

Unconfirmed Minutes

Ordinary Council meeting

9 April 2024

I certify that the minutes of the meeting of the Ordinary Council held on 9 April 2024 were confirmed on 14 May 2024.

Presiding Member

ATTENTION/DISCLAIMER

These minutes are subject to confirmation.

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



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ORDINARY COUNCIL MEETING COUNCIL CHAMBER

1.0 OPENING PROCEDURES

The Presiding Member declared the meeting open at 6.30pm.

Acknowledgement of Country

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

Recording of Meeting

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

1.1 Record of Attendance

Council Members	Pres Paige McNeil (Presiding Member) Cr Doug Jeans Cr Prapti Mehta Cr John Daw Cr Neridah Zlatnik Cr Trish Cook (Deputy President) Cr Luke Ellery Cr Karen Beale Cr Jo Cicchini	Shire President Central Ward Central Ward East Ward East Ward South Ward South Ward West Ward West Ward
Staff	Jason Whiteaker Garry Bird Megan Griffiths Shane Purdy Andrew Bratley Briony Moran Anna Italiano	Chief Executive Officer Director Corporate Services Director Strategic & Community Services Director Infrastructure Services Acting Manager Planning & Environment Coordinator Environment and Sustainability Minute Secretary
Apologies	Mark Luzi	Director Statutory Services
Absent	Nil	
Leave of Absence	Nil	
Guests	Nil	
Members of the Public	10	
Members of the Press	Nil	

2.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

2.1 Summer of Entertainment Event Series

On Saturday evening, 23 March the Shire ran its Twilight Concert as part of the Summer of Entertainment event series. Blues and Folk Live was a free family-friendly event held at Sculpture Park Amphitheatre. The two-and-a-half-hour event provided the community with an evening under the stars to a free live music concert.

Performances included four acts from the local and wider region, attracting between 250-300 attendees. Feedback from participants to Blues and Folk Live has been tremendously positive.

2.2 Community Scorecard

Thank you to everyone who completed the CATALYSE Community Scorecard recently.

The Shire is reviewing its Plan for the Future. This plan describes the community's aspirations and priorities, and what the Shire will do to meet local needs. Recently, more than 3,000 community members completed a MARKYT® Community Scorecard.

We would like to share the key findings with you and workshop actions for Council's consideration.

Please join us for a community workshop. There are two sessions to choose from:

Thursday 18 April, 9am – 11am, Civic Area, Shire of Mundaring Administration Building

Thursday 18 April, 6pm – 8pm, Swan View Youth Centre, Salisbury Road, Swan View

If you would like to attend a workshop, please register via the Shire's website – search the news item '[Community Scorecard Workshops](#)' under Latest News. Or visit the Shire's Facebook to find the link in our Community Scorecard Workshop post.

3.0 DECLARATION OF INTEREST

3.1 Declaration of Financial Interest and Proximity Interests

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

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

- Cr Paige McNeil disclosed a Proximity interest in item 10.4 (Annual Electors' Motions – Decision 8) as she holds an interest in a property proximal to Structure Plan 34 North Stoneville.

3.2 Declaration of Interest Affecting Impartiality

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

- Cr Prapti Mehta disclosed an interest affecting impartiality in item 10.4 (Annual Electors Motions – Decision 6) as questions related to Decision 6 were asked by her husband.
- Cr Luke Ellery disclosed an interest affecting impartiality in item 10.4 (Annual Electors Motions – Decision 2) as the mover of the Annual Electors' motion is his auntie.

4.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5.0 PUBLIC QUESTION TIME

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

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

Summary of Question		Summary of Response
Corina Sleep – Stoneville		
1.	With regards item 10.4, electors decisions 17 and 18 regarding Forest Science education and Community Governance education, respectively. Would it be possible to apply the same principle for community governance education as for forest science education, such as " <i>That Council notes that the Shire</i>	The Chief Executive Officer advised that, yes, the Shire could make a decision as has requested. Also if the Administration was approached by a community group who wanted assistance to gain a better understanding of the governance framework as it applied to the Shire of Mundaring, the Shire could assist.

	<i>is open to considering requests from community groups for assistance to hold events or provide information relevant to community governance education, on a case-by-case basis.” ? If not, what is the reason for not encouraging the community to be involved in creating and providing community governance education?</i>	
2.	May the Council please provide the community with a schedule of bush clear-up after the storm? To include land under care of others such as DBCA? People are especially interested in when Fred Jacoby Park will be opened again, and when the fallen trees on Lake Leschenaultia bike trails will be cleared. To quote one mountain biker, Farell; <i>“Mountain Bikers appreciate that this shire is very busy with clean up from the recent storms, but would appreciate maintenance on bike trails at Lake Leschenaultia.”</i>	<p>The Director Infrastructure Services advised that the Shire is more than happy to provide any community members with updates on the progress of clean ups on any particular reserves if community members details the areas concerned the Shire can provide that information.</p> <p>The Shire President also advised that emails can be sent to the Shire’s email address shire@mundaring.wa.gov.au and responses will be provided.</p>
Stevie Braun – Glen Forrest		
1.	Would the shire please provide me as Secretary of the Friends of Council Mundaring, with a list and copy of all governance legislation relevant when the electorate request the shire to send a letter to state government on any topic, whether they ask by voting for this at an Annual Electors Meeting, or in a Special Meeting? Is it actually legal for a Shire Officer to recommend the Council take no action when his opinion of a topic is contrary to the opinion of the electorate? What are the legal options and processes?	<p>The Director Corporate Services advised that item 10.4 of this agenda describes the statutory obligations of the Shire when dealing with electors’ motions, refer page 103 of the agenda. In summary it says that all those decisions must be presented to the next available Council meeting as soon as practicable. If there is a decision made by Council in response to those motions they must be recorded in the meeting minutes of that ordinary Council meeting.</p> <p>When considering these motions at the next Council meeting, officers present a report to advise Council on the implications of those motions and are equally obligated to provide a recommendation to the Council accordingly and it is open to Council to change that recommendation, which has happened on numerous occasions. There may be reasons why the recommendations may be to take no action such as financial implications of a motion from an electors’ meeting decision. It is also important to note that decisions made at an electors meeting are not binding on the Council.</p>

		If an electors' meeting motion was passed at the meeting to write a letter to an MP on a matter, that would be referred to the next Council meeting where it would be decided whether that is an appropriate course of action or not.
2.	Would the Council be interested in supporting me as an eco-scientist, in organising a study to investigate the current loss of a thermocline in Lake Leschenaultia, causing the start of eutrophication and related user-safety problems?	<p>The Director Strategic & Community Services advised that if Ms Braun was looking to do a study and required access to Lake Leschenaultia, staff would be happy to facilitate that. If Ms Braun was wanting Council to fund such a study, Council would have to first determine it was a priority, make an appropriate budget allocation and the Shire would have to undergo the Procurement Policy practices in relation to that.</p> <p>It is not something that has been identified as a high priority at this stage to undertake.</p>
Eric Smith – Glen Forrest		
1.	Why and who made the decision to close the Bilgoman community swimming pool when the temperature is in the high 20's and low 30's over the school holiday period? Why and who made the decision to close the pool before Easter and school holiday break?	The Director Strategic & Community Services advised that it has been the Council practice that the pool closes at the end of the school term for many, many years. Unfortunately that is based on attendance figures as well as cost. Council has recently looked at extending opening for the two weeks to cover the school holiday period, however, that would come at a cost of \$80,000. Attendance rates, regardless, at that time of the year are dropping quite significantly.
2.	The sale of the property on the corner of Great Eastern Highway and Scott Street appears to have fallen through. As I understand it, the sale was supposed to assist in the reduction of the loan for the Boya Library, where are we now with the sale of this property?	The Director Strategic & Community Services advised that Council was recently in the process of a conditional contract of sale with a buyer for that site however the buyer had recently withdrawn as they were unable to fulfil their contractual obligations. The Shire is looking at having the site put back on the market. Proceeds from the sale of that site will go into a Reserve that is called the Capital Income Reserve and that Reserve is used to purchase other income producing capital and / or to reduce the reliance on rates

3.	There is also a property in Balfour Road Swan View that is also supposed to have been sold to also assist in the reduction of loans and rates. What's the problem with this sale?	The Director Strategic & Community Services advised that the Balfour Road site is one of the Shire's land holdings. Council is reviewing its property investment strategy this year and looking at what it would be doing with all of its investment properties, of which the Balfour site is one.
4.	Where are these LED signs currently located, what was the final total cost of the installation, maintenance removal and storage and are they going to be sold to another entity or is one sign going to be placed in front of the Shire administration building, as was the original intention of the motion which was presented at an annual electors' meeting some years ago?	This question was taken on notice.

6.0 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

COUNCIL DECISION		C1.04.24	
RECOMMENDATION			
Moved by	Cr Cook	Seconded by	Cr Ellery
That the Minutes of the Ordinary Council Meeting held 12 March 2024 be confirmed.			
CARRIED 9/0			
For:	Cr Jeans, Pres McNeil, Cr Mehta, Cr Daw, Cr Cook, Cr Ellery, Cr Beale, Cr Cicchini and Cr Zlatnik		
Against:	Nil		

8.0 PRESENTATIONS

8.1 Deputations

1.	James Robertson	Item 10.1 – Proposed Outbuilding and Site Works – Lot 17 Michael Crescent, Boya	Spoke against this proposed outbuilding as he believes the current proposal does not comply with the relevant R-Codes and the Council's own guidelines.
2.	Michelle Saunders	Item 10.1 – Proposed Outbuilding and Site Works – Lot 17 Michael Crescent, Boya	Spoke against this proposed outbuilding as she believes it will have a significant visual impact on the streetscape and the adjoining property and should be further setback.

3.	Peter Brazier (Save Perth Hills)	Item 10.2 – Consideration of Scheme Review Report	Spoke in favour of the report and would like to commend the Shire officers report recommending the current local planning scheme (LPS) be repealed and a new LPS be produced.
4.	John Bell	Item 10.2 – Consideration of Scheme Review Report	As part of the Economic Reference Group, the Group found several issues they would like to do, however, were obstructed by the current planning scheme. He welcomes a Scheme review, including from an economic development perspective.
5.	Jenny Johnson	Item 10.3 – Adoption of Emissions Reduction Strategy	Supports the Emissions Reduction Strategy and would also like to see reduction of consumption of power, including reducing dark coloured roofs on new buildings to help reduce energy costs.
6.	Tony Onesti	Item 10.4 - Annual Electors' meeting – Decision 1	Would like Councillors to consider adopting his motion which was moved at the Annual Electors meeting relating to the addition to the Acknowledgement of Country as his motion would recognise the diversity in this country.

COUNCIL DECISION MOTION		C2.04.24	
Moved by	Cr Ellery	Seconded by	Cr Cicchini
That in accordance with clause 4.6(4) of the <i>Shire of Mundaring Meeting Procedures Local Law 2015</i> Deputations be extended by a further 15 minutes.			
CARRIED 9/0			
For:	Cr Jeans, Pres McNeil, Cr Mehta, Cr Daw, Cr Cook, Cr Ellery, Cr Beale, Cr Cicchini and Cr Zlatnik		
Against:	Nil		

7.	Heinz Dreher	Item 10.4 - Annual Electors' meeting – Decision 10	Welcomed a review of the Shire's values by Councillors. The Council, the electors and the administration all have a role in the process to understand the community's values.
8.	John Bell	Item 10.4 - Annual Electors' meeting – Decision 10	Advised that in his view Council are a " <i>customer service organisation</i> ". Spoke to reiterate his motion at the Annual Electors' meeting whereby his view is that Council set the Values of the organisation, it is not the role of the administration.
9.	Stevie Braun	Item 10.4 - Annual Electors' meeting –	Friends of Jarrah Forrest are pleased with the recommendations to Council for

		Decisions	Annual Electors' motions for decisions 14, 15, 13 and 17, however feels recommendations for decisions 18 and 12 are not satisfactory.
10.	Corina Sleep	Item 10.4 - Annual Electors' meeting – Decisions 13, 14 & 15	Spoke in support of the officer recommendation for Annual Electors' Motion decisions 13, 14 and 15.
11.	John Bell	Item 10.4 - Annual Electors' meeting – Decision 11	Spoke against this recommendation and feels that Council should not continue with this project and request further expert advice.
12.	Maraiah Magson	Item 10.4 - Annual Electors' meeting – Decision 9	Would like Council to also consider large families and to consider a transition period before imposing changes to waste collection services.

COUNCIL DECISION MOTION		C3.04.24	
Moved by	Cr Zlatnik	Seconded by	Cr Ellery
That in accordance with clause 4.6(4) of the <i>Shire of Mundaring Meeting Procedures Local Law 2015</i> Deputations be extended by a further 15 minutes.			
CARRIED 9/0			
For:	Cr Jeans, Pres McNeil, Cr Mehta, Cr Daw, Cr Cook, Cr Ellery, Cr Beale, Cr Cicchini and Cr Zlatnik		
Against:	Nil		

13.	Stevie Braun	Item 10.4 - Annual Electors' meeting – Decisions 17 & 18	Spoke in favour of the officer recommendation for Annual Electors' motion decision 17, however, in her view believes the officer recommendation for decision 18 is unsatisfactory.
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8.2 Petitions

Nil

8.3 Presentations

Nil

9.0 REPORTS OF COMMITTEES

Nil

10.0 REPORTS OF EMPLOYEES

10.1 Proposed Outbuilding and Site Works - Lot 17 (No.15) Michael Crescent, Boya

File Code	MI 1.15
Author	Andrew Bratley, Co-ordinator Strategic Planning
Senior Employee	Mark Luzi, Director Statutory Services
Disclosure of Any Interest	Nil
Attachments	1. Development plans ↓

Landowner	C Barnes and K Massam
Applicant	Action Sheds Australia Pty Ltd
Zoning	Residential
Area	2,023sqm
Use Class	Existing land use to remain unchanged, being 'Single House'

PURPOSE

Development approval is being sought for a proposed outbuilding, and also for site works which have already been carried out without the required approvals having been obtained from the Shire.

The application is being presented to Council for determination as an objection was received during the advertising period which has not been sufficiently addressed.

In this circumstance the scale and the location of the proposed works is considered to be compatible with the residential area, and is unlikely to have a significant impact on the streetscape and the area's character. It is therefore recommended that Council approves the application.

BACKGROUND

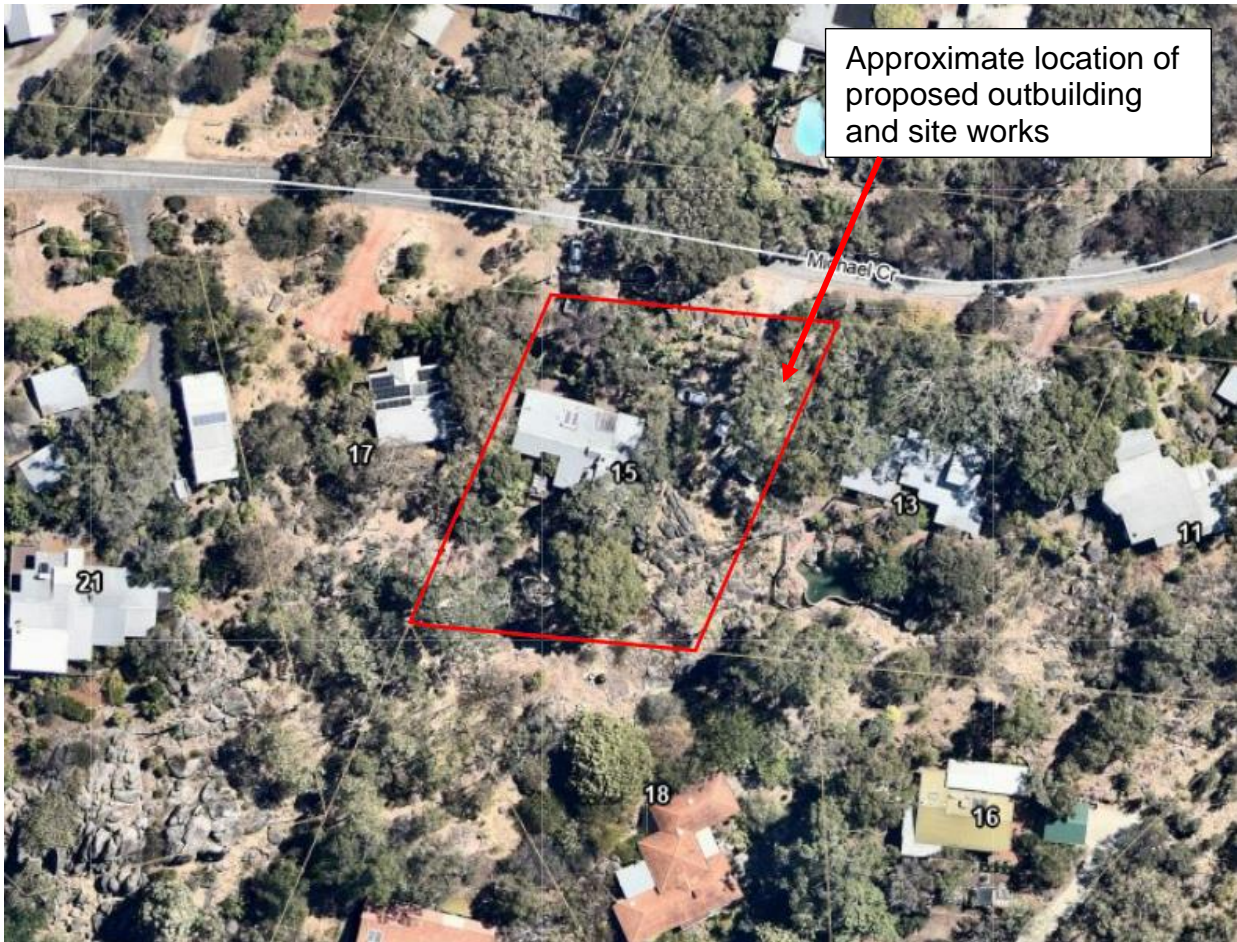
Site Context

The subject property contains a single house and vegetation throughout. It has a steep topography, which falls approximately 17m from north to south. Large rock outcrops exist in-between the house and the eastern lot boundary.

A sea container currently exists on the subject property, which will need to be removed due to not being permitted on Residential properties in accordance with LPS4. The applicant has been made aware of this.

Surrounding properties contain single houses, outbuildings and differing amounts of vegetation. Their topography is also steep.

Locality Plan



Description of Proposal

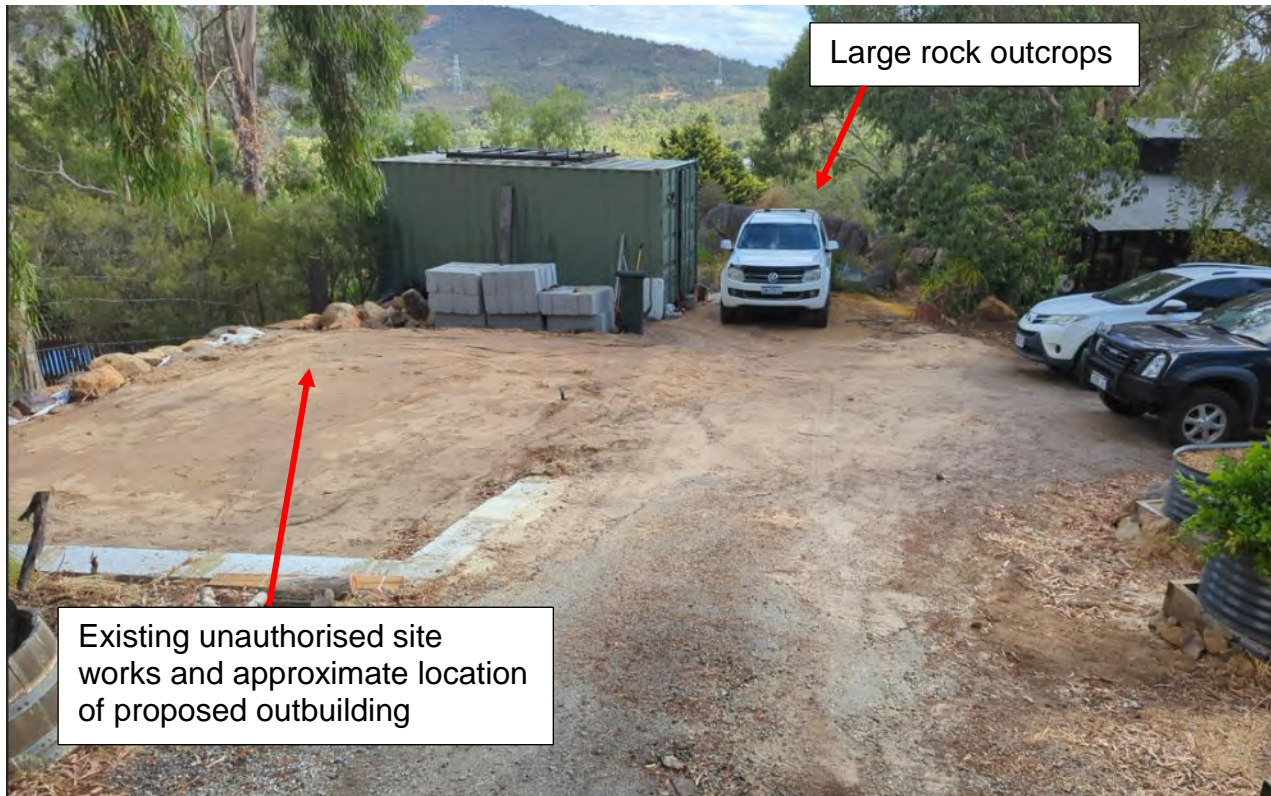
A 66sqm outbuilding of up to 4.3m high above natural ground level is proposed, access to which will be via an existing driveway.

Development approval is required for the following reasons:

- The outbuilding being proposed to be forward of the house, instead of being behind the house as required under Local Planning Scheme No.4 (LPS4).
- The outbuilding being proposed to be setback 1m in lieu of 1.5m from the side lot boundary.
- The outbuilding being proposed to have a wall height of up to 4m in lieu of 3.5m above natural ground level.
- Site works of up to 1.3m in height above natural ground level, which have already been carried out, being adjacent to the eastern (side) lot boundary in lieu of being setback 1.5m.

The applicant has advised that the proposed outbuilding *“will be used for general household storage, the property owner wanted to have sufficient height in both sides which meant the centre had extra height. It will probably store kayaks and other equipment up out of the way in this area”*.

Photograph of the outbuilding's proposed location and of the site works already carried out



STATUTORY / LEGAL IMPLICATIONS

Legislation

- *Planning and Development Act 2005* (the Act)
- *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations)
- Metropolitan Region Scheme
- Local Planning Scheme No.4 (LPS4)
- State Planning Policy 7.3 – Residential Design Codes Volume 1 (R-Codes)

Statutory Implications

The proposal constitutes development under the Act and requires development approval under LPS4 and the Regulations.

In accordance with Schedule 2 Part 9 Clause 67(2) of the Regulations, Council is to have regard to the following matters, amongst others, when determining the development application:

“(a) *the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;*”

“(e) *any policy of the Commission;*”

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

(i) *the compatibility of the development with the desired future character of its setting; and*

(ii) *the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;*”

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

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

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

POLICY IMPLICATIONS

In accordance with clause 5.2.2 of LPS4, unless otherwise provided for in LPS4, the development of land for any of the residential purposes dealt with by the R-Codes is to conform with the provisions of those Codes.

In accordance with clause 5.3.1 of LPS4, the Scheme prevails over the R-Codes to the extent of any inconsistency between the two with respect to outbuildings.

Where the R-Codes apply, applicants are expected to comply with the deemed-to comply provisions of the R-Codes. If variations to these provisions are proposed, the design principles stipulated in the R-Codes are to be taken into consideration. In this case, the following design principles apply to the proposal:

“Site Works

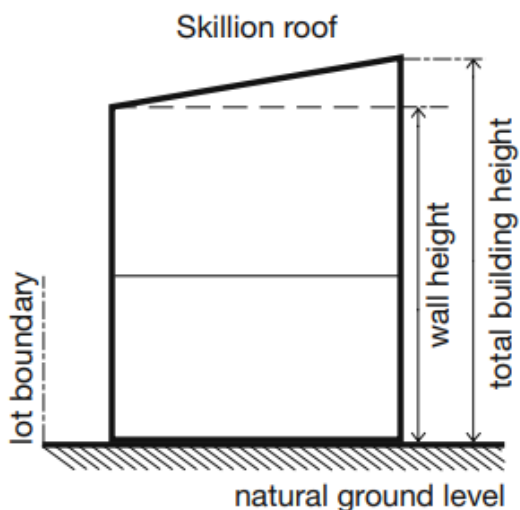
P7.1 Development that considers and responds to the natural features of the site and requires minimal excavation/fill.

P7.2 Where excavation/fill is necessary, all finished levels respecting the natural ground level at the lot boundary of the site and as viewed from the street.

P7.3 Retaining walls that result in land which can be effectively used for the benefit of residents and do not detrimentally affect adjoining properties and are designed, engineered and landscaped.”

In this circumstance the design principles relating to outbuilding heights do not apply as LPS4 prevails.

As the outbuilding will have skillion roofs its wall and roof heights are to be measured as shown in the diagram which follows from the R-Codes.



FINANCIAL IMPLICATIONS

Should Council refuse the application or the applicant is aggrieved by conditions of approval, the matter could proceed to a State Administrative Tribunal appeal, which would incur legal costs and staff time.

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

Nil

RISK IMPLICATIONS

Risk: Reputation – If Council decides to make an alternative recommendation it may appear to the community that staff and Council differ on the interpretation/application of planning matters associated with the proposal.		
Likelihood	Consequence	Rating
Possible	Insignificant	Low
Action / Strategy		
If Council decides to make an alternative recommendation, this should be accompanied with rationale to ensure the community and the applicant understand why a different position was taken.		

EXTERNAL CONSULTATION

It is understood that the owners of the subject property consulted with neighbours regarding the proposal. Subsequently, the Shire received written concerns with regard to the following:

- The walls of the outbuilding being proposed to be higher than 3.5m.
- The outbuilding being forward of the house.
- The proposed material of the outbuilding.
- The outbuilding being setback closer to the side lot boundary than what is required.
- Earthworks having raised the levels along the boundary.

Subsequently, the applicant and the landowners were given the opportunity by the Shire to amend the plans to address the above concerns, however, no such amended plans were received.

Also, following receipt of the concerns, the Shire inspected where the outbuilding is proposed to be located, and noted site works had already been carried out which are to now be considered as part of the current application.

The above concerns and the findings from the site visit are discussed in the following section of this report.

COMMENT

In accordance with the Regulations, regard is to be given to the R-Codes, LPS4, and the potential impact the proposal may have in terms of the area's amenity and character, and

its relationship to development on adjoining land or on other land in the locality. These matters require exploration that will be discussed below.

The area's character

The site is located within a predominately low density Residential zoned area, consisting of single houses and outbuildings.

The finished ground level of the proposed outbuilding is approximately 2m lower than the street, and existing vegetation towards the front of the subject property shall remain.

Properties nearby have relatively open, vegetated, street setback areas. However, some do contain outbuildings and other structures (e.g. carports) forward of the houses as shown in the image below.

Buildings forward of houses on nearby properties

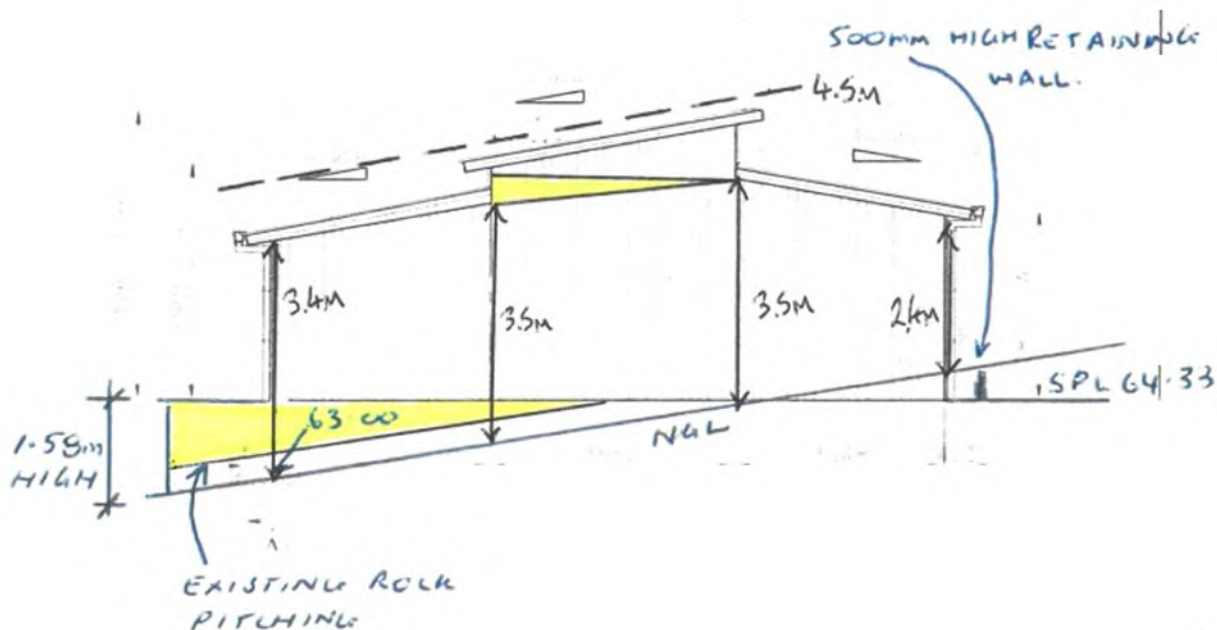


The relationship to development on adjoining properties

The outbuilding is proposed to have a wall height up to 0.5m higher above natural ground level than what is permitted under LPS4. Also site works are adjacent to the eastern lot boundary, in some places up to 1.08m higher above natural ground level than what is permitted under the R-Codes.

The diagram which follows highlights the extent of the over height portions. The natural ground levels shown on the plans were reconfirmed by Shire Officers when visiting the subject property.

Over height portions proposed when viewed from the east



The following is advised with regard to the proximity of the proposed works in relation to the adjoining properties:

- The height variation is mainly as a result of the steep topography of the land.
- The ability to have the outbuilding behind the dwelling is restricted due to significant rock outcrops, which also currently obstruct vehicle access to the rear of the subject property.
- As shown on the image above, a relatively small portion of the outbuilding will be over height as a result of the topography of the land. The wall and roof heights being measured in accordance with the R-Codes (refer to the diagram in the Policy Implications section of this report).
- Due to the steep topography of the land, site works (cut and fill) would be necessary in most areas on the property if the outbuilding was to be relocated. Resulting in the outbuilding being likely to be visible from some of the adjoining properties regardless whether it is forward or behind the house.
- Where the outbuilding is proposed to be located is adjacent to the existing driveway, does not impact any vegetation of significance, and is relatively flat due to recent site works (cut and fill) having been carried out (some of which does not exceed the permitted height of 0.5m above natural ground level).
- No covered car spaces and/or other outbuildings currently exist or are proposed on the property which, in addition to the proposed outbuilding, accumulatively might have resulted in increased building bulk when viewed from adjoining properties.
- The floor area of the proposed outbuilding will be 24sqm smaller than the maximum floor area permitted under LPS4 for a Residential R5 property (the permitted maximum being 90sqm).
- If the proposed outbuilding is approved it is recommended that a condition be included requiring the walls, doors and trim of the outbuilding to be constructed of

materials and colours that are of low reflectivity (not white or metallic) and blend in with surrounding buildings or landscape.

- The landowners are willing to have landscaping along the eastern and southern sides of the outbuilding which will assist with minimising the visual impact of the proposal on the adjoining neighbour. If the application is approved by Council it is recommended that a condition be included requiring a landscaping plan to be provided showing the location of the proposed landscaping.
- The adjacent property most impacted by the proposal (being 13 Michael Crescent) has its main outdoor living area approximately 15m, and a house which is approximately 9.5m, from the location of the proposed outbuilding. Some vegetation exists adjacent to its lot boundary which adjoins 15 Michael Crescent.

View towards 13 Michael Crescent from the outbuilding's proposed location



Conclusion

The location of the proposed outbuilding is not considered to be ideal due to being forward of the dwelling. However on balance, considering the steep topography of the land, the existing character of the immediate area, and the location of the existing driveway, vegetation, and the rock outcrops, in this circumstance the proposal is unlikely to result in building bulk having a significant visual impact on the streetscape and the adjoining properties.

Therefore, it is recommended that the application be approved by Council subject to, amongst others, conditions regarding the colour and material of the outbuilding, and the planting and ongoing maintenance of the landscaping proposed along the eastern and southern sides of the outbuilding.

VOTING REQUIREMENT

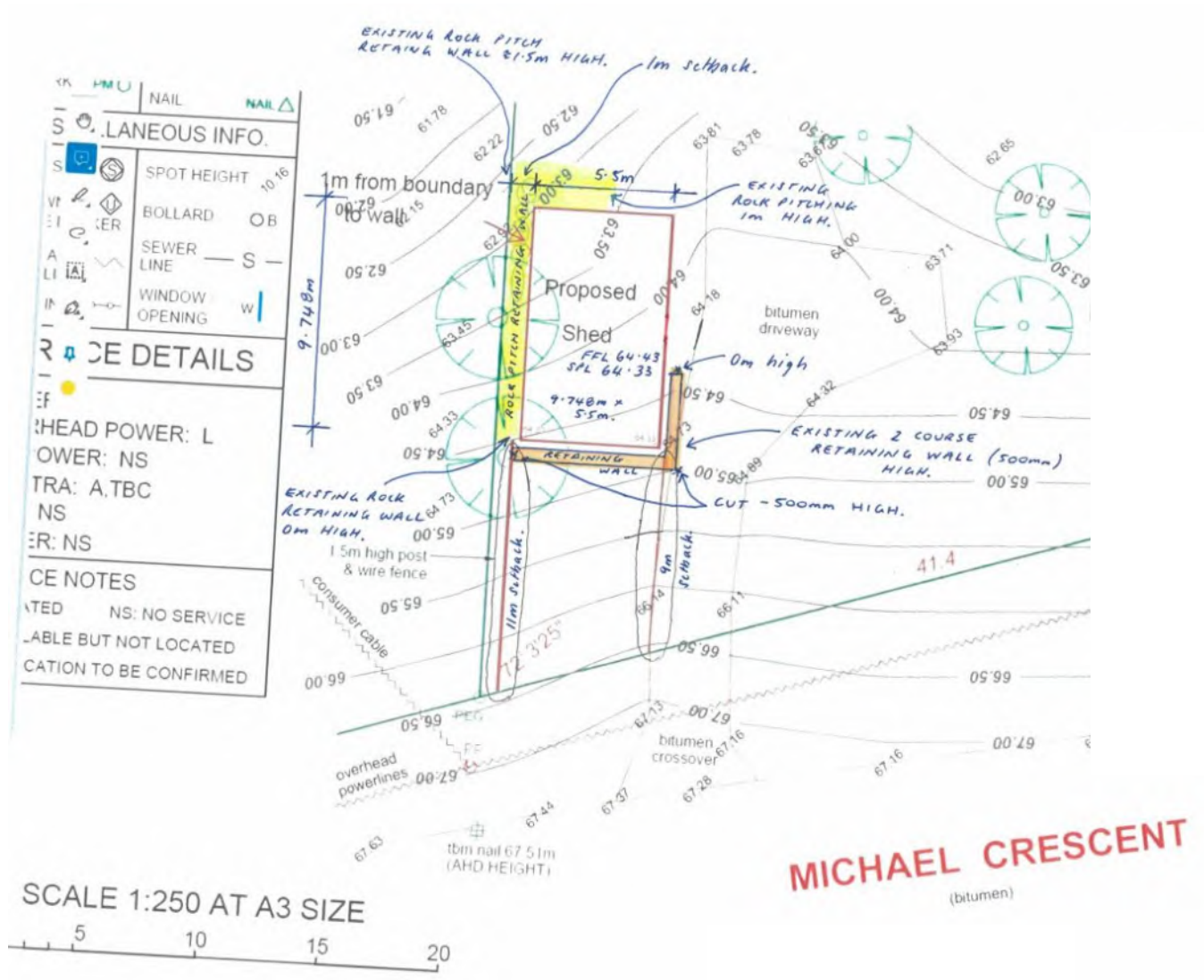
Simple Majority

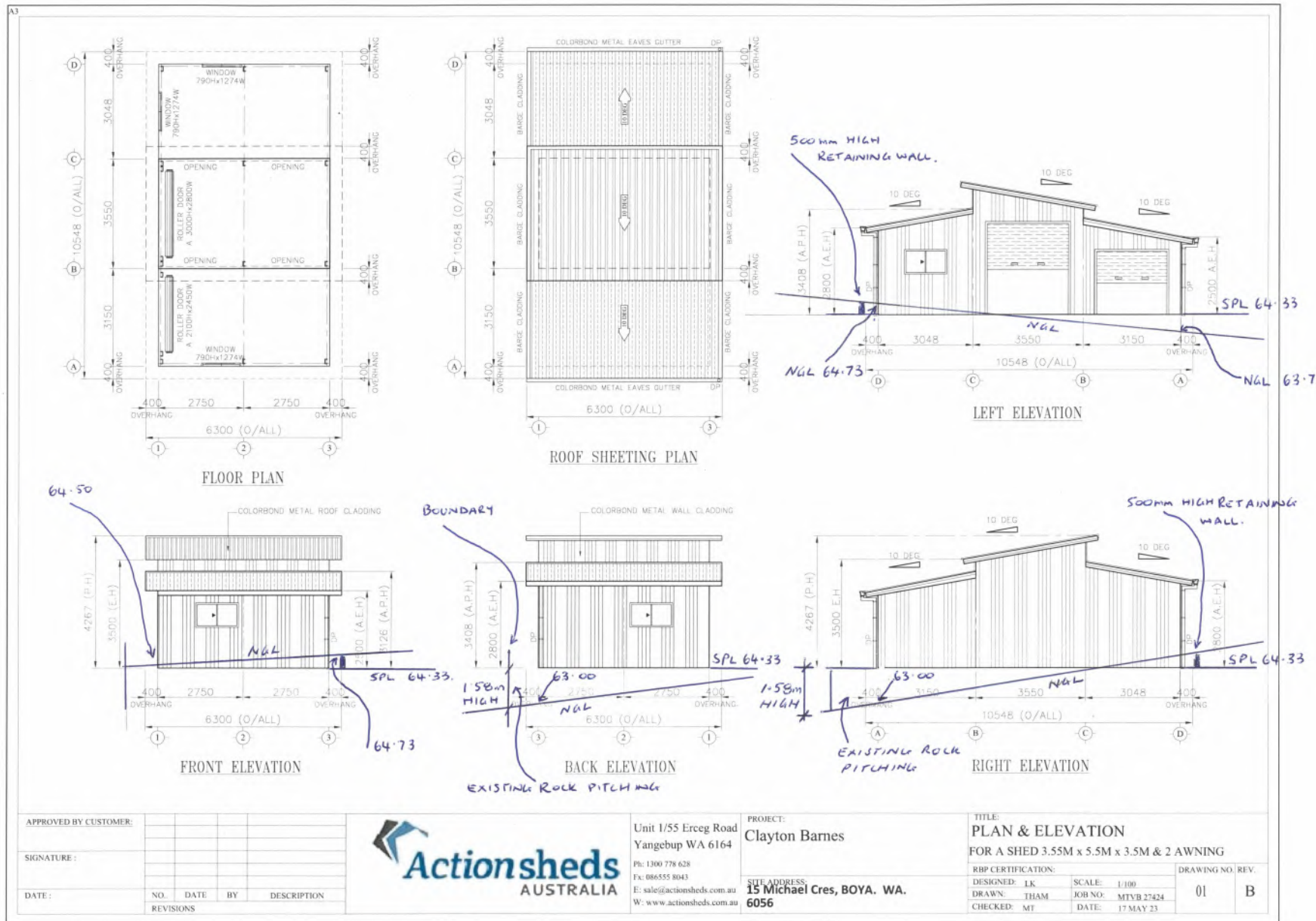
Point of Order

Cr Ellery raised a point of order in accordance with the *Shire of Mundaring Meeting procedures Local Law 2015 Part 7, Section 7.2(a)* whereby he believed Cr Cook's comments relating to a sea container on the property were not relevant to the motion being debated.

The Presiding Member dismissed the point of order as Cr Cook's comments related to information which was contained in the Council agenda.

OFFICER RECOMMENDATION / COUNCIL DECISION		C4.04.24	
Moved by	Cr Zlatnik	Seconded by	Cr Beale
<p>That Council approves the development application for the proposed outbuilding and site works at Lot 17 (No.15) Michael Crescent, Boya, subject to the following conditions:</p> <ol style="list-style-type: none">1. The development shall comply with the approved plans (including any amendments marked in red) unless approval is granted by the Planning Service for any minor variation made necessary by detailed design; (P)2. All stormwater must be managed onsite to prevent erosion and transportation of water borne pollutants, to the satisfaction of the Shire; (B)3. The walls, doors and trim of the outbuilding must be constructed of materials and colours that are of low reflectivity (not white or metallic) and blend in with surrounding buildings or landscape; (P)4. 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 Bushfire Management Plan or Statement; (E)5. A detailed landscaping plan being provided as part of the building permit application showing landscaping being planted along the eastern and southern sides of the proposed outbuilding to the Shire's satisfaction;(E, P) and6. The landscaping shown on the approved landscaping plan being planted within 28 days of the outbuilding's practicable completion, and being maintained thereafter, by the landowners to the Shire's satisfaction. (P)			
CARRIED 6/3			
For:	Pres McNeil, Cr Daw, Cr Ellery, Cr Beale, Cr Cicchini and Cr Zlatnik		
Against:	Cr Jeans, Cr Mehta and Cr Cook		





APPROVED BY CUSTOMER:				
SIGNATURE:				
DATE:	NO.	DATE	BY	DESCRIPTION
	REVISIONS			

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TITLE: PLAN & ELEVATION			
FOR A SHED 3.55M x 5.5M x 3.5M & 2 AWNING			
RBP CERTIFICATION:		DRAWING NO. REV.	
DESIGNED: LK	SCALE: 1/100	01	B
DRAWN: THAM	JOB NO: MIVB 27424		
CHECKED: MT	DATE: 17 MAY 23		

10.2 Consideration of Scheme Review Report

File Code	PS.TPS 4.03
Author	Andrew Bratley, Co-ordinator Strategic Planning
Senior Employee	Mark Luzi, Director Statutory Services
Disclosure of Any Interest	Nil
Attachments	1. Scheme Review Report ↓

PURPOSE

The Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations) require a local government to carry out a review of its Local Planning Scheme nominally every five years. The review must consider whether the local planning scheme is up-to-date and complies with the Regulations.

As a first step, the Regulations require the preparation of a Scheme review report to be approved by a resolution of Council, and then the approved report to be submitted to the Western Australian Planning Commission (WAPC). The WAPC will then decide whether it agrees or disagrees with the recommendations in the Scheme review report. The resolution by the WAPC will determine the next steps to be taken by the Shire.

A Scheme review report has been prepared (**Attachment 1**) to fulfil the above regulatory requirements, with its main objective to recommend as to whether Local Planning Scheme No.4 (LPS4) and the local planning strategy:

- a) are satisfactory in their existing form; or
- b) should be amended; or
- c) should be repealed and a new scheme and local planning strategy be prepared.

Since the Gazettal of LPS4 10 years ago, there has been significant changes to legislation that impacts the current local planning framework. In addition, there are key matters that require further investigation such as, amongst others, tourism and housing diversity.

Considering the above, the Scheme review report (**Attachment 1**) recommends to the WAPC that a new Local Planning Strategy (Strategy) be prepared, and LPS4 be repealed and a new scheme be prepared in its place.

It is recommended that Council approves the Scheme review report.

BACKGROUND

The Regulations took effect in October 2015 and have since been amended as part of major reforms of the State's planning system. As well as including a range of reforms to standardise scheme provisions across the State (referred to as the 'deemed provisions'), the Regulations also require a local government to carry out a review of its local planning scheme nominally every five years.

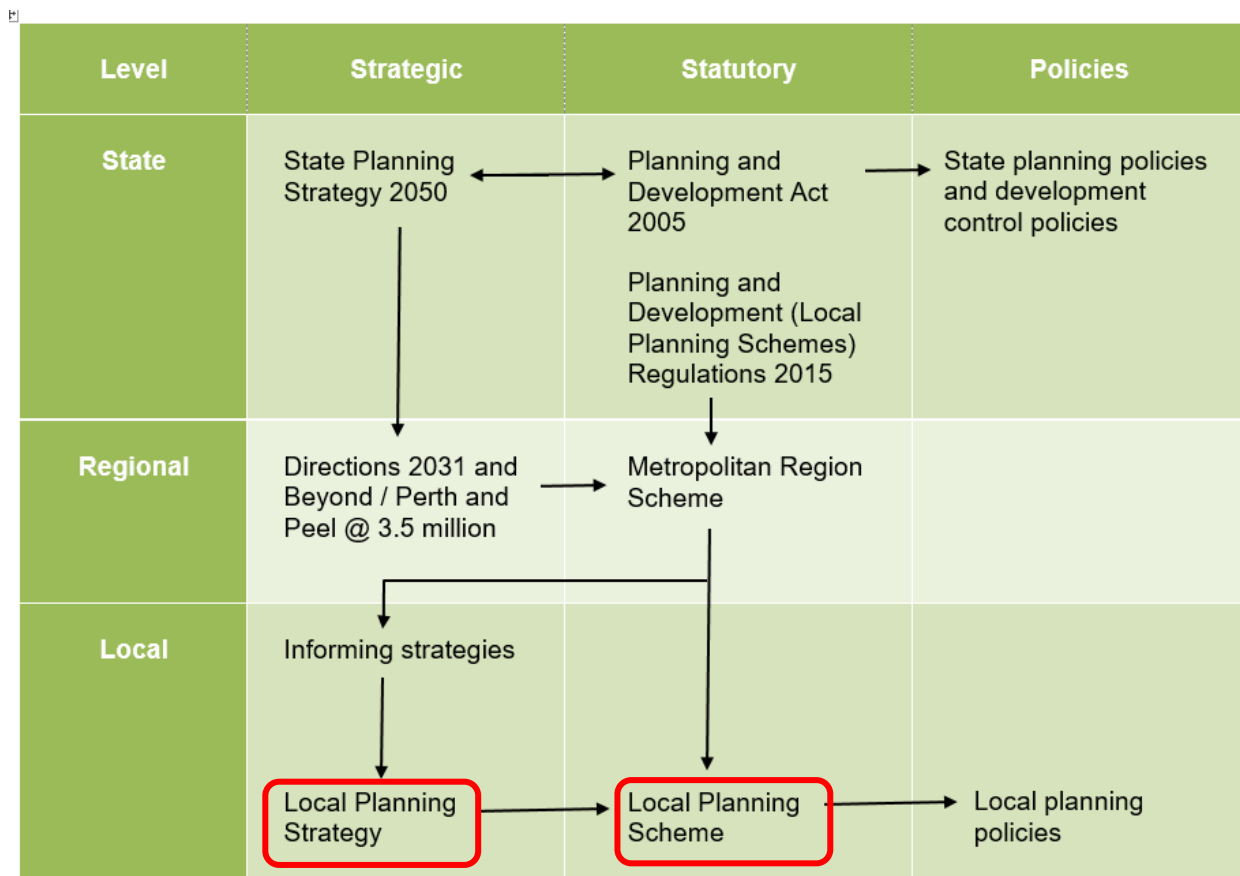
The WAPC endorsed the Shire's current Local Planning Strategy (the Strategy) in 2013. The Strategy addresses relevant State Planning Policies and Frameworks, and interprets the impacts and requirements of these documents for the Shire. The Strategy provides context for the land use zones, reservations, and statutory provisions that are contained within the Scheme.

LPS4 was gazetted on 17 February 2014 and replaced Town Planning Scheme No.3. Amendments have been made to LPS4 overtime to address issues or further the planning of specific sites.

At its September 2020 Ordinary Council meeting, Council resolved to give in principle support for the Shire to undertake an interim review of LPS4 (C9.09.20).

The purpose of LPS4 is to outline the statutory planning related requirements and controls for how land in the Shire can be used and developed, and provides the framework for decision making. The Scheme is also the primary mechanism for implementing the Strategy.

Below – Where the local planning strategy and local planning scheme exist within the State Planning Framework



The following table outlines the key decisions and changes in the planning framework since February 2014, which are considered relevant to LPS4 and the Strategy:

Date	Key Decisions and Changes in Planning Framework since February 2014
2015, 2018, 2019, 2021 and 2023	Amendments to State Planning Policy 7.3 – Residential Design Codes Volume 1
2015	Release of Liveable Neighbourhoods review
2015	Introduction of the Regulations
2017	Introduction of Version 1.3 of the Guidelines for Planning in Bushfire Prone Areas
2018	Completion of the Shire’s Local Commercial Strategy
2018	Finalisation of Perth and Peel @ 3.5 Million and North-East Sub-Regional Planning Framework
August 2020	WAPC refused Structure Plan 34 – North Stoneville (SP34)

Dec 2020 and 2021	Amendments to the Regulations.
2021	Introduction of Version 1.4 of the Guidelines for Planning in Bushfire Prone Areas.
April 2023	The Local Biodiversity Strategy and Watercourse Hierarchy Strategy were adopted by Council.
April 2023 to July 2023	Revised <i>State Planning Policy 3.7 - Planning in Bushfire Prone Areas</i> and <i>Planning for Bushfire Guidelines</i> advertised by the DPLH.
May 2023	Council resolved to recommend to the WAPC that amended SP34 be refused, and that LSIP 265 be revoked by the WAPC (SC5.05.23).
March 2024	Council resolved (C5.03.24) to: <ul style="list-style-type: none"> • Acknowledge that a subdivision proposal at Lot 9503 Lake Valley Terrace, Parkerville represented a lower-intensity development outcome for the North Parkerville townsite (Structure Plan 33); • Support a Rural Residential subdivision proposal; • Requested the applicant apply to concurrently rezone the subject area from 'Urban Deferred' to 'Rural' under the Metropolitan Region Scheme and from 'Development' to 'Rural Residential' under Local Planning Scheme No.4.

STATUTORY / LEGAL IMPLICATIONS

Planning and Development Act 2005

Section 123(1) of the *Planning and Development Act 2005* (the Act) indicates that a local planning scheme will not be approved by the Minister unless that local planning scheme is in accordance with, and consistent with, the relevant region planning scheme.

Section 77 of the Act requires that, in preparing or amending a local planning scheme, the local government is to have due regard to any State Planning Policy (SPP) affecting its district and may modify a SPP with such modifications set out in the scheme.

Planning and Development (Local Planning Schemes) Regulations 2015

Regulation 65 of the Regulations states that:

“A local government must carry out a review of each local planning scheme prepared by the local government –

- (a) in the 5th year after the scheme is published in the Gazette under section 87(3) of the Act; and*
- (b) in the 5th year after the completion of each review carried out under this Division.”*

Regulation 66 of the Regulations outlines the steps that are required to be undertaken to complete the review of the Scheme, and includes the following:

- (a) A report must be prepared, approved by resolution of Council, and then forwarded to the WAPC (Regulation 66 (1));
- (b) The report must be prepared in the manner and form specified by the WAPC (Regulation 66 (2)); and
- (c) The report must recommend whether the existing Scheme and Strategy for the local government are satisfactory, require amendment, or should be repealed and replaced.

In accordance with Regulation 66(2), the report is to include:

- the date the local planning scheme was gazetted;
- a list of amendments to the scheme including dates they were gazetted;
- when the scheme was last consolidated under Part 5 of the Act;
- an overview of subdivision and development activity, lot take-up and population change in the scheme area since the scheme gazettal / last review; and
- details of any amendment to the scheme that have been undertaken to bring it into line with other legislation, region scheme or State planning policy (r.64(2)).

The report is to make a recommendation to the WAPC on how to proceed in accordance with Regulation 66(3).

Regulation 67 requires the WAPC to:

- “(1) Within 90 days of receiving a report of a review of a local planning scheme, or such longer period as the Minister or an authorised person allows, the Commission must consider the report and —*
- (a) decide whether the Commission agrees or disagrees with the recommendations in the report; and*
 - (b) notify the local government which prepared the report of the Commission’s decision.*
- (2) After receiving notification of the Commission’s decision on a report of a review of a local planning scheme the local government must publish in accordance with regulation 76A —*
- (a) the report; and*
 - (b) notice of the Commission’s decision.”*

The resolution by the WAPC will determine the next steps to be taken by the Shire.

POLICY IMPLICATIONS

In relation to State Planning Policies (SPPs), Development Control Policies (DCPs), and Position Statements, a number of these are currently under review by the Department of Planning, Lands and Heritage. The Shire is already providing comment and contributing to these reviews.

Should the WAPC resolve that LPS4 be amended, or should be repealed and a new scheme be prepared, the Shire’s local planning policies will need to be reviewed and amended (where necessary) accordingly.

FINANCIAL IMPLICATIONS

The scheme review is proposed to be progressed as a cross functional in-house project, managed by the Shire’s Coordinator Strategic Planning.

Once the resolution by the WAPC is known, and therefore the next steps to be taken by the Shire, a more detailed understanding of the financial implications will also be known.

Discrete studies/strategies may be required to inform an updated Strategy and Scheme. Assistance from consultants may be necessary to assist with particular elements or the preparation of those studies or supporting strategies.

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

Corporate Business Plan

A key objective of the Built Environment Strategic Theme in the Corporate Business Plan is: *“Regulated land use and building control to meet the current and future needs of the community.”*

Economic Development and Tourism Strategy 2023-2028

A role of the Shire identified by the Economic Development and Tourism Strategy in terms of economic development, is that it *“maintains a regulatory and land use planning framework that supports businesses and community wellbeing with a focus on protecting and enhancing the natural environment”*.

Current Local Planning Strategy

The Strategy:

- Sets out the long-term planning directions for the Shire 10 to 15 years from when it was endorsed in 2013;
- Applies the wide range of relevant State, regional and local planning policies and strategies; and
- Provides the rationale for the land use and development control provisions in LPS4.

The Strategy is to be read in conjunction with LPS4 and vice versa. The Strategy guides the operation of LPS4.

It is a requirement of LPS4 that, except to the extent of any inconsistency between the two, determinations under LPS4 are to be consistent with the Strategy.

SUSTAINABILITY IMPLICATIONS

Amendments to LPS4 or the preparation of a new Scheme should assist with achieving the Corporate Business Plan’s Community Vision ‘a place for sustainable living’, and address the principles of the *Local Government Act 1995* which stipulates that Councils are to promote the economic, social and environmental sustainability of their district.

RISK IMPLICATIONS

Risk: Reputational - Should Council not approve the Scheme review report the Shire will not be able to fulfil the statutory requirements prescribed by the Regulations. If the Shire does not provide the Scheme review report, there will be no clear guiding framework for any amendments to the Scheme in the future.		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
It has been 10 years since LPS4 was Gazetted. The introduction of, and subsequent modifications to, the Regulations means that LPS4 does not currently align with the Model Scheme Provisions. The preparation of a new local planning scheme will ensure that the Shire has a document which is consistent with the current Regulations and provides appropriate development standards throughout the Shire for further years. Therefore, it is recommended that Council approves the Scheme review report.		

EXTERNAL CONSULTATION

Should the WAPC resolve that LPS4 be amended or be repealed and a new Scheme be prepared in its place, the subsequent version of the Scheme prepared shall be advertised in accordance with Part 4 Division 2 of the Regulations as well as the Shire's Community Engagement Policy.

COMMENT

The Shire is required by the Regulations to undertake a review of the Scheme. To facilitate this, the Shire has prepared the Scheme review report.

All development within the Shire is facilitated through the Local Planning Scheme. An up to-date, relevant scheme is therefore key to the implementation of both the State Government's and the Shire's strategies and policies to not only facilitate growth, but also to control existing development.

The preparation of a new local planning scheme will ensure that the Shire has a document which is consistent with the current Regulations and provides appropriate development standards throughout the Shire for further years.

Generally, a Local Planning Strategy is expected to have an active lifespan of between 10 to 15 years. The current Strategy has been operational since it was endorsed in 2013, which means that it is currently in its eleventh year. It is essential that the current Strategy be reviewed to ensure that it aligns with contemporary planning principles and current regulatory requirements.

Considering the above, it is recommended that Council approves the Scheme review report.

VOTING REQUIREMENT

Simple Majority

COUNCIL DECISION MOTION		C5.04.24	
Moved by	Cr Cicchini	Seconded by	Cr Ellery
<p>That Cr Jeans be allowed a three minute extension of time to speak to this item, in accordance with clause 6.11 of the <i>Shire of Mundaring Meeting Procedures Local Law 2015</i>.</p> <p style="text-align: right;">CARRIED 9/0</p> <p>For: Cr Jeans, Pres McNeil, Cr Mehta, Cr Daw, Cr Cook, Cr Ellery, Cr Beale, Cr Cicchini and Cr Zlatnik</p> <p>Against: Nil</p>			

OFFICER RECOMMENDATION / COUNCIL DECISION		C6.04.24	
Moved by	Cr Mehta	Seconded by	Cr Ellery
<p>That Council:</p> <ol style="list-style-type: none"> 1. Approves the Scheme review report (Attachment 1), and forwards to the Western Australian Planning Commission in accordance with Regulation 66 (1) of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>; 2. Recommends to the Western Australian Planning Commission that the Shire of Mundaring Local Planning Scheme No. 4 be repealed and a new scheme be prepared in its place, in accordance with Regulation 66 (3) (a) (iii) of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>; and 3. Recommends to the Western Australian Planning Commission that the Shire of Mundaring prepare a new Local Planning Strategy to reflect the current state and local planning framework. This Strategy will replace the existing Local Planning Strategy, which shall be revoked upon endorsement of the new Strategy in accordance with Regulation 66 (3) (b) (iii) of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>. <p style="text-align: right;">CARRIED 6/3</p> <p>For: Pres McNeil, Cr Mehta, Cr Ellery, Cr Beale, Cr Cicchini and Cr Zlatnik</p> <p>Against: Cr Jeans, Cr Daw and Cr Cook</p>			



SHIRE OF MUNDARING

Local Planning Scheme No.4 Scheme Review Report



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EXECUTIVE SUMMARY

The Regulations took effect in October 2015, and have since been amended as part of major reforms of the State's planning system. As well as including a range of reforms to standardise scheme provisions across the State (referred to as the 'deemed provisions'), the Regulations also require a local government to carry out a review of its local planning scheme nominally every five years.

The WAPC endorsed the Shire's current Local Planning Strategy in 2013. The Strategy addresses relevant State Planning Policies and Frameworks, and interprets the impacts and requirements of these documents for the Shire. The Strategy provides context for the land use zones, reservations, and statutory provisions that are contained within the Scheme.

LPS4 was gazetted on 17 February 2014 and replaced Town Planning Scheme No.3. Amendments have been made overtime to address issues or further the planning of specific sites.

A scheme review report is presented for Council's consideration because at its September 2020 Ordinary Council meeting, Council resolved to give in principle support for the Shire to undertake an interim review of LPS4 (**C9.09.20**).

The following are considered to be key contextual points specific to the Shire of Mundaring, which need to be considered as part of the Scheme review process:

- The Shire of Mundaring is located on the eastern fringe of Perth, about 35 kilometres from the Perth CBD.
- The Shire of Mundaring is a predominantly rural area, with residential areas primarily to the west in the foothills of Perth, with rural areas and extensive network of national parks and reserves acting as natural wedges between historic villages.
- There is a lack of a networked sewer.
- There is exposure to bushfire risk.
- The local Shire population consists of a higher proportion of people in the older age groups (60+ years) compared to the inner Perth areas.

1.0 BACKGROUND

1.1 Purpose of Report

The *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations), under Part 6, Division 1, Regulation 65 requires a local government to review its Local Planning Scheme, nominally every 5 years. Regulation 66(1) requires a review report, and Regulation 66(2) stipulates the manner and form of the report and the information to be included.

In accordance with Regulation 66(2), the report is to include:

1. the date the local planning scheme was gazetted (refer to section 1.3 of this report);
2. a list of amendments to the scheme including dates they were gazetted (refer to section 3.0 of this report);
3. when the scheme was last consolidated under Part 5 of the Act (has not been consolidated previously);
4. an overview of subdivision and development activity, lot take up and population change in the scheme area since the scheme gazettal / last review (refer to section 4.0 of this report); and
5. details of any amendment to the scheme that have been undertaken to bring it into line with other legislation, region scheme or State planning policy (r.64(2)) (none undertaken);

This review report provides the WAPC with recommendations (as per the Regulations) as to whether the scheme and the local planning strategy:

- (i) are satisfactory in their existing form; or
- (ii) should be amended; or
- (iii) should be repealed, and a new scheme and new local planning strategy be prepared in their place.

1.2 Council decision to undertake a review of Scheme

At its Ordinary Meeting on 8 September 2020, Council resolved to give in-principle support for the Shire to undertake a review of LPS4, with the goal of aligning this document with the vision and strategies of the Shire’s Community Strategy Plan 2020-2030, which include the following:

	Community	Healthy, safe, sustainable and resilient community, where businesses flourish and everyone belongs
	Natural environment	A natural environment that is protected, sustainable and enjoyed
	Built environment	Transport, infrastructure and planning for liveable, connected communities

1.3 Events leading to the Scheme review

The Shire's previous Town Planning Scheme No. 3 (TPS 3) operated between 18 March 1994 and February 2014 (about 20 years), and controlled and guided subdivision and development throughout the Shire during that time.

In 1999, the Shire commenced a review of TPS 3, producing a Scheme Examination — Issues Paper, which was advertised from November 2000 to January 2001. In August 2001, Council recommended that TPS 3, subject to modifications arising from the Scheme Examination Report, continue for another five years, rather than being replaced by a new Scheme. However, in April 2003, the then Minister for Planning and Infrastructure advised that she considered it desirable to review TPS 3 by way of the preparation of a new Scheme and Local Planning Strategy (LPS).

Detailed work on the preparation of draft LPS4 and the draft LPS commenced in 2006. Importantly the timing of the review ensured the Shire’s scheme adopted the most contemporary model scheme provisions, noting the P&D Act was gazetted in 2005.

The draft LPS and LPS4 were adopted by Council in December 2009. After receiving Ministerial consent to advertise, the documents were formally advertised from Friday 18 February 2011 to Monday 23 May 2011.

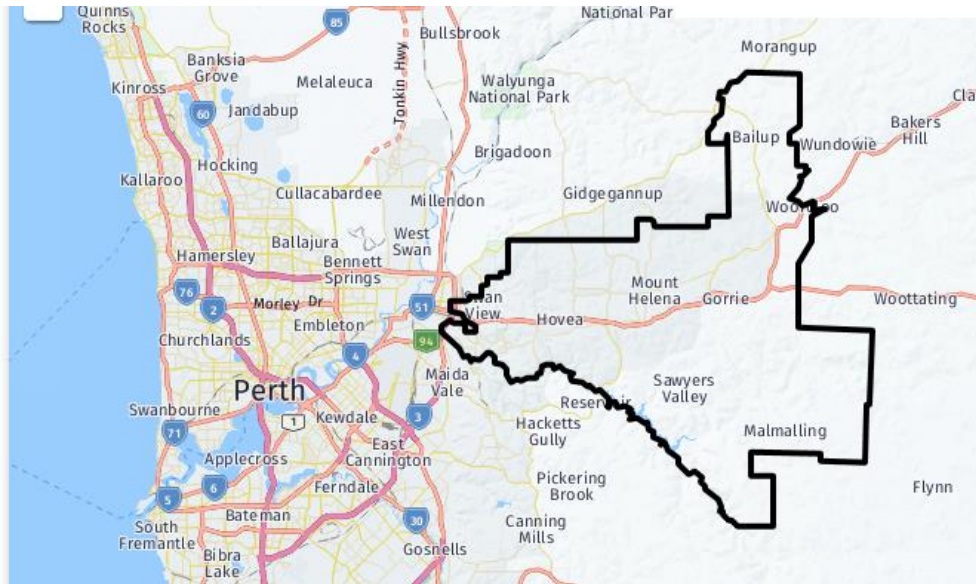
At its meeting held on 31 July 2012, Council considered the draft scheme, strategy and consultation outcomes, and unanimously adopted the documents.

The Shire's Local Planning Strategy was adopted in 2013, and based on the expected timeframe of that plan, it was anticipated it would remain relevant for the Shire for the following 10-15 years. LPS 4 was gazetted on Monday 17 February 2014, revoking the Shire's previous Town Planning Scheme No. 3.

2.0 CHARACTERISTICS OF THE SHIRE OF MUNDARING

The Shire of Mundaring is located on the eastern fringe of Perth, about 35 kilometres from the Perth CBD. The Shire of Mundaring is bounded by the Shire of Toodyay in the north, the Shires of Northam and York in the east, the City of Kalamunda in the south, and the City of Swan in the west and north-west.

Figure 1 – Locality Plan



The Shire of Mundaring is a predominantly rural area, with residential areas primarily to the west in the foothills of Perth, with rural areas and extensive network of national parks and reserves acting as natural wedges between historic villages.

The Shire encompasses a total land area of 644 square kilometres, of which nearly half is National Park, State Forest or water catchments. The exposure to bushfire risk (refer to **figure 2**) and the lack of a networked sewer (refer to **figure 3**) continues to limit urbanisation east beyond the Darling Scarp.

Major features of the Shire include Beelu National Park, Greenmount National Park, John Forrest National Park, Woorlooloo Regional Park, Mundaring Weir, Lake C Y O'Connor, Lake Leschenaultia, Chidlow Recreation Reserve, the Railway Reserves Heritage Trail, the Munda Biddi Bike Trail, Perth Hills National Parks Centre, Mundaring Golf Club, several State Forests and various wineries.

Figure 2 – Bushfire hazard mapping for the Shire of Mundaring

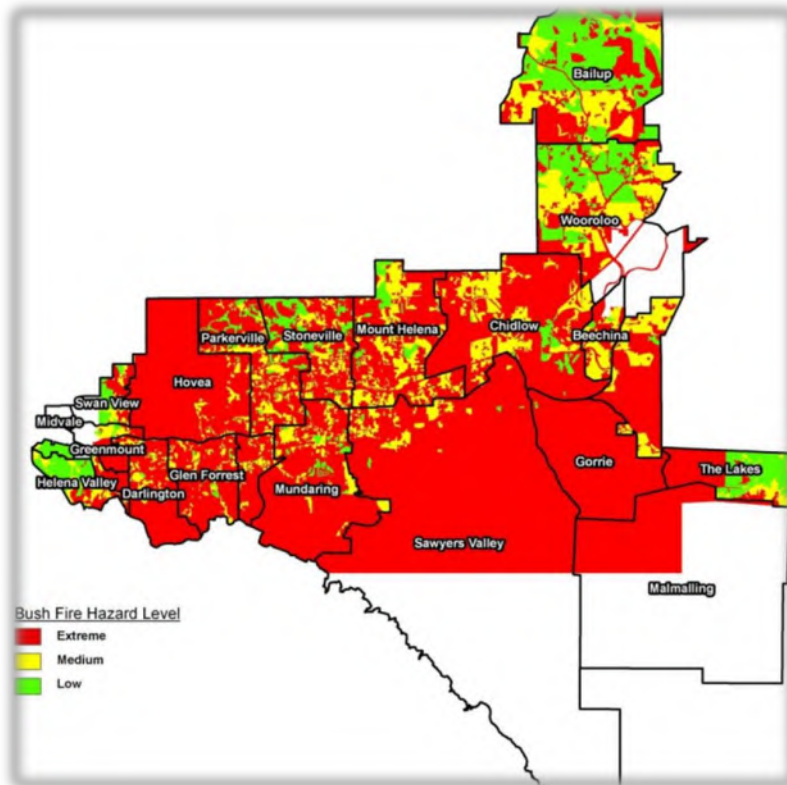
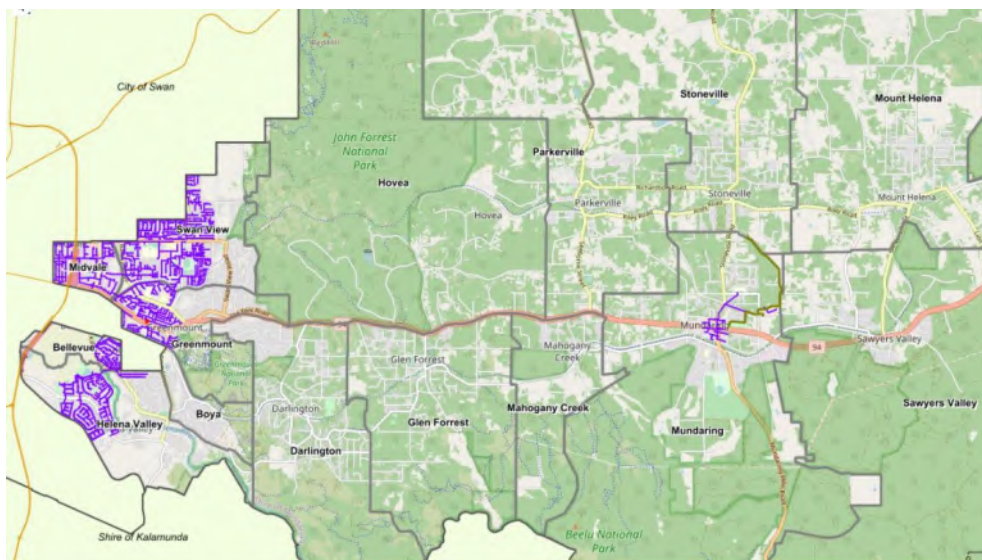


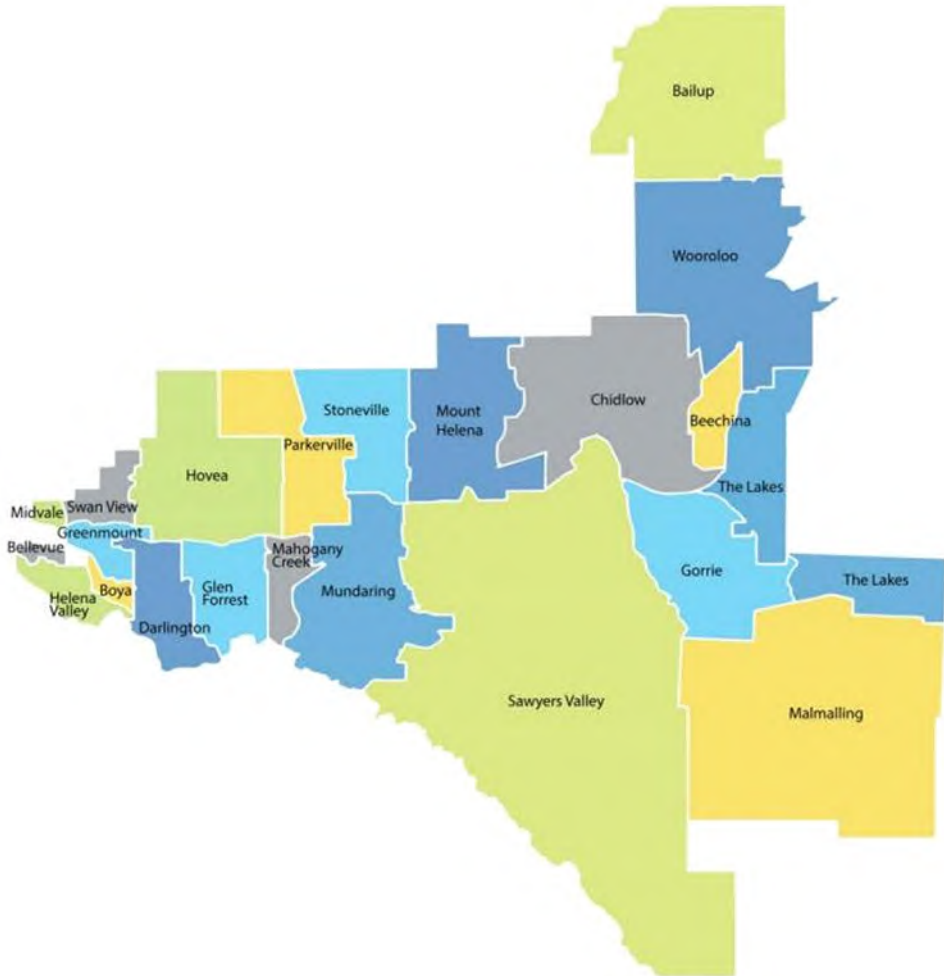
Figure 3 – Deep sewer availability within the Shire of Mundaring



The Shire of Mundaring includes the localities of Bailup, Beechina, Bellevue (part), Boya, Chidlow, Darlington, Glen Forrest, Gorrie, Greenmount, Helena Valley, Hovea, Mahogany Creek, Malmalling, Midvale (part), Mount Helena, Mundaring, Parkerville, Sawyers Valley, Stoneville, Swan View (part), The Lakes and Wooroloo (refer to figure 4).

The Mundaring Town Centre is the civic, commercial and community hub of the Shire, and is identified as a District Centre in Directions 2031 and Beyond.

Figure 4 - Localities within the Shire of Mundaring



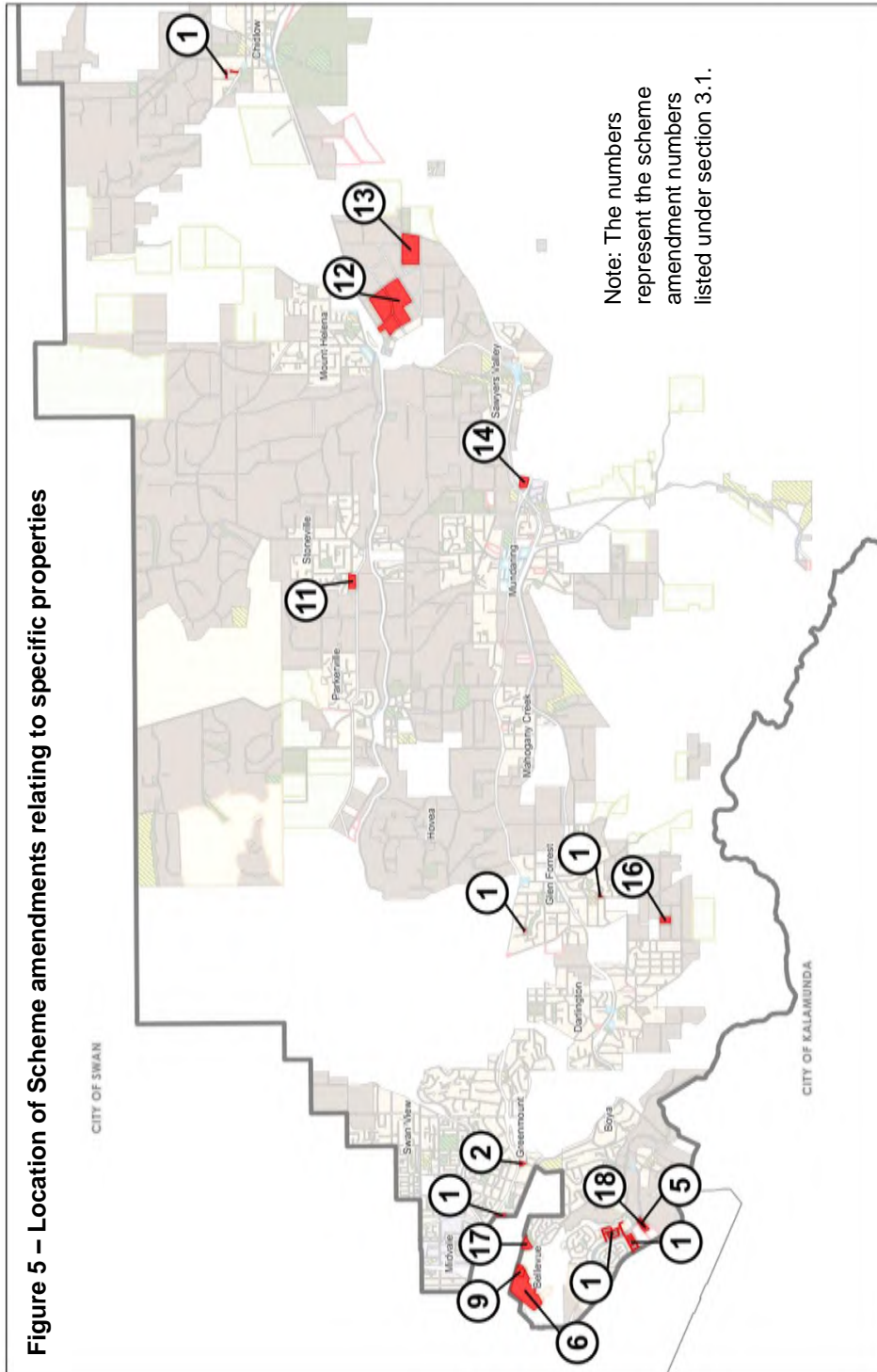
3.0 LOCAL PLANNING FRAMEWORK

3.1 Overview of Scheme Amendments

Since 2014, there have been 13 amendments to LPS4 initiated and gazetted. A list of all amendments to LPS4 is provided in the table below (refer to **figure 5** for a map showing the locations of the property specific scheme amendments).

No.	Amendment Summary	Gazetted
1	<p>Modifying the Zoning Table by changing the use class Home Occupation from 'D' to 'P' in Rural Residential, Rural Small Holdings and General Agriculture.</p> <p>Changing the density coding of all lots bounded by Stuart Street, Great Eastern Highway, Ruby Street and Albert Street, Greenmount from Residential R5 to Residential R12.5.</p> <p>Removing the following road reserves from the Residential zone coded R30 and including them in the Local Reserve: Road Reserve: Goldsbrough Entrance, Helena Valley (that portion zoned Residential); Greystone Terrace, Helena Valley (that portion zoned Residential); Portion of Lomandra Road, Helena Valley; and Seabrook Chase, Helena Valley.</p> <p>Also various minor changes to the Scheme text.</p>	30 May 2017
2	Rezoning Lot 124 Scott Street, Greenmount from the Public Purposes zone to the Residential zone, with an associated Residential Design Code designation of R40.	4 March 2016
5	Amend Schedule 4 - Special Uses by adding Lot 55 Helena Valley Road, Helena Valley as a Special Use, Park Home Park and amending the scheme map accordingly.	19 May 2017
6	<p>Schedule 12 – Requirements applying to specific development zones – amended by adding No. 5 Katharine Street, Bellevue.</p> <p>Amended the Scheme maps to reflect the Development zone and Rural Small Holdings zone over 1100 (Lot 800) Katharine Street, Bellevue.</p> <p>Amended the Scheme maps (Special Control Areas) by redefining the floodway boundary over 1100 (Lot 800) Katharine Street, Bellevue.</p>	25 May 2018
7	<p>Replaced wording of clauses 5.7.12.1, 5.7.12.2, 5.7.12 (c), 5.7.12.3 (d)</p> <p>Modified clauses 5.7.12 (a), 5.7.12.3 (f). Deleted clause 5.7.12.3 (i). Added clause 5.7.12.5. Renumbered subsequent clauses. Modified Schedule 1.</p> <p>Added new cover sheet.</p>	11 October 2016

9	Including Lot 239 Wilkins Street, Bellevue, on the Scheme Maps; and Zoning Lot 239 Wilkins Street, Bellevue, 'Development'	20 October 2017
11	Rezoning 1 (Lot 1871) Ayres Road and 4655 (Lot 86) Richardson Road, Stoneville, from Rural Residential 1 to Residential R5. Amending the LPS4maps accordingly.	18 January 2019
12	Rezoning Lots 29, 30 and 32 Johnston Street, Lots 28, 1, 2, 3, 35, 36, 37 and 38 Bernard Street, Lots 11, 12, 13, 39 and 42 Lion Street, and Lots 40 and 41 Hummerston Street, Mount Helena from Rural Residential 2 to Development. Rezoning Lots 100 and 101 Dean Street, Mount Helena from Rural Residential 1 to Development; and amending the Scheme Map accordingly.	2 October 2018
13	Rezoning 310 (Lot 3), 510 (Lot 100) and 600 (Lot 2) Houston Street and 700 (Lot 4) Lion Street, Sawyers Valley from Rural Residential 4 to Rural Residential 2; and amending the Scheme Map accordingly.	2 July 2019
14	Rezoning 8855 (Lot 100) Great Eastern Highway from Special Use to Rural Residential with a code of 2. Schedule 4 - Special Use Zones: SU 27, Lot 100 Great Eastern Highway, Mundaring – deleted. Schedule 2 – Additional Uses: AU 11, Lot 100 Great Eastern Highway, Mundaring – Inserted. Amending the LPS4 maps accordingly.	26 March 2019
16	Reclassifying Lots 487 and 506 on Deposited Plan 209189, Jellicoe Road, Glen Forrest from 'Public Purpose' to 'Conservation'. Amend the scheme maps accordingly.	9 June 2023
17	Rezoning 215 (Lot 1) Katharine Street, Bellevue, from Rural Residential 1 to Residential with a code of R20; Amending the scheme maps accordingly.	4 December 2020
18	Rezone Lot 103 (No. 2500) Helena Valley Road, Helena Valley from Rural Residential 1 to Special Use. Insert into Schedule 4 – Special Use zones: - No.34 - Lot 103 (No. 2500) Helena Valley Road, Helena Valley.	10 May 2022



3.2 Development Area Activity in the Shire of Mundaring

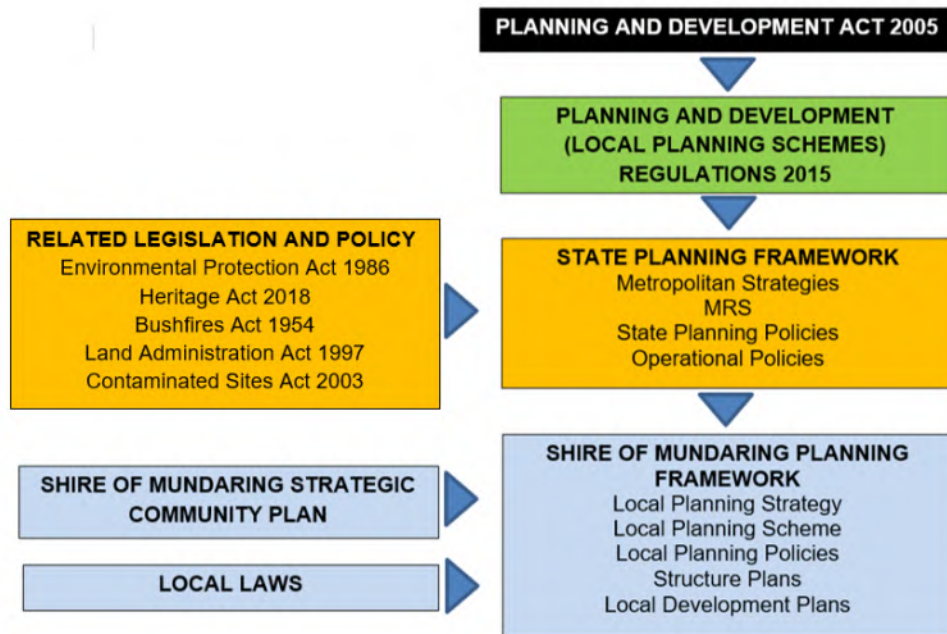
There are eight Development Areas delineated on the Scheme Map. LPS4 requires a structure plan to be approved to guide subdivision and development within these areas. The table below provides information in relation to the Development Areas where a structure plan has been approved for these precincts.

Development Area	Location	WAPC Structure Plan Approval
DA1	Lots 2, 3 and 6 Midland Road, Helena Valley (Structure Plan 71)	3 November 2016
DA2	Lot 1854 Beacon Road and Lot 1915 Roland Road, Parkerville (Structure Plan 64)	23 July 2015
DA3	335 Lake Valley Terrace, Parkerville (Structure Plan 33)	4 March 2010
DA4	4683 Stoneville Road, Stoneville (Structure Plan 34)	23 July 1998
DA5	500 Katharine Street, Bellevue (Structure Plan 74)	17 January 2018

In addition to the abovementioned structure plans, amendments to the following structure plan are in draft form:

Structure Plan	Location	Status
34	North Stoneville Townsite	<p>July 2020: SP34 was refused by the Statutory Planning Committee</p> <p>August 2020: Satterley lodged an appeal against the Statutory Planning Committee decision with the State Administrative Tribunal.</p> <p>March to May 2023: An amended version of SP34 was advertised by the DPLH.</p> <p>December 2023: The amended version of SP34 was refused by the Statutory Planning Committee and the WAPC.</p>

Figure 6 – Local Planning Framework

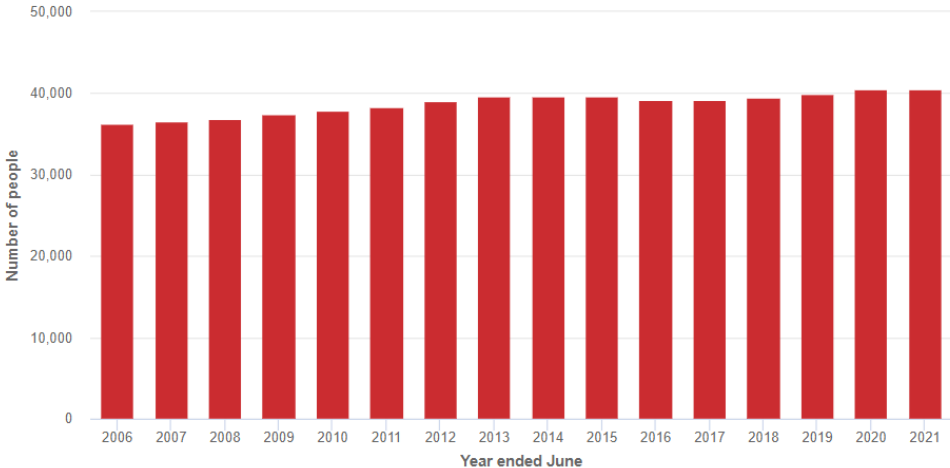


4.0 POPULATION ACTIVITY

In 2021, the Shire of Mundaring had a population of approximately 40,541 people, living in 13,976 dwellings with an average household size of 2.55.

The estimated resident population for the Shire indicates annual growth increased steadily between 2006 and 2013, and then slowed between 2013 and 2021 (refer to **figure 7** below).

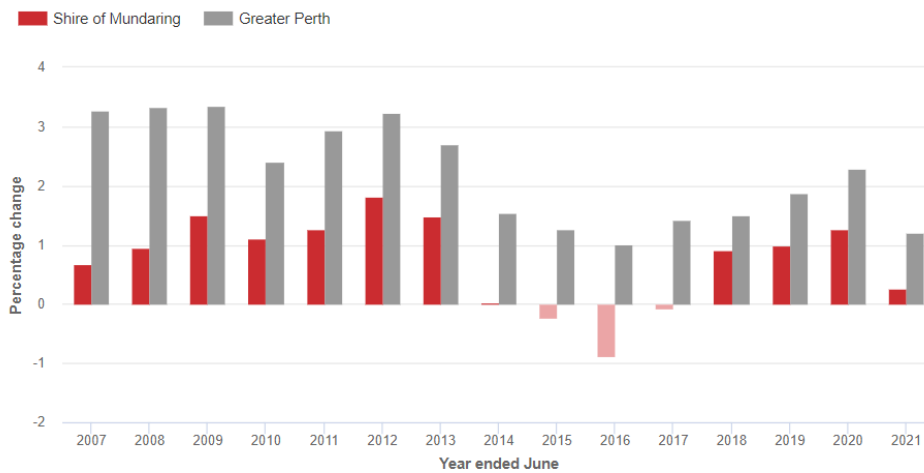
Figure 7 - Shire of Mundaring Estimated Resident Population (.idcommunity)



Source: Census data from profile.id

The slow down corresponded with a Statewide trend. In comparison, the Shire experienced a greater growth decline between 2014 and 2017 (refer to **figure 8** below).

Figure 8 - Shire of Mundaring Percentage Change in Estimated Resident Population (.idcommunity)



Source: Census data from profile.id

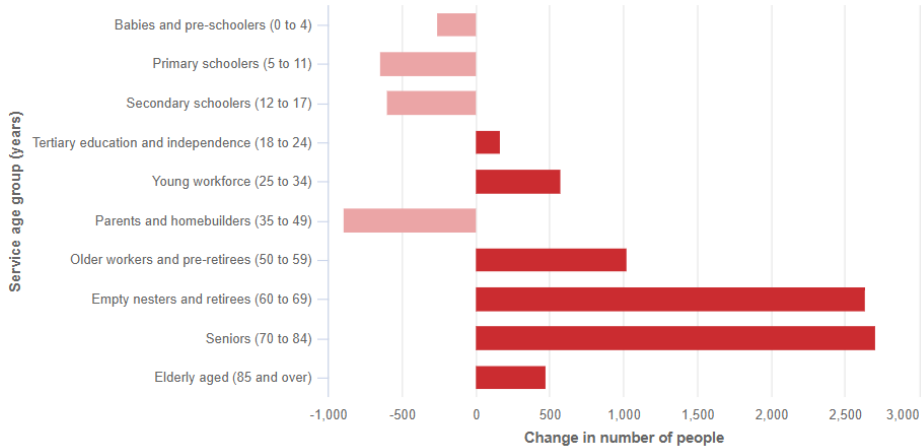
Analysis of the service age groups of the Shire in 2021 compared to Greater Perth shows that there was a lower proportion of people in the younger age groups (0 to 17 years) and a higher proportion of people in the older age groups (60+ years).

Overall, 20.4% of the population was aged between 0 and 17, and 26.8% were aged 60 years and over, compared with 22.5% and 21.2% respectively for Greater Perth.

The largest changes in the age structure in the Shire between 2001 and 2021 were in the following age groups (also refer to **figure 9**):

- Seniors (70 to 84) (+2,705 people)
- Empty nesters and retirees (60 to 69) (+2,634 people)
- Older workers and pre-retirees (50 to 59) (+1,027 people)
- Parents and homebuilders (35 to 49) (-895 people)

Figure 9 - Change in age structure within the Shire between 2001 and 2021



Source: Census data from profile.id

5.0 DEVELOPMENT ACTIVITY

5.1 Types of Dwellings

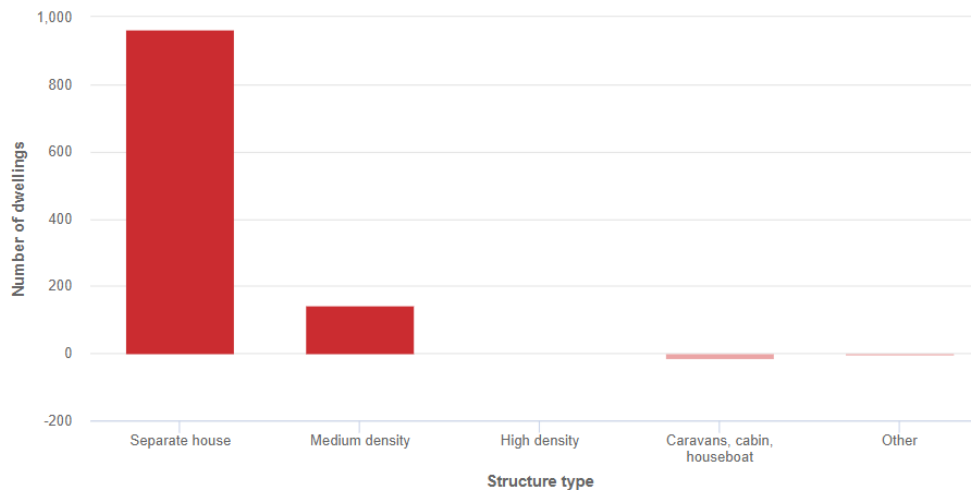
The type of housing available in the Shire largely contributes to (and can influence) the demographic and social-economic profile of the community. A greater concentration of higher density dwellings is likely to attract more young adults and smaller households. Larger, detached or separate dwellings with large landholdings are more likely to attract families and prospective families.

In 2021, there were 14,269 separate houses in the Shire, 619 medium density dwellings, and no high density dwellings.

The following table demonstrates the primacy of single dwellings in the Shire relative to the Greater Perth Area.

	Greater Perth Area	Shire of Mundaring
Low density dwellings	75.6%	95.5%
Medium density dwellings	17.6%	4.1%
High density dwellings	6.1%	0%

Figure 10 – Change in dwelling types (2011 to 2021)



Source: Census data from profile.id

5.2 Lot Creation

Between February 2014 and December 2022, a total of 928 lots were created throughout the Shire based on subdivision applications lodged and approved by the WAPC. This total comprised of a distribution of lots by the following broad categories:

WAPC lot creation information within the Shire of Mundaring between February 2014 and December 2022

Zoning	Total Lots Created (Final Approval) February 2014 to December 2022
Residential	593
Rural residential	223
Rural small holdings	4
Development	64
Town centre	7
General agriculture	2
Special use	26
Service commercial	9

5.3 Dwelling Completions

Between 17 February 2014 and 31 December 2022, 973 Development Approvals and 1,436 Building Permits were issued by the Shire for the construction of single houses, grouped dwellings and ancillary dwellings.

A breakdown of the number of Development Approvals and Building Permits issued annually for these dwellings collectively, between 17 February 2014 and 31 December 2022, is provided in the tables below.

Development Approvals issued for residential development between 17 February 2014 and 31 December 2022

Dwelling Type	2014	2015	2016	2017	2018	2019	2020	2021	2022	Totals
Single Dwellings	60	102	95	73	66	56	86	95	75	708
Grouped Dwellings	3	5	7	3	8	5	11	15	7	64
Ancillary Dwellings	18	31	23	28	21	24	14	23	19	201

*Building Permits issued for residential development between 17 February 2014 and 31 December 2022 (also refer to **figure 11**)*

Dwelling Type	2014	2015	2016	2017	2018	2019	2020	2021	2022	Totals
Single Dwellings	194	184	177	121	76	108	118	194	107	1,279
Grouped Dwellings	0	0	0	0	0	0	1	5	12	18
Ancillary Dwellings	21	23	14	15	20	9	17	6	14	139

The WAPC’s infill targets require the Shire of Mundaring to provide a minimum total of 1,620 dwellings by 2031 as outlined in the table below, and a minimum total of 2,760 dwellings by 2050.

WAPC infill dwelling targets for the Shire of Mundaring

Timeframe	Infill Targets
2011-2016	570
2016-2021	380
2021-2026	390
2026-2031	280
Post 2031	1,140

An additional 981 dwellings were provided within the Shire of Mundaring between 2011 and 2021. This exceeded the 950 additional dwelling target set by the WAPC for this time period by 31 dwellings.

Current forecasting indicates that LPS4 makes the Shire just about capable of achieving the abovementioned targets for each time period.

It is not clear whether the WAPC’s infill targets only apply to brownfield sites, or whether they also apply to greenfield sites. For the purpose of this Scheme review, dwellings approved by the Shire on both brownfield and greenfield sites have been stated in the above table.

Refer to **figure 12** which shows the location of properties which currently have subdivision potential.

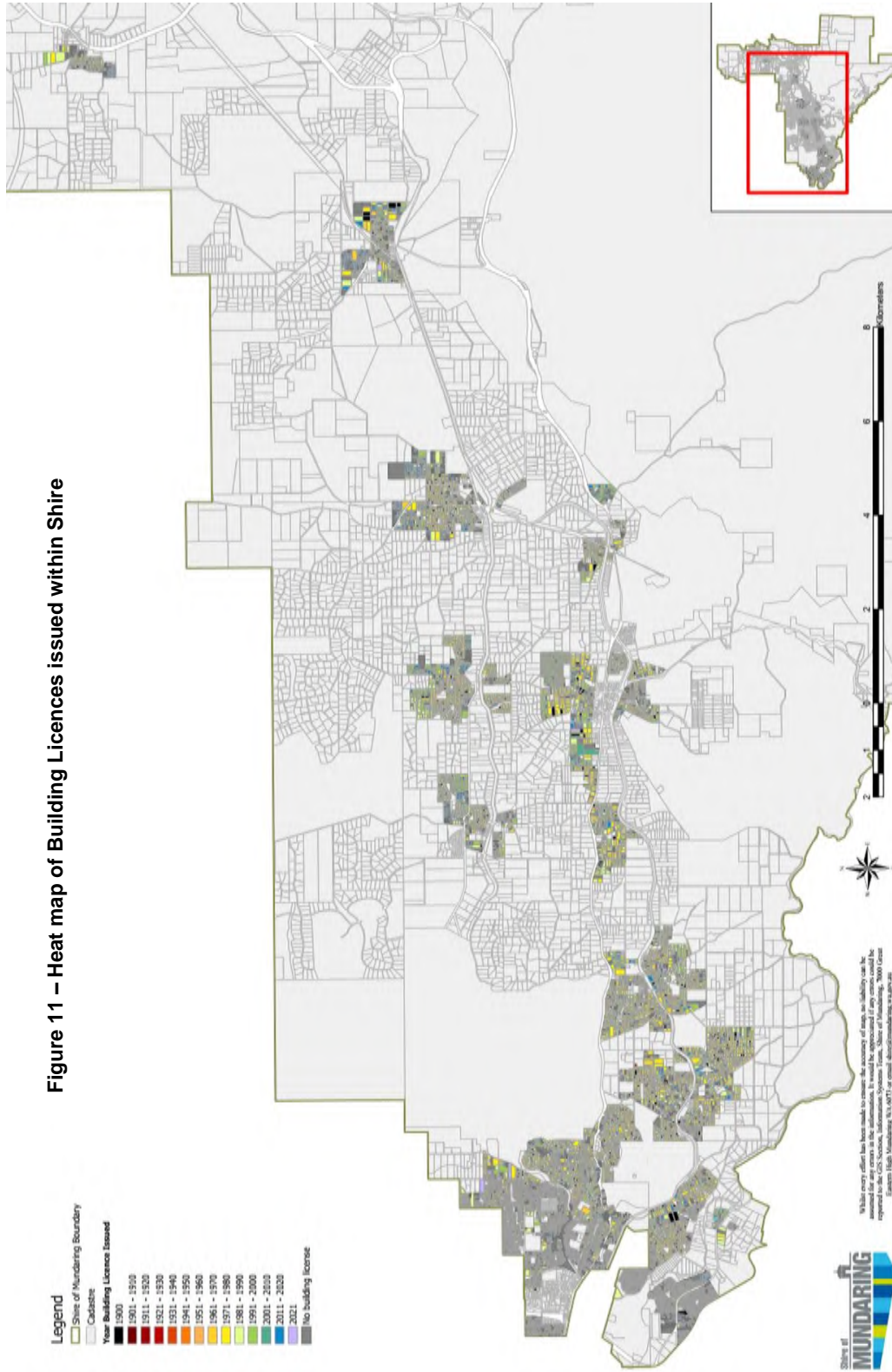
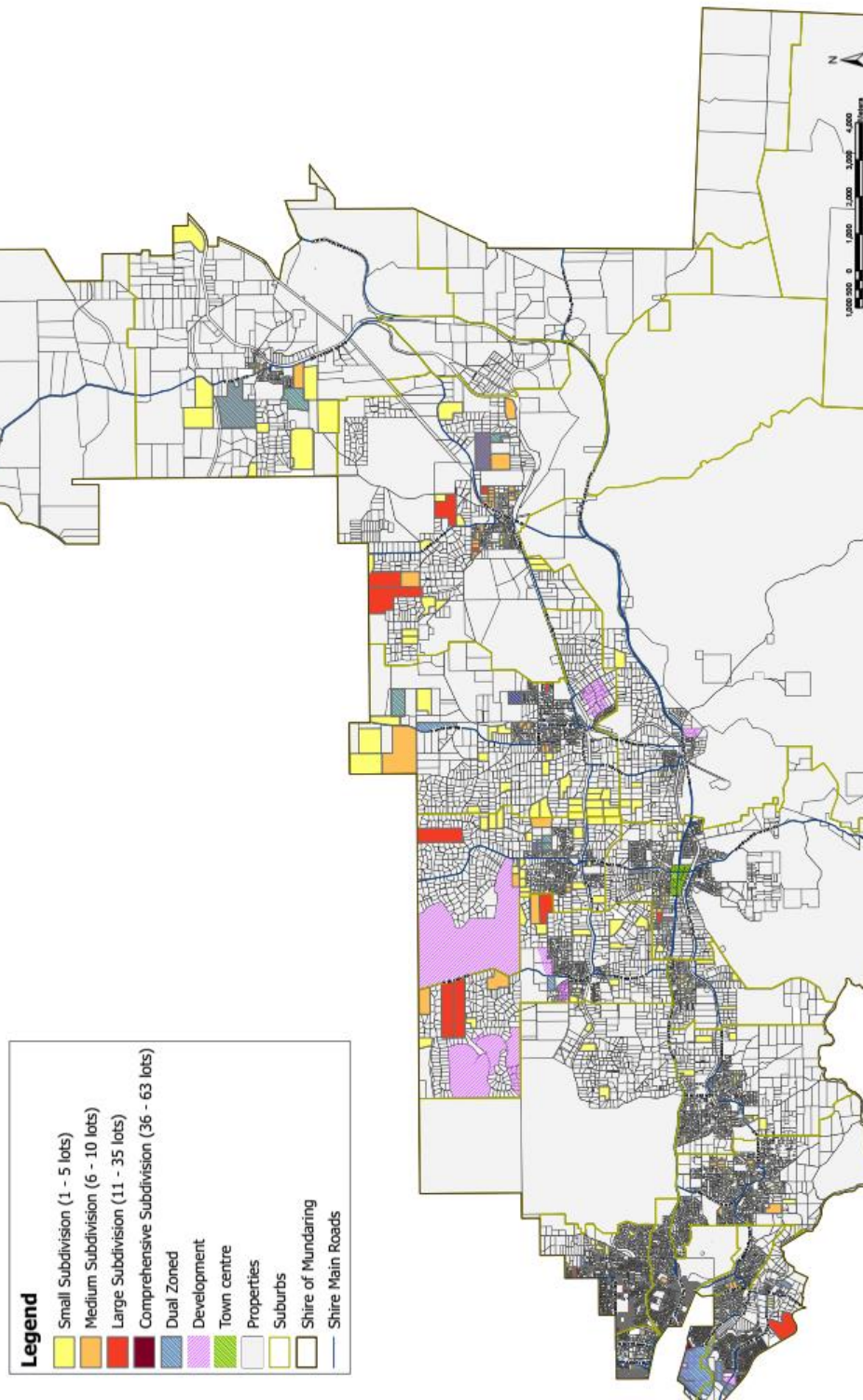


Figure 11 – Heat map of Building Licences issued within Shire

Figure 12 Subdivision Potential Heat Map



The amount and the location of the building approvals granted during the operation of LPS4 are generally concentrated within specific areas near to or within townsites, The location of potential medium and large subdivisions are few and far between.

The likely reasons for this are that nearly half of the Shire is National Park, State Forest or water catchments. Also the lack of a networked sewer and exposure to bushfire risk significantly limits development and subdivision potential throughout the Shire.

The largest areas identified for subdivision potential are in North Parkerville and North Stoneville both of which have structures plans (LSIP 259 and LSIP 265) prepared over 20 years ago, and which the Shire considers can no longer serve as a sound basis for contemporary planning in the Hills.

5.4 Commercial Development Activity

There were 116 Development Approvals and 61 Building Permits granted for non-residential development between 17 February 2014 and 31 December 2022. A breakdown of the number of Development Approvals issued annually for non-residential development, between 17 February 2014 and 31 December 2022, is provided in the table below.

Development Approvals issued for non-residential development between 17 February 2014 and 31 December 2022

Application Type	2014	2015	2016	2017	2018	2019	2020	2021	2022
New	3	9	5	14	5	6	2	3	2
Change of Use	3	12	9	10	10	8	7	7	1

Building Permits issued for non-residential development between 17 February 2014 and 31 December 2022

Application Type	2014	2015	2016	2017	2018	2019	2020	2021	2022
New	6	4	13	11	5	5	8	7	2

6.0 KEY MATTERS IDENTIFIED BY THE SCHEME REVIEW

6.1 Changes in State and Local Planning Framework since 2014

Since the endorsement of the Shire's Local Planning Strategy and the Gazettal of its PS4, the following (relevant) changes to the state and local planning framework have taken place:

Date	Legislation introduced or changed
2014	State Planning Strategy 2050 published
2015	Release of Liveable Neighbourhoods review
2015	Gazettal of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> (the Regulations)
2015	Gazettal of State Planning Policy 3.7 – Planning in Bushfire Prone Areas
2018	Completion of the Shire's Local Commercial Strategy
2018	Finalisation of Perth and Peel @ 3.5 Million and North-East Sub-Regional Planning Framework
2020	Introduction of WAPC's Operational Policy 1.1 Subdivision of Land – General Principles
2021	Introduction of Version 1.4 of the Guidelines for Planning in Bushfire Prone Areas
2021	Gazettal of State Planning Policy 3.6 – Infrastructure Contributions
2022	The adoption of the Shire's Local Biodiversity Strategy and Watercourse Hierarchy Strategy.

Currently the State Government is still implementing a program of major legislative, regulatory and policy changes to reform Western Australia's planning system.

The Scheme review has identified several areas where Scheme clauses can be brought more closely into alignment with terminology contained within some of the above legislation (e.g. the Model Provisions of the Regulations), whilst still achieving the Shire's aims.

In addition, the background document for the Shire's Local Planning Strategy will need to be amended to reflect these changes in the state and local planning framework.

6.2 Land Use and Work Provisions

Indicators suggest LPS4 provides appropriate development standards and land use permissibility. This is demonstrated by the low number of appeals through the State Administrative Tribunal involving the Shire, and there being few scheme amendments being required since its Gazettal in February 2014.

No significant inconsistencies between LPS4 and the Model Provisions of the Regulations have been identified, possibly due to LPS4 being prepared and then being considered by the WAPC around the time of the Regulations being prepared.

The current LPS4 provisions reflect the current and desired future amenity and character of the area, this includes, amongst others, the provisions relating to outbuildings and telecommunication infrastructure. Therefore it is appropriate that they remain largely unchanged in the local planning scheme.

It is acknowledged that there are opportunities available to refine the text to improve clarity and interpretation, as well as improve the way in which certain development is considered. For example, should development approval continue to be required for fill in excess of 0.5m in height, regardless of a property's size?

However, it is anticipated that no significant material change is required to the Shire's planning framework.

6.3 North Stoneville Townsite Structure Plan 34

In August 2019 and May 2023, Council recommended to the WAPC that the North Stoneville Structure Plan 34 be refused. Subsequently on both occasions the WAPC resolved to refuse Structure Plan 34.

Council has requested the WAPC to revoke LSIP 265 in accordance with Schedule 2 Part 4 Clause 28 (3)(c) of the *Planning and Development (Local Planning Schemes) Regulations 2015* as the structure plan can no longer serve as a sound basis for contemporary planning in the Hills, as significant legislative changes in State planning policies have occurred; particularly in relation to the natural environment, bushfire, and developer contribution arrangements since the approval of LSIP 265 in 1999.

In July 2020, Council requested that the WAPC amends the MRS zoning of the North Stoneville Townsite from Urban/Rural to Rural.

Considering the above Council decisions, reference to structure plan 34 (LSIP 265) is required to be removed from Schedule 11 of LPS4.

6.4 North Parkerville Townsite Structure Plan 33

In March 2024, a proposed subdivision at Lot 9503 Lake Valley Terrace, Parkerville, which falls within the North Parkerville Townsite, was presented to Council.

Whilst the proposal represented an alternative development outcome to the townsite, the Shire's Officers considered it to be a more appropriate outcome compared to Structure Plan 33 should it address various matters (e.g. bushfire management, public open space and vegetation protection, amongst other matters).

Council acknowledged that the proposal represents a lower-intensity development outcome to the North Parkerville urban townsite and supported the shift away from having a more urban town site.

Council requested the applicant apply to concurrently rezone the subject area from 'Urban Deferred' to 'Rural' under the Metropolitan Region Scheme and from 'Development' to 'Rural Residential' under Local Planning Scheme No.4.

Considering the above Council decision, reference to structure plan 33 (LSIP 259) is required to be removed from Schedule 11 of LPS4.

6.5 Demand for Housing

Directions 2031, Perth and Peel @ 3.5 Million and the Draft North-East Sub-Regional Planning Framework make provision for increasing residential densities in proximity to activity centres, public transport nodes and places of employment

Infill development within established urban areas has the potential to contribute to housing diversity and respond to ongoing changing demographics and community aspirations. It is expected that infill development will also contribute to maximising the use of existing infrastructure and economies of scale for provision of transport and service infrastructure.

It is not clear whether the infill targets set by the State Government only apply to brownfield sites, or whether it also applies to greenfield sites.

Brownfield sites

Strategically, Bellevue and Helena Valley are ideally located to accommodate sustainable residential infill due to their proximity to Midland. However, the lack of adequate sewerage infrastructure in these areas, as well as in the Mundaring Town Centre, means that there is little opportunity to provide additional housing.

As demonstrated under section 5.2 of this review report, since the Gazettal of LPS4 there have been relatively few grouped dwellings approved.

In most cases, a single dwelling which previously existed on a particular site has been demolished to make way for a new single dwelling. Thus, not contributing towards the infill housing target set by State Government.

Greenfield sites

To try and achieve the dwelling infill targets set by the state planning framework the Shire prepared the Foothills Growth Strategy, which applies to land within Helena Valley and Bellevue which mostly includes rural style lots, bushland and orchards.

In addition, the North-East Sub-Regional Planning Framework (Framework) have been introduced by State Government to provide strategic guidance to government agencies and local governments on all aspects of land use and infrastructure provision in the North-East sub-region.

Despite the above, potential development within rural (greenfield) areas is restricted by the bushfire and environmental requirements, amongst other matters.

6.6 Ageing Local Population

As outlined under section 4.0 of this review report, whilst the local population within the Shire has remained steady since the Gazettal of LPS4, there has been a significant increase in older residents (more than 50 years old) within the Shire. Being proactive in understanding and addressing these changes is in the interests of all current and future residents, as well as the sustainability of the Shire as a whole.

From a housing perspective, the main concern is the mismatch between an expanding ageing population with a strong desire to age in place and a current housing stock that is largely inappropriate to suit the needs of this age group, with this concern resulting in uncertainty on whether appropriate supply will be available in the future

The Shire can have significant influence on housing outcomes for older residents because of its role as regulator of residential development, and planner and developer of local infrastructure.

The shift towards ageing in place means that housing forms will need to increasingly cater for aged residents with a particular focus on mainstream housing and independent living (private and public). Whilst the proportion of people desiring to live in this type of housing is increasing, traditional accommodation for seniors in aged care homes will be important to accommodate the increasing overall number of frail-aged and dementia clients, making it more feasible to provide required services through co-location.

Since the Gazettal of LPS4, the only nursing home approved in the Shire is at Lot 9 (no.22) Coongan Avenue, Greenmount.

The lack of adequate sewerage infrastructure within the Shire, in addition, to bushfire and environmental restrictions, means that currently there are very few locations where appropriate housing or care facilities may be able to be provided which will allow local residents to continue to reside in the Shire.

A challenge is also to try and diversify the choice of housing across the Shire, whilst ensuring that the local character and natural environment are preserved.

6.7 Commercial Expansion

Since the Gazettal of LPS4, limited commercial expansion has occurred within the commercial hub of the Mundaring townsite and in some of the smaller townsites.

The North-East Sub-Regional Planning Framework (Framework) states that existing and emerging district activity centres within the sub-region, including Mundaring, are expected to continue to expand in response to local population growth providing employment opportunities that will contribute to improving overall employment self-sufficiency.

However, the Mundaring town centre's growth is constrained by the availability of sewer. There is no proposed wastewater infrastructure for the area. The Shire sees wastewater infrastructure (and matters associated with wastewater disposal and storage) as important for the future growth of the Mundaring Town Centre.

Continued development of the local economy and expansion of employment opportunities are high priorities in view of locational 'disadvantage' and expected rates of population growth. Increased growth in tourism, home-based business, and commercial development are important components of the Shire's economic development strategy.

Council has adopted a Local Commercial Strategy (LCS) in February 2018 to support LPS4. The LCS examines the economic processes underpinning growth to anticipate and provide strategic direction for future commercial land use supply and types. The LCS intends to be adaptable to changing economic circumstances but sufficiently robust to bolster the Shire's broader spatial plans for Mundaring Town Centre, Helena Valley and elsewhere and to continue to support the existing and planned local village centres.

There is very limited vacant, Light Industry and Service Commercial zoned land in the Shire. The LCS states that, consequently, it is difficult to ascertain demand. However, the LCS notes:

"The... [light industrial and service commercial] development rates are low relative to the population increase and indicate that an element of latent (or unrealised) demand is likely."

"Acknowledging the forecast population increase, prevailing supply and the possibility of latent demand, it is prudent to plan for a quantum of land in the order of, say at least +5ha for future light industrial/service commercial use in the Hills Region... Depending on the uptake of any initial industrial development in the Hills region, potential may exist for future expansion."

Action Plan 4 of the LCS is to:

"Review the suitability of land in Sawyers Valley... for light industrial and/or service commercial uses... [in the] short term."

Progressing these and similar strategies within the LCS will help to achieve the vision and objective as outlined in the Strategy:

Vision:

"Activity centres and employment precincts will continue to have an important function in generating economic activity, providing services to residents and businesses, and creating local investment and jobs."

Objective:

"Maximise local economic development and employment opportunities."

6.8 Watercourse Protection

Watercourses are vital to the community's sense of place and wellbeing. They function as important recreational areas, hold historical, spiritual and cultural value, support flora and fauna, are used in the suppression of bushfires and are elements of the visual landscape strongly associated with 'Hills living.'

Any interventions in or around watercourses must therefore be conscious of the community's link and sensitivity to watercourses and their riparian areas.

In March 2023, Council adopted its Watercourse Hierarchy Strategy which concludes that the Shire's existing statutory provisions are largely effective and require only minor refinements. Based upon the recommended actions stipulated in the Watercourse Hierarchy Strategy, the inclusion of provisions in the local planning scheme relating to the following are to be considered:

- a) Matters to consider when having determining proposed development seeking to vary a watercourse setback provision under the local planning scheme.
- b) Provisions relating to Drainage Contribution fees. The Watercourse Hierarchy Strategy recommends various actions to mitigate against changes brought about by land development and other disturbances, and the subsequent alterations to landform and foreshore areas. This includes, amongst others, better control of storm (drainage) flows. Drainage Contribution fees are considered to be an equitable way of raising part of the funds for upgrade works due to the redevelopment of areas.

A Drainage Contribution fee will therefore be explored investigated as part of the scheme review, for all new subdivisions and development on rateable properties within the Shire, with the exception of any proposed addition(s) to any existing residential buildings, or any proposed ancillary residential structures (such as, but not limited to, patios and carports) in all circumstances.

The point here is that "The Shire's position is that the Developer Contribution Provisions within the deemed provisions are not a good fit for the dispersed and localised water management solutions across the Shire's catchment." – then we need to boost that argument.

6.9 Precinct Plans

The Shire's local planning scheme applies land use and development standards to various zones across the entire municipality, but for the most part does not address the particular form of land use and patterns of development that characterise or are proposed for specific areas or precincts.

Therefore, the Shire has previously adopted a number of Precinct Plans as Town Planning Scheme Codes under the local planning scheme to guide development in particular town or village centres. These precinct plans apply to the following areas:

- **Mundaring (District Shopping Zone)** - In April 1997 Council resolved to adopt a Precinct Plan for the District Shopping Zone in the Shire of Mundaring. This precinct plan covers the whole of the District Shopping zone, bounded by Mann Street, Hartung Street, Stoneville Road and Great Eastern Highway.
- **Mundaring (District Business Zone)** - It covers land bounded by Great Eastern Highway to the north, Fenton Street to the east, Jacoby Street to the south and Mindyah Court to the west.
- **Darlington** - The Darlington Village Precinct Plan was prepared between 1994 and 1997, with guidance from a Darlington Precinct Advisory Committee (DPAC), and arose from an earlier 1987 precinct plan of the same name.
- **Glen Forrest** - The Glen Forrest Village Centre Precinct Plan was adopted by Council on 26 June 2001. Covering a wide area, the precinct plan extends from Great Eastern Highway south to the Glen Forrest Primary School, incorporating significant local features, the two separate commercial areas, heritage sites and the immediately surrounding residential area.
- **Parkerville** - The Parkerville Village Centre Precinct Plan was adopted by Council in February 2002. Covering a wide area, the precinct plan includes all Residential zoned land in Parkerville, as well as the Parkerville Primary School, Parkerville Children's Home, local commercial centre and various reserves.
- **Mount Helena** - The Mt Helena Village Centre Precinct Plan was adopted by Council in February 1997, subject to modifications. The precinct plan covers a small area, limited to the Local Centre zone on Keane Street, McVicar Place and Marquis Street and adjacent land in the Regional Reserve for Parks and Recreation.
- **Chidlow** - The Chidlow Village Centre Precinct Plan was advertised for public comment in 2001 and adopted by Council in December 2002, subject to modifications. The modified precinct plan is dated November 2003. The precinct plan covers most of the Residential zoned land in Chidlow, as well as the primary school, commercial area and some recreational reserves.

Given the predictions of *Perth and Peel @ 3.5 million*, effective precinct design is integral to the future of townsites within the Shire of Mundaring, particular given their character and heritage. Despite this the Deemed Provisions under the *Planning and Development (Local Planning Schemes) Regulations 2015* make no reference to Precinct Plans.

Considering the above, the WAPC is invited to provide comment to the Shire on whether it believes Precinct Plans which form part of the local planning scheme, such as those for Mundaring, Darlington, Glen Forrest, Parkerville, Mount Helena and Chidlow, still play an important role in the planning framework.

7.0 CONCLUSION

This Scheme Review report has been prepared in accordance with Regulation 65 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, for the purposes of determining if the current Shire of Mundaring LPS4 is performing as intended, namely:

- is aligned with the intent of the Local Planning Strategy;
- is aligned with the State Planning Framework;
- supports transparent and efficient decision making; and
- outcomes are being delivered 'on the ground' that support the objectives of the Scheme as they relate to the development and growth of the Shire.

LPS4 has been in operation for over 9 years and continues to serve the municipality well, particularly in terms of development control and environmental management. The effectiveness of LPS4 is evidenced by the relatively few Scheme Amendments that have been initiated since gazettal of LPS4.

At its most fundamental level, LPS4 must regulate how land is to be used and developed. However, it also needs to deliver on the Shire's strategic vision and respond appropriately to the changes and challenges of our time.

Since its Gazettal, there has been significant changes to legislation that impacts LPS4. The analysis of the performance of LPS4 has highlighted the Scheme text is inconsistent with the *Planning and Development (Local Planning Schemes) Regulations 2015* in terms of form and content. Therefore, it is considered essential for the Shire of Mundaring LPS4 to be amended.

In addition, there are other key matters outlined under section 6.0 of this review report which require further investigation, and support from the State Government in terms of being able to implement measures which address various issues (e.g. upgraded sewerage infrastructure in Mundaring Town Centre).

Considering the above, it is recommended that Local Planning Scheme No. 4 be repealed and a new scheme be prepared in its place, and that a new Local Planning Strategy be prepared to reflect the current state and local planning framework.

8.0 RECOMMENDATION

In view of these findings and conclusions, the following recommendations are made with respect to progressing the review of the Shire of Mundaring Local Planning Scheme No.4:

That Council:

1. APPROVES the Scheme Review Report and forwards to the Western Australian Planning Commission in accordance with Regulation 66 (1) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
2. RECOMMENDS to the Western Australian Planning Commission, that the Shire of Mundaring Local Planning Scheme No. 4 be repealed and a new scheme be prepared in its place, in accordance with Regulation 66 (3) (a) (iii) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
3. RECOMMENDS to the Western Australian Planning Commission that the Shire of Mundaring should prepare a new Local Planning Strategy to reflect the current state and local planning framework. This Strategy will replace the existing Local Planning Strategy, which shall be revoked upon endorsement of the new Strategy in accordance with Regulation 66 (3) (b) (iii) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

10.3 Adoption of Emissions Reduction Strategy

File Code	EV.PRG 13
Author	Briony Moran, Coordinator Environment and Sustainability
Senior Employee	Mark Luzi, Director Statutory Services
Disclosure of Any Interest	Nil
Attachments	1. Emissions Reduction Strategy (draft) ↓ 2. Greenhouse Gas Emissions Summary for 2022/2023 ↓

PURPOSE

For Council to consider whether to adopt the revised Emissions Reduction Strategy (**Attachment 1**).

BACKGROUND

The Shire's carbon footprint is the sum of greenhouse gas emissions from Shire operations and activities that use energy or fuel (electricity, gas, unleaded petrol and diesel).

Council adopted an Energy and Emissions Reduction Strategy (EERS) in 2018 (C6.09.18) with a target to reduce its greenhouse gas emissions by 30% by 2030 from a 2016/2017 baseline. The 2016/2017 baseline was used as that was the most recent complete year's data during development of the EERS.

Actions that would also provide cost savings were prioritised and below are some of the measures that have been implemented by the Shire or are in progress:

- Installation of large rooftop solar systems at Administration and Civic Centre, Operations Depot, Mundaring Arena, and Boya Community Centre
- Gradual replacement of bottled gas with electric systems at Shire facilities
- Gradual replacement of lighting in Shire facilities with more efficient LED
- Smart lighting systems at Administration and Civic Centre, and Operations Depot, and sensor lights installed in suitable buildings
- Amending Shire Purchasing Policy to require energy efficiency to be a key consideration in purchasing decisions (in progress)
- Joining a local government renewable energy power purchase agreement for high electricity use 'contestable' sites
- Initiating LED streetlight changeover (still underway).

The Eastern Metropolitan Regional Council (EMRC) assists the Shire to track its greenhouse gas emissions and has provided a summary report for 2022/2023 (see **Attachment 2**). This report notes the early achievement of the 30% target.

The revised Emissions Reduction Strategy builds on the Shire's emissions reductions to date. It includes a target to reduce the Shire's greenhouse gas emissions by 70% by 2030, from the 2016/2017 baseline, and identifies a range of actions to achieve the target including:

- Install energy efficient LED lighting, air conditioners, appliances and equipment for Shire facilities;
- Provide locally relevant information on passive solar design and encourage residents to build more energy efficient houses with solar panels and provision for future electric vehicle charging;
- Identify energy efficient replacements for gas boilers and ageing water heating and electrical systems at Bilgoman Aquatic Centre, and seek grant funding to implement; and
- Develop a low-emissions fleet transition plan to provide for staged replacement of vehicles and machinery.

STATUTORY / LEGAL IMPLICATIONS

The recently amended *Local Government Act 1995* requires that the function of a local government includes the following:

- *To promote the economic, social and environmental sustainability of the district;*
- *To plan for, and to plan for mitigating, risks associated with climate change;*
- *In making decisions, to consider potential long-term consequences and impacts on future generations.*

The Shire is exposed to a range of direct and indirect impacts of climate change, including increasing risks of both bushfire and flooding over coming decades. Reducing greenhouse gas emissions by improving energy efficiency and switching to renewable energy promotes the long term sustainability of the district.

POLICY IMPLICATIONS

The Environmental Sustainability Policy OR-23 recognises 'human induced climate change as a key threat to biodiversity, requiring mitigation action to reduce carbon emissions at all levels of government'. Adoption of a more ambitious emissions reduction target is consistent with a number of sustainability principles including:

2.1. The Shire will pursue and promote improved water and energy efficiency, reduced carbon emissions and sustainable use of natural resource.

Implementation of the Emissions Reduction Strategy may require changes to other policies in future, such as the Purchasing Policy AS-04 and Investments Policy FI-02.

FINANCIAL IMPLICATIONS

Improving energy efficiency will reduce the Shire's exposure to rising energy costs as well as reducing greenhouse gas emissions.

There will be costs incurred for increasing use of renewable energy, and in particular transitioning to a low-emissions vehicle fleet.

In some situations the higher up-front costs will result in longer term savings through lower operating costs. However, this will not always be the case, and there may be some costs that increase in order to adopt cleaner technology and reduce Shire greenhouse gas emissions to achieve the 2030 target.

Grant funding will be sought to minimise costs to the Shire for some of the actions.

STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 2 - Natural Environment

Objective 2.4 – Energy management that is efficient and sustainable

Strategy 2.4.1 – Increase renewable energy use

Strategy 2.4.2 – Improve energy efficiency and adopt low emissions technology

Strategy 2.4.3 – Encourage residents, schools and businesses to reduce energy use and emissions.

SUSTAINABILITY IMPLICATIONS

As noted above, reducing greenhouse gas emissions is identified as an important sustainability objective in the Strategic Community Plan 2020-2030 and the Shire's Environmental Sustainability Policy.

RISK IMPLICATIONS

Risk: The Shire's reputation within the community may be at risk if it does not respond to the risks of climate change and continue to reduce greenhouse gas emissions.		
Likelihood	Consequence	Rating
Likely	Moderate	High
Action / Strategy		
Adopt the revised Emissions Reduction Strategy and continue to reduce greenhouse gas emissions.		

EXTERNAL CONSULTATION

Climate change, energy efficiency and sustainability were key concerns expressed by the community during development of the Strategic Community Plan 2020-2030.

The Shire's Environmental Advisory Group has reviewed the draft Emissions Reduction Strategy at its meeting of 30 January 2024.

The Group supported the draft Emissions Reduction Strategy and provided the following advice to Council:

- Actions should be moved to their own section on a new page;
- Preface list of actions with a statement that they will need to be implemented in order to meet the target;
- Actions to be listed in four separate tables based on timeframe; and
- Additional references to be added to Appendix 1.

The draft Emissions Reduction Strategy in Attachment 1 has been revised to reflect these recommendations of the Environmental Advisory Group.

COMMENT

Continuing to reduce the Shire's greenhouse gas emissions is consistent with policy principles and strategic objectives as outlined above, in addition to meeting the requirements of the *Local Government Act 1995*.

The revised emissions reduction target of 70% by 2030 is considered achievable without the purchase of carbon offsets. It should be noted that completion of key actions identified within the Emissions Reduction Strategy will require subsequent Council decisions that support the increased use of renewable energy and transition to a low-emissions fleet.

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION
That Council adopts the Shire of Mundaring Emissions Reduction Strategy (Attachment 1).

COUNCIL DECISION MOTION	C7.04.24
Moved by	Cr Mehta
Seconded by	Cr Zlatnik
<p>That Council:</p> <ol style="list-style-type: none"> Notes that the Shire has achieved its goal of a 30% reduction in greenhouse gas emissions by 2030 earlier than expected (Attachment 2); Sets a target to further reduce the Shire’s greenhouse gas emissions by 70% from the 2016/2017 baseline by 2030; Adopts the Shire of Mundaring Emissions Reduction Strategy 2024 (Attachment 1); Requests that the Emissions Reduction Strategy 2024 and Emissions and Energy Data Analysis Report 2022/23 be placed on the Shire’s public website; and Requests that the Emissions Reduction Strategy 2024 actions are regularly reported and communicated to the community via various channels, including media releases and on the Shire’s public website. <p style="text-align: right;">CARRIED 7/2</p> <p>For: Cr Jeans, Pres McNeil, Cr Mehta, Cr Cook, Cr Ellery, Cr Beale and Cr Zlatnik</p> <p>Against: Cr Daw and Cr Cicchini</p>	

Reason for the Change

The alternative recommendations:

- Celebrate that an early target in greenhouse gas emissions reductions has been achieved;
- Provides clarity to community regarding the Shire’s new target;

- The community should not have to search through agendas and minutes to monitor what the Shire is doing (as proposed within the Emissions Reduction Strategy, page 23); and
- The Shire should take proactive steps to ensure that community is well informed and therefore placing the new Strategy and the 2022/23 report and future monitoring reports on the website is an easy way to keep people aware of progress. The Shire should also be utilising media releases, social media etc

Emissions Reduction Strategy 2024



Acknowledgement of Country



Mundadjalina-k ngala kaditj Noongar moort nidja Wadjak boodjar-ak kalyakool moondang-ak kaaradj-midi. Ngala Noongar Moort wer baalabang moorditj kaadidjiny koota-djinanginy. Ngala Noongar wer Torres Strait Moort-al dandjoo koorliny kwaba-djinanginy. Koora, yeyi wer kalyakool, ngalak Aboriginal wer Torres Strait birdiya wer moort koota-djinanginy.

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.



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Foreword from Shire President



In the spirit of shared responsibility, the Shire of Mundaring has embarked on a transformative journey since 2016, driven by our commitment to environmental stewardship. Reflecting on accomplishments such as the installation of solar panels and the transition to energy-efficient systems, we take pride in the positive changes we’ve initiated within our community.

This report marks a significant milestone as we announce a new, aspirational goal: a 70% reduction from our 2016/17 emissions, by 2030. This ambitious target is not just a numerical challenge; it’s a collective call to action, inviting our community to actively participate in shaping a future characterised by sustainability and resilience. So while this strategy has a strong organisational focus, we are asking our community to come along on the journey and contribute to a reduction in community emissions. Together, we can forge a brighter, greener, and more economically sound community where every energy-efficient initiative becomes a shared opportunity for success.

I look forward to a future where our collective efforts illuminate the path toward a more sustainable and thriving community. As we navigate the road ahead, guided by our shared commitment, the Shire of Mundaring stands poised to lead, inspire, and build a legacy of positive change for our community.

**Shire President
Paige McNeil**





Executive Summary

The science of global warming and climate change is well established (see Appendix 1) and the costs of climate disruption are increasing. Some further warming is inevitable in the next decade but to avoid crossing climate tipping points, it is essential to continue to reduce greenhouse gas emissions.

The Shire's carbon footprint is the sum of greenhouse gas emissions from Shire operations and activities that use energy or fuel (electricity, gas, unleaded petrol and diesel).

Shire of Mundaring adopted an Energy and Emissions Reduction Strategy in 2018, with a target to reduce greenhouse gas emissions by 30 per cent by 2030 (from the 2016/2017 baseline).

The past few years have seen record-breaking temperatures and more frequent heatwaves, as well as devastating fires and floods that are driving insurance costs higher.

In 2019 the Shire declared a climate emergency and called on the State and Commonwealth Governments to act to urgently reduce emissions, increase resources for firefighting and help local governments to adapt.

Since 2019 the risks and impacts of climate change have become more apparent both within Australia and around the world. The majority of Australians expect climate change will pose a serious threat to our way of life over the next 25 years. Concern is growing, especially for younger people who will face more severe climate disruption through their lives.

The Shire has already achieved significant emissions reductions for high energy use buildings and facilities, and the original 30

per cent target was achieved in 2023. The accelerated changeover to LED streetlights will further reduce the Shire's carbon footprint in 2024.

There are still opportunities to improve energy efficiency and add more renewable energy to community facilities such as Bilgoman Aquatic Centre. It will also be important to ensure that all new buildings and facilities are designed and constructed with sustainability and energy efficiency in mind.

This revised Energy and Emissions Reduction Strategy sets a new target of 70 per cent less than the 2016/2017 baseline by 2030, and identifies the actions that will help the Shire to achieve that target.

Development of a low-emissions fleet transition plan will provide a roadmap for shifting the Shire's vehicles and machinery to electric alternatives as they become available, practical and cost-competitive. The Shire will also continue to provide locally relevant information and support voluntary emissions reduction efforts by residents, schools and businesses.

Energy and Emissions Reduction Strategy 2018

Shire of Mundaring adopted an Energy and Emissions Reduction Strategy in 2018 with a target to reduce greenhouse gas emissions by 30 per cent by 2030 (from the 2016/2017 baseline).

The Shire’s carbon footprint is the sum of greenhouse gas emissions from Shire operations and activities that use energy or fuel (electricity, gas, unleaded petrol and diesel).

Actions that would also provide cost savings were prioritised and below are some of the measures that have been implemented by the Shire:

- Installation of solar panels at the Shire of Mundaring Administration Centre, Operations Depot, Mundaring Arena, Boya Community Centre, and Swan View Youth Centre.
- Gradual replacement of bottled gas with electric systems at Shire facilities.
- Gradual replacement of lighting in Shire facilities with more efficient LED.
- Smart lighting systems at the Shire of Mundaring Administration Centre, and Operations Depot, and sensor lights in some buildings.
- Amending Shire Purchasing Policy to require energy efficiency to be a key consideration in purchasing decisions.

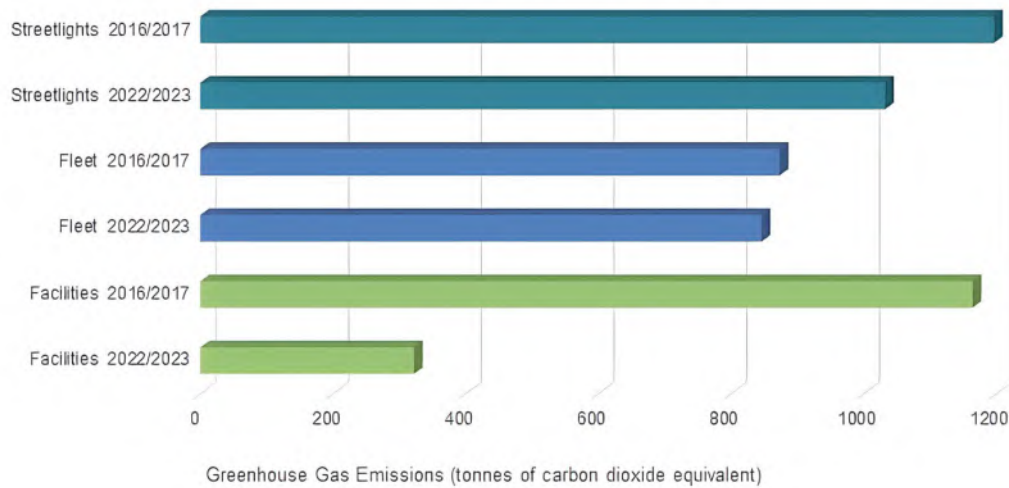
- Joining a local government renewable energy power purchase agreement for high electricity use (contestable) sites.
- Accelerating roll-out of more efficient LED street lighting (commencing late 2023).

While the greatest reduction has been achieved in reducing emissions from Shire buildings and facilities, there have also been reductions in emissions from fleet and streetlights.



Shire sustainability initiatives support responsible management of water, energy, and natural resources.

Reductions in Shire Greenhouse Gas Emissions (tCO₂-e) 2016/2017 - 2022/2023



2022/2023 reductions in Shire greenhouse gas emissions – streetlights, fleet and facilities compared to 2016/2017 baseline.

The Shire joined 50 other local governments in a renewable energy ‘bulk buy’ or power purchase agreement, facilitated by the WA Local Government Association.

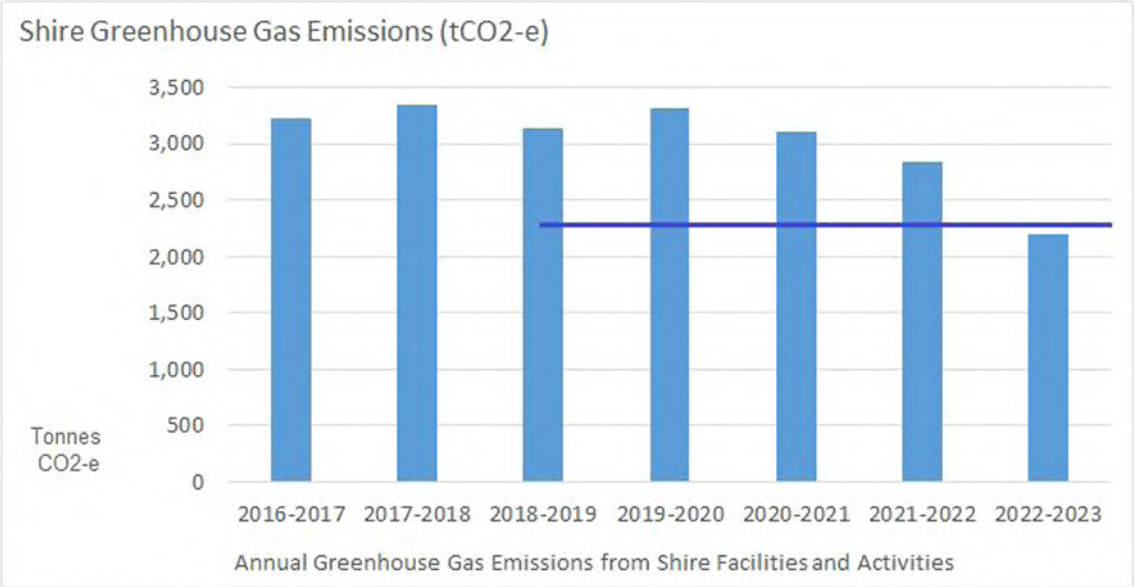
This came into effect in March 2022 and will expire in March 2025. This provided for significant emissions reduction from Shire facilities by using 100 per cent renewable energy for the Shire’s seven highest electricity use (contestable) sites.

Following on from energy efficiency and rooftop solar initiatives, the power purchase agreement means that larger facilities like the Shire of Mundaring Administration Centre now operate on 100 per cent renewable energy.

Electricity and GreenPower prices have risen since the power purchase agreement came into effect. Future bulk buys with other local governments may also provide some protection against rising power prices after 2025.

Consolidation of community facilities into larger buildings, such as the proposed Mundaring Multi-Purpose Community Facility, may enable more of the Shire’s electricity needs to be considered contestable and included in future renewable energy power purchase agreements.

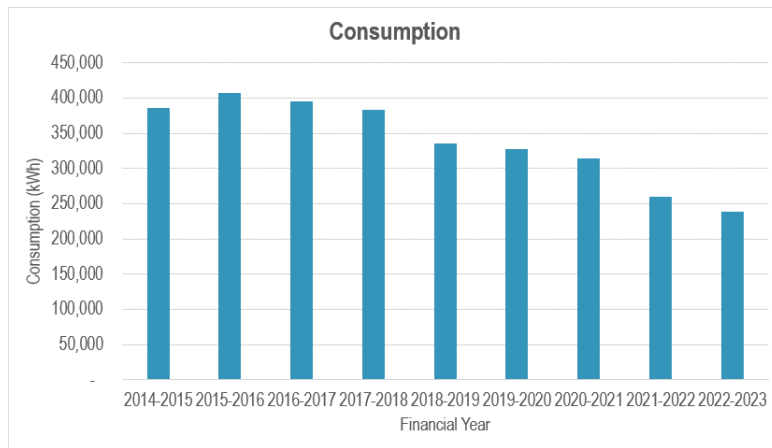
The range of measures implemented to date have achieved the target emissions reduction in 2023. Further reductions will occur during 2023/2024 as the conversion of streetlights to more efficient LED is completed.



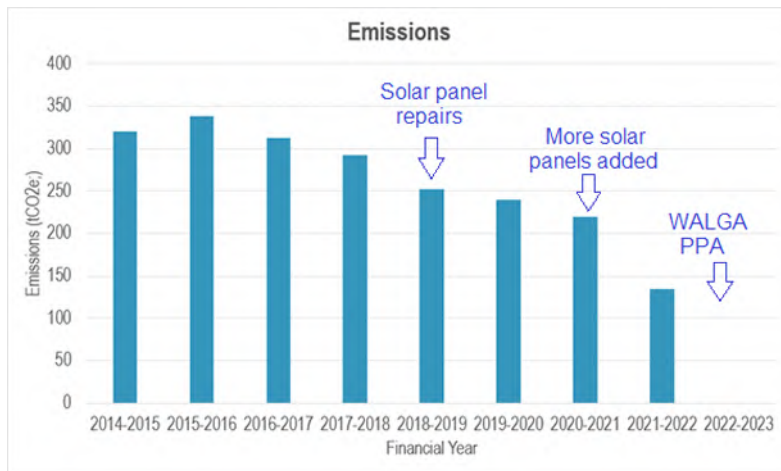
Shire of Mundaring annual greenhouse gas emissions showing 30 per cent target set in 2018.

Case study

As the Shire of Mundaring Administration Centre was the highest electricity use site in 2016/2017, it was targeted to reduce energy use and greenhouse gas emissions. Reductions in consumption and emissions are shown below.



Shire of Mundaring Administration Centre – reducing energy consumption with improved energy efficiency through introduction of night purging and other improvements to air conditioning, changes to LED lighting, and other improvements to energy efficiency of equipment.



Shire of Mundaring Administration Centre – reducing emissions through improved efficiency and switching to renewable energy (first repairing and then adding more rooftop solar panels, followed by joining WALGA renewable energy power purchase agreement in 2022).

Increasing Costs of Climate Change

Delays in reducing emissions will result in further increases in the global average temperature. This will be experienced through extreme weather and climate disruption at the regional and local level. These impacts are already being reflected in higher insurance and building costs for local residents and businesses.

Warming above 1.5°C increases the likelihood of the planet reaching irreversible tipping points such as mass death of trees and coral reefs, species extinctions, loss of ecosystems and collapse of polar ice sheets. These tipping points also risk an acceleration of warming and further impacts through feedback loops.

The Northern Jarrah Forest, which is central to the landscape and character of the Shire of Mundaring, has been identified as an ecosystem at high risk of transition or collapse from climate change. The forest is vulnerable to more frequent or intense drought and wildfire.

The State Climate Adaptation Strategy: Building WA's Climate Resilient Future (2023) identified existing and expected impacts:

- Since the 1930s, the number of days over 40°C in Perth has doubled, and the number of heatwaves has increased by 50 per cent.
- Western Australia's south-west has experienced climate-induced drying at one of the fastest rates in the world, and this is projected to continue.

- At the same time, extreme rainfall events across the state are becoming more frequent and intense, leading to localised flooding and infrastructure damage.
- Climate change is increasing pressure on every ecosystem, posing challenges for management of our natural environment, national parks, biodiversity and cultural assets.
- Bushfire weather is changing, with fires burning more intensely and bushfire seasons getting longer.
- Climate-induced extreme weather events have cost Australian communities an estimated \$120 billion over the past 50 years, and this is expected to increase to \$150 billion over the next decade.
- The south-west will continue to become drier in coming decades, especially during winter and spring, with less runoff and recharge and longer fire seasons.

There is already some additional global heating 'baked in' from past greenhouse gas emissions, and further delays will increase the impacts.

Each fraction of a degree warmer will increase the impacts of climate change. In addition to the cost and disruption caused by loss or damage of homes and infrastructure, there are significant mental health impacts for a community repeatedly exposed to bushfires and extreme weather events.

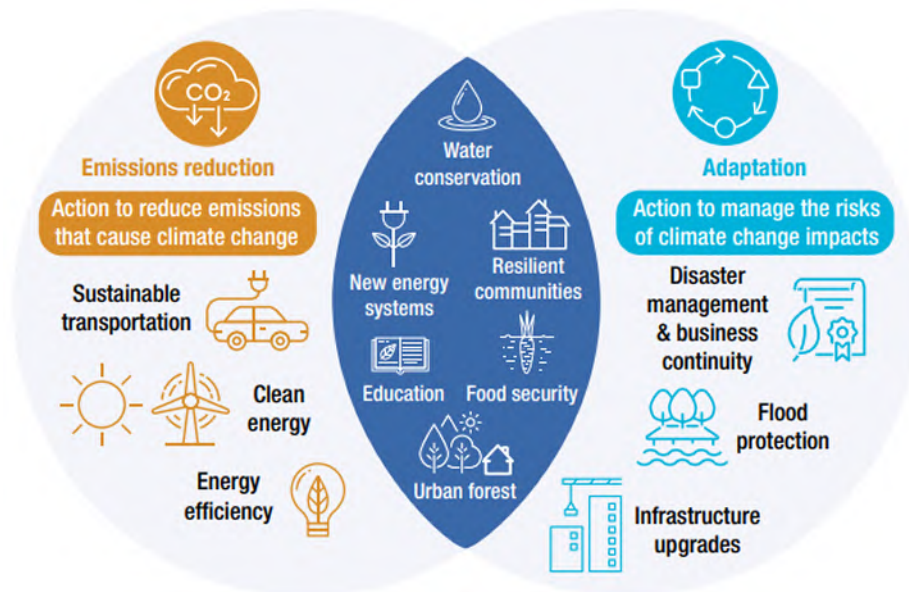
The Shire's Role in Reducing Carbon Emissions

As a bushfire-prone local government area the shire is exposed to direct and indirect impacts of the changing climate and has a responsibility to respond. This is explicit in the recently amended Local Government Act 1995.

This requires that the general function of a local government have regard to the following:

- To promote the economic, social and environmental sustainability of the district.
- To plan for, and to plan for mitigating, risks associated with climate change.
- In making decisions, to consider potential long-term consequences and impacts on future generations.
- To recognise the particular interests of Aboriginal people and involve Aboriginal people in decision-making processes; and
- The need to consider collaboration with other local governments.

There are some actions which can be beneficial for both mitigation and adaptation, as shown in the graphic below from the WA Climate Change Adaptation Strategy.



Source: Climate Adaptation Strategy: Building WA's Climate Resilient Future 2023.

At a global scale, the more greenhouse gas emissions are mitigated, the less we will be required to adapt to climate change. At the local level, the impacts of climate change are already being observed in changing rainfall patterns and longer fire seasons.

While the Shire also has an important role to play in adapting to the impacts of climate change, this Strategy is focused on greenhouse gas emissions reduction or mitigation.

The Shire will reduce greenhouse gas emissions following the principles below:

- 1. Reduce energy demand:** implement energy saving measures and build or purchase more energy efficient facilities, vehicles and equipment.
- 2. Renewable energy on the roof:** increase use of renewable energy by installing more solar panels at suitable Shire facilities and adding small wind generation or batteries where appropriate.
- 3. Switch to low emissions vehicles:** transition the Shire fleet and equipment from mainly diesel to mainly electric as appropriate vehicles and machines become available and cost-effective.
- 4. Purchasing power:** maintain or increase use of renewable energy from the grid through GreenPower or joint local government power purchase agreements.
- 5. Encourage community action:** provide locally relevant information and opportunities that can support residents, schools and businesses to reduce their own greenhouse gas emissions.

Current Carbon Footprint

Greenhouse Gas Emissions from Shire activities

There are many different activities that the Shire is involved with that have a carbon footprint.

Examples of these are:

- Building and running Shire facilities
- Buying and operating vehicles and equipment
- Constructing and maintaining infrastructure (roads, footpaths, drainage etc)
- Lighting of streets and sports ovals
- Waste collection and processing of material for landfill, recycling or composting.

There is 'embedded energy' in the items and raw materials used by the Shire for buildings and infrastructure. There is significant energy used in waste collection and processing, but most of this is undertaken by other organisations. Based on Australian reporting protocols for greenhouse gases, the Shire's annual emissions are calculated on the fuel and energy directly used by the organisation (Scope 1 and 2).

National Greenhouse Gas Reporting terms	
Scope 1	Direct emissions released into the atmosphere by the organisation, such as from burning of diesel in trucks
Scope 2	Indirect emissions from using energy, such as the use of electricity produced by burning of coal or gas at another facility
Scope 3	Indirect emissions that are not from using energy, such as emissions used in producing goods and materials or delivering services purchased by the organisation

National Greenhouse and Energy Reporting Scheme (Clean Energy Regulator, 2023).

It is feasible for most organisations to calculate their annual Scope 1 and 2 emissions based on the sources of energy used throughout the year. It is far more difficult to calculate Scope 3 emissions as the information is rarely available for the range of products and services used by any organisation.

Scope 3 emissions for a local government (e.g. emissions to produce concrete used for buildings or footpaths) would be Scope 1 or 2 emissions for the company that made the product or supplied the service.

Scope 1 and 2 emissions for the Shire of Mundaring as an organisation have been monitored with assistance from the Eastern Metropolitan Regional Council (EMRC). While streetlights are typically owned by Western Power they are located within road reserves and electricity use is billed to the Shire, therefore they are included within the Shire's emissions monitoring and reporting framework.

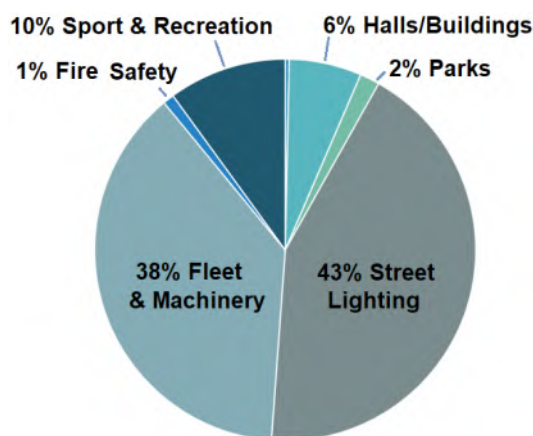
Emissions reduction to date do not include the impact of the accelerated change to LED streetlighting as the roll-out which commenced

in late 2023. While there has been some ad-hoc installation of LED streetlights by Western Power as older lights fail, the reduction in streetlight related emissions since 2018 is mainly due to a reduction in the 'emissions intensity' of the grid as more renewable energy has been added to the South West Interconnected System.

This chart shows the percentage of emissions by each asset group in the 2022/2023 reporting period.

Unmetered streetlighting is the largest contributor (43%), followed by Fleet (38%), Sport and Recreation (10%) and Halls and Buildings (6%).

For the most recent financial year, the Shire's carbon footprint has been calculated as 2,200 tCO₂-e.



**Shire of Mundaring
greenhouse gas emissions
(tCO₂-e) sources for 2022/2023.**

Community and Commercial Greenhouse Gas Emissions

The total of the greenhouse gas emissions generated within the district is far higher than what is generated by the Shire as an organisation but difficult to precisely measure.

Residents, schools, businesses and community organisations all generate greenhouse gas emissions through their use of electricity, fuels and gas. There are additional greenhouse gas emissions from consumption of goods and materials which can be reduced where they are produced using renewable energy or recycled materials.

Within the Shire, over 46 per cent of dwellings have solar panels installed on their rooftops with an estimated total installed capacity of almost 40,000kW. (Source: Australian PV Institute mapping - apvi.org.au).

This has risen from 31 per cent of dwellings in 2018 when the initial Energy and Emissions Reduction Strategy was adopted. The falling cost of solar panels means that they pay for themselves faster and then provide a cheap, clean source of power. However, households or organisations that are renting or in financial hardship may not have access to this option.

There are no local figures available on the adoption of electric vehicles, which has been accelerating as battery technology improves, purchase costs fall, and a wider range of models have become available to Australians.

As a percentage of the total vehicle fleet, electric vehicles are still a small proportion, but purchases of new electric vehicles have been increasing every year. Many people have underestimated the pace of change as vehicles

enter a technology replacement curve.

The majority of dwellings within the Shire are single houses with their own garages or car parking spaces onsite. This can facilitate a shift to electric vehicles more easily than apartments and townhouses which have shared parking areas or limited space. The already high rate of installation of solar panels also means that more electric vehicles can run on renewable energy.

Waste can generate significant greenhouse gas emissions. The Shire plays an important role in facilitating recycling and contributing to broader waste minimisation and circular economy initiatives. Efforts to improve reuse, recycling and recovery rates will also reduce our collective carbon footprint.

While the Shire does not have an accurate measure for community greenhouse gas emissions and has not set a community emissions reduction target, there is still a need for locally relevant information that will support our community in their voluntary efforts to adopt more sustainable practices.

Emissions Reduction Target

Broader Targets

The Paris Agreement is a legally binding international treaty on climate change. It was adopted by 196 nations at the UN Climate Change Conference (COP21) in Paris, France on 12 December 2015.

The goal of the Paris Agreement is to limit warming to less than 2°C, and pursue efforts to limit it to 1.5°C warmer than pre-industrial conditions.

These figures do not represent a 'safe' amount of global warming or climate change but passing the 1.5°C threshold risks unleashing far more severe climate change impacts. Most of the carbon budget for 1.5°C has already been used. To limit global warming to 1.5°C, greenhouse gas emissions must peak around 2025 and decline rapidly by 2030.

Australia has made an international commitment to reduce greenhouse gas emissions by 43 per cent below 2005 levels by 2030 and reach net zero emissions by 2050.

Western Australia has also set a goal to reach net zero greenhouse gas emissions by 2050 but has not set a State target for 2030. However, the State Government has set a whole-of-government 2030 target for its own operations, of 80 per cent below 2020 levels.

Shire of Mundaring Target


Shire of Mundaring has already reduced its greenhouse gas emissions by 30 per cent from the 2016/2017 baseline.

This was assisted by a small reduction in the emissions intensity of electricity from the grid as more renewable energy is included. The Shire has also commenced an LED streetlight changeover, which is expected to achieve another reduction of 15 to 20 per cent in 2023/2024 (noting that there may be delays in reporting this change dependent on Western Power data management).

Further reductions are achievable from actions such as increasing use of renewable energy in Shire facilities, using GreenPower for streetlights, and shifting some of the Shire's vehicle and machinery fleet from diesel to electric.

Further reductions in emissions intensity are expected as the grid becomes greener and coal power is phased out towards 2030. However, increases to overall energy demand may also come from requests to install air conditioning or additional lighting on existing facilities, or the development of new community facilities.

Some Western Australian local governments have set targets to achieve net zero emissions by 80% in 2030. For the Shire of Mundaring this is not feasible without purchasing carbon offsets. Our large area and extensive road and drainage networks require vehicles and machinery which cannot be rapidly changed to electric or hydrogen alternatives – although more options are becoming available.



While there is a global need for carbon sequestration and some projects are undoubtedly achieving both biodiversity benefits and locking away carbon in plants or soil, there is currently a lack of confidence in carbon offset certification. Carbon offsets can also be viewed as excusing or prolonging the use of fossil fuels rather than driving the transition to cleaner energy.

This Strategy therefore proposes a target that directs Shire efforts to reducing rather than offsetting emissions. This target may be achieved without the purchase of carbon offsets, although they may be considered in the longer term. The Shire's target is:

To reduce greenhouse gas emissions by 70 per cent by 2030 from 2016/2017 levels.

A range of new actions will be required in order to achieve this target, in addition to maintaining the success of previous initiatives.



Emissions Reduction Actions

The Shire of Mundaring will need to implement actions identified in the tables below in order to achieve the emissions reduction target.

Reducing energy use will reduce the Shire’s exposure to rising energy costs as well as reducing greenhouse gas emissions.

There will be costs incurred for increasing use of renewable energy, and in particular transitioning to a low-emissions vehicle fleet. The capability and range of electric vehicles is increasing and costs are falling more rapidly than expected. Hydrogen vehicles are still very expensive but their potential may be explored through lease or trial arrangements later in the decade as charging infrastructure becomes available.

In some situations the higher up-front costs will result in longer term savings through lower operating costs. However, this will not always be the case, and there may be some costs that increase in order to adopt cleaner technology and reduce our greenhouse gas emissions to achieve the 2030 target.

Grant funding may also be available to minimise costs to the Shire for some of the actions identified below. The opportunity to access significant grant funds may influence the timing of certain actions, which have been listed below as ongoing, short, medium or long term.

Short term (2024-2026)

Medium term (2026-2028)

Long term (2028-2030)

There will often be more than one Shire Service involved in delivering an action and the Key Service Area listed will rarely be the only Service involved. The Key Service Area may also be varied based on capacity or organisational needs at the time of implementation.

No	Action	Timeframe	Key Service Area	Budget/ Resources
1.1	Require energy efficiency and sustainability measures in tender criteria for future Shire buildings and facilities.	Ongoing	Building Assets	Capital Works
1.2	Monitor, clean and maintain renewable energy assets to ensure optimum performance, electricity savings and emissions reduction.	Ongoing	Building Assets	Staff time; Maintenance
1.3	Install energy efficient LED lighting, air-conditioners, appliances and equipment for Shire facilities.	Ongoing	Building Assets; Recreation & Tourism; Information Technology	Staff time; Operational
1.4	Maintain building management systems that reduce energy use (including night purging of warm air where possible).	Ongoing	Building Assets	Staff time; Maintenance
1.5	Install and maintain energy efficient bores, irrigation systems and equipment in Shire parks and reserves.	Ongoing	Operations	Staff time; Maintenance
1.6	Continue waste minimisation and recycling initiatives and showcase use of recycled, low-emissions and low-waste materials in Shire works.	Ongoing	Operations	Staff time; Operational
1.7	Monitor and report on Shire energy use and greenhouse gas emissions annually.	Ongoing	Planning & Environment	Staff time; Operational
1.8	Participate in emissions reduction networks and initiatives for sharing of information, collaboration on advocacy, or delivery of regional emissions reduction programs.	Ongoing	Planning & Environment	Staff time
1.9	Encourage schools, businesses, residents and community organisations within the Shire to reduce their carbon footprint, implement energy efficiency measures and use more renewable energy.	Ongoing	Planning & Environment	Staff time; Operational

1.10	Provide locally relevant information on passive solar design and encourage residents to build more energy efficient houses with solar panels and provision for future electric vehicle charging.	Ongoing	Planning & Environment; Building & Health	Staff time
1.11	Continue divestment from fossil fuels in financial investments.	Ongoing	Finance	Staff time
1.12	Advocate to state and federal governments for more rapid cuts to emissions through greater investment in renewable energy and transmission networks, energy efficiency measures, and charging infrastructure for low emissions vehicles.	Ongoing	Planning & Environment	Staff time

Table 2 - Short Term Actions (2024/2025 - 2025/2026)

No	Action	Timeframe	Key Service Area	Budget/ Resources
2.1	Direct a portion of savings from implemented energy initiatives into the Shire's Environmental Reserve Fund to provide for future energy efficiency and emissions reduction initiatives.	Short	Finance	Municipal reserves
2.2	Investigate opportunities to access funding through national carbon and nature repair markets to support local carbon sequestration initiatives, and share relevant information with residents.	Short	Planning & Environment	Staff time
2.3	Install initial electric vehicle charging stations at the Administration and Civic Centre, and Operations Depot, to enable introduction of electric vehicles to Shire fleet.	Short	Operations; Building Assets	Grants
2.4	Purchase initial electric vehicles and establish training requirements and work practices for wider use.	Short	Operations	Vehicle replacement budget
2.5	Develop a low-emissions fleet transition plan to provide for staged replacement of vehicles and machinery.	Short	Operations; Planning & Environment	Staff time; Operational
2.6	Trial electric mowers and small machinery to identify issues and work practices for wider use.	Short	Operations	Operational

2.7	Assess options and costs for purchase of renewable diesel for use within Shire fleet and machinery.	Short	Operations	Staff time
2.8	Identify energy efficient replacements for gas boilers and ageing water heating and electrical systems at Bilgoman Aquatic Centre, and seek grant funding to implement.	Short	Recreation & Tourism; Building Assets	Capital works; Grants
2.9	Assess use, need and costs for replacement LED lighting and use-tracking technology for sports facilities, and seek grant funding to implement.	Short	Recreation & Tourism; Operations	Capital works; Grants
2.10	Undertake energy audits of higher energy use buildings and facilities to identify opportunities for new solar panels, prioritise energy efficiency improvements, and note where user behaviour could save energy.	Sort	Building Assets	Staff time; Operational
2.11	Provide energy efficiency training, reminders, prompts or resources to leased facility staff and club managers to reduce energy use.	Short	Building Assets; Recreation & Tourism	Staff time
2.12	Develop and deliver a behaviour change program for staff to reduce energy use and emissions.	Short	Planning & Environment; Building Assets	Staff time
2.13	Consider options to require better energy efficiency and more use of renewable energy of new buildings through Local Planning Scheme review.	Short	Planning & Environment	Staff time
2.14	Review options including collaborative Power Purchase Agreements to maintain use of renewable energy for high energy use sites.	Short	Building Assets; Planning & Environment	Staff time; Operational

Table 3 - Medium Term Actions (2026/2027 - 2027/2028)

No	Action	Timeframe	Key Service Area	Budget/ Resources
3.1	Purchase electric and hybrid vehicles through fleet replacement program.	Medium	Operations	Operational; Grants
3.2	Install additional electric vehicle charging capacity to support fleet transition.	Medium	Operations; Information Technology	Capital Expenditure; Grants
3.3	Monitor battery costs, options and opportunities to add battery storage to Shire facilities where appropriate.	Medium	Building Assets	Capital Expenditure; Grants

3.4	Retrofit existing Shire buildings in line with sustainable design principles such as awnings, green landscaping and design, ventilation or insulation improvements, window tinting and window treatments.	Medium	Building Assets; Operations	Staff time; Maintenance
3.5	Assess options and costs to switch remaining decorative streetlights to LED.	Medium	Infrastructure Design	Staff time; Capital expenditure
3.6	Investigate potential for Shire revenue and increasing renewable energy generation by investing in electric vehicle charging stations, micro-grids serving adjacent facilities, solar farms or similar.	Medium	Building Assets; Recreation & Tourism	Staff time; Capital works

Table 4 - Long Term Actions (2028/2029 - 2029/2030)

No	Action	Timeframe	Key Service Area	Budget/ Resources
4.1	Trial hydrogen vehicles once refuelling infrastructure becomes available, and establish training requirements and work practices for wider use.	Long	Operations	Staff time, Operational
4.2	Assess costs of GreenPower and developments in LED street lighting within the region to consider further energy efficiency improvements to streetlights within the Shire, and use of GreenPower.	Long	Planning & Environment	Staff time; Operational
4.3	Investigate options for biodiverse carbon offsetting and/or carbon sequestration as a way for the Shire to offset its remaining emissions.	Long	Planning & Environment; Operations	Staff time; Operational



Monitoring and Reporting

The Shire will continue to monitor its energy use and greenhouse gas emissions and report to Council on an annual basis on progress in implementing this Strategy.

Council reports, agendas and minutes are publicly available documents, discussed at meetings that are open to the community to attend or view online. In this way residents and other stakeholders will also be able to monitor the Shire’s work to reduce its own greenhouse gas emissions, and encourage community efforts to reduce their own carbon footprints.

Appendix 1

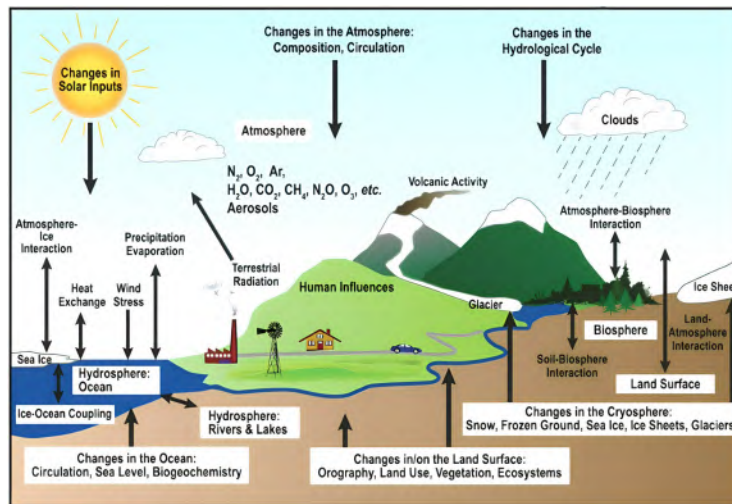
Science of Climate Change

The Earth has natural long-term cycles of cooling and warming and has been much warmer and much cooler in previous eras. Geological formations, tree rings, coral deposits and ice cores provide a record of the paleoclimate and have shown both warmer periods and ice ages in the distant past.

The Earth has been hotter and sea levels higher in the past, such as millions of years ago when dinosaurs lived. When the climate changes slowly, plants and animals can often adapt. The vast majority of human infrastructure, agriculture and settlements have been developed in only a few centuries in a relatively stable climate. Natural and human systems are both vulnerable to a rapidly changing climate due to the 'enhanced greenhouse effect.'

Sunlight is the main source of heat for Earth. The greenhouse effect is caused by gases in the atmosphere that trap some extra heat (like a blanket) that would otherwise be radiated into space. Carbon dioxide is an important greenhouse gas, and this has been understood and studied by scientists for over a century.

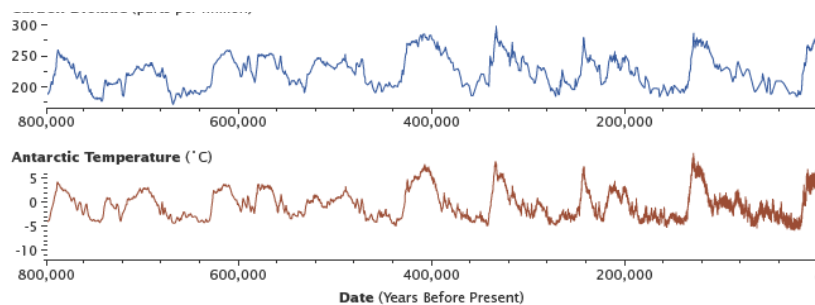
Carbon dioxide and other greenhouse gases like methane are naturally released into the atmosphere by wildfire, volcanoes, and animals. Carbon dioxide can be drawn back out of the atmosphere by dissolving in the ocean, being absorbed by growing plants, or reacting with weathering rocks. When there is a higher concentration of greenhouse gases in the atmosphere, the greenhouse effect is stronger (like a thicker blanket) and the planet retains more of the sun's heat each year.



Interactions between land, water and the atmosphere that influence the greenhouse effect and global climate (Intergovernmental Panel on Climate Change, 2007)

Paleoclimate records show the Earth slowly transitioning between ice ages and warm periods over long cycles of roughly 100,000 years. These changes between cooler and warmer states are prompted by gradual variations in the shape of Earth’s orbit around the sun, then reinforced by feedback loops.

Deep ice cores from Antarctica are especially useful in measuring changes in carbon dioxide concentration before and after the industrial era. The ice holds information about the past climate as well as tiny air bubbles that are samples of the past atmosphere. The concentration of carbon dioxide in the atmosphere is strongly linked to temperature, shown below for the last 800,000 years.



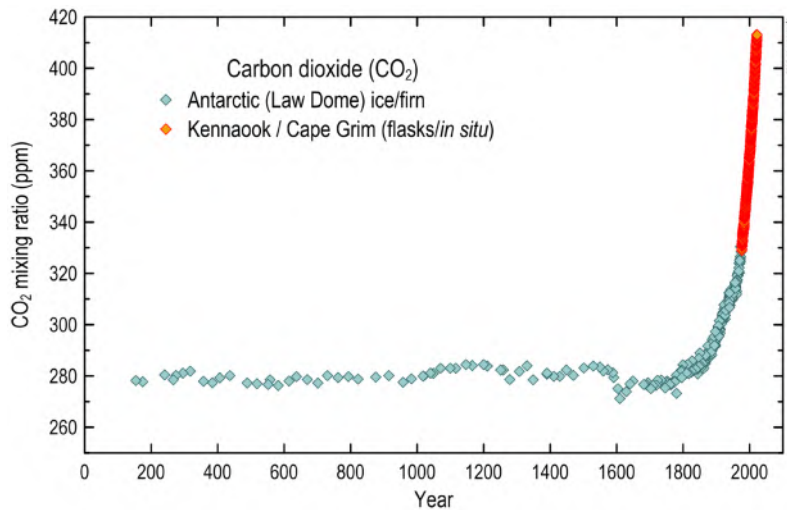
Levels of carbon dioxide in the atmosphere have corresponded closely with temperature over the past 800,000 years. Antarctic ice-core data show the long-term correlation until about 1900. (NASA, 2011).

In the pre-industrial era shown above, the climate varied through cycles of warming and cooling but carbon dioxide levels stayed below 300 parts per million (ppm). During ice ages carbon dioxide levels were around 200ppm, and in warmer interglacial periods the concentration was around 280ppm.

In the last three centuries the human population has grown rapidly, from less than one billion to over eight billion. Increasing population combined with industrialisation has resulted in clearing of over one third of the world’s forests, and the burning of fossil coal, oil and gas from deep within the earth. The forests, oceans and other ‘carbon sinks’ have not been able to keep up with the rapid release of carbon through burning of vegetation and fossil fuels, so the greenhouse effect has been getting stronger and the global average temperature has been rising.

In the 1950s gas analysers were developed to measure and record carbon dioxide concentration of air. In the 1960s the ‘Keeling Curve’ was published showing an annual cycle of rising and falling carbon dioxide concentration, along with an overall trend of increasing concentration consistent with burning of fossil fuel. In the 1970s and 1980s the oil industry engaged their own climate scientists and published quite accurate projections of increasing greenhouse gases and global warming, then later sought to undermine public confidence in climate science.

International concerns about human-induced climate change increased in the 1970s, and the Australian Government began measuring greenhouse gases at a remote location in Tasmania, Cape Grim. In 2023 carbon dioxide levels measured at the Cape Grim Baseline Air Pollution Station reached 420 parts per million, and this is consistent with other atmospheric measurements around the world. The rapid increase in carbon dioxide levels since industrialisation is shown below, with 1,900 years of Antarctic ice core data before the Cape Grim atmospheric measurements began in 1978.

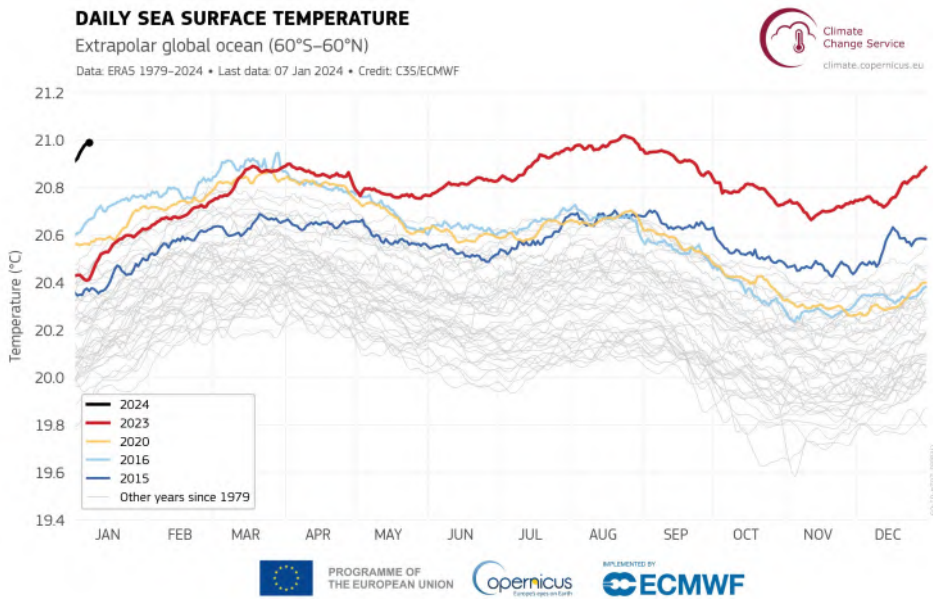


Atmospheric carbon dioxide concentrations (in ppm) over the last 2000 years, based on measurements of air trapped in Antarctic ice and firn (the compacted snow layer that eventually forms solid ice), shown in blue-grey, and the modern Cape Grim in situ record, shown in orange. (CSIRO & Bureau of Meteorology, 2022)

An international Intergovernmental Panel on Climate Change (IPCC) was formed in 1988 to review the science and publish reports on the causes and consequences of global warming. The IPCC has reported with increasing certainty over last four decades that the main cause of global warming is human activities, and that the consequences will be severe for communities, economies and ecosystems if critical thresholds are crossed.

The most recent IPCC Sixth Assessment Reports show high risks for biodiversity, wildfire damage, extreme weather events and tree mortality above 1.5°C. Unfortunately, due to the time taken for scientific research to be published and comprehensively reviewed, there is a risk that the IPCC reports are understating the extent of change that has already occurred, impacts on natural systems, and the risks of accelerating warming from feedback loops.

The increase in global average temperature of 1.5°C, 2°C or even 3°C will not be experienced as uniformly warmer local weather. A large amount of the additional heat energy has been absorbed by the world's oceans. This has risks for faster melting of sea ice near the poles and disruption of important ocean circulation currents, which influence global weather systems.



Daily sea surface temperature (°C) averaged over the extra-polar global ocean (60°S–60°N). Previous hottest years on record since measurements began shown in blue and yellow; however 2023 (red) recorded unprecedented heat. All other years between 1979 and 2021 are shown with grey lines. (Copernicus Climate Change Service, 2024)

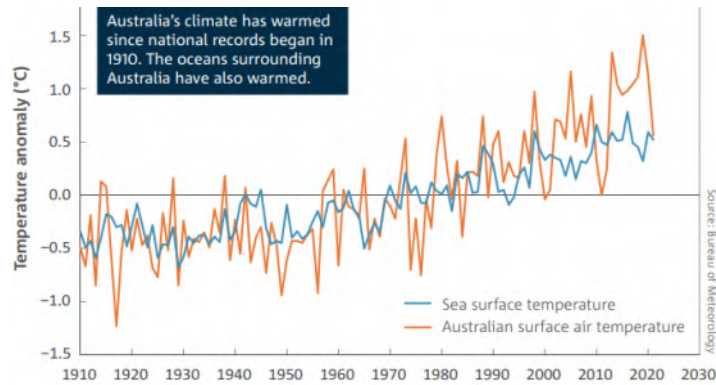
There are both positive and negative feedback loops that can increase warming and production of greenhouse gases, or provide for cooling and absorption of carbon dioxide.

The loss of snow and ice cover near the poles means that lighter coloured, reflective ice is replaced by the darker coloured rock or sea, which then absorbs more heat from incoming solar radiation and results in more loss of ice. This is an example of a feedback loop that will further increase warming. Another concerning feedback loop is melting of permafrost that can release large amounts of methane, a potent greenhouse gas.

Greenhouse trials show plants can grow faster in an atmosphere with higher carbon dioxide, which could provide for greater carbon sequestration in forests as well as higher crop yields. However, plants in both natural ecosystems and crops are vulnerable to drought and wildfire. This means that the overall impact of higher carbon dioxide levels is not simply more plant growth based on the carbon fertilisation effect.

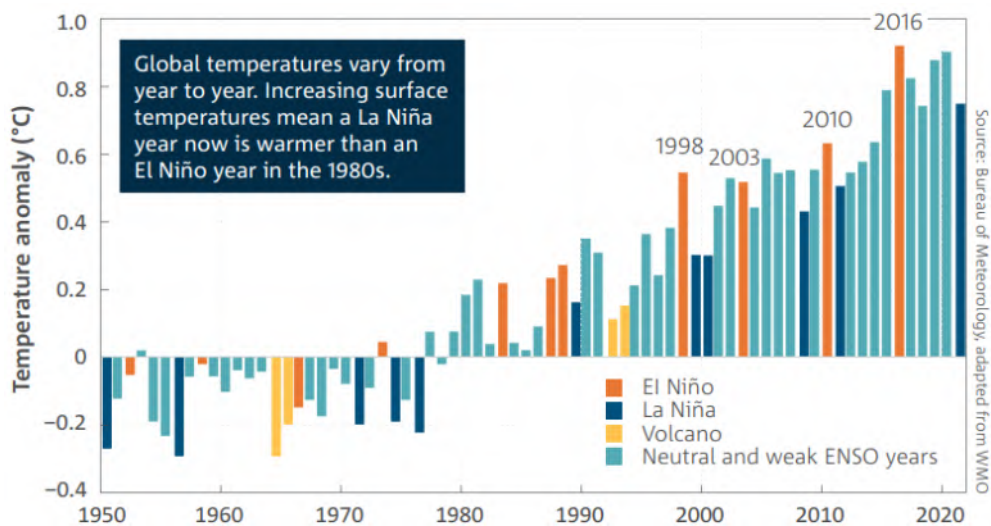
As the climate warms the increasing incidence and severity of wildfires (including in rainforest and Arctic areas) has become another concerning feedback loop for increasing atmospheric carbon concentration, as well as losing biodiversity.

The CSIRO and Bureau of Meteorology publish regular ‘State of the Climate’ reports which collate the climate changes observed to date for Australia and identify trends and predicted changes for the coming decades. The chart below shows despite regular fluctuations in air and sea temperatures, there is a strong warming trend for both in recent decades.



Anomalies in annual mean sea surface temperature, and temperature over land, in the Australian region (departures from the 1961–1990 standard averaging period). (CSIRO & Bureau of Meteorology, 2022)

In addition to global warming, there are other weather patterns and systems like El Niño and La Niña that influence how warm a particular year or season will be. These regional influences and impacts are now stacked on top of the warming climate.

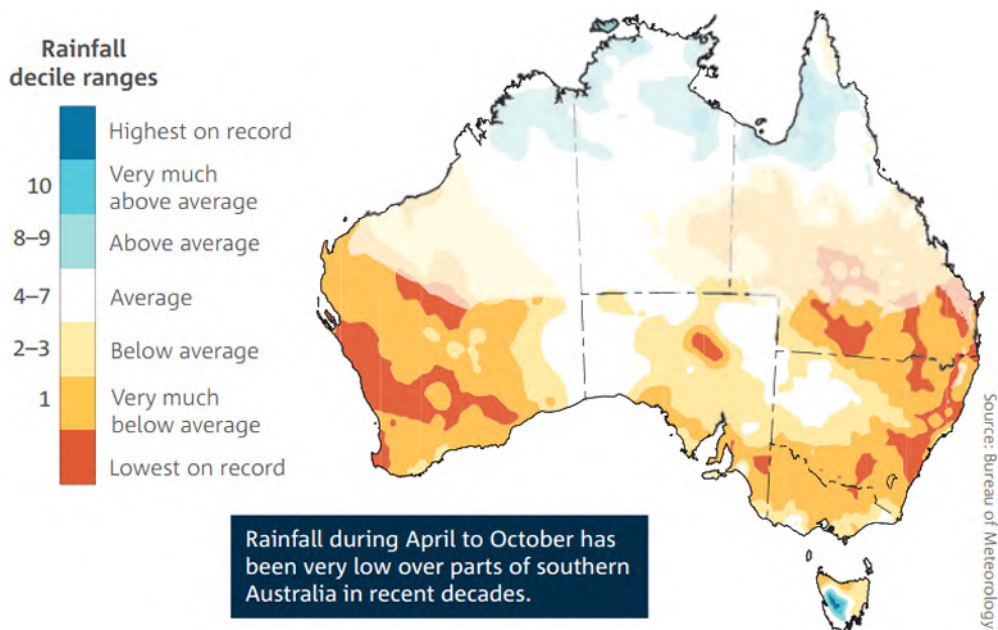


Annual global surface temperature anomalies of the Earth (land and ocean), 1950–2021 compared to the 1961–90 standard averaging period. (CSIRO & Bureau of Meteorology, 2022)

Major volcanic eruptions are associated with temporarily cooler global temperatures. While volcanoes do emit some carbon dioxide and other greenhouse gases, it is far less than human activities like burning fossil fuels. Very large eruptions push enough ash and dust into the upper levels of the atmosphere that they can reflect more incoming solar radiation for more than five years.

Volcanoes also have regional impacts that influence weather for years, such as the Hunga Tonga-Hunga Ha’apai eruption in 2022. Climate modelling predicts that the atmospheric impact of this eruption will slightly reduce summer temperatures in Western Australia until 2029. This means that the impacts of the warming climate on local temperatures and rainfall are expected to become stronger over the next decade.

Rainfall always varies from year to year, but in the south-west of Australia, April to October rainfall has declined since the 1960s. Rain on drier soil results in less streamflow, so watercourses may be smaller and flow for shorter periods. At the same time, increased variability in rainfall is expected to cause more flash flooding in many areas.



April to October rainfall deciles for the past 22 years (2000–2021). A decile map shows where rainfall is above average, average, or below average for this period compared to all years from 1900 (when reliable rainfall records began). Areas across northern and central Australia that receive less than 40 per cent of their annual rainfall from April to October are faded. (CSIRO & Bureau of Meteorology, 2022)

These trends are generally expected to continue as the climate warms, and our past records of weather and extreme events are becoming a less useful guide in planning for the future.

The CSIRO and Bureau of Meteorology report that Australia is projected to experience:

- Continued warming, with more extremely hot days and fewer extremely cool days
- Continued drying in the south-west of Western Australia, especially during winter and spring
- Longer periods of drought on average in the south and east
- A longer fire season for the south and east, and an increase in the number of dangerous fire weather days
- More intense short-duration heavy rainfall events, even in regions where the average rainfall decreases or stays the same
- An increase in the risk of natural disasters from extreme weather, including 'compound extremes', where multiple extreme events occur together or in sequence, thus compounding their impacts.

The Department of Water and Environmental Regulation is undertaking regional climate modelling for Western Australia through a Climate Science Initiative. Updated and finer scaled climate projections are expected in 2024 and 2025 to inform local climate adaptation planning.

This summary of the science of climate change has been prepared using publicly available information from credible sources, including the references below.

CSIRO climate change research and reporting for Australia

www.csiro.au

Bureau of Meteorology climate reports and summaries

www.bom.gov.au/climate

Australian Department of Climate Change, Energy, the Environment and Water

www.dcceew.gov.au

WA Government Climate Science Initiative and Climate Adaptation Strategy

www.wa.gov.au/organisation/department-of-water-and-environmental-regulation/climate-science-initiative

Australian Academy of Science climate change hub

www.science.org.au/climate-change-hub

NASA Climate Change observations and science

<https://science.nasa.gov/climate-change>

Copernicus European climate change monitoring

<https://climate.copernicus.eu>

Intergovernmental Panel on Climate Change (IPCC)

www.ipcc.ch



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Eastern Metropolitan Regional Council

Sustainability

Emissions and Energy Data Analysis Report 2022/203

Shire of Mundaring



Bassendean | Bayswater | Mundaring | Swan



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1 Introduction

The Shire of Mundaring has made a commitment to reduce greenhouse gas emissions resulting from Shire activities.

The Shire endorsed its first Energy and Emissions Reduction Strategy in 2018, which provides direction for the Shire to reduce corporate carbon emissions and implement renewable energy when possible. The Strategy also set the Shire's Emissions Reduction Target.

The Shire's Emissions Reduction Target is:

- *To reduce corporate emissions by 30% by 2030, from 2016/2017 levels*

The Shire is not obliged to report emissions under the National Greenhouse and Energy Reporting Scheme (NGERS) or any other legislative framework. The Shire has chosen to monitor and report emissions annually in order to track progress towards the Emissions Reduction Target.

Corporate emissions are monitored and analysed using the Azility Platform with assistance from EMRC through the regional Achieving Carbon Emissions Reduction (ACER) program.

The following report examines the Shire's corporate emissions for 2022/2023 compared to the Shire's target with a baseline year of 2016/2017.

Data disclaimer

The data within this report is correct at the time extracted from the Shire's Azility platform and contains actual data for all major accounts. Where billing data has not yet been received for minor accounts, Azility uses estimates based on previous years' data.

Data completeness at the time of reporting is as follows:

- Electricity: 95%
- Streetlighting: 98%
- Gas: 87%
- Fuel: 100%

It is recommended that the Shire considers supplying Azility with its e-bills (electronically provided invoices) to reduce estimated data in the future and improve data quality within the platform.



2 Emissions Reduction Target

The Shire has committed to a 30% reduction in 2016/2017 emissions by 2030. This target has been taken very seriously by the Shire, which has allowed it to reach its target in half the predicted time.

This is due in part to the introduction of the WALGA Renewable Energy 'bulk buy' initiative which allowed the Shire to purchase 100% greenpower for their 7 contestable electricity accounts. This project commenced on 1st April 2022, this is visible in the slight reduction in Net emissions in 2021-2022 and then the much more significant diversion between Gross and Net in 2022-2023.

Figure 1 displays the historical carbon emission for the Shire of Mundaring since baseline 2016/2017. The report shows the difference in Gross emissions (before the purchase of greenpower) and Net emissions (post greenpower). Despite the big impact the greenpower has on the Councils profile, there was already a reduction in Gross emissions overall.

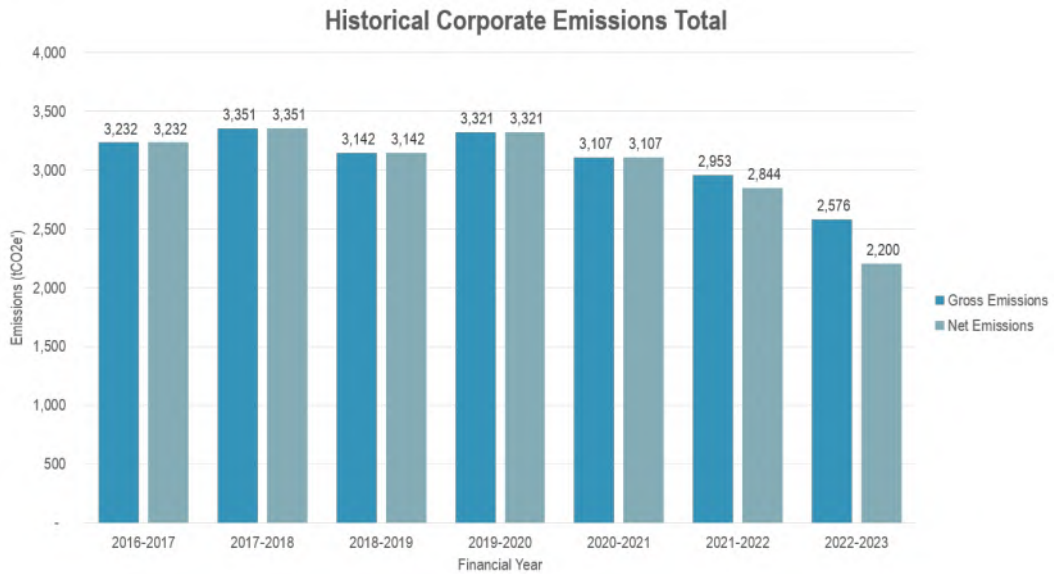


Figure 1 - Shire of Mundaring's historic emissions (tCO2-e) since the baseline year of 2016/2017



Figure 2 shows that there is not a one-to-one relationship in relation to consumption and emissions for the Shire of Mundaring. This is due in part to the Shire purchasing greenpower for their top 7 contestable sites resulting in an emissions reduction. This indicates why it is important to continue to monitor consumption as well as emissions to be able to obtain a clear picture of the council's assets.

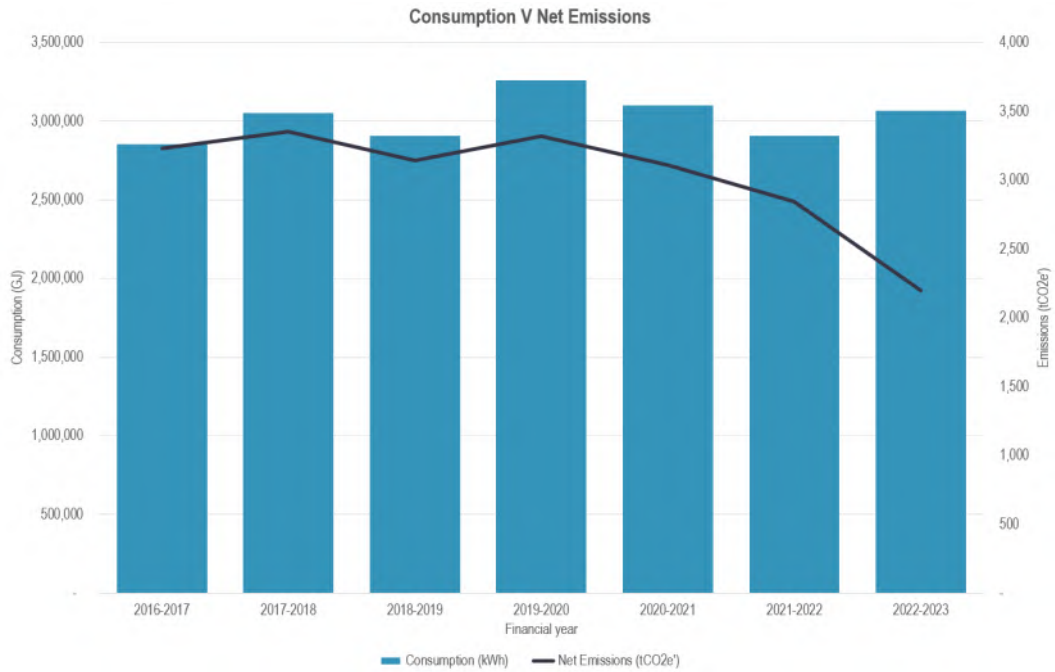


Figure 2 - Shire of Mundaring's Consumption V Net Emissions

The above shows that despite an increase in consumption of approximately 5%, there has been a 23% reduction in emissions. This is further explored in more detail in Section 5 of this report.



Figure 3 shows the emissions reduction for the Shire since adopting its target in 2018 and progress towards reaching the goal of achieving a 30% reduction of baseline emissions (2016-2017) by 2030.

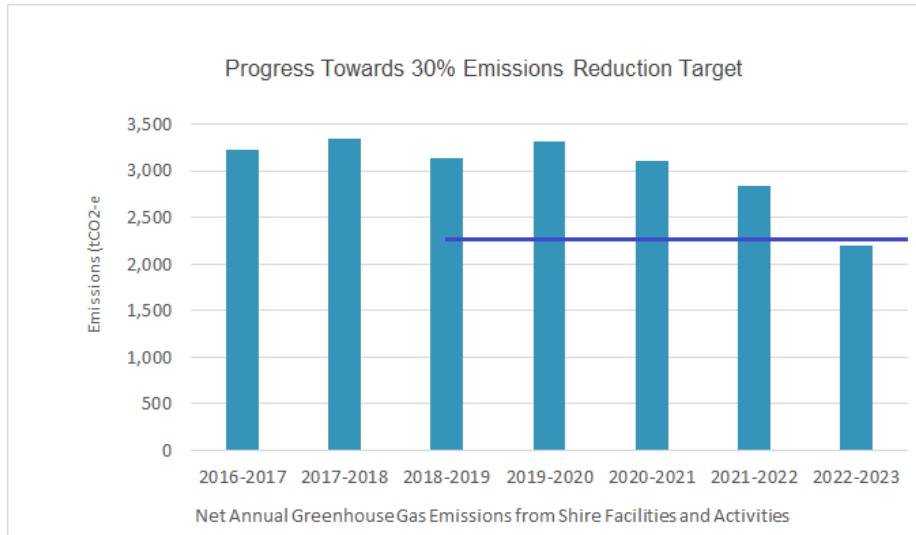


Figure 3: An approximate reduction path for Shire of Mundaring’s target for the year 2029/2030.

Table 1 highlights the Shire’s progress towards the target of a 30% reduction on 2016/17 levels. The Shire as of this year (2022-2023) has reached their 30% reduction goal. This has been achieved in half the time predicted.

The Shire of Mundaring is already in consultation internally in relation to what their next target should be.

Table 1: Total emissions data (tCO₂-e) with differences for last five years and progress towards target (target baseline year highlighted)

Financial Year	Emissions Total (tCO ₂ e’)	Difference in emissions since previous year (tCO ₂ e’)	Difference in emissions since baseline year 2016/2017
2016-2017	3,232		
2017-2018	3,351	119	4%
2018-2019	3,142	-209	-3%
2019-2020	3,321	178	3%
2020-2021	3,107	-214	-4%
2021-2022	2,844	-263	-12%
2022-2023	2,200	-644	-32%



3 Total Carbon Footprint and Activity Breakdown

The Shire has recorded an overall decrease in emissions. **Table 2** demonstrates the volume and percentage change of emissions for each scope, and total change in comparison to the previous reporting year of 2021/2022. Scope One emissions (fuels) have reduced 6%, which is attributed to a variety of reasons including upgrading to more efficient diesel engines, reduction in allocated vehicles and introduction of pool cars in the Administration Building, and a decrease in vehicle use as a result of increased prevalence of online meetings.

Scope Two emissions have seen a reduction of 61%, this is attributed to the Shire’s commitment to the Renewable Energy Project which has seen all contestable sites (7 in total) move to 100% greenpower. Additionally, Scope Three has reduced by 8%, this is due to the replacement of some globes with LED through Western Power’s ordinary maintenance.

Another point to note is that the emissions factor for electricity (SWIS) was 0.68 in 2021/2022 and has reduced to 0.51 in 2022/2023. This has also had a significant impact on the reduction in overall emissions for both Scope 2 and Scope 3.

Table 2: The Shire’s 2021/2022 and 2022/2023 carbon emissions source and scope

Emissions Source	Total Greenhouse Gas Emissions (tCO ₂ -e)		Volume Change	Percentage Change
	2021/2022	2022/2023	tCO ₂ -e	%
Scope 1				
Emissions from Fuel Combusted for Transport and Fuel Combusted for Stationary Energy	899	846	-53	-6%
Scope 2				
Electricity and Gas	822	322	-500	-61%
Scope 3				
Electricity for Street Lighting*	1123	1032	-90	-8%
Total	2844	2200	-644	-23%

Figure 4 shows the percentage of emissions by each asset group in the 2022/2023 reporting period. Streetlighting is the largest contributor (43%), followed by Fleet (38%), Sport and Recreation (10%) and Buildings and Facilities (6%).

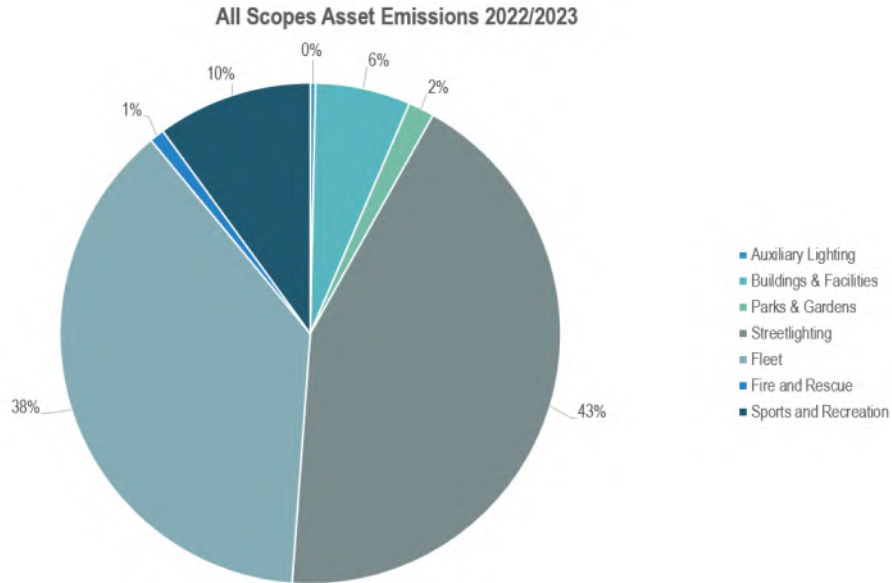


Figure 4: Shire of Mundaring's emissions (tCO₂-e) by organisational unit for 2022/2023

Figure 5 demonstrates the percentage of consumption by each asset group in the 2022/2023 reporting period and we can see that there is not a one-to-one ration for consumption when compared back to emissions. In this case, Fleet consumption significantly outweighs all other groups making up 50% consumption. Streetlighting is only 22% of consumption but represents 43% of emissions.

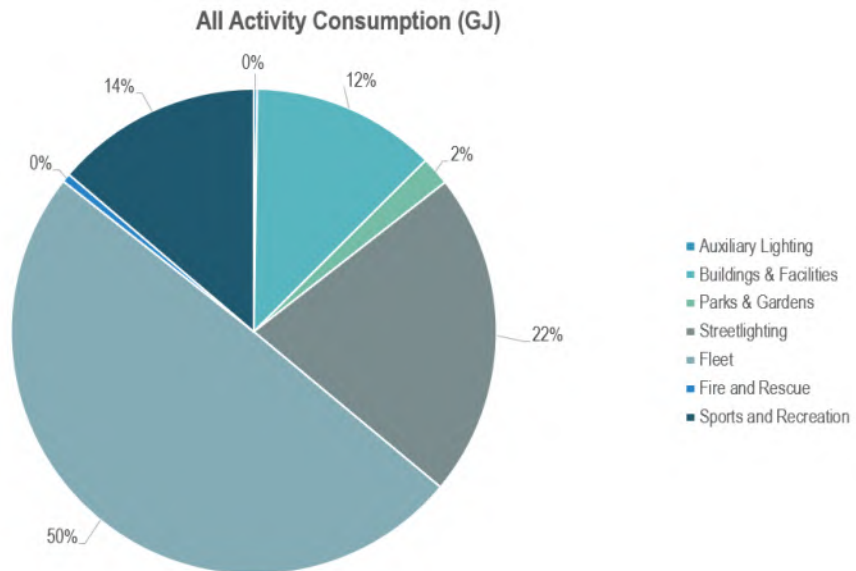


Figure 5: Shire of Mundaring's consumption (GJ) by organisational unit for 2022/2023

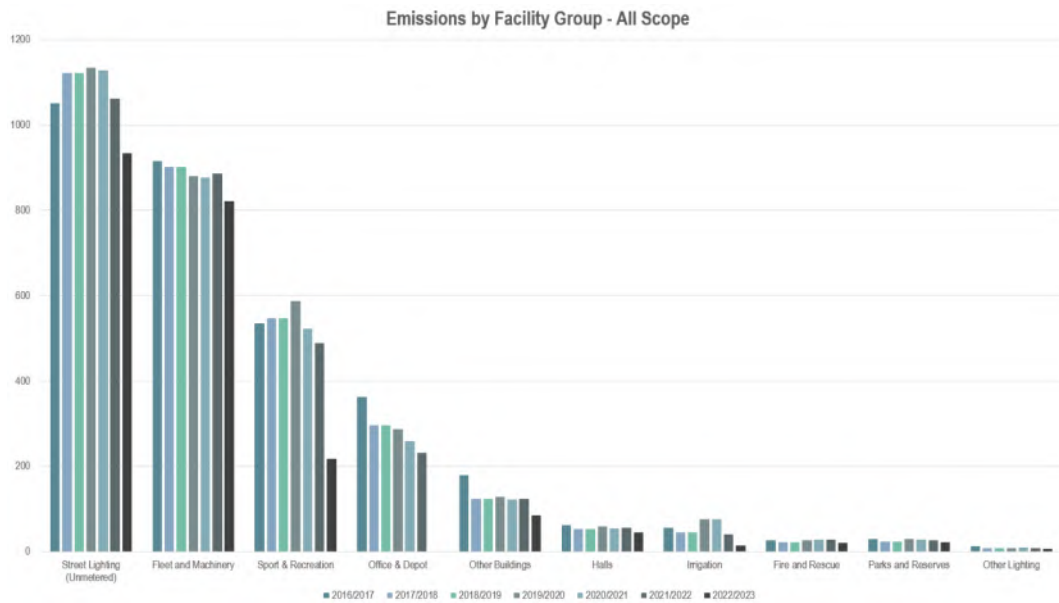


Figure 6: Shire of Mundaring’s emissions (tCO₂-e) by organisational unit for 2022/2023

Figure 6 displays historical emissions for each facility group, providing insight into the reductions that the Shire has achieved over time. Unmetered street lighting continued to be the biggest contributor to emissions in 2022/2023.

Fleet emissions are the second highest contributor for the Shire. The Shire has investigated the feasibility of switching to electrical vehicles to reduce emissions from fleet vehicles and continues to work towards reducing emissions from this group.

Sports & Recreation has seen a significant reduction on historical numbers due to the Renewable Energy Project, which has seen contestable sites move to 100% greenpower. This impact is also seen in the Office & Depot facilities, where there are no emissions for 2022/2023.

4 Highest Emission Assets

Table 3 reveals the performance of the Shire’s top emitting Assets. All the top 10 assets, along with fuel and Streetlighting have seen a reduction in emissions. Top 10 assets have seen a massive reduction, with most of them being part of the Renewable Energy Project, resulting in them going to 100% greenpower.



Table 3: Highest emitters for 2022/2023 with comparison to previous reporting period 2021/2022

Asset Name	Emissions	Emissions	Volume	% Change
	(tCO ₂ -e)	(tCO ₂ -e)	Change	
	2020/2021	2021/2022	(tCO ₂ -e)	
Shire of Mundaring Administration & Civic Complex	179.61	0	-179.61	-100%
Bilgoman Pool	160.38	59.88	-100.5	-63%
Mundaring Arena	120.89	73.6	-47.29	-39%
Boya Community Centre	59.64	0	-59.64	-100%
Shire Depot	52.43	0	-52.43	-100%
Lake Leschenaultia	44.96	2.79	-42.17	-94%
Elsie Austin Reserve	26.59	23.38	-3.21	-12%
Midvale Early Childhood & Parenting Centre	22.59	18.07	-4.52	-20%
Salisbury Road Bore	21.03	0	-21.03	-100%
Brown Park Community Centre	16.19	11.32	-4.87	-30%
Fleet				
Diesel	805.88	761.76	-44.13	-5%
ULP	79.64	60.17	-19.47	-24%
Street Lighting				
Unmetered Street Lighting	1062.28	933.41	-128.87	-12%

5 Assets with the Largest Consumption Change

Although emissions have significantly reduced (-23%) this year, overall consumption has increased (25%). Table 4 shows the assets that have had a significant consumption increase compared to the same time last year.

Table 4: Assets with the largest consumption increase compared to last year

Asset Name	2021-2022	2022-2023	Volume change (kWh)	% Change
Salisbury Road Bore	30,473	67,306	36,833	121%
Bilgoman Pool	155,791	164,515	8,724	6%
Boya Community Hub and Oval	86,436	90,630	4,194	5%
Elsie Austin Reserve	38,529	42,525	3,996	10%
Mundaring Park	4,266	6,805	2,539	60%
Chidlow Oval	4,694	7,213	2,519	54%
Parkerville Oval	18,343	20,801	2,458	13%
Harry Riseborough Oval	18,348	20,567	2,219	12%
Mundaring Recreation Ground (Arena)	175,204	177,220	2,016	1%
Mt Helena Toilets	286	1,262	976	341%



Table 5 shows the assets that have had the largest reduction in consumption compared to the same time last year.

Table 5: Assets with the largest consumption decrease compared to last year

Asset Name	2021-2022	2022-2023	Volume change (kWh)	% Change
Shire Of Mundaring Administration & Civic Complex	260,307	239,189	- 21,118	-8%
Mundaring Adult Creative & Learning Centre	30,468	20,362	- 10,106	-33%
New Childrens Services - Hub	19,589	15,177	- 4,412	-23%
Shire Depot	75,989	72,572	- 3,417	-4%
Mundaring Firefighting School	9,564	6,349	- 3,215	-34%
Brown Park Community Centre	23,395	20,182	- 3,213	-14%
Glen Forrest Oval Change Room	3,070		- 3,070	-100%
Chidlow Pavilion	21,015	18,288	- 2,727	-13%
Darlington Oval	19,765	17,142	- 2,623	-13%
Lake Leschenaultia	61,321	59,091	- 2,230	-4%

10.4 2024 Annual Electors' Meeting Decisions

File Code	GV.MTG 2.2024
Author	Elizabeth Nicholls, Governance Co-ordinator
Senior Employee	Garry Bird, Director Corporate Services
Disclosure of Any Interest	Nil
Attachments	Nil

PURPOSE

That Council considers the decisions made at the 2024 electors' meeting and endorses recommended actions in relation to the motions adopted at the meeting.

BACKGROUND

At the electors' meeting held Wednesday 13 March 2024, electors considered 19 motions, all of which were carried.

This report provides a response to the 19 carried motions (decisions) including, where appropriate, a process for further consideration by Council.

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

STATUTORY / LEGAL IMPLICATIONS

Section 5.33 includes provisions for decisions made at an electors' meeting as follows:

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

It is relevant to note that Council is not bound by the decisions made at an electors' meeting. Council is required to 'consider' the decisions, but is not obliged to undertake any actions in response to any of the AEM decisions. For example, Council might choose to note the decision, but take no further action.

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

POLICY IMPLICATIONS

There may be policy implications associated with the electors' meeting decisions. These can be further considered should Council resolve to further consider an electors' meeting decision in a future report.

FINANCIAL IMPLICATIONS

There are resource and cost implications associated with implementing a number of the electors' meeting decisions. Should Council resolve to pursue an electors' meeting decision that has a budget and/or resource implications, then that matter should be referred to Council's Council Plan and Budget workshops so that it can be considered alongside other priorities and available resources.

For some of the decisions, additional officer time may be required to research the issue and prepare a detailed report for Council consideration.

STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 4 - Governance

Objective 4.4 – High standard of governance and accountability

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

SUSTAINABILITY IMPLICATIONS

Nil

RISK IMPLICATIONS

Risk: <u>Financial, Reputation</u>		
Council makes decisions on the matters resolved at electors' meetings based on limited information regarding the financial and resource implications of such decisions.		
Likelihood	Consequence	Rating
Unlikely	Moderate	Moderate
Action / Strategy		
Should Council resolve to undertake actions in response to any of the electors' meeting decisions that commit staff or financial resources, it is recommended Council request officers prepare a detailed report for consideration at a future Council meeting to ensure Council is able to make an informed decision.		

EXTERNAL CONSULTATION

Nil

COMMENT

It is open to Council to decide how it chooses to respond to the decisions made at the electors' meeting.

Options include:

- That no further action be taken in response to the decision of the electors' meeting.
Reasons for this outcome may be that there is no provision for the proposed expenditure in the Corporate Business Plan or Long Term Financial Plan; or because the decision is unlikely to be able to be implemented; or because the decision is outside of Council's powers (ultra vires).
- That the decision of the electors' meeting be referred to Council's Council Plan and Budget workshops.

If the decision has resourcing implications, it can be referred these workshops. The purpose of these workshops is for Council to consider and prioritise what services, assets and projects it wishes to deliver in the medium term (4 years) and how they will be resourced. The outcome of the workshops is the adoption by Council of the Annual budget and the Corporate Business Plan (CBP), which gives effect to those priorities. The CBP would demonstrate the outcome of any electors' meeting motion decision referred to this process.

- That a further report on the decision of the electors' meeting be presented to a committee/Council meeting.

Referring the report to a future committee or Council meeting may provide an opportunity for Council to be further informed on the specifics of an electors' meeting decision.

To assist Council, advice and a recommendation has been provided in response to each of the decisions made at the electors' meeting.

Decision 1 Addition to Acknowledgement to Country

AEM1.03.24

That Council amends the current 'Acknowledgement to Country' to ADD the paragraph stated below:

"Shire of Mundaring respectfully acknowledge the peoples from across the world who came after the traditional custodians of this land we call Australia. We acknowledge their sacrifices, past present and future in the continuing efforts with traditional custodians to make Australia free for all Australians."

Advice Director Strategic and Community Services

An Acknowledgement of Country is a practice observed to acknowledge the traditional custodians of the land upon which an event or gathering is taking place. There are a number of reasons why this practice is carried out:

1. Recognition of Aboriginal and Torres Strait Islander peoples – Acknowledgement of Country is a way of recognising and honouring the ongoing connection of First Nations peoples to the land. It acknowledges their custodianship of the land for thousands of years prior to colonisation.
2. Respect and Reconciliation - It demonstrates respect for First Nations cultures and can be seen as a step towards reconciliation and healing.
3. Cultural Awareness and Education - Acknowledgement of Country raises awareness about Aboriginal and Torres Strait Islanders cultures and histories among non-Aboriginal people. It encourages education and understanding of the significance of land to First Nations peoples.
4. Promotion of Inclusivity - By acknowledging the Traditional Owners of the land, Acknowledgement of Country promotes inclusivity. It acknowledges the presence and contributions of First Nations peoples in the community.

At its Ordinary Meeting of Council on 8 November 2022, Council endorsed an Innovate Reconciliation Action Plan (RAP). Delivery of the RAP will enable the Shire to strengthen its commitment to supporting reconciliation across the shire through practical actions and good governance. The RAP was informed by significant community consultation and active input from Traditional Owners, Aboriginal community members and local stakeholders.

A key theme area within the RAP is 'Respect', with a clear number of actions relating to Acknowledgement of Country falling under outcome 7 which states:

'Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols'.

To change Council's current Acknowledgement of Country would change the meaning of its intent as a protocol, which is to promote respect, reconciliation, and awareness of First Nations culture and history. The value of the Acknowledgement would be eroded and it is for this reason an amendment is not recommended.

Recommendation

That Council takes no further action in response to decision 1 of the 2024 electors' meeting (AEM1.03.24) regarding additions to the Acknowledgement of Country as to change Council's current Acknowledgement of Country would change the meaning of its intent as a protocol, which is to promote respect, reconciliation, and awareness of First Nations culture and history and the value of the Acknowledgement would be eroded.

Decision 2 Upgrade of Burkinshaw Park

AEM2.03.24

That Council make the upgrade of the Burkinshaw Park universal change rooms its first priority and include a spectator's pavilion into the build provision.

Advice Director Strategic and Community Services

The Shire is currently reviewing the Recreation Facilities Informing Strategy (RFIS), which assesses and prioritises requirements for all new and upgraded recreation facilities across the Shire. This request will be considered and prioritised together with all other proposed recreational capital building works by Council as part of the Recreation Facilities Informing Strategy, which is currently under review.

Recommendation

That Council refers consideration of decision 2 of the 2024 electors' meeting (AEM2.03.24) regarding the request to upgrade facilities at Burkinshaw Park to the Recreation Facilities Informing Strategy, which is currently under review, where it will be assessed in the context of other facility upgrade requirements

Decision 3 Upgrade of Bilgoman Aquatic Centre

AEM3.03.24

That the Mundaring Shire in its budget deliberations for the 2024/2025 financial year insert in the budget that the Bilgoman Community Swimming Pool be enclosed around the pool area and that the grassed areas be excluded from the enclosure.

Advice Director Strategic and Community Services

The Shire is currently reviewing the Recreation Facilities Informing Strategy (RFIS), which assesses and prioritises requirements for all new and upgraded recreation facilities across the Shire.

To consider enclosing the pool at Bilgoman Aquatic Centre would require a feasibility study be undertaken first instance to ascertain costs, merits and viability.

This request will be considered and prioritised together with all other proposed significant recreational capital building works by Council as part of the Recreation Facilities Informing Strategy, which is currently under review.

Recommendation

That Council refers decision 3 of the 2024 electors' meeting regarding the upgrade of Bilgoman Aquatic Centre (AEM3.03.24), to the Recreation Facilities Informing Strategy, which is currently under review, where it will be assessed in the context of other facility upgrade requirements.

Decision 4 Noise Pollution at Bilgoman Aquatic Centre

AEM4.03.24

That the Mundaring Shire takes positive action to try to alleviate the unacceptable level of noise pollution at the Bilgoman Aquatic Centre with a possible solution to plant two or three rows of hedges along the fence line next to the Great Eastern Highway.

Advice Director Strategic and Community Services

For vegetation to be an effective sound attenuation device, it needs to be wide and dense. The widest vegetation screen possible at Bilgoman Aquatic Centre is around 9m, assuming all space between fence line along Great Eastern Highway to the edge of the dive bowl and the back of the grand stand is used. This is expected to provide a 2dB to 3dB decrease in noise level at higher frequencies and little to none at lower frequencies such as those created by large vehicles such as trucks. For reference, this level of attenuation is significantly lower than specialist concrete sound walls used along major roads that are around 4m to 5m high (approximately twice the height of the current fence) and can decrease sound in all frequencies by 7dB to 10dB.

A 9m wide hedge would seriously compromise the available outdoor space and capacity of the facility. The facility could accommodate a 2m wide vegetation screen along the fence line without affecting the useable space of the outdoor area of the pool. This depth of vegetation screen offers very little or no acoustic protection from noise.

Hedging can create a psychosomatic noise reduction, i.e., if you cannot see what is making the noise, it may not seem as loud, so from that perspective vegetation might assist. However, it will not physically be of any use as an acoustic barrier.

The most commonly applied method to reduce road noise is a large physical barrier in the form of a specialised concrete sound wall. These are normally 4m to 5m tall, which is around twice the height of the current fence at Bilgoman Aquatic Centre and would need to be over 60m long, and possibly longer if the wall needs to curve around the boundary. This type of wall would completely block the view of the pool from the highway and have a significant impact on aesthetics from inside the complex.

In addition, a dense vegetation screen or concrete sound wall at Bilgoman Aquatic Centre would diminish the passive surveillance and marketing benefits provided from exposure to Great Eastern Highway.



Current View of Bilgoman Aquatic Centre from Great Eastern Highway



View of Bilgoman Aquatic Centre with vegetation screen the height of existing fence



View of Bilgoman Aquatic Centre with concrete sound wall twice the height of current fence.

As achieving effective reduction in road noise will have significant negative visual and aesthetic impacts, and will diminish the passive surveillance and marketing benefits provided from exposure to Great Eastern Highway, it is recommended that Council notes the AEM decision and no further action is required.

Recommendation

That Council takes no further action in response to decision 4 of the 2024 electors' meeting (AEM4.03.24) regarding noise pollution at Bilgoman Aquatic Centre, as achieving effective reduction in road noise will have significant negative visual and aesthetic impacts, and will diminish the passive surveillance and marketing benefits provided from exposure to Great Eastern Highway.

Decision 5 Compensation - Refund of Rates

AEM5.03.24

That the Shire of Mundaring fully compensates Lara Churton-Hughes and her husband Alastair Hughes (of 1560 Woodlands Road, Stoneville) the equivalent amount of annual rates previously paid and any other levies also previously collected for a two (2) year period, being 2021/2022 and 2022/2023, in order to partially compensate those residents for their loss of privacy, loss of amenity and general use and enjoyment of their private property, in favour of allowing the Stoneville VBFB to operate out of their property as a temporary Fire Station in order to continue to serve and protect the local Stoneville and wider communities whilst potentially saving the Shire of Mundaring Ratepayers an estimated \$140,000 plus, over a two (2) year period.

Advice Director Corporate Services

Officers have discussed with the owners of 160 Woodlands Road, fair reimbursement for out-of-pocket expenses that have been incurred while the Stoneville Bush Fire Brigade occupied their shed for a period of approximately two years (October 2021 to September 2023). To date the Shire has agreed to pay power expenses and reinstate the gravel driveway to the shed (final cost not yet available).

The total value of rates, waste, emergency services levy, pool inspection levy and the instalment administration fee for 2021/22 and 2022/23 is \$5898.38.

Officers do not recommend any additional payments to that already agreed be considered a rates refund. If Council was to make payment in response to decision 5 of the 2024 electors' meeting it is recommended that an ex-gratia payment be made which would require a budget amendment.

Recommendation

That Council takes no further action in response to decision 5 of the 2024 electors' meeting (AEM5.03.24) regarding additional compensation for the owners of 160 Woodlands Road as agreement had previously been reached with the land owners to reimburse power and reinstate the gravel driveway.

Decision 6 Climate Emergency Action Plan

AEM6.03.24

That the Shire of Mundaring:

1. Develops an action plan to support the Shire's 2019 Declaration of Climate Emergency in consultation with the community;
2. Establishes an advisory body of experts to help develop and guide implementation of the Climate Emergency Action Plan; and
3. Establishes partnerships and collaboration with other local councils within WA and other states in developing a collective response to the climate emergency for maximum impact.

Advice Director Statutory Services

The following responses are provided in relation to the three 'parts' of the decision 6 of the 2024 electors' meeting:

1. Shire of Mundaring has not prepared a combined Climate Emergency Action Plan, maintaining separate plans to guide emissions reduction and adaptation. An updated Emissions Reduction Strategy was recently prepared for consideration by Council. The Western Australian Government is currently undertaking a climate science initiative to provide updated climate projections at a finer scale, and this is anticipated to deliver useful information in late 2024 or 2025. The Commonwealth Government has recently released a National Adaptation Plan Issues Paper for public comment and aims to produce a National Adaptation Plan by the end of 2024. Shire staff are therefore planning for the preparation of an updated local Climate Change Adaptation Strategy, with opportunities for community consultation, through late 2024 and 2025.
2. Shire of Mundaring has appointed an Environmental Advisory Group which has had input to the preparation of an updated Emissions Reduction Strategy 2024, and will also have input into the planned preparation of the updated Climate Change Adaptation Plan. Climate change will continue to impact community health, infrastructure and emergency management as well as the natural environment and development of the plan is expected to include public consultation opportunities.
3. Shire of Mundaring has previously joined Australian local government climate change networks 'Cities Power Partnership' and 'Climate Emergency Australia' as well as joining information sessions and collaborative projects organised by the WA Local Government Association (WALGA).

Recommendation

That Council, in response to decision 6 of the 2024 electors' meeting regarding the climate change action plan (AEM6.03.24), notes that the Shire will continue to seek expert advice, maintain collaborative partnerships, and undertake greenhouse gas emissions reduction and climate change adaptation in alignment with adopted Council plans and strategies.

Decision 7 Rural Small Holding Zoning

AEM7.03.24

That properties classified as Zoned Rural Small Holding (cl 5. 10. 11) be reduced to a requirement of no less than 40 acres to be able to then apply for subdivision or strata title and building a second dwelling with no size restrictions to the size of the dwelling.

Advice Director Statutory Services

Shire Officers have received numerous requests regarding the above over recent months, so as to potentially allow Lot 507 Great Eastern Highway, The Lakes, to be subdivided.

The subject property is zoned Rural Small Holdings and is approximately 17.4ha in area. In accordance with LPS4 the minimum lot size for this zoning is 10ha.

As part of any Scheme amendment request detailed justification is expected to be provided to the Shire justifying why it should be supported, having regard to the implications it may have for the zoning's objectives.

The following are LPS4 objectives of the Rural Small Holdings zoning:

- *"To ensure use and development of land is sited, designed and managed in harmony with the natural environment and so as to protect ecological and landscape values.*
- *To ensure conservation of soil, watercourses and other water resources and the protection of ecological and landscape values."*

The subject property falls within a bushfire prone area, a public drinking water source area and a Local Nature Area. It also contains threatened priority fauna and habitat trees which will need to be protected. No justification addressing these matters has been received despite being requested.

In any local planning scheme, it is important for amendments to the local planning scheme to be applied in an orderly and proper manner. The Shire will generally not support requests for a change of zoning ('spot rezonings'), or other amendments to be made to the local planning scheme, if it only applies to, and/or would only benefit, an individual property or to what is considered by the Shire to be a small area.

The landowner has been advised by Shire Officers that it is in the early stages of reviewing LPS4, and is able to consider the amendment request as part of the review process. Alternatively, Shire Officers have advised that they could lodge a development application for an ancillary dwelling on the property which is able to be resided in on a permanent basis by family or non-family members.

Recommendation

That Council refers decision 7 of the 2024 electors' meeting (AEM7.03.24) to be given further consideration to rural small holding lot sizes as part of the Local Planning Scheme No.4 review.

Decision 8 North Stoneville Structure Plan 34

AEM8.03.24

That Council formally apply to intervene as a party to the State Administrative Tribunal (SAT) public hearing of North Stoneville Structure Plan 34.

On March 8, at a Directions hearing, SAT determined that any application to intervene in the Full public hearing of SP34, is to be made in writing to SAT by August 23.

Advice The SAT on the 8th March 2024 made the following orders in relation North Stoneville SP34:

The Tribunal orders:

1. The applicant has leave to file an amended structure plan and associated annexures on or before 14 June 2024.
2. By 12 July 2024 the respondent must file with the Tribunal and give to the applicant the following documents:
 - a) a statement of issues, facts and contentions it says arise in relation to the decision under review; and
 - b) an indexed and paginated bundle in chronological or other logical order of the documents it is required to file under s 24 of the *State Administrative Tribunal Act 2004* (WA), namely:
 - (i) a statement of the reasons for the decision; and
 - (ii) documents and other material in its possession or under its control which are relevant to the Tribunal's review of the decision.
3. By 9 August 2024 the applicant must file with the Tribunal and give to the respondent its own statement of issues, facts and contentions setting out:
 - a) by reference to each paragraph number in the respondent's statement whether

the applicant accepts or rejects the issue, fact or contention identified by the respondent; and

b) any other issues, facts and contentions it says are relevant to the decision under review.

4. The applicant must at the time it files and gives its statement of issues, facts and contentions file with the Tribunal and give to the respondent an indexed and paginated bundle in chronological or other logical order of the documents on which it proposes to rely in the proceeding not in the respondent's bundle.
5. Copies of the material, the basis of orders 1, 2, 3 and 4 are to be provided to Save Perth Hills Inc and also the Shire of Mundaring.
6. Any application to intervene under s 37(3) of the State Administrative Tribunal Act 2004 or to make submissions under s 242 of the Planning and Development Act 2005 is to be made in writing by 23 August 2024.
7. The matter is listed for a directions hearing at 2:00 pm on 30 August 2024 at 565 Hay Street, Perth, Western Australia.

In discussions with Councils lawyers, it is advised that the intervention applications will come after the statement of issues, facts and contentions (SIFCs), because the SAT has to decide whether the proposed intervention has any role to play in light of the issues identified by the parties. This being the case officers are recommending a report be provided to Council at the appropriate time.

It is noteworthy that due to the time frames involved and the timing of publication of council agendas this August report may be a late item to the Council agenda.

Recommendation

That Council, in response to decision 8 of the 2024 electors' meeting (AEM8.03.24), requests a further report regarding North Stoneville Structure Plan 34 be presented to the August 2024 Ordinary Council Meeting to consider to intervene or make submission as a party to the SAT hearing of North Stoneville SP34.

Decision 9 FOGO

AEM9.03.24

That Council maintain the weekly general waste bin collection services, regardless of the implementation of FOGO.

Advice Director Infrastructure Services

With the introduction of a 240L weekly FOGO bin and fortnightly general waste bin collection there is significantly more capacity for people to dispose of household waste. This is because 80% of current household waste in the general waste bin is organic material or recyclable which the FOGO bin and Recycling Bin should take (refer bin audit details).

If organics and recyclables are correctly removed from the general waste bin would leave 20% of current waste in this bin. On this basis after a fortnight only 40% of the bin would be used, so in fact leaving 60% more space for general waste (or an additional 30% space weekly). This is whilst providing a weekly 240L FOGO bin capacity for organics (food, compostable bags, used tissues, paper towels, shredded paper and garden organics).

This is a major change in how people should place their waste. To assist people with this change, a significant education program is being rolled and has commenced, details of this were previously circulated.

The proposed kerbside bin collection arrangements match the best practice guidelines and funding requirements of the \$370,000 Better Bins grant. The exact same kerbside bin arrangements are also being implemented by nearby Councils City of Swan, City of Kalamunda and City of Belmont during 2024/25.

In regards to consideration of keeping or transitioning the change with a weekly general waste bin service is not logistically possible alongside the new weekly FOGO service as the EMRC simply do not have enough trucks to service this many bins. There is insufficient time to contract additional kerbside truck services to do this. This will also mean properties having to put out three bins (on their recycling collection day) which will be a problem in more built-up areas and unit developments that don't have room on the verge for three bins. It will also increase costs of kerbside services, not reduce landfill costs as much and could result in the loss of the \$370,000 Better Bins grant. Lastly efforts to have people reduce and recycle waste will be hampered as residents will have the ability to maintain overall volumes in the general waste bin that then gets disposed to landfill

Recommendation

That Council takes no further action in response to decision 9 of the 2024 electors' meeting regarding FOGO (AEM9.03.24) and continues with the planned FOGO introduction in line with the Waste Authorities Better Bins Guidelines being a weekly FOGO bin service and fortnightly general bin service.

Decision 10 Organisational Improvement

AEM10.03.24

That Council establishes a set of aspirational VALUES in the 2024-25 financial year and that the stated values will provide a destination for organisational improvement.

And:

1. That such Council lead values are not just motherhood statements but become lived values that apply at all levels of the Shire;
2. That in the establishment of these values staff will not be involved directly or indirectly to avoid the inherent conflicts / perceived conflicts of interest. That Council will directly engage a specialist external consultant to assist them;
3. That the values that are established will guide all behaviours, documents and decisions of everyone in the Shire;
4. That future Community perception surveys will be designed to include community perceptions of adherence to the values that are exposed by Council;
5. That design of future Community Perceptions surveys will be approved by Council prior to issue; and
6. Throughout the organisation and at all levels, organisational values will and be a part of the KPI setting and staff review process.

Advice Chief Executive Officer

Council adopted its Governance Framework in May 2023, which contains a set of endorsed organisational values. These values are open for Council to review at any time.

The following comments are provided in relation to the six 'parts' of decision 10 of the 2024 electors' meeting:

1. The current values are applied across the organisation.
2. If Council were of a mind to review the values, the CEO would recommend that a collaborative approach be taken in their development, which would include Councillors, the CEO, Council staff and potentially other stakeholders. If the Council had a desire to review the existing cultural values, it would be recommended to involve an external consultant to facilitate this process.
3. The existing values are currently utilised across the organisation in a variety of ways, to assist and guide the organisational culture. Council could look to further strengthen / confirm this through the Chief Executive Officer Key Performance Indicators (KPI's). While the current KPI's have been set by Council recently, Council could look at including specific key performance indicators relating to values which it feels are currently not covered, when establishing the 2024/25 KPI's.
4. The next community perception survey is due in 2025/26. It would be open for Council to request the inclusion of values in the next survey at that time.
5. The next community perception survey is due in 2025/26. The most recent survey, developed independently by strategic planning and research company Catalyse, is the first time it has been utilised by the Shire of Mundaring. One of the benefits of this survey is it provides the opportunity to compare Shire of Mundaring performance / outcomes with other local governments across Australia. If Council continues with this survey, it will also provide the opportunity to track changes in community perceptions moving forward. While Council could have input into the structure of the survey, it would be prudent to make this decision once Council finalises the current survey / Council plan process and at a time closer to the next survey being released.
6. This is considered an operational matter for the Chief Executive Officer to determine and implement. It is however usual that organisational values, amongst other things, are utilised to assist in establishing staff performance indicators.

The matter of Shire of Mundaring Values has been previously raised by the Shire President and discussed with the Chief Executive Officer. This being the case it is being recommended that Council have a more detailed discussion around the already established values at an upcoming Council forum.

Recommendation

That Council in response to decision 10 of the 2024 electors' meeting (AEM10.03.24) regarding organisational improvement refers the topic of organisational values to an upcoming Council Forum for further discussion and direction.

Decision 11 Mundaring Town Centre Development

AEM11.03.24

That in the 2024-25 financial year Council will commission an independent, well credentialed property development consultant to provide options to expedite development of the Town Centre:

1. Considerations will be given that such developments might be Shire, debt (Treasury), Grants by patient investors or other solutions that the consultant may suggest;
2. The Shire may become owners and landlords of some apartments, commercial tenancies or social amenities in order to underpin construction commencement;
3. The underlying principle will be that such developments would need to be cash flow positive to avert an excessive burden on the finances of the Shire and will contribute to the progressive development of the Town Centre; and
4. That the consultant's report will deliver options and provide a credible, independent report to support Grant or other applications.

Advice Director Strategic and Community Services

The Shire is actively planning for revitalisation of the Mundaring Town Centre. This includes enabling and facilitating development that aligns with Council and the community's aspirations for the town centre to be a vibrant and desirable place to live, shop, work and visit.

At the appropriate times, the Shire will continue to engage specialist consultants to provide information and advice required to support planning for the Mundaring Town Centre and assist Council in its decision making.

The following responses are provided in relation to the four 'parts' of decision 11 of the 2024 electors' meeting:

1. Council will consider any development in the town centre on merit and in line with Council's relevant decision-making frameworks for significant decisions (for example, Strategic Community Plan 2020 – 2030, Local Planning Scheme 4) and such consideration may include (but is not limited to) elements such as financial impact, social benefit, risk, legislative requirements, community priorities and alignment with the local planning framework.
2. At the appropriate time/s, Council will consider any options for the Shire to own, sell, develop, lease and/or manage land and buildings on merit and in line with Council's decision-making framework and legislative requirements.
3. Council will consider any development in the town centre on merit and in line with Council's decision-making framework and such consideration may include (but is not limited to) elements such as financial impact, social benefit, risk, legislative requirements, community priorities and alignment with the local planning framework.
4. A consultant is a professional services provider, with specialist knowledge, who undertakes research and provides independent recommendations to inform decision making. Council will continue to engage specialist consultants, in accordance with Council Purchasing Policy AS-04, to provide information and advice required to support planning for the Mundaring Town Centre and assist Council in its decision making.

Recommendation

That Council takes no further action at this time in response to decision 11 of the 2024 electors' meeting (AEM11.03.24) regarding engagement of a property development consultant, noting that it will give consideration to the use of specialised 'consultants' to expedite the town centre development at the appropriate time and on advice from the Chief Executive Officer.

Decision 12 De-Politicisation of Environmental Protection Agency

AEM12.03.24

That the Shire of Mundaring (SOM) advise State Government requesting de-politicisation of the Environmental Protection Agency (EPA) such that:

1. The EPA becomes entirely eco-scientific, and independent of government control or influence - able to report to the Environment Minister but without any direction or requirement from that minister, including no requirement for the minister to provide the EPA with any "Statement of Intent";
2. The EPA becomes proactive in actually protecting the environment by requiring comprehensive eco-scientific research and record of all land for the basis of public and mutual consultation by development proponents and all other sectors of the community; and
3. The EPA makes the independent eco-scientific information from proactive land research and analysis the basis of adjudication of a matter brought to the attention of the EPA, in place of the current adjudication process made on the basis of information provided by competing vested interests, which is usually not comprehensive and objective and therefore cannot be relied upon to be eco scientific.

This communication to State Government is to be made in a letter composed in collaboration with Friends of Council Mundaring, Nannas for Native Forests Perth Hills, and Friends of the Northern Jarrah Forests (and any other local, relevant, interested parties), with information attachments approved by WA Forest Alliance and other relevant environmental non-government organisations.

Advice Director Statutory Services

The following responses are provided in relation to the three 'parts' of decision 12 of the 2024 electors' meeting:

1. The Environmental Protection Agency is established by the State Government and members are appointed to the EPA on the recommendation of the Minister for Environment. In December 2023, the State Government announced planned reform of EPA environmental impact assessment processes and this included providing a Statement of Intent to the EPA, outlining the Government's priorities and policies. This was informed by recommendations of the Vogel-McFerran Review, led by former EPA chair Dr Paul Vogel. Some community concerns were expressed through the media that these changes could result in less independent advice from the EPA. While the EPA is expected to provide independent environmental advice to government, by its nature it cannot reasonably be considered independent of government.

2. Legal access to land for biological surveys and knowledge of development intentions is typically held by the landowner, and it is standard practice in many jurisdictions for environmental impact processes to require that the proponents arrange the preparation of necessary documents to seek approvals. This can lead to concern about the accuracy of submitted studies and subsequent assessment; however, it is not possible to undertake detailed surveys and studies across the state at a level that could be used to inform decisions on future potential applications.
3. The EPA operates in accordance with the *Environmental Protection Act 1986*, which provides the EPA objective to: 'use its best endeavours – a) to protect the environment; and b) to prevent, control and abate pollution and environmental harm.' The 2023 announcement of planned reform included a statement that further consultation with industry and conservation groups will be undertaken as part of the reforms. The Shire often shares information about State Government consultation periods to encourage community participation in public comment opportunities. Engagement with these processes would be an appropriate way for all interested residents and community groups to express their specific views on proposed changes, including various perspectives on decision making by the EPA.

Recommendation

That Council notes there will be diverse views on environmental impact assessment reform and opportunities for interested groups to engage with State Government consultation processes, and takes no further action in response to decision 12 of the 2024 electors' meeting (AEM12.03.24) regarding the de-politicisation of Environmental Protection Agency.

Decision 13 Hyperspectral Survey Policy

AEM13.03.24

That the Shire of Mundaring resolve to make a Hyperspectral Survey Policy, which:

1. Supports the future implementation of Hyperspectral Survey across the Shire of Mundaring;
2. Resolves to collaborate with the community and other Shires toward obtaining a Hyperspectral Survey of all shires within the Northern Jarrah Forest Belt;
3. To proactively inform all Council planning and land management with accurate updated land and people information; and
4. Including informing eco planning and development, which meet the criteria for obtaining UNESCO listing of the Northern Jarrah Forest Belt, as a World Biosphere and World Heritage Centre.

Advice Director Statutory Services

The following responses are provided in relation to the four 'parts' of decision 13 of the 2024 electors' meeting:

1. Hyperspectral imaging collects spatial data across a wider range of the electromagnetic spectrum compared to aerial photography (visible light) or multi-spectral (e.g. visible light plus infrared or near-infrared). It collects larger amounts of data per unit of area, and allows for more detailed spatial analysis of environmental characteristics including soil and vegetation. Collection, calibration through ground-truthing and processing of hyperspectral imagery is an expensive exercise and

ideally repeated at regular intervals to identify trends or patterns of change over time (e.g. soil moisture). A policy prescribing use of one of the most expensive forms of spatial data would not be consistent with following a flexible and pragmatic approach based on immediate data needs and availability, and would likely not be able to be followed without additional budget provision.

2. Shire of Mundaring staff have previously engaged with neighbouring local governments at different times to seek a collaborative approach to collecting LiDAR data for the hills, and to consider seeking grant funding for a joint capture of remote data to inform land management. However, there was limited interest in a partnership approach and ultimately the Shire acted alone to engage consultants to collect and process LiDAR and some existing multi-spectral satellite imagery.
3. Shire projects and decisions requiring spatial data are usually undertaken using existing mapping provided by the State Government. Where additional spatial data is required, this is assessed on a case-by-case basis, considering the costs, benefits and alternative options available at the time.
4. The northern jarrah forest bioregion (also referred to as the northern subregion or northern district of the Jarrah Forest Bioregion) covers a large area between Toodyay and Collie. Nominations for inclusion in UNESCO World Biosphere Reserves require the national government to forward a nomination with supporting documentation, but this does not specify hyperspectral imaging. Without substantial calibration effort to classify the collected data, hyperspectral imaging will provide limited information on the specific biodiversity values and ecological health of the region surveyed and any funding made available for surveys in support of a UNESCO nomination might be better directed to on-ground flora and fauna investigations.

Recommendation

That Council notes that the State Government provides the majority of spatial data necessary for Shire projects and decision-making, and takes no further action in response to decision 13 of the 2024 electors' meeting (AEM13.03.24) regarding development of a Hyperspectral Survey Policy.

Decision 14 Friends of the Northern Jarrah Forests

AEM14.03.24

That the Shire of Mundaring resolve to collaborate with the local and wider community (including non-government organisations (NGOs) - including Friends of the Northern Jarrah Forests and WA Forest Alliance (Wafa) and other Shires within the Belt) in eco-scientifically investigating (without partisan or vested interest interference) the reality and feasibility of the Northern Jarrah Forests Belt WA, becoming accredited as a UNESCO World Biosphere Reserve and/or World Heritage site.

Advice Director Statutory Services

The United Nations Educational, Scientific and Cultural Organisation (UNESCO) has criteria for designating an area as a World Biosphere Reserve or World Heritage Site. A World Heritage Site is a landmark or area containing outstanding natural or cultural heritage of universal value to humanity, and Australian examples include the Sydney Opera House, Great Barrier Reef, and Ningaloo Coast. A World Biosphere Reserve is a place that promotes balancing biodiversity conservation with sustainable use and include core conservation zones, buffer zones, and transition areas with more social and

economic activity. Australian examples are the Fitzgerald Biosphere Reserve between Bremer Bay and Hopetoun, and the Noosa Biosphere Reserve and Sunshine Coast Biosphere Reserve in Queensland.

Designation as a UNESCO World Heritage Site or Biosphere Reserve could support funding proposals for natural area management or eco-tourism development. However, it would require significant time and preparation to work towards a potential nomination across the Jarrah Forest Bioregion, or northern subregion, which may not be successful. In either case, to initiate consideration of listing requires the national government to make the nomination to UNESCO. While it is possible that the northern jarrah forest could meet the criteria and be considered for inclusion on UNESCO lists, the assessment and consultation stages would be more appropriately initiated by the Western Australian or Australian Government.

Recommendation

That Council, in response to decision 14 of the 2024 electors' meeting (AEM14.03.24), writes to Australian Department of Climate Change, Energy, the Environment and Water to request information on the process of nomination of the northern jarrah forest bioregion to the UNESCO World Biosphere Reserve and/or World Heritage lists in order to consider whether advocacy in support of a nomination is appropriate.

Decision 15 Northern Jarrah Forest Ecology

AEM15.03.24

That the Shire of Mundaring resolve to support the works of the Friends of the Northern Jarrah Forest, Mundaring, in their quests to:

1. Eco-scientifically save the Northern Jarrah Forest ecology in the Shire of Mundaring, as model for all other shires within that ecology;
2. Network the shires of the Northern Jarrah Forest Belt, which includes the Shire of Mundaring and all neighbouring shires, to collaborate toward registration of the Northern Jarrah Forests Belt as a UNESCO Biosphere and World Heritage Centre;
3. Support networking of those shires to mutually obtain Hyperspectral Surveillance as a means of collecting geo-bio data across the entirety of the Northern Jarrah Forests; and
4. Set up of an umbrella "Friends of the Northern Jarrah Forests WA" for:
 - the coordination of all 'Friends of the Northern Jarrah Forests', with a friends group in each shire; and
 - the coordination of a "Scientists for the Northern Jarrah Forests Advisory Group", probably under the auspices of WA Forest Alliance.

Advice Director Statutory Services

The following responses are provided in relation to the four 'parts' of decision 15 of the 2024 electors' meeting:

1. The northern jarrah forest bioregion covers a large area between Toodyay and Collie. Shire of Mundaring's Local Biodiversity Strategy 2023 – 2030 includes a range of actions to protect local biodiversity including local areas of the northern jarrah forest. Full implementation of the Strategy will require budget increases for environmental management, but these are still unlikely to achieve the level of nature reserve

management currently undertaken by larger metropolitan local governments or provide a model for other local governments.

2. The assessment and nomination of the northern jarrah forest as a UNESCO Biosphere Reserve or World Heritage Site is more appropriately initiated by the Western Australian or Australian Government. Given the extent of the northern jarrah forest bioregion it is unlikely that the Shire of Mundaring would have any significant role, however it is open to residents to engage with the State or Commonwealth Governments (independently or via environmental advocacy groups) in support of a nomination process.
3. Hyperspectral surveys and other remotely collected data could be used in a potential UNESCO nomination, or to improve land management across the northern jarrah forest. The State Government Capture WA program is managed by Landgate to collect and share remote data including aerial and satellite imagery, taking a coordinated approach to improve efficiency and avoid duplication. For a large area of south-west Western Australia such as the northern jarrah forest, it would be appropriate for Capture WA to coordinate remote data collection in consultation with DBCA as the primary land manager and conservation agency.
4. The Local Biodiversity Strategy 2023 - 2030 includes continued support for local environmental groups. The formation and coordination of new community groups beyond Shire boundaries was not included, and it is noted that there are existing groups such as the WA Forest Alliance that have already formed around forest protection. Shire of Mundaring participates in the existing Parks of the Darling Range Community Advisory Committee, which is coordinated by the Department of Biodiversity, Conservation and Attractions (DBCA) and includes a number of metropolitan local governments managing sections of northern jarrah forest.

Recommendation

That Council, in response to decision 15 of the 2024 electors' meeting (AEM15.03.24), writes to Landgate and Department of Biodiversity, Conservation and Attractions to request consideration of a hyperspectral mapping initiative for the northern jarrah forest, and requests that mapping results be shared with land managers including local governments.

Decision 16 Mt Helena Skate Park

AEM16.03.24

That Council change the Mt Helena skate park Shire contribution to 2024.

Advice Director Infrastructure Services

Mt Helena skate park was last upgraded and extended in 2021. The request for an additional extension is listed in the later part of the ten year capital program as other locations including Brown Park are yet to have any upgrade. Recreation facilities including skate parks will be considered and prioritised together with all other proposed significant recreational capital building works by Council as part of the Recreation Facilities Informing Strategy, which is currently under review.

Recommendation

That Council, in response to decision 16 of the 2024 electors' meeting (AEM16.03.24) regarding the request to upgrade the Mt Helena skate park, refers the matter to the Recreation Facilities Informing Strategy which is currently under review, where it will be assessed in the context of other facility upgrade requirements.

Decision 17 Initiatives in Forest Science

AEM17.03.24

That the Shire of Mundaring resolve to encourage and support all initiatives for all sectors of Shire of Mundaring to be educated in Forest Science, and in particular the science of the ecology of our Northern Jarrah Forest.

Advice Director Statutory Services

Shire of Mundaring undertakes environmental education initiatives including hosting talks and workshops for residents and preparing guides to elements of the local landscape.

Shire of Mundaring also provides support for a range of community organised events. Grant funding will have specific eligibility and assessment criteria based on Council's objectives and priorities at that time. Requests to book Shire reserves or venues for events are assessed based on the requirements of the place or facility. Requests from community groups for assistance to hold events or provide information about jarrah forest ecology would be assessed on a case-by-case basis.

Recommendation

That Council, in response to decision 17 of the 2024 electors' meeting regarding initiatives in forest science (AEM17.03.24), notes that the Shire continues to consider requests from community groups for assistance to hold events or provide information about forest science and jarrah forest ecology on a case-by-case basis.

Decision 18 Initiatives in Community Governance

AEM18.03.24

That the Shire of Mundaring resolve to encourage and support all initiatives for all sectors of Shire of Mundaring to be educated in Community Governance.

Advice Director Corporate Services

There is a significant amount of information available on the Shire's website as required by the *Local Government Act 1995* and to meet the Shire's objectives and strategies of having a "*high standard of governance and accountability*" item 4.4 of the Shire's Strategic Community Plan 2020-2030. Information regarding specific governance matters is also included in Shire communications (news items, newsletters, social media etc.) which encourages and informs the community of the Shire's governance practices.

Recommendation

That Council takes no further action in response to decision 18 of the 2024 electors' meeting regarding initiatives in community governance (AEM18.03.24) as comprehensive information regarding the Shire's governance practices is available.

Decision 19 Containers for Change Project

AEM19.03.24

That Council consider allocating the 6c collected in the Containers for Change project, be expended on projects submitted by these community groups who have participated in this scheme.

Advice Director Infrastructure Services

The Container Deposit Scheme works by paying the depositor of containers 10 cents and the Shire 6 cents as the refund point operator. Currently the budgeted income received as the refund point operator of \$370,000 matches the budgeted expenditure incurred in running the operations of \$370,000. As the volume and popularity of recycling containers grows, it is expected that a small profit margin above operating costs will develop to enable an offset to waste fees and charges.

Recommendation

That Council notes the current income received from the containers for change service offsets current expenditure costs to run the service and takes no further action in response to decision 19 of the 2024 electors' meeting regarding initiatives in community governance (AEM19.03.24).

VOTING REQUIREMENT

Simple Majority

8.40pm, Cr McNeil had previously declared a proximity interest in Annual Electors' Motion Decision 8 and left the meeting for debate on this item.

Cr Cook assumed the chair.

OFFICER RECOMMENDATION / COUNCIL DECISION C8.04.24

Moved by Cr Ellery Seconded by Cr Daw

That Council, in response to decision 8 of the 2024 electors' meeting (AEM8.03.24), requests a further report regarding North Stoneville Structure Plan 34 be presented to the August 2024 Ordinary Council Meeting to consider to intervene or make submission as a party to the SAT hearing of North Stoneville SP34.

CARRIED 8/0

For: Cr Jeans, Cr Mehta, Cr Daw, Cr Cook, Cr Ellery, Cr Beale, Cr Cicchini and Cr Zlatnik

Against: Nil

8.43pm Meeting Adjourned

COUNCIL DECISION MOTION		C9.04.24	
Moved by	Cr Cook	Seconded by	Cr Zlatnik
That the meeting be adjourned for a period of 5 minutes.			
CARRIED 8/0			
For:	Cr Jeans, Cr Mehta, Cr Daw, Cr Cook, Cr Ellery, Cr Beale, Cr Cicchini and Cr Zlatnik		
Against:	Nil		

8.50pm Meeting Resumed

The meeting resumed with the following Council Members in attendance:

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

MOTION			
Moved by	Cr Daw	Seconded by	Cr Jeans
That Council consider all Annual Electors' meeting motions separately.			
			LOST 3/6
For:	Cr Jeans, Cr Daw and Cr Cicchini		
Against:	Pres McNeil, Cr Mehta, Cr Cook, Cr Ellery, Cr Beale, and Cr Zlatnik		

Moved by Cr Mehta Seconded by Cr Zlatnik

That Council:

1. Acknowledges the contributions made by electors who participated in the 2024 annual electors' meeting.
2. In response to the Annual Electors Meeting decisions 1 – 19, adopts the officer recommendations en-bloc, excluding decisions 1, 4, 8, 9, 10 & 17:

Decision 2 Upgrade of Burkinshaw Park

That Council refers consideration of decision 2 of the 2024 electors' meeting (AEM2.03.24) regarding the request to upgrade facilities at Burkinshaw Park to the Recreation Facilities Informing Strategy, which is currently under review, where it will be assessed in the context of other facility upgrade requirements.

Decision 3 Upgrade of Bilgoman Aquatic Centre

That Council refers decision 3 of the 2024 electors' meeting (AEM3.03.24) regarding the request to upgrade facilities at Bilgoman Aquatic Centre to be considered in the Recreation Facilities Informing Strategy, which is currently under review, where it will be assessed in the context of other facility upgrade requirements.

Decision 5 Compensation - Refund of Rates

That Council takes no further action in response to decision 5 of the 2024 electors' meeting (AEM5.03.24) regarding additional compensation for the owners of 160 Woodlands Road as agreement had previously been reached with the land owners to reimburse power and reinstate the gravel driveway.

Decision 6 Climate Emergency Action Plan

That Council, in response to decision 6 of the 2024 electors' meeting regarding the climate change action plan (AEM6.03.24), notes that the Shire will continue to seek expert advice, maintain collaborative partnerships, and undertake greenhouse gas emissions reduction and climate change adaptation in alignment with adopted Council plans and strategies.

Decision 7 Rural Small Holding Zoning

That Council refers decision 7 of the 2024 electors' meeting (AEM7.03.24) to be given further consideration to rural small holding lot sizes as part of the Local Planning Scheme No.4 review.

Decision 11 Mundaring Town Centre Development

That Council takes no further action at this time in response to decision 11 of the 2024 electors' meeting regarding engagement of a property development consultant (AEM11.03.24), noting that it will give consideration to the use of specialised 'consultants' to expedite the town centre development at the appropriate time and on advice from the Chief Executive Officer.

Decision 12 De-Politicisation of Environmental Protection Agency

That Council notes there will be diverse views on environmental impact assessment reform and opportunities for interested groups to engage with State Government consultation processes, and takes no further action in response to decision 12 of the 2024 electors' meeting (AEM12.03.24) regarding the de-politicisation of Environmental Protection Agency.

Decision 13 Hyperspectral Survey Policy

That Council notes that the State Government provides the majority of spatial data necessary for Shire projects and decision-making, and takes no further action in response to decision 13 of the 2024 electors' meeting (AEM13.03.24) regarding development of a Hyperspectral Survey Policy.

Decision 14 Friends of the Northern Jarrah Forests

That Council, in response to decision 14 of the 2024 electors' meeting (AEM14.03.24), writes to Australian Department of Climate Change, Energy, the Environment and Water to request information on the process of nomination of the northern jarrah forest bioregion to the UNESCO World Biosphere Reserve and/or World Heritage lists in order to consider whether advocacy in support of a nomination is appropriate.

Decision 15 Northern Jarrah Forest Ecology

That Council, in response to decision 15 of the 2024 electors' meeting (AEM15.03.24), writes to Landgate and Department of Biodiversity, Conservation and Attractions to request consideration of a hyperspectral mapping initiative for the northern jarrah forest, and requests that mapping results be shared with land managers including local governments.

Decision 16 Mt Helena Skate Park

That Council, in response to decision 16 of the 2024 electors' meeting (AEM16.03.24) regarding the request to upgrade the Mt Helena skate park, refers the matter to the Recreation Facilities Informing Strategy which is currently under review, where it will be assessed in the context of other facility upgrade requirements.

Decision 18 Initiatives in Community Governance

That Council takes no further action in response to decision 18 of the 2024 electors' meeting regarding initiatives in community governance (AEM18.03.24) as comprehensive information regarding the Shire's governance practices is available.

Decision 19 Containers for Change Project

That Council notes the current income received from the containers for change service offsets current expenditure costs to run the service and takes no further action in response to decision 19 of the 2024 electors' meeting regarding initiatives in community governance (AEM19.03.24).

CARRIED 6/3

For: Pres McNeil, Cr Mehta, Cr Cook, Cr Ellery, Cr Beale and Cr Zlatnik

Against: Cr Jeans, Cr Daw and Cr Cicchini

Decision 1 Addition to Acknowledgement of Country

COUNCIL DECISION MOTION	C11.04.24		
Moved by	Cr Cook	Seconded by	Cr Zlatnik
That Cr Mehta be allowed a three minute extension of time to speak to this item, in accordance with clause 6.11 of the <i>Shire of Mundaring Meeting Procedures Local Law 2015</i> .			
CARRIED 9/0			
For:	Cr Jeans, Pres McNeil, Cr Mehta, Cr Daw, Cr Cook, Cr Ellery, Cr Beale, Cr Cicchini and Cr Zlatnik		
Against:	Nil		

COUNCIL DECISION MOTION	C12.04.24		
Moved by	Cr Mehta	Seconded by	Cr Zlatnik
That Cr Daw be allowed a three minute extension of time to speak to this item, in accordance with clause 6.11 of the <i>Shire of Mundaring Meeting Procedures Local Law 2015</i> .			
CARRIED 9/0			
For:	Cr Jeans, Pres McNeil, Cr Mehta, Cr Daw, Cr Cook, Cr Ellery, Cr Beale, Cr Cicchini and Cr Zlatnik		
Against:	Nil		

MOTION			
Moved by	Cr Ellery	Seconded by	Cr Beale
That Council, in response to decision 1 of the 2024 electors' meeting (AEM1.03.24), requests the Reconciliation Action Plan Working Group provide feedback on the proposed addition to the Acknowledgement of Country.			
LOST 4/5			
For:	Cr Ellery, Cr Cook, Cr Beale and Cr Cicchini		
Against:	Cr Jeans, Pres McNeil, Cr Mehta, Cr Daw and Cr Zlatnik		

MOTION			
Moved by	Cr Cook	Seconded by	Cr Ellery
<p>That Council in response to decision 1 of the 2024 electors' meeting (AEM1.03.24) regarding Acknowledgment of Country refer to matter to the Reconciliation Action Plan Group for comment, noting Council's view is to support the officer's recommendation.</p>			
			LOST 4/5
For:	Cr Cook, Cr Ellery, Cr Beale and Cr Cicchini		
Against:	Cr Jeans, Pres McNeil, Cr Mehta, Cr Daw and Cr Zlatnik		

OFFICER RECOMMENDATION / COUNCIL DECISION		C13.04.24	
Moved by	Cr Mehta	Seconded by	Cr Zlatnik
<p>That Council takes no further action in response to decision 1 of the 2024 electors' meeting (AEM1.03.24) regarding additions to the Acknowledgement of Country as to change Council's current Acknowledgement of Country would change the meaning of its intent as a protocol, which is to promote respect, reconciliation, and awareness of First Nations culture and history and the value of the Acknowledgement would be eroded.</p>			
			CARRIED 7/2
For:	Cr Jeans, Pres McNeil, Cr Mehta, Cr Daw, Cr Cook, Cr Beale and Cr Zlatnik		
Against:	Cr Ellery and Cr Cicchini		

Decision 4 Noise Pollution at Bilgoman Aquatic Centre

OFFICER RECOMMENDATION

That Council takes no further action in response to decision 4 of the 2024 electors' meeting (AEM4.03.24) regarding the upgrade of Bilgoman Aquatic Centre, as achieving effective reduction in road noise will have significant negative visual and aesthetic impacts, and will diminish the passive surveillance and marketing benefits provided from exposure to Great Eastern Highway.

MOTION

Moved by Cr Cook Seconded by Cr Ellery

That Council in response to decision 4 of the 2024 electors' meeting (AEM4.03.24) regarding noise pollution at Bilgoman Aquatic Centre:

1. Include in the 2024/25 Budget funding to plant a row of hedges at the Bilgoman Aquatic Centre adjoining Great Eastern Highway on the inside of the current boundary fence; and
2. Include in the 2024/25 Budget funding to plant a row of hedges at the Bilgoman Aquatic Centre on the outside of the current boundary fence, noting that approval will be required from Main Roads WA.

LOST 3/6

For: Cr Cook, Cr Jeans and Cr Cicchini

Against: Pres McNeil, Cr Mehta, Cr Daw, Cr Ellery, Cr Beale Cr Zlatnik

COUNCIL DECISION MOTION

C14.04.24

Moved by Cr Ellery Seconded by Cr Zlatnik

That Council in response to decision 4 of the 2024 electors' meeting (AEM4.03.24) regarding noise pollution at Bilgoman Aquatic Centre, that screening vegetation planting on Great Eastern Highway Road Reserve adjacent to Bilgoman Aquatic Centre and sound attenuation be considered as part of the 2024/2025 budget process.

CARRIED 9/0

For: Cr Jeans, Pres McNeil, Cr Mehta, Cr Daw, Cr Cook, Cr Ellery, Cr Beale, Cr Cicchini and Cr Zlatnik

Against: Nil

Decision 9 FOGO

OFFICER RECOMMENDATION

That Council takes no further action in response to decision 9 of the 2024 electors' meeting regarding FOGO (AEM9.03.24) and continues with the planned FOGO introduction in line with the Waste Authorities Better Bins Guidelines being a weekly FOGO bin service and fortnightly general bin service.

COUNCIL DECISION MOTION

C15.04.24

Moved by Cr Cicchini Seconded by Cr Jeans

That Cr Ellery be allowed a three minute extension of time to speak to this item, in accordance with clause 6.11 of the *Shire of Mundaring Meeting Procedures Local Law 2015*.

CARRIED 9/0

For: Cr Jeans, Pres McNeil, Cr Mehta, Cr Daw, Cr Cook, Cr Ellery, Cr Beale, Cr Cicchini and Cr Zlatnik

Against: Nil

COUNCIL DECISION MOTION

C16.04.24

Moved by Cr Ellery Seconded by Cr Cook

That Council in response to decision 9 of the 2024 electors' meeting regarding FOGO (AEM9.03.24):

1. Continues with the planned FOGO introduction in line with the Waste Authorities Better Bins Guidelines being a weekly FOGO bin service and fortnightly general bin service; and
2. That a mailed communication be sent to all households 6 weeks prior to implementation including the following information:
 - The changes to waste collections services;
 - Alternatives available to the community including additional bins;
 - The process for returning existing secondary general waste bins; and
 - The alternative implementation methods considered and their reason for discounting

CARRIED 7/2

For: Cr Jeans, Cr Mehta, Cr Cook, Cr Ellery, Cr Beale, Cr Cicchini and Cr Zlatnik

Against: Pres McNeil and Cr Daw

Reason for the Change

This addresses the core issue: the community has not had clear communication on what is the change, why it is being done the way it is and what options are available to them. The current communication plan intend for mail boxing when the bin is delivered.

10.37pm, Cr Daw left the meeting and did not return

Decision 10 Organisational Improvement

OFFICER RECOMMENDATION

That Council in response to decision 10 of the 2024 electors' meeting regarding organisational improvement (AEM10.03.24) refers the topic of organisational values to an upcoming Council Forum for further discussion and direction.

COUNCIL DECISION MOTION

C17.04.24

Moved by Pres McNeil Seconded by Cr Mehta

That Council in response to decision 10 of the 2024 electors' meeting, reviews the current Organisational Values and considers a revised set of Values during the 2024 Council Plan process.

CARRIED 8/0

For: Cr Jeans, Pres McNeil, Cr Mehta, Cr Cook, Cr Ellery, Cr Beale, Cr Cicchini and Cr Zlatnik

Against: Nil

Reason for the Change

The current preparation of a new Council Plan presents a timely opportunity to review the Council values as well.

Decision 17 Initiatives in Forest Science

MOTION			
Moved by	Cr Cook	Seconded by	Cr Jeans
<p>That Council in response to decision 17 of the 2024 electors' meeting regarding initiatives in forest science (AEM17.03.24):</p> <ol style="list-style-type: none">1. Notes that the Shire continues to consider requests from community groups for assistance to hold events or provide information about forest science and jarrah forest ecology on a case-by-case basis; and2. Requests an internal briefing paper and or Council Forum presentation from staff on Jarrah Forrest Ecology. <p style="text-align: right;">LOST 1/7</p> <p>For: Cr Cook</p> <p>Against: Cr Jeans, Pres McNeil, Cr Mehta, Cr Ellery, Cr Beale, Cr Cicchini and Cr Zlatnik</p>			

OFFICER RECOMMENDATION/ COUNCIL DECISION		C18.04.24
Moved by	Cr Zlatnik	Seconded by Cr Ellery
<p>That Council, in response to decision 17 of the 2024 electors' meeting regarding initiatives in forest science (AEM17.03.24), notes that the Shire continues to consider requests from community groups for assistance to hold events or provide information about forest science and jarrah forest ecology on a case-by-case basis.</p> <p style="text-align: right;">CARRIED 8/0</p> <p>For: Cr Jeans, Pres McNeil, Cr Cook, Cr Ellery, Cr Beale, Cr Cicchini and Cr Zlatnik</p> <p>Against: Nil</p>		

10.5 Survey Response to Standardised Meeting Procedures Consultation Paper

File Code	OR.IGR.2
Author	Elizabeth Nicholls, Governance Co-ordinator
Senior Employee	Garry Bird, Director Corporate Services
Disclosure of Any Interest	Nil
Attachments	<ol style="list-style-type: none">1. Survey Responses - Standardised Meeting Procedures Consultation Paper ↓2. Meeting Procedures Local Law with proposed DLGSC inclusions ↓

PURPOSE

For Council to endorse the proposed survey responses to the Department of Local Government, Sport and Cultural Industries standardised meeting procedures consultation paper (**Attachment 1**).

BACKGROUND

The Department of Local Government, Sport and Cultural Industries (the Department) released a consultation paper for standardised meeting procedures for all local governments on 28 February 2024. The *Local Government Act 1995* (the Act) was amended late last year which provides that regulations may prescribe the making meeting procedures for all local governments. When the regulations come into operation (expected in the second half of 2024), the Shire's *Meeting Procedures Local Law 2015* (local law) will be repealed by the Governor.

The consultation paper explores each of the policy positions that the Department has set in relation to meeting procedures going forward and a survey like response mechanism. The survey provides 34 questions in relation to the meeting procedures proposals.

An item was provided to the Council Forum held 26 March 2024 for council members to provide feedback on the draft survey responses.

Responses are due to be submitted to the Department by Wednesday 29 May 2024. Whilst full submission documents are accepted, the Department has advised it is preferable they be submitted via the survey.

STATUTORY / LEGAL IMPLICATIONS

Should the proposed regulations be introduced, this would result in changes to the Act and associated regulations.

POLICY IMPLICATIONS

Should the proposed regulations be introduced, there may be implications on the Shire's current policies.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 4 - Governance

Objective 4.4 – High standard of governance and accountability

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

SUSTAINABILITY IMPLICATIONS

Nil

RISK IMPLICATIONS

Risk: Reputation: The proposals introduced by the Department do not reflect the Shire's views or practices impacting the Shire's meetings or limiting opportunities for public participation.		
Likelihood	Consequence	Rating
Possible	Minor	Moderate
Action / Strategy		
The proposed survey responses are endorsed and submitted to the Department by the due date.		

EXTERNAL CONSULTATION

The Department has encouraged local governments make collective submissions, however individuals are also encouraged to make submissions in their capacity as council members, employees or community members.

Following the formal endorsement of the Shire's response, communications will be included on the Shire's official website and social media to encourage submissions from community members via the survey available on the Department's website.

COMMENT

Proposed responses to the Departments proposals have been provided with context specific to the Shire as well as comments and suggestions. The suggestions are based on the Shire's current local law and knowledge of the sector. These were researched or raised as part of the Shire's recent local law review (undertaken as required by section 3.16 of the Act).

Excerpts of the consultation paper have been incorporated into the Shire's current local law (**Attachment 2**) to provide an understanding what is proposed in comparison to the Shire's current provisions. This also highlights what is currently included in the Shire's local law that may not be provided for in the Departments proposals for standardised meeting procedures.

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION / COUNCIL DECISION**C19.04.24**

Moved by

Cr Ellery

Seconded by

Cr Beale

That Council endorses the proposed survey responses to the Department of Local Government, Sport and Cultural Industries standardised meeting procedures consultation paper (**Attachment 1**).

CARRIED 8/0

For: Cr Jeans, Pres McNeil, Cr Mehta, Cr Cook, Cr Ellery, Cr Beale, Cr Cicchini and Cr Zlatnik

Against: Nil

Local Government Reform



Survey Responses to Standardised Meeting Procedures Consultation Paper

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Privacy statement

Submissions will be treated as public documents unless explicitly requested otherwise.

If you do not consent to your submission being treated as a public document, you should mark it as confidential or specifically identify the confidential information, and include an explanation.

Even if your submission is treated as confidential, it may still be required to be disclosed in accordance with the requirements of the [Freedom of Information Act 1992](#) (WA) or any other applicable written law.

The Department of Local Government, Sport and Cultural Industries reserves the right to redact any content that could be regarded as racially vilifying, derogatory or defamatory to an individual or an organisation.

Introduction

The State Government is implementing a number of reforms to the [Local Government Act 1995](#) (the Act) to improve transparency and accountability in local government in Western Australia and deliver benefits to ratepayers and residents.

Standardising council and committee procedures is part of these reforms. Establishing a consistent approach to all local government council and committee meetings will make it easier and simpler for people to participate in and observe council meetings, wherever they are held.

Establishing one standard is expected to simplify and improve training for council members and local government staff. It can also strengthen the enforcement of breaches of meeting procedures (for instance, if a person repeatedly and unreasonably disrupts a meeting).

Currently, it is usual practice for local governments to have local laws and policies in place to govern the conduct of council meetings. However, this approach means that there can be variation in how members of the public can engage with council meetings.

The [Local Government Amendment Act 2023](#) inserts section 5.33A, to allow standardised meeting procedures for all local governments to be made in the form of Regulations or model provisions.

The State Government intends under section 5.33A to make Regulations that apply to all local governments and an order of the Governor under section 3.17 of the Act to repeal all existing local government meetings procedures, standing orders or council meeting local laws.

It is intended that the new standard meeting procedures (also known as “standing orders”) apply to all council and committee meetings held by local governments. It is also intended that Regulations will contain consistent rules for how meetings are held.

It is envisaged that relevant elements of Parts 2 and 3 of the [Local Government \(Administration\) Regulations 1996](#) (the Regulations) would be incorporated into the new standardised meeting procedures.

The Department of Local Government, Sport and Cultural Industries (DLGSC) will also develop reference materials for council members, local government staff and communities to assist in ensuring consistency throughout the sector.

Note: Unless otherwise specified in this paper, the word **meeting** refers to both a council or a committee meeting and the word **member** refers to both a council and a committee member.

Consultation process

You may choose to answer all or some of the questions in the consultation paper, and/or provide a submission that raises related matters not included in this consultation paper.

The DLGSC invites local governments, council members, Chief Executive Officers (CEOs), local government employees, groups and associations, and members of the community to consider the proposals and provide feedback.

Our preferred method for providing a submission is our [online feedback form](#).

Specific questions have been targeted to certain meeting procedure topics to better understand the variety of existing approaches currently used by the sector. The DLGSC is interested in learning more about how existing approaches work well in practice; and how reforms can be structured to improve transparency and public involvement, simplify the way meetings are conducted, and promote uniformity throughout the sector.

Although it is preferred that the feedback form is used to guide responses, general submissions and suggestions on any relevant topic can be provided via email to actreview@dlgsc.wa.gov.au

Part 1: General meeting process

1. Calling meetings

The calling of council meetings is outlined in sections 5.5 to 5.7 of the Act, and in existing regulations 12 to 14. Amendments are proposed to add new requirements for the oversight of special council meetings that are held at short notice and prevent any meeting from being held at an unreasonable time of day. It is important that special meetings are only convened in appropriate circumstances. Regulations are proposed to require:

- a minimum of 24 hours' notice to convene a special council meeting
- that notice to convene a special council meeting may be done with less than 24 hours' notice if an absolute majority of council members call the meeting
- that a meeting cannot commence any earlier than 8 am or later than 8 pm.

1. Is it suitable to allow for a special council meeting to be convened with less than 24 hours' notice if an absolute majority of council members call the meeting? Yes / No

(a) If no, please provide a suggested alternative.

Shire Response: Yes

Comment:

The proposal to allow for a special council meeting to be convened with less than 24 hours' notice is **generally supported**.

There are no known circumstances where the Shire has called a special council meeting with less than 24 hours' notice.

Further clarity is required on the proposal. Should this provision be introduced as it is understood, the only time a special council meeting could be called with less than 24 hours' notice is in the 24 hours following an ordinary council meeting where a motion for a special council meeting is considered and resolved by absolute majority. This could be limiting for items that require a special council meeting at short notice outside of that timeframe.

It is suggested that Regulations include exemptions for matters relating to the purpose for which a special council meeting is called. For example, exemptions may include:

- Urgent civil works
- Declared state of emergency under the *Emergency Management Act 2005*
- Public health emergency under the *Public Health Act 2016*

2. Are there any circumstances where meetings must start earlier than 8 am or later than 8 pm? Yes / No

(a) If yes, please provide examples and the suggested alternative.

Shire Response: No

Comment:

The proposal to limit meetings to not be able to commence any earlier than 8am or later than 8pm is **generally supported**.

There are no known circumstances where the Shire has called a meeting to start earlier than 8am or later than 8pm.

2. Agendas and order of business

It is proposed to broadly retain existing requirements for local governments to publish meeting agendas.

It is proposed that the general order of meetings be outlined in the Regulations for consistency across the local government sector. However, a council or committee may decide to consider business in a different order, provided that the other requirements of the Regulations (such as public question time being held before any decisions are made) are still met.

Regulations are proposed to outline the following order of business:

- opening (local governments will still be able to continue their own practices for opening meetings, such as making acknowledgements, prayers, opening statements, etc.)
- recording attendance
- public question time (see section 6)
- public presentations and petitions (see sections 7 and 8)
- members' question time (see section 12)
- confirmation of previous minutes (see section 15)
- reports from committees and the CEO
- motions from members
- urgent business
- matters for which the meeting may be closed
- closure.

3. Is the proposed order of business suitable? Yes / No

(a) If no, please provide a suggested alternative.

Shire Response: Yes

Comment:

The proposals for agendas and order of business are **generally supported**.

The proposed order of business is generally consistent with the current local law. Changes proposed by the Department for the proposed order of business, different to the provisions of the current local law include:

- Minutes would be confirmed following public question time, public presentations and petitions. Current local law provides for minutes being confirmed prior to presentations.
- One item 'reports from committees and the CEO' would be combine items 9. 'Reports of Committees' and 10. 'Reports of Employees' in the current local law.
- Addition of members' question time (refer to responses to questions 22 and 23).

The proposal is silent on if there will be headings for/ when the following items will be considered (included in current local law or suggested for inclusion):

- Declaration of interests

- Responses to previous public questions taken on notice
- Applications for leave of absence
- Authorisation by Council for attendance by electronic means (refer to response to question 31).

It is suggested that an item be included in the order of the business is to present the minutes from committee meetings and have them received by Council. Once received the Council can consider all recommendations from committees to Council.

3. Urgent business

Currently, individual local governments' meeting local laws and policies may vary in how urgent business is raised at a meeting. Existing local laws and policies provide various procedures for urgent business to be considered at a council meeting. Broadly, these procedures seek to limit the use of urgent business to only the most exceptional circumstances.

Regulations are proposed to allow the CEO to introduce an item without notice in cases of urgency if:

- an absolute majority of the council resolve to hear the matter at the meeting, and
- the item is clearly marked as urgent business.

It is proposed that DLGSC must be notified each time this occurs, within 7 calendar days, to ensure this process is only used in exceptional circumstances.

Urgent business may only be heard after public question time (see section 6).

4. Are the proposed requirements for urgent business suitable? Yes / No

(a) If no, please provide a suggested alternative.

Shire Response: Yes

Comment:

Proposal for urgent business to require an absolute majority is **generally supported**.

Since January 2023, the following items have been presented as urgent business:

April 2023

- Change in basis of valuation for rating purposes listed as urgent business due the Departments requirement to provide additional information.
- Proposed correspondence to Western Australian Planning Commission Regarding Addendum of inadvertent errors relating to SP34's amended plan provided as urgent business on the request of a council member.
- Appointment of deputy member to WALGA East Metropolitan Zone due to the appointed members being unable to attend, listed as urgent business due to time frame of next scheduled meeting.

May 2023

- Appointment of replacement committee member to Chief Executive Officer Recruitment Committee following the resignation of one of the members, listed as urgent business due to time frame of next scheduled meeting.

November 2023

- Appointment of external members to the Audit and Risk Committee following the 2023 ordinary local government election listed as urgent business for timely consideration of the audit report.
- Award of a contract for the supply of FOGO bins listed as urgent business as delays in awarding the contract would result in service not being able to commence.

It is suggested that the approval of the presiding member be required to include an urgent business matter on the agenda with one of the following criteria to be met (consistent with current local law):

- the urgency of the business is such that the business cannot await inclusion in the agenda for the next meeting of the Council; or
- the delay in referring the business to the next meeting of the Council could have adverse legal or financial implications for the local government.

Proposal for items to be clearly marked as urgent business is **generally supported** and is consistent with the Shire's current practice.

It is suggested that reporting to the Department on items of urgent business presented to Council should be via the annual Compliance Audit Return. Reporting to the Department after each instance may be an administrative burden on local governments and the Department when there is already a reporting mechanism in place.

4. Quorum

Existing regulation 8 addresses the process for when there isn't a quorum at a meeting.

Amendments are proposed to provide for the following where a quorum is lost or not present:

- if no quorum is present within 30 minutes of the time set for the meeting, the meeting lapses
- where quorum is lost during a meeting:
 - the meeting proceeds to the next item of business if it is due to members leaving because of a financial or proximity interest
 - the meeting is adjourned for 15 minutes for any other reason and if quorum cannot be reformed, the meeting is closed
- where quorum is lost, the names of the members then present are to be recorded in the minutes.

5. Are the proposed requirements for when a quorum is not present or lost suitable? Yes / No

(a) If no, please explain why and the suggested alternative, if any.

Shire Response: No

Comment:

Proposal that if there is no quorum after 30 minutes, the meeting lapses is **not supported**.

It is suggested that if no quorum is present within 15 minutes of the time set for the meeting, the meeting lapses consistent with current local law.

It is suggested that where a quorum is lost, Regulations need to provide clear direction on how the business included in the agenda is to be considered at another time.

If a contentious matter is being presented for consideration, there may be instances where council members do not participate for various reasons and therefore quorum requirements may not be met. Processes should be considered by the Department on how this can be addressed by the Department (or the future Inspectorate).

5. Adjourning a meeting

Currently, individual local governments' meeting local laws or policies may contain processes for adjourning a meeting. It is intended to adopt similar rules, while also addressing concerns regarding meetings of council that run late. Regulations are proposed to provide that:

- council may decide to adjourn a meeting to another day, time and place to resume from the point it adjourned
- a presiding member may adjourn a meeting for 15 minutes to regain order of a meeting that has been disrupted
- if a meeting is adjourned for a second time due to disruption, a presiding member must adjourn the meeting to another day, time or place (not on the same day), with notice being published on the local government's website.

It is also proposed that if a meeting is continuing and it reaches 10:45 pm:

- the council or committee may decide to either extend the meeting for a further 15 minutes to allow for any remaining business to be concluded or determine to adjourn the meeting
- if any business remains at 11 pm, the meeting must adjourn to a day and time which is at least 10 hours later to deal with any outstanding agenda items and a notice must be published on the local government's website listing when the meeting will resume.

6. Is 11 pm an appropriate time for when a meeting must be adjourned? Yes / No

(a) If no, what is the suggested alternative?

Shire Response: Yes

Comment:

The proposal to adjourn meetings at 11pm is **generally supported**.

The proposal addresses some requirements of Work Health and Safety (WHS) laws that persons conducting business or undertaking (PCBU's) must eliminate or minimise the psychosocial risks so far as reasonably practicable. In this regard the identifiable risks include but are not limited to:

- work demands, which is described as the substantial and/or excessive physical, mental and emotional effort required to the job; and
- travel distance and travel time for out of hours meetings and the implications on council members and employees.

Providing a time for when a meeting is to adjourn addresses concerns within the sector of meetings running late and the impacts on council members and employees.

It is suggested that Regulations provide a minimum time for an adjourned meeting to be re-convened (for example, may be adjourned for a period no longer than 7 days).

Part 2: Public participation

6. Public question time

Currently, the Act and Regulations require that public question time is to be made available at every council meeting and certain committee meetings.

Regulation 6 requires that at least 15 minutes is to be made available for public questions at those meetings. However, question time may be extended if there are further questions; the time may also be used for other business if there are no further questions.

Regulation 7 also provides that question time must be held before substantive decisions are made at that meeting.

Currently, the practice at many local governments is that a person who wishes to ask a question attends the meeting (either physically in-person or by electronic means) to ask their question. However, it is proposed that regulations allow for a personal representative of a person to ask a question. This provides an alternative avenue for someone who may be unable to attend a meeting to have their question raised.

Currently, individual local governments meeting local laws and policies may contain processes for members of the public to raise questions. Some requirements, such as rules requiring a person to lodge a question in writing before a meeting, may prevent a person who is not familiar with those requirements from being able to ask a question.

New standardised requirements are proposed to expand the existing Regulations to require that:

- a member of the public only needs to provide their name and suburb/locality (and not any other information) before asking a question
- a person is not required to lodge a question in writing in advance of a meeting (although a person may choose to do so, for instance if they have a very specific or technical question)
- a local government may still require a person, or their personal representative, to attend a meeting to ask a question lodged in writing in advance of the meeting for it to be addressed at that meeting
- questions must not take more than 2 minutes to ask, including a relevant preamble, unless the presiding member grants an extension of time
- if other people are waiting to ask questions, the presiding member will seek to provide equal opportunity for people to ask questions (for instance, by moving to the next person waiting after someone has asked 3 questions, and returning to the first person if time allows)
- any questions are to be answered by the presiding member, or a relevant member (nominated by the presiding member), the CEO, or an employee nominated by the CEO
- if a question, or a question of a similar nature, was asked and answered in the previous 6 months, the presiding member may direct the member of the public to the minutes of the meeting that contains the question and answer
- no debate of a question or answer is to take place
- questions may be taken on notice by the person who is answering the question
- when a question is taken on notice, a response is to be given to the member of the public in writing and a copy of the answer is to be included in the agenda of the next ordinary meeting
- the presiding member may reject questions that contain offensive language or reflect adversely on others but must provide opportunities for the question to be rephrased.

7. Is the existing minimum allocation of 15 minutes for public question time sufficient? Yes / No

(a) If no, what minimum time limit do you suggest?

Shire Response: Yes

Comment:

The proposal to keep the existing 15 minute allocation for public question time is **generally supported**.

The minimum allocation of 15 minutes for public question time is consistent with the current local law as required by Regulations.

Current Regulations provide that question time may be extended. Council should be able to resolve to extend the time allocation if required with a maximum number of extensions included in Regulations. It is the Shire's current practice to suspend the local law (by resolution) to extend public question time for any period of time. It is suggested that clarity be provided on if this will be able to occur under the proposals.

8. Is 2 minutes enough time for a member of the public to ask a question? Yes / No

(a) If no, what time limit or other method of allocating questions do you suggest?

Shire Response: No

Comment:

The proposal for questions to not take more than 2 minutes to ask, including a relevant preamble, is **not supported**. If the Department determines that public questions should be limited to a time frame, it is suggested that the time frame be consistent with the allocation for presentations (included as deputations in the current local law). Three minutes per question allows for an easy calculation of how much time has been used for public question time (i.e. five questions can be asked in each 15 minute allocation).

It is suggested that a maximum number of questions a member of the public may ask be included in the Regulations rather than a time limit per question with time limits on the preamble able to be provided by the member of public. Should a member of the public use question time to make a statement, the presiding member may make all reasonable steps to assist the member of the public to phrase the statement as a question.

9. Should any other standard requirements for public question time be established? Yes / No

(a) If yes, please provide details.

Shire Response: Yes

Comment:

The proposed standard requirements for public question time are generally consistent with the current local law.

Changes proposed by the Department for public question time, different to the provisions of the current local law include:

- Members of the public will only be required to provide their name and locality/suburb. Current local law requires name and address.
- If a question, or a question of a similar nature, was asked and answered in the previous six months, the presiding member may direct the member of the public to the minutes of the meeting that contains the question and answer. The current local law does not limit the time frame.

The proposal to only require members of the public provide their name and locality/suburb is **generally supported**.

The proposal that if a question, or a question of a similar nature, has previously been asked and answered that the member of public be directed to the minutes of the previous meeting is **generally supported**.

The proposal to not require a person to lodge a question in writing in advance of a meeting (although a person may choose to do so, for instance if they have a very specific or technical question) is **not supported**. The provision of questions in writing minimises incorrect interpretations of what is being asked. It is suggested that if the person isn't required to lodge the question in writing prior to the meeting, it is provided at the meeting. Alternatively, it is suggested that there be provision for a complex questions (to be defined by the Regulations) to be provided in writing for the purposes of the minutes.

The proposal is silent on:

- If there will be a maximum amount of time allocated to public question time or the maximum number of extensions (refer to response to question 7).
- How a question will be dealt with if a question includes a number of parts (e.g. a question in three parts is to be treated as three questions).
- If a response is required if a member of the public uses public question time to make a statement. The current local law requires that the presiding member takes all reasonable steps to assist the member of the public to phrase the statement as a question.
- The format the question and answer is required to be in. The current local law includes that it is to be a summary of the question and answer; not verbatim.

Refer to question 27 regarding adverse reflection by members of the public.

**10. Should a personal representative be able to ask a question on behalf of another person?
Yes / No**

(a) If no, please provide your reasons.

Shire Response: Yes

Comment:

The proposal of allowing a personal representative to ask a question on behalf of another person is **generally supported**.

The provision of allowing a personal representative on behalf of another person is provided in the current local law, at the discretion of the presiding member. Generally, it has been the practice of the Shire that such requests are declined.

It is suggested that approval of the presiding member be required and that authorisation is provided in writing appointing the personal representative for that meeting.

There are alternatives available to members of the public to ask questions of the local government (either to council members or employees) on any matter, not just asking a question at a council meeting if they are unable to attend.

7. Presentations at council

Local governments commonly allow for presentations (also known as deputations) to be made to inform council decisions. Councils may set a policy for whether they hear presentations at council meetings and/or committee meetings, or at other meetings, and the circumstances in which a presentation may be heard.

It is proposed that local governments will continue to have discretion to choose whether and when to hear presentations.

To allow for a decision to be made in advance of the meeting, it is proposed that either the presiding member or CEO will make the decision on whether a presentation is heard at a meeting, based on any policy established by the council.

Accordingly, it is proposed that a council may establish a policy that determines:

- the types of meetings at which presentations may be heard
- whether the responsibility for making decisions on presentation requests sits with either the presiding member or CEO
- any other matters to guide the presiding member or CEO's decision making towards requests.

New Regulations are also proposed to:

- allow a person, or group of people, to lodge a request in accordance with the council's policy to provide a presentation at least 48 hours before the meeting
- require the presiding member or CEO to decide and provide a response to the person requesting the presentation by 12 noon the day of the meeting
- provide that if the presiding member or CEO refuses an application, they are to provide their reasons to the applicant and advise of the refusal at the meeting
- limit presentations to 5 minutes (not including questions) unless there is a resolution to extend the time limit
- allow council and committee members to ask questions of presenters.

<p>11. Should the Regulations specify that a request to make a presentation must relate to an item on the agenda for the relevant meeting? Yes / No</p> <p>(a) If no, please provide reasons.</p>
<p>Shire Response: Yes</p> <p>Comment:</p> <p>The proposals to limit presentations to relate to agenda items is generally supported</p> <p>The proposals for presentations (previously deputations) are generally consistent with the current local law. Changes proposed by the Department for presentations, different to the provisions of the current local law include:</p> <ul style="list-style-type: none"> • Different terminology from current use of 'deputations'. Current local law provides the following as a definition: "...a presentation means the acceptance of a gift, grant or award by the Council on behalf of the local government or the community." Proposal does not provide provisions for presentations of this definition. • Current local law does not provide opportunity for council members to ask questions of presenters.

The proposal that individual Councils may establish a policy on who is to determine if a request for presentation be heard is **not supported**. The proposed Regulations provide who is to determine the approval for all other items so it would be preferable that this be standardised by the Regulations.

The proposal that local governments may establish a policy criteria to guide decision making on requests to make presentations is **generally supported**. It is also suggested that a minimum expectation and model policy is provided consistent with other provisions of the proposed Regulations (e.g. no offensive language, does not reflect adversely upon the character and/or any actions of council members or employees).

The proposal that council and committee members may ask questions of the person making a presentation is **not supported** as there is a possibility of interactions becoming adversarial when members of the public should be able to exercise their write to provide an opinion to local governments.

Refer to question 27 regarding adverse reflection by members of the public.

12. Is 48 hours of notice sufficient to administer an application from a member of the public to present to a meeting? Yes / No

(a) If no, please provide reasons and suggest an alternative.

Shire Response: Yes

Comment:

The proposal of required 48 hours' notice to consider an application from a member of the public to present to a meeting is **generally supported**.

The proposed time frame is considered to provide sufficient time for administrative tasks and for the approver (either presiding member or CEO, refer to response to question 11) to determine if presentation meets relevant criteria.

13. Should a standard time limit be set for public presentations? Yes / No

(a) If no, please provide reasons.

Shire Response: Yes

Comment:

The proposal to limit presentations to a time limit is **generally supported** (refer to response to question 14 regarding the proposed time limit).

It is suggested that Regulations:

- Provide for a total allocation of time at the meeting for presentations (current local law provides for 15 minutes).
- Provide that if the allocation of time is reached, Council may resolve to extend the time period by two 15 minute increments.

It is suggested that Council should be able to resolve to extend the total time allocation if required with a maximum number of extensions included in Regulations. It is the Shire's current practice to suspend provisions of the local law (by resolution) to extend public question time for

any period of time. It is suggested that clarity be provided on if this will be able to occur under the proposals.

<p>14. Would 5 minutes be a suitable time limit for public presentations? Yes / No</p> <p>(a) If no, please provide reasons and suggest an alternative.</p>
<p>Shire Response: No</p> <p>Comment:</p> <p>The proposal for a 5 minute period for each public presentation is not supported. It is suggested that Regulations limit the time frame for individual presentations to be consistent with the time provided for public questions (i.e. three minutes as provided by response to question 8).</p>

8. Petitions

Many local governments have a tradition of accepting petitions, mirroring the practice of Parliament. Regulations are proposed to:

- enable any person to petition a local government by lodging a petition to the council on any matter, including petitions which may be critical of actions or decisions of the local government
- require the lead petitioner to provide their contact details
- require any person signing a petition to state their suburb/town, and declare whether they are residents and/or electors of the district
- require the petitioner to tally the number of signatories
- limit rejection of a petition to only when it is not in the prescribed form
- require that the council is to consider each petition and must determine how it is to respond, such as by seeking a report from the CEO
- allow local governments to establish an electronic petitioning system if they wish
- require all petitions received and outcomes from petitions to be summarised in a report to the annual meeting of electors.

<p>15. Do the proposed regulations provide an effective system for managing petitions? Yes / No</p> <p>(a) If no, please provide reasons and suggested alternatives.</p>
<p>Shire Response: No</p> <p>Comment:</p> <p>The proposals on what is required to be included in petitions is generally consistent with the current local law.</p> <p>Changes proposed by the Department for managing petitions, different to the provisions of the current local law include:</p>

- Any person being able to petition (not just electors) with advice to be provided on if they are electors or
- Petitions may be critical of actions or decisions of the local government
- Submission of electronic petitions
- Requirement for petitioner to tally signatures
- Reporting on petitions

The proposal to allow for electronic petition systems to be established by local governments is **generally supported**. It is suggested that Regulations provide the required form for petitions and that an electronic portal similar to what Parliament uses be made available for local governments (the use of other electronic petitioning platforms is not considered appropriate, e.g. change.org).

The proposal that petitions may be signed by any person is **not supported**. If any person is able to sign a petition, e.g. they are not on the electoral roll, they may be under the age of 18 or not living within the district but encouraged to sign to influence a decision. Therefore the proposal that the petitioner is required to tally signatories is **not supported** as they would need to cross-check against the electoral roll which members of the public do not have access to. If the Department determines that any person may sign a petition, then the requirement for the petitioner to tally signatories is **generally supported**.

The provisions to include petitions and outcomes for reporting in annual electors' meetings is **not supported** as details of petitions are already captured in the minutes of the meetings. Alternative could be to require a register of petitions received to be available on the official website.

Part 3: Conduct of debate

9. Orderly conduct of meetings

New Regulations are proposed to create a duty for all people present at a meeting to:

- ensure that the business of the meeting is attended to efficiently and without delay
- conduct themselves courteously at all times
- allow opinions to be heard within the requirements of the meetings procedures.

It is also proposed that the Regulations:

- allow members to raise points of order to bring the presiding member's attention to a departure from procedure
- provide that it is a minor breach for a presiding member to preside in a manner which is unreasonable or contravenes the requirements of the Act or Regulations
- empower the presiding member to call a person to order and:
 - should a member not comply with a third call to order, the presiding member may direct them to speak no further (but they may continue to cast their vote) for the remainder of the meeting, with failure to adhere to the direction being a minor breach
 - if any other person does not comply with one call to order, the presiding member may direct them to leave the meeting, with failure to do so being an offence
- provide that a council may vote to rescind a direction made by a presiding member for a member to not speak further during a meeting

- provide that a member who has had a direction made against them to not speak further cannot move or second a motion that attempts to rescind the decision.

<p>16. Do these measures provide a suitable framework to maintain order in meetings? Yes / No</p> <p>(a) If no, what are the suggested changes?</p>
<p>Shire Response: Yes</p> <p>Comment:</p> <p>The proposals for the orderly conduct of meetings are generally supported. The proposals are generally consistent with the current local law.</p> <p>Provision that all people present at the meeting are required to conduct themselves courteously at all times is generally supported. As some of the provisions are subjective it may be difficult to enforce with little recourse for members of the public.</p> <p>Refer to question 27 regarding adverse reflection by members of the public.</p>

10. Motions and amendments

Existing meeting procedures address many matters relating to the processes of decision making. This includes motions and amendments (including foreshadowed and alternate motions), notices of motion by members, reasons for changes to the CEO’s recommended motion, passing motions “en bloc”, and how voting occurs. The existing system of motions (including foreshadowed, amendment, alternate and revocation motions) are proposed to be broadly maintained.

Council members may raise motions that are not part of the agenda of a meeting to recommend a proposal for consideration. For instance, a motion might propose a new policy or decision.

Local governments commonly require notice of a motion to be provided in advance of a council meeting. This is to allow council members time to review the motion and for the CEO and administration to provide advice needed to assist council members with making a decision on a motion.

Providing notice to other council members, the CEO and administration can support a more fulsome consideration of the motion.

Regulations are proposed to require council members to provide written notice of motions at least 1 calendar week before the council meeting commences. This would generally allow those motions to be included in the meeting agenda, which must be published 72 hours before the commencement of the meeting.

It is proposed that council members will still be able to move amendments and alternative motions during debate on agenda items without providing written notice in advance of the meeting. This provides for members to be able to consider all options and suggestions for an item included in the agenda of a meeting.

It is proposed that reasons for notices of motion, amendments and other decisions that are changed at a meeting would still be required.

<p>17. Is a period of 1 calendar week an appropriate notice period for motions? Yes / No</p> <p>(a) If no, what is your suggested alternative?</p>
<p>Shire Response: Yes</p> <p>Comment:</p> <p>The proposal that notice of motions are required to be received one calendar week prior to a meeting is generally supported.</p> <p>This timeframe is a reduction from the current local law of “<i>seven clear working days</i>”. Note: the Shire currently provides agendas two weekends prior to an ordinary council meeting. This means that depending on the nature of the notice of motion, they may be required to be listed as urgent business. Due to the Shire’s practice of publishing the agenda prior to the statutory timeframe, reports for some notices of motion may be urgent business. Refer to response to question 4 regarding requirement for absolute majority.</p> <p>It is unclear on whether notices of motion can be submitted to committee meetings and if external members appointed to committees are able to submit notices of motions. It is suggested that only council members are able to submit notices of motions.</p> <p>It is suggested that for the sake of clarity, Regulations provide that notices of motion can only be submitted to ordinary meetings.</p>

<p>18. Are these proposals for motions suitable? Yes / No</p> <p>(a) If no, please provide reasons.</p>
<p>Shire Response: Yes</p> <p>Comment:</p> <p>The proposals for motions are generally supported noting that there is limited information provided; proposal advises that the existing system of motions will be broadly maintained.</p> <p>Terminology used for types of motions in the sector includes alternate motions, amendments, foreshadowed motions, revocation motions, substantive motions and variations. It is suggested that clear definitions be provided for different types of motions.</p> <p>It is suggested that there be provision for complex motions to be provided in writing for the purposes of the minutes. It is also suggested that criteria be included in Regulations to determine what is complex/significant rather than being subjective.</p> <p>The inclusion of provisions for ‘en bloc’ voting is generally supported, noting that it is not a practice currently utilised.</p>

11. Debate on a motion

The practice of motions being moved and seconded and debate alternating between speakers for and against the motion is used in meeting procedures statewide.

Some local governments have a further requirement where if a motion is not opposed, no debate occurs, and the motion is recorded as passing unanimously.

Regulations are proposed to provide for the following rules for formal debate on a motion or amendment:

- any motion must be seconded before it may be debated (or carried without debate)

- a motion is carried without debate if no member is opposed to the motion
- if a member is opposed, the mover and seconder may speak and are followed by alternating speakers against and for the motion, with a final right of reply for the mover
- speeches must be relevant to the motion under debate and no member must speak twice – except for the mover’s right of reply, or if the council decides to allow further debate
- no member can speak for longer than 5 minutes without the approval of the meeting.

19. Do you support these rules for formal debate on a motion or amendment? Yes / No
 (a) If no, what is your suggested alternative?

Shire Response: Yes
Comment:
 The proposals for the rules of formal debate are **generally supported** and they are generally consistent with the current local law.

20. Is 5 minutes a suitable maximum speaking time during debate? Yes / No
 (a) If no, what should be the default maximum speaking time?

Shire Response: No
Comment:
 The proposal for a five minute speaking time for each member to speak is **not supported**.
 Five minutes for a council member to speak for/against an item is an increase from the allocation of three minutes in the current local law. Where all nine of the Shire’s council members may want to speak for/against an item, this could equate to 45 minutes per item.
 It is suggested that the maximum speaking time during debate be consistent with the time provided for public questions (i.e. three minutes as provided by response to question 8).
 Additionally, it is proposed that there be an item for ‘council member questions’ (see response to question 22). As such, council members will have an opportunity to utilise information included in the agenda as well as the question time to form their debate.

21. Is a general principle against speaking twice on the same motion suitable? Yes / No
 (a) If no, please provide reasons.

Shire Response: Yes
Comment:
 The proposal against speaking twice is **generally supported**.
 The general principal of not allowing a member to speak twice (except for the mover’s right of reply, or if the council decides to allow further debate) is generally consistent with the current local law.
 There needs to be clarity on whether a council member is able to speak twice to make a personal explanation.

12. Questions by members

The current practices for members asking formal questions at meetings varies throughout the sector. Some local governments have a “questions from council members” period; other local governments allow members to place questions on notice for future meetings.

Regulations are proposed to provide that:

- council members can ask the CEO questions related to any item on an agenda by providing the question in writing by 12 noon the day before the meeting
- council member questions are to be answered during the “questions from council members” agenda item
- council members must seek permission from the presiding member to ask the CEO clarifying questions during debate.

<p>22. Should the new standardised provisions include a maximum time limit for the “questions from council members” agenda item? Yes / No</p> <p>(a) If no, please provide details.</p>
<p>Shire Response: No</p> <p>Comment:</p> <p>The proposal to introduce a ‘questions from council members’ period is not supported.</p> <p>The Shire currently does not currently have a ‘questions from council members’ period as an item on the agenda and it is not considered to be a timely use of a meeting as there are provisions for council members to ask clarifying questions.</p> <p>If the Department proceeds with the inclusion of a ‘questions from council members’ period, clarity needs to be provided on how questions and responses will be minuted. For example, there could be a requirement that the questions be provided in full based on the submission by the council member. Alternatively, they could be included as a summary similar to the inclusion of questions and responses for public question time. The minuting of the proposed ‘questions from council members’ period could create an administrative burden on local governments.</p> <p>Refer also to response to question 24.</p>

<p>23. Is 1 day of notice for a question from a council member sufficient? Yes / No</p> <p>(a) If no, what is your suggested alternative and why?</p>
<p>Shire Response: Yes</p> <p>Comment:</p> <p>The proposal of question from council members being received at least 24 hours in advance of the meeting is generally supported if there is to be a separate ‘questions from council members’ period.</p> <p>It is suggested that should complex questions be received that are critical for council members to make informed decisions within the time frame that are not able to be answered prior to the meeting, provision should be made to defer the item.</p>

24. Is it appropriate for the presiding member to consider whether to allow a member to ask clarifying questions during debate? Yes / No

(a) If no, what is your suggested alternative and why?

Shire Response: Yes

Comment:

The proposal for the presiding member to consider whether clarifying questions may be asked is **generally supported**.

The proposals on formal debate is generally consistent with the current local law.

There may be questions that could impact council members decision making that may not be known during the proposed council member question period. Provision should be made for council members to ask clarifying questions during debate.

Clarity needs to be provided on how questions and responses will be minuted. If there is to be a requirements for clarifying questions to be answered in the minutes consistent with the requirements of the 'questions from council members' period, this could create an administrative burden on local governments.

13. Procedural motions

Various procedural motions are provided for in each local governments' meeting procedures. They help with managing a meeting effectively and democratically.

Regulations are proposed to provide for the following procedural motions to be put without debate:

- a motion to vary the order of business (e.g. to move a report in the order of business so it is considered earlier)
- a motion to adjourn debate to another time
- a motion to adjourn the meeting
- a motion to put the question (close debate)
- a motion to extend a member's speaking time
- a motion to extend public question time
- a motion to extend the time for a public presentation
- a motion to refer a motion to a committee or for the CEO to provide a new or updated report to a future meeting
- a motion of dissent in the presiding member's ruling (for example, to overturn the presiding member's direction that a member does not speak further)
- a motion to close a meeting to the public in accordance with the Act.

25. Should any of these procedural motions not be included? Yes / No

(a) If yes, please identify which motions and why they should not be included.

Shire Response: No

Comment:

The proposals for procedural motions are **generally supported**.

The procedural motions included in the proposal are generally consistent with the current local law and practices.

26. Are any additional procedural motions needed? Yes / No

(a) If yes, please provide suggestions and explain why.

Shire Response: Yes

Comment:

The procedural motions included in the proposal are generally consistent with the current local law and practices.

The proposals do not provide for a procedural motion that a member be no longer heard. It is suggested that there be consideration of a procedural motion to this effect included in Regulations (noting that the proposals also have provisions for the orderly conduct of meetings).

It is suggested that there be consideration of a procedural motion to fact check statements made by council members in the course of debate. If it is not possible for the council member who made the statement to verify the source or accuracy of the information, they are required to withdraw the statement.

14. Adverse reflection

In addition to aspects of the model code of conduct, existing meeting procedures seek to prevent inappropriate language and adverse reflections from occurring at meetings.

Regulations are proposed to provide that:

- a person, including a member, cannot reflect adversely on the character of members, employees or other persons – if they do so they must withdraw their remark
- members cannot adversely reflect on the decisions of the council, except in making a motion to revoke or change a decision
- failure to withdraw adverse reflection is to be dealt with as disorderly conduct (including as a potential minor breach)
- a member who is concerned about a remark that may be an adverse reflection may raise a point of order with the presiding member.

27. Are there any circumstances where a person should be able to adversely reflect on another council member, an employee or a decision of the local government? Yes / No

(a) If yes, please provide more information to explain the circumstances.

Shire Response: Yes

Comment:

The proposals to address adverse reflection are **generally supported**.

The proposals to prevent inappropriate language and adverse reflection from occurring at meetings are generally consistent with the current local law.

Council Members

The proposals for council members to not reflect adversely on another council member or an employee are **generally supported**.

The proposal for council members to not reflect adversely on a decision of the local government except in making a motion to revoke or change a decision is **generally supported**.

Members of the Public

It is understood that local governments (including individual council members and employees) will at times be subject to personal public criticism they consider to be unfair as members of the public may not agree with decisions or outcomes.

For clarity, it is not suggested that members of the public should be able to adversely reflect on council members or employees. As such, the proposal that members of the public cannot reflect adversely on the character of members, employees or other persons is **generally supported**. Where members of the public make adverse reflection on a council member or employee the proposal for orderly conduct should be applied (refer to response to question 9.).

It is suggested that members of the public should be able to adversely reflect on a decision of the local government, however, there needs to be clarity in the Regulations that inappropriate language cannot be used or be of an offensive nature consistent with the proposals for orderly conduct.

The proposal addresses some requirements of WHS laws that PCBU's must eliminate or minimise the psychosocial risks so far as reasonably practicable. Whilst members of the public may adversely reflect on a decision of a local government this needs to be balanced against WHS laws to address psychosocial harm which includes mental stress, bullying and harassment.

The proposals do not provide sufficient recourse to address situations where members of the public adversely reflect on council members, employees or the local government in a consistent or continuous manner (often via public question time or presentations/deputations), even if the remarks are withdrawn. Requiring a member of public to withdraw their remark or leave the meeting with failure to do so being an offence (under the provisions for orderly conduct) does not address psychosocial harm that may be caused.

Part 4: Other matters

15. Meeting minutes and confirmation

Existing meeting procedures provide for the method of confirmation of the minutes. It is proposed to amend the Regulations to provide a clear process for correcting minutes by:

- allowing a member who identifies errors with unconfirmed minutes to provide a CEO with any proposed corrections by 12 noon the day before a meeting at which the minutes are to be confirmed
- requiring any proposed corrections to the minutes to be presented to council for a decision with a recommendation from the CEO
- Requiring DLGSC to be notified if a local government fails to adopt or defers confirmation of the minutes of a meeting.

<p>28. Is 1 day sufficient notice for a proposed correction to the minutes? Yes / No</p> <p>(a) If no, how much notice should be required and why?</p>
<p>Shire Response: No</p> <p>Comment:</p> <p>The proposal that one days’ notice is required for a correction to the minutes requiring a recommendation from the CEO and a council decision is not supported.</p> <p>Where administrative changes are required to the minutes (e.g. grammatical, typographical or formatting errors) there should not be a requirement for a formal recommendation from the CEO and Council decision.</p> <p>One days’ notice is a short time for corrections when a recommendation from the CEO is required to be prepared. If a recommendation from the CEO is required, it is suggested that a minimum of three workings days’ notice should be provided. If a recommendation from the CEO is not required, one days’ notice is sufficient.</p> <p>It is suggested that for the sake of clarity, Regulations should include that members at the meeting must not discuss items of business contained in the unconfirmed minutes, other than discussion as to their accuracy as a record of the proceedings.</p> <p>It is suggested that where there is failure to confirm minutes or confirmation of minutes of a meeting is deferred, instances should be reported to the Department via the annual Compliance Audit Return. Reporting to the Department after each instance may be an administrative burden on local governments and the Department when there is already a reporting mechanism in place.</p>

16. Electronic meetings and attendance

In 2020, Regulations were introduced in response to the COVID-19 pandemic to enable councils to hold meetings electronically and for council members to attend using electronic means. This allowed councils to continue making critical decisions during the pandemic. The use of videoconferencing and the adoption of livestreaming has also encouraged public access and participation in local government.

On 9 November 2022, the [Local Government \(Administration\) Amendment Regulations 2022](#) took effect, meaning local governments could conduct council and committee meetings electronically outside of emergency situations and that council and committee members could attend in-person meetings using electronic means, such as videoconferencing.

The State Government committed to a public consultation process to gain feedback on the effect of these changes following 12 months of operation.

29. Has the change to enable electronic meetings to occur outside of emergency situations been helpful? Yes / No / Unsure or unable to comment

(a) If no, please explain why.

Shire Response: Yes

Comment:

There have been a total of eight requests to attend by electronic means since the amendment Regulations took effect in November 2022. Of these requests, one required a formal Council decision in accordance with the Shire's "Conducting Electronic Meetings and Attendance by Electronic Means Policy".

The Shire's "Conducting Electronic Meetings and Attendance by Electronic Means Policy" based on the WALGA model policy provides a decision-making framework enabling electronic attendance at in-person meetings.

Anecdotal feedback received has indicated that attendance via electronic means provides a level of convenience not previously available.

The option to attend meetings via electronic means may also address some requirements of WHS laws to eliminate or minimise the psychosocial risks so far as reasonably practicable. This includes mental and emotional effort required which may be addressed by attending virtually.

30. Has the ability for individual members to attend meetings electronically been beneficial? Yes / No / Unsure or unable to comment

(a) If no, please explain why.

Shire Response: Yes

Comment:

The ability for individual members to attend in-person meetings electronically is generally supported.

Anecdotal feedback received has indicated that attendance via electronic means provides a level of convenience not previously available. Electronic attendance allows for council members to attend meetings that may otherwise have been requested as a leave of absence.

31. Do you think any changes to electronic meetings or electronic attendance are required? Yes / No / Unsure or unable to comment

(a) If yes, please provide details of the changes and explain why they are needed.

Shire Response: Yes

Comment:

It is suggested further provisions be added to the Regulations based on the "Conducting Electronic Meetings and Attendance by Electronic Means Policy" and the WALGA model policy. This may include:

- A heading included in the order of business (as included in these proposals, refer to response to question 3) that where Council makes the decision regarding attendance by electronic

- means to an in-person meeting, the decision must be recorded in the minutes (regulation 11(d)).
- Minimum requirements for attending by electronic means (e.g. video connection is to be maintained, a member must not enter or leave the meeting without informing the presiding member)
 - Requirements for public participation at electronic meetings (e.g. questions or statement from members of the public are to be read out by the presiding member)

17. Council committees

Sections 5.8 to 5.18 of the Act provide for the establishment of committees that may assist with decision-making. Section 7.1A provides for the establishment of an audit committee. The standardised meeting procedures will only apply to those committees established under sections 5.8 and 7.1A.

It is proposed that provisions for committees be similar to requirements for council meetings. Committees may need to provide a more flexible meeting environment, in terms of time limitations and procedure, to facilitate the consideration of issues in detail. This is reflected in meeting procedures across the State.

Regulations are proposed to provide that:

- a committee meeting is to be called when requested by the presiding member of the committee, the mayor or president, or a third of the committee’s members
- certain meeting procedures such as the order of debate, speaking twice and time limits do not apply to a committee
- a committee is answerable to the council and must provide at least 1 report to council on its activities each year.

32. Are any other modifications needed for committee meetings? Yes / No

(a) If yes, please provide details of the modifications and explain why.

Shire Response: Yes

Comment:

The proposals for the calling of committee meetings and procedures are **generally supported**.

The proposals for committees are generally consistent with the Shire’s “Committees, Advisory Groups, Representatives Meeting and Working Groups Policy” and the content of Terms of Reference.

The proposal for the report to council each year is **not supported**. Reporting to Council on the activities of the committee may be an administrative burden on local governments when there is already a reporting mechanism in place (minutes of the committee meeting). Where a committee has been provided with a delegation, Council is aware of the decisions that the committee is responsible for. Where there is no delegation, any items considered by a committee are required to be presented to Council for a decision. If the Department determines that a report on a committees activities is to be provided, clarity needs to be provided on the content of the yearly report.

18. Meetings of electors

The Act establishes that the mayor or president is to preside at electors' meetings, and any resolutions passed by an electors' meeting are considered at a following council meeting.

As electors' meetings are quite different to council meetings, comment is sought about whether parts of the proposed standard should apply for electors' meetings.

33. Should parts of the proposed standard apply at electors' meetings? Yes / No

(a) If yes, please explain what may be required.

Shire Response: Yes

Comment:

The Department has advised that the introduction of standardised meeting procedures (this consultation paper) is to provide consistency for members of the public who may attend council meetings across multiple local governments. That reasoning extends to electors' meetings as members of the public who attend council meetings of multiple local governments are just as likely to attend electors' meetings of multiple local governments.

If the Department has determined that electors' meetings will be required against the advice of the sector, it would be preferable that this also be standardised since the proposed Regulations provide direction on all other matters regarding involvement of members of the public at local government meetings.

If Regulations are to provide standardised requirements for electors' meetings, it is suggested, consistent with the Shire's current practices:

- That the presiding member shall decide to accept or reject any written question or motion and where there is any concern about a question or motion being offensive, defamatory or the like, the presiding member will make a determination.
- Questions or motions determined as offensive, defamatory or the like will not be published.
- Members of the public will make no adverse reflection on council members or employees, and should this occur the question or motion will be ruled out of order by the presiding member.
- That participation of non-electors be by resolution of the meeting (if a person is not on the electoral roll, they may be under the age of 18 or not living within the district but encouraged to attend an electors' meeting to influence a decision).
- That the order of business for annual electors' meetings includes:
 1. Opening procedures
 2. Receiving of Annual Report
 3. General business (opportunity to ask questions and move motions that relate to a matter within the remit of the local government)
 4. Closure
- That priority will be given to questions or motions received in writing at least 24 hours prior to the meeting
- That all decisions on motions are to be made by simple majority with secret voting not permitted.
- That the order of business for special electors' meetings includes:
 1. Opening procedures
 2. Matter for which the meeting was called
 3. Closure
- Minutes of electors' meetings are not required to be confirmed at subsequent electors' meetings.

- Minutes are to provide a summary of the question and answer; not verbatim.
- A register of motions, including their consideration and follow up are included on a register available on the official website

If the Department determines not to provide a standardised approach to electors' meetings via Regulations, an alternative would be to provide a model policy.

19. Any other matters

Feedback is welcome on any other element of local government meetings for consideration in the further development of the new Regulations.

34. Do you have any other comments or suggestions for the proposed new Regulations?

(a) If yes, please explain what may be required.

Shire Response: Yes

Comment:

It is noted that there may be further detail than what is included in the consultation paper (in particular 9. Orderly conduct of meeting and 14. Adverse reflection) that is currently unknown.

General Considerations

It is suggested that in drafting the Regulations, titles (e.g. presiding member, CEO, member of the public etc.) or gender neutral language (their/they) be used. For example, changes from the current local law (in bold) could include:

- "A person shall ensure that **their** mobile device..."
- "an employee may qualify **their** answer"

It is suggested that in drafting the Regulations, there be a standard computation of time. The proposals, current local law and terminology used by the sector use different calculations of deadlines which can be subjective. Including but not limited to:

- 12 noon the day before/ of/ after the meeting
- 24/ 48/ 72 hours' notice
- One calendar week / seven calendar days
- Seven working days

The proposals are silent on the following and it is suggested, consistent with the Shire's current local law:

- That the CEO may withdraw items from the agenda
- That there be provisions for the consideration of confidential items. For example, clauses on if the presiding member is to direct people to leave the meeting, if a person fails to comply with the presiding members direction to leave the meeting, if any resolution the Council made while the meeting was closed is read aloud including the details of any voting recorded
- That a person is not to use any electronic, visual or audio recording device or instrument to record the proceedings of the Council without the permission of the presiding member
- That a person is not to use a device that may cause a disturbance
- That the presiding member is to determine the priority of speaking
- That the presiding member is to determine if personal explanations may be heard
- That there be provisions for the recording of votes (listing for and against)
- That a time frame be included for when decisions may be implemented (to allow sufficient time should a council member request a decision be revoked or changed).

It is suggested that in drafting the Regulations (considered by the Shire in response to section 3.16 local law review) provisions be included for:

- Attendance of distinguished visitors or guests (acknowledgement and inclusion of attendance in minutes)
- Attendance of media (requirement to set aside part of the meeting room for their accommodation).

Public Participation

It is suggested that Regulations clearly define methods of public participation to ensure members of the public are able to clearly understand the difference.

Current proposals include:

- Public question time
- Presentations (deputations).

If the proposals are expanded to include other methods of public participation as used by the sector this could include:

- Presentations (gift or award)
- Public question time (on a matter on the agenda, generally 3 minutes)
- Public statement time (on any matter, generally 3 minutes)
- Deputations (on a matter on the agenda, generally 10 minutes).

Further Guidance

Provision of updated 'Operational Guidelines' from the Department or 'Good Governance in Practice Guides' from WALGA for specific items would be of great use. This could include:

- Example text for officer recommendations (e.g. calling meetings with less than 24 hours' notice, suspension of local law for specific clauses etc.)
- Example text for procedural motions
- Example text for minutes (e.g. suspension of local law for specific clauses etc.)
- Example registers
- Model policies (e.g. presentations at Council)
- Standardised information sheets/website content for members of the public (e.g. public question time, presentations, petitions, electors' meetings etc.)
- How to guides (e.g. standardised information sheets for presiding members on running a meeting etc.).

Appendix: Example timeline for an ordinary council meeting

For this example, the local government holds its ordinary council meetings on the second Tuesday of every month. March 2024 has been used as an example.

Day/time	Task	Requirements
Tue 5 March 6 pm	Deadline for council members to provide written notice of motions.	<ul style="list-style-type: none"> Council members must provide written notice of motions at least 1 calendar week before the day of an ordinary council meeting.
Sat 9 March 6 pm	Deadline for publishing ordinary council meeting agenda. In practice, the local government publishes the agenda prior to close of business Friday.	<ul style="list-style-type: none"> An ordinary council meeting agenda must be published at least 72 hours before the commencement of a meeting.
Sun 10 March 6 pm	Deadline for member of the public to lodge a request to present on an agenda item.	<ul style="list-style-type: none"> A person or group of people can lodge a request with the CEO to provide a presentation on an agenda item but must do so at least 48 hours before the meeting.
Mon 11 March 12 noon	Deadline for council members to provide written notice of questions that will be asked about agenda items at the ordinary council meeting.	<ul style="list-style-type: none"> Council members must submit questions about agenda items to the CEO in writing by 12 noon the day before the meeting.
Tue 12 March 12 noon	Presiding member or CEO (in accordance with policy) to decide whether members of the public can present on agenda items and provide a response to people making requests.	<ul style="list-style-type: none"> The presiding member or CEO must decide and provide a response to a person requesting to make a presentation on an agenda item by 12 noon the day of the meeting. If an application is refused, the presiding member or CEO must provide their reasons and advise of the refusal at the meeting.
Tue 12 March 6 pm	Ordinary council meeting.	<ul style="list-style-type: none"> Meeting must finish by 11 pm.
Wed 13 March 9 am	Adjourned meeting can begin if scheduled meeting was adjourned due to reaching 11 pm.	<ul style="list-style-type: none"> If a meeting needs to be adjourned because it reaches 11 pm, the meeting to deal with outstanding items must be at least 10 hours after the original meeting was adjourned.
Tue 19 March 6 pm	Deadline for notifying DLGSC of any urgent business considered at the ordinary council meeting.	<ul style="list-style-type: none"> The DLGSC must be notified within 7 calendar days each time urgent business is considered at an ordinary council meeting.
Sat 6 April 6 pm	Responses to questions on notice included in agenda for next ordinary council meeting.	<ul style="list-style-type: none"> When a question is taken on notice, a response is to be given to members of the public in writing and the answer is to be included in the agenda of the next ordinary council meeting. An ordinary council meeting agenda must be published at least 72 hours before the commencement of a meeting.
Mon 8 April 12 noon	Deadline for council members dissatisfied with unconfirmed minutes to provide the CEO with corrected wording.	<ul style="list-style-type: none"> A council member dissatisfied with unconfirmed minutes can provide a CEO with corrected wording by 12 noon the day before a meeting at which the minutes are to be confirmed.
Tue 9 April 6 pm	Ordinary council meeting	<ul style="list-style-type: none"> Meeting must finish by 11 pm.

Excerpt of Shire’s Meeting Procedures Local Law for consideration of Department of Local Government proposed Standardised Meeting Procedures - February 2024

LOCAL GOVERNMENT ACT 1995
SHIRE OF MUNDARING
MEETING PROCEDURES LOCAL LAW 2015

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LOCAL GOVERNMENT ACT 1995
SHIRE OF MUNDARING
MEETING PROCEDURES LOCAL LAW 2015

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Mundaring resolved on 8 December 2015 to make the *Shire of Mundaring Meeting Procedures Local Law 2015*.

PART 1 – PRELIMINARY

1.1 Citation

This local law may be cited as the *Shire of Mundaring Meeting Procedures Local Law 2015*.

1.2 Commencement

This local law commences on the fourteenth day after it is published in the *Government Gazette*.

1.3 Application

All meetings are to be conducted in accordance with the Act, the Regulations, the Rules of Conduct Regulations and this local law.

1.4 Interpretation

In this local law, unless the context requires otherwise:

absolute majority has the meaning given to it in the Act;

Act means the *Local Government Act 1995*;

amendment, in relation to a motion, means an amendment motion which does not alter the basic intent of the substantive motion to which the amendment applies;

CEO means the Chief Executive Officer or Acting Chief Executive Officer for the time being of the local government;

committee means a committee of Council established under section 5.8 of the Act;

Council means the Council of the local government;

councillor has the meaning given to it in the Act;

local government means the Shire of Mundaring;

meeting means a meeting of the Council or of a committee, as the context requires;

member in respect of-

(a) the Council, has the meaning given to it in the Act;

(b) a committee, means a person appointed under section 5.10 of the Act.

Minister means the Minister responsible for administering the Act;

President means the president of the local government;

Deputy President means the deputy president of the local government;

presiding member means:

(a) in respect of the Council, the person presiding under section 5.6 of the Act;

(b) in respect of a committee, the person presiding under sections 5.12, 5.13 and 5.14 of the Act;

revocation motion means a motion to revoke or change a decision made at a Council or committee meeting under Part 11 of this local law;

Regulations means the *Local Government (Administration) Regulations 1996*;

Rules of Conduct Regulations means the *Local Government (Rules of Conduct) Regulations 2007*;

simple majority means more than 50% of the members present and voting;

special majority has the meaning given to it in the Act;

substantive motion means an original motion or an original motion as amended, but does not include an amendment or a procedural motion.

1.5 Repeal

The *Shire of Mundaring Standing Orders Local Law* published in the *Government Gazette* on 10 April 2003, as amended by publication in the *Government Gazette* on 16 June 2004, is repealed.

PART 2 – CALLING AND CONVENING MEETINGS

2.1 Ordinary and special Council meetings

(1) An ordinary meeting of the Council held on a monthly basis or otherwise as determined by the Council, is for the purpose of considering and dealing with the ordinary business of the Council.

(2) A special meeting of the Council is held for the purpose of considering and dealing with Council business that is urgent, complex in nature, for a particular purpose or confidential.

1. Calling meetings

The calling of council meetings is outlined in sections 5.5 to 5.7 of the Act, and in existing regulations 12 to 14. Amendments are proposed to add new requirements for the oversight of special council meetings that are held at short notice and prevent any meeting from being held at an unreasonable time of day.

It is important that special meetings are only convened in appropriate circumstances. Regulations are proposed to require:

- a minimum of 24 hours' notice to convene a special council meeting
- that notice to convene a special council meeting may be done with less than 24 hours' notice if an absolute majority of council members call the meeting
- that a meeting cannot commence any earlier than 8 am or later than 8 pm.

Questions 1 and 2

PART 3 – QUORUM

3.1 Procedure when quorum not present during a meeting

- (1) If at any time during a meeting a quorum is not present, the presiding member is to immediately suspend the proceedings of the meeting for a period of up to 15 minutes.
- (2) If a quorum is not present at the expiration of the period in subclause (1), the presiding member may either suspend the proceedings of the meeting for a further period of up to 15 minutes or adjourn the meeting to a later time on the same day or to another date.

3.2 Names to be recorded

At any meeting at which there is no quorum present or which is adjourned under clause 3.1, the names of the members then present are to be recorded in the minutes.

4. Quorum

Existing regulation 8 addresses the process for when there isn't a quorum at a meeting. Amendments are proposed to provide for the following where a quorum is lost or not present:

- if no quorum is present within 30 minutes of the time set for the meeting, the meeting lapses
- where quorum is lost during a meeting:
 - the meeting proceeds to the next item of business if it is due to members leaving because of a financial or proximity interest
 - the meeting is adjourned for 15 minutes for any other reason and if quorum cannot be reformed, the meeting is closed
- where quorum is lost, the names of the members then present are to be recorded in the minutes.

Question 5

PART 4 – BUSINESS OF A MEETING

4.1 Business to be specified

- (1) No business is to be transacted at any ordinary meeting of the Council other than that specified in the agenda, without the approval of the presiding member or a decision of the Council.
- (2) No business is to be transacted at a special meeting of the Council other than that given in the notice of the meeting as the purpose of the meeting.
- (3) Where a Council meeting is adjourned to the next ordinary meeting of the Council, then, unless the Council resolves otherwise, the business unresolved at the adjourned meeting is to be the first business to be considered at that ordinary meeting.
- (4) Despite subclauses (1) to (3) the CEO may include on the agenda of a Council meeting in an appropriate place within the order of business any matter which must be decided or which he or she considers is appropriate to be decided by that meeting.
- (5) The CEO may withdraw an item from the agenda of a meeting of the Council.

4.2 Order of business

- (1) Unless otherwise decided by the Council, the order of business at an ordinary meeting of the Council is to be as follows:
 1. Opening procedures
 - 1.1 Announcement of visitors
 - 1.2 Record of attendance/Apologies/Approved leave of absence
 2. Announcements by presiding member without discussion
 3. Declaration of interest
 4. Response to previous public questions taken on notice
 5. Public question time
 6. Applications for leave of absence
 7. Confirmation of minutes of previous meetings
 8. Presentations
 - 8.1 Deputations
 - 8.2 Petitions
 - 8.3 Presentations
 9. Reports of committees
 10. Reports of employees
 11. Elected members motions of which previous notice has been given

12. Urgent business (late reports)
13. Confidential reports
14. Closing procedures
 - 14.1 Date, time and place of the next meeting
 - 14.2 Closure of the meeting

- (2) Unless otherwise decided by the members present, the order of business at any special meeting of the Council is to be the order in which that business stands in the notice of, or agenda for, the meeting.

2. Agendas and order of business

It is proposed to broadly retain existing requirements for local governments to publish meeting agendas.

It is proposed that the general order of meetings be outlined in the Regulations for consistency across the local government sector. However, a council or committee may decide to consider business in a different order, provided that the other requirements of the Regulations (such as public question time being held before any decisions are made) are still met.

Regulations are proposed to outline the following order of business:

- opening (local governments will still be able to continue their own practices for opening meetings, such as making acknowledgements, prayers, opening statements, etc.)
- recording attendance
- public question time (see section 6)
- public presentations and petitions (see sections 7 and 8)
- members' question time (see section 12)
- confirmation of previous minutes (see section 15)
- reports from committees and the CEO
- motions from members
- urgent business
- matters for which the meeting may be closed
- closure.

Question 3

4.3 Public question time

- (1) A member of the public who raises a question during question time is to state their name and address.
- (2) In this clause a question includes part of a question, so that a question in 3 parts is to be treated as 3 questions.
- (3) A member of the public who wishes to ask a question at a meeting must be present at the meeting when the question is asked, however the person may seek approval from the presiding member for their nominated representative to ask the question on their behalf.
- (4) A completed question time form must include –

- (a) the name and address of the person who wishes to ask the question;
and
 - (b) the question in a succinct and legible form.
- (5) If more than 2 questions are submitted in writing by any one person, the presiding member shall allow that person, in the first instance, to ask a maximum of 2 questions.
- (6) After all other members of the public have asked their questions, and where time permits, the presiding member will allow members of the public who wish to ask more than 2 questions to sequentially ask one further question. This process will continue until the allotted time has expired.
- (7) Where only one person wishes to ask more questions and where time permits, the presiding member will invite that person to ask their additional questions.
- (8) The presiding member may decide that a public question shall not be responded to where –
- (a) the same or a similar question was asked at a previous meeting, a response was provided and the member of the public is directed to the minutes of the meeting at which the response was provided;
 - (b) the member of the public uses public question time to make a statement, provided that the presiding member has taken all reasonable steps to assist the member of the public to phrase the statement as a question; or
 - (c) the member of the public asks a question that is offensive or defamatory in nature, provided that the presiding member has taken all reasonable steps to assist the member of the public to phrase the question in a manner that is not offensive or defamatory.
- (9) The presiding member may determine that any question requiring research or investigation be answered in writing as soon as practicable.
- (10) Where the necessary information is available at the time the question is posed a response will be provided by either the CEO, relevant member or employee nominated by the presiding member.
- (11) A question may be taken on notice by the Council for later response.
- (12) When a question is taken on notice the CEO is to ensure that a written response is given to the member of the public and a summary of the response is included in the agenda of the next meeting of the Council.
- (13) If the 15 minute period set aside for question time for the public is reached, Council may resolve by resolution that question time be extended for an additional 15 minutes.

- (14) No more than two 15 minute extensions to public question time will be permitted.
- (15) Where an answer to a question is given at a meeting, a summary of the question and the answer is to be included in the minutes of the meeting.

6. Public question time

Currently, the Act and Regulations require that public question time is to be made available at every council meeting and certain committee meetings.

Regulation 6 requires that at least 15 minutes is to be made available for public questions at those meetings. However, question time may be extended if there are further questions; the time may also be used for other business if there are no further questions.

Regulation 7 also provides that question time must be held before substantive decisions are made at that meeting.

Currently, the practice at many local governments is that a person who wishes to ask a question attends the meeting (either physically in-person or by electronic means) to ask their question. However, it is proposed that regulations allow for a personal representative of a person to ask a question. This provides an alternative avenue for someone who may be unable to attend a meeting to have their question raised.

Currently, individual local governments meeting local laws and policies may contain processes for members of the public to raise questions. Some requirements, such as rules requiring a person to lodge a question in writing before a meeting, may prevent a person who is not familiar with those requirements from being able to ask a question.

New standardised requirements are proposed to expand the existing Regulations to require that:

- a member of the public only needs to provide their name and suburb/locality (and not any other information) before asking a question
- a person is not required to lodge a question in writing in advance of a meeting (although a person may choose to do so, for instance if they have a very specific or technical question)
- a local government may still require a person, or their personal representative, to attend a meeting to ask a question lodged in writing in advance of the meeting for it to be addressed at that meeting
- questions must not take more than 2 minutes to ask, including a relevant preamble, unless the presiding member grants an extension of time
- if other people are waiting to ask questions, the presiding member will seek to provide equal opportunity for people to ask questions (for instance, by moving to the next person waiting after someone has asked 3 questions, and returning to the first person if time allows)
- any questions are to be answered by the presiding member, or a relevant member (nominated by the presiding member), the CEO, or an employee nominated by the CEO
- if a question, or a question of a similar nature, was asked and answered in the previous 6 months, the presiding member may direct the member of the public to the minutes of the meeting that contains the question and answer
- no debate of a question or answer is to take place

- questions may be taken on notice by the person who is answering the question
- when a question is taken on notice, a response is to be given to the member of the public in writing and a copy of the answer is to be included in the agenda of the next ordinary meeting
- the presiding member may reject questions that contain offensive language or reflect adversely on others but must provide opportunities for the question to be rephrased.

Questions 7 to 10

4.4 Leave of absence

- (1) A member seeking the Council's approval to take leave of absence shall give written notice to the CEO prior to the commencement of the meeting.
- (2) The notice referred to in subclause (1) shall include the period of leave of absence required and the reasons for seeking the leave.

4.5 Confirmation of minutes

- (1) When minutes of meetings are distributed for consideration prior to their confirmation at the next meeting, if a member is dissatisfied with the accuracy of the minutes, the member is to provide the CEO with a written copy of the alternative wording to amend those minutes prior to the commencement of the meeting.
- (2) At the meeting where the minutes are to be confirmed, the member who provided the alternative wording shall, at the time for confirmation of the minutes –
 - (a) state the item or items with which he or she is dissatisfied; and
 - (b) propose a motion clearly outlining the alternative wording to amend the minutes.
- (3) Members at the meeting must not discuss items of business contained in the unconfirmed minutes, other than discussion as to their accuracy as a record of the proceedings.

15. Meeting minutes and confirmation

Existing meeting procedures provide for the method of confirmation of the minutes. It is proposed to amend the Regulations to provide a clear process for correcting minutes by:

- allowing a member who identifies errors with unconfirmed minutes to provide a CEO with any proposed corrections by 12 noon the day before a meeting at which the minutes are to be confirmed
- requiring any proposed corrections to the minutes to be presented to council for a decision with a recommendation from the CEO
- Requiring DLGSC to be notified if a local government fails to adopt or defers confirmation of the minutes of a meeting.

Question 28

4.6 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.

7. Presentations at council

Local governments commonly allow for presentations (also known as deputations) to be made to inform council decisions. Councils may set a policy for whether they hear presentations at council meetings and/or committee meetings, or at other meetings, and the circumstances in which a presentation may be heard.

It is proposed that local governments will continue to have discretion to choose whether and when to hear presentations.

To allow for a decision to be made in advance of the meeting, it is proposed that either the presiding member or CEO will make the decision on whether a presentation is heard at a meeting, based on any policy established by the council.

Accordingly, it is proposed that a council may establish a policy that determines:

- the types of meetings at which presentations may be heard
- whether the responsibility for making decisions on presentation requests sits with either the presiding member or CEO
- any other matters to guide the presiding member or CEO's decision making towards requests.

New Regulations are also proposed to:

- allow a person, or group of people, to lodge a request in accordance with the council's policy to provide a presentation at least 48 hours before the meeting
- require the presiding member or CEO to decide and provide a response to the person requesting the presentation by 12 noon the day of the meeting

- provide that if the presiding member or CEO refuses an application, they are to provide their reasons to the applicant and advise of the refusal at the meeting
- limit presentations to 5 minutes (not including questions) unless there is a resolution to extend the time limit
- allow council and committee members to ask questions of presenters.

Questions 11 to 14

4.7 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. Petitions

Many local governments have a tradition of accepting petitions, mirroring the practice of Parliament.

Regulations are proposed to:

- enable any person to petition a local government by lodging a petition to the council on any matter, including petitions which may be critical of actions or decisions of the local government
- require the lead petitioner to provide their contact details
- require any person signing a petition to state their suburb/town, and declare whether they are residents and/or electors of the district
- require the petitioner to tally the number of signatories
- limit rejection of a petition to only when it is not in the prescribed form

- require that the council is to consider each petition and must determine how it is to respond, such as by seeking a report from the CEO
- allow local governments to establish an electronic petitioning system if they wish
- require all petitions received and outcomes from petitions to be summarised in a report to the annual meeting of electors.

Question 15

4.8 Presentations

- (1) In this clause, a **presentation** means the acceptance of a gift, grant or award by the Council on behalf of the local government or the community.
- (2) A presentation to the Council at a meeting may be made only with the prior approval of the presiding member.

4.9 Announcements by the presiding member without discussion

At any meeting of the Council the presiding member may announce or raise any matter of interest or relevance to the local government and there is not to be any discussion on the matter, unless the Council resolves otherwise.

4.10 Elected members motions of which previous notice has been given

- (1) Unless the Act, Regulations or this local law provide otherwise, a member may raise at a meeting such business as he or she considers appropriate, in the form of a motion, of which notice has been given in writing to the CEO and which has been included on the agenda.
- (2) A notice of motion under subclause (1) is to be given at least seven clear working days before the meeting at which the motion is to be raised.
- (3) A notice of motion is to be accompanied by supporting reasons and is to relate to the good governance of the district.
- (4) The CEO –
 - (a) with the concurrence of the presiding member, may exclude from the agenda any notice of motion deemed to be, or likely to involve, a breach of this local law or any other written local law;
 - (b) will inform all members on each occasion that a notice has been excluded and the reason for that exclusion;
 - (c) may, after consultation with the submitting member where this is practicable, make such amendments to the form but not the substance as will bring the notice of motion into due form; and
 - (d) may provide to the Council relevant and material facts and circumstances pertaining to the notice of motion on such matters as policy, budget and law.
- (5) A motion of which notice has been given is to lapse unless -

- (a) the member who gave notice or another member authorised by him or her in writing, moves the motion when called on and the motion is seconded; or
 - (b) the Council on a motion agrees to defer consideration of the motion to a later date.
- (6) If a notice of motion is given and lapses under subclause (5), notice of a motion in the same terms or to the same effect is not to be given again for at least 3 months from the date of such lapse.

10. Motions and amendments [in part]

See also Part 8 of the *Meeting Procedures Local Law 2015*.

Council members may raise motions that are not part of the agenda of a meeting to recommend a proposal for consideration. For instance, a motion might propose a new policy or decision.

Local governments commonly require notice of a motion to be provided in advance of a council meeting. This is to allow council members time to review the motion and for the CEO and administration to provide advice needed to assist council members with making a decision on a motion.

Providing notice to other council members, the CEO and administration can support a more fulsome consideration of the motion.

Regulations are proposed to require council members to provide written notice of motions at least 1 calendar week before the council meeting commences. This would generally allow those motions to be included in the meeting agenda, which must be published 72 hours before the commencement of the meeting.

It is proposed that reasons for notices of motion, amendments and other decisions that are changed at a meeting would still be required.

Questions 17 and 18

4.11 Urgent business (late reports)

A member may move a motion to consider an item of urgent business that is not included in the agenda for that meeting provided that –

- (a) the presiding member has first consented to the business raised;
- (b) the presiding member considers that either –
 - (i) the urgency of the business is such that the business cannot await inclusion in the agenda for the next meeting of the Council; or
 - (ii) the delay in referring the business to the next meeting of the Council could have adverse legal or financial implications for the local government; and
- (c) the item of urgent business is presented in the form of a detailed staff report, a copy of which is to be provided to members prior to the commencement of the meeting.

3. Urgent business

Currently, individual local governments' meeting local laws and policies may vary in how urgent business is raised at a meeting. Existing local laws and policies provide various procedures for urgent business to be considered at a council meeting. Broadly, these procedures seek to limit the use of urgent business to only the most exceptional circumstances.

Regulations are proposed to allow the CEO to introduce an item without notice in cases of urgency if:

- an absolute majority of the council resolve to hear the matter at the meeting, and
- the item is clearly marked as urgent business.

It is proposed that DLGSC must be notified each time this occurs, within 7 calendar days, to ensure this process is only used in exceptional circumstances.

Urgent business may only be heard after public question time (see section 6).

Question 4

4.12 Confidential reports

- (1) The CEO may, at any time, recommend that a meeting or part of a meeting be closed to members of the public.
- (2) The Council in one or more of the circumstances dealt with in the Act, may at any time, by resolution, decide to close a meeting or part of a meeting.
- (3) If a resolution under subclause (2) is carried –
 - (a) the presiding member is to direct everyone to leave the meeting except–
 - (i) the members;
 - (ii) the CEO; and
 - (iii) any employee specified by the presiding member; and
 - (b) the meeting is to be closed to the public until, at the conclusion of the matter justifying the closure of the meeting to the public, the Council, by resolution, decides otherwise.
- (4) A person who fails to comply with a direction under subclause (3)(a) may by order of the presiding member be removed from the meeting.
- (5) A resolution under this clause may be made without notice.
- (6) Once the meeting is reopened to members of the public, the presiding member is to ensure that any resolution of the Council made while the meeting was closed is read aloud including the details of any voting recorded.

PART 5 – PUBLIC PARTICIPATION

5.1 Recording of proceedings

- (1) A person is not to use any electronic, visual or audio recording device or instrument to record the proceedings of the Council without the permission of the presiding member.
- (2) If the presiding member gives permission under subclause (1), the presiding member is to advise the meeting immediately before the recording is commenced, that such permission has been given and the nature and extent of that permission.

5.2 Prevention of disturbance

- (1) A reference in this clause to a person is to a person other than a member.
- (2) A person addressing the Council shall be courteous and respectful to the Council and the processes under which it operates and shall comply with any direction by the presiding member.
- (3) A person observing a meeting shall not create a disturbance at a meeting by interrupting or interfering with the proceedings, whether by expressing approval or dissent, by conversing or by any other means.
- (4) A person shall ensure that his or her mobile device or audible pager is not switched on or used during any meeting of the Council.
- (5) A person who fails to comply with the provisions of this clause when so directed by the presiding member shall immediately leave the meeting room.
- (6) A person who is ordered to leave the meeting room and fails to do so, may by order of the presiding member be removed from the meeting room and, if the presiding member so orders, from the premises.

PART 6 – CONDUCT OF MEMBERS

6.1 Members to occupy own seats

At Council meetings, members must be seated in the order as determined by the CEO following each ordinary election.

6.2 Official titles to be used

A speaker, when referring to the President or Deputy President, or a member or employee, must use the title of that person's office.

6.3 Entering or leaving a meeting

During the course of a meeting a member must not enter or leave the meeting without first informing the presiding member, in order to facilitate the recording in the minutes of the time of entry or departure.

6.4 Crossing Council chamber

- (1) When the presiding member is putting any motion or amendment to the vote, a member shall not leave or cross the Council chamber.
- (2) Whilst another member is speaking a member shall not pass between the speaker and the presiding member.

6.5 No conversing with the public during meetings

A member must not converse with any member of the public in the public gallery during a Council meeting.

6.6 Members who wish to speak

- (1) A member who wishes to speak –
 - (a) must indicate their intention to speak by raising their hand or by another method agreed by the Council; and
 - (b) when invited by the presiding member to speak, must address the meeting through the presiding member.

6.7 Priority of speaking

- (1) Where 2 or more members indicate at the same time their intention to speak, the presiding member will decide which member is to be heard first.
- (2) A decision of the presiding member under this clause is not open to discussion, dissent or point of order.
- (3) A member is to cease speaking immediately after being asked to do so by the presiding member.

6.8 Presiding member may take part in debate

Subject to compliance with this local law's procedures for the debate of motions, the presiding member may take part in a discussion of any matter before the meeting.

6.9 Relevance

- (1) A member must restrict his or her remarks to the motion or amendment under discussion or to a personal explanation or point of order.
- (2) The presiding member at any time may call the attention of the meeting to any irrelevant or repetitious remarks by a member.

6.10 Speaking twice

- (1) A member must not address the Council more than once on any motion or amendment except –
 - (a) as the mover of a substantive motion, to exercise a right of reply;
 - (b) to raise a point of order; or

- (c) to make a personal explanation.
- (2) A member who asks a question before speaking, has not addressed the meeting for the purposes of this clause.

6.11 Duration of speeches

A member may speak on a motion or amendment, or reply for a period of three minutes, unless an extension of time is granted by the Council without debate, but a member's total speaking time must not exceed six minutes.

6.12 Questions during debate

- (1) At any time during the debate on a motion before it is put to the vote, a member may ask a question and, with the consent of the presiding member, may ask one or more further questions.
- (2) Questions asked by a member and responses given by an employee –
 - (a) are to be brief and concise; and
 - (b) are not to be accompanied by argument, expression of opinion, or statements, except where necessary to explain the question or answer.
- (3) In answering any question an employee may qualify his or her answer and may at a later time in the meeting or at a later meeting, alter, correct, add to or otherwise amend his or her original answer.

12. Questions by members [in part]

The current practices for members asking formal questions at meetings varies throughout the sector. Some local governments have a "questions from council members" period; other local governments allow members to place questions on notice for future meetings.

Regulations are proposed to provide that:

- council members must seek permission from the presiding member to ask the CEO clarifying questions during debate.

Questions 22 to 24

6.13 No speaking after conclusion of debate

A member must not speak on any motion or amendment –

- (a) after the mover has replied; or
- (b) after the motion or amendment has been put to the vote.

6.14 No interruption

A member must not interrupt another member who is speaking other than –

- (a) to raise a point of order;
- (b) to call attention to the absence of a quorum;

- (c) to make a personal explanation under clause 6.15; or
- (d) to move a procedural motion that the member be no longer heard (refer to clause 9.9).

6.15 Personal explanations

- (1) A member who wishes to make a personal explanation relating to a matter referred to by another member who is then speaking, must indicate to the presiding member his or her intention to make a personal explanation.
- (2) The presiding member is to determine whether the personal explanation is to be heard immediately or at the conclusion of the speech by the other member.
- (3) A member making a personal explanation must confine his or her observations to a succinct statement relating to the specific part of the speech at which he or she may have been misunderstood.

6.16 No reopening of discussion

A member must not reopen discussion on any Council decision, except to move that the decision be revoked or changed.

6.17 Adverse reflection and offensive language

- (1) A member must not reflect adversely on a decision of the Council except on a motion that the decision be revoked or changed (refer to Part 11).
- (2) A member must not –
 - (a) reflect adversely on the character or actions of another member or employee;
 - (b) attribute any motive to a member or employee; or
 - (c) use an expression that is offensive in reference to any member, employee or other person,unless the meeting resolves, without debate, that the matter before the meeting cannot otherwise be adequately considered.

6.18 Withdrawal of adverse reflection or offensive language

A member who, in the opinion of the presiding member –

- (a) reflects adversely on the character or actions of another member or employee;
- (b) attributes any motive to a member or employee; or
- (c) uses an expression that is offensive,

must when directed by the presiding member, withdraw the reflection, attribution or expression and make a satisfactory apology.

14. Adverse reflection

In addition to aspects of the model code of conduct, existing meeting procedures seek to prevent inappropriate language and adverse reflections from occurring at meetings.

Regulations are proposed to provide that:

- a person, including a member, cannot reflect adversely on the character of members, employees or other persons – if they do so they must withdraw their remark
- members cannot adversely reflect on the decisions of the council, except in making a motion to revoke or change a decision
- failure to withdraw adverse reflection is to be dealt with as disorderly conduct (including as a potential minor breach)
- a member who is concerned about a remark that may be an adverse reflection may raise a point of order with the presiding member.

Question 27

6.19 Smoking and consumption of alcohol

Smoking and the consumption of alcoholic beverages are prohibited in any meeting.

PART 7 – PRESERVING ORDER

7.1 Presiding member to preserve order

- (1) The presiding member is to preserve order and whenever he or she considers necessary, may call a member to order.
- (2) When the presiding member speaks during a debate, every member present must be silent so that the presiding member may be heard without interruption.
- (3) Subclause (2) is not to be used by the presiding member to exercise his or her right to take part in the debate (see clause 6.8), but to preserve order.

9. Orderly conduct of meetings

See also clauses 5.2 and 7.5 of the *Meeting Procedures Local Law 2015*.

New Regulations are proposed to create a duty for all people present at a meeting to:

- ensure that the business of the meeting is attended to efficiently and without delay
- conduct themselves courteously at all times
- allow opinions to be heard within the requirements of the meetings procedures.

It is also proposed that the Regulations:

- allow members to raise points of order to bring the presiding member's attention to a departure from procedure
- provide that it is a minor breach for a presiding member to preside in a manner which is unreasonable or contravenes the requirements of the Act or Regulations
- empower the presiding member to call a person to order and:
 - should a member not comply with a third call to order, the presiding member may direct them to speak no further (but they may continue to cast their vote) for the remainder of the meeting, with failure to adhere to the direction being a minor breach
 - if any other person does not comply with one call to order, the presiding member may direct them to leave the meeting, with failure to do so being an offence
- provide that a council may vote to rescind a direction made by a presiding member for a member to not speak further during a meeting
- provide that a member who has had a direction made against them to not speak further cannot move or second a motion that attempts to rescind the decision.

Question 16

7.2 Points of order

- (1) Any of the following acts may be considered to constitute a point of order for the purpose of this local law –
 - (a) a speaker's remarks not being relevant to the motion or amendment being debated (see clause 6.9);
 - (b) a speaker's use of offensive expressions (see clause 6.17);
 - (c) the breach of any written law, including this local law, provided that the member making the point of order specifies the written law believed to be breached; or
 - (d) insinuations about the character, morality, honesty or motives of a member or employee.
- (2) A member raising a point of order shall specify one of the grounds in subclause (1) before speaking further on the matter.
- (3) A member who expresses a difference of opinion or contradicts a speaker is not to be taken as raising a point of order.
- (4) Despite anything in this local law to the contrary, a point of order –
 - (a) takes precedence over any discussion; and
 - (b) until determined by the presiding member, suspends the consideration or discussion of any other matter.

7.3 Procedures on a point of order

- (1) A member who is addressing the presiding member must not be interrupted except on a point of order.
- (2) A member interrupted on a point of order is to immediately stop speaking until –
 - (a) the member raising the point of order has been heard; and
 - (b) the presiding member has ruled on the point of order,and, if permitted, the member who has been interrupted may then proceed.

7.4 Ruling by the presiding member

- (1) The presiding member must rule on any point of order which is raised by either upholding or rejecting the point of order.
- (2) A ruling by the presiding member on a point of order -
 - (a) is not to be the subject of debate or comment; and
 - (b) is to be final unless the majority of members then present and voting, on a procedural motion moved immediately after the ruling, dissent from the ruling.
- (3) Subject to a motion of dissent being carried under subclause (2), if the presiding member rules that-
 - (a) any motion, amendment or other matter before the meeting is out of order, it is not to be considered further; and
 - (b) a statement made or act done by a member is out of order, the presiding member may require the member to make an explanation, retraction or apology.

7.5 Continued breach of order

If a member -

- (a) persists in any conduct that the presiding member had ruled is out of order; or
- (b) fails or refuses to comply with a direction from the presiding member, the presiding member may direct the member to refrain from taking any further part in the debate on that item other than by voting, and the member must comply with that direction.

7.6 Presiding member may adjourn the meeting

- (1) For the purpose of preserving or regaining order, the presiding member may adjourn the meeting for a period of up to 15 minutes.
- (2) On resumption, the debate is to continue at the point at which the meeting was adjourned.

- (3) If, at any one meeting the presiding member adjourns the meeting more than once for the purpose of preserving or regaining order, the second or subsequent adjournment may be to a later time on the same day or to another day.

5. Adjourning a meeting [in part]

See also clauses 4.1(3) and 9.7 of the *Meeting Procedures Local Law 2015*.

Currently, individual local governments' meeting local laws or policies may contain processes for adjourning a meeting. It is intended to adopt similar rules, while also addressing concerns regarding meetings of council that run late. Regulations are proposed to provide that:

- council may decide to adjourn a meeting to another day, time and place to resume from the point it adjourned
- a presiding member may adjourn a meeting for 15 minutes to regain order of a meeting that has been disrupted
- if a meeting is adjourned for a second time due to disruption, a presiding member must adjourn the meeting to another day, time or place (not on the same day), with notice being published on the local government's website.

Question 6

PART 8 – MOTIONS AND AMENDMENTS

8.1 Motions to be stated and in writing

- (1) A member who wishes to move a substantive motion or an amendment to a substantive motion-
 - (a) must state the substance of the motion before speaking to it; and
 - (b) must put the motion or amendment in writing if-
 - (i) if in the opinion of the presiding member, the motion or amendment is significantly different to the relevant written recommendation of a committee or an employee; or
 - (ii) he or she is otherwise required to do so by the presiding member.
- (2) The written terms of the motion or amendment are to be given to the CEO who is to ensure that they are recorded in the minutes.

8.2 Motions to be supported

- (1) A substantive motion or an amendment to a substantive motion is not open to debate until it has been seconded.
- (2) A motion to revoke or change a decision made at a Council meeting is not open to debate unless the motion has the support required under regulation 10 of the Regulations.

8.3 Unopposed business

- (1) Immediately after a substantive motion has been moved and seconded, the presiding member shall ask the meeting if any member opposes it, wishes to speak or wishes to ask a question.
- (2) If no member opposes the motion, or wishes to speak or ask a question the presiding member may put the motion to the vote without debate.
- (3) If a member opposes a motion, the motion is to be dealt with in accordance with clause 8.6.

8.4 Only one substantive motion at a time

When a substantive motion is under debate at a meeting of the Council, no further substantive motion is to be accepted. The Council is not to consider more than one substantive motion at any time.

8.5 Complex motions

The presiding member may require that a complex substantive motion, or a complex amendment to a substantive motion, is to be broken down and put in the form of more than one motion, each of which is to be put to the vote in sequence.

8.6 Order of call in debate

The presiding member is to call speakers to a substantive motion in the following order:

- (a) the mover to state the motion;
- (b) a seconder to the motion;
- (c) the mover to speak to the motion;
- (d) the seconder to speak to the motion;
- (e) a speaker against the motion, if any;
- (f) a speaker for the motion;
- (g) other speakers against and for the motion, alternating where possible; and
- (h) mover exercises the right of reply, which closes the debate.

11. Debate on motion

See also clauses 6.10 and 8.11 of the *Meeting Procedures Local Law 2015*.

The practice of motions being moved and seconded and debate alternating between speakers for and against the motion is used in meeting procedures statewide.

Some local governments have a further requirement where if a motion is not opposed, no debate occurs, and the motion is recorded as passing unanimously.

Regulations are proposed to provide for the following rules for formal debate on a motion or amendment:

- any motion must be seconded before it may be debated (or carried without debate)
- a motion is carried without debate if no member is opposed to the motion
- if a member is opposed, the mover and seconder may speak and are followed by alternating speakers against and for the motion, with a final right of reply for the mover
- speeches must be relevant to the motion under debate and no member must speak twice – except for the mover’s right of reply, or if the council decides to allow further debate
- no member can speak for longer than notice without the approval of the meeting.

Questions 19 to 21

8.7 Limit of debate

The presiding member may offer the right of reply and put a substantive motion to the vote if he or she believes that sufficient discussion has taken place even though all members may not have spoken.

8.8 Member may require motion to be read

A member may require the motion under discussion to be read at any time during a debate, but not so as to interrupt any other member who is speaking.

8.9 Amendments

- (1) A member may move an amendment to a substantive motion at any time during debate on the motion, except-
 - (a) if the mover has been called by the presiding member to exercise the right of reply;
 - (b) if the member has already spoken to the substantive motion;
 - (c) if another amendment is being debated, or has not been withdrawn, carried or lost;
 - (d) during debate on a procedural motion.
- (2) An amendment must be relevant to the substantive motion to which it is moved and must not have the effect of negating the substantive motion.
- (3) An amendment to a substantive motion is to take only one of the following forms-
 - (a) that certain words be omitted;
 - (b) that certain parts be omitted and others substituted or added; or
 - (c) that certain words be added.
- (4) Only one amendment at a time is to be debated, but as often as an amendment is withdrawn, carried or lost, another amendment may be moved before the substantive motion is put to the vote.

- (5) Where an amendment is carried, the substantive motion as amended is, for all purposes of subsequent debate, to be treated as the substantive motion.
- (6) The mover of an amendment has the right of reply at the conclusion of the discussion on the amendment and the right of reply is to be confined to rebutting arguments raised by previous speakers and no new matter is to be introduced.

8.10 Withdrawal of a motion or amendment

- (1) The Council may, without debate, grant leave for a motion or amendment to be withdrawn by the mover, with the consent of the seconder, provided there is no objection by any member.
- (2) If a member objects, discussion on either the motion or amendment shall continue.

10. Motions and amendments [in part]

See also clause 4.10 of the *Meeting Procedures Local Law 2015*.

Existing meeting procedures address many matters relating to the processes of decision making. This includes motions and amendments (including foreshadowed and alternate motions), notices of motion by members, reasons for changes to the CEO's recommended motion, passing motions "en bloc", and how voting occurs. The existing system of motions (including foreshadowed, amendment, alternate and revocation motions) are proposed to be broadly maintained.

It is proposed that reasons for notices of motion, amendments and other decisions that are changed at a meeting would still be required.

Questions 17 and 18

8.11 Right of reply

- (1) The mover of a substantive motion has the right of reply.
- (2) The mover of any amendment to a substantive motion has a right of reply.
- (3) The right of reply may only be exercised-
 - (a) where no amendment is moved to the substantive motion – at the conclusion of the discussion on the motion; or
 - (b) where one or more amendments have been moved to the substantive motion – at the conclusion of the discussion on the substantive motion and any amendments.
- (4) After the mover of an amendment or the substantive motion has commenced the reply, no other member is to speak on the amendment or motion, ask a question or propose a further amendment.
- (5) The right of reply is to be confined to rebutting arguments raised by previous speakers and no new matter is to be introduced.

- (6) At the conclusion of the right of reply, the substantive motion, or the substantive motion as amended, is immediately to be put to the vote.

PART 9 – PROCEDURAL MOTIONS

9.1 Permissible procedural motions

In addition to the right to move an amendment to a substantive motion (under Part 8) a member may move any of the following procedural motions-

- (a) that the debate on the motion be adjourned;
- (b) that the motion be now put;
- (c) that the meeting now adjourn;
- (d) that the meeting now be closed to members of the public;
- (e) that the member be no longer heard; or
- (f) that the ruling of the presiding member be disagreed with.

13. Procedural motions

Various procedural motions are provided for in each local governments' meeting procedures. They help with managing a meeting effectively and democratically.

Regulations are proposed to provide for the following procedural motions to be put without debate:

- a motion to vary the order of business (e.g. to move a report in the order of business so it is considered earlier)
- a motion to adjourn debate to another time
- a motion to adjourn the meeting
- a motion to put the question (close debate)
- a motion to extend a member's speaking time
- a motion to extend public question time
- a motion to extend the time for a public presentation
- a motion to refer a motion to a committee or for the CEO to provide a new or updated report to a future meeting
- a motion of dissent in the presiding member's ruling (for example, to overturn the presiding member's direction that a member does not speak further)
- a motion to close a meeting to the public in accordance with the Act.

Questions 25 and 26

9.2 No debate

- (1) The mover of a motion specified in paragraph (a), (c), (d) or (f) of clause 9.1 may speak to the motion for not more than 3 minutes, the seconder is not to speak other than to formally second the motion, and there is to be no debate on the motion.
- (2) the mover of a motion specified in paragraph (b) or (e) of clause 9.1 must not speak to the motion, the seconder is not to speak other than to formally second the motion and there is to be no debate on the motion.

9.3 Who may move

No member who has moved, seconded or spoken for or against the substantive motion, or any amendment to the substantive motion, may move any procedural motion which, if carried, would close the debate on the substantive motion or amendment.

9.4 Procedural motions – right of reply on substantive motion

The carrying of a procedural motion which closes debate on the substantive motion or amendment and forces a decision on the substantive motion or amendment, does not deny the right of reply to the mover of the substantive motion or amendment.

9.5 Debate to be adjourned (clause 9.1(a)) – effect of motion

A motion “that the debate on the motion be adjourned”-

- (a) is to state where in the order of business, or to which future meeting the debate is to be adjourned; and
- (b) if carried, has the effect that all debate on the substantive motion or amendment ceases immediately, but continues when the presiding member reintroduces the matter at the time in the order of business stated in the motion.

9.6 Motion be now put (clause 9.1(b)) – effect of motion

- (1) If the motion “that the motion be now put”, is carried during debate on a substantive motion without amendment, the presiding member is to offer the right of reply and then put the motion to the vote without further debate.
- (2) If the motion “that the motion be now put”, is carried during discussion of an amendment, the presiding member is to offer the right of reply in relation to the amendment and then put the amendment to the vote without further debate.
- (3) If lost, this motion allows debate to continue.

9.7 Meeting now adjourn (clause 9.1(c)) – effect of motion

- (1) A motion “that the meeting now adjourn”-
 - (a) is to state the time and date to which the meeting is to be adjourned; and
 - (b) if carried, has the effect that the meeting is adjourned to the time and date specified in the motion.
- (2) A meeting adjourned under subclause (1) is to continue from the point at which it was adjourned, unless the presiding member or the Council determines otherwise.

9.8 The meeting now be closed to members of the public (clause 9.1(d)) – effect of motion

If a motion “that the meeting now be closed to members of the public” is carried, then the presiding member is to close the meeting in accordance with clause 4.12.

9.9 Member to be no longer heard (clause 9.1(e)) – effect of motion

If the motion “that the member be no longer heard” is carried, the speaker against whom the motion has been moved cannot speak further on the current substantive motion or any amendment relating to it, except to exercise the right of reply if he or she is the mover of the substantive motion or amendment.

9.10 Ruling of the presiding member to be disagreed with (clause 9.1(f)) – effect of motion

- (1) The motion “that the ruling of the presiding member be disagreed with”, having been carried, will cause the ruling of the presiding member to be reversed and for the meeting to proceed accordingly.
- (2) Where the presiding member has adjourned the meeting in accordance with clause 7.6, the motion “that the ruling of the presiding member be disagreed with” must not be moved.

PART 10 – VOTING

10.1 Motion – when put

Immediately after the debate on any motion is concluded and the right of reply has been exercised, the presiding member-

- (a) is to put the motion to the Council; and
- (b) if requested by any member, is to again state the terms of the motion.

10.2 Dividing motions for voting

Where a report to the Council contains more than one motion, the presiding member may put the motions individually, in groups or as one.

10.3 Method of taking vote

In taking the vote on any motion or amendment, the presiding member-

- (a) is to put the motion or amendment, first in the affirmative, and then in the negative;
- (b) may put the motion or amendment as often as may be necessary to enable him or her to determine whether the affirmative or the negative has the majority of votes;

- (c) is to count and determine the votes of members in any way (such as electronically or by show of hands) that enables a record to be taken of each member's vote; and
- (d) subject to this clause, is to declare the result.

10.4 Recording of votes

- (1) The number of votes for and against a motion at a meeting of the Council shall be recorded in the minutes of that meeting.
- (2) The names of all members voting for or against a motion shall be recorded, adjacent to the respective motion, in the minutes.

PART 11 – IMPLEMENTING AND REVOKING OR CHANGING DECISIONS

11.1 Revoking or changing a decision at the same meeting

- (1) The Council may at the same meeting at which it is carried, revoke or change a decision if all members who were present in the Council chamber at the time the decision was carried are also present in the Council chamber at the time the revoking or changing is proposed.
- (2) A member who wishes to move a revocation motion at the same meeting where the decision was made must-
 - (a) clearly identify the decision to be revoked or changed; and
 - (b) clearly state the reason for the decision to be revoked or changed.
- (3) If the CEO receives a notice of revocation motion to revoke a decision made at a meeting before the close of that meeting, the CEO must immediately advise the presiding member of the substance of the revocation motion and raise it as an item of urgent business under clause 4.11.
- (4) Where the presiding member is advised of a revocation motion under subclause (3), he or she is to-
 - (a) advise the meeting of the notice;
 - (b) state the substance of the revocation motion;
 - (c) determine whether there is sufficient support as required under the Regulations; and
 - (d) if there is sufficient support, deal with the revocation motion.

11.2 Revoking or changing a decision after a meeting

- (1) A member wishing to move a revocation motion at a future meeting of the Council must give notice to the CEO of the revocation motion, which is to-
 - (a) be in writing;
 - (b) specify the decision proposed to be revoked or changed;

- (c) include a reason or reasons for the revocation motion;
 - (d) be supported by the number of members required under the Regulations;
 - (e) specify the date of the ordinary or special meeting of the Council where it is to be presented, as the case may be; and
 - (f) be given to the CEO in accordance with the notice of motions provisions in clause 4.10.
- (2) Any notice of revocation motion given to the CEO must be dealt with in accordance with clause 4.10.

11.3 Limitations on powers to revoke or change decisions

The Council shall not consider a motion to revoke or change a decision of the Council if-

- (a) at the time the motion is moved or notice is given, action has been taken under clause 11.4 to implement the decision; or
- (b) where the decision is procedural in its form or effect, without having considered a statement of impact prepared by or at the direction of the CEO of the legal and financial consequences of the proposed revocation or change.

11.4 Implementing a decision

- (1) A decision of the Council shall not be implemented by the CEO or any other person until after 12 noon on the first working day following the Council meeting at which that decision was carried.
- (2) The Council may, by resolution carried at the same meeting at which a decision was made, request the CEO to take immediate action to implement the decision.
- (3) A decision made at a meeting is not to be implemented by the CEO or any other person-
 - (a) if, before commencing any implementation action, the CEO or that person is given a valid notice of revocation motion; and
 - (b) unless and until the valid notice of revocation motion has been determined by the Council.

PART 12 – SUSPENSION OF LOCAL LAW

12.1 Suspension of this local law

- (1) A member may at any time move that the operation of one or more of the clauses of this local law be suspended.

- (2) A member moving a motion under subclause (1) is to identify the clause or clauses to be suspended and state the reasons for the motion, but no other discussion is to take place.
- (3) A motion under subclause (1) which is seconded and carried by absolute majority, is to suspend the operation of the clause or clauses to which the motion relates for the duration of the discussion on any matter, unless the meeting resolves otherwise.

12.2 When this local law does not apply

- (1) In situations where-
 - (a) this local law has been suspended; or
 - (b) a matter is not regulated by the Act, the Regulations or this local law, the presiding member is to decide questions relating to the conduct of the meeting.
- (2) The decision of the presiding member under subclause (1) is final, except where a motion of dissent is moved under clause 9.10.

PART 13 – COMMITTEES OF THE COUNCIL

13.1 Establishment of committees

A Council resolution to establish a committee under section 5.8 of the Act is to include-

- (a) the terms of reference of the committee;
- (b) the number of Council members, employees and other persons to be appointed to the committee;
- (c) the names or titles of the Council members and employees to be appointed to the committee;
- (d) the names of other persons to be appointed to the committee or an explanation of the procedure to be followed to determine the appointments;
- (e) details of the delegation of any powers or duties to the committee under section 5.16 of the Act.

13.2 Local law applies to committees

This local law applies generally to committee meetings except for clause 6.1 in respect of members' seating and clause 6.11 in respect of limitation on members speaking.

17. Council committees

Sections 5.8 to 5.18 of the Act provide for the establishment of committees that may assist with decision making. Section 7.1A provides for the establishment of an

audit committee. The standardised meeting procedures will only apply to those committees established under sections 5.8 and 7.1A.

It is proposed that provisions for committees be similar to requirements for council meetings. Committees may need to provide a more flexible meeting environment, in terms of time limitations and procedure, to facilitate the consideration of issues in detail. This is reflected in meeting procedures across the State.

Regulations are proposed to provide that:

- a committee meeting is to be called when requested by the presiding member of the committee, the mayor or president, or a third of the committee’s members
- certain meeting procedures such as the order of debate, speaking twice and time limits do not apply to a committee
- a committee is answerable to the council and must provide at least 1 report to council on its activities each year.

Question 32

PART 14 – MEETINGS OF ELECTORS

14.1 Procedure for electors’ meetings

In exercising his or her discretion to determine the procedure to be followed at an electors’ meeting, the presiding member is to have regard to the Act, Regulations and this local law.

14.2 Participation of non-electors

A person who is not an elector of the local government shall not take part in any discussion at an electors’ meeting unless the meeting, by resolution, permits the person to do so.

18. Meeting of electors

The Act establishes that the mayor or president is to preside at electors’ meetings, and any resolutions passed by an electors’ meeting are considered at a following council meeting.

As electors’ meetings are quite different to council meetings, comment is sought about whether parts of the proposed standard should apply for electors’ meetings.

Question 33

PART 15 – BREACH OF THIS LOCAL LAW

15.1 Penalty for breach

A person who breaches a provision of this local law commits an offence.
Penalty: \$1,000 and daily penalty of \$100.



Proposed provisions not included in the Shire's current local law

5. Adjourning a meeting [in part]

Currently, individual local governments' meeting local laws or policies may contain processes for adjourning a meeting. It is intended to adopt similar rules, while also addressing concerns regarding meetings of council that run late.

It is also proposed that if a meeting is continuing and it reaches 10:45 pm:

- the council or committee may decide to either extend the meeting for a further 15 minutes to allow for
- any remaining business to be concluded or determine to adjourn the meeting
- if any business remains at 11 pm, the meeting must adjourn to a day and time which is at least 10 hours later to deal with any outstanding agenda items and a notice must be published on the local government's website listing when the meeting will resume.

Question 6

12. Questions by members [in part]

The current practices for members asking formal questions at meetings varies throughout the sector. Some local governments have a "questions from council members" period; other local governments allow members to place questions on notice for future meetings.

Regulations are proposed to provide that:

- council members can ask the CEO questions related to any item on an agenda by providing the question in writing by 12 noon the day before the meeting
- council member questions are to be answered during the "questions from council members" agenda item

Questions 22 to 24

16. Electronic meetings and attendance

In 2020, Regulations were introduced in response to the COVID-19 pandemic to enable councils to hold meetings electronically and for council members to attend using electronic means. This allowed councils to continue making critical decisions during the pandemic. The use of videoconferencing and the adoption of livestreaming has also encouraged public access and participation in local government.

On 9 November 2022, the *Local Government (Administration) Amendment Regulations 2022* took effect, meaning local governments could conduct council and committee meetings electronically outside of emergency situations and that council and committee members could attend in-person meetings using electronic means, such as videoconferencing.

The State Government committed to a public consultation process to gain feedback on the effect of these changes following 12 months of operation.

Questions 29 to 31

10.6 Monthly Financial Report for the period ended 29 February 2024

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. Monthly Financial Report for the period ended 29 February 2024 ↓

PURPOSE

The monthly financial report discloses the Shire's financial performance and financial position for the period ended 29 February 2024.

BACKGROUND

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

The monthly financial report contains the statement of financial activity and the statement of financial position, which together with any accompanying documents are required 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.

STATUTORY / LEGAL IMPLICATIONS

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

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

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

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

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

STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 4 - Governance

Objective 4.4 – High standard of governance and accountability

Strategy 4.4.6 – Sound financial and asset management

SUSTAINABILITY IMPLICATIONS

Nil

RISK IMPLICATIONS

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

EXTERNAL CONSULTATION

Nil

COMMENT

The monthly financial report contains the following:

- Finance Dashboard with key financial indicators;
- Key financial information in graphical form;
- Statement of Financial Activity;
- Statement of Financial Position;
- Statement of Financial Activity Information, which includes a summary of the Shire's net current asset position and closing budget position;
- Explanation of Material Variances;
- Cash and Financial Assets;
- Capital Acquisitions;
- Grants and Contributions; and
- Capital Revenue.

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 29 February 2024 was \$23,687,350 compared to a year to date budgeted surplus of \$ 18,116,752. The budgeted year end surplus is \$614,424 as per the original budget adopted by Council on 30 August 2023 (SC2.08.23). The mid-year budget review updated the forecast closing year end budget surplus to \$1,659,635 (C17.03.24).

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION / COUNCIL DECISION C20.04.24

Moved by Cr Zlatnik Seconded by Cr Beale

That Council notes:

1. the closing position of the Shire for the period ended 29 February 2024 is a surplus of \$23,687,350, compared to the year to date budgeted surplus of \$18,116,752; and
2. the explanation of material variances in the Statement of Financial Activity contained in **Attachment 1**.

CARRIED 8/0

For: Cr Jeans, Pres McNeil, Cr Mehta, Cr Cook, Cr Ellery, Cr Beale, Cr Cicchini and Cr Zlatnik

Against: Nil



SHIRE OF MUNDARING

MONTHLY FINANCIAL REPORT

(Containing the required statement of financial activity and statement of financial position)

For the period ended 29 February 2024

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Note 1 Statement of Financial Activity Information	8
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Note 3 Cash and Financial Assets	10
Note 4 Capital Acquisitions	11
Note 5 Grants and Contributions	13
Note 6 Capital Revenue	14

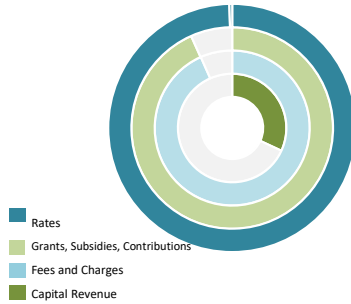
**SHIRE OF MUNDARING
FINANCE DASHBOARD
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

Summary

Actual Rates Raised \$32,391,193
 Actual Rates Received \$24,015,778; 66% Collected
 Actual Operating Revenue \$49,350,860
 Actual Capital Grants \$1,243,524
 Actual Operating Expenditure (\$37,672,826)
 Actual Capital Expenditure (\$4,180,438)
 Actual Proceeds from Sale of Assets \$272,104

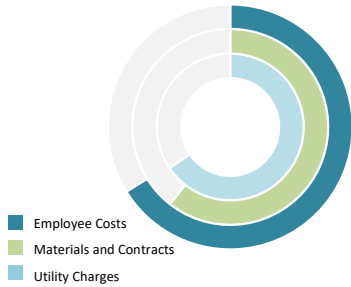
Year to Date Revenue Actuals Compared to Annual Budget

YTD Revenue vs Annual Budget



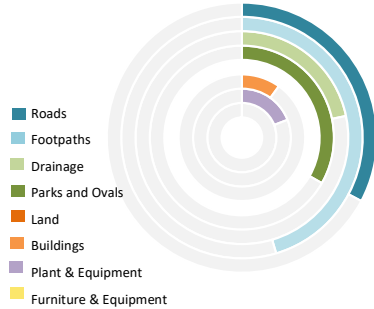
Year to Date Expenditure Actuals Compared to Annual Budget

YTD Expenditure vs Annual Budget



Year to Date Capital Actuals Compared to Annual Budget

YTD Capital vs Annual Budget



Revised Closing Budget Surplus 30 June 2024

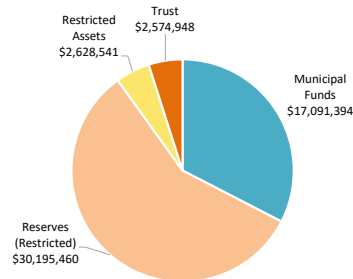
\$1,659,635

YTD Actual Budget Surplus

\$23,687,350

Investments

Investments by Classification



Loans

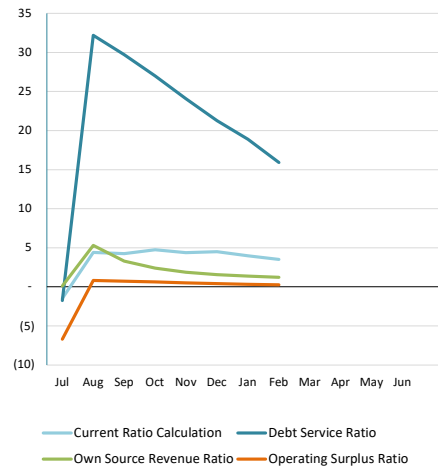
Actual Principal Outstanding \$7,952,868
 Actual Principal Paid YTD (\$446,162)
 Actual Interest Paid YTD (\$197,059)

Rates Outstanding

43 Properties with > \$10k outstanding
 245 Properties with \$3k to \$10k outstanding
 0 Properties where legal action commenced in 2023/24
 268 Properties on alternative payment arrangements

Financial Ratios

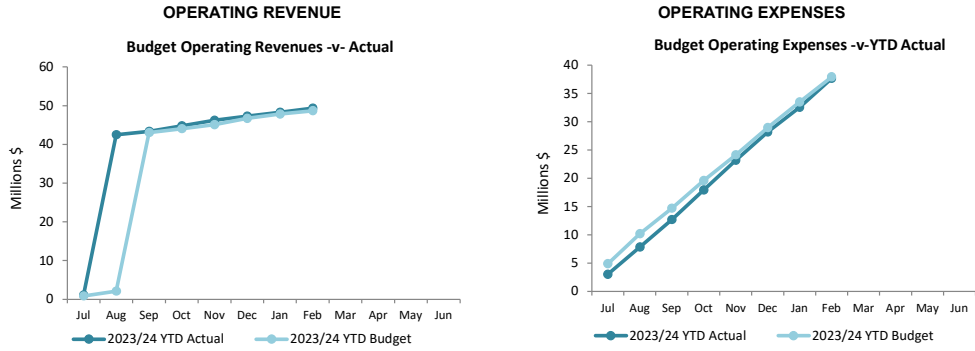
	Actual	Benchmark
Current Ratio	3.50	1
Debt Service Ratio	15.92	3
Own Source Revenue Ratio	0.92	>0.80
Operating Surplus Ratio	0.26	>0



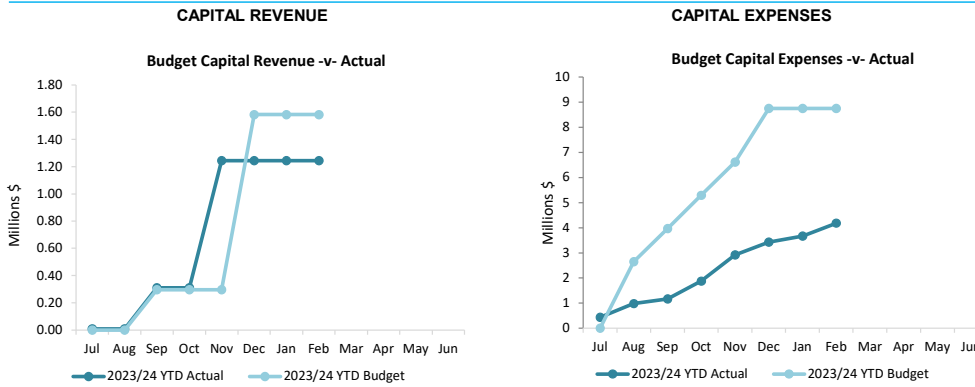
**SHIRE OF MUNDARING
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

KEY INFORMATION - GRAPHICAL

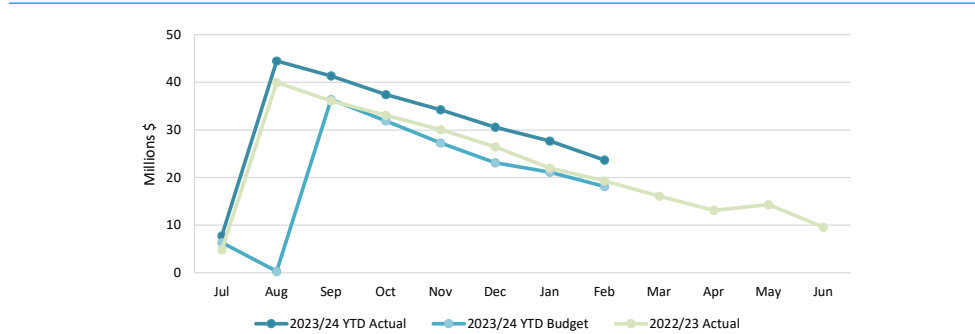
OPERATING ACTIVITIES



INVESTING ACTIVITIES



CLOSING FUNDING SURPLUS/DEFICIT



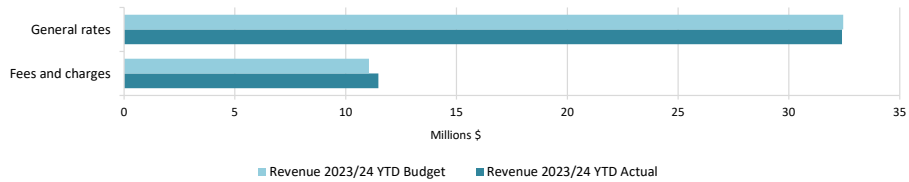
This information is to be read in conjunction with the accompanying Financial Statements and Notes.

**SHIRE OF MUNDARING
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

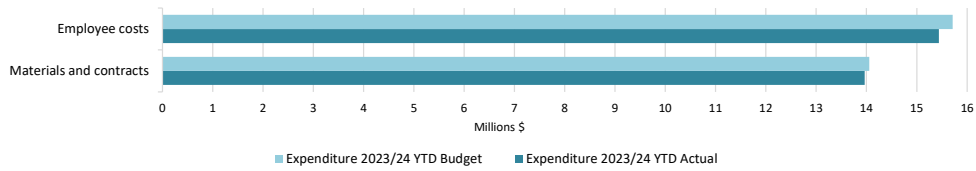
KEY INFORMATION - GRAPHICAL (Continued)

OPERATING ACTIVITIES (Continued)

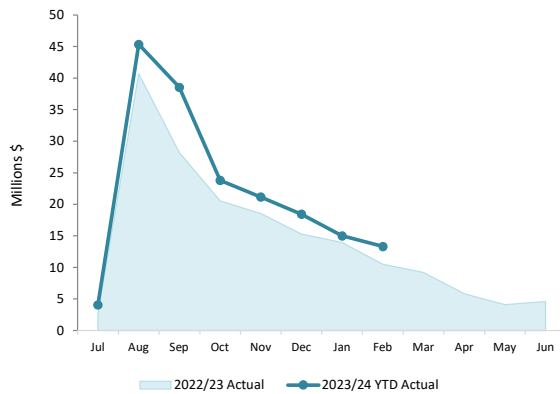
Budget Operating Income -v- Actual by Nature and Type



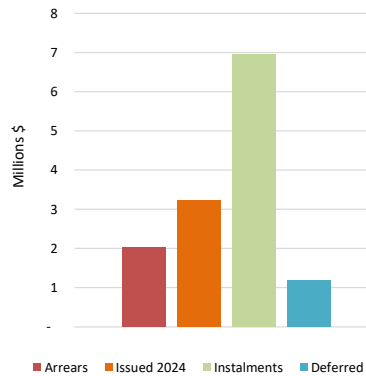
Budget Operating Expenditure -v- Actual by Nature and Type



Rates and Sanitation Debtors



Outstanding Rates by Category

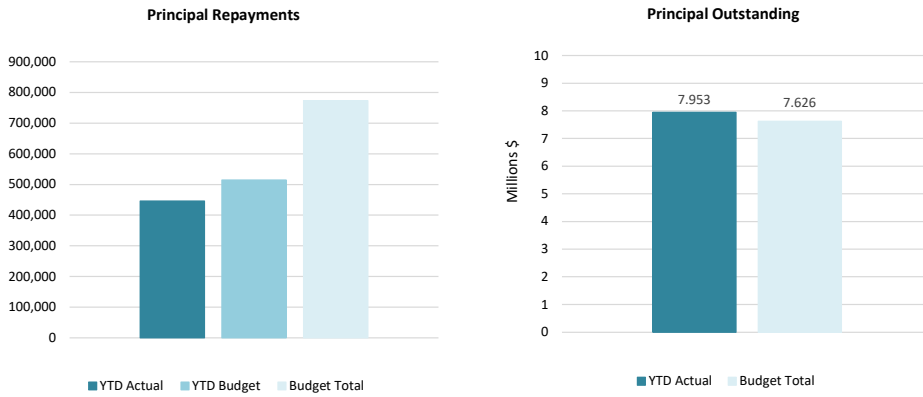


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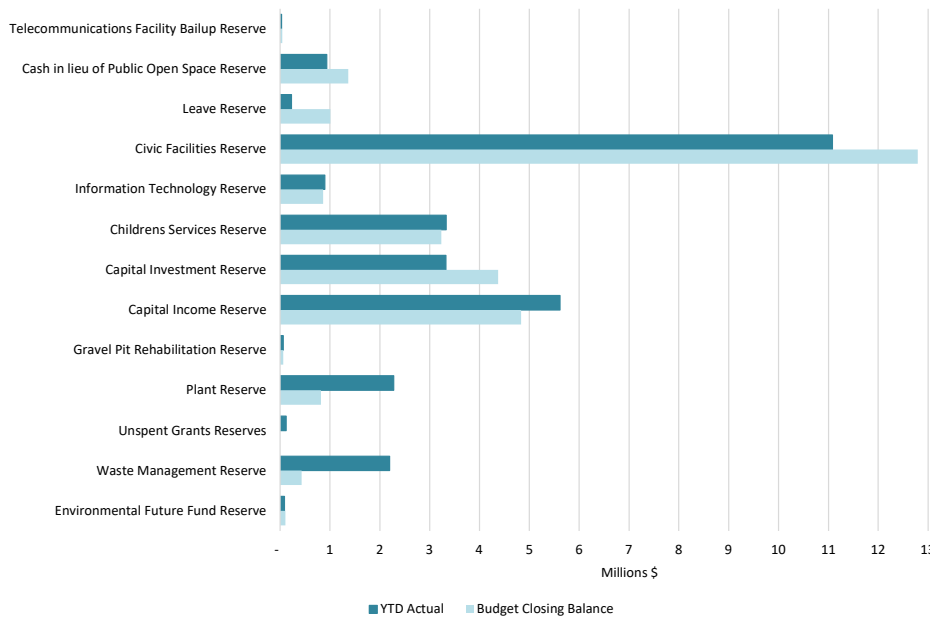
**SHIRE OF MUNDARING
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

KEY INFORMATION - GRAPHICAL (Continued)

**FINANCING ACTIVITIES
BORROWINGS**



RESERVES



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

SHIRE OF MUNDARING
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 29 FEBRUARY 2024

	Supplementary Information	Adopted Budget	Revised Budget	YTD Budget	YTD Actual	Variance*	Variance*	Var.
		(a)	(b)	(b)	(c)	\$	%	
		\$	\$	\$	\$	\$	%	
OPERATING ACTIVITIES								
Revenue from operating activities								
General rates		32,505,427	32,505,427	32,453,361	32,391,193	(62,168)	(0.19%)	▼
Grants, subsidies and contributions	5	4,118,215	5,144,797	2,758,628	3,843,790	1,085,162	39.34%	▲
Fees and charges		12,285,937	12,593,470	11,048,333	11,470,276	421,943	3.82%	▲
Interest revenue		1,427,000	1,427,000	951,322	626,272	(325,050)	(34.17%)	▼
Other revenue		1,261,417	1,510,048	834,284	957,716	123,432	14.79%	▲
Profit on asset disposals		620,000	61,614	620,000	61,613	(558,387)	(90.06%)	▼
		52,217,996	53,242,356	48,665,928	49,350,860	684,932	1.41%	
Expenditure from operating activities								
Employee costs		(23,338,795)	(23,099,502)	(15,713,557)	(15,435,859)	277,698	(1.77%)	▼
Materials and contracts		(23,060,660)	(23,915,359)	(14,052,756)	(13,960,582)	92,174	(0.66%)	▼
Utility charges		(1,383,021)	(1,407,508)	(927,970)	(906,235)	21,735	(2.34%)	▼
Depreciation		(8,456,170)	(8,677,604)	(5,541,790)	(5,713,340)	(171,550)	3.10%	▲
Finance costs		(340,263)	(340,263)	(221,200)	(197,059)	24,141	(10.91%)	▼
Insurance		(640,933)	(649,131)	(640,933)	(649,133)	(8,200)	1.28%	▲
Other expenditure		(1,144,792)	(1,095,541)	(829,899)	(789,590)	40,309	(4.86%)	▼
Loss on asset disposals		0	(21,028)	0	(21,028)	(21,028)	0.00%	▼
		(58,364,634)	(59,205,936)	(37,928,105)	(37,672,826)	255,279	(0.67%)	
Non-cash amounts excluded from operating activities	Note 1(b)	7,836,170	8,743,410	4,921,790	5,779,147	857,357	17.42%	▲
Amount attributable to operating activities		1,689,532	2,779,830	15,659,613	17,457,181	1,797,568	11.48%	
INVESTING ACTIVITIES								
Inflows from investing activities								
Proceeds from capital grants, subsidies and contributions	6	3,901,110	4,212,482	1,582,577	1,243,524	(339,053)	(21.42%)	▼
Proceeds from disposal of assets		2,183,594	1,183,594	1,727,896	272,104	(1,455,792)	(84.25%)	▼
		6,084,704	5,396,076	3,310,473	1,515,628	(1,794,845)	(54.22%)	
Outflows from investing activities								
Payments for property, plant and equipment	4	(6,122,062)	(6,727,770)	(3,198,100)	(966,837)	2,231,263	(69.77%)	▼
Payments for construction of infrastructure	4	(9,761,577)	(9,683,985)	(5,550,827)	(3,213,601)	2,337,226	(42.11%)	▼
		(15,883,639)	(16,411,755)	(8,748,927)	(4,180,438)	4,568,489	(52.22%)	
Amount attributable to investing activities		(9,798,935)	(11,015,679)	(5,438,454)	(2,664,810)	2,773,645	51.00%	
FINANCING ACTIVITIES								
Inflows from financing activities								
Transfer from reserves		7,210,631	7,735,731	160,000	142,765	(17,235)	(10.77%)	▼
		7,210,631	7,735,731	160,000	142,765	(17,235)	(10.77%)	
Outflows from financing activities								
Repayment of borrowings		(772,872)	(772,872)	(515,248)	(446,162)	69,086	(13.41%)	▼
Payments for principal portion of lease liabilities		(210,505)	(210,505)	0	0	0	0.00%	
Transfer to reserves		(7,204,268)	(6,458,885)	(1,450,000)	(403,639)	1,046,361	(72.16%)	▼
		(8,187,645)	(7,442,262)	(1,965,248)	(849,801)	1,115,447	56.76%	
Amount attributable to financing activities		(977,014)	293,469	(1,805,248)	(707,036)	1,098,212	60.83%	
MOVEMENT IN SURPLUS OR DEFICIT								
Surplus or deficit at the start of the financial year								
Amount attributable to operating activities		9,700,841	9,602,015	9,700,841	9,602,015	(98,826)	(1.02%)	▼
Amount attributable to investing activities		1,689,532	2,779,830	15,659,613	17,457,181	1,797,568	11.48%	▲
Amount attributable to financing activities		(9,798,935)	(11,015,679)	(5,438,454)	(2,664,810)	2,773,645	(51.00%)	▼
Amount attributable to financing activities		(977,014)	293,469	(1,805,248)	(707,036)	1,098,212	(60.83%)	▼
Surplus or deficit after imposition of general rates		614,424	1,659,635	18,116,752	23,687,350	5,570,599	30.75%	▲

KEY INFORMATION

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

* Refer to Note 2 for an explanation of the reasons for the variance.

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

**SHIRE OF MUNDARING
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

	Supplementary Information	30 June 2023	29 February 2024
		\$	\$
CURRENT ASSETS			
Cash and cash equivalents	3	25,026,351	6,516,446
Trade and other receivables		6,079,082	14,161,727
Other financial assets		24,179,308	43,399,341
Inventories		123,569	117,691
Other assets		331,938	0
TOTAL CURRENT ASSETS		55,740,248	64,195,205
NON-CURRENT ASSETS			
Trade and other receivables		1,344,682	1,238,290
Other financial assets		142,067	142,067
Investment in associate		20,305,412	20,305,412
Property, plant and equipment		88,553,160	87,007,458
Infrastructure		380,882,752	377,293,625
Right-of-use assets		576,355	576,354
TOTAL NON-CURRENT ASSETS		491,804,428	486,563,206
TOTAL ASSETS		547,544,676	550,758,411
CURRENT LIABILITIES			
Trade and other payables		12,393,469	6,502,220
Other liabilities		275,650	275,650
Lease liabilities		223,602	223,602
Borrowings		772,872	326,710
Employee related provisions		3,534,135	3,534,135
TOTAL CURRENT LIABILITIES		17,199,728	10,862,317
NON-CURRENT LIABILITIES			
Lease liabilities		358,664	358,664
Borrowings		7,626,158	7,626,158
Employee related provisions		293,869	293,869
Other provisions		161,200	161,200
TOTAL NON-CURRENT LIABILITIES		8,439,891	8,439,891
TOTAL LIABILITIES		25,639,619	19,302,208
NET ASSETS		521,905,057	531,456,203
EQUITY			
Retained surplus		148,677,004	157,967,272
Reserve accounts		29,934,979	30,195,853
Revaluation surplus		343,293,074	343,293,078
TOTAL EQUITY		521,905,057	531,456,203

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

SHIRE OF MUNDARING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 29 FEBRUARY 2024

1 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

	Supplementary Information	Adopted Budget	Last Year Closing	Year to Date
		2023/24	30 June 2023	29 Feb 2024
(a) Net current assets used in the Statement of Financial Activity				
Current assets				
Cash and cash equivalents	3	\$ 3,990,760	\$ 25,026,351	\$ 6,516,446
Trade and other receivables		6,074,026	6,079,082	14,161,727
Other financial assets		36,122,118	24,179,308	43,399,341
Inventories		123,569	123,569	117,691
Other assets		331,938	331,938	0
		<u>46,642,411</u>	<u>55,740,248</u>	<u>64,195,205</u>
Less: current liabilities				
Trade and other payables		(12,289,586)	(12,393,469)	(6,502,220)
Other liabilities		(275,650)	(275,650)	(275,650)
Lease liabilities		(214,033)	(223,602)	(223,602)
Borrowings		(812,437)	(772,872)	(326,710)
Employee related provisions		(3,534,134)	(3,534,135)	(3,534,135)
		<u>(17,125,840)</u>	<u>(17,199,728)</u>	<u>(10,862,317)</u>
Net current assets		29,516,571	38,540,520	53,332,888
Less: Total adjustments to net current assets	Note 1(c)	(28,902,147)	(28,938,505)	(29,645,541)
Closing funding surplus / (deficit)		614,424	9,602,015	23,687,347

(b) Non-cash amounts excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

	Adopted Budget	YTD Budget (a)	YTD Actual (b)
	\$	\$	\$
Non-cash amounts excluded from operating activities			
Adjustments to operating activities			
Less: Profit on asset disposals	(620,000)	(620,000)	(61,613)
Add: Loss on asset disposals	0	0	21,028
Add: Depreciation	8,456,170	5,541,790	5,713,340
Non-cash movements in non-current assets and liabilities:			
- Pensioner deferred rates	0	0	106,392
Total non-cash amounts excluded from operating activities	7,836,170	4,921,790	5,779,147

(c) Current assets and liabilities excluded from budgeted deficiency

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

	Adopted Budget	Last Year Closing	Year to Date
	2023/24	30 June 2023	29 Feb 2024
	\$	\$	\$
Adjustments to net current assets			
Less: Reserve accounts	(29,928,617)	(29,934,979)	(30,195,853)
Add: Current liabilities not expected to be cleared at the end of the year:			
- Current portion of borrowings	812,437	772,872	326,710
- Current portion of lease liabilities	214,033	223,602	223,602
Total adjustments to net current assets	(28,902,147)	(28,938,505)	(29,645,541)

CURRENT AND NON-CURRENT CLASSIFICATION

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

SHIRE OF MUNDARING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 29 FEBRUARY 2024

2 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 actual materially.
The material variance for revenue adopted by Council for the 2023-24 year is \$50,000 or 10% whichever is the greater.
The material variance for expenses adopted by Council for the 2023-24 year is \$100,000 or 10% whichever is the greater.

Description	Var. \$ \$	Var. % %	
Revenue from operating activities			
General rates	(62,168)	(0.19%)	▼
YTD actuals for interim rates less than YTD budget.			
Grants, subsidies and contributions	1,085,162	39.34%	▲
Additional Bushfire Mitigation Activity Grant Funding of \$120,000 received and additional \$250,000 acquitted earlier than budgeted - adjusted in the mid-year budget review. Child Care Subsidy Grants \$97,847 greater than YTD Budget. IAS Funding of \$179,935 received earlier than budgeted. FOGO Grant (from DWER) of \$159,200 not included in budget - adjusted in the mid-year budget review.			
Fees and charges	421,943	3.82%	▲
Childcare fees income \$274,007 greater than YTD Budget. Statutory Building licence fees \$39,950 greater than YTD budget. Pools income \$45,196 greater than YTD Budget.			
Interest revenue	(325,050)	(34.17%)	▼
Impact of the reversal on interest accrued as at 30 June 2023 - \$411k. Variance will reduce as interest is earned and recognised (as term deposits mature) during 2023/24.			
Other revenue	123,432	14.79%	▲
Reimbursement of leave from other councils \$27,595 greater than YTD Budget. Reimbursement of Workers Compensation payments \$40,336 greater than YTD Budget. MECPC Recoup of Programs income \$23,500 greater than YTD Budget.			
Profit on asset disposals	(558,387)	(90.06%)	▼
Sale of Scott Street Property has not occurred.			
Expenditure from operating activities			
Employee costs	277,698	(1.77%)	▼
Within variance threshold.			
Materials and contracts	92,174	(0.66%)	▼
Within variance threshold.			
Utility charges	21,735	(2.34%)	▼
Within variance threshold.			
Depreciation	(171,550)	3.10%	▲
Within variance threshold.			
Finance costs	24,141	(10.91%)	▼
Relates to the timing of loans repayments, current month payment not due until 1st of following month.			
Insurance	(8,200)	1.28%	▲
Within variance threshold.			
Other expenditure	40,309	(4.86%)	▼
Within variance threshold.			
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	(339,053)	(21.42%)	▼
Relates to timing of multiple grants. Most significantly the DFES Capital Grant Funding of \$132,500 not yet received.			
Proceeds from disposal of assets	(1,455,792)	(84.25%)	▼
Sale of Scott Street Property has not occurred. Relates to timing of plant disposals.			
Outflows from investing activities			
Payments for property, plant and equipment	2,231,263	(69.77%)	▼
Variances due to timing of plant replacements - see Note 4.			
Payments for construction of infrastructure	2,337,226	(42.11%)	▼
Variances spread over numerous projects - see Note 4.			
Inflows from financing activities			
Transfer from reserves	(17,235)	(10.77%)	▼
Within variance threshold. No transfers from reserves			
Outflows from financing activities			
Repayment of borrowings	69,086	(13.41%)	▼
Relates to the timing of loans repayments, current month payment not due until 1st of following month.			
Payments for principal portion of lease liabilities	0	0.00%	
Within variance threshold.			
Transfer to reserves	1,046,361	(72.16%)	▼
Proceeds for Scott Street were budgeted to be transferred to reserves.			
Surplus or deficit at the start of the financial year	(98,826)	(1.02%)	▼
Year end accrual of expenses as at 30 June 2023 for \$104,133 was not accounted for in the budget brought forward.			
Surplus or deficit after imposition of general rates	5,570,599	30.75%	▲
Due to variances described above			

**SHIRE OF MUNDARING
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

3 CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted \$	Restricted \$	Total Cash \$	Trust \$	Institution	Interest Rate	Maturity Date
Municipal Bank	Cash and cash equivalents	742,269	0	742,269	0	Bendigo	Variable	n/a
Municipal Investment	Cash and cash equivalents	5,300,599	0	5,300,599	0	Bendigo	Variable	n/a
Municipal Term Deposit	Financial assets at amortised cost	3,048,526	0	3,048,526	0	Suncorp	4.98%	1/05/2024
Municipal Term Deposit	Financial assets at amortised cost	4,000,000	0	4,000,000	0	Suncorp	4.93%	14/03/2024
Municipal Term Deposit	Financial assets at amortised cost	4,000,000	0	4,000,000	0	CBA	4.87%	23/04/2024
Reserve Investment	Cash and cash equivalents	0	579,336	579,336	0	Bendigo	Variable	n/a
Reserve Term Deposit	Financial assets at amortised cost	0	3,693,416	3,693,416	0	Bendigo	5.40%	19/06/2024
Reserve Term Deposit	Financial assets at amortised cost	0	4,073,755	4,073,755	0	NAB	5.10%	2/04/2024
Reserve Term Deposit	Financial assets at amortised cost	0	4,945,393	4,945,393	0	Westpac	4.35%	21/03/2024
Reserve Term Deposit	Financial assets at amortised cost	0	2,657,549	2,657,549	0	NAB	5.30%	22/10/2024
Reserve Term Deposit	Financial assets at amortised cost	0	4,246,011	4,246,011	0	NAB	5.10%	18/02/2025
Reserve Term Deposit	Financial assets at amortised cost	0	5,000,000	5,000,000	0	Suncorp	5.22%	25/09/2024
Reserve Term Deposit	Financial assets at amortised cost	0	5,000,000	5,000,000	0	CBA	5.24%	26/06/2024
Restricted Asset	Cash and cash equivalents	0	2,628,541	2,628,541	0	Bendigo	Variable	n/a
Trust Investment	Cash and cash equivalents	0	0	0	2,574,948	Bendigo	Variable	n/a
Total		17,091,394	32,824,001	49,915,395	2,574,948			
Comprising								
Cash and cash equivalents		6,042,868	3,207,877	9,250,745	2,574,948			
Financial assets at amortised cost		11,048,526	29,616,124	40,664,650	0			
		17,091,394	32,824,001	49,915,395	2,574,948			

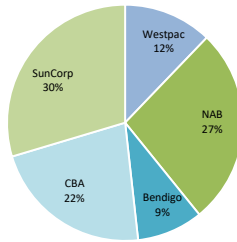
KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

**Term Deposit Spread
by Financial Institution**



Term Deposit Spread - Can't be greater than 35% for any one Financial Institution

Westpac	4,945,393	12%
NAB	10,977,315	27%
Bendigo	3,693,416	9%
CBA	9,000,000	22%
SunCorp	12,048,526	30%
	40,664,650	100%

SHIRE OF MUNDARING
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 29 FEBRUARY 2024

INVESTING ACTIVITIES

4 CAPITAL ACQUISITIONS - DETAILED

Account Description	Adopted		YTD Actual	Variance (Under)/Over	Variance incl Commitments
	Budget	YTD Budget			
	\$	\$	\$	\$	
Land					
	0	0	0	0	
Total	0	0	0	0	0
Buildings					
AFM Library - Office Walls & Partitions Works	6,000	3,000	13,696	7,696	
Boya Oval Changeroom/Kiosk Upgrade	60,000	60,000	22,830	(37,170)	
Brown Park Community Centre - Building Works	272,000	136,000	7,020	(264,980)	
Bruce Douglas - Replace Floor/Wall Tiles and Fitting	20,000	10,000	0	(20,000)	
CDS Shed - Coppin Road T/S - New CCTV System Installation	50,000	25,000	0	(50,000)	
Changerooms Upgrade - Bilgoman Pool	550,000	275,000	50,728	(499,272)	
Disability Access Work - Implementation Plan	24,000	24,000	1,500	(22,500)	
Energy Emissions Reduction - Multiple Buildings	98,000	98,000	0	(98,000)	
Mt Helena Oval - Changeroom Upgrade	30,000	15,000	173	(29,827)	
Mt Helena Playgroup Building - Upgrade Kitchen & Bathroom	60,000	30,000	0	(60,000)	
Octagonal Hall - Front Wall Repairs	20,000	10,000	0	(20,000)	
Operations Centre - Store Room Upgrade	15,000	7,500	41,332	26,332	
Operations Centre - Office Layout & Work Station Adjustments	20,000	10,000	0	(20,000)	
Operations Centre - Upgrade Chemical Storage Facilities	30,000	15,000	0	(30,000)	
** Parkerville Hall - Disability Access Works	275,000	137,500	19,940	(255,060)	
Parkerville VFBF - Building Works	25,000	12,500	0	(25,000)	
Wooroloo Hall - Building Works	7,881	3,940	0	(7,881)	
Wooroloo VFBF - Building Works	25,000	12,500	0	(25,000)	
Total	1,587,881	884,940	157,219	(1,430,662)	(142,214)
Furniture and Equipment					
Administration/Civic Centre - New Work Stations	30,000	15,000	0	(30,000)	
Art Acquisition Program	12,000	12,000	0	(12,000)	
Council Chambers - Install New Audio & Visual Equipment	200,000	100,000	0	(200,000)	
Council Chambers - New Furniture & Equipment	25,000	12,500	0	(25,000)	
Operations Centre - Upgrade Chemical Storage Facilities	21,500	14,000	0	(21,500)	
Total	288,500	153,500	0	(288,500)	(153,500)
Plant and Equipment					
Plant Replacement Program 2021-22	541,160	541,160	289,581	(251,579)	
** Plant Replacement Program 2022-23	1,557,000	1,557,000	457,945	(1,099,055)	
Plant Replacement Program 2023-24	2,086,021	0	62,092	(2,023,929)	
Mt Helena Aquatic Centre - Replace Pool Cleaner	11,500	11,500	0	(11,500)	
Upgrade/Renew Fuel Dispensing System	50,000	50,000	0	(50,000)	
Total	4,245,681	2,159,660	809,618	(3,436,063)	(262,212)
Infrastructure					
Roads					
Bailey Road - Road Renewal	23,000	11,500	0	(23,000)	
Bailup Road (MRRG 22/23) - Jardine Ct To Rahnie Rd	241,555	241,555	0	(241,555)	
Bailup Road Bridge - Repairs	25,000	25,000	0	(25,000)	
Barlow Street - Road Renewal	69,500	34,750	52,244	(17,256)	
Barnett Road - Road Renewal	26,000	13,000	1,738	(24,262)	
Barusella Road - Drainage Works	15,000	0	0	(15,000)	
Brooking Road (MRRG 22/23) - GEH N To Culvert Cr	83,313	83,313	(1,805)	(85,118)	
Brooking Road Extension (MRRG 20/21)	20,000	20,000	3,000	(17,000)	
Burkinshaw Road Bridge - Repairs	40,000	0	0	(40,000)	
Casino Road (West) - Road Renewal	58,000	29,000	0	(58,000)	
Craig Street - Embayments - Road Kerb	40,000	40,000	0	(40,000)	
Denholme Place - Road Renewal	40,500	20,250	0	(40,500)	
Dinsdale Road (North) - Road Renewal	50,500	25,250	76	(50,424)	
Dinsdale Road (South) - Road Renewal	35,500	17,750	238	(35,262)	
Dreghorn Road - Road Renewal	67,000	33,500	68,217	1,217	
Duval Road - Road Renewal	46,500	23,250	39,476	(7,024)	
** Ealy Street - Road Renewal	210,000	210,000	427,118	217,118	
Fire Access - Falls Rd To Richardson Rd - Road Surface	130,000	0	0	(130,000)	
Fire Access - Reservoir Rd To Rosedale Rd - Road Surface	85,000	85,000	0	(85,000)	
Flora Road - Road Renewal	60,600	30,300	39,953	(20,647)	
GEH Service Road (Greenmount) - Road Renewal	85,000	42,500	0	(85,000)	
Glen Road - Reconstruct Road from Maslin Rd to Victor Rd	30,000	0	0	(30,000)	
Honeyeater Glade - Seal Road	220,000	110,000	400	(219,600)	
** Iron Road - Rehab Widening	40,000	40,000	42,209	2,209	
Jacoby St - Parking Embayments Danny Wimperus - Road Pavement	0	0	4,032	4,032	
Katherine St (MRRG 22/23) - Wilkins To Noel	514,000	514,000	61,702	(452,298)	
Kerun Road - Seal Road	60,000	30,000	34,006	(25,994)	
** Marnie Road - Recon (Parking Embayment/Turnaround)	300,000	300,000	13,743	(286,257)	
** Mvivicar Road - Upgrade and Remove Deflections - Road Pavement	105,000	105,000	66,996	(38,004)	
** Morrison Road (C) East Bound (Roe Hwy to Farrall Rd) - Road Renewal	520,000	260,000	6,098	(513,902)	
** Morrison Road (Railway Line East 980m) - Road Renewal	640,000	320,000	4,100	(635,900)	
Mundaring Cemetery Development	70,000	60,000	36,022	(33,978)	
New Bus Shelters	40,000	20,000	0	(40,000)	
Oliver Street - Road Renewal	65,000	32,500	7,312	(57,688)	
Outlook Close - Road Renewal	85,000	42,500	75,937	(9,063)	
Oxley Road Hovea - Road Renewal	15,000	7,500	18,419	3,419	
Park Road - Road Renewal	37,000	18,500	27,473	(9,527)	
Prosperity Road - Shoulder Improvements	86,000	43,000	6,956	(79,044)	
Rhine Way - Road Renewal	105,500	52,750	5,321	(100,179)	
Richard Road - Construct Turnaround	65,000	0	0	(65,000)	
Sawyers Valley Bridge - Repairs	15,000	0	0	(15,000)	
Scott Street Bridge Upgrade	116,798	116,798	0	(116,798)	
Short Street - Road Renewal	70,000	35,000	11,061	(58,939)	
Swan View Road (Morrison Rd to York Rd) - Road Renewal	650,000	325,000	676,738	26,738	
Ten Acre Way - Road Renewal	46,400	23,200	0	(46,400)	
Towerhill Court - Road Renewal	92,000	46,000	0	(92,000)	
Watton Court - Road Renewal	62,000	31,000	5,053	(56,947)	
Total	5,501,666	3,518,416	1,733,821	(3,767,845)	439,823

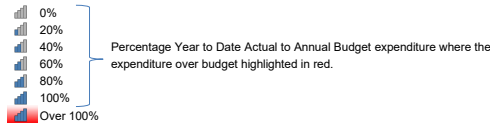
SHIRE OF MUNDARING
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 29 FEBRUARY 2024

INVESTING ACTIVITIES

4 CAPITAL ACQUISITIONS - DETAILED (Continued)

Account Description	Adopted		YTD Actual	Variance (Under)/Over	Variance incl Commitments
	Budget	YTD Budget			
	\$	\$	\$	\$	\$
Drainage					
Brook Road - Drainage Works	5,000	0	1,426	(3,574)	
Elmore Street - Drainage	40,000	40,000	0	(40,000)	
Glenwood Ave Paw - Drainage	50,000	50,000	0	(50,000)	
Grancey Avenue/Gill Street - Drainage Works	20,000	0	0	(20,000)	
Hardey Road - Drainage Repairs	72,000	72,000	0	(72,000)	
Hardey Road - Drainage Works	240,000	0	0	(240,000)	
Mathieson Rd Transfer Station - Capital Improvements	20,000	0	0	(20,000)	
Messines Court - Drainage Upgrade	25,000	25,000	0	(25,000)	
Orchard Road - Drainage Upgrade	33,000	33,000	21,743	(11,257)	
Rosedale Road - Drainage	100,000	100,000	0	(100,000)	
Stoneville Road - Drainage Works	20,000	0	0	(20,000)	
** Werribee Road - Drainage	80,000	80,000	130,153	50,153	
Total	705,000	400,000	153,322	(551,678)	(245,086)
Parks and Ovals					
Balfour Road Park - Construct Temporary Dog Park	10,000	0	8,501	(1,499)	
Boya Oval - Replace Synthetic Turf Wicket	7,334	0	0	(7,334)	
** Brown Park - Construct 3x New Cricket Nets	100,000	0	48,723	(51,277)	
Brown Park - Upgrade Power Cabinet	45,000	45,000	0	(45,000)	
Brown Park - Masterplan	24,527	24,527	9,160	(15,367)	
Brown Park Oval - Replace Synthetic Turf Wicket	7,333	0	0	(7,333)	
Broz Park - New Exercise Equipment	335,000	336,000	352,682	16,682	
Broz Park Lake - New Aerator	63,000	63,000	61,899	(1,101)	
Chidlow Skatepark - Seating/Shelter	10,000	10,000	0	(10,000)	
Construct Playground - Lake Leschenaultia	0	0	0	0	
Construct Shelters - Lake Leschenaultia	379,384	379,384	361,623	(17,761)	
Coppin Road CRC - Capital Improvements - Hardstands	14,000	14,000	0	(14,000)	
Danny Wimperus Park - New Shelter Installation	26,000	0	27,329	1,329	
Dannywimperus Reserve - Upgrade Play Equipment	0	0	2,981	2,981	
Darlington - Construct New Wetlands Recreation Area	15,000	0	0	(15,000)	
Darlington - Heritage Walkways Works - Historical Locations	197,500	0	0	(197,500)	
Darlington Oval - Extend Shelter	25,000	25,000	0	(25,000)	
** Darlington Oval - Upgrade Seating and Bollards	12,000	12,000	7,513	(4,487)	
Ellesmere Park - Construct New Dog Park	15,000	0	0	(15,000)	
** Glen Forrest Hall - Disability Access Works	275,000	137,500	19,650	(255,350)	
Glen Forrest Hall - Upgrade Carpark	110,000	0	0	(110,000)	
Glen Forrest Tennis Courts - New Lighting Tower and Upgrade All Lighting LED	50,000	0	0	(50,000)	
Glen Forrest Tennis Courts - Surface Replacement & Upgrade Infrastructure	30,000	0	0	(30,000)	
Harmony Estate Park - New Playground	30,000	30,000	21,542	(8,458)	
Harry Riseborough Oval - Fencing	20,000	20,000	0	(20,000)	
Harry Riseborough Oval - Upgrade Reticulation	80,000	0	5,589	(74,411)	
Heritage Trail - Installation Of Signage	30,000	0	0	(30,000)	
Heritage Trails - Staged Upgrading	10,000	0	0	(10,000)	
Lake Leschenaultia - New Portable Hoist	5,000	5,000	0	(5,000)	
Mathieson Road CRC - Repair Retaining Walls	65,000	0	0	(65,000)	
Morgan John Morgan - Carpark	19,500	19,500	10,488	(9,012)	
Morgan John Morgan Reserve - New Pump Track Design/Build	20,000	0	7,500	(12,500)	
Mundaring Arena - BBQ and Seating/Shade	12,000	12,000	2,680	(9,320)	
Mundaring Arena - Install Walkways	50,000	25,000	0	(50,000)	
Mundaring Mens Shed - Upgrade Paved Areas	75,000	0	53,014	(21,986)	
Mundaring Oval - Upgrade Retic/Water Tank	100,000	100,000	0	(100,000)	
Mundaring Recreation Pavilion - Extend Pergola	135,000	67,500	14,785	(120,215)	
** Norris Park - Upgrade BBQ and Play Equipment	30,000	30,000	0	(30,000)	
Parkerville Oval - Cricket Nets Upgrade/Relocation	120,000	0	0	(120,000)	
Pioneer Park - Upgrade War Plaques and Information Board	10,000	10,000	0	(10,000)	
Replace Cricket Mat Protectors	27,000	0	0	(27,000)	
Sawyers Valley Oval - Replace Synthetic Turf Wicket	7,333	0	0	(7,333)	
Sawyers Valley Oval - Upgrade Reticulation System	70,000	0	5,763	(64,237)	
Sawyers Valley Oval - Upgrade Soil Drainage	100,000	0	5,077	(94,923)	
Sculpture Park - Amphitheatre Repair	150,000	0	0	(150,000)	
Swan View - Heritage Trail Head - Construct Carparks	180,000	0	7,120	(172,880)	
Triandra Park - Upgrade Nature Play Equipment	40,000	40,000	12,557	(27,443)	
Wooroloo Reserve - Renew/Upgrade Play Equipment & Shelters	10,000	0	0	(10,000)	
Total	3,147,911	1,405,411	1,046,176	(2,101,735)	413,410
Footpaths					
Alison Street - Footpath Works	53,000	0	25,606	(27,394)	
Bladon Way - Footpath	40,000	40,000	38,599	(1,401)	
Ealy Street - Footpath	187,000	187,000	90,537	(96,463)	
Innaminka Road - Footpath Works	30,000	0	0	(30,000)	
Railway Terrace - Footpath Works	25,000	0	0	(25,000)	
Richardson Road - Footpath Works	0	0	73,591	73,591	
Rosedale Road - Shared Cycle Path	0	0	22,756	22,756	
Salisbury Road - Footpath Works	47,000	0	22,591	(24,409)	
Towle Way - Footpath Works	25,000	0	6,601	(18,399)	
Total	407,000	227,000	280,282	(126,718)	137,702
Capital expenditure total	15,883,639	8,748,927	4,180,438	(11,703,201)	187,923

Level of completion indicators



**Adjusted in Mid-Year Budget Review

SHIRE OF MUNDARING
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 29 FEBRUARY 2024

OPERATING ACTIVITIES

5 GRANTS, SUBSIDIES AND CONTRIBUTIONS

	Unspent grant, subsidies and contributions liability		Grants, subsidies and contributions revenue		
	Liability	Liability	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	1 July 2023	29 Feb 2024			
	\$	\$	\$	\$	\$
Grants and subsidies					
General Purpose Grant - Grants Commission	0	0	0	0	57,152
Education Department - Child and Parent Centre Middle Swan	0	0	520,000	260,000	260,490
Child Care Subsidy - Family Day Care Services	0	0	1,704,000	1,136,000	1,245,848
National Indigenous Australia Agency - Indigenous Advancement Strategy	0	0	250,000	83,300	263,235
Childcare Fees - Midvale Early Childhood and Parent Centre	0	0	0	0	0
Child Care Subsidy - Midvale Early Childhood and Parent Centre	0	0	0	0	0
Special Needs Subsidy Grant - Midvale Early Childhood and Parent Centre	0	0	18,000	12,000	0
Department of Communities - Midvale Hub	0	0	510,000	382,500	390,733
Australia Day Function	0	0	16,000	16,000	0
Summer of Entertainment Grant	0	0	13,000	4,332	0
Environmental Grant	0	0	20,000	12,000	0
Emergency Services Levy Grant	0	0	440,000	330,000	387,510
Mitigation Activity Fund	15,263	15,263	500,000	500,000	906,331
SES ESL Grant	0	0	0	0	7,145
Bus Shelter Grant - PTA	0	0	13,500	0	0
Street Lighting Grant	0	0	78,000	0	0
Local Road Grant	0	0	0	0	49,717
FOGO Grant	155,400	155,400	0	0	159,200
	170,663	170,663	4,082,500	2,736,132	3,727,360
Contributions					
AFM Library	0	0	1,000	672	0
Library Services Administration	0	0	0	0	1,000
Community Engagement	0	0	0	0	1,000
Seniors Week	0	0	1,000	672	0
Summer of Entertainment	0	0	16,000	5,328	10,612
Mt Helena Aquatic - Education Department	0	0	0	0	7,067
Mt Helena Aquatic - Eastern Hills SHS	0	0	12,000	12,000	72,001
Visitor Centre	0	0	140	96	0
Environmental and Sustainability	0	0	5,000	3,336	0
Fire Prevention	0	0	0	0	24,751
Eastern Hills Catchment Management	0	0	322	216	0
Land Care Administration	0	0	(18)	(8)	0
Land Care Administration	0	0	(18)	(8)	0
Seedlings for Landcare Program	0	0	289	192	0
	0	0	35,715	22,496	116,430
TOTALS	170,663	170,663	4,118,215	2,758,628	3,843,790

SHIRE OF MUNDARING
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 29 FEBRUARY 2024

INVESTING ACTIVITIES

6 CAPITAL REVENUE

	Capital grant/contribution liabilities		Capital grants, subsidies and contributions revenue		
	Liability	Liability	Adopted Budget	YTD	YTD Revenue
	1 July 2023	29 Feb 2024	Revenue	Budget	Actual
	\$	\$	\$	\$	\$
Capital grants and subsidies					
Plant Replacement Grant Funding (DFES)	0	0	265,000	132,500	0
Bailup Road (MRRG 22/23) - Jardine Cr To Rahnie Rd	0	0	36,509	18,254	29,051
Brooking Road (MRRG 22/23) - GEH N To Culvert Cr	0	0	8,911	4,455	8,911
Brooking Road Extension (MRRG 20/21)	0	0	0	0	4,987
Brown Park - Construct 3x New Cricket Nets	0	0	25,000	12,500	0
Broz Park - New Exercise Equipment	0	0	229,114	114,557	229,114
Bilgoman Pool - Changerooms Upgrade	0	0	65,000	32,500	0
Lake Leschenaultia Shelter Construction	0	0	193,231	96,615	0
Danny Wimperus Park - New Shelter Installation	0	0	11,000	5,500	11,000
Darlington - Construct New Wetlands Recreation Area	0	0	15,000	7,500	0
Darlington Heritage Walkways Works	0	0	152,500	76,250	0
Honeyeater Glade - Seal Road	0	0	193,065	96,532	0
Katherine St (MRRG 22/23) - Wilkins To Noel	0	0	54,373	27,186	0
LRCI Grant	0	0	1,072,952	0	70,988
Mcvicar Road - Upgrade And Remove Deflections	0	0	70,000	35,000	0
Morrison Road Road Renewal West Bound (Farrall Rd to Roe Hwy)	0	0	0	0	116,545
Morrison Road (Roe Hwy to Farrall Rd)	0	0	225,971	112,986	90,388
Morrison Road (Railway Line East)	0	0	321,724	160,862	128,689
Mundaring Cemetery Development	0	0	40,000	20,000	0
Parkerville Oval - Cricket Nets Upgrade/Relocation	0	0	35,000	17,500	0
Sawyers Valley Oval - Upgrade Soil Drainage	0	0	100,000	50,000	0
Scott Street Bridge Upgrade	0	0	116,798	58,399	0
State Election Capital Grants	0	0	60,000	60,000	0
State Roads Grant	0	0	297,000	297,000	319,481
Subdivision Road Construction Program	0	0	20,000	0	0
Swan View Road (Morrison Rd to York Rd)	0	0	292,962	146,481	234,370
	0	0	3,901,110	1,582,577	1,243,524
Disposal of Assets					
Land disposals	0	0	1,000,000	1,000,000	0
Plant and Equipment disposals	0	0	1,183,594	727,896	272,104
	0	0	2,183,594	1,727,896	272,104
TOTALS	0	0	6,084,704	3,310,473	1,515,628

10.7 List of Payments for February 2024

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 February 2024 ↓

PURPOSE

A list of accounts paid from the Municipal Fund and Trust Fund under the Chief Executive Officer's delegated authority for the month of February 2024 is presented to Council for noting.

BACKGROUND

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

STATUTORY / LEGAL IMPLICATIONS

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

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

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

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

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

POLICY IMPLICATIONS

AS-04 Purchasing Policy

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 4 - Governance

Objective 4.4 – High standard of governance and accountability

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

SUSTAINABILITY IMPLICATIONS

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

RISK IMPLICATIONS

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

EXTERNAL CONSULTATION

Nil

COMMENT

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

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION / COUNCIL DECISION		C21.04.24	
Moved by	Cr Ellery	Seconded by	Cr Jeans
That Council notes the list of payments made during February 2024 (Attachment 1).			
CARRIED 8/0			
For:	Cr Jeans, Pres McNeil, Cr Mehta, Cr Cook, Cr Ellery, Cr Beale, Cr Cicchini and Cr Zlatnik		
Against:	Nil		

PAYMENTS BETWEEN MEETINGS

The schedule of accounts paid for the month of February 2024 totals **\$5,464,204.40**

and includes:

- Municipal Cheques 200645 – 200651 and
- Electronic Funds Transfers.

Schedule of Accounts:

	Direct Debit Amounts	Total
	\$	\$
MUNICIPAL CHEQUE PAYMENTS		3,105.48
EFT PAYMENTS		3,901,851.26
EFT PAYROLL PAYMENTS		1,153,180.26
NATIONAL AUSTRALIA BANK (NAB PURCHASE CARD)	28,133.07	
FLEETCARE FUEL PAYMENTS	5,956.77	
BENDIGO MERCHANT BANK FEES	2,558.80	
BENDIGO DIRECT DEBIT FEES (incl. FTS)	234.07	
HP FINANCIAL SERVICES - EQUIPMENT LEASE	22,531.94	
COMMONWEALTH BANK – BPOINT FEES	175.53	
KONICA MINOLTA – PRINTER LEASE	4,040.42	
WA TREASURY CORPORATION	91,888.81	
RMS – LAKES MONTHLY LICENCE FEE	202.40	
RMS – MONTHLY SMS FEES	49.51	
DEBITSUCCESS	359.84	
QIKKIDS - FEES	56.54	
CBA MERCHANT FEE	2,602.16	
BPAY MONTHLY FEE	3,473.47	
SUPERCHOICE	243,551.70	
WEX AUSTRALIA	252.37	
TOTAL ELECTRONIC FUND PAYMENTS DIRECT FROM MUNICIPAL ACCOUNT		406,067.40
TOTAL MUNICIPAL ACCOUNT		5,058,137.00
TRUST ACCOUNT		0.00
TOTAL ALL SCHEDULES		\$5,464,204.40

MONTHLY LIST OF ACCOUNTS PAID
FEBRUARY 2024

<u>Date</u>	<u>Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
Cheque Details					
08/02/2024	00200645	Shire of Mundaring	PETTY CASH REIMBURSEMENT		\$ 466.05
07/02/2024			PETTY CASH REIMBURSEMENT - DEPOT		
20/02/2024	00200646	Office of State Revenue	REFUND		\$ 896.93
19/02/2024			REFUND - REBATE COUNCIL 1395/ESL 1396 CLAIM A171940		
20/02/2024	00200647	Shire of Mundaring	PETTY CASH REIMBURSEMENT		\$ 296.15
19/02/2024			PETTY CASH REIMBURSEMENT - BROWN PARK		
26/02/2024	00200648	Shire of Mundaring	PETTY CASH REIMBURSEMENT		\$ 449.20
23/02/2024			PETTY CASH REIMBURSEMENT - BROWN PARK		
24/02/2024			PETTY CASH REIMBURSEMENT - KSP LIBRARY		
26/02/2024	00200649	Department of Transport Licensing &	VEHICLE NUMBER PLATE		\$ 200.00
23/02/2024			VEHICLE NUMBER PLATE - 209MDG		
27/02/2024	00200650	Shire of Mundaring	PETTY CASH REIMBURSEMENT		\$ 640.80
26/02/2024			PETTY CASH REIMBURSEMENT - ADMIN BUILDING		
29/02/2024	00200651	Alinta Energy	GAS		\$ 156.35
28/02/2024			GAS - BROWN PARK COMMUNITY CENTRE 07/11/2023 - 10/02/2024		
28/02/2024			GAS - BRUCE DOUGLAS PAVILION 07/11/2023 - 12/02/2024		
			Total Confirmation Cheques	\$ 3,105.48	\$ 3,105.48
Electronic Funds Transfer					
01/02/2024	3631.11210-01	Mr D A Jeans	COUNCILLOR ALLOWANCE		\$ 2,305.84
01/02/2024			ENTITLEMENTS FOR FEBRUARY 2024		
01/02/2024			MEETING FEE		\$ 2,014.17
01/02/2024	3631.11587-01	Mrs N D Zlatnik	COUNCILLOR ALLOWANCE		\$ 2,305.84
01/02/2024			ENTITLEMENTS FOR FEBRUARY 2024		
01/02/2024			MEETING FEE		\$ 2,014.17
01/02/2024			ICT ALLOWANCE		\$ 291.67
01/02/2024	3631.13628-01	Mrs P Mehta	COUNCILLOR ALLOWANCE		\$ 2,305.84
01/02/2024			ENTITLEMENTS FOR FEBRUARY 2024		
01/02/2024			MEETING FEE		\$ 2,014.17
01/02/2024			ICT ALLOWANCE		\$ 291.67
01/02/2024	3631.14220-01	Ms K Beale	COUNCILLOR ALLOWANCE		\$ 2,305.84
01/02/2024			ENTITLEMENTS FOR FEBRUARY 2024		
01/02/2024			MEETING FEE		\$ 291.67
01/02/2024			ICT ALLOWANCE		\$ 2,014.17
01/02/2024	3631.14221-01	Mrs P McNeil	COUNCILLOR ALLOWANCE		\$ 8,485.42
01/02/2024			ENTITLEMENTS FOR FEBRUARY 2024		
01/02/2024			ALLOWANCE		\$ 291.67
01/02/2024			ENTITLEMENTS FOR FEBRUARY 2024		\$ 5,492.92
01/02/2024			MEETING FEE		\$ 2,700.83
01/02/2024	3631.14222-01	Mr L W Ellery	COUNCILLOR ALLOWANCE		\$ 2,305.84
01/02/2024			ENTITLEMENTS FOR FEBRUARY 2024		
01/02/2024			MEETING FEE		\$ 291.67
01/02/2024			ENTITLEMENTS FOR FEBRUARY 2024		\$ 2,014.17
01/02/2024	3631.14236-01	Mrs J E Cicchini	COUNCILLOR ALLOWANCE		\$ 2,305.84
01/02/2024			ENTITLEMENTS FOR FEBRUARY 2024		
01/02/2024			MEETING FEE		\$ 291.67
01/02/2024			ENTITLEMENTS FOR FEBRUARY 2024		\$ 2,014.17
01/02/2024	3631.4526-01	Mr J S Daw	COUNCILLOR ALLOWANCE		\$ 2,305.84
01/02/2024			ENTITLEMENTS FOR FEBRUARY 2024		
01/02/2024			MEETING FEE		\$ 2,014.17
01/02/2024			ICT ALLOWANCE		\$ 291.67
01/02/2024	3631.8924-01	Ms P A Cook	COUNCILLOR ALLOWANCE		\$ 3,679.09
01/02/2024			ENTITLEMENTS FOR FEBRUARY 2024		
01/02/2024			ICT ALLOWANCE		\$ 291.67
01/02/2024			DSP ALLOWANCE		\$ 1,373.25
01/02/2024			MEETING FEE		\$ 2,014.17
01/02/2024	3632.15507-01	Department of Housing	REFUND		\$ 488.02
01/02/2024			RATES REFUND		
01/02/2024	3632.15508-01	Mrs J M Rose	REFUND		\$ 1,955.44
01/02/2024			RATES REFUND		

MONTHLY LIST OF ACCOUNTS PAID
FEBRUARY 2024

<u>Date</u>	<u>Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
05/02/2024	3633.174-01	Synergy	ELECTRICITY		\$ 6,511.92
02/02/2024	5039289513		ELECTRICITY	\$ 543.30	
02/02/2024	0941380327		ELECTRICITY	\$ 214.68	
02/02/2024	5162819914		ELECTRICITY	\$ 4,471.10	
25/01/2024	5100198416		ELECTRICITY	\$ 368.28	
25/01/2024	9099006524		ELECTRICITY	\$ 349.04	
01/02/2024	1244788225		ELECTRICITY	\$ 275.09	
01/02/2024	5166165229		ELECTRICITY	\$ 290.43	
05/02/2024	3633.589-01	Shire of Mundaring	FDC PARENT LEVY		\$ 6,926.90
01/02/2024	310124		FDC PARENT LEVY	\$ 6,926.90	
05/02/2024	3634.10637-01	Grants Empire	PROFESSIONAL SERVICES		\$ 858.00
02/02/2024	00002285		DEVELOP GRANT APPLICATION - PARKERVILLE CRICKET NETS	\$ 858.00	
05/02/2024	3634.11017-01	Sapio Pty Ltd	SECURITY EXPENSES		\$ 865.88
02/02/2024	SP256742		ATTEND SITE & INVESTIGATE SECURITY ISSUE - BOYA COMMUNITY CENTRE	\$ 865.88	
05/02/2024	3634.11135-01	Frontline Fire & Rescue (Bluesteel)	EQUIPMENT PURCHASES		\$ 1,196.91
19/01/2024	80902		EQUIPMENT PURCHASES - DARLINGTON VBFB	\$ 934.87	
19/01/2024	80917		EQUIPMENT PURCHASES - MT HELENA VBFB	\$ 262.04	
05/02/2024	3634.11678-01	Vorgee Pty Ltd	STOCK PURCHASES		\$ 2,131.80
23/01/2024	00182584		GOGGLES & ACCESSORIES - BILGOMAN AQUATIC	\$ 2,131.80	
05/02/2024	3634.11875-01	Minuteman Press Midland (JDG Sim Pt)	BUSINESS CARDS		\$ 618.00
02/02/2024	24475		SUPPLY COUNCILLOR BUSINESS CARDS	\$ 618.00	
05/02/2024	3634.11953-01	The Stationery Co (C Willis & D J)	STATIONERY		\$ 33.25
11/01/2024	171295		STATIONERY ITEMS	\$ 33.25	
05/02/2024	3634.11986-01	Cleanflow Environmental Solutions	PROFESSIONAL SERVICES		\$ 2,607.00
01/02/2024	00038901		CCTV INSPECTION PRESSURE JET & VACUUM - HARDEY RD	\$ 2,607.00	
05/02/2024	3634.12-01	Department of Human Services - Child	CHILD SUPPORT PAYMENT		\$ 765.69
28/01/2024	PY02-16-CHILD SU		CHILD SUPPORT PAYMENT	\$ 765.69	
05/02/2024	3634.12353-01	WCP Civil Pty Ltd	EARTHWORKS		\$ 152,134.20
02/02/2024	30457		PAVEMENT, KERB & DRAINAGE WORKS - WERRIBEE/RAHNIE RD	\$ 152,134.20	
05/02/2024	3634.12435-01	Electra Service	ELECTRICAL SERVICES		\$ 132.00
10/01/2024	01/98		ELECTRICAL SERVICES - ELSIE AUSTIN PAVILION	\$ 132.00	
05/02/2024	3634.12899-01	NAPA (A Division of GPC Asia Pacific)	CONSUMABLES		\$ 429.40
12/01/2024	1320342788		SUPPLY OF WORKSHOP CONSUMABLES	\$ 58.17	
10/01/2024	1320342723		SUPPLY DPF CLEANER FOR P2490	\$ 58.17	
10/01/2024	1320342708		SUPPLY ASSORTED FILTERS FOR P2490, P2478, P2489 & P2479	\$ 313.06	
05/02/2024	3634.12984-01	AJL Plumbing and Gas Pty Ltd (ATF T)	PLUMBING SERVICES		\$ 293.70
02/02/2024	AJL13388		PLUMBING SERVICES - BLACKBOY HILL	\$ 293.70	
05/02/2024	3634.13-01	Shire of Mundaring	PAYROLL DEDUCTION		\$ 17,360.88
28/01/2024	PY01-16-Novated		PAYROLL DEDUCTION	\$ 1,216.19	
28/01/2024	PY01-16-Novated		PAYROLL DEDUCTION	\$ 828.89	
28/01/2024	PY02-16-Buy Addi		PAYROLL DEDUCTION	\$ 830.81	
28/01/2024	PY01-16-Novated		PAYROLL DEDUCTION	\$ 4,780.82	
28/01/2024	PY01-16-Novated		PAYROLL DEDUCTION	\$ 7,600.74	
28/01/2024	PY01-16-Buy Addi		PAYROLL DEDUCTION	\$ 767.43	
28/01/2024	PY01-16-Private		PAYROLL DEDUCTION	\$ 1,336.00	
05/02/2024	3634.13107-01	490 Designs	SIGNAGE		\$ 2,436.50
24/01/2024	00003863		SIGNAGE - SUMMER OF ENTERTAINMENT EVENTS 2024	\$ 2,436.50	
05/02/2024	3634.13208-01	Fire Protection Services WA Pty Ltd	MAINTENANCE		\$ 129.71
02/02/2024	10755		FIRE & EMERGENCY SERVICES MAINTENANCE - ADMIN	\$ 129.71	
05/02/2024	3634.13268-01	Department of Human Services - The	PAYROLL DEDUCTION		\$ 44.51
28/01/2024	PY01-16-Centrelli		PAYROLL DEDUCTION	\$ 44.51	
05/02/2024	3634.13368-01	Midland Nissan and Isuzu (Idom Midland)	PARTS		\$ 838.83
12/01/2024	62292167		SUPPLY AIR CLEANER HOUSING COVER FOR P727	\$ 108.03	
12/01/2024	62292751		SUPPLY DPD PRESSURE SENSOR FOR P2490	\$ 730.80	

MONTHLY LIST OF ACCOUNTS PAID
FEBRUARY 2024

<u>Date</u>	<u>Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
05/02/2024	3634.13400-01	F.L. Costello & Co	ELECTRICAL SERVICES		\$ 352.00
02/02/2024	J58777		CALL OUT FOR WASHER & DRYER NOT WORKING - MECPC	\$ 352.00	\$ 352.00
05/02/2024	3634.1350-01	Crackajack Party Hire	EQUIPMENT HIRE		\$ 924.00
05/02/2024	6839		HIRE FURNITURE & CATERING EQUIPMENT - AUSTRALIA DAY 2024	\$ 924.00	\$ 924.00
05/02/2024	3634.13698-01	Cafe Mojo Mundaring (A Space to Grow)	CATERING		\$ 435.00
02/02/2024	1721		CATERING - COUNCILLOR WORKSHOP 06/02/2024	\$ 435.00	\$ 435.00
05/02/2024	3634.138-01	Sonic HealthPlus Pty Ltd	MEDICAL EXAMINATION		\$ 250.80
11/01/2024	3133697		PRE-EMPLOYMENT MEDICAL EXAMINATION	\$ 250.80	\$ 250.80
05/02/2024	3634.13899-01	Preferred Training Networks Pty Ltd	TRAINING		\$ 5,390.00
02/02/2024	00009423		PROVIDE ONE DAY PROJECT MANAGEMENT COURSE	\$ 5,390.00	\$ 5,390.00
05/02/2024	3634.14013-01	Eastern Hills Chainsaws & Mowers Pty	PARTS		\$ 45.00
12/01/2024	51378 #4		SUPPLY OF VARIOUS SMALL PARTS FOR WORKSHOP	\$ 45.00	\$ 45.00
05/02/2024	3634.14051-01	Sweeping Services Australia Pty Ltd	STREET SWEEPING SERVICES		\$ 9,185.54
02/02/2024	INV-0481		SUPPLY OF STREET SWEEPING SERVICES	\$ 9,185.54	\$ 9,185.54
05/02/2024	3634.14200-01	Mundaring Glass and Security (The	PROFESSIONAL SERVICES		\$ 540.00
02/02/2024	00005226		REGLAZE CRACKED WINDOW - MECPC	\$ 540.00	\$ 540.00
05/02/2024	3634.14221-01	Mrs P McNeil	COUNCILLOR ALLOWANCE		\$ 198.46
02/02/2024	TRAVEL		TRAVEL REIMBURSEMENT 211.2KM 10/01/2024 - 31/01/2024	\$ 198.46	\$ 198.46
05/02/2024	3634.14396-01	REmida Perth Inc	SUBSCRIPTION		\$ 230.00
02/02/2024	4859		ANNUAL ARTS COLLECTIVE MEMBERSHIP - ERFDC	\$ 230.00	\$ 230.00
05/02/2024	3634.14430-01	Ms A M Carlin	DESIGN FEES/COSTS		\$ 1,750.00
02/02/2024	#782		SOCIAL MEDIA MANAGEMENT - LAKE LESCHENAULTIA	\$ 1,055.00	\$ 1,750.00
02/02/2024	#780		SOCIAL MEDIA MANAGEMENT - PERTH HILLS MUNDARING	\$ 695.00	\$ 1,750.00
05/02/2024	3634.14583-01	Fleet Network Pty Ltd	NOVATED LEASE CHARGES		\$ 762.85
02/02/2024	128593		NOVATED LEASE CHARGES 31/01/2024	\$ 762.85	\$ 762.85
05/02/2024	3634.14618-01	LO-GO Appointments (Helene Pty Ltd	TEMP STAFF		\$ 1,131.57
02/02/2024	H3346		TEMP STAFF - PROJECT DELIVERY OFFICER	\$ 1,131.57	\$ 1,131.57
05/02/2024	3634.14644-01	Uniting Global Pty Ltd	CLEANING		\$ 24,033.46
02/02/2024	INV-1183		CLEANING - LAKE LESCHENAULTIA - JANUARY 2024	\$ 13,329.80	\$ 24,033.46
02/02/2024	INV-1060		CLEANING - BILGOMAN AQUATIC - NOVEMBER 2023	\$ 5,116.76	\$ 24,033.46
02/02/2024	INV-1110		CLEANING - BILGOMAN AQUATIC - DECEMBER 2023	\$ 5,586.90	\$ 24,033.46
05/02/2024	3634.14805-01	Integrity Fencing & Gates	PROFESSIONAL SERVICES		\$ 47,850.00
02/02/2024	INV-679		SUPPLY & INSTALL PRACTICE CRICKET WICKETS - BROWN PARK OVAL	\$ 47,850.00	\$ 47,850.00
05/02/2024	3634.14882-01	BB Recruitment & Consulting Service	TEMP STAFF		\$ 4,108.50
02/02/2024	I0002635		TEMP STAFF - MECPC CHILDCARE AGENCY STAFF	\$ 1,963.50	\$ 4,108.50
02/02/2024	I0002673		TEMP STAFF - MECPC CHILDCARE AGENCY STAFF	\$ 2,145.00	\$ 4,108.50
05/02/2024	3634.14900-01	Pool Robotics Perth (The trustee for	MAINTENANCE		\$ 6,779.35
19/01/2024	24-00000047		REPAIR POOL CLEANER - BILGOMAN AQUATIC CENTRE	\$ 6,779.35	\$ 6,779.35
05/02/2024	3634.1495-01	Woodwest Cabinets	MAINTENANCE		\$ 220.00
02/02/2024	2401-07		REPAIR KITCHEN CABINET & PLUMBING - HARRY RISEBOROUGH OVAL	\$ 220.00	\$ 220.00
05/02/2024	3634.150-01	Fulton Hogan Industries Pty Ltd	ASPHALT		\$ 792.00
02/02/2024	18400905		SUPPLY EMULSION	\$ 528.00	\$ 792.00
02/02/2024	18400904		SUPPLY EMULSION	\$ 264.00	\$ 792.00
05/02/2024	3634.15128-01	Mode Design Corp. Pty Ltd	PROFESSIONAL SERVICES		\$ 5,412.00
30/01/2024	101009669		CONSTRUCTION DESIGN - BILGOMAN AQUATIC CENTRE	\$ 5,412.00	\$ 5,412.00
05/02/2024	3634.15188-01	Hills Fresh (Hill Fresh Fruit &	MILK		\$ 163.58
02/02/2024	ADMIN DEC 2023		MILK SUPPLY FOR SHIRE OF MUNDARING	\$ 163.58	\$ 163.58
05/02/2024	3634.15283-01	The Trustee for Pepily Family Trust	PROFESSIONAL SERVICES		\$ 16,610.35
01/02/2024	400788		SUPPLY & INSTALL BOUNDARY SMSB - STONEVILLE VBFB	\$ 16,610.35	\$ 16,610.35
05/02/2024	3634.15437-01	WA School Canteen Suppliers	KIOSK STOCK		\$ 1,020.26
02/02/2024	00001616		KIOSK STOCK - BILGOMAN AQUATIC CENTRE	\$ 950.51	\$ 1,020.26
02/02/2024	00001617		KIOSK STOCK - BILGOMAN AQUATIC CENTRE	\$ 69.75	\$ 1,020.26
05/02/2024	3634.15457-01	The Local Government Racing &	PAYROLL DEDUCTION		\$ 44.00
28/01/2024	PY01-16-LGRCEU		PAYROLL DEDUCTION	\$ 22.00	\$ 44.00
28/01/2024	PY02-16-LGRCEU		PAYROLL DEDUCTION	\$ 22.00	\$ 44.00

MONTHLY LIST OF ACCOUNTS PAID
FEBRUARY 2024

<u>Date</u>	<u>Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
05/02/2024	3634.15487-01	Creative Native Perth (The Trustee)	WELCOME TO COUNTRY		\$ 3,294.50
02/02/2024	INV-4212CP		WELCOME TO COUNTRY - AUSTRALIAN CITIZEN AWARDS 2024	\$ 3,294.50	
05/02/2024	3634.1644-01	Woolworths Group Limited	FOOD & CONSUMABLES		\$ 247.13
24/01/2024	TI-040D7-178D14		FOOD & CONSUMABLES FOR CHILDREN - MIDVALE HUB	\$ 68.78	
24/01/2024	TI-040D7-178D15		FOOD & CONSUMABLES FOR CHILDREN - MIDVALE HUB	\$ 178.35	
05/02/2024	3634.191-01	Eastern Region Security	SECURITY EXPENSES		\$ 2,442.00
02/02/2024	00021878		SECURITY EXPENSES - AUSTRALIA DAY 2024	\$ 462.00	
02/02/2024	00021849		SECURITY EXPENSES - VARIOUS SHIRE BUILDINGS	\$ 1,980.00	
05/02/2024	3634.197-01	Konica Minolta Business Solutions A	PHOTOCOPIER PRINTING		\$ 3,444.13
01/02/2024	040100062001123		PHOTOCOPIER PRINTING CHARGES - NOVEMBER 2023	\$ 3,444.13	
05/02/2024	3634.2028-01	Wildflower Society of Western Australia	PLANTS		\$ 184.80
02/02/2024	2023-24 01		PLANTS FOR AUSTRALIAN CITIZENSHIP CEREMONY	\$ 184.80	
05/02/2024	3634.21-01	Eastern Metropolitan Regional Council	TRANSFER STATION FEES		\$ 568,432.78
02/02/2024	EMRC55186		MATHIESON RD WASTE TRANSFER STATION - SITE MANAGEMENT	\$ 48,211.26	
02/02/2024	EMRC55366		TRANSFER STATION FEES	\$ 2,541.00	
02/02/2024	EMRC55189		TRANSFER STATION FEES	\$ 130,518.36	
02/02/2024	EMRC55190		TRANSFER STATION FEES	\$ 31,958.66	
02/02/2024	EMRC55292		TRANSFER STATION FEES	\$ 2,994.75	
02/02/2024	EMRC55071		TRANSFER STATION FEES	\$ 38,353.42	
02/02/2024	EMRC54178		TRANSFER STATION FEES	\$ 42,904.56	
02/02/2024	EMRC55187		MANAGEMENT OF CDS OPERATIONS AT COPPIN ROAD TRANSFER STATION	\$ 47,271.46	
02/02/2024	EMRC55188		COPPIN ROAD WASTE TRANSFER STATION - SITE MANAGEMENT	\$ 69,584.51	
02/02/2024	EMRC55008		TRANSFER STATION FEES	\$ 1,361.25	
02/02/2024	EMRC55141		TRANSFER STATION FEES	\$ 44,269.26	
02/02/2024	EMRC55428		TRANSFER STATION FEES	\$ 41,157.15	
02/02/2024	EMRC55233		TRANSFER STATION FEES	\$ 67,307.14	
05/02/2024	3634.215-01	Deputy Commissioner of Taxation	TAXATION		\$ 179,631.00
28/01/2024	PY02-16-Deputy C		PAYROLL DEDUCTION	\$ 21,590.00	
28/01/2024	PY01-16-Deputy C		PAYROLL DEDUCTION	\$ 158,041.00	
05/02/2024	3634.2163-01	Asphalttech Pty Ltd	ASPHALT		\$ 8,838.83
02/02/2024	18256		SUPPLY EMULSION & 7MM 50 BLOW ASPHALT	\$ 3,280.20	
02/02/2024	18274		ASPHALT WORKS - WATTON COURT SWAN VIEW	\$ 5,558.63	
05/02/2024	3634.234-01	Coles Supermarkets Australia Pty Ltd	KIOSK SUPPLIES		\$ 807.73
29/01/2024	183716117		FOOD & CONSUMABLES FOR CHILDREN - MECPC	\$ 183.71	
29/01/2024	184054183		FOOD & CONSUMABLES FOR CHILDREN - MECPC	\$ 624.02	
05/02/2024	3634.2625-01	Stewart & Heaton Clothing Co	UNIFORMS		\$ 2,652.56
23/01/2024	SIN-3842549		UNIFORMS - CHIDLOW VBFB	\$ 183.68	
23/01/2024	SIN-3842632		UNIFORMS - PARKERVILLE VBFB	\$ 1,469.42	
18/01/2024	SIN-3844393		UNIFORMS - SAWYERS VALLEY VBFB	\$ 999.46	
05/02/2024	3634.2641-01	St John Ambulance Western Australia	TRAINING		\$ 3,230.00
11/01/2024	FAINV01151489		FIRST AID TRAINING - 17 PARTICIPANTS	\$ 3,230.00	
05/02/2024	3634.3088-01	Local Government Professionals	REGISTRATION		\$ 1,185.00
02/02/2024	37984		REGISTRATION - INDUCTION TO LOCAL GOVERNMENT	\$ 395.00	
05/02/2024	38091		REGISTRATION - EVALUATION FRAMEWORK WORKSHOP	\$ 790.00	
05/02/2024	3634.320-01	Department of Fire & Emergency Serv	COST SHARING OF CESM		\$ 25,071.32
22/01/2024	156781		COST SHARING OF CESM 29/09/2023 - 28/12/2023	\$ 25,071.32	
05/02/2024	3634.375-01	Team Global Express Pty Ltd	COURIER SERVICES		\$ 103.91
18/01/2024	0601-S364420		COURIER SERVICES	\$ 103.91	
05/02/2024	3634.381-01	Mundaring Electrical Contracting Serv	ELECTRICAL SERVICES		\$ 198.00
02/02/2024	7618		ELECTRICAL SERVICES - ADMIN BUILDING	\$ 198.00	
05/02/2024	3634.397-01	J. Blackwood & Son Pty Ltd	CONSUMBALES		\$ 412.63
02/02/2024	SI06830254		SUPPLY BARRIER TAPE & ASSORTED SIZED COVERALLS	\$ 412.63	
05/02/2024	3634.4-01	Health Insurance Fund of WA	PAYROLL DEDUCTION		\$ 581.10
28/01/2024	PY01-16-HIF		PAYROLL DEDUCTION	\$ 581.10	

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05/02/2024	3634.4845-01	Seek Limited	ADVERTISING		\$ 748.00
30/01/2024	700343874		ADVERTISING	\$ 357.50	
30/01/2024	700341629		ADVERTISING	\$ 390.50	
05/02/2024	3634.509-01	Work Clobber	WORK CLOTHES		\$ 430.00
02/02/2024	MD737060		WORK CLOTHES - RANGER SERVICES	\$ 152.00	
05/02/2024	MD737199		WORK CLOTHES & BOOTS - LAKE LESCHENAULTIA STAFF	\$ 278.00	
05/02/2024	3634.5147-01	IPWEA National	REGISTRATION		\$ 3,872.00
02/02/2024	R54043		REGISTRATION - IPWEA ONLINE COURSE	\$ 3,872.00	
05/02/2024	3634.5558-01	Global Workwear Investments Pty Ltd	WORK CLOTHES		\$ 404.91
02/02/2024	MD128403		WORK BOOTS	\$ 206.96	
02/02/2024	MD127194		WORK BOOTS	\$ 197.95	
05/02/2024	3634.5719-01	Shire of Mundaring - Lotto Club	PAYROLL DEDUCTION		\$ 271.60
28/01/2024	PY02-16-STAFF LO		PAYROLL DEDUCTION	\$ 13.58	
28/01/2024	PY01-16-STAFF LO		PAYROLL DEDUCTION	\$ 258.02	
05/02/2024	3634.5945-01	West Coast Spring Water Pty Ltd	CAFE BAR CONSUMABLES		\$ 92.94
02/02/2024	2979914		ANNUAL RENTAL FEE - OPERATIONS CENTRE	\$ 92.94	
05/02/2024	3634.6-01	Shire of Mundaring - Social Club	PAYROLL DEDUCTION		\$ 273.00
28/01/2024	PY01-16-MUNDARIN		PAYROLL DEDUCTION	\$ 273.00	
05/02/2024	3634.6658-01	Perth Airports Municipalities Group	SUBSCRIPTION		\$ 500.00
12/01/2024	MUN202324		ANNUAL MEMBERSHIP SUBSCRIPTION FEE 2023/2024	\$ 500.00	
05/02/2024	3634.68-01	The Watershed Water Systems	RETICULATION PARTS		\$ 1,172.79
18/01/2024	10244235		RETICULATION PARTS	\$ 59.99	
18/01/2024	10244398		RETICULATION PARTS	\$ 149.50	
11/01/2024	10244228		RETICULATION PARTS	\$ 142.92	
11/01/2024	10244227		RETICULATION PARTS	\$ 149.50	
25/01/2024	10244360		RETICULATION PARTS	\$ 265.00	
25/01/2024	10244353		RETICULATION PARTS	\$ 331.91	
23/01/2024	10244390		RETICULATION PARTS	\$ 73.97	
05/02/2024	3634.7-01	Australian Services Union	PAYROLL DEDUCTION		\$ 277.50
28/01/2024	PY01-16-AUSTRALI		PAYROLL DEDUCTION	\$ 145.00	
28/01/2024	PY02-16-AUSTRALI		PAYROLL DEDUCTION	\$ 132.50	
05/02/2024	3634.7053-01	Darlington Review	ADVERTISING		\$ 132.00
02/02/2024	3207		ADVERTISING	\$ 132.00	
05/02/2024	3634.7426-01	Scoob's Dingo Service	FOOTPATH SWEEPING SERVICE		\$ 9,985.80
02/02/2024	2810		FOOTPATH SWEEPING SERVICE - VARIOUS LOCATIONS	\$ 3,524.40	
02/02/2024	2811		FOOTPATH SWEEPING SERVICE - VARIOUS LOCATIONS	\$ 3,230.70	
02/02/2024	2816		FOOTPATH SWEEPING SERVICE - VARIOUS LOCATIONS	\$ 3,230.70	
05/02/2024	3634.7641-01	Easifleet	NOVATED LEASE CHARGES		\$ 14,525.00
02/02/2024	189662		NOVATED LEASE CHARGES - 14/01/2024 - 28/01/2024	\$ 14,525.00	
05/02/2024	3634.80-01	Bunnings Group Limited	HARDWARE		\$ 2,868.40
23/01/2024	2440/01609818		HARDWARE ITEMS	\$ 666.39	
18/01/2024	2440/99893733		HARDWARE ITEMS	\$ 116.12	
18/01/2024	2440/99893734		HARDWARE ITEMS	\$ 2,085.89	
05/02/2024	3634.8374-01	Natural Area Holdings P/L T/A Natural	WEED CONTROL		\$ 13,878.39
18/01/2024	00021891		WEED CONTROL - MILLIGAN RD MUNDARING	\$ 4,257.44	
18/01/2024	00021889		WEED CONTROL - PATTON RD MUNDARING	\$ 9,620.95	
05/02/2024	3634.8545-01	Sankey Plumbing Service	PLUMBING		\$ 891.00
02/02/2024	5952		PLUMBING SERVICES - CHIDLOW PUBLIC TOILETS	\$ 220.00	
02/02/2024	5954		PLUMBING SERVICES - HUB OF THE HILLS	\$ 143.00	
02/02/2024	5955		PLUMBING SERVICES - SCULPTURE PARK PUBLIC TOILETS	\$ 132.00	
02/02/2024	5953		PLUMBING SERVICES - GLEN FORREST PUBLIC TOILETS	\$ 396.00	
05/02/2024	3634.8611-01	Brownes Foods Operations Pty Ltd	KIOSK SUPPLIES		\$ 220.56
02/02/2024	17627107		KIOSK STOCK - BILGOMAN AQUATIC CENTRE	\$ 220.56	
05/02/2024	3634.9918-01	Sunbather WA - The Trustee for The	SERVICE OF SOLAR SYSTEM		\$ 605.00
02/02/2024	INV-2981		SERVICE OF SOLAR SYSTEM - MT HELENA AQUATIC CENTRE	\$ 605.00	

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05/02/2024	3635.34-01	Water Corporation	WATER RATES & FEES		\$ 26,286.95
02/02/2024	9004656438		WATER RATES & FEES	\$ 5.56	
02/02/2024	9004677028		WATER RATES & FEES	\$ 589.36	
02/02/2024	9004676180		WATER RATES & FEES	\$ 25.02	
02/02/2024	9004674708		WATER RATES & FEES	\$ 2,071.10	
02/02/2024	9004686864		WATER RATES & FEES	\$ 55.60	
02/02/2024	9004688851		WATER RATES & FEES	\$ 3,376.89	
02/02/2024	9004697985		WATER RATES & FEES	\$ 14,287.93	
02/02/2024	9004697344		WATER RATES & FEES	\$ 5,216.70	
02/02/2024	9009291271		WATER RATES & FEES	\$ 653.30	
02/02/2024	9015005112		WATER RATES & FEES	\$ 5.49	
07/02/2024	3636.3462-01	Care Giver Subsidies	CARE GIVER SUBSIDIES		\$ 27,042.00
07/02/2024	070224		CARE GIVER SUBSIDIES	\$ 27,042.00	
08/02/2024	3637.582-01	Mundaring State Emergency Service	REIMBURSEMENT		\$ 5,671.49
07/02/2024	2065		REIMBURSEMENT OF EXPENSES 01/09/2023 - 31/12/2023	\$ 5,671.49	
08/02/2024	3638.80-01	Bunnings Group Limited	HARDWARE		\$ 1,943.80
07/02/2024	2440/00139757		HARDWARE ITEMS	\$ 28.76	
08/02/2024	2440/00789549		HARDWARE ITEMS	\$ 122.84	
08/02/2024	2440/01076537		HARDWARE ITEMS	\$ 145.25	
08/02/2024	2440/99877023		HARDWARE ITEMS	\$ 749.68	
08/02/2024	2440/01149900		HARDWARE ITEMS	\$ 122.55	
23/01/2024	2440/01285255		HARDWARE ITEMS	\$ 45.81	
24/01/2024	2440/01285405		HARDWARE ITEMS	\$ 74.10	
30/01/2024	2440/01181110		HARDWARE ITEMS	\$ 261.28	
23/01/2024	2094/00384407		HARDWARE ITEMS	\$ 90.72	
16/01/2024	2440/00115388		HARDWARE ITEMS	\$ 184.56	
06/02/2024	2440/01145762		HARDWARE ITEMS	\$ 118.25	
08/02/2024	3639.15512-01	Mr P A McDonald	REFUND		\$ 652.17
08/02/2024	REFUND		RATES REFUND	\$ 652.17	
08/02/2024	3639.15513-01	Ms H L Hook	REFUND		\$ 340.87
08/02/2024	REFUND		RATES REFUND	\$ 340.87	
08/02/2024	3640.12516-01	PayClear Services Pty Ltd (Superchoice)	Superannuation-Jan2024		\$ 243,551.70
07/02/2024	Jan2024-54		Superannuation-Jan2024	\$ 243,551.70	
12/02/2024	3641.34-01	Water Corporation	WATER RATES & FEES		\$ 29,771.02
09/02/2024	9023574999		WATER RATES & FEES	\$ 58.38	
09/02/2024	9004658548		WATER RATES & FEES	\$ 19,818.62	
09/02/2024	9004663590		WATER RATES & FEES	\$ 186.26	
09/02/2024	9004566571		WATER RATES & FEES	\$ 456.74	
09/02/2024	9004580154		WATER RATES & FEES	\$ 5.56	
09/02/2024	9004566600		WATER RATES & FEES	\$ 2,278.46	
09/02/2024	9004646782		WATER RATES & FEES	\$ 6,455.16	
09/02/2024	9012388904		WATER RATES & FEES	\$ 511.84	
12/02/2024	3642.14802-01	Ms V J Glanville	REFUND		\$ 77.50
08/02/2024	REFUND		REFUND - STERILISATION REBATE ANIMAL# 41738	\$ 77.50	
12/02/2024	3642.14972-01	Ms K M Anstee	REFUND		\$ 30.00
08/02/2024	REFUND		REFUND - STERILISATION REBATE ANIMAL# 41060	\$ 30.00	
12/02/2024	3642.15514-01	Mrs M J Ferraro	REFUND		\$ 100.00
08/02/2024	REFUND		REFUND - STERILISATION REBATE ANIMAL# 40432	\$ 100.00	
12/02/2024	3642.15515-01	Mr T P White	REFUND		\$ 100.00
08/02/2024	REFUND		REFUND - DOG REGISTRATION	\$ 100.00	
12/02/2024	3642.15516-01	Ms D M Leskiewicz	REFUND		\$ 177.00
08/02/2024	REFUND		REFUND - PLANNING APPLICATION CANCELLED	\$ 177.00	

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12/02/2024	3642.174-01	Synergy	ELECTRICITY		\$ 2,936.61
09/02/2024	1021165328		ELECTRICITY	\$ 209.06	
02/02/2024	5603941927		ELECTRICITY	\$ 1,548.68	
09/02/2024	3666408227		ELECTRICITY	\$ 643.29	
09/02/2024	5008526913		ELECTRICITY	\$ 535.58	
12/02/2024	3642.589-01	Shire of Mundaring	FDC PARENT LEVY		\$ 6,897.40
07/02/2024	070224		FDC PARENT LEVY	\$ 6,897.40	
12/02/2024	3643.1052-01	Darlington Arts Festival Association	REFUND		\$ 242.00
12/02/2024	953156		KEY BOND REFUND	\$ 55.00	
12/02/2024	953156		KEY BOND REFUND	\$ 44.00	
12/02/2024	953156		KEY BOND REFUND	\$ 44.00	
12/02/2024	1044513		KEY BOND REFUND	\$ 55.00	
12/02/2024	1367090		KEY BOND REFUND	\$ 44.00	
12/02/2024	3643.15519-01	Kindy Dance Time	REFUND		\$ 88.00
12/02/2024	782380		KEY BOND REFUND	\$ 44.00	
12/02/2024	838479		KEY BOND REFUND	\$ 44.00	
12/02/2024	3644.10414-01	Department of Transport - Vehicle	VEHICLE SEARCH FEES		\$ 19.85
12/02/2024	8051112		VEHICLE SEARCH FEES	\$ 19.85	
12/02/2024	3644.10615-01	JLR Pumps	MAINTENANCE		\$ 1,402.50
09/02/2024	793		REMOVE OLD PUMP & INSTALL NEW PUMP - BOYA OVAL	\$ 770.00	
09/02/2024	795		REPLACE PUMP DISCHARGE - GLEN FORREST OVAL	\$ 632.50	
12/02/2024	3644.11413-01	Ergolink (Max & Claire Pty Ltd T/A)	FURNITURE		\$ 663.25
18/01/2024	SI-00084826		SUPPLY & DELIVER ELECTRIC SIT STAND DESK CONVERTER	\$ 663.25	
12/02/2024	3644.11423-01	Fire Protection Association Australia	TRAINING		\$ 10,800.00
09/02/2024	83120		BUSHFIRE ATTACK LEVEL SHORT COURSE	\$ 3,600.00	
09/02/2024	83124		BUSHFIRE ATTACK LEVEL SHORT COURSE	\$ 3,600.00	
09/02/2024	83123		BUSHFIRE ATTACK LEVEL SHORT COURSE	\$ 3,600.00	
12/02/2024	3644.12579-01	Mr V Crowe	LANDSCAPE SERVICES		\$ 912.00
07/02/2024	2299		LANDSCAPE SERVICES - SCFC CLAYTON VIEW	\$ 288.00	
07/02/2024	2300		LANDSCAPE SERVICES - CPC MIDDLE SWAN	\$ 288.00	
07/02/2024	2301		LANDSCAPE SERVICES - MECPC	\$ 288.00	
07/02/2024	2302		MAINTENANCE SERVICES - ERFDC	\$ 48.00	
12/02/2024	3644.12640-01	Officeworks Ltd	STATIONERY		\$ 120.36
30/01/2024	612020690		STATIONERY ITEMS	\$ 120.36	
12/02/2024	3644.12899-01	NAPA (A Division of GPC Asia Pacific)	PARTS		\$ 121.55
05/02/2024	1320345318		SUPPLY FUEL & OIL FILTERS FOR P2430	\$ 121.55	
12/02/2024	3644.12938-01	Aussie Broadband Pty Ltd	NBN FTTN, NBN FIBRE, SIP TRUNK & VOIP CHARGES		\$ 3,421.40
23/01/2024	31713790		NBN FTTN, NBN FIBRE, SIP TRUNK & VOIP CHARGES	\$ 3,421.40	
12/02/2024	3644.12951-01	Traffic Force	TRAFFIC MANGEMENT SERVICES		\$ 861.95
09/02/2024	00035815		TRAFFIC MANGEMENT SERVICES - VERGE MOWING	\$ 861.95	
12/02/2024	3644.13157-01	Magic Dale	ENTERTAINMENT		\$ 594.00
30/01/2024	417		ENTERTAINMENT FOR SCHOOL HOLIDAY ACTIVITIES	\$ 594.00	
12/02/2024	3644.13866-01	Booktopia Pty Ltd	BOOKS		\$ 1,846.81
22/01/2024	20779401		BOOK STOCK - KSP LIBRARY	\$ 306.08	
22/01/2024	20745696		BOOK STOCK - KSP LIBRARY	\$ 105.23	
22/01/2024	20778900		BOOK STOCK - KSP LIBRARY	\$ 143.75	
22/01/2024	20745780		BOOK STOCK - KSP LIBRARY	\$ 243.47	
22/01/2024	20657617		BOOK STOCK - AFM LIBRARY	\$ 147.54	
22/01/2024	20749985		BOOK STOCK - AFM LIBRARY	\$ 464.77	
22/01/2024	20745634		BOOK STOCK - AFM LIBRARY	\$ 159.29	
22/01/2024	20657726		BOOK STOCK - AFM LIBRARY	\$ 108.67	
22/01/2024	20778961		BOOK STOCK - AFM LIBRARY	\$ 168.01	

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12/02/2024	3644.14013-01	Eastern Hills Chainsaws & Mowers Pty	EQUIPMENT REPAIRS		\$ 1,212.30
05/02/2024	51428 #5		SUPPLY 5X HELMET KITS & STEEL MESH VISORS	\$ 846.00	
09/02/2024	51426 #5		SUPPLY PROTECTIVE CHAINSAW CHAPS	\$ 179.10	
09/02/2024	51442 #4		SUPPLY NEW CHAINSAW BARS	\$ 187.20	
12/02/2024	3644.14016-01	Western Educting Service (Western M	HIRE OF PLANT		\$ 1,632.24
09/02/2024	1571		DRAIN EDUCTING/JETTING AT VARIOUS LOCATIONS	\$ 1,632.24	
12/02/2024	3644.14051-01	Sweeping Services Australia Pty Ltd	STREET SWEEPING SERVICES		\$ 5,297.18
09/02/2024	INV-0490		SUPPLY OF STREET SWEEPING SERVICES	\$ 5,297.18	
12/02/2024	3644.14188-01	Complete Office Supplies Pty Ltd	STATIONERY		\$ 144.18
30/01/2024	12726896		STATIONERY ITEMS	\$ 144.18	
12/02/2024	3644.14237-01	Eastside Plumbing & Gas Pty Ltd	PLUMBING		\$ 7,240.00
09/02/2024	INV-3358		PLUMBING SERVICES - DARLINGTON PLAYGROUP	\$ 7,240.00	
12/02/2024	3644.14627-01	Flexi Staff Group Pty Ltd	TEMP STAFF		\$ 2,401.67
09/02/2024	15499		TEMP STAFF - DEPOT	\$ 2,401.67	
12/02/2024	3644.14644-01	Uniting Global Pty Ltd	CLEANING		\$ 20,572.96
07/02/2024	INV-0815		CLEANING SERVICES - SCFC CLAYTON VIEW - FEBRUARY 2023	\$ 366.05	
07/02/2024	INV-1244		CLEANING SERVICES - SCFC CLAYTON VIEW - MARCH 2023	\$ 1,464.19	
07/02/2024	INV-1245		CLEANING SERVICES - SCFC CLAYTON VIEW - APRIL 2023	\$ 1,464.19	
07/02/2024	INV-1246		CLEANING SERVICES - SCFC CLAYTON VIEW - MAY 2023	\$ 1,464.19	
07/02/2024	INV-1247		CLEANING SERVICES - SCFC CLAYTON VIEW - JUNE 2023	\$ 1,464.19	
07/02/2024	INV-1248		CLEANING SERVICES - SCFC CLAYTON VIEW - JULY 2023	\$ 1,464.19	
07/02/2024	INV-0231		DETAILED CLEANING - CHIDLOW PROFESSIONAL ROOMS	\$ 977.90	
07/02/2024	INV-1249		CLEANING SERVICES - SCFC CLAYTON VIEW - AUGUST 2023	\$ 1,464.19	
07/02/2024	INV-0951		CLEANING SERVICES - SCFC CLAYTON VIEW - OCTOBER 2023	\$ 1,464.19	
07/02/2024	INV-1057		CLEANING SERVICES - SCFC CLAYTON VIEW - NOVEMBER 2023	\$ 1,464.19	
07/02/2024	INV-1112		CLEANING SERVICES - SCFC CLAYTON VIEW - DECEMBER 2023	\$ 1,464.19	
07/02/2024	INV-1185		CLEANING SERVICES - SCFC CLAYTON VIEW - JANUARY 2024	\$ 1,464.19	
07/02/2024	INV-0391		CLEANING SERVICES - BILGOMAN AQUATIC FEBRUARY 2023	\$ 4,587.11	
12/02/2024	3644.14882-01	BB Recruitment & Consulting Service	TEMP STAFF		\$ 1,518.00
07/02/2024	I0002702		TEMP STAFF - MECPC CHILDCARE AGENCY STAFF	\$ 1,518.00	
12/02/2024	3644.1495-01	Woodwest Cabinets	MAINTENANCE		\$ 2,211.00
07/02/2024	2401-5		SUPPLY & INSTALL BOOK CASES - MUNDARING LIBRARY	\$ 1,925.00	
08/02/2024	2402-5		SUPPLY & INSTALL SHELF IN ADMIN RECEPTION	\$ 286.00	
12/02/2024	3644.15-01	Australia Post	POSTAGE		\$ 2,922.53
07/02/2024	1013008180		DAILY OUTGOING MAIL	\$ 1,373.25	
08/02/2024	1012997493		RATES COLLECTION FEES JANUARY 2024	\$ 1,549.28	
12/02/2024	3644.15437-01	WA School Canteen Suppliers	KIOSK STOCK		\$ 974.70
05/02/2024	00001531		KIOSK STOCK - BILGOMAN AQUATIC CENTRE	\$ 974.70	
12/02/2024	3644.1644-01	Woolworths Group Limited	FOOD & CONSUMABLES		\$ 97.88
02/02/2024	TI-040D7-178D16		FOOD & CONSUMABLES FOR CHILDREN - MIDVALE HUB	\$ 97.88	
12/02/2024	3644.191-01	Eastern Region Security	SECURITY EXPENSES		\$ 2,906.75
05/02/2024	00021881		SECURITY EXPENSES - BILGOMAN AQUATIC CENTRE	\$ 1,520.75	
05/02/2024	00021877		SECURITY EXPENSES - AUSTRALIA DAY 2024 LAKE LESCHENAULTIA	\$ 1,386.00	
12/02/2024	3644.2119-01	City of Armadale	PRINTING		\$ 557.00
24/01/2024	48428		SUMMER OF ENTERTAINMENT 2024 POSTERS & FLYERS	\$ 557.00	
12/02/2024	3644.2163-01	Asphaltch Pty Ltd	ASPHALT		\$ 5,853.41
09/02/2024	18286		DRAINAGE WORKS - RHINE WAY SWAN VIEW	\$ 5,853.41	
12/02/2024	3644.234-01	Coles Supermarkets Australia Pty Ltd	KIOSK SUPPLIES		\$ 959.10
07/02/2024	184455869		FOOD & CONSUMABLES FOR CHILDREN - MECPC	\$ 891.27	
07/02/2024	184575397		FOOD & CONSUMABLES FOR CHILDREN - MECPC	\$ 67.83	
12/02/2024	3644.2714-01	Executive Media Pty Ltd	ADVERTISEMENT		\$ 850.00
19/01/2024	164792		ADVERTISEMENT - CARAVANNING AUSTRALIA AUTUMN 2024	\$ 850.00	
12/02/2024	3644.295-01	Coca Cola Europacific Partners	KIOSK SUPPLIES		\$ 1,506.88
05/02/2024	233246842		KIOSK SUPPLIES - BILGOMAN AQUATIC CENTRE	\$ 1,506.88	

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12/02/2024	3644.314-01	Landgate	TITLE SEARCHES		\$ 1,289.38
09/02/2024	389996		RATES INTERIM VALUATIONS - 2023/2024	\$ 583.18	
12/02/2024	390685		GROSS RENTAL VALUATIONS CHARGEABLE	\$ 74.15	
12/02/2024	390517		GROSS RENTAL VALUATIONS CHARGEABLE	\$ 632.05	
12/02/2024	3644.336-01	Fasta Courier Service	COURIER SERVICES		\$ 545.64
05/02/2024	293492		COURIER SERVICES	\$ 545.64	
12/02/2024	3644.375-01	Team Global Express Pty Ltd	COURIER SERVICES		\$ 105.35
18/01/2024	0602-S364420		COURIER SERVICES	\$ 105.35	
12/02/2024	3644.381-01	Mundaring Electrical Contracting Serv	ELECTRICAL SERVICES		\$ 198.00
09/02/2024	7622		ELECTRICAL SERVICES - ADMIN BUILDING	\$ 198.00	
12/02/2024	3644.4811-01	West Sure Group Pty Ltd	SECURITY EXPENSES		\$ 345.08
05/02/2024	00029128		SECURITY EXPENSES - MT HELENA AQUATIC CENTRE	\$ 172.54	
05/02/2024	00029127		SECURITY EXPENSES - BILGOMAN AQUATIC CENTRE	\$ 172.54	
12/02/2024	3644.4845-01	Seek Limited	ADVERTISING		\$ 715.00
07/02/2024	700367781		ADVERTISING	\$ 379.50	
07/02/2024	700362429		ADVERTISING	\$ 335.50	
12/02/2024	3644.4888-01	Kennards Hire	HIRE		\$ 3,056.00
09/02/2024	25716488		DRY HIRE SKID STEER WHEELED LOADER	\$ 3,056.00	
12/02/2024	3644.509-01	Work Clobber	WORK CLOTHES		\$ 732.20
12/02/2024	MD738827		WORK CLOTHES & BOOTS - LAKE LESCHENAULTIA STAFF	\$ 732.20	
12/02/2024	3644.550-01	Eastern Hills Senior High School	CATERING		\$ 3,442.69
07/02/2024	11314		CONTRIBUTION TOWARDS WATER & POWER CONSUMPTION	\$ 3,442.69	
12/02/2024	3644.6050-01	Fuel Distributors of Western Australia	FUEL & OILS		\$ 26,235.89
09/02/2024	49100506		DIESEL FUEL	\$ 26,235.89	
12/02/2024	3644.6200-01	Pumps Australia Pty Ltd	PARTS		\$ 121.00
18/01/2024	56484		PARTS - MUNDARING SCULPTURE PARK	\$ 44.00	
09/02/2024	56533		SUPPLY NEW PRESSURE CLEANING HEAD	\$ 77.00	
12/02/2024	3644.641-01	Midland Rubber Stamps	STATIONERY		\$ 357.06
22/01/2024	00073021		SUPPLY & DELIVER ASSORTED SELF INKING STAMPS	\$ 357.06	
12/02/2024	3644.6531-01	Industrial Automation Group	RETICULATION		\$ 844.80
08/02/2024	SINV-15422		REMOTE ACCESS CHARGES FOR IRRIGATION	\$ 844.80	
12/02/2024	3644.6732-01	Relationships Australia Western	EMPLOYEE ASSISTANCE PROGRAM		\$ 198.00
05/02/2024	00430649		EMPLOYEE ASSISTANCE PROGRAM	\$ 198.00	
12/02/2024	3644.68-01	The Watershed Water Systems	PARTS		\$ 541.67
09/02/2024	10241777		RETICULATION PARTS	\$ 140.81	
30/01/2024	10244866		RETICULATION PARTS	\$ 20.86	
08/02/2024	10244361		RETICULATION PARTS	\$ 380.00	
12/02/2024	3644.7030-01	Mundaring Seniors Incorporated	REIMBURSEMENT		\$ 1,275.65
08/02/2024	5		REIMBURSEMENT VEHICLE INSPECTION & REGISTRATION FEES FOR 1EW880	\$ 1,275.65	
12/02/2024	3644.7053-01	Darlington Review	ADVERTISING		\$ 330.00
07/02/2024	3222		ADVERTISING	\$ 165.00	
07/02/2024	3178		ADVERTISING	\$ 165.00	
12/02/2024	3644.7426-01	Scoob's Dingo Service	FOOTPATH SWEEPING SERVICE		\$ 3,426.50
09/02/2024	2817		FOOTPATH SWEEPING SERVICE - VARIOUS LOCATIONS	\$ 3,426.50	
12/02/2024	3644.7590-01	PFD Food Services Pty Ltd	KIOSK SUPPLIES		\$ 10,950.05
23/01/2024	LJ990672		KIOSK SUPPLIES - BILGOMAN AQUATIC CENTRE	\$ 2,122.55	
24/01/2024	LK223261		KIOSK SUPPLIES - BILGOMAN AQUATIC CENTRE	\$ 2,520.40	
25/01/2024	LK262926		KIOSK SUPPLIES - MT HELENA AQUATIC CENTRE	\$ 568.80	
25/01/2024	LK262918		KIOSK SUPPLIES - BILGOMAN AQUATIC CENTRE	\$ 1,996.30	
05/02/2024	LK319101		KIOSK SUPPLIES - BILGOMAN AQUATIC CENTRE	\$ 2,075.55	
08/02/2024	LK351405		KIOSK SUPPLIES - BILGOMAN AQUATIC CENTRE	\$ 1,666.45	
12/02/2024	3644.8275-01	E Fire & Safety	MAINTENANCE		\$ 1,199.00
09/02/2024	601707		SERVICING OF DEPOT VEHICLE FIRE EXTINGUISHERS	\$ 1,199.00	

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12/02/2024	3644.9596-01	Brice Pest Management	PEST CONTROL		\$ 484.00
05/02/2024	IV05772		PEST CONTROL - SCFC CLAYTON VIEW	\$ 242.00	
09/02/2024	IV05758		PEST CONTROL - CONTAINERS FOR CHANGE SHED COPPIN RD	\$ 242.00	
12/02/2024	3644.9627-01	MPK Tree Management Pty Ltd	STREET TREE MAINTENANCE		\$ 1,573.36
09/02/2024	7597		STREET TREE MAINTENANCE - STEVENS ST MUNDARING	\$ 1,573.36	
12/02/2024	3644.9698-01	Managed System Services Pty Ltd	IT HARDWARE		\$ 41,537.48
23/01/2024	INV-8986		SUPPLY 7X HPE BOOT CARDS & 8X HEIGHT RISERS	\$ 5,555.26	
07/02/2024	INV-8975		VMWARE SUPPORT MAINTENANCE RENEWAL	\$ 35,982.22	
12/02/2024	3644.9872-01	Darling Range Tilt & Hiab	MAINTENANCE		\$ 650.00
08/02/2024	3		INSTALLATION OF AFL GOAL POSTS ON OVALS	\$ 650.00	
12/02/2024	3644.9936-01	True Blue Containers (2005) Pty Ltd	SEA CONTAINER		\$ 5,280.00
09/02/2024	INV-10044640		SUPPLY & DELIVER 20FT SEA CONTAINER - DEPOT	\$ 5,280.00	
14/02/2024	3645.3462-01	Care Giver Subsidies	CARE GIVER SUBSIDIES		\$ 25,633.75
14/02/2024	140224		CARE GIVER SUBSIDIES	\$ 25,633.75	
15/02/2024	3646.12951-01	Traffic Force	TRAFFIC MANAGEMENT SERVICES		\$ 33,199.71
13/02/2024	00035875		TRAFFIC MANAGEMENT SERVICES - DRAINAGE MAINTENANCE	\$ 2,895.75	
13/02/2024	00035814		TRAFFIC MANAGEMENT SERVICES - KERB MAINTENANCE	\$ 1,514.94	
13/02/2024	00035808		TRAFFIC MANAGEMENT SERVICES - DRAINAGE MAINTENANCE	\$ 3,452.63	
13/02/2024	00035871		TRAFFIC MANAGEMENT SERVICES - MUNDARING MENS SHED	\$ 865.96	
15/02/2024	00035744		TRAFFIC MANAGEMENT SERVICES - DRAINAGE MAINTENANCE	\$ 496.28	
15/02/2024	00035928		TRAFFIC MANAGEMENT SERVICES - TREE MAINTENANCE	\$ 2,227.50	
15/02/2024	00035929		TRAFFIC MANAGEMENT SERVICES - DRAINAGE MAINTENANCE	\$ 6,047.94	
15/02/2024	00035810		TRAFFIC MANAGEMENT SERVICES - WORKS CREWS	\$ 3,777.96	
15/02/2024	00035746		TRAFFIC MANAGEMENT SERVICES - TREE MAINTENANCE	\$ 1,525.74	
15/02/2024	00035742		TRAFFIC MANAGEMENT SERVICES - TREE MAINTENANCE	\$ 594.00	
15/02/2024	00035805		TRAFFIC MANAGEMENT SERVICES - TREE MAINTENANCE	\$ 3,489.75	
15/02/2024	00035869		TRAFFIC MANAGEMENT SERVICES - TREE MAINTENANCE	\$ 3,081.38	
15/02/2024	00035870		TRAFFIC MANAGEMENT SERVICES - WORKS CREWS	\$ 3,229.88	
19/02/2024	3647.34-01	Water Corporation	WATER RATES & FEES		\$ 22,657.40
16/02/2024	9020409381		WATER RATES & FEES	\$ 225.18	
16/02/2024	9020758629		WATER RATES & FEES	\$ 839.56	
16/02/2024	9022572692		WATER RATES & FEES	\$ 272.44	
16/02/2024	9004600055		WATER RATES & FEES	\$ 18,978.25	
16/02/2024	9019690081		WATER RATES & FEES	\$ 519.08	
16/02/2024	9004607388		WATER RATES & FEES	\$ 58.38	
16/02/2024	9004610501		WATER RATES & FEES	\$ 439.24	
16/02/2024	9019991669		WATER RATES & FEES	\$ 1,198.18	
16/02/2024	9004615978		WATER RATES & FEES	\$ 127.09	
19/02/2024	3648.12599-01	Department of Mines, Industry Regulat	BUILDING SERVICES LEVY		\$ 12,076.22
19/02/2024	JANUARY 2024		BUILDING SERVICES LEVY - JANUARY 2024	\$ 12,076.22	
19/02/2024	3648.13897-01	Miss K M Martin	REIMBURSEMENT		\$ 76.25
16/02/2024	REIMBURSEMENT		REIMBURSEMENT - CHILDREN SERVICES EXPENSES	\$ 76.25	
19/02/2024	3648.15524-01	Mr L S Halliday	REFUND		\$ 100.00
13/02/2024	REFUND		REFUND - TIP ENTRY FEE	\$ 100.00	
19/02/2024	3648.15525-01	Mrs D A Gough	REFUND		\$ 100.00
16/02/2024	REFUND		REFUND - TIP ENTRY FEE	\$ 100.00	
19/02/2024	3648.15526-01	Mr C Lawalata	REFUND		\$ 113.00
16/02/2024	REFUND		REFUND - SWIMMING LESSON FEES DUE TO CANCELLATION	\$ 113.00	

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19/02/2024	3648.174-01	Synergy	ELECTRICITY		\$ 24,095.12
25/01/2024	5145475816		ELECTRICITY	\$ 3,278.53	
16/02/2024	0998549922		ELECTRICITY	\$ 1,384.64	
16/02/2024	2869138323		ELECTRICITY	\$ 490.34	
16/02/2024	2686554727		ELECTRICITY	\$ 1,380.88	
16/02/2024	5192608710		ELECTRICITY	\$ 1,585.75	
16/02/2024	2548038725		ELECTRICITY	\$ 1,063.80	
16/02/2024	7556391528		ELECTRICITY	\$ 325.55	
16/02/2024	5831532322		ELECTRICITY	\$ 814.55	
16/02/2024	1877395520		ELECTRICITY	\$ 1,406.46	
16/02/2024	7436114725		ELECTRICITY	\$ 195.78	
16/02/2024	5085045110		ELECTRICITY	\$ 454.71	
16/02/2024	5085138314		ELECTRICITY	\$ 125.27	
16/02/2024	3051745929		ELECTRICITY	\$ 1,004.00	
16/02/2024	8852675527		ELECTRICITY	\$ 1,370.55	
09/02/2024	5416370728		ELECTRICITY	\$ 484.51	
09/02/2024	5358804327		ELECTRICITY	\$ 126.51	
09/02/2024	1187187526		ELECTRICITY	\$ 165.13	
09/02/2024	4079099529		ELECTRICITY	\$ 259.31	
09/02/2024	1635825121		ELECTRICITY	\$ 190.92	
09/02/2024	4806915126		ELECTRICITY	\$ 184.18	
09/02/2024	2475997123		ELECTRICITY	\$ 109.21	
09/02/2024	3625641925		ELECTRICITY	\$ 365.88	
09/02/2024	5026791717		ELECTRICITY	\$ 384.07	
09/02/2024	4504944122		ELECTRICITY	\$ 371.27	
25/01/2024	1808368323		ELECTRICITY	\$ 3,660.29	
09/02/2024	4743483524		ELECTRICITY	\$ 110.39	
09/02/2024	9370568529		ELECTRICITY	\$ 186.90	
09/02/2024	9159298220		ELECTRICITY	\$ 914.22	
09/02/2024	6775766728		ELECTRICITY	\$ 388.45	
09/02/2024	6945660323		ELECTRICITY	\$ 1,313.07	
19/02/2024	3648.363-01	Parkerville Volunteer Bushfire Brigade	HAZARD REDUCTION BURN		\$ 1,200.00
16/02/2024	1162		HAZARD REDUCTION BURN - WEDGETAIL CIRCLE PARKERVILLE	\$ 1,200.00	
19/02/2024	3648.4138-01	Hills Raiders Basketball Association	REFUND		\$ 996.00
13/02/2024	REFUND		REFUND - OVERPAYMENT OF INVOICE 25520	\$ 996.00	
19/02/2024	3648.589-01	Shire of Mundaring	LEVIES		\$ 6,575.90
14/02/2024	140224		FDC PARENT LEVY	\$ 6,220.90	
19/02/2024	JANUARY 2024		BUILDING SERVICES LEVY - JANUARY 2024	\$ 355.00	
19/02/2024	3648.8856-01	Parkerville Primary School P & C	GRANT		\$ 300.00
16/02/2024	GRANT		VOLUNTEER RECOGNITION EVENT GRANT	\$ 300.00	
19/02/2024	3649.10881-01	AlSCO Pty Ltd	FIRST AID REPLENISHMENT		\$ 844.46
05/02/2024	CPER2383141		FIRST AID REPLENISHMENT - BOYA COMMUNITY CENTRE	\$ 31.85	
05/02/2024	CPER2383142		FIRST AID REPLENISHMENT - LAKE LESCHENAULTIA	\$ 121.83	
05/02/2024	CPER2383143		FIRST AID REPLENISHMENT - LAKE LESCHENAULTIA	\$ 113.00	
05/02/2024	CPER2383140		FIRST AID REPLENISHMENT - AFM LIBRARY	\$ 32.92	
05/02/2024	CPER2383139		FIRST AID REPLENISHMENT - ADMIN BUILDING	\$ 399.41	
05/02/2024	CPER2383138		FIRST AID REPLENISHMENT - OPERATION CENTRE	\$ 145.45	
19/02/2024	3649.11017-01	Sapio Pty Ltd	SECURITY EXPENSES		\$ 633.51
05/02/2024	SP257527		ATTEND SITE TO SYNC CLOCK - BOYA COMMUNITY CENTRE & ELSIE PAVILION	\$ 239.93	
05/02/2024	SP257457		ATTEND SITE TO CHECK ALARM PANEL - LAKE LESCHENAULTIA	\$ 236.15	
07/02/2024	SP257528		ATTEND SITE TO CHECK ALARM PANEL - AFM LIBRARY	\$ 157.43	
19/02/2024	3649.11568-01	Bow Steel Pty Ltd	STEEL FABRICATION		\$ 7,502.00
16/02/2024	1092		POWDER COAT 24 MODIFIED BENCH LEGS - MUNDARING ARENA	\$ 1,386.00	
16/02/2024	1093		INSTALL PICNIC BENCHES - MUNDARING ARENA	\$ 2,948.00	
16/02/2024	1091		MODIFY STEEL LEGS FOR OUTDOOR PICNIC BENCHES - MUNDARING ARENA	\$ 3,168.00	

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19/02/2024	3649.12-01	Department of Human Services - Child	CHILD SUPPORT PAYMENT		\$ 765.69
11/02/2024	PY02-17-CHILD SU		CHILD SUPPORT PAYMENT	\$ 765.69	\$ 765.69
19/02/2024	3649.12134-01	W.A. Library Supplies	FURNITURE		\$ 3,164.00
30/01/2024	00136687		SUPPLY 6X LIBRARY TROLRIES - HUB OF THE HILLS BOOK CAFÉ	\$ 3,164.00	\$ 3,164.00
19/02/2024	3649.12468-01	Flowers by Hart (Trustee for CandS)	FLOWERS		\$ 450.00
13/02/2024	00002292		SUPPLY FLOWERS FOR ANNUAL VBFB CAPTAINS DINNER	\$ 450.00	\$ 450.00
19/02/2024	3649.12521-01	Grand Slam Sports Equipment	SPORTING EQUIPMENT		\$ 224.95
15/02/2024	39878		SUPPLY & DELIVER BADMINTON POST PADDING - MUNDARING ARENA	\$ 224.95	\$ 224.95
19/02/2024	3649.12579-01	Mr V Crowe	LANDSCAPE & MAINTENANCE SERVICES		\$ 1,340.00
16/02/2024	2304		LANDSCAPE SERVICES	\$ 288.00	\$ 288.00
16/02/2024	2303		LANDSCAPE & MAINTENANCE SERVICES & TIP FEES	\$ 692.00	\$ 692.00
16/02/2024	2305		LANDSCAPE & MAINTENANCE SERVICES	\$ 360.00	\$ 360.00
19/02/2024	3649.12640-01	Officeworks Ltd	STATIONERY		\$ 140.53
30/01/2024	612290144		SUPPLY & DELIVER HAND SANITISER & TEA BAGS	\$ 140.53	\$ 140.53
19/02/2024	3649.12938-01	Aussie Broadband Pty Ltd	NBN FTTN, NBN FIBRE, SIP TRUNK & VOIP CHARGES		\$ 1,195.22
05/02/2024	31924468		NBN FTTN, NBN FIBRE, SIP TRUNK & VOIP CHARGES	\$ 1,195.22	\$ 1,195.22
19/02/2024	3649.12950-01	David Wills & Associates (DWA)	CONSULTING SERVICES		\$ 3,300.00
13/02/2024	00032251		CONSULTING SERVICES - JANE BROOK DRAINAGE CROSSING	\$ 3,300.00	\$ 3,300.00
19/02/2024	3649.13-01	Shire of Mundaring	PAYROLL DEDUCTION		\$ 16,342.17
11/02/2024	PY01-17-Novated		PAYROLL DEDUCTION	\$ 828.89	\$ 828.89
11/02/2024	PY02-17-Buy Addi		PAYROLL DEDUCTION	\$ 830.81	\$ 830.81
11/02/2024	PY01-17-Private		PAYROLL DEDUCTION	\$ 1,336.00	\$ 1,336.00
11/02/2024	PY01-17-Buy Addi		PAYROLL DEDUCTION	\$ 767.43	\$ 767.43
11/02/2024	PY01-17-Novated		PAYROLL DEDUCTION	\$ 6,864.69	\$ 6,864.69
11/02/2024	PY01-17-Novated		PAYROLL DEDUCTION	\$ 4,498.16	\$ 4,498.16
11/02/2024	PY01-17-Novated		PAYROLL DEDUCTION	\$ 1,216.19	\$ 1,216.19
19/02/2024	3649.13158-01	Better Pets and Gardens Midland (BP)	PET SUPPLIES		\$ 140.00
02/02/2024	5-02-331667		PET SUPPLIES FOR POUND	\$ 140.00	\$ 140.00
19/02/2024	3649.13170-01	Integrity Carpet One (Danleigh Carp	MAINTENANCE		\$ 12,143.56
16/02/2024	00005902		SUPPLY & INSTALL DOOR & WALL PROTECTION - MUNDARING ARENA	\$ 12,143.56	\$ 12,143.56
19/02/2024	3649.13268-01	Department of Human Services - The	PAYROLL DEDUCTION		\$ 77.89
11/02/2024	PY01-17-Centrel		PAYROLL DEDUCTION	\$ 77.89	\$ 77.89
19/02/2024	3649.13490-01	Humanness (MKI Group Pty Ltd T/As:)	DESIGN FEES/COSTS		\$ 1,722.60
13/02/2024	INV-0224-013		WEBSITE CONSULTANCY SERVICES - FEBRUARY 2024	\$ 1,722.60	\$ 1,722.60
19/02/2024	3649.13540-01	ELM (WA) Pty Ltd	MOWING SERVICES		\$ 11,553.11
15/02/2024	INV-4758		MOWING SERVICES - VARIOUS LOCATIONS	\$ 11,553.11	\$ 11,553.11
19/02/2024	3649.138-01	Sonic HealthPlus Pty Ltd	MEDICAL EXAMINATION		\$ 327.80
05/02/2024	3143167		PRE-EMPLOYMENT MEDICAL EXAMINATION	\$ 327.80	\$ 327.80
19/02/2024	3649.14013-01	Eastern Hills Chainsaws & Mowers Pty	EQUIPMENT REPAIRS		\$ 91.80
08/02/2024	51450 #5		SUPPLY HELMET VISOR & HELMET EARMUFFS	\$ 91.80	\$ 91.80
19/02/2024	3649.14016-01	Western Educting Service (Western M	HIRE OF PLANT		\$ 6,912.96
15/02/2024	1609		DRAIN EDUCTING/JETTING AT VARIOUS LOCATIONS	\$ 1,728.24	\$ 1,728.24
16/02/2024	1606		DRAIN EDUCTING/JETTING AT VARIOUS LOCATIONS	\$ 1,728.24	\$ 1,728.24
16/02/2024	1607		DRAIN EDUCTING/JETTING AT VARIOUS LOCATIONS	\$ 1,728.24	\$ 1,728.24
16/02/2024	1608		DRAIN EDUCTING/JETTING AT VARIOUS LOCATIONS	\$ 1,728.24	\$ 1,728.24
19/02/2024	3649.14051-01	Sweeping Services Australia Pty Ltd	STREET SWEEPING SERVICES		\$ 3,747.48
15/02/2024	INV-0487		SUPPLY OF STREET SWEEPING SERVICES	\$ 3,747.48	\$ 3,747.48
19/02/2024	3649.14073-01	Tony's House of Tender Meats (GK &	FOOD		\$ 559.80
16/02/2024	50259		MEAT SUPPLIES FOR CHILDREN - MECPC	\$ 559.80	\$ 559.80
19/02/2024	3649.14236-01	Mrs J E Cicchini	COUNCILLOR ALLOWANCE		\$ 302.93
09/02/2024	TRAVEL/PARKING		TRAVEL & PARKING REIMBURSEMENT 417.8KM 11/11/2023 - 06/02/2024	\$ 302.93	\$ 302.93
19/02/2024	3649.14376-01	Finesse Fine Fencing	FENCING		\$ 1,197.00
15/02/2024	INV-0548		REPAIR EXISTING GATE WAY - EALY ST	\$ 1,197.00	\$ 1,197.00
19/02/2024	3649.14394-01	Creative Catering Trust (The Trustee	CATERING		\$ 1,093.60
13/02/2024	INV-3234		CATERING - ORDINARY COUNCIL MEETING ON 23/01/2024	\$ 1,093.60	\$ 1,093.60

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19/02/2024	3649.14427-01	Smart Subsea (The Trustee for The S	PROFESSIONAL SERVICES		\$ 4,174.50
07/02/2024	INV-2385		SEARCH FOR OUTBOARD, MOORINGS & CHAINS SWIM BARRIER	\$ 4,174.50	
19/02/2024	3649.14644-01	Uniting Global Pty Ltd	CLEANING		\$ 145,410.78
19/02/2024	INV-1095		CLEANING SERVICES - VARIOUS SHIRE BUILDINGS	\$ 72,003.80	
19/02/2024	INV-1049		CLEANING SERVICES - VARIOUS SHIRE BUILDINGS	\$ 72,003.80	
13/02/2024	INV-0830		CLEANING SERVICES - MUNDARING HALL FUNCTION ON 18/08/2023	\$ 155.43	
13/02/2024	INV-0331		STEAM CLEANING - BOYA COMMUNITY CENTRE ON 27/12/2022	\$ 357.50	
13/02/2024	INV-0876		CLEANING SERVICES - BOYA COMMUNITY CENTRE FUNCTION ON 16/09/2023	\$ 302.50	
13/02/2024	INV-0877		CLEANING SERVICES - DARLINGTON HALL FUNCTION ON 17/09/2023	\$ 147.00	
13/02/2024	INV-0908		CLEANING SERVICES - MUNDARING ARENA FUNCTION ON 03/09/2023	\$ 440.75	
19/02/2024	3649.14776-01	A_Space Australia Pty Ltd	SIGNANGE		\$ 1,178.79
08/02/2024	23622		SUPPLY FITNESS SIGNS	\$ 1,178.79	
19/02/2024	3649.14882-01	BB Recruitment & Consulting Service	TEMP STAFF		\$ 1,518.00
16/02/2024	I0002734		TEMP STAFF - MECPC CHILDCARE AGENCY STAFF	\$ 1,518.00	
19/02/2024	3649.14941-01	Hammond Woodhouse Advisory	CONSULTING SERVICES		\$ 12,100.00
16/02/2024	1087		CONSULTING SERVICES - LOCAL LAW REVIEW RFQ 16.2223	\$ 12,100.00	
19/02/2024	3649.1495-01	Woodwest Cabinets	MAINTENANCE		\$ 242.00
15/02/2024	2402-6		SUPPLY & INSTALL DRAWERS IN KITCHEN CABINETS - MUNDARING LIBRARY	\$ 242.00	
19/02/2024	3649.15060-01	Gutter-Vac Midland (TSK Ventures Pty	MAINTENANCE		\$ 1,100.00
12/02/2024	6919		CLEAN GUTTERS & DOWNPIPES - DARLINGTON VBFB	\$ 275.00	
12/02/2024	6921		CLEAN GUTTERS & DOWNPIPES - CHIDLOW VBFB	\$ 275.00	
12/02/2024	6922		CLEAN GUTTERS & DOWNPIPES - MT HELENA VBFB	\$ 275.00	
12/02/2024	6923		CLEAN GUTTERS & DOWNPIPES - SAWYERS VALLEY VBFB	\$ 275.00	
19/02/2024	3649.15183-01	Mitchell Byrne's Contracting Pty Ltd	STORM DAMAGE CLEAN UP		\$ 45,001.00
16/02/2024	1212-2024		STORM DAMAGE CLEAN UP - JANUARY 2024	\$ 21,241.00	
16/02/2024	1214-2024		STORM DAMAGE CLEAN UP - JANUARY 2024	\$ 18,480.00	
16/02/2024	1217-2024		STORM DAMAGE CLEAN UP - JANUARY 2024	\$ 5,280.00	
19/02/2024	3649.15288-01	Orro Pty Ltd	PROFESSIONAL SERVICES		\$ 2,805.00
05/02/2024	SI129685		INTERNAL & EXTERNAL SECURITY PENETRATION TESTING	\$ 2,805.00	
19/02/2024	3649.15457-01	The Local Government Racing &	PAYROLL DEDUCTION		\$ 44.00
11/02/2024	PY01-17-LGRCEU		PAYROLL DEDUCTION	\$ 22.00	
11/02/2024	PY02-17-LGRCEU		PAYROLL DEDUCTION	\$ 22.00	
19/02/2024	3649.15459-01	Noongar Land Enterprise Group	SEEDLINGS		\$ 2,688.13
15/02/2024	INV-2024046		SUPPLY NATIVE SEEDLINGS FOR 2024 LANDCARE PROGRAM	\$ 2,688.13	
19/02/2024	3649.15521-01	Mundaring Auto Repairs (Joshua Pete	SERVICE VEHICLES		\$ 935.00
15/02/2024	INV-231438		MINOR SERVICE ON 055MDG	\$ 242.00	
15/02/2024	INV-231444		MINOR SERVICE ON 1GPJ901	\$ 231.00	
15/02/2024	INV-231445		10,000KM SERVICE ON 059MDG	\$ 242.00	
16/02/2024	INV-231457		15,000KM SERVICE ON 1HYI923	\$ 220.00	
19/02/2024	3649.1644-01	Woolworths Group Limited	FOOD & CONSUMABLES		\$ 48.00
16/02/2024	TI-040D7-178D17		FOOD & CONSUMABLES FOR CHILDREN - MIDVALE HUB	\$ 48.00	
19/02/2024	3649.1907-01	Environmental Health Australia (Wes	REGISTRATION		\$ 2,590.50
16/02/2024	34976102		REGISTRATION - WORLD CONGRESS ON ENVIRONMENTAL HEALTH	\$ 2,590.50	
19/02/2024	3649.191-01	Eastern Region Security	SECURITY EXPENSES		\$ 330.00
15/02/2024	00021924		SECURITY EXPENSES - PARKERVILLE VBFB	\$ 110.00	
15/02/2024	00021925		SECURITY EXPENSES - DARLINGTON VBFB	\$ 220.00	
19/02/2024	3649.21-01	Eastern Metropolitan Regional Council	TRANSFER STATION FEES		\$ 140,216.35
15/02/2024	EMRC54810		TRANSFER STATION FEES	\$ 33,554.05	
16/02/2024	EMRC55504		FOOD WASTE DISPOSAL - STORM EVENT ON 16/01/2024	\$ 1,826.14	
15/02/2024	EMRC54809		TRANSFER STATION FEES	\$ 104,836.16	
19/02/2024	3649.215-01	Deputy Commissioner of Taxation	TAXATION		\$ 177,583.00
11/02/2024	PY01-17-Deputy C		PAYROLL DEDUCTION	\$ 156,021.00	
11/02/2024	PY02-17-Deputy C		PAYROLL DEDUCTION	\$ 21,562.00	

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19/02/2024	3649.234-01	Coles Supermarkets Australia Pty Ltd	KIOSK SUPPLIES		\$ 2,752.49
16/02/2024	184980227		FOOD & CONSUMABLES FOR CHILDREN - MECPC	\$ 625.36	
16/02/2024	180185266		FOOD & CONSUMABLES FOR CHILDREN - MECPC	\$ 988.52	
16/02/2024	180702774		FOOD & CONSUMABLES FOR CHILDREN - MECPC	\$ 337.87	
16/02/2024	181073868		FOOD & CONSUMABLES FOR CHILDREN - MECPC	\$ 676.42	
16/02/2024	181030411		FOOD & CONSUMABLES FOR CHILDREN - MECPC	\$ 124.32	
19/02/2024	3649.2769-01	Regenerated Landscapes	WEED SPRAYING		\$ 950.00
12/02/2024	15		WEED SPRAYING - VARIOUS LOCATIONS	\$ 950.00	
19/02/2024	3649.295-01	Coca Cola Europacific Partners	KIOSK SUPPLIES		\$ 1,146.43
08/02/2024	233302386		KIOSK SUPPLIES - BILGOMAN AQUATIC CENTRE	\$ 1,146.43	
19/02/2024	3649.3088-01	Local Government Professionals	REGISTRATION		\$ 2,720.00
16/02/2024	38169		REGISTRATION - FINANCE PROFESSIONALS CONFERENCE 2024	\$ 1,360.00	
16/02/2024	38168		REGISTRATION - FINANCE PROFESSIONALS CONFERENCE 2024	\$ 1,360.00	
19/02/2024	3649.397-01	J. Blackwood & Son Pty Ltd	CONSUMABLES		\$ 2,989.36
16/02/2024	SI06499386		SUPPLY ASSORTED DY-MARK SPRAY PAINTS	\$ 154.97	
16/02/2024	SI06824438		SUPPLY BARRIER CAUTION TAPE	\$ 352.70	
16/02/2024	SI06630481		SUPPLY ASSORTED DY-MARK SPRAY PAINTS	\$ 2,240.58	
16/02/2024	SI06755938		SUPPLY ASSORTED DY-MARK SPRAY PAINTS	\$ 238.91	
16/02/2024	SI04763754		SUPPLY ASSORTED ITEMS FOR STORES	\$ 2.20	
19/02/2024	3649.4-01	Health Insurance Fund of WA	PAYROLL DEDUCTION		\$ 581.10
11/02/2024	PY01-17-HIF		PAYROLL DEDUCTION	\$ 581.10	
19/02/2024	3649.411-01	Tutt Bryant Equipment	PARTS		\$ 272.47
16/02/2024	008482923		SUPPLY VIBE SWITCH FOR P287	\$ 201.89	
16/02/2024	008482922		SUPPLY V-BELT FOR P287	\$ 70.58	
19/02/2024	3649.509-01	Work Clobber	WORK CLOTHES		\$ 1,366.00
16/02/2024	MD740412		WORK CLOTHES & BOOTS - LAKE LESCHENAULTIA STAFF	\$ 1,079.00	
16/02/2024	MD740658		WORK CLOTHES & BOOTS - LAKE LESCHENAULTIA STAFF	\$ 287.00	
19/02/2024	3649.54-01	The Framing Factory (F.E Davies & M	FRAMING		\$ 1,132.60
16/02/2024	INV-0431		FRAMING COUNCILLOR & CEO PHOTO PORTRAITS	\$ 1,132.60	
19/02/2024	3649.5719-01	Shire of Mundaring - Lotto Club	PAYROLL DEDUCTION		\$ 271.60
11/02/2024	PY01-17-STAFF LO		PAYROLL DEDUCTION	\$ 258.02	
11/02/2024	PY02-17-STAFF LO		PAYROLL DEDUCTION	\$ 13.58	
19/02/2024	3649.5945-01	West Coast Spring Water Pty Ltd	CONSUMABLES		\$ 75.25
07/02/2024	3067503		WATER BOTTLES FOR ADMIN BUILDING	\$ 32.25	
15/02/2024	3051834		WATER BOTTLES FOR BOYA LIBRARY	\$ 43.00	
19/02/2024	3649.6-01	Shire of Mundaring - Social Club	PAYROLL DEDUCTION		\$ 276.00
11/02/2024	PY01-17-MUNDARIN		PAYROLL DEDUCTION	\$ 276.00	
19/02/2024	3649.641-01	Midland Rubber Stamps	STATIONERY		\$ 454.85
30/01/2024	00041914		SUPPLY SELF INKING DATE STAMPS	\$ 454.85	
19/02/2024	3649.6421-01	Vermeer Equipment of WA & NT	PARTS		\$ 1,100.50
16/02/2024	125580		SUPPLY 2X DRIVE BELTS FOR P305 & P2522	\$ 1,100.50	
19/02/2024	3649.6732-01	Relationships Australia Western	EMPLOYEE ASSISTANCE PROGRAM		\$ 594.00
12/02/2024	00431119		EMPLOYEE ASSISTANCE PROGRAM	\$ 198.00	
12/02/2024	00431195		EMPLOYEE ASSISTANCE PROGRAM	\$ 198.00	
12/02/2024	00431271		EMPLOYEE ASSISTANCE PROGRAM	\$ 198.00	
19/02/2024	3649.68-01	The Watershed Water Systems	PARTS		\$ 380.00
15/02/2024	10244872		RETICULATION PARTS	\$ 380.00	
19/02/2024	3649.6879-01	Chidlow Chatter	ADVERTISING		\$ 340.00
15/02/2024	00005698		ADVERTISING	\$ 260.00	
16/02/2024	00005697		ADVERTISING	\$ 80.00	
19/02/2024	3649.7-01	Australian Services Union	PAYROLL DEDUCTION		\$ 277.50
11/02/2024	PY01-17-AUSTRALI		PAYROLL DEDUCTION	\$ 145.00	
11/02/2024	PY02-17-AUSTRALI		PAYROLL DEDUCTION	\$ 132.50	
19/02/2024	3649.7230-01	Boss Bobcat & Truck Service	EARTHWORKS		\$ 2,970.00
15/02/2024	17724		REMOVE DUMPED RUBBISH COLLECTION - PARK RD MIDVALE	\$ 2,970.00	

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19/02/2024	3649.7388-01	Doors Doors Doors Pty Ltd	BUILDING SUPPLIES & MATERIALS		\$ 1,241.24
13/02/2024	00061310		SUPPLY & INSTALL ROLLER SHUTTER CLIPS - DARLINGTON VBFB	\$ 1,241.24	
19/02/2024	3649.7489-01	Sparks Refrigeration & Airconditioning	ELECTRICAL SERVICES		\$ 2,359.50
30/01/2024	INV-2968		REPAIR ZIP HOT WATER SYSTEM - ADMIN BUILDING	\$ 935.00	
05/02/2024	INV-2946		CLEAN OUT AIR-CON DRAIN LINE - REFLECTIONS CAFE	\$ 264.00	
07/02/2024	INV-2948		ATTEND SITE TO INSPECT AIR-CON FAULT - BOYA LIBRARY	\$ 429.00	
07/02/2024	INV-2949		ATTEND SITE & REPAIR AIR-CON - SWAN VIEW YOUTH CENTRE	\$ 731.50	
19/02/2024	3649.763-01	Carewest	ANNUAL MEMBERSHIP		\$ 350.00
16/02/2024	INV-0002		ANNUAL MEMBERSHIP FEES 2023/2024 - MECPC	\$ 350.00	
19/02/2024	3649.7641-01	Easifleet	NOVATED LEASE		\$ 12,712.87
16/02/2024	190734		NOVATED LEASE - FEBRUARY 2024	\$ 12,712.87	
19/02/2024	3649.7807-01	Water Installations	QUARTERLY SERVICING		\$ 110.00
30/01/2024	3648		QUARTERLY SERVICING TREATMENT SYSTEM - MUNDARING ARENA	\$ 110.00	
19/02/2024	3649.80-01	Bunnings Group Limited	HARDWARE		\$ 889.52
23/01/2024	2440/01053262		HARDWARE ITEMS	\$ 298.03	
23/01/2024	2440/01053260		HARDWARE ITEMS	\$ 78.08	
23/01/2024	2440/01053222		HARDWARE ITEMS	\$ 277.49	
16/02/2024	2440/01267236		HARDWARE ITEMS	\$ 53.18	
16/02/2024	2440/01094673		HARDWARE ITEMS	\$ 182.74	
19/02/2024	3649.8545-01	Sankey Plumbing Service	PLUMBING		\$ 1,232.00
13/02/2024	5965		PLUMBING SERVICES - STONEVILLE RD STONEVILLE	\$ 176.00	
13/02/2024	5960		PLUMBING SERVICES - PARKERVILLE HALL	\$ 187.00	
13/02/2024	5964		PLUMBING SERVICES - MT HELENA CHANGEROOMS	\$ 693.00	
13/02/2024	5959		PLUMBING SERVICES - CHIDLOW PUBLIC TOILETS	\$ 176.00	
19/02/2024	3649.8611-01	Brownes Foods Operations Pty Ltd	KIOSK SUPPLIES		\$ 471.13
15/02/2024	17647003		KIOSK SUPPLIES - BILGOMAN AQUATIC CENTRE	\$ 471.13	
19/02/2024	3649.904-01	Sign Supermarket (Grant Ian Westlund)	SIGNS		\$ 75.00
13/02/2024	23038		SUPPLY DATE STICKERS FOR BOOK CAFE BANNER	\$ 75.00	
19/02/2024	3649.9498-01	Toyota Material Handling Australia	PARTS		\$ 724.46
05/02/2024	245016622		SUPPLY CONDENSOR FAN & WIPER ARM FOR P279	\$ 724.46	
19/02/2024	3649.9596-01	Brice Pest Management	PEST CONTROL		\$ 154.00
12/02/2024	IV05717		PEST CONTROL - CNR MULUMBA PLACE & CREEK CL STONEVILLE	\$ 154.00	
19/02/2024	3649.9627-01	MPK Tree Management Pty Ltd	STREET TREE MAINTENANCE		\$ 3,966.16
15/02/2024	7536		STREET TREE MAINTENANCE - MORGAN JOHN MORGAN RESERVE	\$ 3,966.16	
19/02/2024	3650.2996-01	Miracle Recreation Equipment	PLAYGROUND		\$ 242,998.47
19/02/2024	54492		CONSTRUCTION & INSTALL NEW PLAYGROUND BROZ PARK	\$ 242,998.47	
19/02/2024	3651.363-01	Parkerville Volunteer Bushfire Brigade	HAZARD REDUCTION BURN		\$ 3,200.00
19/02/2024	1157		HAZARD REDUCTION BURN - HIDDEN VALLEY RD CELL 1	\$ 1,200.00	
19/02/2024	1158		HAZARD REDUCTION BURN - HIDDEN VALLEY RD CELL 2	\$ 1,200.00	
19/02/2024	0016		HAZARD REDUCTION BURN - HEDGES RD CELL 1-25/9	\$ 400.00	
19/02/2024	0017		HAZARD REDUCTION BURN - HEDGES RD CELL 2-25/9	\$ 400.00	
19/02/2024	3652.14880-01	Ms T A Erak	REFUND		\$ 1,469.15
19/02/2024	Refund		RATES REFUND	\$ 1,469.15	
19/02/2024	3652.15527-01	Ms C F Tomes	REFUND		\$ 1,000.00
19/02/2024	Refund		RATES REFUND	\$ 1,000.00	
21/02/2024	3653.3462-01	Care Giver Subsidies	CARE GIVER SUBSIDIES		\$ 24,839.97
21/02/2024	210224		CARE GIVER SUBSIDIES	\$ 24,839.97	

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26/02/2024	3654.34-01	Water Corporation	WATER RATES & FEES		\$ 10,488.62
23/02/2024	9004705199		WATER RATES & FEES	\$ 91.74	
23/02/2024	9015634496		WATER RATES & FEES	\$ 8.34	
23/02/2024	9004679808		WATER RATES & FEES	\$ 1,376.10	
23/02/2024	9004679971		WATER RATES & FEES	\$ 146.55	
23/02/2024	9004679998		WATER RATES & FEES	\$ 1,126.72	
23/02/2024	9004680788		WATER RATES & FEES	\$ 156.86	
23/02/2024	9004680833		WATER RATES & FEES	\$ 277.19	
23/02/2024	9004687154		WATER RATES & FEES	\$ 325.26	
23/02/2024	9004565691		WATER RATES & FEES	\$ 2,187.86	
23/02/2024	9010772929		WATER RATES & FEES	\$ 433.68	
23/02/2024	9004679584		WATER RATES & FEES	\$ 76.16	
23/02/2024	9004679816		WATER RATES & FEES	\$ 3,637.59	
23/02/2024	9004707493		WATER RATES & FEES	\$ 461.48	
23/02/2024	9004679541		WATER RATES & FEES	\$ 183.09	
26/02/2024	3655.11372-01	Ms C S Tyrrell	REIMBURSEMENT		\$ 12.95
23/02/2024	REIMBURSEMENT		REIMBURSEMENT - FLUORO BAND STRAW HAT	\$ 12.95	
26/02/2024	3655.14446-01	Miss M Pitt	GRANT		\$ 200.00
23/02/2024	GRANT		YOUTH GRANT PROGRAM	\$ 200.00	
26/02/2024	3655.15276-01	Mr J B Whiteaker	REIMBURSEMENT		\$ 151.00
23/02/2024	REIMBURSEMENT		REIMBURSEMENT - CATERING COMMS & CEO MEETING ON 15/02/2024	\$ 151.00	
26/02/2024	3655.15529-01	Mr D Mills	REIMBURSEMENT		\$ 54.00
20/02/2024	REIMBURSEMENT		REIMBURSEMENT - POLICE CLEARANCE EXPENSES	\$ 54.00	
26/02/2024	3655.15530-01	Mr A T Wright	REFUND		\$ 112.00
21/02/2024	REFUND		REFUND - 50% PLANNING APPLICATION FEE	\$ 112.00	
26/02/2024	3655.15537-01	Mr C Watson	REIMBURSEMENT		\$ 58.70
23/02/2024	REIMBURSEMENT		REIMBURSEMENT - POLICE CLEARANCE EXPENSES	\$ 58.70	
26/02/2024	3655.15538-01	J Maxwell	REIMBURSEMENT		\$ 79.00
23/02/2024	REIMBURSEMENT		REIMBURSEMENT - WHITE CARD TRAINING EXPENSES	\$ 79.00	
26/02/2024	3655.174-01	Synergy	ELECTRICITY		\$ 218,006.72
23/02/2024	5068955212		ELECTRICITY	\$ 218.79	
23/02/2024	5125442514		ELECTRICITY	\$ 238.07	
23/02/2024	5087811715		ELECTRICITY	\$ 382.18	
23/02/2024	5233911527		ELECTRICITY	\$ 326.57	
23/02/2024	5213386810		ELECTRICITY	\$ 834.61	
23/02/2024	5285263111		ELECTRICITY	\$ 74.62	
23/02/2024	1059211527		ELECTRICITY	\$ 522.47	
23/02/2024	3021647529		STREET LIGHTING CHARGES	\$ 68,263.72	
23/02/2024	3021647529		STREET LIGHTING CHARGES	\$ 66,121.00	
23/02/2024	3021647529		STREET LIGHTING CHARGES	\$ 68,826.42	
16/02/2024	5603941927		ELECTRICITY	\$ 1,456.99	
16/02/2024	3509628321		ELECTRICITY	\$ 2,164.20	
16/02/2024	5185501927		ELECTRICITY	\$ 1,133.70	
09/02/2024	1808368323		ELECTRICITY	\$ 3,358.63	
09/02/2024	5145475816		ELECTRICITY	\$ 2,683.59	
09/02/2024	5056988325		ELECTRICITY	\$ 1,401.16	
26/02/2024	3655.306-01	Darlington Volunteer Bushfire Brigade	REIMBURSEMENT		\$ 5,177.98
23/02/2024	SI-2684627		REIMBURSEMENT - LAPTOP REPLACEMENT DARLINGTON VBFB	\$ 1,524.00	
23/02/2024	00000410		REIMBURSEMENT - ESL EXPENSES JULY TO SEPTEMBER 2023	\$ 3,653.98	
26/02/2024	3655.326-01	Stoneville Volunteer Bushfire Brigade	HAZARD REDUCTION BURN		\$ 853.00
24/02/2024	0414		HAZARD REDUCTION BURN - WILDBERRY DR STONEVILLE	\$ 853.00	
26/02/2024	3655.355-01	Wesfarmers Kleenheat Gas Pty Ltd	GAS		\$ 484.89
20/02/2024	3111734		GAS SERVICES - REFLECTIONS CAFE LAKE LESCHENAULTIA	\$ 484.89	
26/02/2024	3655.589-01	Shire of Mundaring	FDC PARENT LEVY		\$ 6,288.40
21/02/2024	210224		FDC PARENT LEVY	\$ 6,288.40	

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26/02/2024	3656.15539-01	Ms C Johnson	REFUND		\$ 3,212.36
26/02/2024	REFUND		RATES REFUND	\$ 3,212.36	
26/02/2024	3656.15540-01	Mrs S A Hewer	REFUND		\$ 771.26
26/02/2024	REFUND		RATES REFUND	\$ 771.26	
26/02/2024	3657.10570-01	Perrott Painting Maintenance Contracts	PAINTING SERVICES		\$ 2,228.60
07/02/2024	SINV18851		PAINTING SERVICES - BOYA COMMUNITY CENTRE	\$ 1,177.00	
20/02/2024	SINV18862		PAINTING SERVICES - MUNDARING HALL & HARDCOURTS	\$ 1,051.60	
26/02/2024	3657.10746-01	Asphalt in a Bag	ASPHALT		\$ 1,859.00
24/01/2024	1731		SUPPLY BAGS OF ASPHALT	\$ 1,859.00	
26/02/2024	3657.10881-01	Alsco Pty Ltd	SERVICING SANITARY & NAPPY UNITS		\$ 784.78
23/02/2024	CPER2374611		SERVICING SANITARY & NAPPY UNITS	\$ 784.78	
26/02/2024	3657.10904-01	Split Horizon Pty Ltd	CERTIFICATES		\$ 907.50
05/02/2024	INV-0889		ISSUE EXPRESSWAY CERTIFICATES	\$ 907.50	
26/02/2024	3657.10921-01	Ixom Operations Pty Ltd	CHLORINE GAS SERVICE FEES		\$ 4,352.98
23/01/2024	6765186		CHLORINE GAS SERVICE FEES	\$ 4,118.88	
05/02/2024	6771253		CHLORINE GAS SERVICE FEES	\$ 234.10	
26/02/2024	3657.11017-01	Sapio Pty Ltd	ALARM MONITORING		\$ 289.43
07/02/2024	SP258713		ATTEND SITE TO CHECK ALARM SYSTEM - MUNDARING ARENA	\$ 157.43	
20/02/2024	MAS648654		ALARM MONITORING - ELSIE AUSTIN OVAL PAVILLION	\$ 132.00	
26/02/2024	3657.11326-01	Learning Seat Pty Ltd	SUBSCRIPTION		\$ 1,886.25
30/01/2024	6477022780		SUBSCRIPTION FEE FOR 29/01/2024 TO 28/02/2024	\$ 1,886.25	
26/02/2024	3657.11398-01	JB HI-FI Group Pty Ltd	IT HARDWARE		\$ 45.18
16/01/2024	BD1349371		SUPPLY & DELIVER WIRELESS KEYBOARD & MOUSE	\$ 45.18	
26/02/2024	3657.11578-01	Corsign WA Pty Ltd	BOLLARDS		\$ 456.50
19/02/2024	00082027		SUPPLY & DELIVER STEEL BOLLARD - MEN'S SHED	\$ 456.50	
26/02/2024	3657.11648-01	Veris Australia Pty Ltd	FEATURE SURVEY		\$ 6,270.00
13/02/2024	VI085029		FEATURE SURVEY - HARDEY RD GLEN FORREST FOOTPATH	\$ 3,289.00	
13/02/2024	VI085030		FEATURE SURVEY - BALFOUR RD HERITAGE TRAIL	\$ 2,981.00	
26/02/2024	3657.11967-01	Trade West Industrial Supplies Pty	CONSUMABLES		\$ 1,583.34
23/01/2024	99089		SUPPLY & DELIVER ASSORTED GLOVES	\$ 1,583.34	
26/02/2024	3657.12078-01	Recruitwest Pty Ltd	TEMP STAFF		\$ 17,200.41
20/02/2024	C INV 588562		TEMP STAFF - MULTI PLANT OPERATOR	\$ 1,766.20	
20/02/2024	C INV 588686		TEMP STAFF - MULTI PLANT OPERATOR	\$ 545.11	
20/02/2024	C INV 588697		TEMP STAFF - ROAD SWEEPER OPERATOR	\$ 586.34	
20/02/2024	C INV 588698		TEMP STAFF - MULTI PLANT OPERATOR	\$ 537.32	
20/02/2024	C INV 588752		TEMP STAFF - ROAD SWEEPER OPERATOR	\$ 1,759.02	
20/02/2024	C INV 588754		TEMP STAFF - MULTI PLANT OPERATOR	\$ 2,557.69	
20/02/2024	C INV 588791		TEMP STAFF - CONTAINER COLLECTION DRIVER	\$ 1,048.61	
20/02/2024	C INV 588568		TEMP STAFF - ROAD SWEEPER OPERATOR	\$ 969.53	
20/02/2024	C INV 588803		TEMP STAFF - ROAD SWEEPER OPERATOR	\$ 1,723.83	
20/02/2024	C INV 588805		TEMP STAFF - MULTI PLANT OPERATOR	\$ 1,611.95	
20/02/2024	C INV 588395		TEMP STAFF - BITUMEN OPERATOR	\$ 1,441.18	
20/02/2024	C INV 588286		TEMP STAFF - BITUMEN OPERATOR	\$ 1,605.02	
20/02/2024	C INV 588740		TEMP STAFF - CONTAINER COLLECTION DRIVER	\$ 1,048.61	
26/02/2024	3657.12080-01	Midland Tools Pty Ltd T/A Total Tools	TOOLS		\$ 872.70
05/02/2024	364665AA		SUPPLY LIMESTONE BLOCK LIFTER	\$ 284.70	
05/02/2024	364665		SUPPLY COMPOUND MITRE SAW	\$ 588.00	
26/02/2024	3657.12100-01	Meta Maya Environmental Pty Ltd	PROFESSIONAL SERVICES		\$ 10,329.00
22/02/2024	G42005951		ASBESTOS MANAGEMENT PLAN - THOMAS RD CHIDLOW	\$ 10,329.00	
26/02/2024	3657.12149-01	TenderLink.com	ADVERTISING		\$ 380.60
18/01/2024	MUNDAR-602691		PUBLIC TENDER ADVERTISING	\$ 190.30	
11/01/2024	MUNDAR-600622		PUBLIC TENDER ADVERTISING	\$ 190.30	
26/02/2024	3657.12179-01	Caring Communities Inc. T/A WA Child	TRAINING		\$ 742.50
22/02/2024	WOO-9941		CHILD PROTECTION & ABUSE PREVENTION TRAINING - MECPC	\$ 742.50	

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26/02/2024	3657.12353-01	WCP Civil Pty Ltd	EARTHWORKS		\$ 73,695.44
22/02/2024	30536		ROUNDAABOUT IMPROVEMENTS - KEANE ST MT HELENA	\$ 73,695.44	
26/02/2024	3657.12402-01	Grace Information & Records Managem	OFFSITE RECORDS STORAGE		\$ 2,092.83
05/02/2024	RP01480026		OFFSITE RECORDS STORAGE	\$ 2,092.83	
26/02/2024	3657.12579-01	Mr V Crowe	LANDSCAPE & MAINTENANCE SERVICES		\$ 2,174.00
26/02/2024	2312		LANDSCAPE & MAINTENANCE SERVICES - MECPC	\$ 336.00	
20/02/2024	2307		LANDSCAPE SERVICES - SCFC CLAYTON VIEW	\$ 288.00	
20/02/2024	2308		LANDSCAPE SERVICES - CPC MIDDLE SWAN	\$ 288.00	
20/02/2024	2309		LANDSCAPE & MAINTENANCE SERVICES - MECPC	\$ 462.00	
26/02/2024	2310		LANDSCAPE SERVICES & TIP FEES - SCFC CLAYTON VIEW	\$ 512.00	
26/02/2024	2311		LANDSCAPE SERVICES - CPC MIDDLE SWAN	\$ 288.00	
26/02/2024	3657.12640-01	Officeworks Ltd	IT HARDWARE		\$ 106.95
07/02/2024	612564343		SUPPLY & DELIVER HP PRINTER FOR SHIRE POUND	\$ 106.95	
26/02/2024	3657.12655-01	Tennant Australia Pty Limited	PARTS		\$ 870.41
11/01/2024	920111902		REPLACE FAULTY VACUUM MOTOR - MUNDARING ARENA	\$ 870.41	
26/02/2024	3657.12751-01	Sprayline Spraying Equipment	CONSUMABLES		\$ 417.60
23/02/2024	61097		SUPPLY BREATHABLE COVERALLS	\$ 417.60	
26/02/2024	3657.12760-01	Dynamic Audio Visual Solutions Pty	IT HARDWARE		\$ 470.25
20/02/2024	9081		CHANGE OF COUNCIL & CAMERA PRESETS	\$ 470.25	
26/02/2024	3657.12794-01	Mount Helena Hardware	PARTS		\$ 676.47
30/01/2024	102025961		SUPPLY PARTS FOR PLAYGROUND MAINTENANCE	\$ 215.24	
12/01/2024	102024188		SUPPLY OF ASSORTED HARDWARE ITEMS	\$ 11.98	
11/01/2024	102024245		SUPPLY PARTS FOR PLAYGROUND MAINTENANCE	\$ 58.99	
11/01/2024	101117694		SUPPLY PARTS FOR PLAYGROUND MAINTENANCE	\$ 10.98	
23/01/2024	102025358		SUPPLY PARTS FOR PLAYGROUND MAINTENANCE	\$ 46.16	
05/02/2024	102026252		SUPPLY PARTS FOR PLAYGROUND MAINTENANCE	\$ 48.90	
05/02/2024	101118273		SUPPLY PARTS FOR PLAYGROUND MAINTENANCE	\$ 40.60	
05/02/2024	101118221		SUPPLY PARTS FOR PLAYGROUND MAINTENANCE	\$ 183.62	
08/02/2024	102025274		SUPPLY PARTS FOR PLAYGROUND MAINTENANCE	\$ 60.00	
26/02/2024	3657.12899-01	NAPA (A Division of GPC Asia Pacific	PARTS		\$ 431.76
08/02/2024	1320347426		SUPPLY AIR & OIL FILTERS FOR ASSORTED VEHICLES	\$ 249.71	
08/02/2024	1320348210		SUPPLY GREEN FUEL CANS	\$ 105.60	
08/02/2024	1320347431		SUPPLY FUEL FILTERS FOR P692	\$ 76.45	
26/02/2024	3657.12938-01	Aussie Broadband Pty Ltd	NBN FTTN, NBN FIBRE, SIP TRUNK & VOIP CHARGES		\$ 3,627.78
07/02/2024	32075507		NBN FTTN, NBN FIBRE, SIP TRUNK & VOIP CHARGES	\$ 3,627.78	
26/02/2024	3657.12951-01	Traffic Force	TRAFFIC MANAGEMENT SERVICES		\$ 30,990.27
23/02/2024	00036202		TRAFFIC MANAGEMENT SERVICES - DRAINAGE MAINTENANCE	\$ 3,863.87	
23/02/2024	00036203		TRAFFIC MANAGEMENT SERVICES - SHOULDER MAINTENANCE	\$ 2,141.81	
23/02/2024	00036204		SUPPLY VMB'S IN ACCORDANCE WITH TRAFFIC MANAGEMENT	\$ 483.53	
22/02/2024	00035999		TRAFFIC MANAGEMENT SERVICES - ROAD MAINTENANCE	\$ 4,288.45	
23/02/2024	00036068		TRAFFIC MANAGEMENT SERVICES - DRAINAGE MAINTENANCE	\$ 3,312.20	
23/02/2024	00036069		TRAFFIC MANAGEMENT SERVICES - DRAINAGE MAINTENANCE	\$ 2,078.86	
23/02/2024	00036083		TRAFFIC MANAGEMENT SERVICES - DRAINAGE MAINTENANCE	\$ 2,896.77	
23/02/2024	00036168		TRAFFIC MANAGEMENT SERVICES - DRAINAGE MAINTENANCE	\$ 2,886.64	
23/02/2024	00036169		SUPPLY VMB'S IN ACCORDANCE WITH TRAFFIC MANAGEMENT	\$ 685.01	
22/02/2024	00035974		TRAFFIC MANAGEMENT SERVICES - ROAD MAINTENANCE	\$ 1,485.00	
22/02/2024	00035975		TRAFFIC MANAGEMENT SERVICES - ROAD MAINTENANCE	\$ 1,373.63	
22/02/2024	00035997		TRAFFIC MANAGEMENT SERVICES - PARKS MAINTENANCE	\$ 1,039.50	
22/02/2024	00035998		TRAFFIC MANAGEMENT SERVICES - ROAD MAINTENANCE	\$ 4,455.00	

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26/02/2024	3657.12984-01	AJL Plumbing and Gas Pty Ltd (ATF T	PLUMBING SERVICES		\$ 2,841.30
24/01/2024	AJL13432		PLUMBING SERVICES - ADMIN BUILDING	\$ 165.00	
24/01/2024	AJL13453		PLUMBING SERVICES - ADMIN BUILDING	\$ 165.00	
30/01/2024	AJL13476		PLUMBING SERVICES - ADMIN BUILDING	\$ 932.80	
16/01/2024	AJL13384		PLUMBING SERVICES - LAKE LESCHENAULTIA	\$ 418.00	
05/02/2024	AJL13456		PLUMBING SERVICES - LAKE LESCHENAULTIA	\$ 715.00	
05/02/2024	AJL13391		PLUMBING SERVICES - DARLINGTON HERITAGE TRAIL	\$ 445.50	
26/02/2024	3657.13124-01	Rebecca De Vries Photography	PHOTOGRAPHY		\$ 300.00
20/02/2024	20231114		PHOTOGRAPHY - AUSTRALIA DAY CITIZENSHIP CEREMONY	\$ 300.00	
26/02/2024	3657.13249-01	Pool & Pump Service & Repairs Pty Ltd	MAINTENANCE		\$ 214.50
05/02/2024	PPS01292		INSPECT SOLAR HEATING PUMP - MT HELENA AQUATIC CENTRE	\$ 214.50	
26/02/2024	3657.13345-01	ABM Landscaping (Mikevie Pty Ltd T/As	LANDSCAPING		\$ 4,407.50
23/02/2024	105		MULCHING WORKS - VERGES IN HELENA VALLEY	\$ 2,117.50	
23/02/2024	INV-4928		REINSTATE BLOCKS - HARMONY PARK PLAYGROUND	\$ 2,290.00	
26/02/2024	3657.13367-01	Supafit Seat Covers	SEAT COVERS		\$ 420.00
05/02/2024	00108337		SUPPLY HEAVY DUTY GREY CANVAS SEAT COVERS FOR P743	\$ 420.00	
26/02/2024	3657.13609-01	WA Treeworks (D & TL Barker Nominee	TREE WATERING SERVICE		\$ 3,054.98
22/02/2024	27884		TREE WATERING SERVICE - VARIOUS LOCATIONS	\$ 3,054.98	
26/02/2024	3657.13715-01	Ensign (Ensign Services (Aust.) Pty	SAFETY EQUIPMENT		\$ 306.28
05/02/2024	6335771		SAFETY MATS & TEA TOWELS	\$ 306.28	
26/02/2024	3657.13781-01	Graffiti Gone WA (Christopher Mark	MAINTENANCE		\$ 7,672.50
23/02/2024	#INV-1520		SUPPLY & DELIVER GRAFFITI CLEANING PRODUCTS	\$ 7,672.50	
26/02/2024	3657.138-01	Sonic HealthPlus Pty Ltd	MEDICAL EXAMINATION		\$ 250.80
05/02/2024	3148916		PRE-EMPLOYMENT MEDICAL EXAMINATION	\$ 250.80	
26/02/2024	3657.13860-01	Miss T Huston	BOOKS		\$ 96.00
22/02/2024	00000730		SUPPLY 5X COPIES OF BIRDS OF THE PERTH HILLS BOOK	\$ 96.00	
26/02/2024	3657.13866-01	Booktopia Pty Ltd	BOOKS		\$ 2,046.11
13/02/2024	20844296		BOOK STOCK - KSP LIBRARY	\$ 119.13	
13/02/2024	20822504		BOOK STOCK - KSP LIBRARY	\$ 266.92	
13/02/2024	20848423		BOOK STOCK - KSP LIBRARY	\$ 263.51	
13/02/2024	20817947		BOOK STOCK - AFM LIBRARY	\$ 487.57	
13/02/2024	20817280		BOOK STOCK - AFM LIBRARY	\$ 401.06	
13/02/2024	20848829		BOOK STOCK - AFM LIBRARY	\$ 145.37	
13/02/2024	20816577		BOOK STOCK - AFM LIBRARY	\$ 121.80	
13/02/2024	20844333		BOOK STOCK - AFM LIBRARY	\$ 128.99	
13/02/2024	20816566		BOOK STOCK - KSP LIBRARY	\$ 111.76	
26/02/2024	3657.13879-01	One Tree Community Services Inc	TRAINING		\$ 149.40
23/02/2024	3557		STAFF TRAINING - NURTURE CREATIVITY IN CHILDREN	\$ 149.40	
26/02/2024	3657.13899-01	Preferred Training Networks Pty Ltd	TRAINING		\$ 754.60
20/02/2024	00009471		PROVIDE ONE DAY PROJECT MANAGEMENT COURSE	\$ 754.60	
26/02/2024	3657.14013-01	Eastern Hills Chainsaws & Mowers Pty	PARTS		\$ 247.50
08/02/2024	51482 #4		SUPPLY 1X PROFESSIONAL HELMET KIT	\$ 134.10	
08/02/2024	51476 #4		SUPPLY ASSORTED FILE ROUNDS	\$ 113.40	
26/02/2024	3657.14051-01	Sweeping Services Australia Pty Ltd	STREET SWEEPING SERVICES		\$ 7,156.83
23/02/2024	INV-0497		SUPPLY OF STREET SWEEPING SERVICES	\$ 7,156.83	
26/02/2024	3657.14109-01	Red Dot Stores (The C C C B	CONSUMABLES		\$ 178.89
23/02/2024	12948750		CONSUMABLES - MECPC	\$ 178.89	
26/02/2024	3657.14324-01	Proarb WA (R Hawkins & C.N Jones T/As	STREET TREE MAINTENANCE		\$ 39,435.00
20/02/2024	1482		STREET TREE MAINTENANCE - STORM DAMAGE CLEANUP	\$ 12,320.00	
23/02/2024	1447		STREET TREE MAINTENANCE - STORM DAMAGE CLEANUP	\$ 13,750.00	
23/02/2024	1498		STREET TREE MAINTENANCE - STORM DAMAGE CLEANUP	\$ 13,365.00	
26/02/2024	3657.14394-01	Creative Catering Trust (The Trustee	CATERING		\$ 1,093.60
20/02/2024	INV-3319		CATERING SERVICES - ORDINARY COUNCIL MEETING ON 13/02/2024	\$ 1,093.60	

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26/02/2024	3657.14496-01	Tyrepower Mundaring (The Trustee for	TYRES & REPAIRS		\$ 5,712.00
22/02/2024	119936		SUPPLY & FIT 2X NEW TYRES ON P2480	\$ 490.00	
23/02/2024	119277		REPAIR TYRE 1HTO952	\$ 35.00	
23/02/2024	119442		SUPPLY & FIT 4X NEW TYRES ON 029MDG	\$ 1,700.00	
23/02/2024	119668		REPAIR TYRE 022MDG	\$ 40.00	
23/02/2024	119757		REPAIR TYRE 041MDG	\$ 45.00	
23/02/2024	119758		SUPPLY & FIT 1X NEW TYRE ON P253	\$ 200.00	
23/02/2024	119805		SUPPLY & FIT 4X NEW TYRES ON 081MDG	\$ 1,285.00	
23/02/2024	119806		SUPPLY & FIT 2X NEW TYRES ON 041MDG	\$ 878.00	
23/02/2024	119852		REPAIR TYRE 057MDG	\$ 35.00	
23/02/2024	119898		SUPPLY & FIT 4X NEW TYRES ON 821MDG	\$ 1,004.00	
26/02/2024	3657.14583-01	Fleet Network Pty Ltd	NOVATED LEASE CHARGES		\$ 762.85
20/02/2024	129112		NOVATED LEASE CHARGES 14/02/2024	\$ 762.85	
26/02/2024	3657.14627-01	Flexi Staff Group Pty Ltd	TEMP STAFF		\$ 5,882.90
20/02/2024	15697		TEMP STAFF - DEPOT	\$ 1,921.33	
20/02/2024	15636		TEMP STAFF - DEPOT	\$ 2,040.24	
23/02/2024	15839		TEMP STAFF - DEPOT	\$ 1,921.33	
26/02/2024	3657.14644-01	Uniting Global Pty Ltd	CLEANING		\$ 77,563.20
19/02/2024	INV-1204		CLEANING SERVICES - VARIOUS SHIRE BUILDINGS	\$ 72,003.80	
02/02/2024	INV-1182		CLEANING SERVICES - BILGOMAN AQUATIC CENTRE - JANUARY 2024	\$ 5,559.40	
26/02/2024	3657.14652-01	HWL Ebsworth Lawyers	PROFESSIONAL SERVICES		\$ 8.12
08/02/2024	1703400		PROFESSIONAL SERVICES - TERMINATION OF SALE SCOTT ST GREENMOUNT	\$ 8.12	
26/02/2024	3657.14793-01	Award Contracting Pty Ltd	LOCATE UNDERGROUND SERVICES		\$ 418.00
23/02/2024	00029897		LOCATE UNDERGROUND SERVICES - BROWN PARK OVAL	\$ 418.00	
26/02/2024	3657.14870-01	Eastern Hills Bakery (Q.N Lowings &	CATERING		\$ 175.50
22/02/2024	38		CATERING SERVICES - WHS MEETING ON 20/02/2024	\$ 175.50	
26/02/2024	3657.14882-01	BB Recruitment & Consulting Service	TEMP STAFF		\$ 3,608.00
22/02/2024	I0002765		TEMP STAFF - MECPC CHILDCARE AGENCY STAFF	\$ 2,499.75	
22/02/2024	INV-0130		TEMP STAFF - MECPC CHILDCARE AGENCY STAFF	\$ 1,108.25	
26/02/2024	3657.14926-01	Hocking Heritage & Architecture	CONSULTANT FEES		\$ 5,691.40
23/02/2024	INV-4658		CONSULTANT FEES FOR LOCAL HERITAGE SURVEY REVIEW	\$ 5,691.40	
26/02/2024	3657.1495-01	Woodwest Cabinets	MAINTENANCE		\$ 1,770.00
22/02/2024	2402-13		SUPPLY REPLACEMENT PERSPEX RECEPTION SCREEN - ADMIN	\$ 770.00	
23/02/2024	2402-14		SUPPLY 5X ACRYLIC PROTECTION COVERS TELSTRA BOXES	\$ 1,000.00	
26/02/2024	3657.150-01	Fulton Hogan Industries Pty Ltd	ASPHALT		\$ 1,059.30
20/02/2024	18586444		SUPPLY EMULSION	\$ 643.50	
20/02/2024	18596695		SUPPLY EMULSION	\$ 415.80	
26/02/2024	3657.15029-01	Signarama Midland & Joondalup (RARA	SIGNS		\$ 815.10
23/02/2024	ORD-6826		SUPPLY ARENA LOGO MATS FOR KIOSK & RECEPTION	\$ 815.10	
26/02/2024	3657.15032-01	TRCB (Taylor Robinson Unit Trust T/As	DESIGN FEES/COSTS		\$ 2,717.00
09/02/2024	23023/09		DESIGN FEES/COSTS - MUNDARING TOWN CENTRE FACILITY	\$ 2,717.00	
26/02/2024	3657.15075-01	Pinnacle Height Safety Pty Ltd	STAFF TRAINING		\$ 750.00
20/02/2024	P414512X		CERT IV WORK HEALTH & SAFETY TRAINING	\$ 750.00	
26/02/2024	3657.15126-01	Cromag Pty Ltd T/A Sigma Chemicals	CHEMICALS		\$ 1,122.10
08/02/2024	561381		CHEMICALS - MT HELENA AQUATIC CENTRE	\$ 1,122.10	
26/02/2024	3657.15142-01	Omnicom Media Group Australia Pty Ltd	ADVERTISING		\$ 410.17
05/02/2024	1706758		ADVERTISING	\$ 410.17	

MONTHLY LIST OF ACCOUNTS PAID
FEBRUARY 2024

<u>Date</u>	<u>Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
26/02/2024	3657.15170-01	Twistech Pty Ltd	FENCING REPAIRS		\$ 4,790.50
22/02/2024	INV-0207		REPAIR DAMAGED FENCING - COPPIN RD TRANSFER STATION	\$ 308.00	
22/02/2024	INV-0215		REPAIR DAMAGED FENCING - COPPIN RD TRANSFER STATION	\$ 352.00	
22/02/2024	INV-0216		REPLACE RAILING - COPPIN RD TRANSFER STATION	\$ 396.00	
22/02/2024	INV-0224		REPAIR DAMAGED FENCING - COPPIN RD TRANSFER STATION	\$ 308.00	
22/02/2024	INV-0223		REPAIR FENCING & INSTALL GATES - STUART PARK	\$ 2,458.50	
23/02/2024	INV-0208		REPAIR DAMAGED FENCING - MATHIESON RD TRANSFER STATION	\$ 352.00	
23/02/2024	INV-0214		REPAIR DAMAGED FENCING - MATHIESON RD TRANSFER STATION	\$ 308.00	
23/02/2024	INV-0222		REPAIR DAMAGED FENCING - MATHIESON RD TRANSFER STATION	\$ 308.00	
26/02/2024	3657.15183-01	Mitchell Byrne's Contracting Pty Ltd	STORM DAMAGE CLEAN UP		\$ 48,020.50
22/02/2024	1211-2024		STORM DAMAGE CLEAN UP - JANUARY 2024	\$ 1,892.00	
22/02/2024	1219-2024		STORM DAMAGE CLEAN UP - JANUARY 2024	\$ 25,008.50	
22/02/2024	1220-2024		STORM DAMAGE CLEAN UP - JANUARY 2024	\$ 21,120.00	
26/02/2024	3657.15188-01	Hills Fresh (Hill Fresh Fruit &	MILK		\$ 185.09
23/02/2024	ADMIN JAN 2024		MILK SUPPLY FOR SHIRE OF MUNDARING	\$ 185.09	
26/02/2024	3657.15217-01	Malaga Metal Industries Pty Ltd	MAINTENANCE		\$ 795.00
23/02/2024	49643		MODIFICATIONS TO 20X BIN STANDS	\$ 795.00	
26/02/2024	3657.15438-01	Strategic Leadership Consulting	CONSULTANCY SERVICES		\$ 3,718.00
15/02/2024	00106		CLOSE OUT CEO 6 MONTH PROBATIONARY PERIOD REVIEW	\$ 3,718.00	
26/02/2024	3657.15440-01	KBE Contracting Australia	CONTRACT		\$ 30,250.00
22/02/2024	1062		REMOVE DAMAGED ASBESTOS - THOMAS ST CHIDLOW	\$ 30,250.00	
26/02/2024	3657.15500-01	ABS West (Archbuild Pty Ltd T/As:)	MAINTENANCE		\$ 2,761.00
08/02/2024	00017039		SUPPLY & INSTALL DOORS & WALL PROTECTION - BOYA COMMUNITY CENTRE	\$ 2,761.00	
26/02/2024	3657.15532-01	SimplyEstate (SimplyEstate Pty Ltd	TRAINING		\$ 400.00
23/02/2024	00000441		PREP & DELIVER ESTATE PLANNING WORKSHOP ON 20/03/2024	\$ 400.00	
26/02/2024	3657.1644-01	Woolworths Group Limited	FOOD & CONSUMABLES		\$ 86.15
16/02/2024	TI-040D7-178D18		FOOD & CONSUMABLES FOR CPC MIDDLE SWAN	\$ 86.15	
26/02/2024	3657.1689-01	Compsys Pty Ltd T/A Harmony Software	SUBSCRIPTION		\$ 598.90
15/02/2024	3-43992		SOFTWARE SUBSCRIPTION - JANUARY 2024	\$ 598.90	
26/02/2024	3657.191-01	Eastern Region Security	SECURITY EXPENSES		\$ 1,600.50
22/02/2024	00021943		SECURITY EXPENSES - BILGOMAN AQUATIC CENTRE	\$ 940.50	
23/02/2024	00021847		SECURITY EXPENSES - DEPOT	\$ 660.00	
26/02/2024	3657.1955-01	Cleanaway	RECYCLING FEES		\$ 192.93
23/02/2024	19270162		RECYCLING FEES - BILGOMAN AQUATIC CENTRE	\$ 192.93	
26/02/2024	3657.197-01	Konica Minolta Business Solutions A	PHOTOCOPIER PRINTING		\$ 1,848.19
05/02/2024	0401000062000124		PHOTOCOPIER PRINTING CHARGES - JANUARY 2024	\$ 1,848.19	
26/02/2024	3657.21-01	Eastern Metropolitan Regional Council	TRANSFER STATION FEES		\$ 286,331.06
23/02/2024	EMRC55745		MATHIESON RD WASTE TRANSFER STATION - SITE MANAGEMENT	\$ 28,669.02	
23/02/2024	EMRC55503		TRANSFER STATION FEES	\$ 52,824.84	
23/02/2024	EMRC55632		TRANSFER STATION FEES	\$ 57,723.97	
23/02/2024	EMRC55856		TRANSFER STATION FEES	\$ 36,287.98	
23/02/2024	EMRC55547		MATTRESS RECYCLING COPPIN ROAD TRANSFER STATION	\$ 1,512.50	
23/02/2024	EMRC55907		MATTRESS RECYCLING MATHIESON ROAD TRANSFER STATION	\$ 2,420.00	
22/02/2024	EMRC55998		LOAN INTEREST ON REGIONAL WASTE COLLECTION AGREEMENT	\$ 11,047.08	
23/02/2024	EMRC55748		FOOD WASTE DISPOSAL - STORM EVENT ON 16/01/2024	\$ 1,786.42	
23/02/2024	EMRC55743		MANAGEMENT OF CDS OPERATIONS AT COPPIN ROAD TRANSFER STATION	\$ 39,916.45	
23/02/2024	EMRC55744		COPPIN RD WASTE TRANSFER STATION - SITE MANAGEMENT	\$ 54,142.80	
26/02/2024	3657.218-01	Security & Key Distributors	SECURITY EXPENSES		\$ 1,037.13
11/01/2024	95607		SUPPLY & DELIVER 2X BILOCK KEYS - STONEVILLE VBFB	\$ 89.52	
11/01/2024	95630		SUPPLY 3X BILOCK PADLOCKS - MUNDARING DOG POUND	\$ 572.62	
05/01/2024	95599		ATTEND SITE & REPAIR DIGITAL LOCK - MT HELENA VBFB	\$ 374.99	
26/02/2024	3657.234-01	Coles Supermarkets Australia Pty Ltd	KIOSK SUPPLIES		\$ 1,066.56
16/02/2024	185283410		FOOD & CONSUMABLES FOR CHILDREN - MECPC	\$ 259.49	
20/02/2024	185442423		FOOD & CONSUMABLES FOR CHILDREN - MECPC	\$ 807.07	

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<u>Date</u>	<u>Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
26/02/2024	3657.280-01	Winc Australia Pty Limited	STATIONERY		\$ 1,026.37
23/01/2024	9044390917		STATIONERY ITEMS	\$ 787.79	
30/01/2024	9044437241		STATIONERY ITEMS	\$ 181.64	
30/01/2024	9044382666		STATIONERY ITEMS	\$ 56.94	
26/02/2024	3657.2815-01	Total Packaging (WA) Pty Ltd	CONSUMABLES		\$ 3,003.00
05/02/2024	00037540		SUPPLY DOGGY DUMPAGE UNITS	\$ 3,003.00	
26/02/2024	3657.295-01	Coca Cola Europacific Partners	KIOSK SUPPLIES		\$ 704.05
20/02/2024	233362188		KIOSK SUPPLIES - BILGOMAN AQUATIC CENTRE	\$ 704.05	
26/02/2024	3657.3033-01	Kelyn Training Services (LNL Pty Ltd)	TRAINING		\$ 295.00
20/02/2024	32782		STAFF TRAINING - MAINTAIN & OPERATE CHAINSAWS	\$ 295.00	
26/02/2024	3657.307-01	McLeods Barristers and Solicitors	LEGAL MATTER		\$ 8,257.05
05/02/2024	134021		LEGAL MATTER 51986 - REDGUM AVENUE BELLEVUE	\$ 994.40	
07/02/2024	133909		LEGAL MATTER 44780 - STRUCTURE PLAN 34 NORTH STONEVILLE	\$ 299.75	
07/02/2024	133928		LEGAL MATTER 52138 - SUBDIVISION ADVICE & RECOMMENDATION	\$ 299.75	
13/02/2024	134020		LEGAL MATTER 51883 - STONEVILLE RD MUNDARING	\$ 994.40	
22/02/2024	133931		LEGAL MATTER 12047 - PARKERVILLE HIGHLANDS ESTATE	\$ 3,263.60	
22/02/2024	134019		LEGAL MATTER 51249 - BUILDING ACT PROSECUTION	\$ 1,442.10	
23/02/2024	133407		LEGAL MATTER 51986 - REDGUM AVENUE BELLEVUE	\$ 963.05	
26/02/2024	3657.3088-01	Local Government Professionals	REGISTRATION		\$ 6,325.00
20/02/2024	38229		REGISTRATION - 2024 MANAGEMENT CHALLENGE	\$ 6,325.00	
26/02/2024	3657.314-01	Landgate	TITLE SEARCHES		\$ 91.50
08/02/2024	1353409		ONLINE TITLE SEARCHES	\$ 91.50	
26/02/2024	3657.33-01	Boral Construction Materials Group	ASPHALT		\$ 160.22
15/02/2024	WA18006380		ASPHALT FOR POTHOLE REPAIRS - HOVEA	\$ 160.22	
26/02/2024	3657.336-01	Fasta Courier Service	COURIER SERVICES		\$ 567.11
22/02/2024	294089		COURIER SERVICES	\$ 567.11	
26/02/2024	3657.35-01	Nutrien Ag Solutions Limited	CHEMICALS		\$ 1,044.01
23/02/2024	910266377		SUPPLY ASSORTED HERBICIDES	\$ 1,044.01	
26/02/2024	3657.375-01	Team Global Express Pty Ltd	COURIER SERVICES		\$ 503.75
13/02/2024	0605-S364420		COURIER SERVICES	\$ 294.14	
13/02/2024	0604-S364420		COURIER SERVICES	\$ 209.61	
26/02/2024	3657.3780-01	Kleenit Pty Ltd	MAINTENANCE		\$ 385.00
20/02/2024	168025		REMOVE GRAFFITI - SCULPTURE PARK PUBLIC TOILETS	\$ 385.00	
26/02/2024	3657.381-01	Mundaring Electrical Contracting Serv	ELECTRICAL SERVICES		\$ 396.00
22/02/2024	7628		ELECTRICAL SERVICES - MUNDARING HALL	\$ 198.00	
22/02/2024	7627		ELECTRICAL SERVICES - ADMIN BUILDING	\$ 198.00	
26/02/2024	3657.388-01	Bunzl Ltd	CLEANING SUPPLIES		\$ 2,302.71
30/01/2024	X935803		CLEANING SUPPLIES - LAKE LESCHENAUTIA	\$ 1,218.47	
30/01/2024	X947591		CLEANING SUPPLIES - LAKE LESCHENAUTIA	\$ 854.06	
16/01/2024	X918385		PAPER PRODUCTS - DEPOT	\$ 230.18	
26/02/2024	3657.397-01	J. Blackwood & Son Pty Ltd	CONSUMABLES		\$ 1,497.06
23/01/2024	SI06995947		SUPPLY LINE MARKING TAPE - MUNDARING ARENA SPORTS FLOORS	\$ 394.20	
22/01/2024	SI06987017		SUPPLY WATER JUGS FOR STORES	\$ 94.42	
22/01/2024	SI06982642		SUPPLY WATER JUGS FOR STORES	\$ 99.33	
16/01/2024	SI06938755		SUPPLY HEAVY DUTY BOOT BRUSH CLEANERS STONEVILLE VBFB	\$ 367.64	
02/02/2024	SI07015001		SUPPLY BAGS OF CEMENT	\$ 276.94	
02/02/2024	SI07059117		SUPPLY BARRIER & CAUTION TAPES	\$ 264.53	
26/02/2024	3657.3996-01	Bobcat-Attach	MAINTENANCE		\$ 1,487.20
02/02/2024	24589		REPAIR 600MM BUCKET ON P258	\$ 1,487.20	
26/02/2024	3657.4252-01	Boya Equipment Pty Ltd	PARTS		\$ 272.10
22/01/2024	32925		SUPPLY PARTS FOR P728	\$ 272.10	
26/02/2024	3657.431-01	Signs & Lines	SIGNAGE		\$ 10,072.96
09/02/2024	28990		SUPPLY & INSTALL PLAYGROUND SIGNS - BROZ PARK	\$ 10,072.96	
26/02/2024	3657.441-01	Toolmart Australia Pty. Ltd.	TOOLS		\$ 89.95
23/02/2024	MV-262287		SUPPLY TRIMMING KNIFE & HANDSAW	\$ 89.95	

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26/02/2024	3657.4749-01	Pure Air Filters	PARTS		\$ 133.10
19/02/2024	00015045		SUPPLY AIR FILTERS FOR ASSORTED VEHICLES	\$ 133.10	
26/02/2024	3657.480-01	Echo Newspaper	ADVERTISING		\$ 2,841.04
12/01/2024	00034724		ADVERTISING	\$ 1,210.00	
23/01/2024	00034804		ADVERTISING	\$ 550.00	
23/01/2024	00034805		ADVERTISING	\$ 550.00	
23/01/2024	00034806		ADVERTISING	\$ 531.04	
26/02/2024	3657.4845-01	Seek Limited	ADVERTISING		\$ 390.50
19/02/2024	700384089		ADVERTISING	\$ 390.50	
26/02/2024	3657.4865-01	Noise & Vibration Measurement System	MAINTENANCE		\$ 385.00
30/01/2024	1000-1184-2024		MATRON LEAD REPAIR	\$ 385.00	
26/02/2024	3657.5558-01	Global Workwear Investments Pty Ltd	WORK CLOTHES		\$ 2,947.34
30/01/2024	BM56208.D1		WORK CLOTHES	\$ 339.88	
25/01/2024	BM56172.D1		WORK CLOTHES	\$ 558.00	
25/01/2024	BM56343.D1		WORK CLOTHES	\$ 9.95	
09/02/2024	MD44311.D1		WORK CLOTHES	\$ 179.92	
15/02/2024	MD44264.D1		WORK BOOTS	\$ 224.96	
22/02/2024	MD44343.D1		WORK CLOTHES	\$ 121.39	
22/02/2024	MD130396		WORK BOOTS & HAT	\$ 220.42	
23/02/2024	MD44341.D1		WORK CLOTHES	\$ 69.08	
09/02/2024	MD129857		WORK BOOTS	\$ 179.95	
09/02/2024	MD44268.D1		WORK BOOTS	\$ 179.95	
09/02/2024	MD44265.D1		WORK BOOTS	\$ 197.96	
09/02/2024	MD44266.D1		WORK BOOTS	\$ 206.96	
09/02/2024	MD44267.D1		WORK BOOTS	\$ 233.96	
15/02/2024	MD44263.D1		WORK BOOTS	\$ 224.96	
26/02/2024	3657.6282-01	Strata Corporation Pty Ltd T/A	CONSUMABLES		\$ 1,242.95
08/02/2024	161994		SUPPLY 9X PAIRS OF SNAKE SAFE LEGGINGS	\$ 1,242.95	
26/02/2024	3657.6421-01	Vermeer Equipment of WA & NT	PARTS		\$ 173.12
23/02/2024	125644		SUPPLY PARTS FOR P2522	\$ 173.12	
26/02/2024	3657.6626-01	Regents Commercial Property Special	RENTAL		\$ 4,276.19
12/02/2024	SHIREMU		RENT RADIO TOWER 45 ELGEE RD 01/11/2023 - 31/12/2023	\$ 733.36	
12/02/2024	SHIREMU		RENT RADIO TOWER 45 ELGEE RD 01/01/2024 - 31/12/2024	\$ 3,542.83	
26/02/2024	3657.6732-01	Relationships Australia Western	EMPLOYEE ASSISTANCE PROGRAM		\$ 396.00
20/02/2024	00431631		EMPLOYEE ASSISTANCE PROGRAM	\$ 198.00	
20/02/2024	00431576		EMPLOYEE ASSISTANCE PROGRAM	\$ 198.00	
26/02/2024	3657.68-01	The Watershed Water Systems	PARTS		\$ 1,181.59
13/02/2024	10245399		RETICULATION PARTS	\$ 52.24	
08/02/2024	10245580		RETICULATION PARTS	\$ 149.35	
08/02/2024	10245582		RETICULATION PARTS	\$ 980.00	
26/02/2024	3657.7156-01	Woodlands Distributors & Agencies P	DRINK STATION		\$ 8,423.80
22/02/2024	INV-0014		SUPPLY DRINK STATION & DRINK FOUNTAIN WITH DOG BOWL	\$ 8,423.80	
26/02/2024	3657.7426-01	Scoob's Dingo Service	FOOTPATH SWEEPING SERVICE		\$ 6,167.70
23/02/2024	2818		FOOTPATH SWEEPING SERVICE - VARIOUS LOCATIONS	\$ 2,937.00	
23/02/2024	2820		FOOTPATH SWEEPING SERVICE - VARIOUS LOCATIONS	\$ 3,230.70	
26/02/2024	3657.7568-01	Swan Towing	TOWING SERVICES		\$ 990.00
05/02/2024	00304160		TOWING SERVICES	\$ 396.00	
05/02/2024	00304162		TOWING SERVICES	\$ 594.00	
26/02/2024	3657.7633-01	Sealanes	WATER		\$ 750.00
30/01/2024	5866857		BOTTLED WATER FOR BRIGADES	\$ 750.00	
26/02/2024	3657.80-01	Bunnings Group Limited	HARDWARE		\$ 658.39
05/02/2024	2440/99898574		HARDWARE ITEMS	\$ 11.88	
05/02/2024	2440/99898577		HARDWARE ITEMS	\$ 66.40	
05/02/2024	2440/99898573		HARDWARE ITEMS	\$ 339.48	
05/02/2024	2440/00135227		HARDWARE ITEMS	\$ 240.63	

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<u>Date</u>	<u>Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
26/02/2024	3657.8059-01	Kore Design	DESIGN SERVICES		\$ 50.00
15/01/2024	00001890		AMENDMENTS TO LAKE LESCHENAULTIA MAP	\$ 50.00	\$ 50.00
26/02/2024	3657.810-01	Royal Life Saving Society Western	CERTIFICATES		\$ 118.80
20/02/2024	RLSSWA INV1045		SWIM SCHOOL CERTIFICATES - BILGOMAN AQUATIC CENTRE	\$ 118.80	\$ 118.80
26/02/2024	3657.8374-01	Natural Area Holdings P/L T/A Natural	WEED CONTROL		\$ 6,811.90
22/02/2024	00021704		WEED CONTROL - JACOBY ST MAHOGANY CREEK	\$ 6,811.90	\$ 6,811.90
26/02/2024	3657.8611-01	Brownes Foods Operations Pty Ltd	KIOSK SUPPLIES		\$ 299.30
22/02/2024	17667723		KIOSK SUPPLIES - BILGOMAN AQUATIC CENTRE	\$ 299.30	\$ 299.30
26/02/2024	3657.8953-01	Aardvark Electrics	IT HARDWARE		\$ 1,163.59
22/02/2024	62564		RELOCATE WIRELESS AP IN COUNCIL CHAMBERS	\$ 1,163.59	\$ 1,163.59
26/02/2024	3657.938-01	West Australian Newspapers Ltd	SUBSCRIPTIONS		\$ 181.20
07/02/2024	02172005		NEWSPAPER SUBSCRIPTIONS - MUNDARING SHIRE ADMIN	\$ 181.20	\$ 181.20
26/02/2024	3657.9627-01	MPK Tree Management Pty Ltd	STREET TREE MAINTENANCE		\$ 22,789.03
16/02/2024	7670		STREET TREE MAINTENANCE - STORM DAMAGE FROM 16/01/2024	\$ 4,026.66	\$ 4,026.66
16/02/2024	7674		STREET TREE MAINTENANCE - STORM DAMAGE FROM 16/01/2024	\$ 2,942.02	\$ 2,942.02
16/02/2024	7682		STREET TREE MAINTENANCE - STORM DAMAGE FROM 16/01/2024	\$ 1,110.25	\$ 1,110.25
16/02/2024	7683		STREET TREE MAINTENANCE - STORM DAMAGE FROM 16/01/2024	\$ 2,942.02	\$ 2,942.02
16/02/2024	7690		STREET TREE MAINTENANCE - STORM DAMAGE FROM 16/01/2024	\$ 2,942.02	\$ 2,942.02
20/02/2024	7691		STREET TREE MAINTENANCE - STORM DAMAGE FROM 16/01/2024	\$ 2,942.02	\$ 2,942.02
20/02/2024	7726		STREET TREE MAINTENANCE - STORM DAMAGE FROM 16/01/2024	\$ 2,942.02	\$ 2,942.02
23/02/2024	7643		STREET TREE MAINTENANCE - STORM DAMAGE FROM 16/01/2024	\$ 2,942.02	\$ 2,942.02
26/02/2024	3657.9935-01	All Fence U Rent Pty Ltd	FENCING		\$ 4,545.75
20/02/2024	00050413		HIRE TEMP FENCING - HARMONY PARK PARKERVILLE	\$ 239.25	\$ 239.25
20/02/2024	00050038		HIRE TEMP FENCING - HARMONY PARK PARKERVILLE	\$ 4,306.50	\$ 4,306.50
28/02/2024	3658.3462-01	Care Giver Subsidies	CARE GIVER SUBSIDIES		\$ 24,520.78
29/02/2024	280224		CARE GIVER SUBSIDIES	\$ 24,520.78	\$ 24,520.78
Total Electronic Funds Transfers From Municipal Account				\$ 3,901,851.26	\$ 3,901,851.26
Payments By Electronic Funds Transfer (Payroll)					
14/02/2024	PP17/24 cycle 1	Pay Summary		\$ 501,605.77	
14/02/2024	PP17/24 cycle 2	Pay Summary		\$ 79,327.60	
28/02/2024	PP18/24 cycle 1	Pay Summary		\$ 489,019.03	
28/02/2024	PP18/24 cycle 2	Pay Summary		\$ 83,227.86	
Total Payroll Payments Direct From Municipal Account				\$ 1,153,180.26	
Payment By Direct Debit From Municipal Account					
		Bendigo - Merch Bank Fees		\$ 2,558.80	
		Bendigo - Direct Debit Fees (incl FTS)		\$ 234.07	
		Commonwealth Bank - Bpoint Fees		\$ 175.53	
		NAB - Purchase Cards		\$ 28,133.07	
		Fleetcare - Fuel Payments		\$ 5,956.77	
		HP Financial Services - Equipment Lease		\$ 22,531.94	
		Konica Minolta - Printer Lease		\$ 4,040.42	
		WA Treasury Corporation		\$ 91,888.81	
		RMS - Lakes Monthly License Fee		\$ 202.40	
		RMS - Monthly SMS Fees		\$ 49.51	
		Debitsuccess		\$ 359.84	
		Qikkids - Fees		\$ 56.54	
		CBA Merchant Fee		\$ 2,602.16	
		Bpay Monthly Fee		\$ 3,473.47	
		SuperChoice		\$ 243,551.70	
		Wex Australia		\$ 252.38	
Total Electronic Fund Payments Direct From Municipal Account				\$ 406,067.41	

NAB Purchase Card Payments List for February 2024

<u>Date</u>	<u>Supplier</u>	<u>Description</u>	<u>Amount</u>	<u>Card User</u>
28-Jan-24	Eventbrite	Library Eventbrite subscription	\$ 29.00	Ms G Evans
28-Jan-24	Spotlight	AFM Library community program equipment	\$ 84.00	Ms G Evans
29-Jan-24	Snap Print Midland	AO size poster of Shire of Mundaring	\$ 90.00	Ms A M Italiano
29-Jan-24	Bunnings Group Ltd	Library community group equipment	\$ 147.00	Ms G Evans
30-Jan-24	Coles	AFM Library kitchen supplies	\$ 8.55	Ms G Evans
30-Jan-24	Woolworths Mundaring	Catering for EAG meeting	\$ 47.06	Mrs C M Batty
30-Jan-24	Starlink	Starlink Subscription - Lake Leschenaultia	\$ 139.00	Mr R J Grieves
30-Jan-24	Solarshine	Summer of Entertainment - Festoon lights for events	\$ 391.36	Ms M L Read
30-Jan-24	Campaign Monitor	Library bulk eNewsletter marketing	\$ 151.16	Ms G Evans
30-Jan-24	Noodler's Noodle Bar	Catering - EAG meeting	\$ 29.90	Mrs C M Batty
30-Jan-24	Eastern Hills Bakery	Catering - EAG meeting	\$ 59.97	Mrs C M Batty
30-Jan-24	Think Business Event	AIFS 24 Conference - Coordinator Midvale Hub	\$ 1,161.00	Mrs A Tomizzi
31-Jan-24	PeopleCert	ITIL Exam - Business Systems Analyst	\$ 950.00	Mr R J Grieves
31-Jan-24	Business Excellence Australia	ABEF 2021 Publication for BI Coordinator	\$ 80.00	Ms A C Fernandez
31-Jan-24	JB Hi-Fi	AFM Library AV new stock	\$ 240.82	Ms A L Rowe
31-Jan-24	Campaign Monitor	February events newsletter	\$ 22.50	Ms B M Beale
01-Feb-24	Spotlight Midland	AFM Library community program equipment	\$ 41.00	Ms G Evans
01-Feb-24	Spotlight	AFM Library room furnishings	\$ 100.00	Ms G Evans
01-Feb-24	Chemist Warehouse	Hydralite for staff and patrons	\$ 108.42	Ms S H Crawford
01-Feb-24	Spotlight	AFM Library furniture covering	\$ 190.00	Ms A L Rowe
01-Feb-24	Living Emporium Midland	AFM Library community program equipment	\$ 15.00	Ms G Evans
02-Feb-24	Caltex Mundaring	Ice supplies for operations	\$ 21.00	Mrs J N Dutton
02-Feb-24	Bunnings	Summer of Entertainment equipment	\$ 325.24	Mrs K D White
02-Feb-24	Kitchen Warehouse Midland	AFM Library community program room set-up supplies	\$ 198.74	Ms G Evans
02-Feb-24	Kitchen Warehouse Midland	AFM Library program room supplies REFUND	REFUND -\$ 93.35	Ms G Evans
02-Feb-24	Kitchen Warehouse Midland	AFM Library program room set-up supplies	\$ 93.35	Ms G Evans
02-Feb-24	Living Emporium Midland	AFM Library community programs set-up supplies	\$ 13.00	Ms G Evans
02-Feb-24	Coles	AFM Library community programs supplies	\$ 68.00	Ms G Evans
02-Feb-24	Bunnings	Summer of Entertainment events - traffic cones	\$ 89.25	Ms M L Read
03-Feb-24	Kmart	MECPC - Resources for activities	\$ 200.00	Ms S Harlow
04-Feb-24	Coles	AFM Library community program refreshments	\$ 32.90	Ms G Evans
04-Feb-24	Kitchen Warehouse Midland	AFM Library community program room set-up supplies	\$ 52.85	Ms G Evans
04-Feb-24	Adairs Midland	AFM Library program room set-up decorations	\$ 121.48	Ms G Evans
05-Feb-24	Spotlight	MECPC - Furnishings for rooms	\$ 383.00	Ms S Harlow
05-Feb-24	Kmart	MECPC - Resources for children	\$ 207.50	Ms S Harlow
05-Feb-24	Spotlight	MECPC - Resources for rooms	\$ 21.00	Ms S Harlow
05-Feb-24	Mundaring Florists	Flowers Brigade member condolences	\$ 118.59	Mr C M Cuthbert
05-Feb-24	Centrepoint Pizza	Food - MECPC Childcare	\$ 281.30	Mrs S E Broad
06-Feb-24	Mini Bins WA	Waste management - Summer of Entertainment event	\$ 265.00	Mrs P Heath
06-Feb-24	Kitchen Warehouse	MECPC - New blender/ cutting board	\$ 699.90	Mrs S E Broad
06-Feb-24	Canva	Canva subscription - Enviroment Department	\$ 167.88	Mr C M Cuthbert
06-Feb-24	Coles	AFM Library community group supplies	\$ 92.31	Ms G Evans
06-Feb-24	Inspired Safety and Training	First Aid Training	\$ 450.00	Mrs G L Crosse
06-Feb-24	Australia Post Mundaring	Excellence Award - Community Landcare Officer	\$ 55.95	Ms M Beley

NAB Purchase Card Payments List for February 2024

<u>Date</u>	<u>Supplier</u>	<u>Description</u>	<u>Amount</u>	<u>Card User</u>
07-Feb-24	Eventbrite	Great Cocky Count fee	\$ 9.99	Mrs C M Batty
07-Feb-24	Mundaring Tech	Network cable	\$ 12.12	Ms B M Beale
07-Feb-24	Mundaring Lotto Gift	Stationery	\$ 6.20	Mrs P Heath
07-Feb-24	Australia Post Mundaring	Recognition Award 10 Years Service - Assist Childcare Coordinator	\$ 255.95	Ms A M Italiano
07-Feb-24	Australia Post Mundaring	Departing Employee Benefit - Operations Store Officer	\$ 380.95	Ms A M Italiano
07-Feb-24	Officeworks	MECPC - Resources for rooms	\$ 241.74	Ms S Harlow
08-Feb-24	Eventbrite	Decluttering workshop fee	\$ 9.99	Mrs C M Batty
08-Feb-24	Spotlight	New Mats - CPC Clayton View & CPC Middle Swan	\$ 540.00	Mrs S E Broad
08-Feb-24	Perth Commercial Fridges & Equipment	MECPC - New fridge	\$ 2,820.00	Mrs S E Broad
08-Feb-24	Coles	Ant bait	\$ 7.00	Mrs D W Wells
08-Feb-24	Cannington Retravision	Urn for tea and coffee sales	\$ 121.60	Ms S H Crawford
08-Feb-24	Tudor House WA Pty Ltd	New Flags	\$ 237.00	Ms S H Crawford
08-Feb-24	Australia Post Mundaring	Excellence awards - Childrens services	\$ 223.80	Mrs D W Wells
09-Feb-24	Perth Commercial Fridges & Equipment	MECPC - Fridge refund	REFUND -\$ 1,000.00	Mrs S E Broad
09-Feb-24	Koori Curriculum	MECPC - Education Leader training	\$ 110.00	Ms S Harlow
09-Feb-24	Spotify	Spotify subscription - for events and programs	\$ 12.99	Ms G Evans
09-Feb-24	Woolworths Mundaring	First aid supplies	\$ 75.05	Ms S H Crawford
11-Feb-24	Coles	AFM Library community events and programs refreshments	\$ 91.20	Ms G Evans
12-Feb-24	PB West Pty Ltd	Protective Behaviours Universal training - Children Services	\$ 615.50	Mrs J A Pearce
12-Feb-24	Woolworths	Councillor Civic Room refreshments	\$ 170.15	Mr S Symes
12-Feb-24	Subway Mundaring	Catering - Project Management training	\$ 116.00	Ms A E Douglas
13-Feb-24	Perth Commercial Fridges & Equipment	MECPC - Display fridge	\$ 1,704.00	Mrs S E Broad
13-Feb-24	Spacetoco Venue Hire	Spacetoco booking - Boya Halls	\$ 219.60	Ms G Evans
13-Feb-24	Australian Local Government Association	Registration for 2024 NGA of Local Government - President McNeil	\$ 1,120.00	Ms A M Italiano
13-Feb-24	Mundaring Newsagency	Farewell cards	\$ 56.00	Mrs C M Batty
14-Feb-24	Qantas	Flights for NGA of Local Government - President McNeil	\$ 1,463.26	Ms A M Italiano
14-Feb-24	Woolworths Mundaring	Bereavement card	\$ 5.99	Ms B M Beale
14-Feb-24	Vistaprint Australia	Business cards - Coordinator Waste & Fleet	\$ 43.83	Ms A E Douglas
14-Feb-24	Woolworths Mundaring	Aqua nappies for pools	\$ 87.25	Ms S H Crawford
14-Feb-24	JB Hi-Fi	KSP Library adult AV stock	\$ 232.85	Ms A L Rowe
14-Feb-24	Mount AutoEquip Services	G-Scan 2 Software Update Extension - Fleet	\$ 946.44	Mrs R L McLaughlin
15-Feb-24	A by Adina Canberra	Accommodation 2024 NGA of Local Government - President McNeil	\$ 1,796.30	Ms A C Fernandez
15-Feb-24	Coles	Family Day Care - Kitchen supplies	\$ 3.95	Mrs G L Crosse
15-Feb-24	Hills Fresh	2024 Coordinator Planning T1	\$ 21.98	Mrs G L Crosse
15-Feb-24	Subway Mundaring	2024 Coordinator Planning T1	\$ 56.00	Mrs G L Crosse
16-Feb-24	Spacetoco	Refund - Boya hall hire fee	REFUND -\$ 219.60	Ms G Evans
16-Feb-24	Australia Post Mundaring	Departing Employee Benefit - Tree Maintainer	\$ 1,011.90	Ms A C Fernandez
16-Feb-24	Australian Maritime Safety Authority	Certificate of Operation - Safety boat and canoes	\$ 226.00	Mr S D Winfield
16-Feb-24	Tcc 140 William St	Refreshments - Meeting Department of Planning	\$ 17.73	Mr J B Whiteaker
16-Feb-24	CPP Citiplace	Parking - CEO Meeting at Department Planning	\$ 16.66	Mr J B Whiteaker
16-Feb-24	CPP Citiplace	Parking - CEO Meeting at Department Planning	\$ 16.66	Mr J B Whiteaker
18-Feb-24	Coles	AFM Library community program refreshments	\$ 18.00	Ms G Evans
19-Feb-24	Woolworths Mundaring	First Aid Supplies	\$ 10.50	Ms S H Crawford
19-Feb-24	Tcc 140 William St	Refreshments - Meeting Department of Planning	\$ 14.70	Mr J B Whiteaker

NAB Purchase Card Payments List for February 2024

<u>Date</u>	<u>Supplier</u>	<u>Description</u>	<u>Amount</u>	<u>Card User</u>
19-Feb-24	CPP Citiplace	Parking - CEO Meeting at Department Planning	\$ 21.20	Mr J B Whiteaker
19-Feb-24	CPP Citiplace	Parking - CEO Meeting at Department Planning	\$ 21.20	Mr J B Whiteaker
19-Feb-24	Blackwoods	Tape for carpet tiles	\$ 11.86	Mr S K Blankley
20-Feb-24	SP 166 Railway Parade	Parking WALGA EM workshop	\$ 3.00	Mr A J Dyson
20-Feb-24	SP 166 Railway Parade	Parking WALGA EM workshop	\$ 12.00	Mr A J Dyson
20-Feb-24	Dominos Mundaring	Catering for BFAC Meeting	\$ 199.48	Mr A J Dyson
20-Feb-24	Starlink	Starlink Subscription - Lake Leschenaultia	\$ 139.00	Mr R J Grieves
20-Feb-24	City Of Subiaco	Parking - event	\$ 3.80	Mrs J A Pearce
20-Feb-24	Campaign Monitor	Library bulk eNewsletter - March	\$ 151.72	Ms G Evans
20-Feb-24	Australian Library and Information Association	ALIA training - Cataloguing for Practitioners	\$ 559.00	Miss S Mullally
20-Feb-24	SP Railway Parade	Parking CEO - WALGA meeting	\$ 9.50	Mr J B Whiteaker
21-Feb-24	Shop Red Nose	Safe Sleep online courses	\$ 1,336.50	Mrs G L Crosse
21-Feb-24	JB Hi-Fi	AFM Library AV stock	\$ 100.93	Ms A L Rowe
21-Feb-24	Blackwoods	Tape for carpet tiles	\$ 18.55	Mr S K Blankley
22-Feb-24	Ink Station	Barcode scanner kit	\$ 158.90	Ms G Evans
22-Feb-24	Woolworths Mundaring	Great Cocky Count morning tea	\$ 92.50	Mrs C M Batty
22-Feb-24	Early Childhood Australia	ECA Annual membership	\$ 330.00	Mrs G L Crosse
22-Feb-24	Australian Library and Information Association	Library staff online training	\$ 580.00	Ms A L Rowe
23-Feb-24	Coles	MECPC - Food supplies	\$ 79.10	Mrs S E Broad
23-Feb-24	Australia Post Mundaring	Departing benefit - Manager Planning & Environment	\$ 255.95	Ms A C Fernandez
23-Feb-24	Coles	Extension lead	\$ 5.00	Ms A C Fernandez
23-Feb-24	Gilberts Fresh Midland	Catering - Manual Handling training for staff	\$ 241.94	Mrs G L Crosse
23-Feb-24	Subway Swan View	Catering - Manual Handling training for staff	\$ 172.00	Mrs G L Crosse
23-Feb-24	Coles	AFM Library kitchen supplies	\$ 71.40	Ms A L Rowe
24-Feb-24	Coles	AFM Library community events refreshments	\$ 12.00	Ms G Evans
25-Feb-24	Coles	AFM Library community events refreshments	\$ 52.99	Ms G Evans
25-Feb-24	Atrium Hotel Resort	Accommodation for Bushfire Attack Level training	\$ 1,004.00	Mr C M Cuthbert
26-Feb-24	Biopak Pty Ltd	Biopak compostable cups	\$ 214.72	Ms G Evans
26-Feb-24	Maru Neko	Catering - Manual Handling training for staff	\$ 111.00	Mrs G L Crosse
26-Feb-24	Officeworks	Stationery	\$ 27.81	Mr C M Cuthbert
26-Feb-24	Oceanic Bar Grill	Dinner for Bushfire Attack Level training	\$ 108.50	Mr C M Cuthbert
26-Feb-24	Swan View IGA	Catering - Manual Handling training for staff	\$ 9.87	Mrs G L Crosse
26-Feb-24	Dome Mundaring	Refreshments - CEO Stakeholder meeting	\$ 4.90	Mr J B Whiteaker
27-Feb-24	JB Hi-Fi Online	Libraries new AV stock	\$ 134.89	Ms A L Rowe
Total Purchase Card Payments			\$ 28,133.07	

**MONTHLY LIST OF FUELCARD TRANSACTIONS
JANUARY 2024**

Transaction Date	Supplier	Registration	Model	Total Amount
2/01/2024	Fleetcare	05MDG	ISUZU D-MAX SX HI-RIDE (4x4) CREW C	5.45
2/01/2024	Fleetcare	074MDG	TOYOTA HILUX SR (4x4) DUAL C/CHAS 3	5.45
16/01/2024	BP	074MDG	TOYOTA HILUX SR (4x4) DUAL C/CHAS 3	92.79
17/01/2024	BP	074MDG	TOYOTA HILUX SR (4x4) DUAL C/CHAS 3	55.20
2/01/2024	Fleetcare	078MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	5.45
14/01/2024	SHELL	078MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	82.38
15/01/2024	MOTORPASS	078MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	1.02
15/01/2024	MOTORPASS	078MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	7.23
2/01/2024	Fleetcare	086MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	5.45
9/01/2024	MOTORPASS	086MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	1.83
9/01/2024	MOTORPASS	086MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	50.38
15/01/2024	MOTORPASS	086MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	1.02
15/01/2024	MOTORPASS	086MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	7.23
14/01/2024	MOTORPASS	086MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	18.59
14/01/2024	MOTORPASS	086MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	95.40
16/01/2024	MOTORPASS	086MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	3.99
16/01/2024	MOTORPASS	086MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	106.36
2/01/2024	Fleetcare	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	5.45
6/01/2024	MOTORPASS	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	35.26
15/01/2024	MOTORPASS	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	1.02
15/01/2024	MOTORPASS	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	7.23
15/01/2024	AMPOL	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	106.92
15/01/2024	AMPOL	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	12.00
18/01/2024	MOTORPASS	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	2.77
18/01/2024	MOTORPASS	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	74.71
18/01/2024	MOTORPASS	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	2.77
18/01/2024	MOTORPASS	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	74.71
19/01/2024	MOTORPASS	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	1.39
19/01/2024	MOTORPASS	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	38.73
20/01/2024	MOTORPASS	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	41.74
20/01/2024	MOTORPASS	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	5.63
20/01/2024	MOTORPASS	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	148.99
20/01/2024	MOTORPASS	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	1.92
20/01/2024	MOTORPASS	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	52.74
27/01/2024	MOTORPASS	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	2.81
27/01/2024	MOTORPASS	089MDG	ISUZU NPS 300 (4x4) C/CHAS 5.2L	75.75
2/01/2024	Fleetcare	1GPJ901	KIA CERATO S 4D SEDAN 2.0L	5.45
2/01/2024	BP	1GPJ901	KIA CERATO S 4D SEDAN 2.0L	68.93
10/01/2024	BP	1GPJ901	KIA CERATO S 4D SEDAN 2.0L	59.86
28/01/2024	BP	1GPJ901	KIA CERATO S 4D SEDAN 2.0L	67.88
2/01/2024	Fleetcare	1GPY520	KIA CERATO S 5D HATCHBACK 2.0L	5.45
2/01/2024	Fleetcare	1GQB662	KIA SORENTO Si (4x4) 4D WAGON 2.2L	5.45
2/01/2024	Fleetcare	1HYI923	HYUNDAI SANTA FE ACTIVE MPI (2WD) 4	5.45
31/12/2023	AMPOL	1HYI923	HYUNDAI SANTA FE ACTIVE MPI (2WD) 4	85.28
6/01/2024	AMPOL	1HYI923	HYUNDAI SANTA FE ACTIVE MPI (2WD) 4	93.06
13/01/2024	AMPOL	1HYI923	HYUNDAI SANTA FE ACTIVE MPI (2WD) 4	84.11
17/01/2024	AMPOL	1HYI923	HYUNDAI SANTA FE ACTIVE MPI (2WD) 4	74.24
30/01/2024	AMPOL	1HYI923	HYUNDAI SANTA FE ACTIVE MPI (2WD) 4	102.97
2/01/2024	Fleetcare	1HZT933	VOLKSWAGEN TIGUAN 235TSI R 4D WAGON	5.45
28/12/2023	BP	1HZT933	VOLKSWAGEN TIGUAN 235TSI R 4D WAGON	117.88
3/01/2024	BP	1HZT933	VOLKSWAGEN TIGUAN 235TSI R 4D WAGON	112.20
12/01/2024	BP	1HZT933	VOLKSWAGEN TIGUAN 235TSI R 4D WAGON	105.01
19/01/2024	BP	1HZT933	VOLKSWAGEN TIGUAN 235TSI R 4D WAGON	111.25
2/01/2024	Fleetcare	801MDG	KIA SORENTO Si (4x4) 4D WAGON 2.2L	5.45
2/01/2024	Fleetcare	805MDG	KIA GRAND CARNIVAL Si 4D WAGON 3.5L	5.45
3/01/2024	BP	805MDG	KIA GRAND CARNIVAL Si 4D WAGON 3.5L	89.40
6/01/2024	BP	805MDG	KIA GRAND CARNIVAL Si 4D WAGON 3.5L	96.46
18/01/2024	BP	805MDG	KIA GRAND CARNIVAL Si 4D WAGON 3.5L	95.34
2/01/2024	Fleetcare	806MDG	KIA CARNIVAL WAGON	5.45
2/01/2024	Fleetcare	808MDG	MINI COUNTRYMAN S 5 SEAT (2WD)	5.45
2/01/2024	Fleetcare	811MDG	KIA CARNIVAL PLATINUM 4D WAGON 3.3L	5.45
2/01/2024	Fleetcare	815MDG	TOYOTA HILUX SR (4x4) DOUBLE C/CHAS	5.45
29/12/2023	AMPOL	815MDG	TOYOTA HILUX SR (4x4) DOUBLE C/CHAS	41.20
7/01/2024	AMPOL	815MDG	TOYOTA HILUX SR (4x4) DOUBLE C/CHAS	38.04
13/01/2024	AMPOL	815MDG	TOYOTA HILUX SR (4x4) DOUBLE C/CHAS	51.09
15/01/2024	AMPOL	815MDG	TOYOTA HILUX SR (4x4) DOUBLE C/CHAS	49.08
20/01/2024	AMPOL	815MDG	TOYOTA HILUX SR (4x4) DOUBLE C/CHAS	49.14
29/01/2024	AMPOL	815MDG	TOYOTA HILUX SR (4x4) DOUBLE C/CHAS	53.59

MONTHLY LIST OF FUELCARD TRANSACTIONS
JANUARY 2024

Transaction Date	Supplier	Registration	Model	Total Amount
2/01/2024	Fleetcare	816MDG	TOYOTA HILUX UTE	5.45
10/01/2024	SHELL	816MDG	TOYOTA HILUX UTE	75.03
15/01/2024	MOTORPASS	816MDG	TOYOTA HILUX UTE	1.02
15/01/2024	MOTORPASS	816MDG	TOYOTA HILUX UTE	7.23
15/01/2024	MOTORPASS	816MDG	TOYOTA HILUX UTE	60.61
16/01/2024	MOTORPASS	816MDG	TOYOTA HILUX UTE	64.54
17/01/2024	MOTORPASS	816MDG	TOYOTA HILUX UTE	80.87
18/01/2024	MOTORPASS	816MDG	TOYOTA HILUX UTE	62.25
26/01/2024	MOTORPASS	816MDG	TOYOTA HILUX UTE	88.05
2/01/2024	Fleetcare	818MDG	SUBARU FORESTER 2.0i-L 4D WAGON 2.0	5.45
2/01/2024	Fleetcare	819MDG	KIA GRAND CARNIVAL Si 4D WAGON 3.5L	5.45
2/01/2024	Fleetcare	821MDG	ISUZU D-MAX SX (4x2) CREW C/CHAS 3.	5.45
2/01/2024	Fleetcare	822MDG	HOLDEN COLORADO LS (4x2) CREW CAB P	5.45
1/01/2024	AMPOL	822MDG	HOLDEN COLORADO LS (4x2) CREW CAB P	113.13
21/01/2024	AMPOL	822MDG	HOLDEN COLORADO LS (4x2) CREW CAB P	118.42
29/01/2024	AMPOL	822MDG	HOLDEN COLORADO LS (4x2) CREW CAB P	116.67
2/01/2024	Fleetcare	825MDG	ISUZU D-MAX SX (4x2) CREW CAB UTILI	5.45
2/01/2024	Fleetcare	827MDG	HYUNDAI TUCSON GO (FWD) 4D WAGON 2.	5.45
3/01/2024	BP	827MDG	HYUNDAI TUCSON GO (FWD) 4D WAGON 2.	69.36
8/01/2024	BP	827MDG	HYUNDAI TUCSON GO (FWD) 4D WAGON 2.	34.80
17/01/2024	BP	827MDG	HYUNDAI TUCSON GO (FWD) 4D WAGON 2.	80.04
2/01/2024	Fleetcare	831MDG	KIA GRAND CARNIVAL Si 4D WAGON 3.5L	5.45
30/01/2024	AMPOL	831MDG	KIA GRAND CARNIVAL Si 4D WAGON 3.5L	101.47
2/01/2024	Fleetcare	832MDG	TOYOTA HIACE COMMUTER (12 SEATS) BU	5.45
25/01/2024	BP	832MDG	TOYOTA HIACE COMMUTER (12 SEATS) BU	90.90
2/01/2024	Fleetcare	057MDG	ISUZU D-MAX SX (4x2) C/CHAS 3.0L	5.45
2/01/2024	Fleetcare	062MDG	ISUZU D-MAX SX (4x4) CREW C/CHAS 3.	5.45
2/01/2024	Fleetcare	071MDG	TOYOTA LANDCRUISER UTE	5.45
13/01/2024	BP	071MDG	TOYOTA LANDCRUISER UTE	89.77
15/01/2024	MOTORPASS	071MDG	TOYOTA LANDCRUISER UTE	1.02
15/01/2024	MOTORPASS	071MDG	TOYOTA LANDCRUISER UTE	7.23
15/01/2024	AMPOL	071MDG	TOYOTA LANDCRUISER UTE	87.26
2/01/2024	Fleetcare	072MDG	ISUZU TRUCK	5.45
15/01/2024	MOTORPASS	072MDG	ISUZU TRUCK	1.02
15/01/2024	MOTORPASS	072MDG	ISUZU TRUCK	7.23
2/01/2024	Fleetcare	073MDG	ISUZU FTR 900 CREW C/CHAS 7.8L	5.45
6/01/2024	MOTORPASS	073MDG	ISUZU FTR 900 CREW C/CHAS 7.8L	154.92
6/01/2024	MOTORPASS	073MDG	ISUZU FTR 900 CREW C/CHAS 7.8L	34.45
15/01/2024	MOTORPASS	073MDG	ISUZU FTR 900 CREW C/CHAS 7.8L	1.02
15/01/2024	MOTORPASS	073MDG	ISUZU FTR 900 CREW C/CHAS 7.8L	7.23
21/01/2024	MOTORPASS	073MDG	ISUZU FTR 900 CREW C/CHAS 7.8L	222.15
2/01/2024	Fleetcare	077MDG	TOYOTA LANDCRUISER UTE	5.45
15/01/2024	MOTORPASS	077MDG	TOYOTA LANDCRUISER UTE	1.02
15/01/2024	MOTORPASS	077MDG	TOYOTA LANDCRUISER UTE	7.23
15/01/2024	MOTORPASS	077MDG	TOYOTA LANDCRUISER UTE	28.29
15/01/2024	MOTORPASS	077MDG	TOYOTA LANDCRUISER UTE	51.65
27/01/2024	MOTORPASS	077MDG	TOYOTA LANDCRUISER UTE	25.92
2/01/2024	Fleetcare	079MDG	TOYOTA LANDCRUISER UTE	5.45
30/12/2023	MOTORPASS	079MDG	TOYOTA LANDCRUISER UTE	58.43
13/01/2024	MOTORPASS	079MDG	TOYOTA LANDCRUISER UTE	26.41
15/01/2024	MOTORPASS	079MDG	TOYOTA LANDCRUISER UTE	1.02
15/01/2024	MOTORPASS	079MDG	TOYOTA LANDCRUISER UTE	7.23
27/01/2024	MOTORPASS	079MDG	TOYOTA LANDCRUISER UTE	54.50
2/01/2024	Fleetcare	081MDG	TOYOTA LANDCRUISER UTE	5.45
15/01/2024	MOTORPASS	081MDG	TOYOTA LANDCRUISER UTE	1.02
15/01/2024	MOTORPASS	081MDG	TOYOTA LANDCRUISER UTE	7.23
17/01/2024	MOTORPASS	081MDG	TOYOTA LANDCRUISER UTE	107.61
27/12/2023	MOTORPASS	084MDG	TOYOTA LANDCRUISER WAGON	63.01
28/12/2023	MOTORPASS	084MDG	TOYOTA LANDCRUISER WAGON	35.20
2/01/2024	Fleetcare	084MDG	TOYOTA LANDCRUISER WAGON	5.45
31/12/2023	MOTORPASS	084MDG	TOYOTA LANDCRUISER WAGON	40.39
14/01/2024	MOTORPASS	084MDG	TOYOTA LANDCRUISER WAGON	57.86
15/01/2024	MOTORPASS	084MDG	TOYOTA LANDCRUISER WAGON	1.02
15/01/2024	MOTORPASS	084MDG	TOYOTA LANDCRUISER WAGON	7.23
15/01/2024	MOTORPASS	084MDG	TOYOTA LANDCRUISER WAGON	65.30
27/01/2024	MOTORPASS	084MDG	TOYOTA LANDCRUISER WAGON	37.87
2/01/2024	Fleetcare	087MDG	TOYOTA LANDCRUISER WAGON	5.45
10/01/2024	MOTORPASS	087MDG	TOYOTA LANDCRUISER WAGON	25.39

MONTHLY LIST OF FUELCARD TRANSACTIONS
JANUARY 2024

Transaction Date	Supplier	Registration	Model	Total Amount
15/01/2024	MOTORPASS	087MDG	TOYOTA LANDCRUISER WAGON	1.02
15/01/2024	MOTORPASS	087MDG	TOYOTA LANDCRUISER WAGON	7.23
14/01/2024	MOTORPASS	087MDG	TOYOTA LANDCRUISER WAGON	104.25
15/01/2024	MOTORPASS	087MDG	TOYOTA LANDCRUISER WAGON	2.78
15/01/2024	MOTORPASS	087MDG	TOYOTA LANDCRUISER WAGON	75.03
16/01/2024	MOTORPASS	087MDG	TOYOTA LANDCRUISER WAGON	2.74
16/01/2024	MOTORPASS	087MDG	TOYOTA LANDCRUISER WAGON	73.83
20/01/2024	MOTORPASS	087MDG	TOYOTA LANDCRUISER WAGON	2.07
20/01/2024	MOTORPASS	087MDG	TOYOTA LANDCRUISER WAGON	56.41
2/01/2024	Fleetcare	088MDG	TOYOTA LANDCRUISER WAGON	5.45
15/01/2024	MOTORPASS	088MDG	TOYOTA LANDCRUISER WAGON	1.02
15/01/2024	MOTORPASS	088MDG	TOYOTA LANDCRUISER WAGON	7.23
16/01/2024	MOTORPASS	088MDG	TOYOTA LANDCRUISER WAGON	46.42
2/01/2024	Fleetcare	090MDG	TOYOTA LANDCRUISER WAGON	5.45
2/01/2024	Fleetcare	091MDG	ISUZU TRUCK	5.45
2/01/2024	Fleetcare	092MDG	TOYOTA LANDCRUISER WAGON	5.45
15/01/2024	MOTORPASS	092MDG	TOYOTA LANDCRUISER WAGON	1.02
15/01/2024	MOTORPASS	092MDG	TOYOTA LANDCRUISER WAGON	7.23
2/01/2024	Fleetcare	093MDG	TOYOTA LANDCRUISER WAGON	5.45
2/01/2024	Fleetcare	817MDG	HOLDEN COLORADO DX (4x2) C/CHAS 2.4	5.45
Total			Fleetcare Account	\$ 5,956.77

Transaction Date	Supplier	Registration	Model	Total Amount
13/01/2024	Caltex	091MDG	ISUZU TRUCK	88.40
18/01/2024	Caltex	093MDG	TOYOTA LANDCRUISER WAGON	129.63
20/01/2024	Caltex	091MDG	ISUZU TRUCK	34.35
Total			Motorpass Account	\$ 252.38

11.0 COUNCIL MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12.0 URGENT BUSINESS (LATE REPORTS)

Nil

13.0 CONFIDENTIAL REPORTS

Meeting Closed to Public at 10.55pm

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 / COUNCIL DECISION C22.04.24

Moved by Cr Cook Seconded by Cr Zlatnik

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

13.1 CEO Probation Review

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

CARRIED 8/0

For: Cr Jeans, Pres McNeil, Cr Mehta, Cr Cook, Cr Ellery, Cr Beale, Cr Cicchini and Cr Zlatnik

Against: Nil

13.1 CEO Probation Review

File Code	P/F
Author	Dr Shayne Silcox – Strategic Leadership Consulting
Disclosure of Any Interest	Nil
Attachments	1. Shire of Mundaring CEO Probation Review Report (confidential)

PURPOSE

For Council to consider the Chief Executive Officer probation review report.

Refer to confidential report provided under separate cover (**Confidential Attachment 1**).

VOTING REQUIREMENT

Absolute Majority - *Local Government (Administration) Regulations 1996 Schedule 2 clause 12.*

RECOMMENDATION / COUNCIL DECISION		C23.04.24	
Moved by	Cr Zlatnik	Seconded by	Cr Beale
That Council, by absolute majority:			
1. Notes the outcomes of the Elected Member Probationary Performance interview outcomes undertaken in February 2024 with the Chief Executive Officer being assessed at 'Exceeds Expectations' in this probationary period appraisal;			
2. Notes on accepting recommendation 1, that the CEO is no longer deemed on probation as he has successfully completed his probationary period;			
3. Schedules the next annual review of the Chief Executive Officer's performance and total remuneration package (TRP) for consideration by Council no later than October 2024; and			
4. Comply as per Division 3 of the Local Government (Administration) Regulations Schedule 2 clause 19, by notifying the Chief Executive Officer of results of this performance review.			
CARRIED BY ABSOLUTE MAJORITY 8/0			
For:	Cr Jeans, Pres McNeil, Cr Mehta, Cr Cook, Cr Ellery, Cr Beale, Cr Cicchini and Cr Zlatnik		
Against:	Nil		

Meeting Opened to Public at 11.02pm

RECOMMENDATION / COUNCIL DECISION			
			C24.04.24
Moved by	Cr Zlatnik	Seconded by	Cr Ellery
That the meeting again be opened to the public.			
			CARRIED 8/0
For:	Cr Jeans, Pres McNeil, Cr Mehta, Cr Cook, Cr Ellery, Cr Beale, Cr Cicchini and Cr Zlatnik		
Against:	Nil		

14.0 CLOSING PROCEDURES

14.1 Date, Time and Place of the Next Meeting

The next Ordinary Council meeting will be held on Tuesday, 14 May 2024 at 6.30pm in the Council Chamber.

14.2 Closure of the Meeting

The Presiding Member declared the meeting closed at 11.03pm.