-01	Dial A Nappy & Busiclean	CHEMICALS		\$ 529.20
13/06/2022	INV-14756		PAPER TOWEL & HAND SOAP - ERFDC	\$ 241.20	
16/06/2022	INV-14813		CLEANING CHEMICALS FOR SCFC CLAYTON VIEW	\$ 288.00	

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<u>Date</u>	<u>Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
04/07/2022	3174.1689-01	Compsys Pty Ltd T/A Harmony Software	SOFTWARE EXPENSES		\$ 775.50
15/06/2022	3-1228		SOFTWARE SUBSCRIPTION - MAY 2022	\$ 775.50	
04/07/2022	3174.1884-01	Agparts Warehouse Pty Ltd	PARTS		\$ 9.08
18/06/2022	271164		PARTS FOR P279	\$ 9.08	
04/07/2022	3174.21-01	Eastern Metropolitan Regional Council	TRANSFER STATION FEES		\$ 49,022.38
27/06/2022	EMRC45577		TRANSFER STATION FEES	\$ 43,920.94	
27/06/2022	EMRC45578		DISPOSAL OF FIRE DEBRIS - SKIP BINS BY CLEANAWAY	\$ 226.88	
28/06/2022	EMRC45592		SUPPLY & DELIVER 2 CUSTOM RECYCLING COLLECTION CABINETS	\$ 4,874.56	
04/07/2022	3174.2165-01	Country Womens Association of WA Inc - Mundaring Branch	CATERING		\$ 952.00
24/06/2022	158		CATERING SERVICES - STONEVILLE FIRE SCHOOL	\$ 952.00	
04/07/2022	3174.234-01	Coles Supermarkets Australia Pty Ltd	KIOSK SUPPLIES		\$ 1,145.56
13/06/2022	147085049		FOOD & CONSUMABLES FOR CHILDREN & STAFF - MECPC	\$ 62.00	
13/06/2022	146845675		FOOD & CONSUMABLES FOR CHILDREN & STAFF - MECPC	\$ 577.92	
13/06/2022	146756083		FOOD & CONSUMABLES FOR CHILDREN & STAFF - MECPC	\$ 505.64	
04/07/2022	3174.300-01	Civica Pty Ltd	FEES		\$ 2,069.97
30/06/2022	C/LA025778		SPYDUS EVENTS LICENCE & EVENT MODULE IMPLEMENTATION & TRAINING	\$ 2,069.97	
04/07/2022	3174.3723-01	Roofing 2000 (Deslin Pty Ltd T/As:)	ROOFING		\$ 2,612.50
27/06/2022	00017831		REPAIR LEAKING ROOF - MUNDARING ARENA	\$ 2,612.50	
04/07/2022	3174.393-01	Western Australian Local Government Association	REGISTRATION		\$ 295.00
15/06/2022	I3093552		REGISTRATION - EMERGENCY MANAGEMENT LOCAL GOVERNMENT LEADERS - CR ZLATNIK	\$ 295.00	
04/07/2022	3174.6050-01	Fuel Distributors of Western Australia	FUEL & OILS		\$ 31,252.16
30/06/2022	54101588		DIESEL FUEL	\$ 31,252.16	
04/07/2022	3174.6340-01	Australian Institute of Building Surveyors	ACCREDITATION FEES		\$ 300.00
28/06/2022	38382		ACCREDITATION APPLICATION ASSESSMENT FEE - STEVE TRLIN	\$ 300.00	
04/07/2022	3174.6732-01	Relationships Australia Western Australia Inc	EMPLOYEE ASSISTANCE PROGRAM		\$ 176.00
23/06/2022	00395970		EMPLOYEE ASSISTANCE PROGRAM	\$ 176.00	
04/07/2022	3174.6792-01	Host Corporation Pty Ltd T/A Host Direct	CONSUMABLES		\$ 66.00
16/06/2022	I294410.02		EQUIPMENT FOR THE HUB OF THE HILLS	\$ 66.00	
04/07/2022	3174.68-01	The Watershed Water Systems	RETICULATION PARTS		\$ 211.74
15/06/2022	10221415		RETICULATION PARTS	\$ 150.00	
15/06/2022	10221416		RETICULATION PARTS	\$ 61.74	
04/07/2022	3174.7230-01	Boss Bobcat & Truck Service	EARTHWORKS		\$ 3,644.07
23/06/2022	7022		EARTHWORK - BOYA OVAL & TIDY UP SITE AT BROZ PARK	\$ 1,822.08	
23/06/2022	6922		DRAINAGE WORKS - UPGRADES TO MUNDARING CEMETERY	\$ 1,821.99	
04/07/2022	3174.7541-01	Connect Call Centre Services	CALL CENTRE COSTS		\$ 1,612.33
30/06/2022	00110887		CALL CENTRE COSTS - APRIL 2022	\$ 1,612.33	
04/07/2022	3174.7557-01	Perth Region Tourism Organisation Inc	MEMBERSHIP		\$ 269.50
18/06/2022	INV-8702		DESTINATION PERTH SILVER MEMBERSHIP - LAKE LESCHENAULTIA	\$ 269.50	
04/07/2022	3174.80-01	Bunnings Group Limited	HARDWARE		\$ 1,543.58
15/06/2022	2440/01169878		HARDWARE ITEMS	\$ 131.60	
15/06/2022	2440/01169876		HARDWARE ITEMS	\$ 245.10	
18/06/2022	2440/01046930		HARDWARE ITEMS	\$ 417.75	
18/06/2022	2440/01046965		HARDWARE ITEMS	\$ 471.22	
18/06/2022	2440/01050351		HARDWARE ITEMS	\$ 106.90	
18/06/2022	2440/01250374		HARDWARE ITEMS	\$ 171.01	
04/07/2022	3174.8051-01	Conquest Earthworks	EARTHWORKS		\$ 26,766.16
23/06/2022	1171		CART SAND FROM GREAT SANDS TO BROZ PARK	\$ 1,344.31	
23/06/2022	1172		RUBBLE REMOVAL SERVICES - MATHIESON RD TRANSFER STATION	\$ 19,224.48	
23/06/2022	1170		EARTHWORKS FOR AIR RATER AT BROZ PARK	\$ 6,197.37	
04/07/2022	3174.8976-01	Kool Line Electrical & Refrigeration	ELECTRICAL SERVICES		\$ 7,212.00
27/06/2022	00127285		ELECTRICAL SERVICES - CHIDLOW OVAL SMSB	\$ 975.00	
27/06/2022	00127289		ELECTRICAL SERVICES - CHIDLOW TENNIS CLUB	\$ 765.00	
27/06/2022	00127286		ELECTRICAL SERVICES - BLACK BOY HILL	\$ 3,162.00	
27/06/2022	00127287		PROVIDE ELECTRICAL DRAWINGS - GLEN FORREST OVAL UPGRADE	\$ 2,310.00	
04/07/2022	3174.9184-01	Budget Rent A Car (Busby Investments Pty Ltd T/As)	VEHICLE HIRE		\$ 197.99
29/06/2022	435059892		HIRE OF 4.2T VAN - ONGOING COLLECTION OF CDS BINS	\$ 197.99	
04/07/2022	3174.9627-01	MPK Tree Management Pty Ltd	STREET TREE MAINTENANCE		\$ 2,780.80
15/06/2022	4460		STREET TREE MAINTENANCE - DARKAN STREET MUNDARING	\$ 2,780.80	
04/07/2022	3174.9632-01	McGuinness Bricklaying (G.J McGuinness & L.M McGuinness	MAINTENANCE		\$ 4,058.50
27/06/2022	20		INSTALL SNAP LOCK FRAMES & EVACUATION DIAGRAMS - VARIOUS LOCATIONS	\$ 2,947.50	
28/06/2022	21		MAINTENANCE WORKS - VARIOUS SHIRE BUILDINGS	\$ 1,111.00	
06/07/2022	3175.3462-01	Care Giver Subsidies	CARE GIVER SUBSIDIES		\$ 22,964.74
07/07/2022	060722		CARE GIVER SUBSIDIES	\$ 22,964.74	

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08/07/2022	3176.14590-01	Ms S P Weightman	REFUND		\$ 2,000.00
08/07/2022	Refund		RATES REFUND	\$ 2,000.00	
08/07/2022	3176.14591-01	Mrs S Bajaj	REFUND		\$ 804.19
08/07/2022	Refund		RATES REFUND	\$ 804.19	
11/07/2022	3177.34-01	Water Corporation	WATER RATES & FEES		\$ 1,120.98
30/06/2022	9004693298		WATER RATES & FEES	\$ 7.94	
30/06/2022	9010381397		WATER RATES & FEES	\$ 10.58	
30/06/2022	9004637480		WATER RATES & FEES	\$ 105.84	
08/07/2022	9012388904		WATER RATES & FEES	\$ 996.62	
11/07/2022	3178.1052-01	Darlington Arts Festival Association	GRANT		\$ 27,500.00
11/07/2022	GRANT		YOUTH ENGAGEMENT PARTNERSHIP FUNDING GRANT	\$ 27,500.00	
11/07/2022	3178.12665-01	Building and Construction Industry Training Board	BCITF LEVY		\$ 3,100.82
07/07/2022	INV-146553J9D1L8		BCITF LEVY - JUNE 2022	\$ 3,100.82	
11/07/2022	3178.12772-01	Mr S Kocian	REIMBURSEMENT		\$ 531.00
08/07/2022	REIMBURSEMENT		REIMBURSEMENT - LGPA MEMBERSHIP SUBSCRIPTION 2022/2023	\$ 531.00	
11/07/2022	3178.14586-01	Rosalie Primary School P&C	REFUND		\$ 1,120.00
07/07/2022	REFUND		REFUND - LAKE LESHENAUTIA CAMPSITE BOOKING INVOICE# 25123	\$ 1,120.00	
11/07/2022	3178.174-01	Synergy	ELECTRICITY		\$ 17,787.33
23/06/2022	3671966720		ELECTRICITY	\$ 5,647.40	
24/06/2022	5145475816		ELECTRICITY	\$ 2,325.21	
24/06/2022	1808368323		ELECTRICITY	\$ 2,310.94	
27/06/2022	5056988325		ELECTRICITY	\$ 1,459.49	
27/06/2022	9816910820		ELECTRICITY	\$ 694.93	
27/06/2022	8809985121		ELECTRICITY	\$ 1,067.85	
27/06/2022	5059324411		ELECTRICITY	\$ 624.92	
27/06/2022	8764232325		ELECTRICITY	\$ 151.86	
27/06/2022	2298437127		ELECTRICITY	\$ 119.97	
29/06/2022	8446589925		ELECTRICITY	\$ 280.61	
29/06/2022	3625641925		ELECTRICITY	\$ 335.14	
29/06/2022	5035029810		ELECTRICITY	\$ 1,111.32	
29/06/2022	5035029115		ELECTRICITY	\$ 129.02	
29/06/2022	5214128214		ELECTRICITY	\$ 147.05	
29/06/2022	5735349122		ELECTRICITY	\$ 881.76	
29/06/2022	1563279527		ELECTRICITY	\$ 499.86	
11/07/2022	3178.318-01	Sawyers Valley Volunteer Bushfire Brigade	REIMBURSEMENT		\$ 422.09
07/07/2022	G31		REIMBURSEMENT OF ESL FEBRUARY 2022 - APRIL 2022	\$ 422.09	
11/07/2022	3178.363-01	Parkerville Volunteer Bushfire Brigade	HAZARD REDUCTION BURN		\$ 3,700.00
07/07/2022	HR BURNS		HAZARD REDUCTION BURN - ROLAND RD PARKERVILLE	\$ 2,500.00	
07/07/2022	HR BURNS		HAZARD REDUCTION BURN - HIDDEN VALLEY RD PARKERVILLE	\$ 1,200.00	
11/07/2022	3178.589-01	Shire of Mundaring	FDC PARENT LEVY		\$ 7,842.60
07/07/2022	060722		FDC PARENT LEVY	\$ 7,784.85	
07/07/2022	JUNE 2022		BCITF LEVY - JUNE 2022	\$ 57.75	
11/07/2022	3179.10570-01	Perrott Painting Maintenance Contracts Pty Ltd	PAINTING SERVICES		\$ 798.60
24/06/2022	SINV17907		PAINTING SERVICES - BOYA COMMUNITY CENTRE	\$ 798.60	
11/07/2022	3179.10807-01	Total Green Recycling Pty Ltd	E-WASTE COLLECTION		\$ 1,250.80
23/06/2022	INV11988		COPPIN RD TRANSFER STATION - E-WASTE COLLECTION	\$ 1,250.80	
11/07/2022	3179.11017-01	Sapio Pty Ltd	SECURITY EXPENSES		\$ 143.00
15/06/2022	SP208008		CALL OUT TO ISOLATE & REPAIR ZONES - REFLECTIONS CAFÉ	\$ 143.00	
11/07/2022	3179.11195-01	Talyden Pty Ltd T/A Pro Crack Seal	CRACK SEALING PROGRAM 2021/2022		\$ 66,572.00
08/07/2022	0002396		CRACK SEALING PROGRAM 2021/2022 - VARIOUS LOCATIONS	\$ 34,595.00	
08/07/2022	0002397		CRACK SEALING PROGRAM 2021/2022 - VARIOUS LOCATIONS	\$ 31,977.00	
11/07/2022	3179.11359-01	FE TECHNOLOGIES PTY LTD	MAINTENANCE		\$ 704.00
05/07/2022	SVIP025068		ANNUAL MAINTENANCE	\$ 451.00	
05/07/2022	SVIP025069		ANNUAL MAINTENANCE	\$ 253.00	
11/07/2022	3179.11756-01	Infocouncil Pty Ltd	SUBSCRIPTION		\$ 20,020.00
17/06/2022	INFO-202341		ANNUAL HELPDESK & LICENCE FEES 01/07/2022 - 30/06/2023	\$ 20,020.00	
11/07/2022	3179.11772-01	Quremed Pty Ltd	SERVICES OXYGEN EQUIPMENT		\$ 432.40
14/06/2022	QIN34190		SERVICES OXYGEN EQUIPMENT - LAKE LESCHENAUTIA	\$ 432.40	
11/07/2022	3179.11953-01	The Stationery Co (C Willis & D J Willis T/As:)	STATIONERY		\$ 246.44
14/06/2022	167029		STATIONERY ITEMS	\$ 151.19	
29/06/2022	167051		STATIONERY ITEMS	\$ 95.25	
11/07/2022	3179.12-01	Department of Human Services - Child Support	CHILD SUPPORT PAYMENT		\$ 550.68
03/07/2022	PY02-01-CHILD SU		CHILD SUPPORT PAYMENT	\$ 550.68	

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<u>Date</u>	<u>Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
11/07/2022	3179.12068-01	JEK Pty Ltd T/A Has Earthmoving	EQUIPMENT HIRE		\$ 5,802.50
18/06/2022	00000933		WET HIRE OF GRADER & TRUCK - TARRUP STREET	\$ 5,802.50	
11/07/2022	3179.12078-01	Recruitwest Pty Ltd	TEMP STAFF		\$ 3,230.81
11/07/2022	C INV 584411		TEMP STAFF - WASTE OPERATIONS SUPERVISOR	\$ 2,380.07	
11/07/2022	C INV 584410		TEMP STAFF - CDS DRIVER CONTAINERS COLLECTION	\$ 850.74	
11/07/2022	3179.12148-01	True Plumbing and Gas	PLUMBING SERVICES		\$ 2,572.88
08/07/2022	INV-1347		REPAIR DRINK FOUNTAIN 4 WEST OF STONEVILLE RD	\$ 220.00	
08/07/2022	INV-1345		REPAIR DRINK FOUNTAIN 5 WEST OF STONEVILLE RD	\$ 707.28	
08/07/2022	INV-1344		REPAIR DRINK FOUNTAIN 6 WEST OF STONEVILLE RD	\$ 220.00	
08/07/2022	INV-1349		REPAIR DRINK FOUNTAIN 2 WEST OF STONEVILLE RD	\$ 621.50	
08/07/2022	INV-1350		REPAIR DRINK FOUNTAIN 1 WEST OF STONEVILLE RD	\$ 269.50	
08/07/2022	INV-1348		REPAIR DRINK FOUNTAIN 3 WEST OF STONEVILLE RD	\$ 534.60	
11/07/2022	3179.12415-01	Advance Scanning Services	SCANNING SERVICES		\$ 1,567.50
08/07/2022	20167657		SCANNING SERVICES - GLEN FORREST OVAL UPGRADE	\$ 1,567.50	
11/07/2022	3179.12470-01	Mr G Wood	FENCING		\$ 4,776.20
08/07/2022	IV00000000810		REMOVE OLD BOUNDARY FENCE - KARDEN PARK MT HELENA	\$ 440.00	
08/07/2022	IV00000000809		REPAIR FENCING & INSTALL CHAIN GATE - BROZ PARK	\$ 1,206.70	
08/07/2022	IV00000000812		REPAIR FENCING - TENNIS COURTS 1 & 2 MT HELENA	\$ 836.00	
08/07/2022	IV00000000814		REPLACE BOLLARDS & SET CONCRETE PAD - MT HELENA OVAL	\$ 2,293.50	
11/07/2022	3179.12640-01	Officeworks Ltd	STATIONERY ITEMS		\$ 233.48
18/06/2022	601284194		STATIONERY ITEMS	\$ 233.48	
11/07/2022	3179.12684-01	The Human Connection	TRAINING		\$ 1,595.00
27/06/2022	INV-0199		VOLUNTEER TRAINING - GOVERNANCE	\$ 1,595.00	
11/07/2022	3179.12859-01	Insight Enterprises Australia Pty Ltd	SUBSCRIPTION		\$ 125,438.29
27/06/2022	100348783		MICROSOFT ENTERPRISE AGREEMENT	\$ 125,438.29	
11/07/2022	3179.12899-01	NAPA (A Division of GPC Asia Pacific Pty Ltd)	DEPOT CONSUMABLES		\$ 690.60
18/06/2022	1320222722		SUPPLY AIR ELEMENT FILTER FOR P276	\$ 69.30	
18/06/2022	1320222763		SUPPLY AIR ELEMENT FILTER FOR P2445	\$ 69.30	
24/06/2022	1320223360		SUPPLY OF WORKSHOP CONSUMABLES	\$ 31.08	
24/06/2022	1320223364		SUPPLY OF WORKSHOP CONSUMABLES	\$ 32.34	
24/06/2022	1320223401		SUPPLY OF WORKSHOP CONSUMABLES	\$ 26.96	
27/06/2022	1320223641		SUPPLY OF WORKSHOP CONSUMABLES	\$ 8.75	
27/06/2022	1320223519		SUPPLY OF WORKSHOP CONSUMABLES	\$ 56.43	
24/06/2022	1320223518		SUPPLY OF WORKSHOP CONSUMABLES	\$ 17.49	
27/06/2022	1320223728		SUPPLY FILTERS FOR P2484, P2485, P2503 & P2452	\$ 283.25	
27/06/2022	1320223763		SUPPLY FILTERS FOR P2503	\$ 95.70	
11/07/2022	3179.12938-01	Aussie Broadband Pty Ltd	NBN FTTN, NBN FIBRE, SIP TRUNK & VOIP CHARGES		\$ 4,840.09
27/06/2022	18614093		NBN FTTN, NBN FIBRE, SIP TRUNK & VOIP CHARGES	\$ 4,840.09	
11/07/2022	3179.12984-01	AJL Plumbing and Gas Pty Ltd (ATF The Lawyer Family	PLUMBING SERVICES		\$ 440.00
08/07/2022	AJL10013		INSTALL NEW FLOAT VALVE SUPPLIED BY SHIRE - DEPOT	\$ 440.00	
11/07/2022	3179.13-01	Shire of Mundaring	PAYROLL DEDUCTION		\$ 11,717.47
03/07/2022	PY01-01-Private		PAYROLL DEDUCTION	\$ 624.00	
03/07/2022	PY01-01-Child Ca		PAYROLL DEDUCTION	\$ 1,742.29	
03/07/2022	PY01-01-Buy Addi		PAYROLL DEDUCTION	\$ 703.95	
03/07/2022	PY01-01-Novated		PAYROLL DEDUCTION	\$ 2,800.40	
03/07/2022	PY01-01-Novated		PAYROLL DEDUCTION	\$ 3,167.13	
03/07/2022	PY01-01-Novated		PAYROLL DEDUCTION	\$ 976.48	
03/07/2022	PY01-01-Novated		PAYROLL DEDUCTION	\$ 726.40	
03/07/2022	PY02-01-Private		PAYROLL DEDUCTION	\$ 312.00	
03/07/2022	PY02-01-Buy Addi		PAYROLL DEDUCTION	\$ 664.82	
11/07/2022	3179.13268-01	Department of Human Services - The Collector of Public	PAYROLL DEDUCTION		\$ 153.00
03/07/2022	PY01-01-Centrel		PAYROLL DEDUCTION	\$ 153.00	
11/07/2022	3179.13297-01	Total Insurance Services (WA) Pty Ltd	MAINTENANCE		\$ 6,512.00
17/06/2022	TI1-24508		REPAIR ENTRY STATEMENTS - HELENA VALLEY	\$ 6,512.00	
11/07/2022	3179.13345-01	ABM Landscaping (Mikevie Pty Ltd T/As:)	LANDSCAPING		\$ 30,861.77
08/07/2022	INV-2911		TREE PLANTING - DRUMMOND GARDENS	\$ 1,815.00	
08/07/2022	INV-2697		MULCHING WORKS - DRUMMOND GARDENS HELENA VALLEY	\$ 2,888.60	
11/07/2022	INV-2862		LANDSCAPE MAINTENANCE - HELENA VALLEY RD ENTRY STATEMENT	\$ 13,772.66	
11/07/2022	INV-2861		LANDSCAPE MAINTENANCE - ADMIN & MUNDARING TOWN CENTRE	\$ 12,072.01	
11/07/2022	INV-2874		LANDSCAPE MAINTENANCE - STONEVILLE FIRE HALL	\$ 209.00	
11/07/2022	INV-2868		LANDSCAPE MAINTENANCE - MUNDARING INFANT HEALTH CENTRE	\$ 104.50	
11/07/2022	3179.13540-01	ELM (WA) Pty Ltd	MOWING SERVICES		\$ 14,617.53
23/06/2022	INV-4226		LANDSCAPE SERVICES - MORRISON RD STREETSCAPE	\$ 3,718.00	
24/06/2022	INV-4225		MOWING SERVICES - JUNE 2022	\$ 10,899.53	

**MONTHLY LIST OF ACCOUNTS PAID
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<u>Date</u>	<u>Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
11/07/2022	3179.13609-01	WA Treeworks (D & TL Barker Nominees Pty Ltd T/As:)	TREE WATERING SERVICE		\$ 17,225.40
11/07/2022	21586		TREE WATERING SERVICE - MAY 2022	\$ 8,790.80	
11/07/2022	21585		TREE WATERING SERVICE - VARIOUS LOCATIONS	\$ 8,434.60	
11/07/2022	3179.13782-01	ChemCentre (Chemistry Centre (WA) T/As:)	SOIL SAMPLES		\$ 1,875.50
27/06/2022	1556321S4677		SOIL SAMPLES - WOOROLOO FIRE AREA	\$ 1,875.50	
11/07/2022	3179.138-01	Sonic HealthPlus Pty Ltd	MEDICAL EXAMINATION		\$ 856.90
30/06/2022	2667431		PRE-EMPLOYMENT MEDICAL EXAMINATION	\$ 231.00	
30/06/2022	2668681		PRE-EMPLOYMENT MEDICAL EXAMINATION	\$ 82.50	
05/07/2022	2672081		PRE-EMPLOYMENT MEDICAL EXAMINATION	\$ 240.90	
08/07/2022	2667432		PRE-EMPLOYMENT MEDICAL EXAMINATION	\$ 302.50	
11/07/2022	3179.13802-01	Construction Forestry Mining Energy Union - Construction	PAYROLL DEDUCTION		\$ 40.00
03/07/2022	PY02-01-CFMEU		PAYROLL DEDUCTION	\$ 40.00	
11/07/2022	3179.13866-01	Booktopia Pty Ltd	BOOKS		\$ 894.20
27/06/2022	17264200		BOOK STOCK - AFM LIBRARY	\$ 288.17	
27/06/2022	17265138		BOOK STOCK - KSP LIBRARY	\$ 304.16	
27/06/2022	17256650		BOOK STOCK - AFM LIBRARY	\$ 120.36	
27/06/2022	17256972		BOOK STOCK - KSP LIBRARY	\$ 181.51	
11/07/2022	3179.13879-01	One Tree Community Services Inc	TRAINING		\$ 329.80
28/06/2022	2868		STAFF TRAINING - DEVELOP POSITIVE RELATIONSHIPS WITH CHILDREN	\$ 329.80	
11/07/2022	3179.14013-01	Eastern Hills Chainsaws & Mowers Pty Ltd	EQUIPMENT REPAIRS		\$ 41.50
27/06/2022	48872 #4		SUPPLY OF VARIOUS SMALL PARTS FOR WORKSHOP	\$ 41.50	
11/07/2022	3179.14016-01	Western Educting Service (Western Maze WA Pty Ltd	HIRE OF PLANT		\$ 7,122.77
11/07/2022	733		DRAIN EDUCTING/JETTING AT VARIOUS LOCATIONS	\$ 1,592.67	
11/07/2022	734		DRAIN EDUCTING/JETTING AT VARIOUS LOCATIONS	\$ 1,592.67	
11/07/2022	735		DRAIN EDUCTING/JETTING AT VARIOUS LOCATIONS	\$ 1,592.67	
11/07/2022	740		DRAIN EDUCTING/JETTING AT VARIOUS LOCATIONS	\$ 1,592.67	
11/07/2022	741		DRAIN EDUCTING/JETTING AT VARIOUS LOCATIONS	\$ 752.09	
11/07/2022	3179.14074-01	Midland Supa IGA (The Trustee for Pham United Trust T/As)	CATERING		\$ 52.60
16/06/2022	04/7225		FOOD & CONSUMABLES FOR CHILDREN & STAFF - MECPC	\$ 21.49	
24/06/2022	04/8405		FOOD & CONSUMABLES FOR CHILDREN & STAFF - MECPC	\$ 31.11	
11/07/2022	3179.14213-01	The Parky Pitstop Lunchbar & Deli (The Trustee for The	CATERING SERVICES		\$ 150.00
27/06/2022	1035		CATERING SERVICES - EAC MEETING ON 15/06/2022	\$ 150.00	
11/07/2022	3179.14530-01	GDR Civil Contracting Pty Ltd	EARTHWORKS		\$ 38,449.40
23/06/2022	2075		EARTHWORKS & PAVEMENT PREP WORKS - MUNDARING CEMETERY	\$ 38,449.40	
11/07/2022	3179.14537-01	Nearmap Australia Pty Ltd	SOFTWARE EXPENSES		\$ 16,501.10
27/06/2022	INV00605563		ADVANTAGE LGA AERIAL IMAGERY/NEARMAP OBLIQUE VIEWER	\$ 16,501.10	
11/07/2022	3179.14566-01	PR Power Pty Ltd	EQUIPMENT REPAIRS		\$ 4,144.97
08/07/2022	35435		REPAIR DAMAGED LIGHTING TOWER 1TMI919	\$ 4,144.97	
11/07/2022	3179.15-01	Australia Post	POSTAGE		\$ 2,268.08
07/07/2022	1011653614		DAILY OUTGOING MAIL	\$ 2,016.39	
08/07/2022	1011648477		RATES COLLECTION FEES 2021/2022	\$ 251.69	
11/07/2022	3179.191-01	Eastern Region Security	SECURITY EXPENSES		\$ 869.00
11/07/2022	00020761		SECURITY EXPENSES	\$ 220.00	
11/07/2022	00020762		SECURITY EXPENSES	\$ 220.00	
11/07/2022	00020759		SECURITY EXPENSES	\$ 104.50	
11/07/2022	00020764		SECURITY EXPENSES	\$ 104.50	
11/07/2022	00020763		SECURITY EXPENSES	\$ 220.00	
11/07/2022	3179.215-01	Deputy Commissioner of Taxation	TAXATION		\$ 137,140.50
03/07/2022	PY01-01-Deputy C		PAYROLL DEDUCTION	\$ 115,424.50	
03/07/2022	PY02-01-Deputy C		PAYROLL DEDUCTION	\$ 21,716.00	
11/07/2022	3179.234-01	Coles Supermarkets Australia Pty Ltd	KIOSK SUPPLIES		\$ 57.00
30/06/2022	147571397		FOOD & CONSUMABLES FOR CHILDREN & STAFF - MECPC	\$ 57.00	
11/07/2022	3179.2641-01	St John Ambulance Western Australia	FIRST AID SUPPLIES		\$ 322.35
08/07/2022	SHOPINV00267726		FIRST AID SUPPLIES - LAKE LESCHENAUTIA	\$ 322.35	
11/07/2022	3179.336-01	Fasta Courier Service	COURIER SERVICES		\$ 343.61
30/06/2022	267555		COURIER SERVICES	\$ 343.61	
11/07/2022	3179.3493-01	BGC Quarries	ROCKBASE		\$ 5,038.81
18/06/2022	IQ33441		SUPPLY & DELIVER DOLORITE	\$ 5,038.81	
11/07/2022	3179.393-01	Western Australian Local Government Association	REGISTRATION		\$ 1,313.00
17/06/2022	I3093573		REGISTRATION - EMERGENCY MANAGEMENT LOCAL GOVERNMENT - CR COOK	\$ 688.00	
17/06/2022	I3093574		REGISTRATION - EMERGENCY MANAGEMENT LOCAL GOVERNMENT LEADERS - CR COOK	\$ 295.00	
29/06/2022	I3093601		REGISTRATION - STRATEGIC POLICY DEVELOPMENT - CR ZLATNIK	\$ 330.00	
11/07/2022	3179.4-01	Health Insurance Fund of WA	PAYROLL DEDUCTION		\$ 781.55
03/07/2022	PY01-01-HIF		PAYROLL DEDUCTION	\$ 781.55	

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11/07/2022	3179.4281-01	Direct Communications	EQUIPMENT PURCHASES		\$ 1,019.04
23/06/2022	114473		SUPPLY 6x HI-BAND ANTENNAS	\$ 254.98	
23/06/2022	114472		FIT TWO WAY RADIO IN P2503	\$ 764.06	
11/07/2022	3179.4811-01	West Sure Group Pty Ltd	SECURITY EXPENSES		\$ 242.00
30/06/2022	00025028		SECURITY EXPENSES	\$ 242.00	
11/07/2022	3179.4888-01	Kennards Hire	HIRE		\$ 1,155.00
24/06/2022	23855721		HIRE WATER FILLED TRAFFIC RATED BARRIERS - MUNDARING LIBRARY	\$ 1,155.00	
11/07/2022	3179.5719-01	Shire of Mundaring - Lotto Club	PAYROLL DEDUCTION		\$ 271.60
03/07/2022	PY01-01-STAFF LO		PAYROLL DEDUCTION	\$ 258.02	
03/07/2022	PY02-01-STAFF LO		PAYROLL DEDUCTION	\$ 13.58	
11/07/2022	3179.6419-01	Hills Fresh (WA) Pty Ltd	MILK		\$ 224.95
08/07/2022	ADMIN JUNE 2022		MILK SUPPLY FOR SHIRE OF MUNDARING	\$ 224.95	
11/07/2022	3179.6570-01	A Class Line Marking Service	LINE MARKING		\$ 1,947.00
11/07/2022	220632		REINSTATE LINE MARKING - SWAN VIEW TRAFFIC ISLANDS	\$ 1,947.00	
11/07/2022	3179.6657-01	Western Power	ELECTRICAL SERVICES		\$ 46,718.00
30/06/2022	CORPB0613136		SUPPLY & INSTALL NEW LIGHTS - SEABORNE ST PARKERVILLE	\$ 46,718.00	
11/07/2022	3179.68-01	The Watershed Water Systems	RETICULATION PARTS		\$ 149.27
27/06/2022	10221522		RETICULATION PARTS	\$ 149.27	
11/07/2022	3179.7-01	Australian Services Union	PAYROLL DEDUCTION		\$ 177.30
03/07/2022	PY01-01-AUSTRALI		PAYROLL DEDUCTION	\$ 47.80	
03/07/2022	PY02-01-AUSTRALI		PAYROLL DEDUCTION	\$ 129.50	
11/07/2022	3179.7230-01	Boss Bobcat & Truck Service	EARTHWORKS		\$ 5,349.43
08/07/2022	7122		REMOVE & REPLACE WASHED WHITE SAND - DARLINGTON OVAL	\$ 5,349.43	
11/07/2022	3179.7426-01	Scoob's Dingo Service	MAINTENANCE		\$ 757.35
08/07/2022	2600		CLEANING OF SWAN VIEW TENNIS COURTS & BROWN PARK	\$ 757.35	
11/07/2022	3179.7489-01	Sparks Refrigeration & Airconditioning	EQUIPMENT REPAIR S		\$ 2,560.29
14/06/2022	INV-2571		REPLACE INLET WATER HOSES ON EVAP COOLERS - MUNDARING ARENA	\$ 1,022.49	
27/06/2022	INV-2572		REPAIR AIR-CONDITIONERS - BOYA COMMUNITY CENTRE	\$ 1,537.80	
11/07/2022	3179.7590-01	PFD Food Services Pty Ltd	PROVISIONS FOR REFLECTIONS CAFE		\$ 706.70
28/06/2022	LC967582		PROVISIONS FOR REFLECTIONS CAFE	\$ 10.95	
28/06/2022	LC967585		PROVISIONS FOR REFLECTIONS CAFE	\$ 695.75	
11/07/2022	3179.7641-01	Easifleet	NOVATED LEASE		\$ 17,569.57
07/07/2022	160493		NOVATED LEASE - JULY 2022	\$ 17,569.57	
11/07/2022	3179.80-01	Bunnings Group Limited	HARDWARE		\$ 643.94
15/06/2022	2440/01171575		HARDWARE ITEMS	\$ 484.29	
17/06/2022	2440/01251849		HARDWARE ITEMS	\$ 15.80	
27/06/2022	2440/01171988		HARDWARE ITEMS	\$ 143.85	
11/07/2022	3179.8-01	LGRCEU	PAYROLL DEDUCTION		\$ 44.00
03/07/2022	PY02-01-LGRCEU		PAYROLL DEDUCTION	\$ 44.00	
11/07/2022	3179.8057-01	QK Technologies Pty Ltd	SUBSCRIPTION		\$ 2,044.90
28/06/2022	IN0689214		QIKKIDS YEARLY SUBSCRIPTION FEE	\$ 2,044.90	
11/07/2022	3179.8149-01	East End Electrical	ELECTRICAL SERVICES		\$ 605.00
08/07/2022	EEE100-1100		ELECTRICAL SERVICES - DEPOT PUMP REPAIRS	\$ 605.00	
11/07/2022	3179.8275-01	E Fire & Safety	SERVICING SAFETY EQUIPMENT		\$ 2,777.50
23/06/2022	565919		SERVICING OF DEPOT VEHICLE FIRE EXTINGUISHERS	\$ 528.00	
23/06/2022	565718		ADDITIONAL FIRE EQUIPMENT REPLACED 22/05/2022	\$ 2,249.50	
11/07/2022	3179.9184-01	Budget Rent A Car (Busby Investments Pty Ltd T/As)	VEHICLE HIRE		\$ 199.12
08/07/2022	435060006		HIRE OF 4.2T VAN - ONGOING COLLECTION OF CDS BINS	\$ 199.12	
11/07/2022	3179.938-01	West Australian Newspapers Ltd	SUBSCRIPTION		\$ 181.20
23/06/2022	02172005		NEWSPAPER SUBSCRIPTIONS - MUNDARING SHIRE ADMIN	\$ 181.20	
11/07/2022	3179.9627-01	MPK Tree Management Pty Ltd	STREET TREE MAINTENANCE		\$ 9,134.40
23/06/2022	4463		STREET TREE MAINTENANCE - DARKAN STREET MUNDARING	\$ 3,044.80	
23/06/2022	4464		STREET TREE MAINTENANCE - VARIOUS LOCATIONS	\$ 3,044.80	
24/06/2022	4494		TREE MAINTENANCE - LAKE LESCHENAUZIA	\$ 3,044.80	
11/07/2022	3179.9935-01	All Fence U Rent Pty Ltd	HIRE TEMPORARY FENCING		\$ 495.00
08/07/2022	00041190		HIRE TEMPORARY FENCING - DARLINGTON PLAYGROUND	\$ 495.00	
12/07/2022	3180.10342-01	Mrs A L Charman	REFUND		\$ 65.00
12/07/2022	1386142		HALL BOND REFUND	\$ 65.00	
12/07/2022	3180.13414-01	Ms K J Van der Vuurst	REFUND		\$ 110.00
12/07/2022	1344175		HALL BOND REFUND	\$ 110.00	
12/07/2022	3180.13533-01	Mrs H L Cummings	REFUND		\$ 220.00
12/07/2022	1382752		HALL BOND REFUND	\$ 110.00	
12/07/2022	1384887		HALL BOND REFUND	\$ 110.00	

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12/07/2022	3180.13972-01	Hills Billy Carts Inc	REFUND		\$ 65.00
12/07/2022	1387500		HALL BOND REFUND	\$ 65.00	
12/07/2022	3180.14595-01	NCY Investments	REFUND		\$ 330.00
12/07/2022	1384658		HALL BOND REFUND	\$ 330.00	
12/07/2022	3180.14596-01	Ms N Harwood	REFUND		\$ 110.00
12/07/2022	1382597		HALL BOND REFUND	\$ 110.00	
12/07/2022	3180.14597-01	Northern Districts Orchid Society	REFUND		\$ 110.00
12/07/2022	1378896		HALL BOND REFUND	\$ 110.00	
12/07/2022	3180.14598-01	Ms J Barwell	REFUND		\$ 110.00
12/07/2022	1367838		HALL BOND REFUND	\$ 110.00	
12/07/2022	3180.14599-01	Mr C Holmes	REFUND		\$ 110.00
12/07/2022	1377045		KEY BOND REFUND	\$ 110.00	
12/07/2022	3180.14600-01	Mr D Bubnich	REFUND		\$ 110.00
12/07/2022	1384514		HALL BOND REFUND	\$ 110.00	
12/07/2022	3180.14601-01	Ms M Hampele	REFUND		\$ 610.00
12/07/2022	1352011		HALL BOND REFUND	\$ 110.00	
12/07/2022	1362739		HALL BOND REFUND	\$ 500.00	
12/07/2022	3180.14602-01	Mrs C T Cummins	REFUND		\$ 65.00
12/07/2022	1385357		KEY BOND REFUND	\$ 65.00	
12/07/2022	3180.14603-01	Mrs S M Ball	REFUND		\$ 830.00
12/07/2022	1382020		ALCOHOL BOND REFUND	\$ 330.00	
12/07/2022	1382020		HALL BOND REFUND	\$ 500.00	
12/07/2022	3180.858-01	Eastern Hills Netball Association	REFUND		\$ 330.00
12/07/2022	1381281		FUNCTION BOND REFUND	\$ 330.00	
13/07/2022	3181.3462-01	Care Giver Subsidies	CARE GIVER SUBSIDIES		\$ 28,401.90
14/07/2022	130722		CARE GIVER SUBSIDIES	\$ 28,401.90	
18/07/2022	3182.34-01	Water Corporation	WATER RATES & FEES		\$ 1,561.07
30/06/2022	9004645034		WATER RATES & FEES	\$ 420.71	
30/06/2022	9004646782		WATER RATES & FEES	\$ 481.57	
30/06/2022	9004647144		WATER RATES & FEES	\$ 5.23	
30/06/2022	9004650204		WATER RATES & FEES	\$ 97.90	
30/06/2022	9004646790		WATER RATES & FEES	\$ 338.69	
30/06/2022	9004631724		WATER RATES & FEES	\$ 103.19	
30/06/2022	9004631716		WATER RATES & FEES	\$ 113.78	
18/07/2022	3183.119-01	Telstra	TELEPHONE		\$ 6,549.46
15/07/2022	0941160300		TELEPHONE CHARGES - FIRE BRIGADES JUNE 2022	\$ 309.46	
15/07/2022	2085566000		TELEPHONE CHARGES - JUNE 2022	\$ 6,240.00	
18/07/2022	3183.12599-01	Department of Mines, Industry Regulation and Safety	MUNDARING BSL		\$ 416.75
15/07/2022	MAY 2022		MUNDARING BSL - MAY 2022	\$ 416.75	
18/07/2022	3183.12665-01	Building and Construction Industry Training Board	BCITF LEVY		\$ 70.00
15/07/2022	INV146553J9D1L8		BCITF LEVY - JUNE 2022	\$ 70.00	
18/07/2022	3183.14604-01	Miss B Gurbiel	GRANT		\$ 200.00
15/07/2022	GRANT		YOUTH GRANT PROGRAM	\$ 200.00	
18/07/2022	3183.14605-01	Miss A Stewart	GRANT		\$ 200.00
15/07/2022	GRANT		YOUTH GRANT PROGRAM	\$ 200.00	
18/07/2022	3183.14606-01	Mr E Klein	GRANT		\$ 200.00
15/07/2022	GRANT		YOUTH GRANT PROGRAM	\$ 200.00	
18/07/2022	3183.14607-01	Mr A Kettle	GRANT		\$ 200.00
15/07/2022	GRANT		YOUTH GRANT PROGRAM	\$ 200.00	
18/07/2022	3183.14608-01	Miss C D'Addario	GRANT		\$ 200.00
15/07/2022	GRANT		YOUTH GRANT PROGRAM	\$ 200.00	
18/07/2022	3183.174-01	Synergy	ELECTRICITY		\$ 213,039.79
30/06/2022	7484541121		ELECTRICITY	\$ 130.34	
05/07/2022	3011349923		ELECTRICITY	\$ 118.25	
05/07/2022	3310777127		ELECTRICITY	\$ 116.37	
07/07/2022	4743483524		ELECTRICITY	\$ 102.85	
15/07/2022	3021647529		STREET LIGHTING CHARGES	\$ 212,571.98	
18/07/2022	3183.589-01	Shire of Mundaring	FDC PARENT LEVY		\$ 9,295.50
14/07/2022	130722		FDC PARENT LEVY	\$ 9,295.50	
18/07/2022	3183.6549-01	Mr K H Kitchin	REIMBURSEMENT		\$ 129.47
15/07/2022	REIMBURSEMENT		REIMBURSEMENT - FUEL EXPENSES FOR 811 MDG	\$ 129.47	
18/07/2022	3184.10237-01	ER Consultants Pty Ltd	PROFESSIONAL SERVICES		\$ 2,750.00
18/07/2022	00001781		INITIAL SITE INSPECTION & ASSESSMENT - HARMONY ESTATE	\$ 2,750.00	

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<u>Date</u>	<u>Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
18/07/2022	3184.1052-01	Darlington Arts Festival Association	ANNUAL FUNDING		\$ 5,928.00
15/07/2022	00002067		ANNUAL FUNDING - 1ST INSTALLMENT 2022	\$ 5,928.00	
18/07/2022	3184.10881-01	Also Pty Ltd	SERVICING SANITARY & NAPPY UNITS		\$ 666.34
15/07/2022	CPER2235869		SERVICING SANITARY & NAPPY UNITS	\$ 666.34	
18/07/2022	3184.11072-01	Armada Concrete Tank Co (Heerema Brothers Trust T/As:)	WATER TANK		\$ 79,740.00
14/07/2022	4033		SUPPLY & INSTALL CONCRETE TANK - MUNDARING OVAL	\$ 79,740.00	
18/07/2022	3184.11135-01	Frontline Fire & Rescue (Bluesteel Enterprises Pty Ltd)	EQUIPMENT PURCHASES		\$ 4,838.34
27/06/2022	74930		EQUIPMENT PURCHASES - MT HELENA VBFB	\$ 332.63	
27/06/2022	74928		EQUIPMENT PURCHASES - SAWYERS VALLEY VBFB	\$ 345.62	
27/06/2022	74929		EQUIPMENT PURCHASES - WOOROLOO VBFB	\$ 569.69	
27/06/2022	74931		EQUIPMENT PURCHASES - BRIGADE DISTRIBUTION	\$ 3,590.40	
18/07/2022	3184.11561-01	Local Government Professionals Australia NSW	PROGRAM EXIT FEE		\$ 6,682.50
14/07/2022	Cash-48256		PERFORMANCE EXCELLENCE PROGRAM EXIT FEE	\$ 6,682.50	
18/07/2022	3184.11563-01	Thinkproject Australia Pty Ltd	SUBSCRIPTION		\$ 13,194.45
07/07/2022	RSL-18826		RAMM ANNUAL SUPPORT & MAINTENANCE FEE 01/07/2022 - 30/06/2023	\$ 13,194.45	
18/07/2022	3184.11875-01	JDG Sim Pty Ltd T/A Minuteman Press Midland	BUSINESS CARDS		\$ 150.00
18/07/2022	21671		CR HURST BUSINESS CARDS	\$ 150.00	
18/07/2022	3184.11953-01	The Stationery Co (C Willis & D J Willis T/As:)	STATIONERY		\$ 128.88
24/06/2022	167119		STATIONERY ITEMS	\$ 128.88	
18/07/2022	3184.12078-01	Recruitwest Pty Ltd	TEMP STAFF		\$ 20,355.49
15/07/2022	C INV 584406		TEMP STAFF - DEPOT	\$ 7,027.59	
15/07/2022	C INV 584409		TEMP STAFF - DEPOT	\$ 1,861.63	
15/07/2022	C INV 584454		TEMP STAFF - DEPOT	\$ 2,332.63	
15/07/2022	C INV 584450		TEMP STAFF - DEPOT	\$ 6,231.95	
15/07/2022	C INV 584456		TEMP STAFF - WASTE OPERATIONS SUPERVISOR	\$ 2,047.65	
15/07/2022	C INV 584455		TEMP STAFF - CDS DRIVER CONTAINERS COLLECTION	\$ 854.04	
18/07/2022	3184.12148-01	True Plumbing and Gas	REPAIR DRINK FOUNTAINS		\$ 1,481.19
08/07/2022	INV-1351		REPAIR DRINK FOUNTAIN - CHIDLOW VILLAGE GREEN	\$ 275.00	
14/07/2022	INV-1343		REPAIR DRINK FOUNTAIN - DARLINGTON PLAYGROUND AREA	\$ 1,206.19	
18/07/2022	3184.12470-01	Mr G Wood	FENCING		\$ 4,759.70
15/07/2022	IV00000000827		SUPPLY & INSTALL RAILS & POSTS - DARLINGTON OVAL	\$ 678.70	
18/07/2022	IV00000000825		FENCING & GATES BIN ENCLOSURE - MUNDARING ARENA HARD COURTS	\$ 4,081.00	
18/07/2022	3184.12579-01	Mr V Crowe	LANDSCAPE & CLEANING SERVICES		\$ 1,960.00
15/07/2022	1963		LANDSCAPE SERVICES	\$ 210.00	
15/07/2022	1964		CLEANING SERVICES	\$ 210.00	
15/07/2022	1965		LANDSCAPE SERVICES	\$ 280.00	
15/07/2022	1966		LANDSCAPE SERVICES	\$ 210.00	
15/07/2022	1970		CLEANING SERVICES	\$ 210.00	
15/07/2022	1971		LANDSCAPE SERVICES	\$ 210.00	
15/07/2022	1974		CLEANING SERVICES	\$ 210.00	
15/07/2022	1975		LANDSCAPE SERVICES	\$ 210.00	
15/07/2022	1976		LANDSCAPE SERVICES	\$ 210.00	
18/07/2022	3184.12640-01	Officeworks Ltd	STATIONERY ITEMS		\$ 321.05
24/06/2022	601418770		SUPPLY EAR PHONES & COFFEE	\$ 271.30	
24/06/2022	601385457		SUPPLY A4 CERTIFICATE FRAMES	\$ 49.75	
18/07/2022	3184.12649-01	Rapid Asbestos Removals (Rapid Holdings WA Pty Ltd T/A)	ASBESTOS REMOVAL		\$ 1,512.50
14/07/2022	3835		REMOVE & DISPOSE OF ASBESTOS - HAROLD ST DARLINGTON	\$ 1,512.50	
18/07/2022	3184.12655-01	Tennant Australia Pty Limited	EQUIPMENT MAINTENANCE		\$ 4,397.27
23/06/2022	918813472		REPLACE & INSTALL BATTERIES - SPORTS FLOOR SCRUBBER	\$ 4,397.27	
18/07/2022	3184.12899-01	NAPA (A Division of GPC Asia Pacific Pty Ltd)	DEPOT CONSUMABLES		\$ 499.40
24/06/2022	1320224577		SUPPLY JOCKEY WHEEL FOR P268	\$ 118.80	
29/06/2022	1320225184		SUPPLY CABIN AIR FILTERS FOR P2487, P2444 & P2452	\$ 62.70	
29/06/2022	1320225135		SUPPLY FILTERS FOR MULTIPLE VEHICLES	\$ 317.90	
18/07/2022	3184.13097-01	Survey Civil	EARTHWORKS		\$ 7,277.60
14/07/2022	162		SUPPLY & INSTALL NEW CONCRETE GATIC LID - MUNDARING OVAL DRAINAGE	\$ 2,228.60	
14/07/2022	161		REMOVE, LEVEL & REPLACE DRAINAGE FRAME - THOMAS RD MAHOGANY CREEK	\$ 1,793.00	
15/07/2022	164		REMOVE & REPLACE 2 X DRAINAGE FRAMES - STONEVILLE RD	\$ 3,256.00	
18/07/2022	3184.13208-01	Fire Protection Services WA Pty Ltd	MAINTENANCE		\$ 1,127.54
18/07/2022	00009075		FIRE & EMERGENCY SERVICES MAINTENANCE - MUNDARING ARENA	\$ 518.87	
18/07/2022	00009082		FIRE & EMERGENCY SERVICES MAINTENANCE - MUNDARING SHIRE	\$ 129.71	
18/07/2022	00009074		FIRE & EMERGENCY SERVICES MAINTENANCE - BOYA COMMUNITY CENTRE	\$ 478.96	

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18/07/2022	3184.13345-01	ABM Landscaping (Mikevie Pty Ltd T/As:)	LANDSCAPING		\$ 8,845.79
15/07/2022	INV-2863		LANDSCAPE MAINTENANCE - GREAT EASTERN HIGHWAY	\$ 2,235.89	
14/07/2022	INV-2864		LANDSCAPE MAINTENANCE - MUNDARING COMMUNITY CENTRES	\$ 2,077.68	
14/07/2022	INV-2876		LANDSCAPE MAINTENANCE - SCULPTURE PARK & MORGAN JOHN MORGAN	\$ 4,532.22	
18/07/2022	3184.13406-01	Truckline (Specialist Wholesalers Pty Ltd T/As:)	PARTS		\$ 326.73
29/06/2022	7861035		SUPPLY PARTS FOR P129	\$ 326.73	
18/07/2022	3184.13480-01	The Trustee for Bellrock Cleaning Services Trust	CLEANING		\$ 67,878.95
27/06/2022	INV-14799		CLEANING SERVICES - JUNE 2022	\$ 67,878.95	
18/07/2022	3184.13488-01	Tiger Concrete (Finetail Holdings Pty Ltd T/As:)	EARTHWORKS		\$ 2,998.60
14/07/2022	15		CONCRETE FOOTPATH & SEAT PADS - MT HELENA TENNIS	\$ 2,998.60	
18/07/2022	3184.135-01	BOC Ltd	CYLINDER RENTAL		\$ 142.42
29/06/2022	4031492355		CYLINDER RENTAL CHARGES	\$ 142.42	
18/07/2022	3184.13878-01	Ms C Foley	ENTERTAINMENT		\$ 200.00
15/07/2022	34		NYOONGAR LANGUAGE WORKSHOP	\$ 200.00	
18/07/2022	3184.14013-01	Eastern Hills Chainsaws & Mowers Pty Ltd	EQUIPMENT REPAIRS		\$ 2,398.40
27/06/2022	48909 #4		REPLACEMENT CHAINSAWS	\$ 2,398.40	
18/07/2022	3184.14032-01	Metal Artwork Creations (Truly Aquamarine Holdings)	DESIGN FEES/COSTS		\$ 36.30
15/07/2022	88904		SUPPLY & DELIVER DESK NAME PLAQUE & BADGE - CR HURST	\$ 36.30	
18/07/2022	3184.14051-01	Sweeping Services Australia Pty Ltd	STREET SWEEPING SERVICES		\$ 12,485.00
14/07/2022	INV-0178		SUPPLY OF STREET SWEEPING SERVICES	\$ 12,485.00	
18/07/2022	3184.14073-01	Tony's House of Tender Meats (GK & KS Fraser-Willoughby)	FOOD		\$ 702.57
15/07/2022	21023		MEAT SUPPLIES FOR CHILDREN - MECPC	\$ 241.50	
15/07/2022	21224		MEAT SUPPLIES FOR CHILDREN - MECPC	\$ 247.24	
15/07/2022	21549		MEAT SUPPLIES FOR CHILDREN - MECPC	\$ 213.83	
18/07/2022	3184.14074-01	Midland Supa IGA (The Trustee for Pham United Trust T/As)	CATERING		\$ 272.56
24/06/2022	04/2765		FOOD & CONSUMABLES FOR CHILDREN & STAFF - MECPC	\$ 272.56	
18/07/2022	3184.14083-01	Aussie Telecom Pty Limited	SUBSCRIPTION		\$ 1,351.23
15/07/2022	220726046		DEEP FREEZE ENTERPRISE MAINTENANCE RENEW 31/08/2022 - 30/08/2025	\$ 1,351.23	
18/07/2022	3184.14213-01	The Parky Pitstop Lunchbar & Deli (The Trustee for The	CATERING		\$ 180.00
23/06/2022	1037		CATERING - STAFF FAREWELL COMMUNICATIONS CO-ORDINATOR	\$ 180.00	
18/07/2022	3184.14396-01	REmida Perth Inc	ANNUAL MEMBERSHIP		\$ 185.00
15/07/2022	9645		ANNUAL MEMBERSHIP - RESOURCES FOR CHILDREN - MECPC	\$ 185.00	
18/07/2022	3184.14435-01	Lou's Kitchen (Knights, Louisa Jayne T/As)	PROVISIONS FOR REFLECTIONS CAFE		\$ 300.00
18/07/2022	INV-0155		PROVISIONS FOR REFLECTIONS CAFE	\$ 300.00	
18/07/2022	3184.14496-01	Tyrepower Mundaring (The Trustee for The Racadage	TYRES & REPAIRS		\$ 40.00
23/06/2022	112320		REPAIR TYRE ON P523	\$ 40.00	
18/07/2022	3184.14506-01	Eco Landworks Pty Ltd	FIREBREAK		\$ 20,235.06
30/06/2022	INV-0178		FIRE MITIGATION WORKS - HERITAGE TRAIL RILEY RD	\$ 20,235.06	
18/07/2022	3184.15-01	Australia Post	POSTAGE		\$ 104.64
15/07/2022	1011653204		POSTAGE CHARGES LIBRARY	\$ 104.64	
18/07/2022	3184.1884-01	Agparts Warehouse Pty Ltd	PARTS		\$ 105.60
29/06/2022	271481		PARTS FOR P1004	\$ 105.60	
18/07/2022	3184.189-01	LGISWA	INSURANCE		\$ 484,973.66
14/07/2022	100-147947		INSURANCE PREMIUMS 2022/2023	\$ 484,973.66	
18/07/2022	3184.192-01	LGIS Insurance Broking Services	INSURANCE		\$ 1,082.59
14/07/2022	062-212639		INSURANCE PREMIUM 2022/2023 - MARINE HULL COMMERCIAL	\$ 807.59	
14/07/2022	062-212731		INSURANCE PREMIUM 2022/2023 - MARINE CARGO	\$ 275.00	
18/07/2022	3184.197-01	Konica Minolta Business Solutions Aust Pty Ltd	PHOTOCOPIER PRINTING		\$ 2,335.35
15/07/2022	0400001153320422		PHOTOCOPIER PRINTING	\$ 2,335.35	
18/07/2022	3184.209-01	BGC (Australia) Pty Ltd	SUPPLY ASPHALT		\$ 126.50
08/07/2022	IA10437		SUPPLY ASPHALT	\$ 126.50	
18/07/2022	3184.234-01	Coles Supermarkets Australia Pty Ltd	KIOSK SUPPLIES		\$ 1,099.99
23/06/2022	147116499		FOOD & CONSUMABLES FOR CHILDREN & STAFF - MECPC	\$ 574.91	
28/06/2022	147902052		FOOD & CONSUMABLES FOR CHILDREN & STAFF - MECPC	\$ 467.28	
28/06/2022	147781002		FOOD & CONSUMABLES FOR CHILDREN & STAFF - MECPC	\$ 57.80	
18/07/2022	3184.254-01	Mundaring Arts Centre Inc	ANNUAL FUNDING		\$ 188,826.00
15/07/2022	1392		ANNUAL FUNDING 2022/2023	\$ 188,826.00	
18/07/2022	3184.2625-01	Stewart & Heaton Clothing Co	UNIFORMS		\$ 2,262.47
24/06/2022	SIN-3563554		UNIFORMS - PARKERVILLE VBFB	\$ 539.19	
24/06/2022	SIN-3563558		UNIFORMS - PARKERVILLE VBFB	\$ 392.70	
24/06/2022	SIN-3563560		UNIFORMS - WOOROLOO VBFB	\$ 545.18	
24/06/2022	SIN-3563564		UNIFORMS - WOOROLOO VBFB	\$ 785.40	
18/07/2022	3184.3780-01	Kleenit Pty Ltd	MAINTENANCE		\$ 192.50
18/07/2022	152368		REMOVE GRAFFITI - PARKERVILLE OVAL BARBEQUE AREA	\$ 192.50	

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18/07/2022	3184.381-01	Mundaring Electrical Contracting Service	ELECTRICAL SERVICES		\$ 283.80
18/07/2022	7435		ELECTRICAL SERVICES - BRUCE DOUGLAS PAVILION	\$ 283.80	
18/07/2022	3184.397-01	J. Blackwood & Son Pty Ltd	CEMENT		\$ 966.50
29/06/2022	PE0161EF		SUPPLY BAGS OF CEMENT	\$ 966.50	
18/07/2022	3184.4281-01	Direct Communications	EQUIPMENT REPAIRS		\$ 216.15
27/06/2022	114523		REPAIR MID BAND RADIO IN CHIDLOW	\$ 216.15	
18/07/2022	3184.4300-01	C & D Planke & Sons	HIRE OF PLANT		\$ 2,277.00
15/07/2022	123		PROFILING WORKS - WINDOO ST PARKERVILLE	\$ 2,277.00	
18/07/2022	3184.4526-01	Mr J S Daw	COUNCILLOR ALLOWANCE		\$ 729.81
15/07/2022	TRAVEL		REIMBURSEMENT - TRAVEL & PARKING FEES 04/04/2022 - 13/07/2022	\$ 729.81	
18/07/2022	3184.5172-01	David Lavell & Associates	DESIGN FEES/COSTS		\$ 1,430.00
18/07/2022	2022/208		STRUCTURAL ENGINEERING SERVICES SOLAR PANEL INSTALL	\$ 1,430.00	
18/07/2022	3184.5945-01	West Coast Spring Water Pty Ltd	CAFE BAR CONSUMABLES		\$ 23.82
15/07/2022	2332765		WATER BOTTLES FOR KSP LIBRARY	\$ 23.82	
18/07/2022	3184.5986-01	Experian Australia Pty Ltd	SOFTWARE EXPENSES		\$ 5,680.88
27/06/2022	35490		LICENSE RENEWAL 01/07/2022 TO 30/06/2023	\$ 5,680.88	
18/07/2022	3184.6050-01	Fuel Distributors of Western Australia Pty Ltd	FUEL & OILS		\$ 273.31
18/06/2022	00402394		LITHPLEX 40 X 450GM	\$ 204.00	
27/06/2022	00402877		GREASE CARTRIDGES	\$ 69.31	
18/07/2022	3184.6732-01	Relationships Australia Western Australia Inc	EMPLOYEE ASSISTANCE PROGRAM		\$ 176.00
15/07/2022	00396953		EMPLOYEE ASSISTANCE PROGRAM	\$ 176.00	
18/07/2022	3184.7426-01	Scoob's Dingo Service	FOOTPATH SWEEPING/MAINTENANCE		\$ 6,655.17
14/07/2022	2601		FOOTPATH SWEEPING/MAINTENANCE	\$ 787.05	
14/07/2022	2602		FOOTPATH SWEEPING/MAINTENANCE	\$ 787.05	
15/07/2022	2603		FOOTPATH SWEEPING/MAINTENANCE	\$ 5,081.07	
18/07/2022	3184.7489-01	Sparks Refrigeration & Airconditioning	REPAIR AIR-CONDITIONER		\$ 297.00
27/06/2022	INV-2582		REPAIR AIR-CONDITIONER - BILGOMAN AQUATIC CENTRE	\$ 297.00	
18/07/2022	3184.7727-01	Marshall Beattie Pty Ltd	SERVICING AUTOMATED DOORS		\$ 1,400.30
24/06/2022	10127529		SERVICING AUTOMATED DOORS - BOYA OVAL HELENA VALLEY	\$ 297.00	
24/06/2022	10127530		SERVICING AUTOMATED DOORS - SWAN VIEW YOUTH CENTRE	\$ 143.00	
24/06/2022	10127531		SERVICING AUTOMATED DOORS - BROWN PARK COMMUNITY CENTRE	\$ 143.00	
24/06/2022	10127532		ADDITIONAL DOOR MAINTENANCE - HUB OF THE HILLS	\$ 143.00	
24/06/2022	10127533		SERVICING AUTOMATED DOORS - MUNDARING LIBRARY	\$ 143.00	
24/06/2022	10127534		SERVICING AUTOMATED DOORS - MUNDARING ARENA	\$ 143.00	
24/06/2022	10127535		SERVICING AUTOMATED DOORS - ADMIN	\$ 388.30	
18/07/2022	3184.80-01	Bunnings Group Limited	HARDWARE		\$ 699.18
24/06/2022	2440/01175845		HARDWARE ITEMS	\$ 179.49	
24/06/2022	2440/01175868		HARDWARE ITEMS	\$ 37.20	
27/06/2022	2440/01065139		HARDWARE ITEMS	\$ 482.49	
18/07/2022	3184.8374-01	Natural Area Holdings P/L T/A Natural Area Consulting	LABELS FOR SEEDLINGS		\$ 40.15
27/06/2022	00017854		LABELS FOR SEEDLINGS	\$ 40.15	
18/07/2022	3184.8545-01	Sankey Plumbing Service	PLUMBING SERVICES		\$ 2,211.00
15/07/2022	5385		PLUMBING SERVICES - MECPC	\$ 770.00	
18/07/2022	5391		PLUMBING SERVICES - HARRY RISEBOROUGH OVAL PAVILION	\$ 561.00	
18/07/2022	5390		PLUMBING SERVICES - BRUCE DOUGLAS PAVILION	\$ 374.00	
18/07/2022	5389		PLUMBING SERVICES - MUNDARING LIBRARY	\$ 374.00	
18/07/2022	5388		PLUMBING SERVICES - CHIDLOW PUBLIC TOILETS	\$ 132.00	
18/07/2022	3184.9596-01	Brice Pest Management	TERMITE TREATMENT		\$ 1,100.00
08/07/2022	IV05142		BAITED FOR RATS - COPPIN RD TRANSFER STATION & CDS	\$ 220.00	
18/07/2022	IV05091		TERMITE TREATMENT - GLEN FORREST STATION MASTERS HOUSE	\$ 880.00	
18/07/2022	3184.9627-01	MPK Tree Management Pty Ltd	STREET TREE MAINTENANCE		\$ 2,780.80
30/06/2022	4510		STREET TREE MAINTENANCE - VARIOUS LOCATIONS	\$ 2,780.80	
18/07/2022	3184.9769-01	Japanese Truck & Bus Spares	PARTS		\$ 397.10
24/06/2022	448685		SUPPLY PARTS FOR P691	\$ 397.10	
18/07/2022	3185.589-01	Shire of Mundaring	EOY POS AND RDC RECOUP		\$ 242,206.04
30/06/2022	772507		EOY RDC RECOUP	\$ 1,303.55	
30/06/2022	753873		EOY RDC RECOUP	\$ 12,216.06	
30/06/2022	852536		EOY RDC RECOUP	\$ 1,639.01	
30/06/2022	1087399		EOY RDC RECOUP	\$ 9,164.41	
30/06/2022	586672		EOY POS RECOUP	\$ 38,220.42	
30/06/2022	619696		EOY POS RECOUP	\$ 107,104.23	
30/06/2022	814042		EOY POS RECOUP	\$ 72,558.36	
20/07/2022	3186.3462-01	Care Giver Subsidies	CARE GIVER SUBSIDIES		\$ 27,636.57
21/07/2022	200722		CARE GIVER SUBSIDIES	\$ 27,636.57	

MONTHLY LIST OF ACCOUNTS PAID
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<u>Date</u>	<u>Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
21/07/2022	3187.14617-01	Ms F M Day	REFUND		\$ 4,430.16
21/07/2022	REFUND		RATES REFUND	\$ 4,430.16	
25/07/2022	3188.12599-01	Department of Mines, Industry Regulation and Safety	MUNDARING BSL		\$ 11,902.56
22/07/2022	JUNE 2022		MUNDARING BSL - JUNE 2022	\$ 11,902.56	
25/07/2022	3188.13742-01	Mr A J Laurin	REFUND		\$ 391.74
25/07/2022	REFUND		REFUND - BAL COSTS FOR DINSDALE RD WOOROLOO	\$ 391.74	
25/07/2022	3188.14619-01	Mrs B S Barlow	REFUND		\$ 46.80
22/07/2022	REFUND		REFUND - HALL HIRE BOOKING CANCELLED	\$ 46.80	
25/07/2022	3188.14620-01	Mrs J S Zekulich	REFUND		\$ 200.20
22/07/2022	REFUND		REFUND - HALL HIRE PAID TWICE	\$ 200.20	
25/07/2022	3188.174-01	Synergy	ELECTRICITY		\$ 898.28
30/06/2022	5185501927		ELECTRICITY	\$ 898.28	
25/07/2022	3188.355-01	Wesfarmers Kleenheat Gas Pty Ltd	GAS		\$ 2,978.80
19/06/2022	4437555		BULK GAS SERVICES - BILGOMAN AQUATIC CENTRE	\$ 2,978.80	
25/07/2022	3188.3599-01	Mr C F Blankley	REIMBURSEMENT		\$ 495.00
22/07/2022	REIMBURSEMENT		REIMBURSEMENT OF EXPENSES FOR BILGOMAN AQUATIC CENTRE	\$ 495.00	
25/07/2022	3188.4600-01	Darlington Theatre Players Inc	REFUND		\$ 38.40
22/07/2022	REFUND		REFUND - HALL HIRE CANCELLED	\$ 38.40	
25/07/2022	3188.589-01	Shire of Mundaring	FDC PARENT LEVY		\$ 10,292.40
21/07/2022	200722		FDC PARENT LEVY	\$ 9,912.40	
22/07/2022	JUNE 2022		BUILDING SERVICES LEVY - JUNE 2022	\$ 380.00	
25/07/2022	3189.1020-01	Rudd Industrial & Farm Supplies	SAFETY EQUIPMENT		\$ 95.44
29/06/2022	1072852		SUPPLY WORKSHOP CONSUMABLES	\$ 95.44	
25/07/2022	3189.10494-01	Tim Eva's Nursery	TREES		\$ 3,949.00
23/06/2022	INV-2528		TREES	\$ 187.00	
23/06/2022	INV-2526		TREES	\$ 1,430.00	
08/07/2022	INV-2558		TREES	\$ 2,332.00	
25/07/2022	3189.10904-01	Split Horizon Pty Ltd	PROFESSIONAL SERVICES		\$ 1,485.00
30/06/2022	INV-0320		PROFESSIONAL SERVICES - CISCO AGENT ISSUES	\$ 1,485.00	
25/07/2022	3189.10988-01	Aqua Sports Marine	SERVICE		\$ 442.61
19/07/2022	800081		SUPPLY BOAT ROPE LADDER, FUEL LINE & CUT OFF LEADS	\$ 442.61	
25/07/2022	3189.11017-01	Sapio Pty Ltd	SECURITY EXPENSES		\$ 518.52
29/06/2022	SP209427		SUPPLY & PROGRAM DURESS ALARM PENDANT - VISITOR CENTRE	\$ 518.52	
25/07/2022	3189.11112-01	Supercivil Pty Ltd	EARTHWORKS		\$ 7,756.13
08/07/2022	INV-0733		SUPPLY & LAY KERBING - DIBBLE STREET	\$ 1,921.86	
08/07/2022	INV-0735		KERB MAINTENANCE REPAIRS - PARKERVILLE & GLEN FORREST	\$ 1,182.15	
08/07/2022	INV-0734		KERB MAINTENANCE REPAIRS - PARKERVILLE & GLEN FORREST	\$ 4,652.12	
25/07/2022	3189.11135-01	Frontline Fire & Rescue (Bluesteel Enterprises Pty Ltd)	EQUIPMENT PURCHASES		\$ 4,072.61
29/06/2022	75016		EQUIPMENT PURCHASES - MT HELENA VBFB	\$ 280.96	
29/06/2022	75017		EQUIPMENT PURCHASES - STONEVILLE VBFB	\$ 1,675.14	
30/06/2022	75054		EQUIPMENT PURCHASES - CHIDLOW VBFB	\$ 2,116.51	
25/07/2022	3189.11137-01	Chefmaster Australia	BIN LINERS		\$ 1,038.15
10/06/2022	00056401		SUPPLY BIN LINERS FOR MUNDARING ARENA	\$ 1,038.15	
25/07/2022	3189.11266-01	DiskBank Pty Ltd T/A SoundPack Solutions	AUDIO BOOK & CD CASES - KSP LIBRARY		\$ 707.14
27/06/2022	INV-15868		AUDIO BOOK & CD CASES - KSP LIBRARY	\$ 707.14	
25/07/2022	3189.11326-01	Learning Seat Pty Ltd	SUBSCRIPTION		\$ 1,825.99
29/06/2022	6477012057		SUBSCRIPTION FEE 28/06/2022 TO 28/07/2022	\$ 1,825.99	
25/07/2022	3189.11374-01	Playground Centre Australia Pty Ltd	PLAY EQUIPMENT		\$ 2,777.50
21/07/2022	CINV13146		SUPPLY & DELIVER WIRE ROPE & TRAVELLER TROLLEY FOR FLYING FOX	\$ 2,777.50	
25/07/2022	3189.11398-01	JB HI-FI Group Pty Ltd	IT HARDWARE		\$ 3,264.25
27/06/2022	BD0833779		SUPPLY & DELIVER IPHONE 13 128GB & CHARGER	\$ 1,368.91	
19/07/2022	BD0839233		SUPPLY & DELIVER APPLE IPAD PRO 12.9 & CHARGER	\$ 1,895.34	
25/07/2022	3189.11578-01	Corsign WA Pty Ltd	SIGNAGE		\$ 679.80
18/06/2022	00066181		SUPPLY SIGN - CONCEALED DRIVEWAYS	\$ 146.30	
18/06/2022	00066329		SUPPLY TRAFFIC HAZARD AHEAD SIGNS	\$ 396.00	
19/07/2022	00067225		SUPPLY 1 X DEAN END HAZARD BOARD	\$ 137.50	
25/07/2022	3189.11841-01	QWest Property Pty Ltd T/A Qwest Paterson	VALUATION SERVICES		\$ 1,100.00
30/06/2022	224558		VALUATION SERVICES - JACOBY ST MUNDARING	\$ 1,100.00	
25/07/2022	3189.11953-01	The Stationery Co (C Willis & D J Willis T/As:)	STATIONERY		\$ 187.19
21/07/2022	166469		STATIONERY ITEMS	\$ 187.19	
25/07/2022	3189.11967-01	Trade West Industrial Supplies Pty	CONSUMABLES		\$ 1,795.20
29/06/2022	91074		SUPPLY & DELIVER ASSORTED GLOVES	\$ 224.40	
29/06/2022	90964		SUPPLY & DELIVER ASSORTED GLOVES	\$ 1,570.80	

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25/07/2022	3189.12-01	Department of Human Services - Child Support	CHILD SUPPORT PAYMENT		\$ 550.68
17/07/2022	PY02-02-CHILD SU		CHILD SUPPORT PAYMENT	\$ 550.68	
25/07/2022	3189.12078-01	Recruitwest Pty Ltd	TEMP STAFF		\$ 10,117.48
19/07/2022	C INV 584501		TEMP STAFF - DEPOT	\$ 1,678.49	
19/07/2022	C INV 584502		TEMP STAFF - CDS DRIVER CONTAINERS COLLECTION	\$ 854.04	
21/07/2022	58446011		PERMANENT PLACEMENT FEE - WASTE OPS SUPERVISOR	\$ 1,980.00	
21/07/2022	C INV 584497		TEMP STAFF - DEPOT	\$ 5,604.95	
25/07/2022	3189.12149-01	TenderLink.com	ADVERTISING		\$ 570.90
13/06/2022	MUNDAR-491818		PUBLIC TENDER ADVERTISING	\$ 190.30	
18/06/2022	MUNDAR-492208		PUBLIC TENDER ADVERTISING	\$ 190.30	
27/06/2022	MUNDAR-493161		PUBLIC TENDER ADVERTISING	\$ 190.30	
25/07/2022	3189.124-01	Sigma Chemicals	POOL CHEMICALS		\$ 1,678.05
03/06/2022	158369/01		CHLORINE/POOL CHEMICALS	\$ 1,678.05	
25/07/2022	3189.12402-01	Grace Information & Records Management	OFFSITE RECORDS STORAGE		\$ 1,792.21
30/06/2022	RP01266057		OFFSITE RECORDS STORAGE	\$ 1,792.21	
25/07/2022	3189.12422-01	MDM Plumbing and Gas	PLUMBING SERVICES		\$ 997.48
21/07/2022	2112		REPLACE LEAKING TAPWARE - LAKE LESCHENAULTIA	\$ 789.36	
21/07/2022	2111		SERVICE SHOWERS LEAKING TAPWARE - LAKE LESCHENAULTIA	\$ 208.12	
25/07/2022	3189.12427-01	All Suburbs Garden & Wood Supplies	FIRE WOOD		\$ 1,188.00
19/07/2022	35291		SUPPLY FIRE WOOD FOR LAKE LESCHENAULTIA	\$ 1,188.00	
25/07/2022	3189.12470-01	Mr G Wood	FENCING		\$ 5,903.70
15/07/2022	IV00000000829		STONE PITCHING AROUND STORM WATER DRAINS - DARLINGTON	\$ 1,771.00	
19/07/2022	IV00000000811		REPAIR FENCING - COPPIN RD & MATHIESON RD TRANSFER STATIONS	\$ 1,133.00	
19/07/2022	IV00000000826		REPAIR FENCING - COPPIN RD TRANSFER STATION	\$ 803.00	
19/07/2022	IV00000000828		REPAIR FENCING - COPPIN RD TRANSFER STATION	\$ 308.00	
22/07/2022	IV00000000832		SUPPLY & INSTALL CONCRETE NEAR STAIRS PAD - CHIDLOW SKATE PARK	\$ 1,888.70	
25/07/2022	3189.12579-01	Mr V Crowe	LANDSCAPE, MAINTENANCE & CLEANING SERVICES		\$ 3,080.00
19/07/2022	1969		LANDSCAPE SERVICES	\$ 455.00	
19/07/2022	1972		LANDSCAPE & MAINTENANCE SERVICES & TIP FEES	\$ 605.00	
19/07/2022	1973		LANDSCAPE SERVICES	\$ 717.50	
22/07/2022	1977		LANDSCAPE SERVICES & TIP FEES	\$ 637.50	
22/07/2022	1978		CLEANING SERVICES	\$ 210.00	
22/07/2022	1979		LANDSCAPE SERVICES	\$ 210.00	
22/07/2022	1980		LANDSCAPE & MAINTENANCE SERVICES	\$ 245.00	
25/07/2022	3189.127-01	Volich Waste Contractors Pty Ltd	REFUSE CONTRACT		\$ 194.79
28/06/2022	00006196		WASTE COLLECTION SERVICES - LAKE LESCHENAULTIA	\$ 194.79	
25/07/2022	3189.12794-01	Mount Helena Hardware	HARDWARE ITEMS		\$ 322.64
17/06/2022	101051300		SUPPLY OF ASSORTED HARDWARE ITEMS	\$ 38.40	
17/06/2022	101050395		SUPPLY OF ASSORTED HARDWARE ITEMS	\$ 81.46	
23/06/2022	102008227		SUPPLY OF ASSORTED HARDWARE ITEMS	\$ 39.96	
24/06/2022	101053055		SUPPLY OF ASSORTED HARDWARE ITEMS	\$ 59.70	
24/06/2022	101053028		SUPPLY OF ASSORTED HARDWARE ITEMS	\$ 34.95	
24/06/2022	101052915		SUPPLY OF ASSORTED HARDWARE ITEMS	\$ 68.17	
25/07/2022	3189.12899-01	NAPA (A Division of GPC Asia Pacific Pty Ltd)	PARTS		\$ 251.90
19/07/2022	1320225812		SUPPLY AIR & OIL FILTERS FOR P722, P4814, P2471 & P2479	\$ 207.90	
19/07/2022	1320226835		SUPPLY OF WORKSHOP CONSUMABLES	\$ 44.00	
25/07/2022	3189.12902-01	Holcim Australia Pty Ltd	SAND		\$ 1,733.15
23/06/2022	9408142142		SUPPLY & DELIVER WHITE WASHED SAND	\$ 1,733.15	
25/07/2022	3189.12911-01	Planning Institute of Australia Pty	MEMBERSHIP FEE		\$ 660.00
15/07/2022	142702		ANNUAL MEMBERSHIP FEE - MARK LUZI	\$ 660.00	
25/07/2022	3189.12933-01	HP PPS Australia Pty Ltd	IT HARDWARE		\$ 656.67
07/07/2022	8127278		REPAIR BROKEN LAPTOP SCREEN - JENINE BANKS	\$ 656.67	
25/07/2022	3189.12944-01	Avon Tree Management (Kajanni Pty Ltd for Wegner)	FORESTRY MULCHING		\$ 2,533.08
21/07/2022	471		FORESTRY MULCHING - CNR CRAVEN & JACOBY ST	\$ 1,788.71	
22/07/2022	470		STUMP GRINDING - VARIOUS LOCATIONS	\$ 744.37	

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25/07/2022	3189.12951-01	Traffic Force	TRAFFIC MANAGMENT SERVICES		\$ 104,818.33
08/07/2022	00029900		TRAFFIC MANAGMENT SERVICES - TARRUP ROAD CHIDLOW	\$ 3,664.57	
08/07/2022	00029902		VARIABLE MESSAGE BOARD HIRE - KEANE ST ROADWORKS	\$ 518.90	
08/07/2022	00029966		VARIABLE MESSAGE BOARD HIRE - KEANE ST ROADWORKS	\$ 1,108.04	
15/07/2022	00029899		TRAFFIC MANAGEMENT SERVICES - DRAINAGE MAINTENANCE	\$ 6,412.82	
15/07/2022	00029752		TRAFFIC MANAGEMENT SERVICES - TARRUP ROAD CHIDLOW	\$ 1,694.64	
16/06/2022	00029602		TRAFFIC MANAGEMENT SERVICES - TARRUP ROAD CHIDLOW	\$ 2,362.79	
16/06/2022	00029599		TRAFFIC MANAGEMENT SERVICES - TREE MAINTENANCE	\$ 5,146.72	
16/06/2022	00029600		TRAFFIC MANAGEMENT SERVICES - DRAINAGE MAINTENANCE	\$ 4,987.76	
16/06/2022	00029601		TRAFFIC MANAGEMENT SERVICES - DRAINAGE MAINTENANCE	\$ 3,675.18	
16/06/2022	00029671		TRAFFIC MANAGEMENT SERVICES - DRAINAGE MAINTENANCE	\$ 6,753.30	
16/06/2022	00029674		TRAFFIC MANAGEMENT SERVICES - KEANE STREET ROADWORKS	\$ 1,440.65	
17/06/2022	00029673		TRAFFIC MANAGEMENT SERVICES - TARRUP ROAD CHIDLOW	\$ 1,869.78	
17/06/2022	00029672		TRAFFIC MANAGEMENT SERVICES - WORKS CREWS	\$ 3,787.70	
23/06/2022	00029750		TRAFFIC MANAGEMENT SERVICES - DRAINAGE MAINTENANCE	\$ 8,782.35	
23/06/2022	00029670		TRAFFIC MANAGEMENT SERVICES - TREE MAINTENANCE	\$ 6,704.52	
24/06/2022	00029753		VARIABLE MESSAGE BOARD HIRE - KEANE ST ROADWORKS	\$ 1,556.71	
27/06/2022	00029749		TRAFFIC MANAGEMENT SERVICES - TREE MAINTENANCE	\$ 4,709.91	
08/07/2022	00029964		TRAFFIC MANAGEMENT SERVICES - HALIFAX PLACE MUNDARING	\$ 1,993.40	
08/07/2022	00029901		TRAFFIC MANAGEMENT SERVICES - VARIOUS LOCATIONS	\$ 2,396.15	
14/07/2022	00029959		TRAFFIC MANAGEMENT SERVICES - DRAINAGE MAINTENANCE	\$ 4,687.73	
14/07/2022	00029963		TRAFFIC MANAGEMENT SERVICES - TARRUP ROAD CHIDLOW & DIBBLE STREET	\$ 3,413.36	
14/07/2022	00029898		TRAFFIC MANAGEMENT SERVICES - DRAINAGE MAINTENANCE	\$ 7,162.86	
14/07/2022	00029897		TRAFFIC MANAGEMENT SERVICES - TREE MAINTENANCE	\$ 5,925.29	
14/07/2022	00029958		TRAFFIC MANAGEMENT SERVICES - TREE MAINTENANCE	\$ 9,975.50	
15/07/2022	00029960		TRAFFIC MANAGEMENT SERVICES - WORKS CREWS	\$ 4,087.70	
25/07/2022	3189.12984-01	AJL Plumbing and Gas Pty Ltd (ATF The Lawyer Family)	PLUMBING SERVICES		\$ 1,675.30
19/07/2022	AJL10037		PLUMBING SERVICES - DARLINGTON HALL TOILETS	\$ 385.00	
21/07/2022	AJL10162		PLUMBING SERVICES - MUNDARING ARENA	\$ 806.30	
18/06/2022	AJL9902		PLUMBING SERVICES - SHIRE DEPOT	\$ 484.00	
25/07/2022	3189.13-01	Shire of Mundaring	PAYROLL DEDUCTION		\$ 12,557.15
17/07/2022	PY02-02-Private		PAYROLL DEDUCTION	\$ 312.00	
17/07/2022	PY02-02-Buy Addi		PAYROLL DEDUCTION	\$ 664.82	
17/07/2022	PY01-02-Private		PAYROLL DEDUCTION	\$ 624.00	
17/07/2022	PY01-02-Child Ca		PAYROLL DEDUCTION	\$ 1,885.93	
17/07/2022	PY01-02-Buy Addi		PAYROLL DEDUCTION	\$ 673.02	
17/07/2022	PY01-02-Novated		PAYROLL DEDUCTION	\$ 3,159.21	
17/07/2022	PY01-02-Novated		PAYROLL DEDUCTION	\$ 3,535.29	
17/07/2022	PY01-02-Novated		PAYROLL DEDUCTION	\$ 976.48	
17/07/2022	PY01-02-Novated		PAYROLL DEDUCTION	\$ 726.40	
25/07/2022	3189.13013-01	MDM Entertainment Pty Ltd	AUDIO VISUAL STOCK		\$ 400.88
21/07/2022	111211		AUDIO VISUAL STOCK - KSP LIBRARY	\$ 92.57	
21/07/2022	110631		AUDIO VISUAL STOCK - KSP LIBRARY	\$ 86.08	
21/07/2022	110630		AUDIO VISUAL STOCK - KSP LIBRARY	\$ 153.15	
21/07/2022	111398		AUDIO VISUAL STOCK - KSP LIBRARY	\$ 47.29	
21/07/2022	111212		AUDIO VISUAL STOCK - KSP LIBRARY	\$ 21.79	
25/07/2022	3189.13268-01	Department of Human Services - The Collector of Public	PAYROLL DEDUCTION		\$ 153.19
17/07/2022	PY01-02-Centrel		PAYROLL DEDUCTION	\$ 153.19	
25/07/2022	3189.13275-01	PLE Computers Pty Ltd	IT HARDWARE		\$ 63.80
30/06/2022	SI-2296856		SUPPLY 1 X CRUCIAL 8GB DDR4 SO-DIMM 1RX8	\$ 63.80	
25/07/2022	3189.13278-01	Safeway Building & Renovations Pty Ltd	EARTHWORKS		\$ 5,362.50
30/06/2022	4863		CONSTRUCT CONCRETE SLAB FOR BIN STORAGE CAGE	\$ 5,362.50	
25/07/2022	3189.13426-01	Clean Cloth Cotton Traders	CONSUMABLES		\$ 400.95
08/07/2022	00070496		SUPPLY 10 BAGS OF SLAG	\$ 400.95	
25/07/2022	3189.13454-01	Murdock Recruitment Pty Ltd	TEMP STAFF - MECPC		\$ 2,144.18
19/07/2022	I0012494		TEMP STAFF - MECPC	\$ 2,144.18	
25/07/2022	3189.13594-01	Bitumen Surfacing	ASPHALT		\$ 13,303.40
19/07/2022	00006983		ASPHALT WORKS - TARRUP STREET CHIDLOW	\$ 13,303.40	
25/07/2022	3189.13691-01	ID Warehouse (Brady Australia Pty Ltd T/As:)	STATIONERY		\$ 53.13
21/07/2022	9350378912		LANYARDS FOR SHIRE OF MUNDARING STAFF	\$ 53.13	
25/07/2022	3189.138-01	Sonic HealthPlus Pty Ltd	MEDICAL EXAMINATION		\$ 240.90
19/07/2022	2679357		PRE-EMPLOYMENT MEDICAL EXAMINATION	\$ 240.90	
25/07/2022	3189.13802-01	Construction Forestry Mining Energy Union - Construction	PAYROLL DEDUCTION		\$ 40.00
17/07/2022	PY02-02-CFMEU		PAYROLL DEDUCTION	\$ 40.00	

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25/07/2022	3189.13824-01	Elevation Digital (KV McNair Holdings Pty Ltd ATF McNair	SOCIAL MEDIA SERVICES		\$ 902.00
22/07/2022	INV-0108		SOCIAL MEDIA SERVICES - LAKE LESCHENAULTIA JANUARY 2022	\$ 902.00	
25/07/2022	3189.13866-01	Booktopia Pty Ltd	BOOKS		\$ 3,052.63
29/06/2022	17336155		BOOK STOCK - AFM LIBRARY	\$ 133.48	
29/06/2022	17335901		BOOK STOCK - KSP LIBRARY	\$ 120.63	
29/06/2022	17307806		BOOK STOCK - KSP LIBRARY	\$ 308.43	
29/06/2022	17307623		BOOK STOCK - AFM LIBRARY	\$ 474.18	
30/06/2022	17345452		BOOK STOCK - AFM LIBRARY	\$ 415.15	
30/06/2022	17345787		BOOK STOCK - KSP LIBRARY	\$ 277.20	
30/06/2022	17343999		BOOK STOCK - KSP LIBRARY	\$ 765.48	
30/06/2022	17299542		BOOK STOCK - KSP LIBRARY	\$ 558.08	
25/07/2022	3189.14013-01	Eastern Hills Chainsaws & Mowers Pty Ltd	EQUIPMENT REPAIRS		\$ 220.00
08/07/2022	48933 #11		SUPPLY CHAINSAW PROTECTIVE PANTS	\$ 220.00	
25/07/2022	3189.14051-01	Sweeping Services Australia Pty Ltd	STREET SWEEPING SERVICES		\$ 9,640.42
21/07/2022	INV-0185		SUPPLY OF STREET SWEEPING SERVICES	\$ 9,640.42	
25/07/2022	3189.14074-01	Midland Supa IGA (The Trustee for Pham United Trust T/As)	CATERING		\$ 91.20
28/06/2022	04/5531		FOOD & CONSUMABLES FOR CHILDREN & STAFF - MECPC	\$ 91.20	
25/07/2022	3189.14122-01	The Hybrid Minds	PROFESSIONAL SERVICES		\$ 726.00
30/06/2022	10326		BLACK COCKATOO NEST BOX INSTALLATION VIDEO	\$ 726.00	
25/07/2022	3189.14243-01	Western Tree Recyclers (Craneswest (WA) Pty Ltd T/As:)	STREET TREE MAINTENANCE		\$ 78,878.42
08/07/2022	00003628		GREEN WASTE PROCESSING SERVICES	\$ 10,529.75	
08/07/2022	00003625		GREEN WASTE PROCESSING SERVICES	\$ 13,781.46	
08/07/2022	00003620		GREEN WASTE PROCESSING SERVICES	\$ 12,539.45	
08/07/2022	00003626		GREEN WASTE PROCESSING SERVICES	\$ 27,747.34	
21/07/2022	00003627		GREEN WASTE PROCESSING SERVICES	\$ 14,280.42	
25/07/2022	3189.14394-01	Creative Catering Trust (The Trustee for Creative Catering	CATERING		\$ 5,616.00
19/07/2022	INV-0769		CATERING SERVICES - COUNCIL FORUM MEETING 26/04/2022	\$ 936.00	
19/07/2022	INV-0770		CATERING SERVICES - COUNCIL MEETING 10/05/2022	\$ 936.00	
19/07/2022	INV-0772		CATERING SERVICES - COUNCIL MEETING 14/06/2022	\$ 936.00	
19/07/2022	INV-0773		CATERING SERVICES - COUNCIL FORUM MEETING 28/06/2022	\$ 936.00	
19/07/2022	INV-0766		CATERING SERVICES - COUNCIL MEETING 08/03/2022	\$ 936.00	
21/07/2022	INV-0774		CATERING SERVICES - COUNCIL MEETING 12/07/2022	\$ 936.00	
25/07/2022	3189.14397-01	Intelife Group Limited	VERGE SPRAYING		\$ 12,980.00
22/07/2022	SHI008-062022		VERGE SPRAYING - WOOROLOO	\$ 12,980.00	
25/07/2022	3189.14427-01	Smart Subsea (The Trustee for The Smart Trust T/As:)	PROFESSIONAL SERVICES		\$ 15,493.50
13/06/2022	INV-2231		SUPPLY & INSTALL PADDLE CRAFT EXCLUSION ZONE - LAKE LESCHENAULTIA	\$ 15,493.50	
25/07/2022	3189.14429-01	JDSi Consulting Engineers (JDSi Consulting Engineer	DESIGN FEES/COSTS		\$ 2,475.00
19/07/2022	3-10333		DESIGN ROSEDALE ROAD SHARED PATH	\$ 2,475.00	
25/07/2022	3189.14505-01	1300Tempfence (Ready Industries Pty Ltd T/As:)	EQUIPMENT HIRE		\$ 862.40
23/06/2022	485404		HIRE OF SOLAR SITE CAMERAS - COPPIN RD TRANSFER STATION	\$ 862.40	
25/07/2022	3189.14558-01	Tool Kit Depot (Bunnings Group Limited T/As:)	TOOLS		\$ 750.50
08/07/2022	13-04-00000045		SUPPLY CIGWELD MINI WELDER	\$ 750.50	
25/07/2022	3189.14592-01	Dean Morris	AUTHOR TALK & PRESENTATION		\$ 325.00
21/07/2022	#275		AUTHOR TALK & PRESENTATION	\$ 325.00	
25/07/2022	3189.14611-01	Ohura Consulting (Ohura Group Pty Ltd T/As:)	CONSULTANCY SERVICES		\$ 716.00
25/07/2022	INV-0260		ENTERPRISE AGREEMENT SUPPORT - JUNE 2022	\$ 716.00	
25/07/2022	3189.14612-01	MetroCert (Andrew John Griffiths T/As:)	PROFESSIONAL SERVICES		\$ 550.00
25/07/2022	INV1559		CERTIFICATE OF DESIGN COMPLIANCE - CDC SOLAR PANELS	\$ 550.00	
25/07/2022	3189.1674-01	Midland Cement Materials	CEMENT PRODUCTS		\$ 198.22
16/06/2022	6164520		DRAINAGE & WATER PIPE PRODUCTS - CEMETERY UPGRADES	\$ 198.22	
25/07/2022	3189.191-01	Eastern Region Security	SECURITY EXPENSES		\$ 115.50
21/07/2022	00020758		SECURITY EXPENSES	\$ 115.50	
25/07/2022	3189.1955-01	Cleanaway	RECYCLING FEES		\$ 78,077.44
14/07/2022	21688430		RECYCLING FEES	\$ 78,077.44	
25/07/2022	3189.197-01	Konica Minolta Business Solutions Aust Pty Ltd	PHOTOCOPIER PRINTING		\$ 2,572.90
07/07/2022	0400001153320622		PHOTOCOPIER PRINTING	\$ 2,572.90	

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25/07/2022	3189.21-01	Eastern Metropolitan Regional Council	TRANSFER STATION FEES		\$ 289,588.99
21/07/2022	EMRC45524		TRANSFER STATION FEES	\$ 1,240.25	
21/07/2022	EMRC45646		TRANSFER STATION FEES	\$ 63,225.92	
21/07/2022	EMRC45688		TRANSFER STATION FEES	\$ 1,784.75	
21/07/2022	EMRC45793		MATHIESON RD WASTE TRANSFER STATION - SITE MANAGEMENT	\$ 40,867.22	
21/07/2022	EMRC45794		COPPIN RD WASTE TRANSFER STATION - SITE MANAGEMENT	\$ 53,562.14	
21/07/2022	EMRC45795		MANAGEMENT OF CDS OPERATIONS - COPPIN ROAD TRANSFER STATION	\$ 55,617.52	
21/07/2022	EMRC45771		TRANSFER STATION FEES	\$ 71,778.69	
21/07/2022	EMRC45839		TRANSFER STATION FEES	\$ 1,512.50	
25/07/2022	3189.215-01	Deputy Commissioner of Taxation	TAXATION		\$ 155,701.00
17/07/2022	PY02-02-Deputy C		PAYROLL DEDUCTION	\$ 24,978.00	
17/07/2022	PY01-02-Deputy C		PAYROLL DEDUCTION	\$ 130,723.00	
25/07/2022	3189.2163-01	Asphalttech Pty Ltd	ASPHALT		\$ 475,321.85
08/07/2022	17160		ASPHALT WORKS - DIBBLE STREET MOUNT HELENA	\$ 17,808.91	
21/07/2022	17162		ASPHALT WORKS - PENNELL RD CHIDLOW	\$ 12,045.88	
21/07/2022	17164		ASPHALT WORKS - KEANE STREET MT HELENA	\$ 166,626.42	
21/07/2022	17163		ASPHALT WORKS - THOMAS STREET CHIDLOW	\$ 278,840.64	
25/07/2022	3189.218-01	Security & Key Distributors	SECURITY EXPENSES		\$ 4,423.28
14/06/2022	91053		CHANGE LOCK TO WPMK ON ELECTRICAL BOX - MUNDARING ARTS CENTRE	\$ 388.19	
24/06/2022	91062		SUPPLY & DELIVER 4 X BILOCK KEYS	\$ 139.77	
29/06/2022	91149		SUPPLY & DELIVER BILOCK KEYS & PADLOCKS - POOLS	\$ 1,511.38	
24/06/2022	91080		SUPPLY 4 X BILOCK KEYS	\$ 119.77	
24/06/2022	91079		SUPPLY & DELIVER 2 X BILOCK PADLOCK COMPLETE	\$ 364.60	
24/06/2022	91126		KEY MANAGER MAINTENANCE RENEWAL	\$ 218.90	
19/07/2022	91206		SUPPLY ADI BOLT & STRIKE - CHIDLOW TENNIS PAVILION	\$ 162.93	
19/07/2022	91168		CALL OUT TO REPLACE 3 X ROLLER SHUTTER LOCKS - ADMIN	\$ 1,517.74	
25/07/2022	3189.2295-01	Rotary Club of Mundaring (Inc)	FUNDING		\$ 7,276.00
21/07/2022	2022/2023-25		FUNDING MUNDARING SUNDAY & TWILIGHT MARKETS 1ST INSTALMENT	\$ 7,276.00	
25/07/2022	3189.234-01	Coles Supermarkets Australia Pty Ltd	KIOSK SUPPLIES		\$ 567.95
19/07/2022	148344090		FOOD & CONSUMABLES FOR CHILDREN & STAFF - MECPC	\$ 567.95	
25/07/2022	3189.2625-01	Stewart & Heaton Clothing Co	UNIFORMS		\$ 300.93
30/06/2022	SIN-3566642		UNIFORMS - GLEN FORREST VBFB	\$ 60.71	
30/06/2022	SIN-3566719		UNIFORMS - DARLINGTON VBFB	\$ 240.22	
25/07/2022	3189.2641-01	St John Ambulance Western Australia Ltd	TRAINING		\$ 160.00
07/07/2022	FAINV00993600		FIRST AID TRAINING - LAUREN PEDEFERRI	\$ 160.00	
25/07/2022	3189.273-01	Sunny Industrial Brushware Pty Ltd	PARTS		\$ 968.00
13/06/2022	00024370		SUPPLY GUTTER BROOMS	\$ 968.00	
25/07/2022	3189.280-01	Winc Australia Pty Limited	STATIONERY		\$ 730.36
18/06/2022	9039511017		STATIONERY ITEMS	\$ 279.51	
29/06/2022	9039588467		STATIONERY ITEMS	\$ 450.85	
25/07/2022	3189.2815-01	Total Packaging (WA) Pty Ltd	DOG WASTE BAGS		\$ 1,716.00
18/06/2022	00036440		DOG WASTE BAGS	\$ 1,716.00	
25/07/2022	3189.2982-01	WA Hino Sales & Service	VEHICLE SERVICING		\$ 3,178.15
19/07/2022	HTFS145022		REPLACEMENT OF ADBLUE INJECTOR ON 026MDG	\$ 2,726.05	
21/07/2022	HTFS145016		3,000KM SERVICE ON 029MDG	\$ 452.10	
25/07/2022	3189.307-01	McLeods Barristers and Solicitors	LEGAL MATTER		\$ 16,977.11
07/07/2022	124992		LEGAL MATTER 44780 - STRUCTURE PLAN 34 NORTH STONEVILLE	\$ 120.96	
15/07/2022	125041		LEGAL MATTER 49301 - HEALTH ASBESTOS REGS 1992	\$ 625.92	
19/07/2022	124940		LEGAL MATTER 49262 - FAIR WORK COMMISSION	\$ 14,300.00	
19/07/2022	125042		LEGAL MATTER 49305 - DOG ACT PROSECUTION	\$ 810.12	
19/07/2022	125043		LEGAL MATTER 49455 - DOG ACT PROSECUTION	\$ 1,120.11	
25/07/2022	3189.3088-01	Local Government Professionals Australia WA	SUBSCRIPTION		\$ 3,395.00
07/07/2022	26776		MEMBERSHIP SUBSCRIPTION 2022/2023 - KAREN WHITE	\$ 185.00	
07/07/2022	27217		MEMBERSHIP SUBSCRIPTION 2022/2023 - SHANNON FOSTER	\$ 531.00	
07/07/2022	27141		MEMBERSHIP SUBSCRIPTION 2022/2023 - KIRK KITCHIN	\$ 531.00	
08/07/2022	26734		MEMBERSHIP SUBSCRIPTION 2022/2023 - TRACEY PEACOCK	\$ 185.00	
15/07/2022	27161		MEMBERSHIP SUBSCRIPTION 2022/2023 - GARRY BIRD	\$ 531.00	
15/07/2022	26905		MEMBERSHIP SUBSCRIPTION 2022/2023 - JONATHAN THROSSELL	\$ 531.00	
15/07/2022	26750		MEMBERSHIP SUBSCRIPTION 2022/2023 - JANICE BYERS	\$ 185.00	
21/07/2022	26780		MEMBERSHIP SUBSCRIPTION 2022/2023 - ANNA ITALIANO	\$ 185.00	
21/07/2022	27048		MEMBERSHIP SUBSCRIPTION 2022/2023 - MEGAN GRIFFITHS	\$ 531.00	

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25/07/2022	3189.314-01	Landgate	TITLE SEARCHES		\$ 1,948.81
21/07/2022	1197409		INFRARED EXTRACT IMAGERY & ONLINE TITLE SEARCHES	\$ 461.40	
25/07/2022	375482		GROSS RENTAL VALUATIONS CHARGEABLE	\$ 564.88	
25/07/2022	375695		GROSS RENTAL VALUATIONS CHARGEABLE	\$ 922.53	
25/07/2022	3189.3180-01	Battery World Midland	BATTERIES		\$ 378.00
18/06/2022	#IN6031762130		BATTERIES FOR P2474	\$ 378.00	
25/07/2022	3189.33-01	Boral Construction Materials Group	ASPHALT		\$ 3,340.15
17/06/2022	WA16779944		ASPHALT	\$ 153.45	
17/06/2022	WA16779943		ASPHALT	\$ 153.45	
17/06/2022	WA16779945		ASPHALT	\$ 920.70	
17/06/2022	WA16788313		ASPHALT	\$ 153.45	
17/06/2022	WA16788312		ASPHALT	\$ 153.45	
23/06/2022	WA16796482		ASPHALT	\$ 153.45	
23/06/2022	WA16796480		ASPHALT	\$ 153.45	
23/06/2022	WA16796481		ASPHALT	\$ 153.45	
23/06/2022	WA16796479		ASPHALT	\$ 313.50	
08/07/2022	WA16810371		ASPHALT	\$ 153.45	
08/07/2022	WA16810372		ASPHALT	\$ 153.45	
08/07/2022	WA16817984		ASPHALT	\$ 153.45	
08/07/2022	WA16817983		ASPHALT	\$ 418.00	
08/07/2022	WA16799806		ASPHALT	\$ 153.45	
25/07/2022	3189.3338-01	RSEA Pty Ltd	SAFETY EQUIPMENT		\$ 148.50
24/06/2022	13174188		SAFETY EQUIPMENT	\$ 148.50	
25/07/2022	3189.336-01	Fasta Courier Service	COURIER SERVICES		\$ 215.83
19/07/2022	268236		COURIER SERVICES	\$ 215.83	
25/07/2022	3189.35-01	Nutrien Ag Solutions Limited	PARTS		\$ 1,568.16
28/06/2022	907179251		SUPPLY 18 ROLLS OF CHICKEN NETTING - DIEBACK RESEARCH	\$ 1,568.16	
25/07/2022	3189.375-01	TOLL IPEC PRIORITY (IPEC Pty Ltd T/As:)	COURIER SERVICES		\$ 20.26
28/06/2022	0527-S364420		COURIER SERVICES	\$ 20.26	
25/07/2022	3189.381-01	Mundaring Electrical Contracting Service	ELECTRICAL SERVICES		\$ 1,808.40
21/07/2022	7444		ELECTRICAL SERVICES - PIONEER PARK BBQ'S	\$ 294.80	
21/07/2022	7443		ELECTRICAL SERVICES - ADMIN BUILDING	\$ 734.80	
21/07/2022	7442		ELECTRICAL SERVICES - ADMIN BUILDING	\$ 159.50	
21/07/2022	7434		ELECTRICAL SERVICES - DARLINGTON HALL	\$ 401.50	
21/07/2022	7447		ELECTRICAL SERVICES - WOOROLOO VBFB	\$ 217.80	
25/07/2022	3189.385-01	Mundaring News & Lotto	SUBSCRIPTIONS		\$ 722.02
19/07/2022	6441		MAGAZINE SUBSCRIPTIONS	\$ 722.02	
25/07/2022	3189.3868-01	Bucher Municipal Pty Ltd	EQUIPMENT PURCHASES		\$ 2,396.71
30/06/2022	1036967		EQUIPMENT PURCHASES FOR P276	\$ 1,917.33	
19/07/2022	1036933		EQUIPMENT PURCHASES FOR P276	\$ 479.38	
25/07/2022	3189.388-01	Bunzl Ltd	CLEANING SUPPLIES		\$ 3,188.01
15/06/2022	W892558		CLEANING SUPPLIES - LAKE LESCHENAUTIA	\$ 957.55	
27/06/2022	W936572		PAPER PRODUCTS - DEPOT	\$ 2,230.46	
25/07/2022	3189.393-01	Western Australian Local Government Association	TRAINING		\$ 1,200.00
19/07/2022	SI-000012		DIPLOMA TRAINING - STARTEGIC DECISION MAKING - CR MCNEIL	\$ 1,200.00	
25/07/2022	3189.396-01	Modern Teaching Aids Pty Ltd	TOYS		\$ 52.71
22/07/2022	44904098		RESOURCES FOR ROOMS - MECPC	\$ 52.71	
25/07/2022	3189.4-01	Health Insurance Fund of WA	PAYROLL DEDUCTION		\$ 701.10
17/07/2022	PY01-02-HIF		PAYROLL DEDUCTION	\$ 701.10	
25/07/2022	3189.4252-01	Boya Equipment Pty Ltd	EQUIPMENT PURCHASES		\$ 1,240.14
08/07/2022	104649/01		PARTS FOR P280	\$ 30.14	
08/07/2022	17000		SUPPLY GALVANISED HOPPER SPREADER	\$ 1,210.00	
25/07/2022	3189.4300-01	C & D Planke & Sons	HIRE OF PLANT		\$ 4,554.00
21/07/2022	124		PROFILING WORKS ROLAND RD PARKERVILLE	\$ 4,554.00	
25/07/2022	3189.441-01	Toolmart Australia Pty. Ltd.	TOOLS		\$ 304.00
08/07/2022	MV-245637		SUPPLY LEATHER APRON	\$ 25.00	
08/07/2022	20220628-7159826		SUPPLY CUT OFF SAW 355MM	\$ 279.00	
25/07/2022	3189.4433-01	Marketforce Pty Ltd	ADVERTISING		\$ 2,432.29
30/06/2022	43981		ADVERTISING	\$ 416.20	
30/06/2022	43982		ADVERTISING	\$ 299.16	
30/06/2022	44209		ADVERTISING	\$ 273.99	
08/07/2022	44208		ADVERTISING	\$ 555.02	
08/07/2022	44210		ADVERTISING	\$ 360.67	
19/07/2022	44207		ADVERTISING	\$ 527.25	

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25/07/2022	3189.4749-01	Pure Air Filters	PARTS		\$ 117.70
23/06/2022	00013943		AIR FILTERS FOR ASSORTED VEHICLES	\$ 117.70	
25/07/2022	3189.480-01	Echo Newspaper	ADVERTISING		\$ 1,853.50
18/06/2022	00026758		ADVERTISING	\$ 275.00	
18/06/2022	00026984		ADVERTISING	\$ 275.00	
18/06/2022	00026884		ADVERTISING	\$ 1,303.50	
25/07/2022	3189.4888-01	Kennards Hire	HIRE		\$ 880.00
19/07/2022	23903890		HIRE WATER FILLED TRAFFIC RATED BARRIERS - MUNDARING LIBRARY	\$ 880.00	
25/07/2022	3189.5558-01	Global Workwear Investments Pty Ltd	WORK CLOTHES		\$ 255.03
18/06/2022	MD38397.D3		WORK CLOTHES	\$ 43.91	
18/06/2022	MD38400.D1		WORK CLOTHES	\$ 105.56	
08/07/2022	MD38977.D1		WORK CLOTHES	\$ 105.56	
25/07/2022	3189.5719-01	Shire of Mundaring - Lotto Club	PAYROLL DEDUCTION		\$ 271.60
17/07/2022	PY02-02-STAFF LO		PAYROLL DEDUCTION	\$ 13.58	
17/07/2022	PY01-02-STAFF LO		PAYROLL DEDUCTION	\$ 258.02	
25/07/2022	3189.6050-01	Fuel Distributors of Western Australia Pty Ltd	FUEL & OILS		\$ 27,751.76
21/07/2022	481004477		DIESEL FUEL	\$ 27,751.76	
25/07/2022	3189.6282-01	Strata Corporation Pty Ltd T/A StrataGreen	DEPOT CONSUMABLES		\$ 2,948.71
18/06/2022	145645		SUPPLY 8x BUNDLES OF BAMBOO CANES	\$ 496.58	
24/06/2022	145732		LANDSCAPING TOOLS FOR MOWING TEAM & RETIC CREW	\$ 224.63	
24/06/2022	145644		SUPPLY BOW & ARROW HERBICIDE - OVALS	\$ 2,227.50	
25/07/2022	3189.6732-01	Relationships Australia Western Australia Inc	EMPLOYEE ASSISTANCE PROGRAM		\$ 176.00
15/07/2022	00397201		EMPLOYEE ASSISTANCE PROGRAM	\$ 176.00	
25/07/2022	3189.68-01	The Watershed Water Systems	RETICULATION PARTS		\$ 631.76
30/06/2022	10221646		RETICULATION PARTS	\$ 9.08	
19/07/2022	10221702		RETICULATION PARTS	\$ 622.68	
25/07/2022	3189.7-01	Australian Services Union	PAYROLL DEDUCTION		\$ 177.30
17/07/2022	PY02-02-AUSTRALI		PAYROLL DEDUCTION	\$ 129.50	
17/07/2022	PY01-02-AUSTRALI		PAYROLL DEDUCTION	\$ 47.80	
25/07/2022	3189.7048-01	Any Envelopes	ENVELOPES		\$ 781.00
23/06/2022	00020350		ENVELOPES	\$ 781.00	
25/07/2022	3189.7318-01	Pirtek Midland	PARTS		\$ 462.15
27/06/2022	MD-T00045302		SUPPLY OF ASSORTED HYDRAULIC HOSES & FITTINGS	\$ 204.58	
29/06/2022	MD-T00045429		SUPPLY OF ASSORTED HYDRAULIC HOSES & FITTINGS	\$ 257.57	
25/07/2022	3189.7332-01	Plantrite (Plant Force Investments Pty Ltd T/A)	TUBE STOCK		\$ 679.80
18/06/2022	00042769		SUPPLY ASSORTED TUBE STOCK	\$ 679.80	
25/07/2022	3189.7426-01	Scoob's Dingo Service	FOOTPATH SWEEPING/MAINTENANCE		\$ 3,481.47
21/07/2022	2608		FOOTPATH SWEEPING/MAINTENANCE	\$ 3,481.47	
25/07/2022	3189.7568-01	Swan Towing	TOWING SERVICES		\$ 1,237.50
18/06/2022	00278638		TOWING OF 003 MDG - TARRUP ST CHIDLOW TO SHIRE DEPOT	\$ 544.50	
08/07/2022	00279351		PICK UP LOADER & DELIVER TO KOMATSU	\$ 693.00	
25/07/2022	3189.7867-01	Perth Region NRM Incorporated	CATERING		\$ 550.00
28/06/2022	52209		CATERING - IMPROVING PASTURE GRAZING IN HILLS WORKSHOP	\$ 550.00	
25/07/2022	3189.8-01	LGRCEU	PAYROLL DEDUCTION		\$ 44.00
17/07/2022	PY02-02-LGRCEU		PAYROLL DEDUCTION	\$ 44.00	
25/07/2022	3189.8037-01	Electritech Industries	ELECTRICAL SERVICES		\$ 91.74
19/07/2022	14801		ELECTRICAL SERVICES - SHIRE DEPOT	\$ 91.74	
25/07/2022	3189.8374-01	Natural Area Holdings P/L T/A Natural Area Consulting	HAZARD REDUCTION WORKS		\$ 148.50
29/06/2022	00017991		HAZARD REDUCTION WORKS - STRETTLE RD	\$ 148.50	
25/07/2022	3189.8584-01	Great Sand Supplies Trust	GRAVEL		\$ 16,710.19
18/06/2022	00008068		SUPPLY 25MM FERRICRETE	\$ 1,698.74	
18/06/2022	00008069		SUPPLY 25MM FERRICRETE	\$ 1,839.75	
23/06/2022	00008067		SUPPLY FERRICRETE - TARRUP ST ROAD CONSTRUCTION WORKS	\$ 5,420.85	
24/06/2022	00008097		SUPPLY 25MM FERRICRETE	\$ 1,135.89	
24/06/2022	00008098		SUPPLY 25MM FERRICRETE	\$ 2,949.25	
08/07/2022	00008135		SUPPLY 25MM FERRICRETE	\$ 2,962.45	
08/07/2022	00008170		SUPPLY 25MM FERRICRETE	\$ 703.26	
25/07/2022	3189.9184-01	Budget Rent A Car (Busby Investment Pty Ltd T/A)	VEHICLE HIRE		\$ 403.37
19/07/2022	435060135		HIRE OF 4.2T VAN - ONGOING COLLECTION OF CDS BINS	\$ 204.25	
21/07/2022	435060242		HIRE OF 4.2T VAN - ONGOING COLLECTION OF CDS BINS	\$ 199.12	
25/07/2022	3189.9314-01	Mr C H Burns	BOOKS		\$ 100.00
21/07/2022	0012		SUPPLY 10x COPIES OF WALK TRAILS & CIRCUITS DARLINGTON & SURROUNDS	\$ 100.00	
25/07/2022	3189.938-01	West Australian Newspapers Ltd	SUBSCRIPTION		\$ 144.00
19/07/2022	00156950		NEWSPAPER SUBSCRIPTIONS - KSP LIBRARY	\$ 144.00	

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25/07/2022	3189.9512-01	Australian Grown	PROVISIONS FOR REFLECTIONS CAFE		\$ 44.99
23/06/2022	SI38097		PROVISIONS FOR REFLECTIONS CAFE	\$ 44.99	
25/07/2022	3189.9627-01	MPK Tree Management Pty Ltd	STREET TREE MAINTENANCE		\$ 13,296.80
29/06/2022	4512		STREET TREE MAINTENANCE - HUBERT ST DARLINGTON	\$ 2,780.80	
29/06/2022	4511		STREET TREE MAINTENANCE - VARIOUS LOCATIONS	\$ 2,780.80	
19/07/2022	4552		STREET TREE MAINTENANCE - VARIOUS LOCATIONS	\$ 2,780.80	
19/07/2022	4553		STREET TREE MAINTENANCE - VARIOUS LOCATIONS	\$ 3,044.80	
19/07/2022	4554		STREET TREE MAINTENANCE - VARIOUS LOCATIONS	\$ 1,909.60	
26/07/2022	3190.13938-01	Ultra Series WA	REFUND		\$ 65.00
26/07/2022	1380972		KEY BOND REFUND	\$ 65.00	
26/07/2022	3190.14130-01	Mrs C K Beardall	REFUND		\$ 110.00
26/07/2022	1384746		HALL BOND REFUND	\$ 110.00	
26/07/2022	3190.14602-01	Mrs C T Cummins	REFUND		\$ 65.00
26/07/2022	1388915		KEY BOND REFUND	\$ 65.00	
26/07/2022	3190.14623-01	Ms R Polestico	REFUND		\$ 110.00
26/07/2022	1389723		HALL BOND REFUND	\$ 110.00	
26/07/2022	3190.14624-01	Mrs L D Giancristofaro	REFUND		\$ 110.00
26/07/2022	1389026		HALL BOND REFUND	\$ 110.00	
26/07/2022	3190.14625-01	Ms I Smith	REFUND		\$ 110.00
26/07/2022	1387384		HALL BOND REFUND	\$ 110.00	
26/07/2022	3190.831-01	Mount Helena Senior Football Club	REFUND		\$ 88.00
26/07/2022	1377203		KEY BOND REFUND	\$ 44.00	
26/07/2022	1377203		KEY BOND REFUND	\$ 44.00	
28/07/2022	3191.34-01	Water Corporation	WATER RATES & FEES		\$ 5,210.90
26/07/2022	9004639478		WATER RATES & FEES	\$ 685.31	
26/07/2022	9004631732		WATER RATES & FEES	\$ 822.91	
26/07/2022	9004697344		WATER RATES & FEES	\$ 2,235.36	
26/07/2022	9004697117		WATER RATES & FEES	\$ 116.42	
26/07/2022	9004697977		WATER RATES & FEES	\$ 15.88	
26/07/2022	9009882418		WATER RATES & FEES	\$ 79.38	
26/07/2022	9015437724		WATER RATES & FEES	\$ 534.49	
27/07/2022	9004566598		WATER RATES & FEES	\$ 702.63	
26/07/2022	9004697539		WATER RATES & FEES	\$ 18.52	
27/07/2022	3192.3462-01	Care Giver Subsidies	CARE GIVER SUBSIDIES		\$ 24,636.45
28/07/2022	270722		CARE GIVER SUBSIDIES	\$ 24,636.45	
Total Electronic Funds Transfers From Municipal Account				\$ 4,276,367.13	\$ 4,276,367.13
Payments By Electronic Funds Transfer (Payroll)					
6/07/2022	PP01/23 cycle 1	Pay Summary		\$ 385,545.26	
6/07/2022	PP01/23 cycle 2	Pay Summary		\$ 85,593.24	
20/07/2022	PP02/23 cycle 1	Pay Summary		\$ 436,453.57	
20/07/2022	PP02/23 cycle 2	Pay Summary		\$ 91,925.22	
Total Payroll Payments Direct From Municipal Account				\$ 999,517.29	
Payment By Direct Debit From Municipal Account					
		Bendigo - Merch Bank Fees		\$ 2,756.23	
		Bendigo - Direct Debit Fees (incl FTS)		\$ 441.90	
		Commonwealth Bank - Bpoint Fees		\$ 367.35	
		NAB - Purchase Cards		\$ 18,066.15	
		Fleetcare - Fuel Payments		\$ 4,000.24	
		HP Financial Services - Equipment Lease		\$ 3,817.00	
		Konica Minolta - Printer Lease		\$ 3,872.12	
		WA Treasury Corporation		\$ 124,710.64	
		RMS - Lakes Monthly License Fee		\$ 169.40	
		RMS - Monthly SMS Fees		\$ 16.71	
		WEX Motorpass		\$ 114.87	
		Qikkids - Fees		\$ 316.80	
		Windcave - Merchant Fees		\$ 128.70	
Total Electronic Fund Payments Direct From Municipal Account				\$ 158,778.11	

NAB Purchase Card Payments List for July 2022

<u>Date</u>	<u>Supplier</u>	<u>Description</u>	<u>Amount</u>	<u>Card User</u>
27-Jun-22	Gilberts Fresh Market	Flowers - MECPC	\$ 159.95	Mrs S E Broad
27-Jun-22	BioPak Pty Ltd	Paper cups for public events - KSP Library	\$ 206.86	Ms G Evans
28-Jun-22	Planning Institute Australia	Registration - Intro to Heritage Management - Andrew Bratley	\$ 295.00	Mrs E M Pinnock
28-Jun-22	Supa IGA Stratton	Public event refreshments - KSP Library	\$ 10.45	Ms G Evans
29-Jun-22	Wheatbelt Natural Resource Management Incorporated	Conference for Environment - Talkin Soil Health 2022	\$ 231.86	Mrs E M Pinnock
29-Jun-22	Greg's Discount Drug Store Midland	Children's panadol - Children Services	\$ 26.12	Mrs S E Broad
30-Jun-22	Coles 0278	Supplies for children's activities - MECPC	\$ 4.35	Ms S Harlow
30-Jun-22	Kmart 1052	Resources for children - MECPC	\$ 7.30	Ms S Harlow
30-Jun-22	Coles 0330	Gift Card - Employee Recognition - 20 Years Service - Preschool Teacher	\$ 346.67	Ms A C Fernandez
30-Jun-22	Mt Helena Hardware	Hardware items - Morgan John Morgan Park maintenance	\$ 18.00	Mr J M Neale
30-Jun-22	Campaign Monitor	What's On monthly e-newsletter - July 2022	\$ 22.88	Ms B M Beale
1-Jul-22	Planning Institute of Australia	Registration - Delving Deeper into Heritage Management - Andrew Bratley	\$ 315.00	Mr M R Luzi
1-Jul-22	Mt Helena Hardware	Hardware items - Chidlow Pavilion maintenance	\$ 30.50	Mr J M Neale
2-Jul-22	Campaign Monitor	Bulk email - school holiday events	\$ 138.38	Ms G Evans
5-Jul-22	Subway Swan View	Catering - Training CPC Middle Swan	\$ 108.00	Mrs S E Broad
6-Jul-22	Australia Post Mundaring	Gift Card - Employee Recognition - 15 years service - Operations Stores Officer	\$ 380.95	Ms A M Italiano
6-Jul-22	Australia Post Mundaring	Gift Card - Employee Recognition - 20 years service - Admin Officer Building	\$ 505.95	Ms A M Italiano
6-Jul-22	Gilberts Fresh Market Midland	Catering - Training CPC Middle Swan	\$ 39.98	Mrs S E Broad
6-Jul-22	Give Our Strays A Chance	Book purchase - Saving The World One Stray At A Time	\$ 20.00	Ms G Evans
7-Jul-22	Coles 4839	Flowers - MECPC	\$ 212.00	Mrs S E Broad
7-Jul-22	Lifeline WA	Staff training - Accidental Counsellor - Midvale Hub Parenting Service	\$ 211.00	Mrs J A Pearce
7-Jul-22	Aussie Pharma Direct Pty Ltd	First aid masks - MECPC	\$ 223.50	Mrs G L Crosse
7-Jul-22	Amazon Commercial Services Pty Ltd	Marketing envelopes - Family Day Care	\$ 14.45	Mrs G L Crosse
8-Jul-22	Midland Mowers	Gift Card - Employee Recognition - 30 years service - Community Safety Ranger	\$ 750.00	Ms A M Italiano
8-Jul-22	Coles 0330	Consumables - AFM Library	\$ 15.50	Ms H McKissock
8-Jul-22	Officeworks 0608	Keyboard - Midvale Hub Parenting Service	\$ 39.00	Mrs G L Crosse
9-Jul-22	Officeworks 0608	A3 wallets for Story Time KSP Library	\$ 27.34	Ms G Evans
9-Jul-22	Spotlight 058	Table cloths for public events - KSP Library	\$ 27.00	Ms G Evans
11-Jul-22	Survey Monkey	2022 to 2023 Subscription - Survey Monkey	\$ 828.00	Mrs A Tomizzi
11-Jul-22	Coles 4839	Food for children & staff - MECPC	\$ 91.98	Mrs S E Broad
11-Jul-22	Officeworks 0608	Marketing stationery - Family Day Care	\$ 64.95	Mrs G L Crosse
11-Jul-22	Mt Helena Hardware	Hardware Items - Mt Helena VFBF maintenance	\$ 66.45	Mr J M Neale
11-Jul-22	Mt Helena Hardware	Paint products - Parkerville Hall maintenance	\$ 91.98	Mr J M Neale
11-Jul-22	Subway Mundaring	Catering - Staff training Mundaring Arena	\$ 95.10	Mr S D Winfield
11-Jul-22	St John Ambulance	First Aid Supplies - defib pads MECPC	\$ 205.00	Mrs G L Crosse
12-Jul-22	Officeworks 0623	Index card box - KSP Library	\$ 20.40	Ms G Evans
12-Jul-22	The Plantafe	Catering - IPR Workshop	\$ 253.20	Ms M M Thomas
13-Jul-22	Seek Limited	Advertisement - Aquatic Centre Duty Manager	\$ 302.50	Ms M M Thomas
13-Jul-22	Seek Limited	Advertisement - Aquatics Casual Duty Manager	\$ 302.50	Ms M M Thomas
13-Jul-22	Jam Berry Pty Ltd	Equipment for children - MECPC	\$ 287.95	Ms S Harlow
13-Jul-22	Kounta	Monthly Subscription Lake & VC POS System	\$ 260.00	Mr S D Winfield
13-Jul-22	Mt Helena Hardware	Hardware items - Wooroloo Public Toilet maintenance	\$ 14.59	Mr J M Neale
13-Jul-22	The Plantafe	Catering - IPR Workshop	\$ 18.90	Ms M M Thomas
13-Jul-22	Officeworks	Videoconference speaker - ERFDC	\$ 111.00	Mrs G L Crosse
14-Jul-22	Family Day Care NSW	Professional Development Training - ERFDC	\$ 25.00	Mrs G L Crosse
14-Jul-22	Mount Helena Deli	Catering - Controlled burn refreshments	\$ 58.60	Mr A J Dyson
15-Jul-22	JB Hi-Fi Group Pty Ltd	DVD stock - AFM Library	\$ 246.75	Ms H McKissock
15-Jul-22	Coles 0278	Food for children & staff - MECPC	\$ 43.09	Mrs S E Broad
15-Jul-22	University of Melbourne	Tuning into Kids Online Staff Training - C Stewart	\$ 682.00	Mrs J A Pearce

NAB Purchase Card Payments List for July 2022

<u>Date</u>	<u>Supplier</u>	<u>Description</u>	<u>Amount</u>	<u>Card User</u>
15-Jul-22	Vistaprint Australia	Business cards - Fire Protection Officers x 3	\$ 96.97	Ms A E Douglas
18-Jul-22	WA Return Recycle Renew Ltd	Corflute A Frame - Recycle Drink Containers Here	\$ 51.30	Mrs J N Dutton
18-Jul-22	Coles 0398	Catering - Public event refreshments	\$ 6.75	Ms G Evans
18-Jul-22	Swan View IGA	Consumables for staff & visitors to Children's Services	\$ 18.90	Mrs A Tomizzi
18-Jul-22	Roy Alexander & Sons	Rifle bag - Animal Control	\$ 55.00	Mr C M Cuthbert
19-Jul-22	Qantas Airways Limited	Flights from Perth to Adelaide & return - AFAC Conference	\$ 698.55	Mr A J Dyson
19-Jul-22	The Stationery Co Midvale	Stationery items - AFM Library	\$ 85.40	Ms H McKissock
19-Jul-22	Woolworths	Gift Card - Excellence Awards - P Hobson & F Beazley	\$ 111.90	Ms M M Thomas
19-Jul-22	Australia Post Mundaring	Gift Card - Excellence Award - Co-ordinator Business Systems	\$ 55.95	Ms A E Douglas
19-Jul-22	Down To Earth Garden	Supply brickies sand - CPC CV Landscaping YC	\$ 139.83	Mrs G L Crosse
20-Jul-22	JB Hi-Fi Group Pty Ltd	DVD stock - AFM Library	\$ 242.80	Ms H McKissock
20-Jul-22	Woolworths	Public event refreshments	\$ 26.50	Ms G Evans
21-Jul-22	Kmart 1052	Resources for children - MECPC	\$ 279.50	Ms S Harlow
21-Jul-22	HK Calibration Technology Pty Ltd	Thermometers for health	\$ 918.50	Mrs J R Smith
21-Jul-22	Mundaring Newsagency	Stationery items - Mundaring Visitor Centre	\$ 7.15	Ms B M Beale
21-Jul-22	West Coast Shine Midland	CESM vehicle pre-season full detail on 816MDG	\$ 379.00	Mr C M Cuthbert
22-Jul-22	Down To Earth Garden	Supply brickies sand - CPC CV Landscaping YC	\$ 69.91	Mrs G L Crosse
23-Jul-22	Campaign Monitor	Library event bulk email newsletter marketing	\$ 139.34	Ms G Evans
24-Jul-22	Subway Swan View	Catering - Parent event - SC & PC Middle Swan	\$ 276.00	Ms R B McAllister
25-Jul-22	Planning Institute of Australia	Registration - Authentic Engagement with WA's Aboriginal people - Liam Sexton	\$ 460.00	Mrs E M Pinnock
25-Jul-22	Kmart 1052	Electric frypan - Child & Parent Centre Middle Swan	\$ 34.00	Ms R B McAllister
25-Jul-22	Coles 0398	Catering - Parent event - SC & PC Middle Swan	\$ 38.50	Ms R B McAllister
25-Jul-22	Coles 0330	Catering - SPP3.7 Government Roadshow	\$ 62.85	Ms M M Thomas
25-Jul-22	Net Registry	Domain Renewal for mundaringvbfb.com.au Oct 2022 - 2026	\$ 113.99	Mr R J Grieves
25-Jul-22	AFAC Conference Pty Ltd	Registration - AFAC Conference August 2022	\$ 2,090.00	Mr A J Dyson
25-Jul-22	Gilberts Fresh Market Midland	Catering - Parent event - SC & PC Middle Swan	\$ 48.05	Ms R B McAllister
25-Jul-22	Mt Helena Hardware	Hardware items - Chidlow Pavilion maintenance	\$ 17.99	Mr J M Neale
25-Jul-22	Mt Helena Hardware	Hardware items - Mundaring Pavilion maintenance	\$ 131.28	Mr J M Neale
25-Jul-22	Hills Fresh Mundaring	Catering - SPP3.7 Local Government Roadshow	\$ 40.00	Ms M M Thomas
25-Jul-22	Breadwinner Bakehouse	Catering - SPP3.7 Government Roadshow	\$ 81.00	Ms M M Thomas
25-Jul-22	Department of Training & Workforce Development	Migration Services - Application Fee	\$ 200.00	Ms A E Douglas
26-Jul-22	Mahogany Creek Distributors	Catering - Parent event - SC & PC Middle Swan	\$ 80.72	Ms R B McAllister
26-Jul-22	Recycled Mats	Assorted mats - Children Services	\$ 1,063.19	Mrs A Tomizzi
26-Jul-22	Mt Helena Hardware	Paint products - Footpath graffiti removal	\$ 40.00	Mr J M Neale
26-Jul-22	Officeworks	Envelopes for FDC Marketing mail out	\$ 68.96	Mrs G L Crosse
27-Jul-22	Mental Illness Fellowship of WA	Mental Health First Aid Training for Youth - Community Engagement Facilitator	\$ 317.59	Mrs K D White
27-Jul-22	Awe and Wonder	Resources for children - MECPC	\$ 626.95	Ms S Harlow
27-Jul-22	West Australian Police Force	Police clearance - New FHIO	\$ 58.70	Mr C M Cuthbert
27-Jul-22	Woolworths Online	Civic drinks August 2022	\$ 375.20	Ms A E Douglas
Total Purchase Card Payments			\$ 18,066.15	

11.0 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

11.1 Notice of Motion - Waiver of Rates and Waste Service Charges for the Wooroloo Store for 2021/22 and 2022/23 Financial Years - Cr John Daw

File Code	Go 5.3775
Author	Stan Kocian, Manager Finance and Governance
Senior Employee	Garry Bird, Director Corporate Services
Disclosure of Any Interest	Nil
Attachments	Nil

SUMMARY

Cr John Daw has advised his intention to move the following notice of motion:

MOTION

That Council waives the rates and waste service charges for the Wooroloo Store for the 2021/22 and 2022/23 financial years.

That the revenue forgone by Council be offset by a corresponding decrease in the budgeted allocation of funds for the President's Dinner.

Please note: The report on this item will be distributed prior to the meeting.

12.0 URGENT BUSINESS (LATE REPORTS)

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:

Reports of CEO Performance Review Committee 31 August 2022

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 August 2022

13.1.1 CEO Annual Performance Review Report 2021/22

File Code	P/F
Author	Garry Bird, Director Corporate Services
Senior Employee	Jonathan Throssell, Chief Executive Officer
Disclosure of Any Interest	Financial - Jonathan Throssell, Chief Executive Officer Impartiality - Garry Bird, Director Corporate Services
Attachments	1. CEO Performance Review Report 2021-22 (confidential)

COMMITTEE RECOMMENDATION

CEOPR3.08.22

That Council:

1. Receives the “Shire of Mundaring 2021/22 Performance Review Report – Chief Executive Officer” dated 26 August 2022 prepared by Board Connexions (per **Confidential Attachment 1**); and
2. Endorses the findings of the CEO Performance Review for 2021/22.

13.1.2 CEO Performance Evaluation Framework 2022/23

File Code	P/F
Author	Jonathan Throssell, Chief Executive Officer
Senior Employee	Jonathan Throssell, Chief Executive Officer
Disclosure of Any Interest	Financial - Chief Executive Officer Jonathan Throssell Impartiality - Garry Bird Director Corporate Services
Attachments	1. CEO KFA's 2022-23 2. CEO KPI's 2022-23

COMMITTEE RECOMMENDATION

CEOPR4.08.22

That Council:

1. Endorses the CEO Performance Evaluation Framework for 2022/23 as detailed in **Confidential Attachments 1** and **2**; and
2. In regards Decision 2 from the Annual Electors Meeting held 13 March 2022, Council notes the decision and takes no further action on the basis that it is not appropriate for "*a measure of improvement in the community's perceptions of its transparency and improvement in that result*" to be used by Council as a Key Performance Indicator for the CEO, as community perception is a result of a number of factors, not all of which are able to be influenced or controlled by the Chief Executive Officer.

13.1.3 Review of CEO Conditions of Employment

File Code	P/F
Author	Garry Bird, Director Corporate Services
Senior Employee	Garry Bird, Director Corporate Services
Disclosure of Any Interest	Impartiality - Garry Bird, DCS
Attachments	1. 2022 Salaries and Allowances Tribunal Determination (confidential)

COMMITTEE RECOMMENDATION

CEOPR6.08.22

That Council:

1. Approves an increase of **2%** to the CEO's base salary for 2022/23;
2. Approves an amendment to the Contract of Employment with the Chief Executive Office to reflect the method of calculating the private benefit value of the motor vehicle is to be based on clause 5.2 of the Salaries and Allowances Tribunal Determination, as detailed in this report; and
3. Notes the content of this report remains confidential and located on Mr Jonathan Throssell's personnel file.

14.0 CLOSING PROCEDURES

14.1 Date, Time and Place of the Next Meeting

The next Ordinary Council meeting will be held on Tuesday, 11 October 2022 at 6.30pm in the Council Chamber.

14.2 Closure of the Meeting