



## CONFIRMED MINUTES

## ORDINARY COUNCIL MEETING

**9 FEBRUARY 2021**

I certify that the minutes of the meeting of the Ordinary Council held on Tuesday, 9 February 2021 were confirmed on Tuesday, 9 March 2021.

A handwritten signature in black ink, appearing to read "John Dace", is written over a horizontal line.

Presiding Person



**CONFIRMED MINUTES  
ORDINARY COUNCIL MEETING  
9 FEBRUARY 2021**

**ATTENTION/DISCLAIMER**

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

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

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**ORDINARY COUNCIL MEETING  
COUNCIL CHAMBER**

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**1.0 OPENING PROCEDURES**

The Presiding Person declared the meeting open at 6.31pm.

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**

<b>Elected Members</b>	Cr John Daw (Shire President) (Presiding Person)	East Ward
	Cr Simon Cuthbert	East Ward
	Cr Kate Driver	East Ward
	Cr Toni Burbidge	Central Ward
	Cr Amy Collins	Central Ward
	Cr Doug Jeans	Central Ward
	Cr David Lavell	South Ward
	Cr James Martin	South Ward
	Cr Jason Russell (Deputy President)	West Ward
	Cr Ian Green	West Ward
<b>Staff</b>	Jonathan Throssell	Chief Executive Officer
	Garry Bird	Director Corporate Services
	Megan Griffiths	Director Strategic & Community Services
	Mark Luzi	Director Statutory Services
	Shane Purdy	Director Infrastructure Services
	Angus Money	Manager Planning & Environment
	Tracey Peacock	Community Capacity Building Officer
	Anna Italiano	Minute Secretary
<b>Apologies</b>	Cr Matthew Corica	West Ward
<b>Absent</b>	Nil	
<b>Leave of Absence</b>	Cr Darrell Jones	South Ward
<b>Guests</b>	Nil	
<b>Members of the Public</b>	8	
<b>Members of the Press</b>	Nil	

## 2.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

### 2.1 Declaration of an Emergency by the Shire President – Section 6.7(1)(C) of the *Local Government Act 1995* (copy of Declaration at link here)

Further to the Declaration of an Emergency I made on 7 February 2021, the details of which and the reasons why I shared with all Councillors on 8 February 2021, consequential matters that I need to report to Council are as follows:

- a) Firstly, this report/announcement fulfils my obligations, having declared an emergency, to report that emergency to the next ordinary meeting of Council, i.e. section 6.8(2)(b) of the *Local Government Act 1995* states:

*“Where expenditure has been incurred by a local government – pursuant to subsection (1)(c) it is to be reported to the next ordinary meeting of the Council.”*

- b) Secondly, the 2020-21 Annual Budget has been administratively amended to take account of the estimated expense of demolition and clean-up works resulting from the emergency declaration. The details of the budget amendment being:
1. Unbudgeted expenditure by Shire of Mundaring on the urgent and orderly provision of necessary clean up works arising from the impact of the Wooroloo bushfire: additional \$500,000;
  2. Unbudgeted expenditure by Shire of Mundaring for the payment of State Government Bushfire Relief Payments to residents impacted by the Wooroloo bushfire: additional \$100,000.
- c) Thirdly, this Emergency Declaration authorises and facilitates authorised persons from the Shire of Mundaring entering upon any lands to undertake demolition and debris removal of an emergency nature – section 3.34 of the *Local Government Act 1995*.

It's been a tragic and testing start to February, dominated by a five-day lockdown for Perth due to COVID-19 which coincided with the Wooroloo Bushfire. The fire burned for almost a week but is now contained and controlled. More than 10,900 hectares of land was burnt, with 86 properties confirmed lost. Seven of those are in the Shire of Mundaring. Fortunately, firefighters were able to save 195 homes.

### 2.2 Thank You

Fighting this Category 3 fire was a mammoth task and there are many people to thank.

To all of the emergency workers including career and volunteer firefighters, SES, police, medical and others who worked tirelessly for days on end at the fire front, Incident Control Centre and evacuation centres – we salute you.

On the front line were Career Fire and Rescue Service, Volunteer Fire and Rescue Service, Bush Fire Service Volunteers, Volunteer Fire and Emergency Services, Parks and Wildlife Service, Western Australia, the Forest Products Commission plus local farmers and pastoralists.

We extend heartfelt thanks to the government and local government agencies who united during the crisis, and continue to support each other as we take the first steps to recovery.

Thank you to Shire of Mundaring Councillors and staff – thank you for the support you have shown during the past 10 days in helping the community.

Many of you are volunteers at your local bushfire brigades and some experienced damage to your properties – or had to evacuate from your homes. Your efforts have not gone unnoticed by our community.

The Mundaring Arena site was also transformed into an impressive Incident Control Centre and I thank the staff who helped manage this facility while so many agencies and people were on site.

Thank you to City of Swan, particularly Mayor Kevin Bailey, CEO and staff – our thoughts are with you and your residents.

Although your community has been heavily impacted by this bushfire, your fighting spirit is strong.

Since the fire began we have worked in close partnership with the City. We have established a Joint Recovery Committee, which I will speak more about in a moment, and will continue to offer any other support that's needed, for as long as it takes.

Supporting the frontline activity from above was the DFES aerial fleet, which included the additional two Large Air Tankers sent over from NSW.

Many thanks to those on the grounds and behind the scenes, such as:

- Western Australia Police Force
- SES
- St John WA
- Western Power
- Department of Primary Industries and Regional Development - DPIRD
- Department of Communities - Child Protection and Family Support
- Main Roads WA
- Shire of Mundaring
- City of Swan
- The Salvation Army WA
- Australian Red Cross – WA
- and many others

To our community members and local businesses who have lent a hand; donated food and drinks to firefighters or items to assist the evacuees; and pledged money to the Lord Mayor's Relief Appeal and Bendigo Bank WA Summer Bushfire Appeal we say: thank you. Our community is resilient. We will get through this, just as we have done in the past.

We are here for you we will continue to support you in the days, weeks and months ahead to provide a coordinated response.  
Recovery.

## **2.3 Recovery**

A State Recovery Coordination Group has been convened under the oversight of the State Recovery Controller – Wooroloo Bushfire, Dr Ron Edwards.

This Group is committed to ensuring a whole-of-government approach is taken when providing a localised and personalised response to those residents who have been impacted by the Wooroloo bushfires.

Our key initial focus is to support those who lost their homes in the bushfire.

There will also be planning undertaken to help our community and the environment recover over the longer term.

## **2.4 Recovery Co-ordinating Committee and LRRC**

As I mentioned earlier, we are working with the City of Swan through a joint Recovery Coordinating Committee which will report to the State Recovery Coordination Group.

We have also established our own Local Recovery Coordinating Committee which I will Chair.

This committee will have two sub-committees – Community and Environment, chaired by Cr Toni Burbidge and a Finance and Infrastructure Committee – chaired by Cr Simon Cuthbert. The LRCC is currently developing detailed recovery plans.

## **2.5 Bushfire Relief Payments**

The Emergency Declaration I declared on Sunday will allow us to act quickly by authorising unbudgeted expenditure to be directed where it is needed most. ie distribution and acquittal of State Government relief payments and to expedite the clean-up.

Shire staff have been in close communication with all residents who lost their homes.

Since Monday, Shire staff have been assisting impacted residents to make an application for the State government's Bushfire Relief Payments.

\$4000 is available for totally destroyed homes and \$2000 for damaged homes and an application form can be found on the Shire website.

The Lord Mayor's Distress Relief Fund has also been established. From tomorrow (Wednesday 10 February), home owners who have lost their homes can apply for \$25,000 in assistance from the fund. The fund currently has over \$7.2m and assistance will be allocated as applications are processed. We will have more information to share about this assistance tomorrow.

## **2.6 Site Visits and Clean Up**

We are working with the City of Swan and the State government to arrange the clean-up of the properties of those who lost their homes.

The State has agreed to coordinate the initial clean-up of residential properties, working closely with local governments while undertaking this role.

Shire staff have visited all impacted properties in our jurisdiction to undertake assessments.

Again I thank all involved in the response and recovery.

## **2.7 Item 12.1 – Save Perth Hills Request for Funding**

Please be advised that item 12.1 on this evening's agenda related to the Save Perth Hills request for funding to produce a documentary has been deferred until the March Council meeting.

This was at the request of Save Perth Hills, noting that we were experiencing a COVID-19 lockdown and managing the community impact of the Wooroloo bush fire.

## **2.8 Recover Together COVID-19 Relief & Recovery Fund**

There has been one application to the Recover Together COVID-19 Relief and Recovery fund since the January Council meeting. The Chief Executive Officer has approved one grant to the value of \$2464. Four applications to the value of \$39,699 are currently under assessment.

Grants were awarded to the following groups:

- Mundaring Chamber of Commerce received a Reconnect Grant to the value of \$2464 to purchase a BBQ to support the fundraising efforts of local community groups, which has been adversely impacted by COVID-19. The BBQ will be used at the new Mundaring Farmers Market, which will run weekly on a Saturday from Sculpture Park. The cost of insurance for the Farmers Market will also be covered for the first twelve months to allow the initiative to get started.

There have been 36 grants awarded this financial year, with a total value of \$154,825.30.

Information and photos related to approved projects can be found on the Shire's website on the "Celebrating our Grant Recipients" page.

## **3.0 DECLARATION OF INTEREST**

### **3.1 Declaration of Financial Interest and Proximity Interests**

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

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

Nil

### **3.2 Declaration of Interest Affecting Impartiality**

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

Cr David Lavell disclosed an interest affecting impartiality in Item 10.4 (Mahogany Creek Progress Association – Request for Short Term Loan) as Cr Lavell has provided pro bono engineering advice.

### **4.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

#### **4.1 Question taken on Notice - 8 December 2020 Ordinary Council meeting - Heather Davey**

At the 8 December 2020 Ordinary Council meeting held, Heather Davey of Parkerville asked a question which was taken on notice. A response was provided to Mrs Davey by the Chief Executive Officer in writing. Below is a summary of the question and the response provided.

##### **Question 2**

Do you know when that (Shire of Mundaring Bushfire Area Access Strategy) will be reviewed?

##### **Response**

Whilst the Strategy is reviewed annually, identified key entrapment locations established when the Strategy was developed are reviewed every five years. Therefore the five yearly review is due by September 2021.

### **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.

Nil

### **6.0 APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

## 7.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

<b>COUNCIL DECISION RECOMMENDATION</b>	<b>C1.02.21</b>		
Moved by	Cr Jeans	Seconded by	Cr Green

That the Minutes of the Ordinary Council Meeting held 27 January 2021 be confirmed.

### **CARRIED 10/0**

**For:** Cr Daw, Cr Driver, Cr Burbidge, Cr Jeans, Cr Lavell, Cr Martin, Cr Green, Cr Russell, Cr Cuthbert and Cr Collins

**Against:** Nil

## 8.0 PRESENTATIONS

### 8.1 Deputations

1. Bob Perks Item 10.4 – Mahogany Creek Progress Association – Request for Short Term Loan
2. Jenny Johnson Item 10.2 - Inclusion of Chidlow WWII Army Battalion Camp 4 into the Shire's Local Heritage Survey and/or Heritage List
3. Fiona Item 10.1 - Proposed Home Business – 22 (Lot 11) Brook Road, Darlington
4. Poul Dahl Item 10.1 - Proposed Home Business – 22 (Lot 11) Brook Road, Darlington

### 8.2 Petitions

Nil

### 8.3 Presentations

Nil

## 9.0 REPORTS OF COMMITTEES

Nil

## 10.0 REPORTS OF EMPLOYEES

### 10.1 Proposed Home Business - 22 (Lot 11) Brook Road, Darlington

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<b>File Code</b>	Br 5.22
<b>Author</b>	Sarah Morgan, Co-ordinator Statutory Planning
<b>Senior Employee</b>	Angus Money, Acting Director Statutory Services
<b>Disclosure of Any Interest</b>	Nil
<b>Attachments</b>	<ol style="list-style-type: none"><li>1. Subject Lot <a href="#">↓</a></li><li>2. Locality Zoning Plan <a href="#">↓</a></li><li>3. Locality Aerial Plan <a href="#">↓</a></li><li>4. Superseded Development Plans <a href="#">↓</a></li><li>5. Revised Development Plans <a href="#">↓</a></li><li>6. Bushfire Management Plan <a href="#">↓</a></li></ol>

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<b>Landowner</b>	Fiona Klien
<b>Applicant</b>	Christopher Dunnett
<b>Zoning</b>	Residential R5
<b>Area</b>	1257m <sup>2</sup>
<b>Use Class</b>	Home Business 'A' Single House 'P'

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#### SUMMARY

Approval is sought for a 72m<sup>2</sup> single storey building, of which 50m<sup>2</sup> is for Home Business and 22m<sup>2</sup> is for domestic storage (outbuilding), to be setback 2.5m from the Glen Road lot boundary. The application was advertised to nearby residents and eighteen (18) objecting submissions were received, mainly regarding the aesthetics of the building. The applicant has since revised the building design and introduced landscaping and some open fencing treatment on the Glen Road frontage.

The revised application addresses the valid concerns raised and is generally consistent with Local Planning Scheme No.4, the Darlington Precinct Plan and the Shire's Local Planning Strategy. Conditional approval is therefore recommended.

#### BACKGROUND

##### Description of subject land

The lot is 1257m<sup>2</sup>, gently undulating and located on the south east corner of Glen Road and Brook Road. The lot contains a single storey weatherboard clad (painted black) house with saw tooth tin roof, approximately 1960's vintage. The front of the house faces Brook Road, its side is exposed to Glen Road. Vehicle access is via Brook Rd.

Refer **Attachment 1** Subject Lot

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## **Description of locality**

To the north directly across Brook Road is the heritage trail, and to the north of the trail is a commercial area containing the dental office, shop, café, liquor shop and a place of worship. To the east Brook Road continues for approximately 200m before terminating, providing access to eight other residential lots. To the south is more residential lots, with the immediate adjacent neighbour operating an approved catering home business. To the west across Glen Road is a commercial lot (former tearooms) and the post office on Brook Road. South of the 'tearooms' is a residential lot and the Darlington Primary School.

Refer **Attachment 2** Locality Zoning Plan and **Attachment 3** Locality Aerial Plan.

## **Description of proposal**

The advertised application originally received proposed a 72m<sup>2</sup> single storey building with a commercial kitchen home business (50m<sup>2</sup>) and remaining floor area dedicated to domestic storage and a bedroom, with the following features:

- One employee, no customers on site, seven days per week, generally 7am – 7pm;
- Setback 2.5m from Glen Road;
- Clad in weatherboard painted black to match the black painted house;
- One window to Glen Road; and
- Colourbond roof, largely concealed, minor pitch and no eaves.

Refer **Attachment 4** Superseded Development Plans.

Following advertising and receipt of objections, the application was revised as follows:

- Home Business (50m<sup>2</sup>) and an outbuilding (22m<sup>2</sup>);
- Painted off-white, saw tooth roof line with eaves to match house;
- Two additional windows on the Glen Road façade; and
- Open post and rail fence planted with espalier fruit trees along Glen Road.

Refer **Attachment 5** Revised Development Plans.

## **STATUTORY / LEGAL IMPLICATIONS**

The proposal constitutes development under the *Planning and Development Act 2005* and the built form aspect of the proposal requires planning approval under the Shire's Local Planning Scheme No. 4 (LPS4) due to a setback variation and being a habitable building within a bushfire prone area.

Home Business proposals, with or without a new build element, normally require planning approval under the above legislation. However in May 2020 the Minister for Planning granted an exemption from planning approval for Home Businesses during the COVID 19 State of Emergency, which is valid until 1 May 2023. At the expiration of this declaration, planning approval would still need to be sought.

To avoid re-applying later, the landowner has sought planning approval for the building and the land use, despite the land use element being temporarily exempt.

Other relevant legislation includes:

- *Planning and Development (Local Planning Schemes) Regulations 2015* deemed provisions;
- *Local Planning Scheme No.4*; and
- *The Darlington Village Precinct Plan*.

The statutory deadline for determining the application was the 20<sup>th</sup> January 2021. Given the community response, the applicant required more time to revise the application and drawings and agreed for the matter to be presented to Council's February meeting.

## **POLICY IMPLICATIONS**

Advertising was undertaken in accordance with the Shire's Advertising Planning Applications Policy for a standard application.

The development is assessed against *State Planning Policy 7.3 Residential Design 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

In the interests of encouraging greater self-sufficiency, the Shire's Local Planning Strategy supports proposals for home based employment unless considered incompatible with the amenity of the area.

## **SUSTAINABILITY IMPLICATIONS**

Home businesses have sustainability benefits that include reducing greenhouse gases and fuel usage (no commute to work).

## **RISK IMPLICATIONS**

**Risk:** Reputational. Notwithstanding the minor scale of the proposal, its' location near a reasonably visually prominent location in Darlington generated a negative community response. Officers are of the view the revised plans substantially resolve the concerns raised but acknowledge discretion is required. Council is therefore exposed to reputational risks in either approving or refusing the application.

Likelihood	Consequence	Rating
Possible	Minor	Moderate
<b>Action / Strategy</b>		
Should Council make a decision contrary to the officers recommendation, reasons should be clearly articulated to the applicant.		

## EXTERNAL CONSULTATION

Home Business is an 'A' use in the Residential zone meaning public advertising is required, and Council has the discretion to approve or refuse the application. Four (4) landowners of nearby properties were invited to comment. Eighteen (18) submissions were received, all objections, including the Darlington Residents & Ratepayers Association, the Darlington Historical Society, and one abutting neighbour. Two neighbours opposite the site also made submissions raising concerns about the presentation of the development to Glen Road.

The themes of objection based on the original application (Attachment 4) are listed below and addressed throughout the report where relevant:

- The design of the proposed building:
  - Unattractive, unaesthetically appealing;
  - Akin to a sea container or a black box;
  - Too close to the road;
  - Looks industrial;
  - Does not accord with the heritage character of the area;
  - Does not accord with the Darlington Precinct Plan (objectives, setbacks, tree preservation and building appearance); and
  - Caused loss of trees.
- The business:
  - Unacceptable noise;
  - Odours;
  - Traffic/proximity to school/dangerous intersection; and
  - Operating 24/7, not suitable in residential area.

Some submitters said they would have no objection if:

- The design was revised to accord with the character of the area; and
- Landscaping was planted on Glen Road to screen the building.

Non-planning related objections have not been included.

At the conclusion of advertising, the submissions were summarised and presented to the landowner and applicant with an invitation for them to reconsider the proposal.

The landowner took the submissions on board, and the applicant revised the proposal to:

- Change the roof line to match the dwelling;
- Paint the building off-white;
- Install a living fence;

- Move cool room compressors internal to the site; and
- Added two more windows to front elevation.

The proposed small bedroom within has been removed and replaced with domestic storage area (outbuilding), however this related to issues with upgrading the effluent disposal system, not due to objecting submissions.

The revised proposal is the subject of the following assessment.

## COMMENT

### Key issues and variations

The key issues and variations are discussed below, with detailed planning assessment in the following table.

#### Land use

A Home Business is an 'A' use in the Residential zone and is defined in LPS4 as:

*“home business” means a business, service or profession carried out in a dwelling or on land around a dwelling by an occupier of the dwelling which —*

*(a) does not employ more than 2 people not members of the occupier’s household;*

*(b) will not cause injury to or adversely affect the amenity of the neighbourhood;*

*(c) does not occupy an area greater than 50 square metres, or if located in the Rural Small Holdings zone or the General Agriculture zone, an area in excess of 100 square metres;*

*(d) does not involve the retail sale, display or hire of goods of any nature;*

*(e) in relation to vehicles and parking, does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood, and does not involve the presence, use or calling of a vehicle more than 3.5 tonnes tare weight; and*

*(f) does not involve the use of an essential service of greater capacity than normally required in the zone;*

It is concluded that the land use is a home business as it fits into all aspects of the definition:

- one employee;
- no adverse amenity impacts are expected, discussed further below;
- 50m<sup>2</sup> floor area;
- no retailing or on-site customers;
- no parking or traffic difficulties expected, discussed in table below; and
- no 'extra' services required beyond domestic residential services.

The 22m<sup>2</sup> portion of the building dedicated to outbuilding (domestic storage) fits in the use class of Single House as it is incidental to the existing dwelling, a 'P' permitted use. As the predominant use is home business, a habitable area, the built aspect of the building is assessed in its entirety as a detached dwelling extension, not as an outbuilding.

Some objections stated the application should be refused, as Residential Strategy 12 of the Darlington Village Precinct Plan (DVPP) deems a catering business an 'X' use in the Residential zone despite it being an 'A' use in TPS3 (LPS4 has replaced TPS3).

A catering business was defined in the Shire's previous TPS3 as:

*"catering business means a business other than a restaurant, hotel, tavern or club preparing or providing food for consumption on premises or elsewhere and **includes a cafe, snack bar, takeaway food bar, kiosk or the like.**"*(emphasis added)

As no customers will be consuming food on the premise, the proposal is clearly not a 'catering business' as previously envisaged or defined. Catering business is not specifically defined in LPS4. The proposal falls within the definition of a home business under the Shire's current LPS4.

#### Setback from Glen Road

The proposed setback of the building is 2.55m from the Glen Road lot boundary, with the eaves setback 1.75m. Setback is measured from the walls, not the eaves, and judgement must be exercised in determining which lot boundary is the front (primary street), secondary street and sides, as is necessary for corner lots.

The applicant advises that the proposed 2.55m setback is unavoidable given the constraints of lot size, house and effluent disposal system location, unusable space to the east of the house (rocky area) and the desire to have a private open grassed area for the family. Refer site plan in **Attachment 5** Revised Development Plans.

The Residential Design Codes (R Codes) define primary street as:

*'Unless otherwise designated by the local government, the sole or principal public road that provides access to the major entry (front door) to the dwelling or building.'*

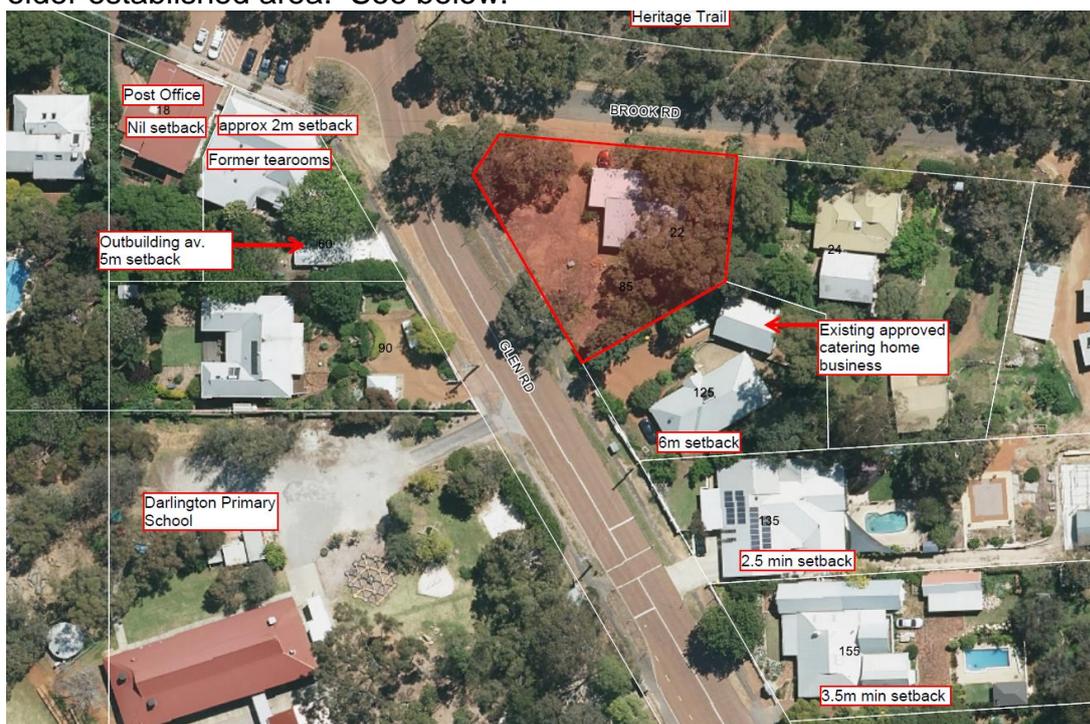
The front of the house (front door and driveway) is via Brook Road, the side of the house is exposed to Glen Road. It is reasonable to conclude that Brook Road is most obviously the primary street. Whilst Glen Road is a thoroughfare through Darlington, and Brook Road is a quiet cul de sac, the house clearly addresses Brook Road. Glen Road is therefore considered the secondary street.

Table 1 of the R Codes states that the secondary street setback is 6m. Therefore, a 3.45m setback variation is proposed. Where a variation to the deemed-to-comply criteria of the R Codes is sought, assessment is undertaken against the relevant design principles P2.1 and P2.2 as follows.

*P2.1 Buildings set back from street boundaries an appropriate distance to ensure they:*

- *contribute to, and are consistent with, an established streetscape;*

The established streetscape comprises a variety of building setbacks, typical of an older established area. See below.

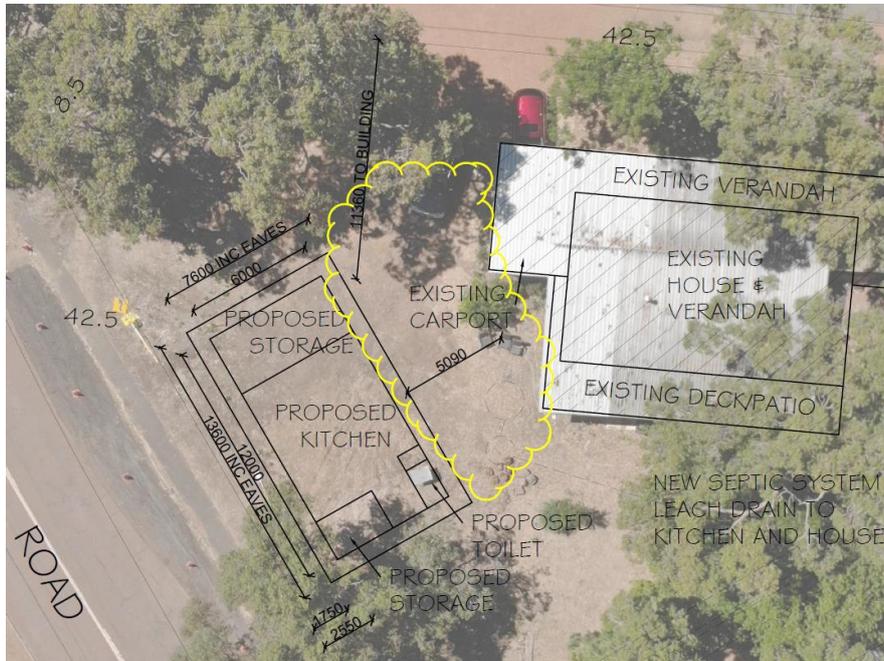


Overall however, buildings are located close to the street, both their sides and fronts. The post office has a zero setback to Brook Road and the former tearooms closely straddles the street corner. The former tearooms outbuilding is setback approximately 4m from its secondary street boundary, the house further south facing Glen Road is setback approximately 20m. Opposite, the house adjacent to the subject lot to the south facing Glen Road is setback 6m. The closest corners of the two houses further south again are both situated approximately 3m to Glen Road.

The proposed 2.55m setback provides visual balance to the corner, sympathetic to the more landmark commercially zoned buildings opposite, and its position retains a large marri tree on the lot corner.

- *provide adequate privacy and open space for dwellings;*

The lot itself is undersized (for an R5 lot) and is a corner lot making creating a private open space more difficult. The landowner proposes this 2.55m setback to create private open space between the building and the house (yellow marking below). Officers acknowledge there are limited options and this is a reasonable design response given the particular site.



- *accommodate site planning requirements such as parking, landscape and utilities; and*

Aside from private open space above, other areas are dedicated to the on site effluent disposal system. Landscaping is proposed along the side Glen Road boundary.

#### *P2.2 Buildings mass and form that:*

- *uses design features to affect the size and scale of the building;*

The building has been redesigned to match the style and materials of the existing dwelling, additional windows on the frontage have been included to provide articulation to the façade (and street surveillance). The proposed living fence will also soften the visual mass when viewed from Glen Road.

- *uses appropriate minor projections that do not detract from the character of the streetscape;*

The original proposal had no eaves. Eaves projecting 0.8m into the front setback are now proposed, consistent with buildings in the area and contributing to the streetscape (and will assist with energy efficiency).

- *minimises the proportion of the façade at ground level taken up by building services, vehicle entries and parking supply, blank walls, servicing infrastructure access and meters and the like; and*

Submissions objected to the small cool room compressors being on the Glen Road side in the original plan, they have now been moved internal to the site and will not be directly visible from the street. No access or parking is proposed from Glen Road.

- *positively contributes to the prevailing or future development context and streetscape as outlined in the local planning framework.*

The building and its setback are not out of character with their immediate setting and comply with LPS4 and the DVPP.

In summary, based on compliance with the above design principles, and given the lot is constrained by being both a corner lot and being undersized, it would be difficult to justify refusal on the basis of the setback being inappropriate.

### (Out of) Character

Objections cited the original proposal as out of character with its location due to its setting near heritage listed buildings and within the heart of the village, in conflict with the DVPP.

The site is not within a formal conservation precinct, so heritage considerations are limited to how the collective of older buildings contribute to the character of the area. A fundamental heritage principle for new buildings in heritage areas is for the design to be sympathetic to the scale, bulk and materials of nearby heritage buildings, but importantly replication of heritage buildings must be avoided and new buildings should be obvious to provide contrast to the old. The proposal complies with this principle. It is obviously a modern building but respects the scale, materials etc of the predominant buildings in this setting and its ancillary 1960's built dwelling.

The proposed fruit tree espalier boundary treatment will delineate the public / private land and will soften the visual impact of the built form and will likely become a (albeit minor) point of interest in the streetscape. Native landscaping cannot be used due to bushfire safety reasons and fruit trees would better suit the streetscape and character.

The elements of this area that form its character, the backdrop to this proposed building, the buildings and their uses, the landform and landscape have been all been taken into consideration. The proposal has also, as required, been assessed against each of the strategies and objectives within the DVPP. It is concluded, on balance, that the re-designed building is consistent with (and will likely enhance) the established character and streetscape.

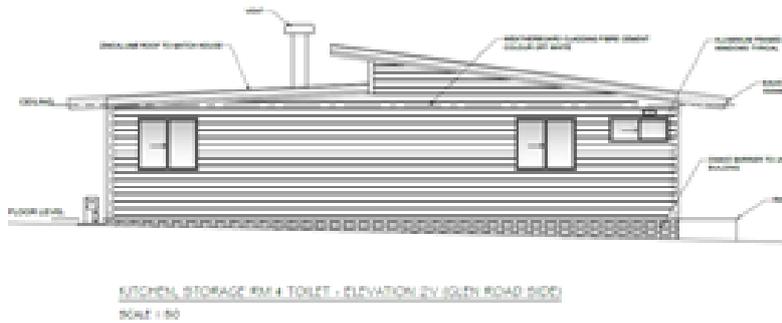
### Consistency with existing buildings on the lot

From the DVPP:

*R10 Extensions to existing residences and outbuildings to be constructed in a manner sympathetic to the existing buildings on site.*

It is understood the applicant proposed black cladding to address this expectation and match the existing cladding on the house. Officers have since clarified that sympathetic does not mean the 'same'. The proposed weatherboard cladding is now proposed to be off-white. This is more visually consistent with the streetscape and provides a complementary contrast to the black house.





The addition of the redesigned saw tooth roof with eaves, additional windows in Glen Road façade and being single storey are all built form elements which are directly sympathetic to the existing house, as demonstrated in visuals above.

### Amenity

Amenity impacts are a critical matter in a residential area, and are required to be addressed in various parts of the planning framework.

Amenity is defined in the Regulations as:

*“..means all those factors which combine to form the character of an area and include the present and likely future amenity;”*

Character has been discussed.

Noise and odour were cited as amenity concerns in some submissions and are addressed below.

### Noise

One or two people cooking within the confines of a building is not expected to produce noise off-site. The occasional deliveries of food products is no different to domestic on-line grocery shopping service that many families regularly use.

A submission included a claim that noise from air conditioning units and compressors for running freezers would have ‘...a huge noise impact upon my lifestyle.’ The Shire’s Health Services do not share this view. It is understood mechanical systems are usually indiscernible unless standing directly near them. Covers can also be used over the systems if required.

Further, if approved, the proposed home business will be located further from this particular objector’s house than the existing adjacent catering home business. Refer **Attachment 3** Locality Aerial Plan. No objections have been received regarding noise from this closer catering business (12m existing distance versus 48m for the proposed building with a house in between), and the existing commercial kitchen set-up is similar to that proposed within this application (i.e. air conditioning and compressors for freezers).

Lastly, if approved, the operation of the home business must comply with the requirements of the *Environmental Protection (Noise) Regulations 1997*.

### Odour

Concerns regarding odour have also been raised as an amenity concern in a submission. Health Services advise that, having regard for the proposed food activities (and therefore odours that may be generated) and the relative distance to any receiving point, it is difficult to see how it could rise to objectionable odours.

Importantly Health Services cannot recall ever receiving a complaint regarding odour from a home based food business.

## Vegetation Removal

It has been alleged and confirmed that some vegetation was removed prior to the lodgement of the application.

It is understood the area affected by the development footprint consisted of some young natives and exotics, and contained unmanaged shrubs and creepers, with large introduced cactus (agave).

Importantly, while it is preferred that vegetation removal occur after a planning decision has been made, given the size of the property, the removal was technically exempt from planning approval. Removal of some vegetation was likely required to ensure compliance with the Shire's Fuel Load and Firebreak notice. It is noted that the applicant intends retaining the significant native vegetation prominent on the corner which is supported and its protection is recommended as a condition of approval.

The following table outlines other, less significant, matters relative to the assessment.

LPS4	
Scheme Requirement/Clause	Assessment/Comment
<p>4.2.1 Objectives for Residential zone:</p> <p>(a) To provide for a variety of housing types and densities to meet the needs of the community, through the application of the Residential Design Codes.</p> <p>(b) To provide for other uses compatible with and complementary to residential development, to assist in the creation of efficient and sustainable residential neighbourhoods.</p> <p>(c) N/A</p> <p>(d) To provide for residential subdivision and development incorporating water-sensitive urban design principles.</p>	<p>Complies – a detached dwelling extension and ancillary outbuilding is proposed, and will be assessed against the Residential Design Codes further in this report.</p> <p>Complies – the proposed home business is compatible in the residential area, consistent with the existing approved home business on the adjacent lot.</p> <p>If approved, condition for stormwater retention on site.</p>
<p>5.2 Residential Design Codes</p> <p>5.2.2 Unless otherwise provided for in the Scheme, the development of land for any of the residential purposes dealt with by the Residential Design Codes is to conform with the provisions of those Codes.</p>	<p>It is argued that compliance is achieved, as demonstrated further in this report.</p>
<p>5.7.1 Precinct Plans</p> <p>Located within the Darlington Village Precinct Plan (DVPP). The Scheme (LPS4) requires assessment against the DVPP and</p>	

<p>it operates as though it was part of the Scheme. To the extent of any inconsistency with the Scheme, the controls set out in the DVPP prevail.</p> <p>The Precinct Plan is primarily a 'performance based' document to be used as an assessment tool in conjunction with the Scheme and relevant planning policy. The DVPP is split into objectives and strategies, both to be used when assessing and determining development applications.</p> <p>For the purposes of assessment and the flow of the report, only the relevant strategies are listed below followed by the objectives:</p> <p><i>R6 General site modifications, including landscaping, in relation to cut and fill shall be limited to no greater than 1.5m at its maximum depth.</i></p> <p><i>R10 Extensions to existing residences and outbuildings to be constructed in a manner sympathetic to the existing buildings on site.</i></p> <p><i>R13 Special consideration to be given to the disturbance of amenity of the locality in the determinations of home occupations.</i></p> <p>DVPP objectives:</p> <ul style="list-style-type: none"> <li>(i) <i>All development to complement natural landform.</i></li> <li>(ii) <i>The built environment should not dominate the landscape.</i></li> <li>(iii) <i>N/A</i></li> <li>(iv) <i>To maintain low density building.</i></li> </ul>	<p>Complies - negligible site works are proposed, the land is mostly level.</p> <p>Complies – discussed above.</p> <p>Complies - as discussed above.</p> <p>Complies – negligible site works.</p> <p>Complies - the proposed building has been design to complement the house, is single storey on somewhat level ground, will occupy approximately 25% of the Glen Road view and its off-white painted front elevation is to be softened by the an open style living fence.</p> <p>Complies – the addition of the building equals a total of 22.5% site coverage, which is low density.</p>
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<p>(v) N/A</p> <p>(vi) <i>To encourage a high standard of maintenance of landscape and the built environment.</i></p> <p>(vii) <i>To encourage and maintain diversity and variety in the landscape and the built environment.</i></p> <p>(viii) <i>To use all available means to minimise noise and environmental pollution.</i></p> <p>(ix) <i>To encourage an open and accessible community where motor vehicles movements do not dominate.</i></p>	<p>Complies - If approved, a condition will require the maintenance of the living fence for the life of the development.</p> <p>Complies - the proposed building, with its roof designed to match the house, front setback and living fence, meets this desire for diversity and variety.</p> <p>Can comply - noise is not an issue as discussed previously. Home businesses reduce environmental pollution (see sustainability impacts above).</p> <p>Complies – increase in vehicle movements are negligible.</p>
<p>LPS4 continued:</p> <p>6.5.6 An application for development approval must be accompanied by:</p> <p>(a) a bush fire attack level assessment carried out in accordance with the methodology contained in the Planning for Bush Fire Protection Guidelines (2010); and</p> <p>(b) a statement or report prepared by a suitably qualified person that demonstrates that all relevant bush fire protection acceptable solutions, or alternatively all relevant performance criteria, contained in the Planning for Bush Fire Protection Guidelines (2010) have been considered and complied with, and effectively address the level of bush fire hazard applying to the land.</p>	<p>Complies – bushfire attack level (BAL) was provided demonstrating BAL-29 is achievable, risk is manageable by applying AS3959 as a condition of approval.</p> <p>Complies with all protection criteria. See <b>Attachment 6</b> Bushfire Management Statement.</p>
<p>5.7.17 Home Occupation, Home Business and Cottage Industry</p> <p>The following requirements apply to any Home Occupation, Home Business or</p>	<p>Standard condition of approval</p>

<p>Cottage Industry—</p> <p>(a) The planning approval shall be personal to the applicant and shall neither run with the land nor be transferable or assignable to any other person or property.</p> <p>(b) The Shire may limit the duration of an approval and may specify requirements for the renewal of such approval. In considering the renewal of an approval, the Shire shall have regard to any nuisance or annoyance caused by the Home Occupation, Home Business or Cottage Industry to neighbours or owners or occupiers of land in the neighbourhood.</p> <p>(c) If, in the opinion of the Shire, an approved Home Occupation, Home Business or Cottage Industry is causing a nuisance or annoyance to the neighbours or owners or occupiers of land in the neighbourhood, the Shire may revoke the approval. Where such approval is revoked, no person shall thereafter carry out the Home Occupation, Home Business or Cottage Industry on the subject land.</p> <p>5.8.4 Home Occupation, Home Business and Cottage Industry.</p> <p>5.8.4.1 The use of land for any Home Occupation, Home Business or Cottage Industry shall not entail the outdoor storage of materials, supplies or other goods, unless the Shire has determined that such storage is not detrimental to fire safety and the amenity of the locality.</p> <p>5.8.4.2 Apart from a sign not exceeding 0.2 m<sup>2</sup>, there shall be no external indication that the dwelling or outbuilding in which a Home Occupation, Home Business or Cottage Industry is conducted is used or other than the primary residential use of the property.</p>	<p>recommended (note that home business is currently exempt from planning approval). If the landowner was to change in the future, the building could be removed or adapted for other residential purposes such as games room.</p> <p>Requiring an annual renewal is sometimes imposed if a proposed home business is likely to present ongoing amenity issues. Given a catering business has operated next door without complaints, a condition requiring an annual renewal is not recommended. Conditions of approval can sufficiently enforce any unexpected impacts.</p> <p>Any non-compliance with conditions of approval can be acted upon should the need arise.</p> <p>The applicant has not included a sign, however the standard condition of approval limiting signage is recommended.</p> <p>The proposed building will not visually detract from the primary use of the lot as a residential property.</p>
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<p>From the Regulations</p> <p>67. Matters to be considered by local government:</p> <p>In considering an application for development approval the local government is to have due regard to the following matters to the extent that, in the opinion of the local government, those matters are relevant to the development the subject of the application —</p> <p>(only potentially relevant matters included)</p> <p>(c) any approved State planning policy;</p> <p>(k) the built heritage conservation of any place that is of cultural significance;</p> <p>(l) the effect of the proposal on the cultural heritage significance of the area in which the development is located;</p> <p>(m) the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;</p>	<p>See SPP 7.3 Residential Design Codes assessment below - complies.</p> <p>The Darlington History Group lodged an objection concluding that '<i>...this building is incongruent for what is essentially a Heritage Precinct and does not fit in with the amenity of the area.</i>'</p> <p>As discussed previously whilst the immediate area has heritage attributes, it is not within a formal heritage conservation precinct as provided for by the Regulations. The site is also not on the Shire's Heritage List. Nevertheless it is acknowledged that the nearby post office and tearooms are on the Shire's Municipal Inventory (not the Heritage List) and the older housing stock in the locality contributes to a heritage character. Overall character and appropriateness in its setting is important, but statutory heritage provisions cannot be applied. Nevertheless the revised proposal complements the house on the lot and the weatherboard buildings nearby.</p> <p>It is interesting to note that the design needs to make an apparent distinction with the old and the new. The revised design being of similar materials (visually obvious tin roof (previously concealed), weatherboard clad, off-white colour, single storey) is considered to accord with this Burra Charter principle and should not detract from the heritage character of the immediate area.</p>
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<p>(n) the amenity of the locality including the following —</p> <p>(i) environmental impacts of the development;</p> <p>(ii) the character of the locality;</p> <p>(iii) social impacts of the development;</p> <p>(p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;</p> <p>(q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;</p> <p>(s) the adequacy of —</p> <p>(i) the proposed means of access to and egress from the site; and</p> <p>(ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles;</p> <p>(t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;</p>	<p>Environmental impacts are beneficial, as mentioned in sustainability implications above regarding the benefits of working from home.</p> <p>Noise pollution and odour are not expected to be an issue as discussed previously.</p> <p>Character discussed previously.</p> <p>Social benefits for those operating home businesses generally includes a better home / work life balance. No anti-social impacts are anticipated.</p> <p>The living fence is a desirable element of the revised proposal to soften the appearance of the building on the streetscape and contribute to character. The tree on the corner is recommended to be retained as a condition of approval.</p> <p>Bushfire risk has been addressed.</p> <p>Traffic and parking – objections cited an increase in traffic and safety concerns, and raised proximity to the school as a concern.</p> <p>This concern cannot be reasonably sustained. Any increase in traffic, being delivery vehicles approximately twice weekly and one employee on site, would be somewhat offset by the landowner not having to drive to work, and will be indiscernible. The lot contains a two bedroom house and has less potential to produce as many vehicle movements as some four or five bedroom houses.</p> <p>Car parking for employee and parking for delivery vehicle can all be contained on site, not on road or verge and no vehicle access is proposed from Glen Road.</p>
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<p>(x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;</p> <p>(y) any submissions received on the application;</p> <p>Residential Design Codes Assessment (relevant sections):</p> <p>5.1.1 Site area and open space. Table 1 recommends 70% open space</p> <p>5.2.3 Street surveillance</p> <p>C3.1 The street elevation(s) of the dwelling to address the street with clearly definable entry points visible and accessed from the street.</p> <p>C3.2 At least one major opening from a habitable room of the dwelling faces the street and the pedestrian or vehicular approach to the dwelling.</p> <p>C9 All water draining from roofs, driveways, communal streets and other impermeable surfaces shall be directed to garden areas, sumps or rainwater tanks within the development site where climatic and soil conditions allow for the effective retention of stormwater on-site.</p>	<p>Brook Road is an extremely low trafficked cul de sac servicing nine residential lots in total.</p> <p>No detrimental impacts expected to the community as a whole or adjacent or nearby neighbours.</p> <p>Submissions were taken into account by the applicant resulting in a redesign. Relevant issues raised have been discussed throughout the report.</p> <p>Site is 1257m<sup>2</sup> House is 233m<sup>2</sup>, home business excluding outbuilding portion is 50m<sup>2</sup> = total 283m<sup>2</sup> Complies – open space is 77.5%</p> <p>Complies – two major openings (windows that are not highlight windows) are proposed in Glen Road façade. Pedestrian approach to the detached dwelling extension is not applicable.</p> <p>Complies – see above.</p> <p>Can comply – standard stormwater condition recommended. On site retention to be demonstrated in building application.</p> <p>Complies – calculations reveal that no shadow is cast from this building to the property to the south.</p>
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<p>C2.1 Notwithstanding the lot boundary setbacks in clause 5.1.3, development in climatic zones 4, 5 and 6 of the State shall be so designed that its shadow cast at midday, 21 June onto any other adjoining property does not exceed the following limits:</p> <ul style="list-style-type: none"> <li>• on adjoining properties coded R25 and lower – 25 per cent of the site area;</li> </ul>	
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**Summary**

In conclusion, it is acknowledged that the original proposal may not have met the intent or expectations expressed within the Shire’s endorsed planning framework, including the Darlington Village Precinct Plan. This explains the extent of concern raised following advertising.

The applicant has demonstrated a genuine willingness to revise the proposal, in a material way, to respond to the officers’ assessment and the valid submissions made. The revised proposal accords with the character of the area and complies with planning requirements. Approval with conditions is recommended.

**VOTING REQUIREMENT**

Simple Majority

<p><b>COUNCIL DECISION RECOMMENDATION</b></p>	<p><b>C2.02.21</b></p>
<p>Moved by                      Cr Lavell</p>	<p>Seconded by                      Cr Cuthbert</p>

That Council resolves to grant planning approval to the proposed Home Business and Outbuilding on 22 (Lot 11) Brook Road, Darlington subject to the following conditions:

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;
2. All stormwater runoff shall be collected and/or contained on site and shall not discharge onto other land or reserves. Stormwater drainage plans must be submitted with the application for a building permit;
3. The Home Business shall be constructed in accordance with the approved plans (including any amendments marked in red) and to the required standard for the Bushfire Attack Level (BAL-29);
4. The Asset Protection Zone shall be established prior to construction and the property thereafter maintained in accordance with the Bushfire Management Statement approved by the Shire;
5. The approved outbuilding is not to be used for habitation, commercial or industrial purposes without the approval of the Shire;

- 
6. The approved living fence on Glen Road must be installed prior to occupancy of the Home Business and maintained throughout the life of the development to the satisfaction of the Shire;
  7. An application to install an on-site effluent disposal system must be submitted with the application for a building permit. The Home Business shall be connected to the approved on-site effluent disposal system installed to the satisfaction of the Shire`s Health Service prior to occupancy;
  8. This approval is only for a Home Business and Outbuilding as defined in the Local Planning Scheme No. 4 and shown on the approved plans (including any amendments marked in red);
  9. All preparation of food shall be undertaken in an approved kitchen to the satisfaction of the Shire;
  10. On site retail sale, display or hire of goods to the public is not permitted;
  11. All employee car parking must be contained on site;
  12. The home business shall not employ any more than two people who are not members of the occupier`s household;
  13. The premises shall maintain a residential appearance without external indications that the dwelling or outbuilding is used for anything other than residential or domestic use. All materials and equipment that relate to the approved use shall be stored within the building as shown or stated in the application;
  14. On-site advertising shall be restricted to a single sign that does not exceed 0.2sqm and does not include fluorescent colours or illumination;
  15. The use shall not give rise to car parking vehicle movements` noise or other emissions or impacts significantly in excess of those reasonably expected of the zone in which the dwelling is located;
  16. The use shall not detrimentally affect the amenity of the neighbourhood by emission of noise vibration light smell fumes smoke vapour steam soot ash dust grit oil liquid waste or other waste products or due to the use of electrical equipment that interferes with radio or television reception;
  17. This planning approval shall be personal to the applicant and shall neither run with the land nor be transferable or assignable to any other person or property; and
  18. The large native tree on the corner of Brook Road and Glen Road is to be retained (as marked in red) on approved plans.

**CARRIED 9/1**

**For:** Cr Daw, Cr Driver, Cr Burbidge, Cr Jeans, Cr Lavell, Cr Green, Cr Russell, Cr Cuthbert and Cr Collins

**Against:** Cr Martin

During debate on this item the following procedural motion was carried:

<b>COUNCIL DECISION MOTION</b>	<b>C3.02.21</b>		
Moved by	Cr Russell	Seconded by	Cr Lavell

That Cr Martin 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 10/0**

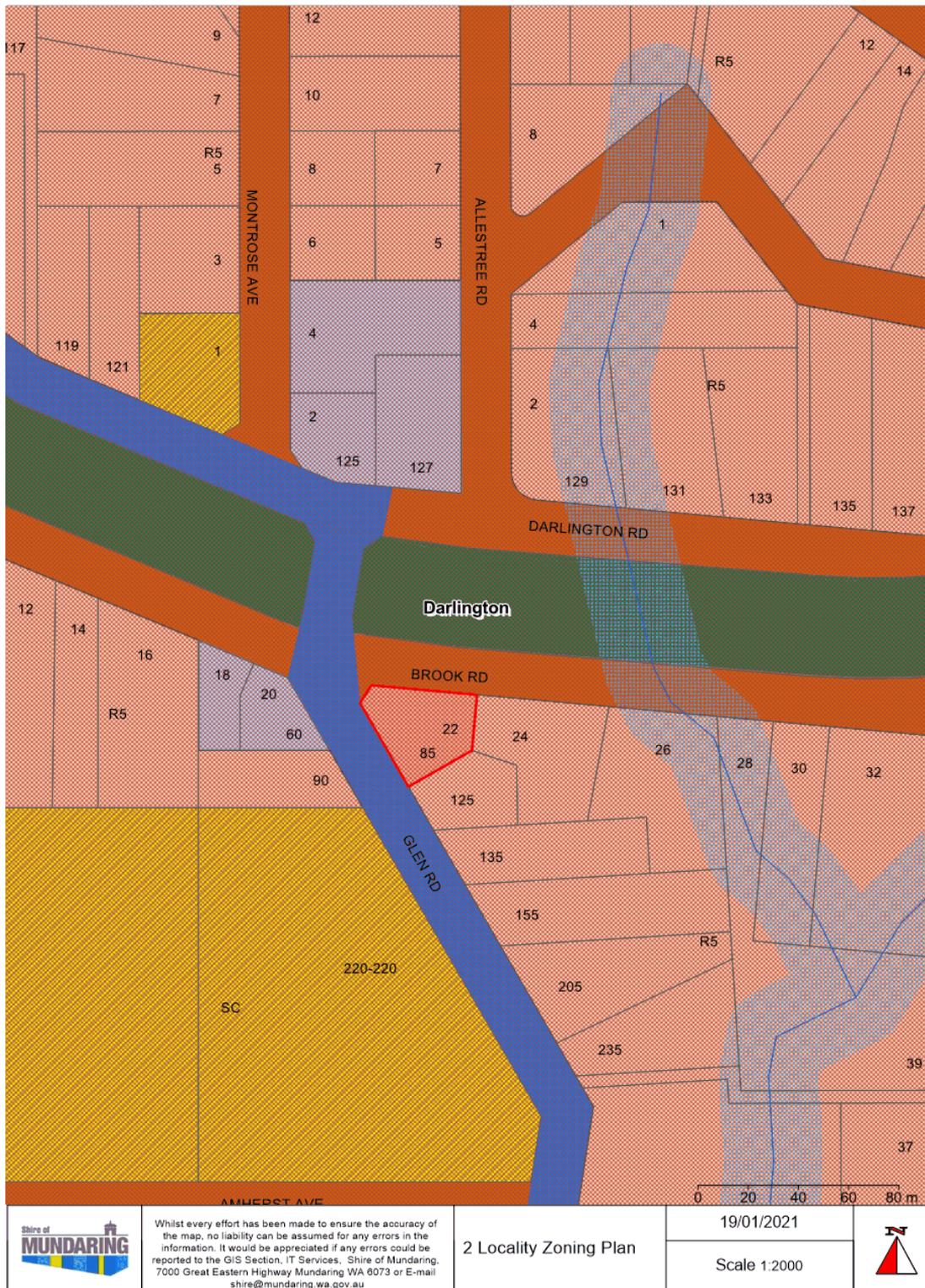
**For:** Cr Daw, Cr Driver, Cr Burbidge, Cr Jeans, Cr Lavell, Cr Martin, Cr Green, Cr Russell, Cr Cuthbert and Cr Collins

**Against:** Nil

7.24pm Cr Russell left the Council Chamber



	Whilst every effort has been made to ensure the accuracy of the map, no liability can be assumed for any errors in the information. It would be appreciated if any errors could be reported to the GIS Section, IT Services, Shire of Mundaring, 7000 Great Eastern Highway Mundaring WA 6073 or E-mail shire@mundaring.wa.gov.au	Attachment 1 Subject Lot	19/01/2021	
		22 Brook Road, Darlington	Scale 1:300	

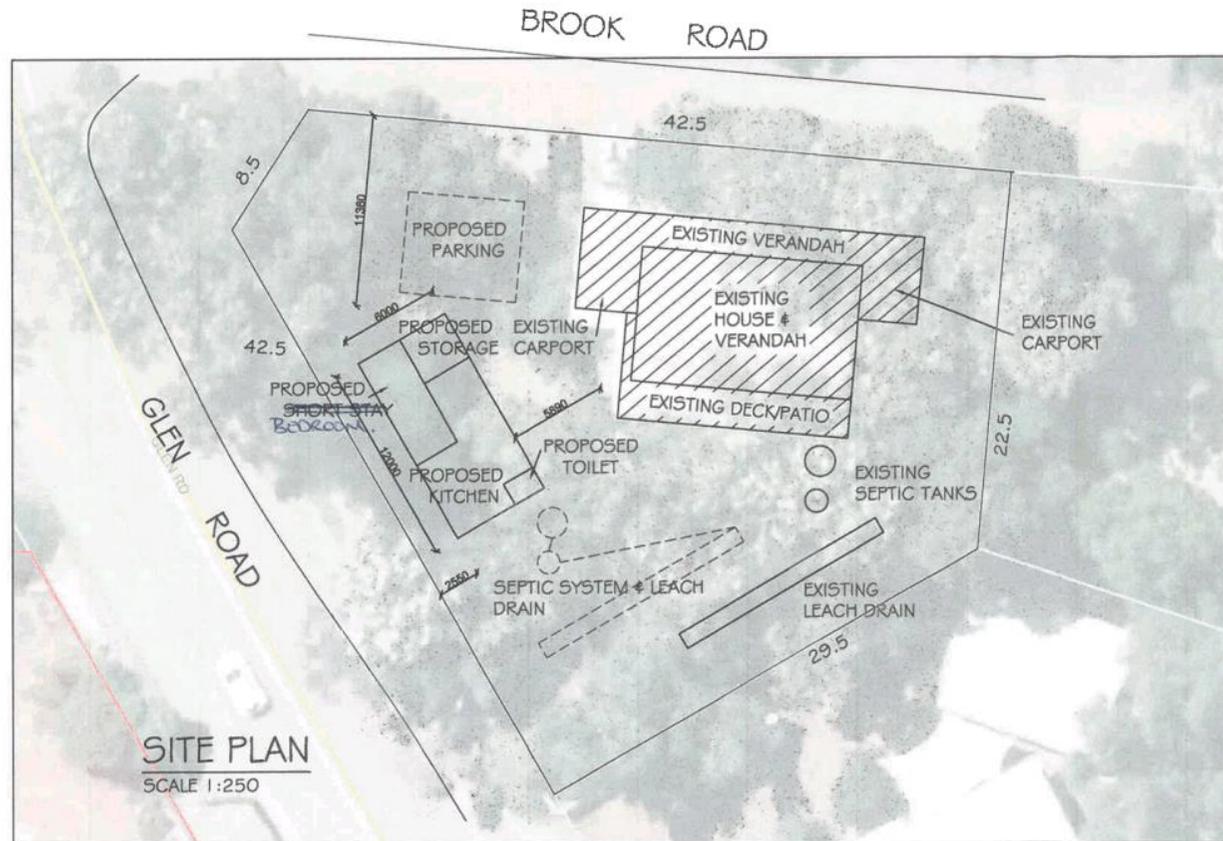




	Whilst every effort has been made to ensure the accuracy of the map, no liability can be assumed for any errors in the information. It would be appreciated if any errors could be reported to the GIS Section, IT Services, Shire of Mundaring, 7000 Great Eastern Highway Mundaring WA 6073 or E-mail shire@mundaring.wa.gov.au	3 Locality Aerial Plan		19/01/2021	
				Scale 1:800	



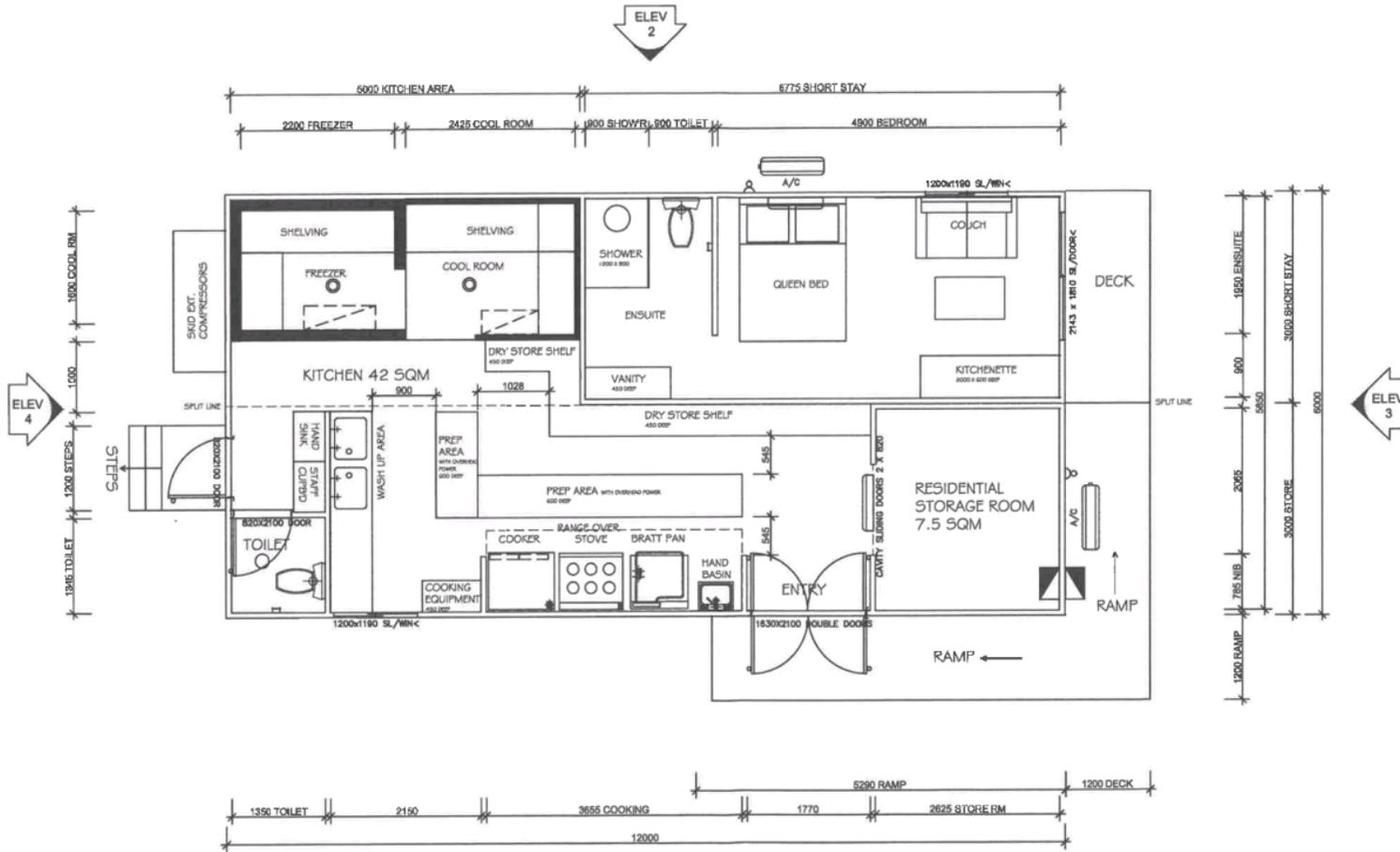
**SUPERCEDED**



22 BROOK RD, DARLINGTON  
PROPOSED KITCHEN, RESIDENTIAL STORE ROOM & TOILET

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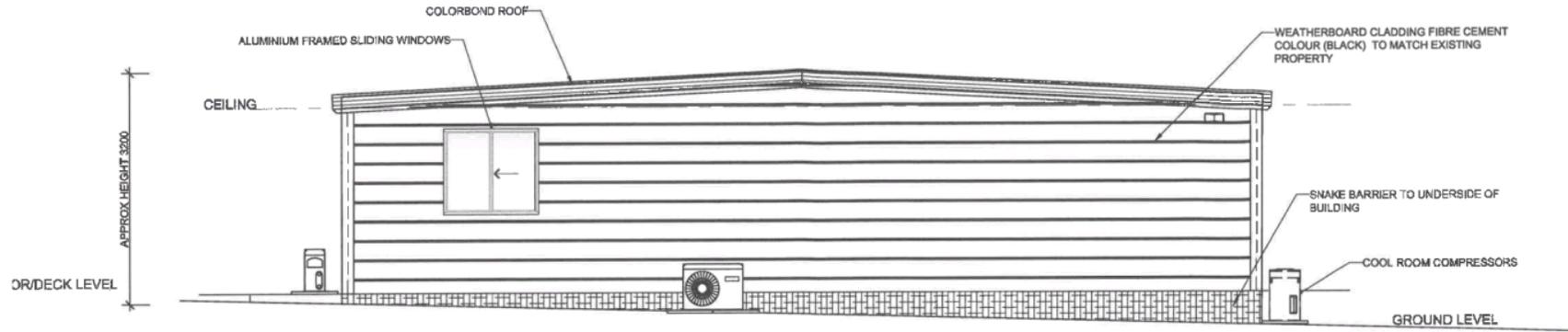


22 BROOK RD, DARLINGTON  
 PROPOSED KITCHEN, RESIDENTIAL STORE ROOM & TOILET

KITCHEN, STORAGE RM & TOILET - PLAN VIEW  
 SCALE 1:50

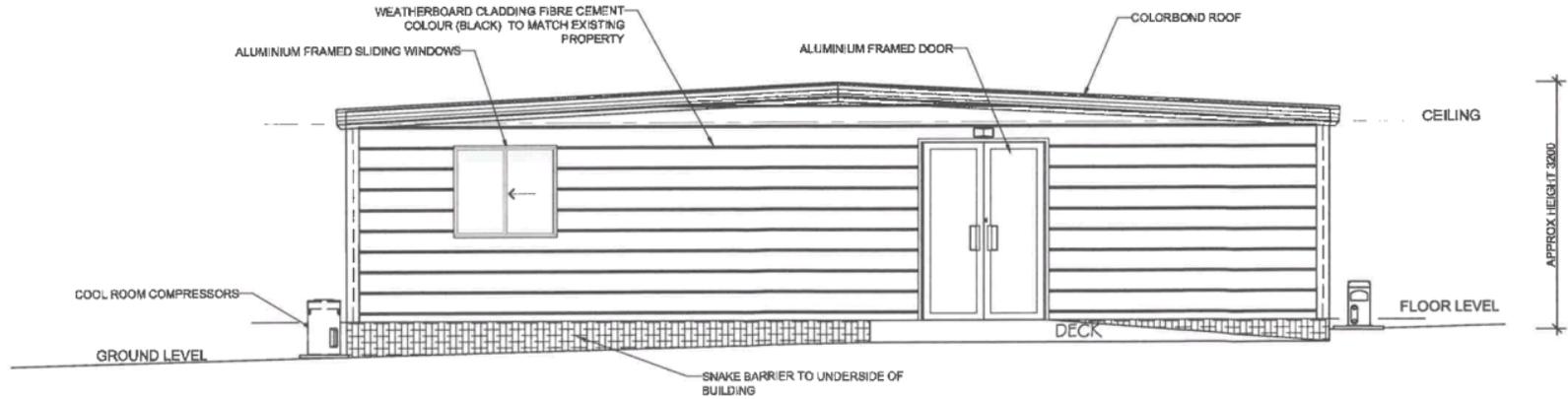
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**SUPERCEDED**



KITCHEN, STORAGE RM & TOILET - ELEVATION 2

SCALE 1:50



KITCHEN, STORAGE RM & TOILET - ELEVATION 1

SCALE 1:50

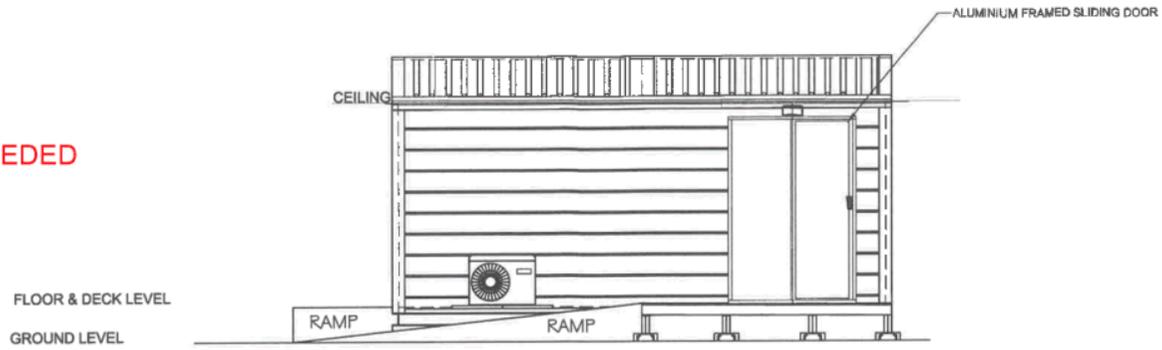


22 BROOK RD, DARLINGTON  
PROPOSED KITCHEN, RESIDENTIAL STORE ROOM & TOILET

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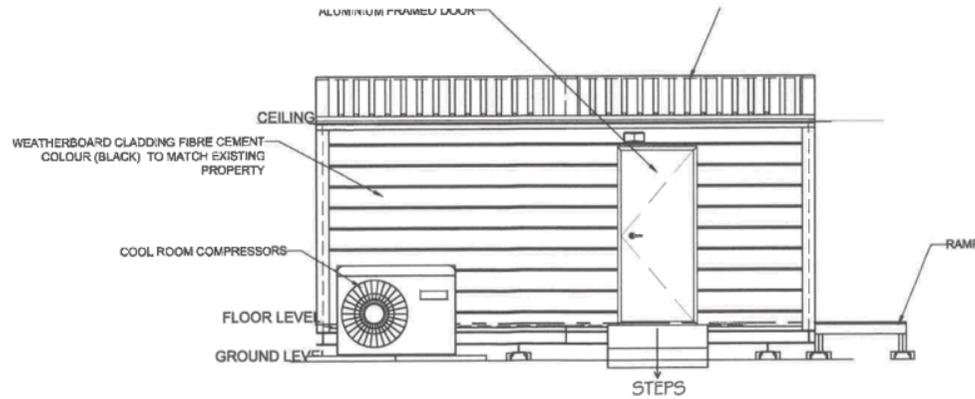


**SUPERCEDED**



KITCHEN, STORAGE RM & TOILET - ELEVATION 3

SCALE 1:50



KITCHEN, STORAGE RM & TOILET - ELEVATION 4

SCALE 1:50



22 BROOK RD, DARLINGTON  
PROPOSED KITCHEN, RESIDENTIAL STORE ROOM & TOILET

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REVISED PLANS

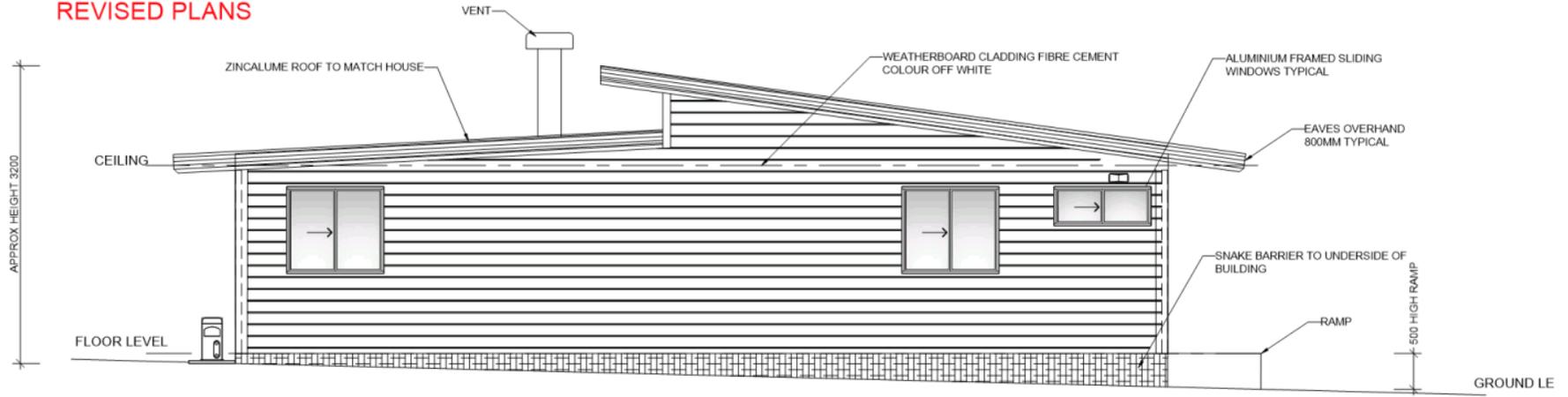


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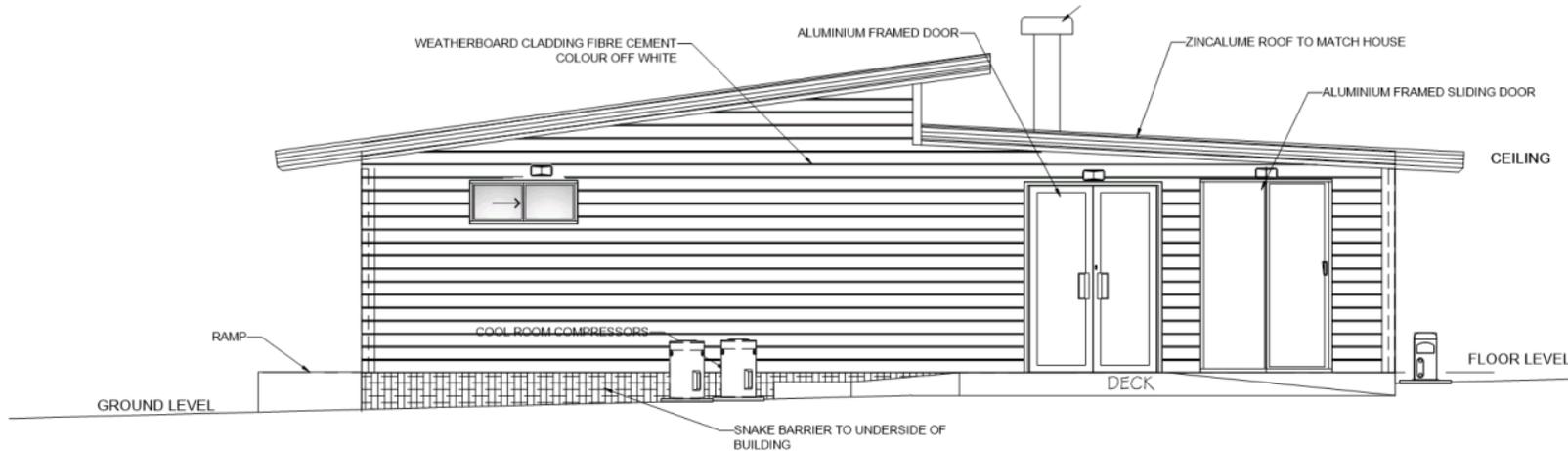


**REVISED PLANS**



KITCHEN, STORAGE RM & TOILET - ELEVATION 2V (GLEN ROAD SIDE)

SCALE 1:50



KITCHEN, STORAGE RM & TOILET - ELEVATION 1 (HOUSE SIDE)

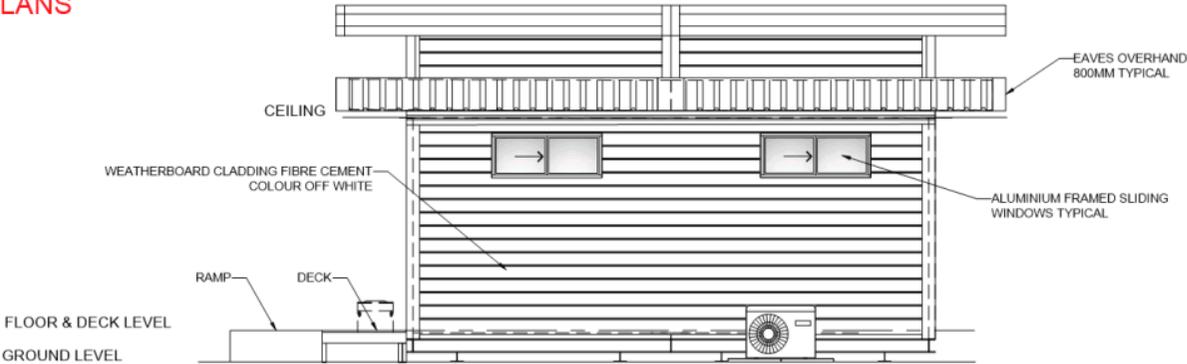
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 PROPOSED KITCHEN, RESIDENTIAL STORE ROOM & TOILET

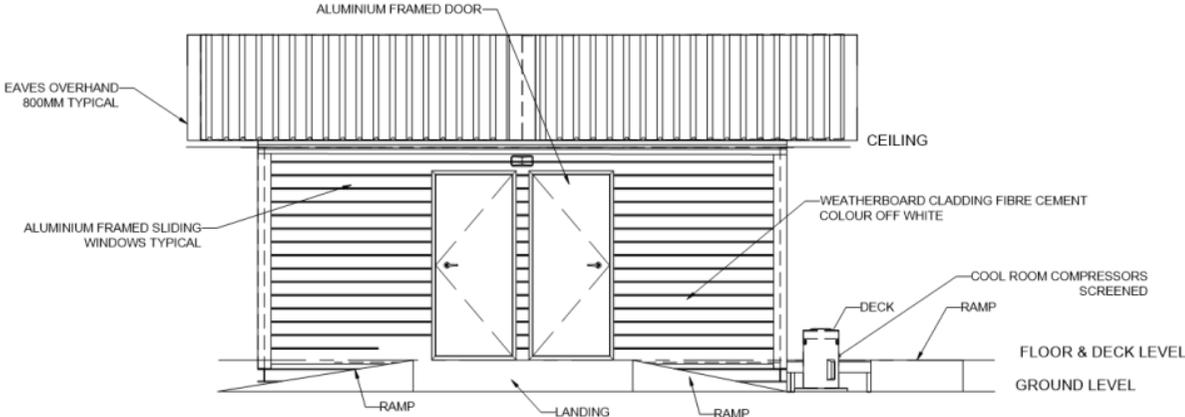
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REVISED PLANS



KITCHEN, STORAGE RM & TOILET - ELEVATION 3

SCALE 1:50



KITCHEN, STORAGE RM & TOILET - ELEVATION 4

SCALE 1:50



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REVISED PLANS



CURRENT NATIVE VEGETATION TO REMAIN IN ACCORDANCE WITH BAL REPORT



CLADDING WILL BE OFF WHITE HORIZONTAL WEATHERBOARDING TO MATCH HOUSE

SELECTION OF ESPALIER FRUIT TREES TO PROVIDE SCREENING AND FRUITS FOR THE COMMUNITY HEIGHT APPROX 1800MM



KITCHEN, STORAGE RM & TOILET - VIEW FROM GLEN ROAD

SCALE NTS



22 BROOK RD, DARLINGTON  
PROPOSED KITCHEN, RESIDENTIAL STORE ROOM & TOILET

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ADDRESS - 22 Brook Road, Darlington, Western Australia Dated - 8/12/2020



**P1: Location**  
 Acceptable Solution A1.1 Location has a determined BAL rating of BAL-29.

**P2: Siting and Design of Development**  
 Acceptable Solution 2.1 APZ (Asset Protection Zone). The subject development site has determined rating of BAL-29 with an APZ that is 11.3m to the North 21m to the East, 14m to the South and 2.5m to the West

**Landowners responsibility & Mitigation works for the site include:**  
 APZ of BAL-29 is able to be maintained with managed vegetation, reticulated lawns/gardens and non-flammable features.  
 Grass maintained at less than 5cm in height  
 Fine Fuel loads of 6mm or less maintained at less than 2t/Ha  
 Clear Separation of tree crowns adjoining or nearby  
 No tall shrubs less than 2m from structure  
 Trees to be low pruned (under Pruned) to at least 2m in height  
 No trees/shrubs less than 2m in height to be within 2m of dwelling and tall shrubs less than 2m are not in groups with a gap of 3x the height at maturity from dwelling  
 No trees crowns or branches overhanging dwelling.  
 Paths or non-flammable features to be immediately adjacent to dwelling. Wood piles or flammable materials stored at safe distance.

**P3: Vehicular Access**  
 Acceptable Solution(s)  
 3.1 Two Access routes - The site is accessed from Glen Road, with a connection to Darlington Road to the North and Leithdale Road to the South allowing for Access and Egress in both directions..  
 3.2 Public roads - already constructed public roads comply and no further construction is planned.  
 3.3 Cul-de-sac - No further construction planned  
 3.4 Battle Axe Blocks - N/A  
 3.5 Private Driveway - N/A  
 3.6 Emergency Access Way - N/A  
 3.7 Fire Services Access (perimeter Roads) - N/A  
 3.8 Firebreak Width - N/A

**P4: Water**  
 4.1 Reticulated areas - Hydrants located 40m to the South-East on Glen St  
 4.2 Non-reticulated areas - N/A  
 4.3 Individual lots >500sqm - N/A

## 10.2 Inclusion of Chidlow WWII Army Battalion Camp 4 into the Shire's Local Heritage Survey and/or Heritage List.

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<b>File Code</b>	PS.HTG 1
<b>Author</b>	Adam Olivari, Planning Compliance Officer
<b>Senior Employee</b>	Mark Luzi, Director Statutory Services
<b>Disclosure of Any Interest</b>	Nil
<b>Attachments</b>	1. Place Record - Chidlow Army Camps <a href="#">↓</a>

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<b>Landowner</b>	Crown (Landgate) Uzbek Pty Ltd
<b>Applicant</b>	Shire of Mundaring
<b>Zoning</b>	Residential R5 & Parks and Recreation
<b>Area</b>	N/A
<b>Use Class</b>	Nil

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### SUMMARY

Pursuant to Council's resolution of 8 December 2020, comment was sought on including the Chidlow WWII Army Battalion Camp 4 (the site) in the Local Heritage Survey and a portion of the site within Crown Reserve in the Local Heritage List.

Advertising is complete with no objections received. It is recommended Council resolves to include the site within the Local Heritage Survey and the portion of the site within Crown Reserve into the Local Heritage List.

### BACKGROUND

At its 8 December 2020 meeting, Council made the following resolutions:

1. to undertake advertising for the Chidlow WWII Army Battalion Camp 4 for the place record to be included in the Local Heritage Survey, for a period of 21 days; and
2. to undertake advertising for the portion of the Chidlow WWII Army Battalion Camp 4 located on Crown Reserve 34766 to be included in the Local Heritage List, for a period of 21 days, in accordance with Schedule 2, Part 3, clause 8 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

### STATUTORY / LEGAL IMPLICATIONS

Act/Regulations	Comment
<i>Heritage Act 2018</i>	Requires Local Government to prepare, review and update a Local Heritage Survey.

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<i>Planning and Development (Local Planning Schemes) Regulations 2015.</i>	Set out the requirements to prepare, review and update local heritage list/s, including consultation procedures.

## POLICY IMPLICATIONS

### Advertising Planning Applications Policy PS-01

The proposal to include the site in the LHS and HL has been advertised in accordance with Schedule 2, part 3, clause 8 of the *Planning and Development (Local Planning Schemes) Regulations 2015*. Where a proposal is to be advertised over the Christmas holiday period, the policy requires an additional seven days of advertising be added to the required advertising period.

### Heritage Planning Policy PS-02

The Heritage Planning Policy guides decisions on proposed development affecting places included on the Local Heritage List and Local Heritage Survey

## FINANCIAL IMPLICATIONS

Should Council resolve to request modifications or amendments to the place record sheet, the Shire may be exposed to further consultant fees.

## STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 3 - Built environment

Objective 3.4 – Preservation of local heritage buildings and places of interest

Strategy 3.4.1 – Effective planning controls to preserve and maintain heritage buildings and places of interest

## SUSTAINABILITY IMPLICATIONS

Preserving cultural heritage and advocating for the protection of local heritage places is an important part of sustaining the broader social identity of the Shire.

## RISK IMPLICATIONS

**Risk: Risk:** Reputational – A heritage site of importance to members of the community would not be formally recognised or protected if not included in the Local Heritage Survey or Local Heritage List

Likelihood	Consequence	Rating
Likely	Minor	Moderate
<b>Action / Strategy</b>		
Include the site in the Local Heritage Survey and/or the Local Heritage List		

## EXTERNAL CONSULTATION

In accordance with Council's resolution of 8 December 2020, the consultation period commenced on 10 December 2020 and ended on 11 January 2021 (32 days), allowing for additional comment time over the Christmas holiday period.

In addition to affected landowners being invited to comment on the proposal, special interest groups such as the Mundaring and Hills Historical Society and the Chidlow branch of the RSL were invited to comment on the proposal noting their previous representations to Council regarding this site.

The Shire received one submission, comprising a letter of no objection.

## COMMENT

To acknowledge the cultural historic significance of the Chidlow WWII Army Battalion Camp 4 (the site), Shire staff engaged heritage consultants (Hocking Heritage + Architecture) to undertake a heritage assessment of the site, and produce a place record (**Attachment 1**) for potential inclusion in the Local Heritage Survey and the Local Heritage List.

Council must consider any submission received and whether or not to include the place record in the Local Heritage Survey and the portion of the site within Crown Reserve 34766 in the Local Heritage List.

It is recommended Council resolves to:

- Add Chidlow Army Camp 4 (all sites) place record into the Local Heritage Survey; and
- Add those camps within Crown Reserve 34766 into the Shire's Local Heritage List as having 'considerable significance' (Category 2).

## VOTING REQUIREMENT

Simple Majority

<b>COUNCIL DECISION RECOMMENDATION</b>	<b>C4.02.21</b>		
Moved by	Cr Jeans	Seconded by	Cr Cuthbert

That Council:

1. Resolves to include the Chidlow WWII Army Battalion Camp 4 in the Local Heritage Survey;
2. Resolves to include the portion of the Chidlow WWII Army Battalion Camp 4 located on Crown Reserve 34766 in the Local Heritage List as having 'considerable significance' (Category 2);
3. Pursuant to schedule 2, part 3 clause 8(4)(a) of *the Planning and Development (Local Planning Schemes) Regulations 2015*, gives notice to the Heritage Council of Western Australia of the decision to include the site in the Local Heritage List;
4. Pursuant to schedule 2, part 3 clause 8(4)(b) of *the Planning and Development (Local Planning Schemes) Regulations 2015*, gives notice to the landowner of the affected site of the decision to include the site in the Local Heritage List; and

- 
5. Gives notice to the landowner of 107-117 Northcote Street, Chidlow of the decision to include the site in the Local Heritage Survey.

**CARRIED 9/0**

**For:** Cr Daw, Cr Driver, Cr Burbidge, Cr Jeans, Cr Lavell, Cr Martin, Cr Green, Cr Russell, Cr Cuthbert and Cr Collins

**Against:** Nil

Cr Russell had previously left the Council Chamber and did not vote on this item.

During debate on this item the following procedural motion was carried:

<b>COUNCIL DECISION MOTION</b>	<b>C5.02.21</b>
Moved by Cr Russell	Seconded by Cr Lavell

That Cr Martin 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 10/0**

**For:** Cr Daw, Cr Driver, Cr Burbidge, Cr Jeans, Cr Lavell, Cr Martin, Cr Green, Cr Russell, Cr Cuthbert and Cr Collins

**Against:** Nil

7.32pm Cr Russell returned to the Council Chamber

**Shire of Mundaring Municipal Inventory**  
Place Record Sheet: Chidlow Army Camp Site



<b>LOCATION INFORMATION</b>		Photo: View of remnant floor slab	
		Date: February 2020	
		Source: Hocking Heritage + Architecture	
HCWA Reference N <sup>o</sup> .	26306	Other Ref N <sup>o</sup> .	
Name of Place	Chidlow WW2 Army Battalion Camp 4		
Other Name (1)	Camp 4		
Other Name (2)			
<b>Location/Site/Address:</b>			
Street Number	-----	Street Name	Betty Street
Suburb/Town	Chidlow		
Other Locational descriptor	Area bounded by Old Northam Road, Thornwick Crs, the lot boundary of Lot 351 Reserve 34766, Ash Rd, Betty St and Northcote Street		
Local Government Authority	Shire of Mundaring		
Map References:			
Map Name	Perth BG34	Map scale	
Rectangle		Northing	-31.857657
		Easting	116.279548
Area (ha)	9 ha		
<b>OWNERSHIP &amp; LAND DESCRIPTION</b>			
Owner	Address	Status	
Private	-----	Freehold	
State Government	Crown Reserve 34766	Reserve	
<b>Land Description</b>			
Reserve No.	Lot/Location No.	Plan/Diagram	Vol/Folio
	267, 268, 269	DP222250	1271/162; 1641/799; 1348/167
	289, 290, 291, 293	DP143671	279/82A; 11/173A; 1449/379; 364/6A
34766	351	DP91148	LR3148/316
	383	DP409927	2923/677
	384	DP412252	2945/837
<b>DESCRIPTION:</b>			

February 2020

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**Shire of Mundaring Municipal Inventory**  
Place Record Sheet: Chidlow Army Camp Site

Construction Date (1)	c.1942		
Construction Date (2)			
Source/Details	Australian Army Records		
Site Type	Other		
<b>Use(s) of Place</b>			
Original	Army Camp	Present	Vacant
Architect/Designer (1)	Australian Army		
Architect/Designer (2)			
Other Associated Persons	Lieutenant General Gordon Bennett, Commanding Officer of III Corps WA; Francis Michael Forde, Minister for the Army (1941-1945) and Acting Prime Minister in John Curtin's absence		

<b>Description</b>	
Construction Materials <i>(use fields below)</i> :	
Walls	N/A
Roof	N/A
Other	Concrete Floor slab
Modifications	Building structure removed
Condition	Poor
<b>Integrity:</b>	
Low – the remaining slabs from the former structures on the site	
<b>Description:</b>	
<p>The remaining evidence of Camp 4 lies in a number of concrete pads scattered across the Reserve and on adjacent private property. The pads are mainly in the bush of the Reserve and obscured by trees and other vegetation.</p> <p>Scarring on some of the pads is visible in places indicating the location of walls however none of the walls remain extant and the pads do not provide much indication of former use.</p> <p>The pads are raised off the ground approx. 200-1000mm. Rusted fixings remain evident in some of the pads. One of the larger pads, measuring approx. 35m x 8m also has two sets of concrete steps extant.</p> <p>Another of the pads has a smashed slab which shows the footings to be smooth concrete on the external side and corrugated on the internal side. There appears to be a void under the slab. Remnant broken asbestos cladding was found over one of the pads, likely to be wall cladding and not roof cladding.</p> <p>The pads are scattered over an area totalling approx. 9ha with some of them grouped together in twos and threes whilst others appear to be just a single slab.</p>	

**Shire of Mundaring Municipal Inventory**  
Place Record Sheet: Chidlow Army Camp Site

**History of the Place:**

The Mundaring area, including Chidlow, covers the traditional lands of the Whadjuk Noongar people who lived a nomadic hunter-gather lifestyle. The name Mundaring is believed to come from an Aboriginal word meaning ‘a high place on a high place’ or ‘a place of the grass tree leaves’.

European settlement of the Mundaring area, which began in the 1840s with timber-cutting, quarries, orchards and small-scale farms, began to disrupt this way of life, which continued as settlement expanded into the late nineteenth and early twentieth-century. The locality of Chidlow was established in 1883 around a well which had been sunk as early as the 1830s when the Northam Road was surveyed.

Chidlow’s development continued throughout the nineteenth century and in the mid twentieth-century was chosen as a military camp location during WW2. With Japan’s entry into the war in December 1941 the strategic picture of the Indian and Pacific Oceans changed. The fall of Singapore on 15 February 1942, the bombing of Darwin, and the attack on Broome in February and March that same year resulted in the perception that the threat of attack by the Japanese was imminent. This led to additional troops being deployed in Western Australia, many of which came from the eastern states.

Historical plans indicate that Chidlow WW2 Army Battalion Camp 4 was one of at least seven camps established in Chidlow to accommodate these troops, though there may have been as many as eleven camps in this location. The camps were used to house and train troops between 1942 and 1944.

The first troops arrived at Chidlow in March/April 1942 setting up a basic camp but shortly after were moved to Geraldton, whilst other troop arrivals were sent to Melville, Moora, and Bellevue. Further battalion sized camps were also established at Gingin, Dandaragan, Mingenew, Mullewa and Morowa.

The construction of the Chidlow camp continued though it is unclear whether any troops were permanently stationed there at that time. It was chosen for a number of reasons, including its inland location, proximity to a railway line, forested environment, and because it was still close to Perth. Various troops moved through the camp during 1942 and the information from local residents seems to indicate that Chidlow acted as a staging post for troops to be given training prior to being deployed elsewhere.

Some more permanent occupation of the Chidlow camp appears to have occurred in 1943, and the last group to occupy the camp was an artillery unit, 1<sup>st</sup> Armed Brigade Group, in July 1944. Although it appears a number of groups passed through the camp, it is understood that Chidlow WW2 Army Battalion Camp 4 housed approximately 500 men.

The camps at Chidlow were built by the Commonwealth Department of Interior. Progress of construction was delayed because of poor weather and changes in design. The camp structures at Chidlow were typically timber framed and clad with corrugated iron. Dependent on the use some buildings such as kitchens, showers and administration buildings had concrete floor slab. The site had an established drainage system. Other buildings such as the barracks had wooden or earth floors. Also at the campsites were prepared grounds for the erection of tents. This type of construction was typical for army camps during World War II.

At the close of WW2, Chidlow became a source of materials for Army units which removed many of the structures to utilise elsewhere. By 1950 the land had been identified as surplus and, along with the other army camps, was identified for disposal.

**SIGNIFICANCE**

Historic theme (s)	501 Outside Influences: World wars and other wars 108 Demographic settlement and mobility: Government Policy 203 Transport and Communications: Road transport
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**Shire of Mundaring Municipal Inventory**  
Place Record Sheet: Chidlow Army Camp Site

<b>Statement of Significance</b>		
<ul style="list-style-type: none"> <li>• The concrete pads of Chidlow Camp 4 have some aesthetic value as remnant structures in the relatively undisturbed bushland.</li> <li>• The place provides an example of Western Australia's change in strategic importance due to the entry of Japan into World War 2.</li> <li>• The remains have historic value for their association with World War 2 and the intense period of training by the AIF in preparation for overseas service. The number of troops in Chidlow and the density of construction in the bushland would have affected the small Chidlow community.</li> <li>• The remains and their surrounds have scientific value for the potential to provide valuable information about the lives of soldiers deployed to train and protect Western Australia during the latter part of WW2.</li> <li>• The place provides the potential to identify and confirm the layout of such camps and whether they deviated from plans initially drawn by the Department of Defence.</li> <li>• The place has social value as members of the Mundaring community have undertaken their own archaeological investigations and lobbied state and local government to ensure the history of the place is recorded.</li> </ul>		
<b>Recommendation/Conservation Strategy</b>		
Category 2 - Considerable Significance Very important to the heritage of the locality. Conservation of the place is highly desirable. Any alterations or extensions should reinforce the significance of the place.		
<b>OTHER INFORMATION</b>		
<b>Bibliography:</b>		
Hogarth, T & McKenzie-Smith, G (2011) 'Chidlow Army Camps WWII Report', prepared for the Mundaring and Hills Historical Society (Inc) in June 2011, Funded by the Department of Veterans Affairs. State Heritage Office, Preliminary Review P26306 Chidlow WW2 Army Battalion Camp 4, 7 November 2019. Chidlow's Army Camp WA, in Australia During WWII, document from Ozatwar website, <a href="https://www.ozatwar.com/index.htm">https://www.ozatwar.com/index.htm</a>		
<b>Listing and Assessment:</b>		
<b>Assessor (s) Name</b>	<b>Assessor (s) Address/Phone</b>	
Hocking Heritage + Architecture	156 Onslow Road Shenton Park, 9388 2810	
<b>Nominee's Name</b>		
Shire of Mundaring	Following assessment by State Heritage Office November 2019	
<b>State Register of Heritage Places:</b>	No	Date:
<b>Classified by the National Trust</b>	No	Date:
<b>Register of the National Estate</b>	No	Date:
<b>Local Town Planning Scheme</b>	No	Date:

**Shire of Mundaring Municipal Inventory**  
**Place Record Sheet: Chidlow Army Camp Site**

Selected Images from the Australian War Memorial showing Chidlow Camps July 1943 and photographs of extant fabric taken February 2020.



February 2020

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**Shire of Mundaring Municipal Inventory**  
**Place Record Sheet: Chidlow Army Camp Site**



The following photos were taken in February 2020 showing the extant fabric of Camp 4. The site numbering is based on the plan that was created by Andrew Arnold, FESA Unexploded Ordnance Liaison Officer included in the Chidlow Army Camps WWII Report prepared for the Mundaring and Hills Historical Society 2011. Site 4 was not identified during the 2020 site inspection.

February 2020

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**Shire of Mundaring Municipal Inventory**  
**Place Record Sheet: Chidlow Army Camp Site**



Site 1



Site 2



Site 3



Site 5

February 2020

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**Shire of Mundaring Municipal Inventory**  
**Place Record Sheet: Chidlow Army Camp Site**



Site 6



Site 7



Site 8



February 2020

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**Shire of Mundaring Municipal Inventory**  
Place Record Sheet: Chidlow Army Camp Site

	 <p>Site 9</p>
  <p>Site 10</p>	

**Shire of Mundaring Municipal Inventory**  
Place Record Sheet: Chidlow Army Camp Site



Location Plan showing sites 1-10

## 10.3 Resilience Grant Application - Perth Hills Caravan Park and Market Village

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<b>File Code</b>	EM.IMT 3
<b>Author</b>	Tracey Peacock, Community Capacity Building Officer
<b>Senior Employee</b>	Kirk Kitchin, Acting Director Strategic & Community Services
<b>Disclosure of Any Interest</b>	Nil
<b>Attachments</b>	1. Resilience Grant Application - Perth Hills Caravan Park and Market Village <a href="#">↓</a>

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### SUMMARY

An application has been received from Perth Hills Caravan Park and Market Village for a Resilience Grant of \$23,535.

The applicant is seeking funds to establish a permanent market village, supporting local producers and artisans to adapt and be sustainable, enhancing business partnerships and networks and encouraging people to 'buy local'. The applicant also seeks support to continue holding successful camp-out events, which will invite visitors to the region.

It is recommended that a Resilience Grant to the value of \$13,392 be awarded to the applicant as outlined in **Attachment 1**.

### BACKGROUND

At the Special Council Meeting held on 22 July 2020, Council endorsed the guidelines and structure of the Recover Together COVID-19 Relief & Recovery Fund (SC2.07.20). The 2020/2021 Recover Together COVID-19 Relief & Recovery Fund budget is \$232,500. The budget for the Resilience Grant level is \$65,000. Two applications to the value of \$47,243.90 have been approved at this level.

The Recover Together COVID-19 Relief & Recovery Fund was developed to financially assist incorporated not-for-profit groups, unincorporated community groups (under the auspices of an incorporated group), businesses, and business groups located and operating within the Shire.

The aim of the Fund is to build community and local business and industry resilience and connectedness, through support for community networks and business and community-led initiatives, which address the impacts of COVID-19. The grants are funded at four levels:

- Restart Grants to the value of \$500 for small initiatives and items that will assist in recovery and 'restarting';
- Reconnect Grants to the value of \$501 to \$2500 for initiatives that benefit community groups and their members and local business and industry. Business applications at this level must demonstrate a collective benefit to their sector and the broader community;
- Rebuild Grants to the value of \$2501 to \$10,000 that support initiatives that are of wider community or economic benefit; and
- Resilience Grants to the value of \$10,000 plus that support large-scale initiatives that will generate broad community or economic benefit.

In addition to meeting the selection criteria, Council, as outlined in the program guidelines, will also take into consideration:

- How the initiative addresses the impacts of COVID-19;
- How the initiative targets community members most impacted by COVID-19;
- The rebuilding of the arts and culture sector;
- The number of community members reached;
- Involvement of local organisations or groups;
- Duplication of existing services; and
- Value for money.

The Recover Together COVID-19 Relief & Recovery Fund provides the Shire with opportunities for positive promotion. The Grant Guidelines and associated Funding Agreement outline the requirement, on acceptance of funding, that the groups acknowledge the support they receive from Shire of Mundaring. This helps people understand one of the ways Shire revenue is spent in the local community. It may also encourage other community organisations undertaking similar activities to consider approaching the Shire for a grant. The types of promotion include:

- Provide a written invitation to a Council representative to attend the project launch.
- Publicise the Shire's financial support for the project through:
  - At least one media article;
  - Including the Shire's name or logo on any promotional or program material;
  - Displaying Shire of Mundaring signage during events;
  - Verbally acknowledging the Shire's support during speeches; and
  - Promoting events on the event calendar on the Shire's website.

The Recover Together COVID-19 Relief & Recovery Fund was promoted widely in the community through advertising in the local newspaper, Shire website, Community Connect newsletter, community presentations, community group email network, social media and posters at Shire sites and community noticeboards.

The application to be considered by Council is from Perth Hills Caravan Park in the amount of \$23,535.

### **STATUTORY / LEGAL IMPLICATIONS**

Recover Together COVID-19 Relief and Recovery – Resilience Grants are awarded by Council as per its decision SC2.07.20.

### **POLICY IMPLICATIONS**

The grant is in line with the Shire's Community Funding Policy CD-02.

### **FINANCIAL IMPLICATIONS**

There is \$266,500 listed in the 2020/21 annual budget and corporate business plan for the Shire's Recover Together – COVID-19 Relief and Recovery Fund. This amount comprises a \$232,500 grant pool. There is \$17,756.10 remaining in the Resilience Grant level pool meaning this request cannot be met within the allocated budget.

The Restart and Reconnect level budgets are unexpended in the amounts of \$21,040 and \$33,631.10 respectively, and as such, additional funds could be sourced from these levels.

If these levels are then exhausted, Council may decide, at a subsequent meeting, to allocate funds from the unallocated pool listed in the corporate business plan (\$126,965) to the Recover Together COVID-19 Relief and Recovery Fund.

The recommendation to award a lower grant of \$13,392 can be met within the existing Recover Together – COVID-19 Relief and Recovery Fund budget.

## STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 1 - Community

Objective 1.1 – Healthy, safe, sustainable and resilient community

Strategy 1.1.1 – Provision of sport, recreation and community facilities

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

Strategy 1.1.4 – Support community collaboration and community-led initiatives and activities

Strategy 1.1.5 – Encourage and promote neighbourliness

Objective 1.2 – Flourishing local business

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

Strategy 1.2.2 – Encourage ‘buy local’

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

## SUSTAINABILITY IMPLICATIONS

### Social

- Assist local business and industry to adapt and be sustainable;
- Rebuild local arts and culture;
- Increase community connectedness;
- Promote and improve the health and wellbeing of residents;

### Economic

- support tourism and economic development initiatives; and
- support development and re-establishment of artistic and cultural activities.

## RISK IMPLICATIONS

**Risk: Reputation** – Council faces a reputational risk if the Recover Together COVID-19 Relief and Recovery Fund budget is not expended in an effective, strategic and equitable manner.

Likelihood	Consequence	Rating
Unlikely	Moderate	Moderate
<b>Action / Strategy</b>		
The risk is mitigated through ongoing and periodic review of the program.		

<b>Risk:</b> Financial – The risk of funds mismanagement by grant recipients.		
<b>Likelihood</b>	<b>Consequence</b>	<b>Rating</b>
Unlikely	Minor	Low
<b>Action / Strategy</b>		
The risk is mitigated through the eligibility and assessment process, whereby applicants must provide evidence of their capacity to complete and acquit the program/activity and sign a service agreement with the Shire.		

**EXTERNAL CONSULTATION**

Consultation was undertaken with applicant groups and referees as required.

**COMMENT**

The application has been reviewed and a report compiled (refer **Attachment 1**).

A summary of the application is noted below:

Perth Hills Caravan Park and Market Village seeks support to establish a market village, which will benefit local producers and micro-businesses and encourage people to buy local. The market village is the first stage of a larger project. It will offer the opportunity for local small businesses that usually sell their products at market events to have a permanent space to display and sell their products. Products will be sold on consignment, with businesses receiving 70% of the recommended retail price and the applicant receiving 30% to cover rent, staffing and utilities.

The market village concept will enable these businesses to become more resilient in the event that market events are cancelled due to COVID-19, by offering them an alternative avenue to continue trading. The consignment fee will cover the out of pocket costs that businesses would otherwise need to find if they had their own shopfront.

Support to continue running successful camp-out events at the Caravan Park is also sought. Recent events held at the site have been well attended, bringing people into the Shire.

Approval of funds towards the market village will enable the applicant to proceed with stage one of the overall project, which has generated community interest, participation and anticipation, particularly for the businesses waiting to display and sell their products. Support for this component of the overall project can be managed within budget and within the intent and scope of the fund as an initiative that assists local business and industry to adapt and be sustainable, and enhances business partnerships and networks.

From a planning perspective, the building has non-conforming use rights for ‘shop’. The proposed market village use falls into the category of shop, so no planning approval is required.

Funding of wages at this level of the Fund will enable the business to ensure that they have appropriately trained and suitable levels of staff to deliver the market village project.

Notwithstanding the economic and community benefits outlined, Council may determine that that application does not actively address the direct impacts of COVID-19.

**VOTING REQUIREMENT**

Simple Majority

**COUNCIL DECISION  
RECOMMENDATION**

**C6.02.21**

Moved by Cr Collins                      Seconded by Cr Martin

That Council awards a Resilience Grant to Perth Hills Caravan Park to the value of \$13,392.

**CARRIED 10/0**

**For:** Cr Daw, Cr Driver, Cr Burbidge, Cr Jeans, Cr Lavell, Cr Martin, Cr Green, Cr Russell, Cr Cuthbert and Cr Collins

**Against:** Nil

**Recover Together COVID-19 Relief & Recovery Fund  
Resilience Grant Assessment against Selection Criteria**

The applications are summarised below:

**Applicant Group:** The Trustee for The Ivy & Coot Trust - Trading As Perth Hills Caravan Park & Market Village  
**Project:** Permanent Market & Community Group Programs

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1. **Meets eligibility requirements?**  
Yes. The applicant is a Discretionary Investment Trust located in Mundaring.
2. **Meets Shire Strategic Community Plan objectives**  
Strategic Community Plan 2020/2030  
Goal 1: Community – Healthy, safe, sustainable and resilient community  
Objective 1.2 – Flourishing local businesses  
Strategy 1.2.1 – Support business collaboration and be a business-friendly local government  
Strategy 1.2.2 – Encourage ‘buy local’  
Strategy 1.2.3 – Support tourism development and promote the distinctive character of the attractions of the district including arts, food, sustainability and natural environment
3. **Brief Description of Project**  
The current owner of the Perth Hills Caravan Park and Market Village located at 5235 Great Eastern Highway purchased the Park in February 2020, just prior to COVID-19. The owner’s primary focus was to clean the Caravan Park up to make it a nice home for current residents. It was soon apparent that there was also a need to create a more vibrant and inviting space, with the changes made to date already increasing the sense of belonging among the current isolated and vulnerable residents.

The applicant now wishes to establish a permanent market village, coffee shop, dessert bar and a community meeting space, all with the aim of creating a hub of activity and revitalising the site. These initiatives will bring the community together at the site and create a more inviting place for visitors to the area. The site is the only Caravan Park in the shire and the only dump point between Midland and Northam and is therefore in a unique position to entice people to stay, visit, recreate and patronise local businesses.

Perth Hills Caravan Park and Market Village also aims to build a safe, welcoming and inviting community for vulnerable people who may be seeking cheaper living arrangements or have had to change their accommodation due to loss of employment.

The applicant is seeking funds to establish a permanent market village to benefit local producers and micro-businesses and encourage people to buy local. The applicant also seeks support to continue holding successful camp-

out events, which will invite visitors to the region (see Appendix 1 – Project brief).

**4. Project Rationale**

The Shire's COVID-19 Community Impact Survey highlighted that the main issues experienced by the local community are loss of employment, financial difficulties, social isolation and mental health issues. The initiatives to be undertaken as part of the overall project aim to address these issues in a number of ways, including through the creation of a community hub that will benefit local business, community groups and bring the wider community together.

The market village is the first stage of the project and will offer the opportunity for local small businesses that usually sell their products at market events to have a permanent space to display and sell their products. The market will be set up in the building that fronts Great Eastern Highway, formerly known as Mahogany News & Supermarket. The market village concept will enable these businesses to become more resilient in the event that market events are cancelled, by offering them an alternative avenue to continue trading. The project will also offer an opportunity for those who have lost employment, but may have a hobby or micro-business idea, to have a space to market and sell their product. A list of businesses who are waiting to put stock in the market village has been provided (Appendix 2 – Vendor list). Products will be sold on consignment. The market will sit alongside the Sticky Fingers Lolly Shop, which has recently been purchased and relocated to the site.

A recent Halloween camp-out event held at the site was very well received and attended, highlighting the need to bring families together. The Park was fully booked and received positive feedback, with many families booking return visits, bringing people into the Shire.

The applicant has also identified the need for a safe and inclusive place for community groups to meet. Whilst a meeting room will be provided, the intent is that community groups can utilise the whole space to meet and run workshops on a range of topics and for a range of interests. The establishment of this community space will provide access to various services and support networks, giving people a place to connect over shared interests and attend community events. This part of the overall project will be undertaken at a later stage, as planning approvals are required for general public use of the site.

**5. Project Plan**

The following initiatives will be undertaken in 2021:

- Establishment of a permanent market, where local producers and micro-businesses can display their products for purchase. The market village will allow businesses to place their products in a permanent market stall. Space will be available for businesses to run workshops or host demonstrations of their product (pending planning approval). A gift-wrapping station will be included to provide shoppers with a one-stop local gift purchasing option.

- Creation of a permanent local history room in partnership with Mundaring & Hills Historical Society and Lost Mundaring & Surroundings, to be curated by Owen Briffa. This will support Lost Mundaring & Surroundings with a permanent space, in addition to the mobile history museum that is taken to community events. In the case of event cancellations, the permanent display can remain in place and continue to operate.
- Creation of a community meeting space, which can be utilised by local not for profit community groups for meetings, workshops to upskill community and for general interest. Facilities available will include WIFI, tables/chairs and a children's play area. This project requires planning approval and as such does not form part of this application; however, it is part of the applicant's overall vision for the site and for the local community.

Grant funds will assist with the cost of establishing the market village including stalls/shelving to hold signage and product, contactless payment system, wages to employ a coordinator for a six month period and signage (see Appendix 3). The applicant also requests support for items that will initially support the camp-out events and eventually the proposed community space including permanent tables and chairs for the Caravan Park, permanent outdoor nature play equipment and a BBQ.

The overall project will address the needs of people through community involvement, including micro hobby businesses. This helps with the effects of social isolation and financial hardship that they may be experiencing. It offers the wider community a place to go where they can support local businesses in one hub. A permanent market place creates a meeting space for people to gather. The space can hold craft workshops, children's activities and adult craft days. The meeting room attached can host events to address social isolation, anxiety, depression, meetings of book clubs, writing groups, and youth workshops, which can be incorporated with a camp out at the caravan park. Local music and art events can be held on the lawn area. A children's play area will allow parents and families to come together with their children, play, cook on the BBQ, connect and socialise. The site can also be utilised by groups such as Girl Guides and Scouts for camps and other activities. Not just a place for community groups, the coffee shop will also cater for passers-by and the general community to stop, purchase food and drinks and frequent the market at the same time.

Work to enable the establishment of the market village will be carried out primarily by local businesses including Kustom Arts Mundaring, TJ Signs Sawyers Valley and 4 Girls Consulting Sawyers Valley.

#### **6. Access and Inclusion**

Access and inclusion will be taken into account with provision of ample parking, including an accessible parking space near the entrance to the venue. Accessibility guidelines will be used in the design of signage and promotional material.

**7. Compliance with COVID-19 guidelines**

A hand sanitising station will be located at the entry to the venue. Bathrooms will be cleaned and sanitised regularly. Physical distancing requirements will be met. The applicant will keep updated via State Government communications, should requirements change.

**8. Demonstrated Success of the Project**

Success of the project will be demonstrated with the following outcomes:

- Further development, growth and sustainability for market stall holders
- Increased income for market stall holders
- Increased resilience for local producers/micro-businesses and artisans
- Increased business collaboration and networking
- Provision of a place for people to shop local and support local business
- Increased promotional opportunities for participating small businesses
- Provision of a well-utilised community space to be utilised by community groups
- Reduction of isolation and mental health issues through provision of a welcoming community space to facilitate a sense of belonging, to visitors, guests and residents of the Park
- Increase in community events and workshops for people to attend
- Increased visitation to the area through increased Park bookings
- Provision of a permanent space for local history and sustainability of Lost Mundaring & Surroundings
- History room is well patronised

Success will be measured through:

- Survey of the market stallholders
- Noted increase in sales/income for market stall holders
- Survey of community groups utilising the community meeting space
- Number of workshops run
- Number of people attending workshops
- Number of community events held
- Number of people attending community events
- Number of people entering the Park for long and short term stays and being included in the events
- Anecdotal feedback through Wiki Camp, social media, and face to face conversations
- Number of people visiting the History room

**9. Acknowledgement of the Shire's support**

Shire contribution will be acknowledged on social media, in all promotional material and with verbal recognition and thanks. The business will host an opening event inviting elected members to attend.

**10. Project Budget**

The total budget is \$23,535 (Appendix 4). The applicant is seeking \$23,535 from Shire of Mundaring.

**11. Referee**

John Verdala, Managing Director, Cladding WA  
Stephen Nimmo, Physiotherapist Mundaring

**12. Comments**

The market village project will build the capacity of small local businesses, enhance business partnerships and networks and assist businesses to adapt and be sustainable, despite the impacts of COVID-19 and any future restrictions that may occur. People will be encouraged to 'buy local', with the opportunity to purchase locally made goods permanently stocked at the market. Work including the production and installation of the market stalls will be undertaken by local businesses.

It is recommended that Council approve grant funding for the purchase of items to support the establishment of the permanent market village including the stalls/shelving to hold signage and product, contactless payment system, wages to employ a coordinator for a six-month period and signage to promote the market.

It is not recommended that Council approves funds for the items associated with the community space (including the play equipment, BBQ and outdoor tables/chairs) as this space requires time to go through the planning/building approval process, with no guarantee that approval will be granted. It is also not recommended to fund these items in terms of the proposed camp-out events, as this could be viewed as being of sole benefit to the individual business and does not demonstrate sufficient economic or tourism development to be approved at the Resilience level of this fund.

Approval of funds towards the market village will enable the applicant to proceed with stage one of the overall project which has generated community interest, participation and anticipation, particularly for the businesses waiting to display and sell their products. Support for this component of the overall project can be managed within budget and within the intent and scope of the fund.

Funds will cover:

Market stall installation - \$3000  
Contactless payment system - \$2017  
Wages to employ a coordinator for a six month period - \$5000  
Signage - \$3375

**13. Recommendation**

That a Resilience Grant to the value of \$13,392 be awarded to the applicant.

## Appendix 1 - Project Brief

### Perth Hills Caravan Park & Market Village

#### Market Village



Take Away Coffee Shop

#### Caravan Park



Coffee Shop Waiting Area



Lolly Shop



Lawn Area



### Dessert Bar (Mulberries & Cream)



#### Perth Hills Caravan Park & Market Village – *Where the Light Shines through the Shade*

Located at 5235 Great Eastern Highway in Mundaring is a small Village of residents, travellers and local people who together enjoy the shade of the trees and the community spirit.

Within the Village are separate areas which consist of a Caravan Park and Shops. Below I have explained what is currently happening and my future visions for the Village. I would appreciate Councils guidance and assistance in moving forward.

##### **Caravan Park – Current Happenings**

The caravan park consists of powered and non-powered camp sites. Currently there are 33 sites in total. The Caravan Park Village has the following;

- Permanent/ Semi Permanent Residents
- Recreational Travellers
- The ablution block has separate Men & Women amenities.
- There is a dump point facility available for use.
- There is a gas refill station available.
- Meeting room facility for locals.
- Games room for residents & travellers.
- There is a shed within the Caravan Park which the residents use to tinker around.

When I purchased the caravan park I implemented a zero drug & domestic violence policy. This policy moved some people on and opened door for new people.

The current demographics of the Caravan Park residents consist of;

- 6 full time children & 10 part time children (age range is 8 to 17 years old)
- 9 Women
- 12 Men

This is a big change to the demographics of the Caravan park when I purchased it just 11 months ago.

The Caravan Park is a community focused place, and all the residents/villagers help each other out wherever possible.

#### **Caravan Park – Future Vision**

I would like to host a range of events at the caravan park for residents, travellers and the greater community. These would be hosted on our 400sqm of lawn and within the Caravan Park & Meeting Spaces.

Events such as:

- Weekend Campouts for a variety of groups, such as Youth Team Building weekends, Parent & Youth Campouts, Indigenous Cooking Weekends, Girl Guides & Scout group weekends, Solo Traveller gatherings (Just to name a few).
- Local Music Buskers
- Local bands (small scale with no amplification- conscious of noise)
- Picnics in the park
- Movie nights
- Workshops which might include jewellery making, woodworking etc.
- Club meetings, book clubs, painters club (examples)
- Classes: Yoga, Pilates (examples)
- Tiny Homes for affordable living

I have established that the need for affordable living is in desperate. I have 1 particular family living at the Caravan Park in a large tent. Other parks don't allow people in tents longer than 1 week and make the prices unreasonable for people on a budget. My aim is to move this family into a Tiny Home or a renovated caravan before the winter months.

I would like to extend my sites to allow for up to 5 tiny houses in due course.

#### **Shops - Current Happenings**

The shops are into sections, all operated by me. These sections include the following:

*Market Village Shop-* Selling local micro business products. The products enter on consignment and I sell them to the public. The Market Village also sells convenience store items and fresh produce.

*Lolly Shop-* I purchased the remainder stock from Sticky Fingers and relocated the cabinets to our shop.

#### **Shops – Future Visions**

Coffee Shop – I would like to sell coffee & cakes and a few other healthy take away items.

Ideally, I would like to be able to produce fresh food on site and would require a commercial kitchen to do so. The space has been allocated and fit out in accordance with the Health regulations and guidelines.

I only wish to sell take away items in take away containers (made of recycled materials) and people then have the option to sit on the lawn while children play in our Nature Play area under the shaded trees.

## Attachment 1 to Report 10.3

In the past the Nalgoo Inn located in this space was a restaurant which sold alcohol and home cooked meals. We have a copy of the menu for reference.

**Dessert Bar- Mulberries & Cream** - I would like to have a small unique bar which sells limited alcohol for the purpose of having a drink with a dessert. The bar would cater for a maximum of 18 people at any given time. I would like to have a small piano or similar in the bar.

The bar would host small events such as Dessert & Movie night – Showing an Old Time Movie or a Dessert & Music Evening.

With limited seating I would pre-sale tickets to these small intimate events and provide a premium service to those attending.



### About Me

My name is Shorrelle Watkins. I purchased the caravan park as I needed a project and lifestyle change for myself and my 3 children. I have a passion for helping people through rehabilitation and opportunity. I have studied Commercial Law, am a qualified Professional Counsellor and have a career history in TV & Press, Hospitality, Retail & Mining. Quite a mix, however I am always bought back to 'Helping People'.

My initial desire with the Caravan Park was to build a Community Village where people feel they belong and needed. I have certainly achieved that and have a beautiful group of residents. As the shops came with the package I needed to put some vision and skills into the project and came up with the above. With the help of our residents in the Village, we created something we are all proud of. We are all excited to move to our opening stage and they are all awaiting their first coffee and meal.

Kindest Regards,

Shorrelle Watkins

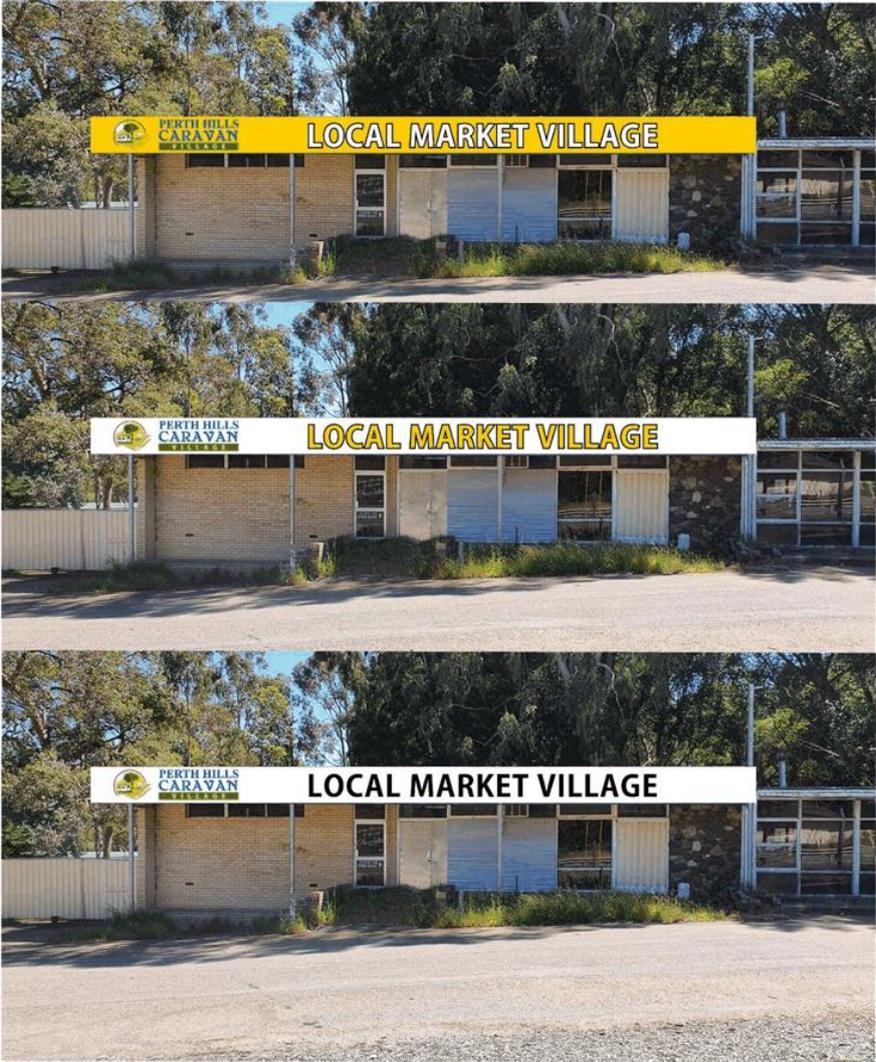
Owner & Managing Director

Appendix 2 - Vendor List

Customer ID	Company Name	Contact Name	Cont	Phone Number	E-Mail Address	Confirmed	Emailed	Appointment	Website	Instagram	Facebook
29	Brendas Clay Creations	Brenda Faithfull	Ms	0403880888	brenda_fc@pmus.com.au	Y	Y				
32	Jomarelle	Simone Collins	Ms	0438965891	jomarelle@inet.net.au	Y	Y	13/12/2020 4pm	www.jomarelle.com.au	@jomarelle_	jomarelle1
33	Djellie	Dezre Meyer	Ms	0452477910	dezremeyer@yahoo.com	Y	Y				Djellie
35	Tumblewear	Lynn Bell-Bedlow	Ms	0435460160	tumblewear@bigpond.com	Y	Y	13/12/2020 4pm			
36	Tumblewear				chooklady5@gmail.com	Y	Y				
39	Dash & Dahlia	Kerry Battistessa	Ms		dashanddahlia@gmail.com	Y	Y				Dash-Dahlia
42		Judy Snook	Ms		anjaj.snook@gmail.com	Y	Y				
44	Elvelly Herbal Clinic	Sandra Bitunjac	Ms		elvelly@outlook.com	Y	Y	15/12/2020 10am			
48	Knot&Pots	Elizabeth Barde Sullivan	Ms		ekaeliot@optusnet.com.au	Y	Y	15/12/2020 10am			
49	Bongers Bees	Roz		0410090328	bongersbees@gmail.com	Y	Y	09/01/2021 9am			
50	Venessa's Vintage Treasures	Venessa		0439994821	ekaeliot@optusnet.com.au	Y	Y				
51	Collar and Ruff	Lauren Heerey	Ms		lauren@collarandruff.com.au	Y	Y	22/12/2020 4.30pm	www.collarandruff.com.au		
52	New Moon Collective	Crystal Greaves	Ms		newmooncollective@bigpond.com	Y	Y	28/12/2020 10am			
54	Leading Edges	Steve			leadingedges@gmail.com	Y	Y	20/12/2020 4pm			
55	The Candle Cottage in the Forrest	Kate Malden	Ms		malden01@bigpond.net.au	Y	Y	20/12/2020 4pm			
56		Bev Brown	Ms		brownbeverley71@yahoo.com	Y	Y				
57		Tricia Stuart	Ms		tricia19stuart@gmail.com	Y	Y				
58		Glenda Dann		0409 760 288	glenda.dann55@gmail.com	Y	Y	28/12/2020 10am			
90	Knotted Earth Creation	Amanda Brownie		0437208847	knottedearthcreations@gmail.com	Y	Y	29/12/2020 9AM			
91	Bliss Bath and Body	Bianca			blissbathbodyperth@gmail.com	Y	Y	04/01/2021 9AM			
1	Old Grey House	Tanya Cain Abbs	Ms	0417998967	tanya@oldgreyhouse.com.au				www.oldgreyhouse.com.au	@oldgreyhouse	
2	mb collective	Enquiries			sales@mbcollective.com.au				www.mbcollective.com.au		
3	Beste Ogan	Susannah Kings-Lynne	Ms	0423040575	mail@bestegogan.com				www.bestegogan.com		
4	Susannah Kings-Lynne Jewellery	Sus	Ms	0431971480	susannahkjewellery@gmail.com				www.susannahkjewellery.com.au	@skjewellery	
5	Lisa Gardner	Kor Creations	Ms	0428655810	lisa@korcreations.com.au					@korbyisagardner	
6	The Anjelms Project	Gaelie Beech	Ms	0430889642	anjelms@anjelms.com				www.anjelms.com	@theanjelmsproject	
7	uffa collective	Gloria Toniatti	Ms	0405370702	uffacolletive@gmail.com					@uffacolletive	
8	Yuniko Studio	Anthea Carboni	Ms	0487441450	antheacarboni@gmail.com					@yunikostudio	
9	Philippa Gordon Ceramist	Philippa Gordon	Ms	0405478093	philippagstudio@gmail.com					@ceramist_philippa_gordon	
10	ka:ke	Kate & Kerry		0404089080; 04559	www.makekake.com					@make.kake	
11	Studio Porcelain	Sandra Black	Ms	0407985028	sandrablack@westnet.com.au						
12	Robin Wells Jeweller   Designer	Robin Wells	Ms	0419999188	someone@example.com				www.robinwellsjewellery.com.au		robinwellsjewelleryaustralia
13	Deep Earth Ceramics	Sally Smith	Ms	0402287796	sallysmith@deepearthceramics.com				www.deepearthceramics.com	@_deepearthceramics	
14	Belen Berganza Ceramic Artist	Belen Berganza	Ms	0420504481	belen@belenberganza.com				www.belenberganza.com	@belenberganza	belenberganzaceramicartist
15	Two Stories	Enquiries			twostories@hotmail.com					@twostories_studio	
16	Cirkus Charm	Enquiries			cirkuscharm@hotmail.com				www.cirkuscharm.etsy.com	@cirkuscharm	cirkuscharm
17	jewellery	Brett Barker	Mr	0416750313	brett@jewellery.com.au				www.jewellery.com.au	@jewellery	jewellery
18	Prints by Bow	Kathryn Heaney	Ms		printsbybow@gmail.com				www.printsbybow.com.au	@printsbybow	
19	Jenny Dawson Ceramics	Jenny Dawson	Ms	0417911078	jennydawsonshed@yahoo.com.au				www.jennydawson.com.au		
20	Patong	Alison Bullock	Ms		alisonfreo@inet.net.au					@alisonsbags	
21	Jodies Junk Art	Jodie Ditchburn	Ms	0428647919	silver@bordernet.com.au				www.jodiesjunkart.com.au		Jodies Junk Art
22	Eucalypt Homewares	Enquiries							www.eucalypthomewares.com.au		
23	Dreaming Dog Studio	Narayani Palmer		0421550600	narayanipalmer@gmail.com					@dreamingdog_studio	
24	Pia Bennett	Pia Bennett	Ms							@piabennett_jacket	
25	Braw Paper Co	Tamsin Richardson	Ms	0431392093	hello@brawpaperco.com.au				www.brawpaperco.com.au	@brawpaperco_home	brawpapercohome
26	Convict Bags	Karen Adie	Ms	0411697224	karen@convictbags.com				www.convictbags.com	@convictbags	convictbags
27	You Me Berlin	Enquiries							www.youmeberlin.com	@youmeberlin	
28	Tracey Quelch Designs	Tracey Quelch	Ms		quelchdesigns@hotmail.com				www.etsy.com/au/shop/Quelch	@quelchdesigns	Tracey Quelch Designs
30	Mr. T's Rustic Designs	Terry	Mr	0403857804			Y			@MrT_Rustic_Designs	
31	Akwaaba	Paul Osei Kofi	Mr	0422251031	info@akwaaba.com.au		Y		www.akwaaba.com.au		
34	Monet Natural Soap	Trish		0409998115	monetsoaps@yahoo.com.au		Y				
37		Dani Leckenby	Ms		danielckenby@gmail.com		Y				
38	Colin Garden Creations	Colin & Maria Mattingly		0401594676	maria@colinm@bigpond.com		Y				
40	Plant Cellar						Y				
41	Zensential	Donna Kirkham	Ms		donna@hotmail.com.au		Y				
43	Indigio Candles	Indiah Brockett	Ms		indigio.co@outlook.com		Y				
45	Maesi Apothecary	Bek Chitty	Ms	0427439564	bek@maesiapothecary.com		Y		www.maesiapothecary.com		
47	Miss Natural	Naomi Neil	Ms		sales@missnatural@westnet.com.au		Y				
48	Close to my Heart	Vandra Stenton			vandra@bigpond.com		Y		www.vandra.closetomyheart.com.au	vandra_ctmh/	vandra_ctmh/
53	Carolyn and Diana Absolutely Essentia	Caroline			diana.caroline.ae@gmail.com		Y				
59		Jan Pittman		0408 024 854	rothiemay@harboursat.com.au		Y				
60		Mike Moore			sallyahom@mail.com		Y				
61		Sue Thomas		0421 278 291	wands.thomas@bigpond.com		Y				
62		Lucee Blake		0429 021 357	luceeblake@gmail.com		Y				
63		Sue Findlay		0400 591 452	artwork@suefindlaydesigns.com.au		Y				
64		Marie Haass		0409 008 159	mariehaass@hotmail.com		Y				
65		Dee Constable		0481 545 704	dee@deeconstable.com.au		Y				

[Company Name]					
66	Alison Lindsay	0401 012 289	hallalison13@hotmail.com	y	
67	Lynn Iredale	0428 221 128	aliredell@yahoo.com.au	y	
68	Ric Burkitt	0452 259 590	bombert9@gmail.com	y	
69	Jane Newton	0417 935 711	ja sey@hotmail.com	y	
70	Jane Stevens	0419 700 255	jane.stevens5@bigpond.com	y	
71	Kierstin Bjeland	0408 299 045	kjerstinb@gmail.com	y	
72	Christine Hingston		christinehingstons@dodo.com.au	y	
73	Silvana Ferrario	0418 908 783	sju@live.com.au	y	
74	William Boissevain	0418 942 406	dee@whitepeacockstudios.com.au	y	
75	Poosum Blue Pottery	Rebecca Tester	0408 108 481	stirling1@bigpond.com	y
76	Mei Eilerz	0408 108 481	stathem_melissa@yahoo.com	y	
77	Jenni Sleigh	0407 498 889	jsleigh59@hotmail.com	y	
78	Dee Parker	0418 942 406	dee@whitepeacockstudios.com.au	y	
79	Liz Berry	0419 987 782	info@koredesign.com.au	y	
80	Jo Meredith	0439 918 010	jo.meredith@live.com	y	
81	Neil Elliot	0439 801221	neileliott21@hotmail.com	y	
82	Tina Bryce	0405 190 867	malleegrtdesigns@gmail.com	y	
83	Laula Perey	0403 792 410	createfromtheneat@gmail.com	y	
84	Ian Kay	0419 119 810	imkay045@gmail.com	y	
85	Jennie Merritt	0415 049 330	jennie@jenniemerritt.com	y	
86	Ellis Pearson		ellispearson@gmail.com	y	
87	Stacy Gardol	0430 811 463	stacy_gardol@hotmail.com	y	
88	Carolyn Francis	0407 179 886	Carolyn@carolyn-francis.com	y	
89	Pene Turner		peneturmercreative@inet.net.au	y	
	Perth Hills Events	Fleur Adams	0410240693	hello@perthhillsartisanmarkets.com.au	<a href="https://perthhillsartisanmarkets.com.au/">https://perthhillsartisanmarkets.com.au/</a>
	Gaia Permaculture	Fiona	0488 151 669	fiona@gaiapermaculture.com.au	8/01/2021 <a href="http://www.gaiapermaculture.com.au">www.gaiapermaculture.com.au</a>
	Nicholas Global Innovations	Vanessa	0402018396	vanessa.a.nicholas@gmail.com	11/01/2021 12.00pm

Appendix 3 – Signage Proof



**Appendix 4 – Budget**

<b>Expenditure Type</b>	<b>Expenditure Description</b>	<b>Expenditure Amount</b>	<b>Notes</b>
Equipment	Market Stalls	\$3000	Kustom Arts, Mundaring - Supply and assembly 1 x large Market Stall structure through centre to hold signage and product for local suppliers of the Market Village
Equipment	Outdoor tables/chairs	\$5000	Kustom Arts, Mundaring – supply and install tables and chairs using recycled timber and rocks 10 x table/chair sets @\$500 each
Equipment	BBQ	\$1349	Barbeques Galore – 6 burner, sink and range
Advertising and promotion	Signage	\$3375	TJ Signs, Sawyers Valley, market village signage
Salaries and wages	Wages	\$5000	4 Girls Consulting, Sawyers Valley, 100 hours to establish group meetings, workshops, activities, stall holders
Administration and infrastructure	Point of Sale Equipment	\$2017	Eposnow
Equipment	Nature Play Equipment	\$3794	Nature Playground, Midland
<b>TOTAL</b>		<b>\$23,535</b>	

## 10.4 Mahogany Creek Progress Association Inc. - Request for Short Term Loan

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<b>File Code</b>	GS.DON1
<b>Author</b>	Garry Bird, Director Corporate Services
<b>Senior Employee</b>	Jonathan Throssell, Chief Executive Officer
<b>Disclosure of Any Interest</b>	Nil
<b>Attachments</b>	1. MHCPA - Grant Funding Agreement <a href="#">↓</a>

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### SUMMARY

The Mahogany Creek Progress Association Inc. (MCPA) has requested a short term, interest free loan of \$25,000 for a maximum term of two years to assist with the cash flow requirements of their upgrade to the Mahogany Creek Hall.

### BACKGROUND

The MCVPA received a grant (refer **Attachment 1**) of \$100,000 on 21 April 2020 to undertake a number of improvements to the Hall, including the:

- installation of a solar power system, being at least 8.2kwp in size;
- removal and remediation of asbestos material;
- earth and concrete works, including concreting of a basketball court being at least 600 square meters in area;
- installation of 6 new replacement windows;
- replacement of at least 65 meters of hall guttering;
- construction of at least 19 meters of picket fencing;
- construction of a new retaining wall being at least 15 meters in length;
- construction of a new hall veranda, being at least 85 square meters in area;
- refurbishment of the existing toilet facilities;
- commissioning of a set of facility plans by a qualified draftsman;
- decommissioning, installation and commissioning of a new electrical switchboard and associated electrical works; and
- additional refurbishment works, including painting, addition of insulation and gyprock works at the facility.

It is a condition of the grant that the funds can be claimed as per the following milestones:

1. \$50,000 on completion of the funding agreement;
2. \$25,000 on 75% completion of the project; and
3. \$25,000 on final completion.

As at 11 December, total expenditure of \$59,242 had been incurred which was funded by the first grant payment of \$50,000 and \$9242 of (MCPA) funds. (MCPA) do not have sufficient funds to reach the 75% completion milestone to enable them to claim the next grant payment of \$25,000.

Major components of the upgrade that are yet to be completed are:

- New veranda to the front and sides of the Hall;
- Solar power system and inverter; and
- New guttering.

### **STATUTORY / LEGAL IMPLICATIONS**

If Council was to agree to the request, it is suggested that a Deed of Agreement be prepared to be signed by both parties. The deed would be prepared by Shire staff to avoid additional legal costs.

Also, should Council agree to the request, in accordance with section 6.8 of the *Local Government Act 1995* a variation to the 2020/21 Budget would be required (which requires an absolute majority of Council).

### **POLICY IMPLICATIONS**

No existing policy exists that provides for the granting of loans to community organisations, although it is a common arrangement in local government and the Shire of Mundaring has provided “self-supporting” loans to community organisations in the past.

A self-supporting loan is where Council would undertake a loan on behalf of a community organisation, (usually from the Western Australian Treasury Corporation who are a state government agency who provide loans to government organisations at lower than market interest rates. The community organisation would then reimburse the Council for the cost of the repayments, including any applicable interest.

The granting of an interest free loan would create a precedent for similar requests from community organisations and in effect become a de-facto policy of Council.

### **FINANCIAL IMPLICATIONS**

The sum of \$25,000 could be accommodated from the 2020/21 Budget and would be treated similar to a sundry debtor with extended payment terms.

These funds would usually be invested and over a two year period Council would forego \$225 based on current rate of 0.45% being received for a period of 365 days.

Council does not charge interest on sundry debtors, even though the *Local Government Act 1995* makes provision for a maximum rate of 5.50% that can be applied to overdue debts.

### **STRATEGIC IMPLICATIONS**

Mundaring Strategic Community Plan 2020 - 2030

Priority 1 - Community

Objective 1.1 – Healthy, safe, sustainable and resilient community

Strategy 1.1.1 – Provision of sport, recreation and community facilities

### **SUSTAINABILITY IMPLICATIONS**

Nil

## RISK IMPLICATIONS

<b>Risk:</b> The MCPA are not able to complete the grant funded works due to cash flow issues and the works are not completed and the grant funds returned.		
<b>Likelihood</b>	<b>Consequence</b>	<b>Rating</b>
Unlikely	Moderate	Moderate
<b>Action / Strategy</b>		
The requested funds be provided by Council.		

<b>Risk:</b> The MCPA do not comply with the conditions of their grant once the Council loan is provided and default on repayment to Council.		
<b>Likelihood</b>	<b>Consequence</b>	<b>Rating</b>
Unlikely	Insignificant	Low
<b>Action / Strategy</b>		
A six monthly progress report on the projects status, including any issues or risks, be received from MCPA.		

<b>Risk:</b> If the funding request from the MCPA was not supported by Council there could be backlash from residents who would have to either secure funding elsewhere at possibly higher interest rates or not obtain the benefit of the improved facilities.		
<b>Likelihood</b>	<b>Consequence</b>	<b>Rating</b>
Likely	Moderate	High
<b>Action / Strategy</b>		
The requested funds be provided by Council.		

<b>Risk:</b> There are cost over runs on the project and the MCPA request additional funding to cover any shortfall.		
<b>Likelihood</b>	<b>Consequence</b>	<b>Rating</b>
Possible	Minor	Moderate
<b>Action / Strategy</b>		
Any additional request for funding be consider on its merits by Council based on the amount and terms requested.		

## EXTERNAL CONSULTATION

Nil

## COMMENT

The grant funded upgrades to the Mahogany Creek Hall will result in improved amenity for users of the hall and the cash flow restrictions of the MCPA to finance the works is acknowledged. As it is recommended that the request be supported to allow the completion of the works in accordance with the grant conditions.

As it would create an undesirable precedent for future interest free loan requests, it is recommended that the sum of \$225 be added to the loan to be repaid to reflect the lost investment income of Council.

Given there might be future requests of a similar nature, Council could determine that a policy regarding loans to community based organisations be developed for future consideration by the Audit and Risk Committee.

## VOTING REQUIREMENT

Absolute Majority - *Local Government Act 1995* section 6.8

<b>COUNCIL DECISION RECOMMENDATION</b>	<b>C7.02.21</b>		
Moved by	Cr Russell	Seconded by	Cr Jeans

That Council:

1. By absolute majority, amend the 2020/21 budget and approve the request from the Mahogany Creek Progress Association Inc. for a loan of \$25,000 for a two year period subject to the following conditions:

The funds are not available until a Deed of Agreement has been signed by the Association agreeing to the following terms and conditions of the loan:

- a. The total loan repayment is to comprise \$25,000 principal and an amount to be calculated on the date of the final repayment in full that reflects then investment income foregone by Council in granting the loan This interest amount is to be calculated at the current investment rate of 0.45% and the number of the days from payment by the Shire to the Mahogany Creek Progress Association to the date of repayment in full;
- b. The loan is to be repaid in full within two years of receipt of the funds from the Shire;
- c. Any external costs the Shire may incur to recover the loan funds in the event of default will be paid by the Mahogany Creek Progress Association;
- d. Repayment of the loan will be made in one lump sum payment on completion of the project and acquittal of the grant, unless the Mahogany Creek Progress Association choose to repay the loan in full or via instalments beforehand;
- e. A six monthly progress report on the status of the project will be submitted to the Shire by the Mahogany Creek Progress Association until repayment is made in full; and
- f. The Mahogany Creek Progress Association will inform the Shire immediately of any circumstances that may jeopardise the receipt of the grant funds used to repay the loan or the financial viability of the Association more broadly; and

- 
2. Requests the Chief Executive Officer to prepare a draft policy regarding loans to community based organisations for future consideration by the Audit and Risk Committee.

**CARRIED BY ABSOLUTE MAJORITY 10/0**

**For:** Cr Daw, Cr Driver, Cr Burbidge, Cr Jeans, Cr Lavell, Cr Martin, Cr Green, Cr Russell, Cr Cuthbert and Cr Collins

**Against:** Nil

**AGREEMENT DETAILS**

These Agreement Details need to be read in conjunction with the Standard Conditions of the Agreement.

<b>Agreement name</b>	Agreement for <b>Mahogany Creek Progress Association Hall Upgrade Project</b>
<b>Department</b>	<b>Commonwealth of Australia</b> represented by the <b>Department of Infrastructure, Transport, Regional Development and Communications</b> ABN 86 267 354 017, 111 Alinga Street, Canberra, Australian Capital Territory ( <b>Commonwealth</b> )
<b>Recipient</b>	<b>Mahogany Creek Progress Association</b> 61 312 585 384, 3040-3060 (Lot 2) Strettle Road, Mahogany Creek, WA 6072 ( <b>Recipient</b> )
<b>Contact Details</b>	<p>The <b>Commonwealth's</b> details are as follows:</p> <p>Erin O'Connell Acting Program Manager Regional Programs Branch Department of Infrastructure, Transport, Regional Development and Communications GPO Box 594 CANBERRA ACT 2601 Email: <a href="mailto:CDG@infrastructure.gov.au">CDG@infrastructure.gov.au</a></p> <p>The <b>Recipient's</b> details are as follows:</p> <p>Robert Perks President Mahogany Creek Progress Association PO Box 18 Glen Forrest WA 6071 Phone: 0426879485 Email: <a href="mailto:president@mahogancreek.org.au">president@mahogancreek.org.au</a></p>
<b>Project and Activity</b> (cl 1.2)	<p>The Project to be undertaken by the Recipient is the Mahogany Creek Progress Association Hall Upgrade Project, located at 3040-3060 (Lot 2) Strettle Road, Mahogany Creek, WA 6072. The Project will include the Activity that the Programme will fund.</p> <p>The Activity to be undertaken by the Recipient is the upgrade of the Mahogany Creek Progress Association Hall, through the refurbishment of building and grounds facilities, including the:</p> <ul style="list-style-type: none"> <li>• installation of a solar power system, being at least 8.2kwp in size;</li> <li>• removal and remediation of asbestos material;</li> <li>• earth and concrete works, including concreting of a basketball court being at least 600 square meters in area;</li> <li>• installation of 6 new replacement windows;</li> <li>• replacement of at least 65 meters of hall guttering;</li> <li>• construction of at least 19 meters of picket fencing;</li> <li>• construction of a new retaining wall being at least 15 meters in length;</li> <li>• construction of a new hall veranda, being at least 85 square meters in area;</li> <li>• refurbishment of the existing toilet facilities;</li> <li>• commissioning of a set of facility plans by a qualified draftsman;</li> <li>• decommissioning, installation and commissioning of a new electrical switchboard and associated electrical works; and</li> <li>• additional refurbishment works, including painting, addition of insulation and gyprock works at the facility.</li> </ul>
<b>Project Period</b> (cl 1.2)	The Project Completion Date is <b>30 March 2021</b> .
<b>Other Specific Requirements</b> (cl 1.2)	None Specified

<b>Specified Personnel</b> (cl 1.4)	None Specified					
<b>Commonwealth Funding and Payment</b> (cl 2)	The total Commonwealth Funding for the Project is <b>\$100,000</b> excluding GST.					
	<b>Progress Report Number</b>	<b>Milestone(s) / Information covered by the Report</b>	<b>Milestone Completion Date</b>	<b>Payment amount (GST Exclusive)</b>	<b>Due Date for Report</b>	<b>Due Date for Funding Payment</b>
	1	Evidence acceptable to the Commonwealth that the Recipient has completed the following identified activities: <ul style="list-style-type: none"> <li>provided a correctly rendered tax invoice for the amount.</li> </ul>	On execution of funding agreement	\$50,000	N/A	On execution of funding agreement.
	2	Evidence acceptable to the Commonwealth that the Recipient has completed the following identified activities: <ul style="list-style-type: none"> <li>the project is 75 per cent complete; and</li> <li>an Event Invitation has been submitted to the Department as required at Clause 10.</li> </ul>	30 September 2020	\$25,000	30 October 2020	14 November 2020
3	Evidence acceptable to the Commonwealth that the following have been achieved: <ul style="list-style-type: none"> <li>confirmation that the Project is completed.</li> </ul>	30 March 2021	\$25,000	30 April 2021	14 May 2021	
<b>Operational Period</b> (cl 25)	The Operational Period commences on the date the Commonwealth accepts the last Report specified, to the Commonwealth's satisfaction. The duration of the Operational Period is dependent on the amount of Funding provided by the Commonwealth under this Agreement. The thresholds are set out in the table below:					
	<b>Amount of Funding</b>			<b>Duration of Operational Period</b>		
	Up to \$250,000			One (1) year		
<b>Management of Funding</b> (cl 4)	None Specified					
<b>Budget and Other Contributions</b> (cl 4 and 6)		<b>Cost Item</b>	<b>Description</b>	<b>\$ (GST Exclusive)</b>		
	Australian Government	Construction	Mahogany Creek Progress Association Hall Upgrade Project	100,000		
	Mahogany Creek Progress Association	Construction	Mahogany Creek Progress Association Hall Upgrade Project	679		
	<b>Total Project Cost</b>				<b>100,679</b>	
<b>Commonwealth Material and assistance</b> (cl 7)	None Specified					

<p><b>Acknowledgement and Publicity</b> (cl 10)</p>	<p>The Recipient must agree to acknowledge that the project is supported by funding from the Australian Government under the Community Development Grants Programme.</p> <p>The Recipient must include the Commonwealth logo in all signage, publications and promotional activities related to the Activity. The Recipient must not use the Commonwealth's logo without the Commonwealth's approval. If the Commonwealth provides approval for the Recipient's use of the Commonwealth's logo, the Recipient must use it in accordance with the Commonwealth's branding guidelines (available on the Department of Infrastructure, Transport, Regional Development and Communications website).</p> <p>If the Recipient erects or maintains any signage in relation to the Project, the signage must be approved by the Commonwealth prior to use and contain an acknowledgement of the Funding as required under Clause 10 of this Agreement. Any signage must remain in place during the Operational Period for the Project as specified in Clause 25. Signage for the Activity may be paid from the Budget if approved by Us. Signage for any other part of the Project must be at the Recipient's own cost. If a Federal, State or Local Government election is announced, the Recipient must cover any sign that is displayed within 100 metres of a polling place with an opaque (impenetrable to sight), durable and water repellent material from a period not less than 48 hours before the commencement of polling at that polling place until the polls close.</p> <p>The Recipient must conduct an official opening of the completed Project unless otherwise agreed by the Commonwealth.</p> <p>The recipient must, through the Commonwealth's contact officer:</p> <ul style="list-style-type: none"> <li>• Seek the Commonwealth's agreement for the date of official openings or any other official functions relating to the Project, providing to the Commonwealth with at least three options for dates, at least 56 days prior to the first proposed date, for the official opening or function;</li> <li>• Invite the Commonwealth's representative to officiate at any official opening or other official function relating to the Project; and</li> <li>• Clear all the signage, publications, promotional activities, publicity, announcements and media releases relating to the Project, with at least 14 calendar days' notice, before release.</li> </ul>
<p><b>Reports</b> (cl 15)</p>	<p>The Commonwealth will provide a Progress Report for completion no later than the Milestone Completion Date specified, unless otherwise requested by the Recipient.</p> <p>The Recipient must provide the Commonwealth with the completed Progress Report (including satisfactory evidence) by the Due Date for the Report specified.</p> <p>Throughout the Term of this Agreement, the Commonwealth may require the Recipient to provide ad-hoc reports.</p>
<p><b>Policies</b> (cl 22.1)</p>	<p>None Specified</p>
<p><b>Applicable law</b> (cl 23)</p>	<p>The Laws of the Australian Capital Territory apply to this Agreement.</p>

SIGNED for and on behalf of the **COMMONWEALTH OF AUSTRALIA**, as represented by and acting through the **Department of Infrastructure, Transport, Regional Development and Communications**: ABN 86 267 354 017

Executed on behalf of **MAHOGANY CREEK PROGRESS ASSOCIATION**, ABN 61 312 585 384 who by signing warrants they are authorised to bind the **Mahogany Creek Progress Association**

Name  
Program Manager  
Regional Programs Branch

Robert Perks  
President  
Mahogany Creek Progress Association

Signed

Signed

In the presence of:

In the presence of:

Name  
Regional Programs Branch

Name of witness

Signed

Signed

Date:

Date:

DRAFT

**Standard Conditions of the Agreement****1. Term and Conduct of the Project and Activity**

- 1.1. This Agreement commences on the Date of this Agreement and continues until the Completion Date, unless terminated earlier.
- 1.2. The Recipient agrees to carry out the Project and Activity diligently, efficiently, effectively and to a high standard, within the Activity Period and to comply with any Other Specific Requirements set out in the Agreement Details or otherwise in this Agreement.
- 1.3. The Recipient agrees to liaise with and provide information to the Commonwealth as reasonably notified by the Commonwealth and comply with all of the Commonwealth's reasonable requests, directions, or monitoring requirements.
- 1.4. The Recipient agrees that the Specified Personnel will perform work in relation to the Activity in accordance with this Agreement.

**2. Funding and Payment**

- 2.1. The Commonwealth agrees to pay the Funding to the Recipient at the times and in the manner specified in the Agreement Details, provided that sufficient funds are available for the Activity and that the Recipient has fully and properly complied with its obligations under this Agreement.
- 2.2. Without limiting the Commonwealth's rights, the Commonwealth may suspend any payment in whole or in part until the Recipient has performed its obligations under this Agreement.

**3. Subcontracting**

- 3.1. The Recipient agrees not to subcontract the performance of any obligations under this Agreement without the Commonwealth's prior written approval.
- 3.2. The Recipient acknowledges, and must inform all subcontractors that, the Commonwealth may publicly disclose the names of any subcontractors engaged in the performance of the Activity. The Recipient agrees to make available to the Commonwealth (if requested) details of all subcontractors engaged in the performance of the Activity.
- 3.3. Notwithstanding any subcontracting, the Recipient remains fully responsible for the performance of the Recipient's obligations under this Agreement.

**4. Management of Funding**

- 4.1. The Recipient agrees to:
  - a. spend the Funding only for the Project and Activity in accordance with this Agreement, including the Budget, if any;
  - b. ensure that the Funding is held in an account in the Recipient's name and which the Recipient solely controls, with an authorised deposit-taking institution authorised under the *Banking Act 1959* (Cth) to carry on banking business in Australia;
  - c. identify the receipt and expenditure of the Funding separately within the Recipient's accounts and records so that at all times the Funding is identifiable; and
  - d. keep financial accounts and records relating to the Activity so as to enable all receipts and payments related to the Activity to be identified and reported in accordance with this Agreement.
- 4.2. If at any time during the term of this Agreement (including on the Completion Date):
  - a. there remains an amount of Funding that has not been spent or legally committed for expenditure in

accordance with the Agreement and the period in which that Funding was expected to be spent or legally committed has passed; or

- b. an amount of Funding has been spent in contravention of the Agreement,
- the Commonwealth may (at its discretion and in addition to any other rights it may have) by notice in writing to the Recipient:
- c. require the Recipient to refund this amount to the Commonwealth within 20 Business Days (or other such period specified in the notice); or
  - d. reduce any further payments of Funding to the Recipient (if applicable) by an amount up to this amount.
- 4.3. If clause 4.2.a applies, the Commonwealth may by notice in writing require the Recipient to otherwise deal with this amount in accordance with any conditions that the Commonwealth considers appropriate, including conditions relating to the ongoing use and expenditure by the Recipient of that amount for particular goals or objectives associated with the Activity.
  - 4.4. The Recipient must immediately notify the Commonwealth in writing if any of the events in clauses 4.2.a or 4.2.b occurs.
  - 4.5. The Recipient agrees that any amount owed or payable to the Commonwealth or which the Commonwealth is entitled to recover from the Recipient under this Agreement, is a debt due by the Recipient without further proof of the debt by the Commonwealth being necessary. Such payment is without prejudice to any other rights available to the Commonwealth under the Agreement, under statute, at law or in equity.

**5. Taxes and charges**

- 5.1. Unless otherwise indicated, the Recipient agrees to pay all taxes, duties and government charges imposed or levied in Australia or overseas in connection with the performance of this Agreement.
- 5.2. Unless otherwise indicated, any consideration for a supply made under this Agreement is exclusive of any GST.
- 5.3. If one party (the supplier) makes a taxable supply to the other party (the recipient) under this Agreement, on receipt of a tax invoice from the supplier, the recipient will pay without setoff an additional amount to the supplier equal to the GST imposed on the supply in question.
- 5.4. No party may claim or retain from the other party any amount in relation to a supply made under this Agreement for which the first party can obtain an input tax credit or decreasing adjustment.

**6. Other Contributions**

- 6.1. The Recipient must before the first payment for the Project provide to the Commonwealth satisfactory written evidence that confirms the Other Contributions identified in the Agreement Details, including the amounts to be provided, the due dates for each of these amounts and the terms and conditions of the provision of the Other Contributions.
- 6.2. Reserved.
- 6.3. If the Recipient does not provide the Recipient Contributions or obtain the Other Contributions (if any) as required in the Agreement Details, in time to enable completion of the Activity, then the Commonwealth may:
  - a. suspend payment of the Funding or an instalment of the Funding (as the case may be) until the Recipient Contributions are provided and/or the Other Contributions are obtained; or

- b. terminate this Agreement in accordance with clause 13.
- 7. Commonwealth Material**
- 7.1. The Commonwealth agrees to provide Commonwealth Material and assistance to the Recipient as specified in the Agreement Details.
- 7.2. Nothing in this Agreement affects the ownership of Commonwealth Material.
- 7.3. The Commonwealth grants the Recipient a licence to use the Intellectual Property in the Commonwealth Material for the sole purpose of performing the Activity in accordance with this Agreement.
- 8. Intellectual Property**
- 8.1. Subject to this clause 8, Intellectual Property in all Activity Material vests or will vest in the Recipient.
- 8.2. Clause 8.1 does not affect:
- the position between the Recipient and a third party; or
  - the ownership of Intellectual Property in any material in existence on the date this Agreement is made.
- 8.3. The Recipient grants to (or will procure for) the Commonwealth a perpetual, irrevocable, royalty-free, world-wide, non-exclusive licence (including a right of sub-licence) to use, reproduce, adapt, modify, perform, distribute, communicate and exploit Intellectual Property Rights in the Activity Material for any purpose and a right to licence any Intellectual Property to the public under an open access licence (including a Creative Commons Attribution licence).
- 9. Privacy**
- 9.1. The Recipient agrees to comply and ensure that its officers, employees, agents and subcontractors comply with the *Privacy Act 1988* (Cth) and do (or refrain from doing) anything required to ensure that the Commonwealth is able to comply with its obligations under that Act. The Recipient will immediately notify the Commonwealth if the Recipient becomes aware of a breach or possible breach of any of its obligations under this clause 9.1
- 9.2. The provisions of this clause 9 survive termination or expiration of this Agreement.
- 10. Acknowledgement and publicity**
- 10.1. The Recipient agrees, in any publicity in relation to the Funding, to acknowledge the financial or other support the Recipient has received from the Australian Government, in the manner approved by the Commonwealth.
- 11. Indemnity**
- 11.1. The Recipient indemnifies (and agrees to keep indemnified) the Commonwealth against any:
- cost or liability incurred by the Commonwealth or the Commonwealth's Personnel;
  - loss of or damage to property of the Commonwealth; or
  - loss or expense incurred by the Commonwealth in dealing with any claim against it, including legal costs and expenses on a solicitor/own client basis and the cost of time spent, resources used, or disbursements paid by the Commonwealth,
- arising from:
- a breach by the Recipient of the Agreement; and
  - an act or omission by the Recipient or the Recipient's Personnel, in connection with this Agreement, where there was fault on the part of the person whose conduct gave rise to that cost, liability, loss, damage, or expense.
- 11.2. The Recipient's liability to indemnify the Commonwealth under this clause 11 will be reduced proportionally to the extent that any act or omission involving fault on the part of the Commonwealth or its Personnel contributed to the relevant cost, liability, loss, damage or expense.
- 11.3. In this clause 11, 'fault' means any negligent or unlawful act or omission or wilful misconduct.
- 12. Termination for convenience**
- 12.1. The Commonwealth may by notice, at any time and in its absolute discretion, terminate this Agreement or reduce the scope of the Agreement immediately.
- 12.2. In the event of termination under clause 12.1, the Commonwealth will be liable only:
- for payments due and owing to the Recipient under the payment provisions of the Agreement as at the date of the notice; and
  - to reimburse any reasonable costs incurred by the Recipient and directly attributable to the termination of the Agreement or reduction in scope of the Agreement, but will not be liable to pay amounts under clause 12.2.a and 12.2.b which would, added to any payments already paid to the Recipient under this Agreement, together exceed the Funding set out in the Agreement Details.
- 12.3. In the event of a reduction in the scope of the Agreement under clause 12.1, the Commonwealth's liability to pay any part of the Funding will reduce in accordance with the reduction in the Activity.
- 13. Termination for fault**
- 13.1. If the Recipient fails to fulfil, or is in breach of any of its obligations under this Agreement, the Commonwealth may by notice terminate this Agreement immediately.
- 14. Records**
- 14.1. The Recipient must create and maintain full and accurate accounts and records of the conduct of the Activity.
- 14.2. The Recipient agrees to retain the records and accounts referred to in clause 14.1 and retain them for a period of no less than 7 years after the end of the Activity Period.
- 15. Reports**
- 15.1. The Recipient agrees to provide the Commonwealth with Reports at the times, in the manner and containing the information specified in the Agreement Details.
- 15.2. Throughout the Activity Period, the Commonwealth may require the Recipient to provide ad hoc Reports within the timeframe notified by the Commonwealth.
- 16. Audit and access**
- 16.1. The Recipient agrees to give the Commonwealth, or any persons authorised in writing by the Commonwealth (including the Auditor-General and the Privacy Commissioner), access to premises where the Activity is being performed and to permit those persons to inspect and take copies of any material relevant to the Activity.
- 17. Insurance**
- 17.1. The Recipient will effect and maintain insurance policies of the types and with the amounts of cover that a prudent operator in the Recipient's industry would consider normal and adequate including when carrying out activities of the kind performed by the Recipient pursuant to this Agreement.
- 18. Conflict of interest**
- 18.1. The Recipient warrants that, at the date of entering into this Agreement, no conflict of interest exists or is likely to arise in the performance of the Activity.

- 18.2. If, during the period of the Agreement a conflict arises, or appears likely to arise, the Recipient agrees:
- a. to notify the Commonwealth; and
  - b. to take any steps the Commonwealth reasonably requires to resolve or otherwise deal with the conflict.

**19. Relationship of parties**

- 19.1. The Recipient is not by virtue of this Agreement an officer, employee, partner or agent of the Commonwealth, nor does the Recipient have any power or authority to bind or represent the Commonwealth.
- 19.2. The Recipient agrees:
- a. not to misrepresent its relationship with the Commonwealth; and
  - b. not to engage in any misleading or deceptive conduct in relation to the Activity.

**20. Variation**

- 20.1. A variation of this Agreement is binding only if agreed in writing and signed by the parties.

**21. Assignment**

- 21.1. The Recipient cannot assign its obligations, and agrees not to assign its rights, under this Agreement without the Commonwealth's prior written approval.

**22. Compliance with laws and policies**

- 22.1. The Recipient agrees to comply with all provisions of statutes or subordinate legislation of the Commonwealth, or of a State, Territory or local authority applicable to its performance of this Agreement including without limitation all legislation relating to occupational health and safety, industrial relations and security and the Commonwealth's policies as notified, referred or made available by the Commonwealth to the Recipient, including those listed in the Agreement Details.
- 22.2. Without limiting clause 1.3 of this Agreement, the Recipient agrees to, on request, give all reasonable assistance to the Commonwealth, by way of provision of information and documents, to assist the Commonwealth and its officers (as defined in the Work Health and Safety Act 2011 (Cth) (**WHS Act**)) to comply with the duties imposed on them under the WHS Act.
- 22.3. The Recipient acknowledges that the Commonwealth may direct the Recipient to take specified measures in connection with the Recipient's work under this Agreement or otherwise in connection with the Activity that the Commonwealth considers reasonably necessary to deal with an event or circumstance that has, or is likely to have, an adverse effect on the health or safety of persons. The Recipient must comply with the direction. The Recipient agrees that it is not entitled to an adjustment to the Funding merely because of compliance with the direction.
- 22.4. The Recipient must not enter into any subcontract for the purpose of directly or indirectly fulfilling its obligations under this Agreement unless such a subcontract obliges the subcontractor to comply with equivalent provisions to those contained in this clause 22.

**23. Applicable law**

- 23.1. This Agreement is to be construed in accordance with, and any matter relating to it is to be governed by, the law of the State or Territory specified in the Agreement Details.
- 23.2. The parties submit to the jurisdiction of the courts of that State or Territory.

**24. Definitions and Interpretation**

- 24.1. In addition to the terms described in the Agreement Details:
- Agreement Details** means the relevant document headed 'Agreement Details';
- Activity Material** means any material:
- a. created by the Recipient for the purpose of this Agreement;
  - b. provided or required to be provided to the Commonwealth under the Agreement; or
  - c. derived at any time from the material referred to in paragraphs a. or b.;
- and includes
- d. any Reports;
- Budget** means the budget, if any, specified in the Agreement Details for the expenditure of the Funding;
- Business Days** means in relation to the doing of any action in a place, any day other than a Saturday, Sunday, or public holiday in that place;
- Completion Date** means the day after the Recipient has done all that it is required to do under this Agreement to the satisfaction of the Commonwealth;
- Date of this Agreement** means the date the copy of the letter to which the Agreement Details and the Standard Conditions of the Agreement were attached is signed by the Recipient;
- GST** has the meaning that it has in the *A New Tax System (Goods and Services Tax) Act 1999* (Cth);
- Information Privacy Principle** has the meaning that it has in the *Privacy Act 1988* (Cth);
- Intellectual Property** includes all copyright (including rights in relation to phonograms and broadcasts); all rights in relation to inventions, plant varieties, trademarks (including service marks), designs and circuit layouts; and all other rights resulting from intellectual activity in the industrial, scientific, literary or artistic fields, but does not include: moral rights; the non-proprietary rights of performers; or rights in relation to confidential information;
- Other Contributions** means financial or in-kind resources (with in-kind resources valued at cost other than the Funding, which are specified in the Agreement Details and are to be used by the Recipient to perform the Project;
- Personnel** means a party's officers, employees, agents, contractor staff or professional advisers engaged in, or in relation to, the performance of the Activity or the management of this Agreement;
- 24.2. This Agreement comprises:
- a. these Standard Conditions of the Agreement;
  - b. the Agreement Details;
  - c. any attachments to these Standard Conditions of the Agreement; and
  - d. any other document incorporated by reference.
- 24.3. If any conflict arises between the terms and conditions contained in this Agreement, the order of priority will be as set out in clause 24.2.
- 24.4. Clauses 4, 7, 8, 9, 11, 14, 16 and 17 survive the termination or expiry of this Agreement, as well as any other provision which expressly or by implication from its nature is intended to continue.
- 25. Operational Period**
- 25.1. The Recipient must use the Assets created, acquired, or upgraded under this Agreement for the Purpose set out in Agreement Details for the duration of the Operational Period.

## 10.5 Mid-Year Review of Budget 2020/21

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<b>File Code</b>	FI.BUD 2021
<b>Author</b>	Stan Kocian, Manager Finance and Governance
<b>Senior Employee</b>	Garry Bird, Director Corporate Services
<b>Disclosure of Any Interest</b>	Nil
<b>Attachments</b>	1. Budget Review - Statement of Financial Activity for period ending 31 December 2020 <a href="#">↓</a>

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### SUMMARY

Council is requested to consider and adopt the budget review as presented in the Forecast Statement of Financial Activity (Rate Setting Statement) for the period 1 July 2020 to 31 December 2020.

The review indicates that there are no anticipated adverse impacts on the 2020/21 budget at this stage of the financial year. Overall, there is an increase of \$376,040 to the Shire's forecast closing budget position for 2020/21; from a budgeted surplus of \$1,545,251 (as per the adopted annual budget (C2.07.20)) to a forecast surplus of \$1,921,291.

### BACKGROUND

A Statement of Financial Activity incorporating year to date budget variations and forecasts to 30 June 2021 for the period ending 31 December 2020 is presented for Council to consider.

The *Local Government (Financial Management) Regulations 1996*, regulation 33A, requires that local governments conduct a budget review between 1 January and 31 March in each financial year. A copy of the review and determination is to be provided to the Department of Local Government within 30 days of the adoption of the review.

### STATUTORY / LEGAL IMPLICATIONS

Regulation 33A (Review of Budget) of the *Local Government (Financial Management) Regulations 1996*, as amended, requires the local government to carry out a review of its annual budget between 1 January and 31 March each year.

### POLICY IMPLICATIONS

Nil

### FINANCIAL IMPLICATIONS

Financial implications are addressed in the comment section of this report.

### 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

Budget parameters are structured on financial viability and sustainability principles.

## RISK IMPLICATIONS

<b>Risk:</b> Financial - Adverse budget trends are not identified and addressed by Council.		
<b>Likelihood</b>	<b>Consequence</b>	<b>Rating</b>
Possible	Moderate	Moderate
<b>Action / Strategy</b>		
Monitoring the financial comparisons of actuals to budgets provides for prudent financial management, ensuring the Council is made aware of potential or known financial risks in terms of the 2020/21 budget.		

## EXTERNAL CONSULTATION

Nil

## COMMENT

As a result of this budget review the forecast closing budget position, as disclosed in Statement of Financial Activity (Rate Setting Statement), increases from a budgeted surplus of \$1,545,251 (as per the adopted annual budget (C2.07.20)) to a forecast surplus of \$1,921,291.

The major impacts of the budget review are:

### Opening Budget Surplus

The forecast opening budget surplus in the 2020/21 budget was \$5,453,805 (i.e. surplus funds brought forward from 2019/20), whilst the actual opening surplus brought forward, which was finalised after the budget was adopted, was \$6,386,144, a difference of \$932,339.

The primary reason for this difference is a difference of \$914,572 between what was forecast to be spent on capital projects in 2019/20 and what was actually spent on these projects. The unspent amount of these incomplete projects has been carried over to 2020/21 and is now a forecast adjustment as unbudgeted expenditure in the mid-year budget review for 2020/21. A detailed description of these carried over works is provided under the heading of 'Investing Activities' below.

### Revenue from operating activities

Forecast revenue from operating activities has increased by \$119,571 compared to the original budget (Forecast \$47,446,660 v Budget \$47,327,089).

The significant changes in forecasts for revenue from operating activities are:

1. A forecast increase in rebate revenue from LGIS of \$92,174 from an original budget of \$50,000 to a revised forecast of \$142,174. This adjustment reflects the Shire's rebate for 2020/21 being greater than anticipated;
2. The forecast revenue from administrative sundry income (account enquiries, miscellaneous reimbursements) has been reduced by \$20,000 from an original budget of \$50,000 to a revised forecast of \$30,000;
3. A forecast increase of \$21,000 in grant funding for the Australia Day Function due to funding received that was not anticipated in the budget;

4. A decrease in forecast revenue relating to animal registrations of \$20,000, from a budget of \$120,000 to a revised forecast of \$100,000. The decrease in registrations is likely the result of cat and dog owners taking up the option of lifetime registrations for their pets in previous years;
5. A decrease in forecast revenue relating to animal impoundments and fines of \$23,000, from a budget of \$45,000 to a revised forecast of \$22,000. The decrease is due to a lower than anticipated level of impoundments and fines being issued year to date;
6. A forecast increase in grant revenue of \$277,833 from the Department of Emergency and Fire Services for the Bushfire mitigation activities. This funding was not anticipated in the 2020/21 budget and will be offset by a corresponding increases in forecast expenditure;
7. An increase of \$26,182 to forecast revenue for Health fees and charges from a budget of \$46,200 to a revised forecast of \$73,382;
8. A forecast increase of \$9000 in sundry grant funding for community engagement activities from a budget of \$46,000 to a revised forecast of \$55,000. This funding relates to the “stay on your feet” and “food for thought” programs;
9. An increase of \$90,000 in the forecast revenue for Planning fees and charges from a budget of \$273,000 to a revised forecast of \$363,000. This reflects a higher than anticipated volume of development applications being received at this stage of the financial year;
10. A decrease in forecast revenue relating to container deposit scheme of \$175,000, from a budget of \$330,000 to a revised forecast of \$155,000. The decrease is offset by a corresponding decrease in forecast expenditure;
11. A decrease in forecast revenue relating to bookings for Brown Park of \$8,000, from a budget of \$79,970 to a revised forecast of \$71,970. The decrease reflects a reduction in user bookings and sporting teams;
12. A decrease in forecast revenue relating to canoe hire at Lake Leschenaultia of \$20,000, from a budget of \$40,200 to a revised forecast of \$20,200. The decrease reflects an increase in patrons utilising their own canoes;
13. An increase in forecast revenue relating to camping fees at Lake Leschenaultia of \$20,000, from a budget of \$162,100 to a revised forecast of \$182,100. This reflects a trend of increased bookings for the camp ground;
14. A decrease in forecast revenue relating to Reflections Cafe at Lake Leschenaultia of \$100,000, from a budget of \$257,100 to a revised forecast of \$157,100. The decrease reflects the impact of COVID-19 and the Café being limited to take-away service only;
15. An increase in forecast revenue of \$49,500 relating to the Department of Education’s annual contribution to the costs for Mt Helena Aquatic Centre, from a budget of \$45,000 to a revised forecast of \$94,500. This reflects the Department’s 50% contribution towards refurbishment works at the centre(tiling around pool edges, side beams and end beams);
16. A decrease in forecast revenue of \$29,000 relating to bookings for Boya Community Centre, Glen Forrest Hall and Parkerville Hall, from a combined budget of \$67,300 to a revised forecast of \$38,300. The decrease is due to previous regular users not returning post the Covid-19 closure of these facilities;

17. An increase in forecast revenue of \$28,000 for the recoup of costs from Main Roads WA (MRWA) for works on Mundaring townsite pedestrian crossings the Shire undertook on behalf of MRWA, which was not included in the Budget;
18. An increase of \$20,000 in the forecast revenue for Building Licence application fees, from a budget of \$150,000 to a revised forecast of \$170,000. This reflects a higher than anticipated volume of building licence applications at this stage of the financial year;
19. A decrease in forecast revenue of \$162,961 relating to commercial rent receivable. This reflects Council's decision at the December Council meeting (C16.12.20). This reduction in rent revenue does not impact the budget surplus as 100% of the rent received is transferred to the Capital Income Reserve (i.e. the forecast transfer to reserve has been reduced accordingly); and
20. A forecast increase of \$35,000 in revenue relating to the reimbursement of workers compensation salary and wages, from a budget of \$25,000 to \$60,000 (offset by corresponding forecast increase in expenses).

### **Expenses from operating activities**

Forecast expenses from operating activities have decreased by \$731,043 compared to the original budget (Forecast \$51,144,072 v Budget \$51,875,115).

The significant changes in forecasts for expenses from operating activities are:

1. Council approved a provision of \$200,000 within the annual budget towards potential rates relief for commercial and industrial businesses that can demonstrate they are experiencing financial hardship as result of COVID-19. At the time the budget review was undertaken the Shire had received no applications for relief. Accordingly the forecast expense has been reduced by \$150,000;
2. A forecast increase of \$15,000 to undertake the community satisfaction survey. This project will now be undertaken over two financial years (i.e. 20/21 and 21/22) to inform the revised Integrated Planning and Reporting timelines. The survey was originally delayed in 2020/21 due to COVID-19. The planned budget for the survey to be undertaken in 2021/22 will be decreased by the corresponding amount (i.e. from \$30,000 to \$15,000 in 2021/22);
3. A forecast decrease of \$433,730 for the cleaning of all Shire patronised Shire facilities, from a budget of \$1,560,350 to a revised forecast of \$1,126,620. The original budget included a 100% increase in costs for the cleaning of Shire facilities due to an anticipated requirement to increase then cleaning regime as a result of COVID-19. As Western Australia has subsequently remained free of community transmission of COVID it appears unlikely, at this point in time, that a significant portion of the allowance for additional cleaning costs will be required;
4. A forecast increase of \$14,000 in consultancy costs related to Human Resources, from a budget of \$32,000 to a revised forecast of \$46,000. This increase in costs is due to delayed EBA consultancy costs, an unanticipated diversity consultancy and other unanticipated employee related matters that required external support;
5. A forecast increase of \$14,500 in expenses related to the Shire's communication strategy, from a budget of \$41,200 to a revised forecast of \$55,700. The revised forecast includes \$8500 for the annual subscription to "Engage Mundaring";
6. A forecast increase of \$26,546 in operating expenses associated with the implementation of the live streaming of meetings. This is offset and funded by a

- corresponding decrease in the forecast for the capital purchase of the equipment and hardware (budget of \$51,000);
7. A forecast increase of \$33,000 in expenses relating to the upgrade of the Shire's GIS system. This relates to works carried over from 2019/20 that were not anticipated in the 2020/21 budget;
  8. A forecast increase of \$21,000 in expenses for Australia Day. This is fully funded by additional grant funding (see point 3 - Revenue from operating activities);
  9. A forecast increase in expenses of \$333,000 for unbudgeted Bushfire mitigation activities funded by Department of Emergency and Fire Services. \$277,833 relates to an unbudgeted grant received this year (see point 6 – Revenue from operating activities) and the balance relates to works carried over from the previous year;
  10. A forecast increase of \$140,000 relating to Bushfire hazard abatement works on Shire freehold land, from a budget of \$70,000 to a revised forecast of \$210,000. This is due to urgent works required at 3 locations and has been partially offset by a forecast decrease of \$20,000 hazard reduction controlled burns;
  11. A forecast net increase of \$20,899 in health salaries for the backfill of an employee taking extending leave for which was not included in the budget;
  12. A forecast increase in budget of \$35,000 for planning consultancy expenses, from a budget of \$60,000 to \$95,000. The additional expenses relate to the initiation of a rezoning application for North Stoneville (\$20,000) and a bushfire risk assessment of the town centre \$15,000);
  13. A forecast increase of \$36,000 for the cost of the bulk waste verge collection, from a budget of \$325,008 to a revised forecast of \$361,008. This is due to greater than anticipated volumes being collected;
  14. A decrease in forecast expenses relating to container deposit scheme of \$175,000, from a budget of \$300,000 to a revised forecast of \$125,000. The decrease is offset by a corresponding decrease in forecast revenue (see point 10 – Revenue from operating activities);
  15. A forecast decrease of \$48,000 in salaries for Brown Park, from a budget of \$117,322 to a revised forecast of \$69,322. The decrease reflects a reduction in sporting teams utilising Brown Park;
  16. A forecast increase of \$79,500 for expenses associated with the “food for thought program” which was not included in the budget. Partially offset by grant funding received (see point 8 – Revenue from operating activities) and a forecast decrease of \$29,500 for cultural planning programs;
  17. A forecast decrease of \$1,187,755 in the depreciation expense for roads, from a budget of \$5,570,095 to a revised forecast of \$4,382,340. This is due to the review that was undertaken of the estimated useful lives for roads which took effect 30 June 2020. The timing of the review did not allow for these changes to be factored into the 2020/21 budget. It should be noted that as depreciation is a non-cash item it has no impact on the closing budget surplus (i.e. depreciation is excluded from the rate setting statement); and
  18. A forecast increase of \$35,000 in expenses relating to workers compensation salary and wages, from a budget of \$25,000 to \$60,000. This offset by a corresponding forecast increase in revenue (see point 20 – Revenue from operating activities).

**Investing Activities (activities relating to capital works program)**

Forecast net expenses from investing activities has increased by \$643,703 compared to the original budget (Forecast \$4,476,911 v Budget \$3,833,208).

The significant changes in forecasts for investing activities are:

1. A forecast increase of \$1,501,069 in grant revenue from the Local Roads and Community Infrastructure Program, from a budget of \$709,881 to a revised forecast of \$2,210,950. The additional grant funds have been allocated to additional capital projects as determined by Council at the January council meeting;
2. A forecast decrease of \$200,000 in grant revenue in Black Spot funding for Old Northam Road, from a budget of \$600,000 to a revised forecast of \$400,000. The forecast expenditure of this project has reduced accordingly;
3. A forecast increase of \$40,060 in grant revenue in Black Spot funding for Rahnie Road which was not included in the budget (project carried over from 2019/20);
4. A forecast increase of \$15,150 in grant revenue from the Department of Local Government, Sport and Cultural Industries under the Local Projects and Job program, from a budget of \$449,850 to a revised forecast of \$465,000;
5. A forecast increase of \$21,000 in grant revenue from the Public Transport Authority for Bus Shelters which was not included in the budget;
6. A forecast increase of \$12,250 in revenue by way of a contribution from Little Possums Inc. towards the floor replacement of their leased building which was not included in the budget. Offset by a corresponding increase in forecast expenditure;
7. A forecast increase of \$104,000 in expenditure for road sealing works on Tomlinson Road which was not included in the budget. This relates to incomplete works carried over from 2019/20;
8. A forecast increase of \$1200 in expenditure for carpark line marking works at the Glen Forrest Volunteer Bush Fire Brigade site which was not included in the budget. This relates to incomplete works carried over from 2019/20;
9. A forecast increase of \$103,000 in expenditure for road reconstruction and kerb works on Hudson Street which was not included in the budget. This relates to incomplete works carried over from 2019/20;
10. A forecast increase of \$75,700 in expenditure for drainage works on Hardey Road which was not included in the budget. This relates to incomplete works carried over from 2019/20;
11. A forecast increase of \$120,000 in expenditure for Blackspot funding works on Rahnie Road which was not included in the budget. This relates to incomplete works carried over from 2019/20;
12. A forecast increase of \$100,000 in expenditure for the Skate Park upgrade at Elsie Austin Oval, from a budget of \$50,000 to a revised forecast of \$150,000. This relates to incomplete works carried over from 2019/20;
13. A forecast increase of \$90,000 in expenditure for the external and car park works at Mundaring Arena which was not included in the budget. This relates to incomplete works carried over from 2019/20;
14. A forecast increase of \$15,000 in expenditure for drainage works at Sawyers Valley Oval which was not included in the budget. This relates to incomplete works carried over from 2019/20;

15. A forecast increase of \$20,000 in expenditure for a fire tank at Warrigal Reserve which was not included the budget. This relates to incomplete works carried over from 2019/20;
16. A forecast increase of \$22,072 in expenditure for a minor bridge crossing on Cookes Reserve which was not included the budget. This relates to incomplete works carried over from 2019/20;
17. A forecast increase of \$8,100 in expenditure for the roof extension of the toilet block at the Mundaring Hardcourts which was not included in the budget. This relates to incomplete works carried over from 2019/20;
18. A forecast increase of \$20,000 in expenditure for the new toilet block at Broz Park, from a budget of \$135,000 to a revised forecast of \$155,000. This relates to incomplete works carried over from 2019/20;
19. A forecast increase of \$5000 in expenditure for works at Boya Library which was not included in the budget. This relates to incomplete works carried over from 2019/20;
20. A forecast increase of \$9500 in expenditure for minor building accessibility works, from a budget of \$50,000 to a revised forecast of \$59,500. This relates to incomplete works carried over from 2019/20;
21. A forecast increase of \$15,000 in expenditure for works on the Mundaring Arena building which was not included in the budget. This relates to incomplete works carried over from 2019/20;
22. A forecast increase of \$30,000 for the new shed and solar panels for the Container Deposit Scheme, from a budget of \$230,000 to a revised forecast of \$260,000. \$20,000 relates to incomplete works carried over from 2019/20 and \$10,000 has been reallocated from the Coppin Road capital account;
23. A forecast increase of \$75,000 in expenditure related to the replacement of two fleet vehicles which was not included in the budget. This relates to scheduled vehicle changeovers carried over from 2019/20. The expense is offset by a forecast increase in vehicle trade-in revenue of \$33,567 with the balance to be funded by a forecast increase in funds transferred from the Plant Replacement Reserve ;
24. A forecast increase of \$50,000 in expenditure for the replacement of the fuel bowsers at the depot which was not included in the budget. This relates to the scheduled replacement of the bowsers being carried over from 2019/20;
25. A forecast increase of \$11,000 in expenditure for the replacement of a trailer for operations which was not included in the budget. This relates to the scheduled replacement of the trailer being carried over from 2019/20;
26. A forecast increase of \$50,000 in expenditure for kerb works and widening Woolloomooloo Road which was not included in the budget. This relates to incomplete works carried over from 2019/20;
27. A forecast decrease of \$200,000 in expenditure on Old Northam Road, from a budget of \$600,000 to a revised forecast of \$400,000. This reflects the equivalent reduction in Black Spot funding for this project;
28. A forecast increase of \$16,500 to replace the floor in the Little Possums building which was not included in the budget. \$12,250 of this cost is offset by the contribution from Little Possum Inc; and

29. A forecast increase of \$1,501,069 in expenditure for capital projects funded by the Local Roads and Community Infrastructure Program which reflects the additional grant funding the Shire has been allocated. At the January Council meeting Council resolved that these funds be expended on the following projects; Lake Leschenaultia western side toilet block - \$200,000; Stoneville Bushfire Brigade building - \$900,000; Mundaring Cemetery upgrade works - \$150,000; Byfield Road, road safety project - \$251,069.

**Financing Activities (activities relating to loans and cash backed reserves)**

The significant changes in the forecasts for financing activities are:

1. A forecast increase of \$66,379 in the transfer from the plant replacement reserve, from a budget of \$585,694 to a revised forecast of \$652,073; and
2. A forecast decrease of \$162,961 in the transfer to the capital income reserve which reflects the equivalent forecast reduction in commercial rent revenue.

**Forecast closing budget surplus**

Council will note there is an increase of \$376,040 to the Shire’s forecast closing budget position for 20120/21; from a budgeted surplus of \$1,545,251 (as per the adopted annual budget) to a forecast surplus of \$1,921,291. The forecast closing position for 2020/21 will become the Shire’s opening budget position for the 2021/22 budget. The \$376,040 increase in the forecast closing budget position will form part of the funds in the 2021/22 budget available to fund new business cases for non-recurrent projects/initiatives that Council may approve for 2021/22, whilst potentially still maintaining the forecast rates increases in the current Long Term Financial Plan.

**VOTING REQUIREMENT**

Absolute Majority - *Local Government (Financial Management) Regulations 1996 regulation 33A*

<b>COUNCIL DECISION RECOMMENDATION</b>	<b>C8.02.21</b>
Moved by Cr Jeans	Seconded by Cr Lavell

That Council:

1. by absolute majority, approves the mid-year budget review as per the forecast figures disclosed in the attached Statement of Financial Activity;
2. notes the change in the forecast closing budget surplus from \$1,545,251 to \$1,921,291; and
3. notes the forecast changes under the officer’s comments in the report, which form part of the annual budget review for 2020/21.

**CARRIED BY ABSOLUTE MAJORITY 10/0**

**For:** Cr Daw, Cr Driver, Cr Burbidge, Cr Jeans, Cr Lavell, Cr Martin, Cr Green, Cr Russell, Cr Cuthbert and Cr Collins

**Against:** Nil

**Shire of Mundaring**  
**Budget Review - Statement of Financial Activity**  
**for period ending 31 December 2020**

	2020/21 YTD Budget \$	2020/21 YTD Actuals \$	2020/21 Budget (a) \$	2020/21 Forecast (b) \$	Variance (b) - (a) \$
<b>Opening Funding Surplus/(Deficit)</b>	5,453,805	6,386,144	5,453,805	6,386,144	932,339
<b>Revenue from operating activities</b>					
General Purpose Funding - Rates	29,019,865	28,980,447	29,092,236	29,092,236	-
General Purpose Funding - Other	864,520	667,924	1,711,045	1,711,045	-
Governance	101,258	228,341	179,748	277,922	98,174
Law, Order & Public Safety	213,700	487,599	562,400	787,633	225,233
Health	33,098	69,373	46,200	72,382	26,182
Education & Welfare	2,898,186	3,467,635	5,762,350	5,771,200	8,850
Community Amenities	6,765,416	6,784,000	7,147,722	7,070,890	(76,832)
Recreation and Culture	646,328	597,150	2,088,856	2,005,356	(83,500)
Transport	909	33,265	65,700	93,700	28,000
Economic Services	173,823	213,985	256,825	276,950	20,125
Other Property and Services	170,413	233,713	414,007	287,346	(126,661)
<b>Total</b>	40,887,516	41,763,432	47,327,089	47,446,660	119,571
<b>Expenditure from operating activities</b>					
General Purpose Funding	(410,957)	(319,635)	(811,573)	(661,573)	150,000
Governance	(2,627,930)	(2,093,008)	(5,023,677)	(5,055,996)	(32,319)
Law, Order & Public Safety	(1,270,354)	(1,591,729)	(2,476,558)	(3,012,282)	(535,724)
Health	(406,357)	(355,203)	(787,645)	(814,840)	(27,195)
Education & Welfare	(4,064,435)	(3,686,922)	(8,018,301)	(7,973,857)	44,444
Community Amenities	(4,497,652)	(4,280,997)	(9,012,593)	(8,917,380)	95,213
Recreation and Culture	(5,619,635)	(5,341,131)	(11,160,975)	(11,245,790)	(84,815)
Transport	(6,108,654)	(6,214,344)	(12,243,036)	(11,033,860)	1,209,176
Economic Services	(374,204)	(351,305)	(738,656)	(738,689)	(33)
Other Property and Services	(848,869)	(253,677)	(1,602,101)	(1,689,805)	(87,704)
<b>Total</b>	(26,229,047)	(24,487,951)	(51,875,115)	(51,144,072)	731,043
<b>Operating activities excluded from rate setting</b>					
Depreciation on Assets	4,060,212	4,121,657	8,120,471	7,096,221	(1,024,250)
(Profit)/Loss on Disposal of Assets	7,089	(1,628)	(635,822)	(635,822)	-
Deferred Rates Adjustment	-	27,055	-	-	-
<b>Amount attributable to operating activities</b>	18,725,770	21,422,565	2,936,623	2,762,987	(173,636)
<b>Investing Activities</b>					
Proceeds from Disposal of Assets	-	20,909	1,139,989	1,173,556	33,567
Grants and Contributions	2,647,612	2,016,322	5,938,534	7,328,063	1,389,529
Purchase Property, Plant & Equipment	(1,862,367)	(660,388)	(2,666,564)	(3,806,641)	(1,140,077)
Purchase Infrastructure	(4,125,334)	(2,122,260)	(8,245,167)	(9,171,889)	(926,722)
<b>Amount attributable to investing activities</b>	(3,340,089)	(745,417)	(3,833,208)	(4,476,911)	(643,703)
<b>Financing Activities</b>					
Repayment of Debentures	(333,389)	(273,884)	(666,777)	(666,777)	-
Transfers from Reserves	433,622	-	2,099,343	2,165,722	66,379
Transfers to Reserves	(113,772)	9,978	(4,444,535)	(4,249,874)	194,661
<b>Amount attributable to financing activities</b>	(13,539)	(263,906)	(3,011,969)	(2,750,929)	261,040
<b>Closing Surplus/(Deficit)</b>	20,825,948	26,799,386	1,545,251	1,921,291	376,040

## 10.6 Corporate Business Project Report - 1 October - 31 December 2020

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<b>File Code</b>	OR.CMA 16
<b>Author</b>	Janice Byers, Organisational Development Officer
<b>Senior Employee</b>	Kirk Kitchin, Acting Director Strategic & Community Services
<b>Disclosure of Any Interest</b>	Nil
<b>Attachments</b>	1. Corporate Business Project Report 1 October - 31 December 2020 <a href="#">↓</a>

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### SUMMARY

Council adopted the Corporate Business Plan (CBP) for the period 2020/21 - 2023/24 on 14 July 2020. The CBP contains a range of strategic and planning priorities implemented on a yearly basis. The purpose of reporting is to provide an internal review and monitoring function that allows the Shire to respond to change through a systematic reporting process. Council receives quarterly reports about the implementation of these priorities.

The second quarter (October - December 2020) Corporate Business Project Report (CBPR) reflects project progress as at 31 December 2020 and reports on the status of each of these (**Attachment 1**).

As noted in the CBPR there are 12 projects identified:

- Six projects have continued from the previous financial year, as planned;
- Two projects carried over from last year has been further delayed (See comment section);
- One project from last year was placed on hold due to impact of COVID-19 and will recommence in March 2021; and
- Three new projects identified during the 2020/21 Corporate Business Planning process are currently in progress.

It is recommended that Council notes these changes and progress to date of these key projects.

### BACKGROUND

Section 5.56 of the *Local Government Act 1995* (the Act) "Planning for the Future" requires a local government to plan for the future of the district and to make plans in accordance with the regulations. Regulations came into effect 1 July 2013 requiring all local governments to have developed and adopted a Strategic Community Plan (SCP) and a Corporate Business Plan supported and informed by resourcing and delivery strategies. These plans will drive the development of each local government's annual budget and through a process of continuous improvement, local governments should be better able to plan for and meet the needs of their communities.

The reporting element is the process by which local government informs the community and statutory bodies on its progress in delivering services, projects and other operations to meet the community's short term, medium term and long-term aspirations.

Section 5.53 of the Act requires the annual report to contain an overview of the plan for the future of the district, including major initiatives that are proposed to commence or to continue in the next financial year.

### **STATUTORY / LEGAL IMPLICATIONS**

Section 5.56 of the *Local Government Act 1995* requires a local government to plan for the future of its district in accordance with any regulations made.

Regulation 19DA of the *Local Government (Administration) Regulations 1996* sets out the requirements for preparing, adopting, reviewing and modifying the Corporate Business Plan.

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

Nil

### **STRATEGIC IMPLICATIONS**

Mundaring Strategic Community Plan 2020 - 2030

Priority 4 - Governance

Objective 4.4 – High standard of governance and accountability

Strategy 4.4.5 – Continual improvement in the Integrated Planning and Reporting (IPR) standard

### **SUSTAINABILITY IMPLICATIONS**

Nil

### **RISK IMPLICATIONS**

Nil

### **EXTERNAL CONSULTATION**

Nil

### **COMMENT**

The second quarter CBPR has 12 projects which are reported on regularly. Their status is as follows:

<b>Status</b>	<b>No.</b>	<b>Project Title</b>
Projects in progress and continuing from 2019/20	6	Public Open Space Strategy Local Biodiversity Strategy Morgan John Morgan Reserve Upgrade Mt. Helena Skate Park Extension Scott Street Bridge upgrade Energy and Emissions Reduction Initiatives

Projects Delayed	2	Mundaring Multipurpose Community Centre Concept Plan – Delayed until 31 July 2021. Broz Park Toilet Block – Delayed further until 5 February 2021
Project on hold due to impact of COVID-19	1	Development of Reconciliation Action Plan (RAP) – Recommence March 2021. Draft RAP completion date 21 December 2021, final RAP endorsement date 10 October 2022
New Projects in progress in 2020/21 CBP	3	Chidlow Village Green Skate Park Facility Container Deposit Scheme Glen Road Bridge Upgrade

## VOTING REQUIREMENT

Simple Majority

<b>COUNCIL DECISION RECOMMENDATION</b>	<b>C9.02.21</b>
Moved by	Cr Burbidge
Seconded by	Cr Cuthbert

That Council notes the changes and progress to date listed in the quarterly Corporate Business Project Report 1 October – 31 December 2020 as being:

1. six projects carried over from 2019/20 are in progress and on schedule;
2. two projects carried over from 2019/20, Mundaring Multi-Purpose Precinct Plan delayed until 31 July 2021 and Broz Park Toilet Block, further delayed until 5 February 2021 due to a delay for approval from the Water Corporation;
3. one project (Reconciliation Action Plan) remains on hold until March 2021 due to the impact of COVID-19. The final plan endorsement date is 10 October 2021 and the new completion date for the draft plan is 31 December 2021; and
4. three new projects listed in the 2020/21 CBP are in progress and on schedule.

## CARRIED 10/0

**For:** Cr Daw, Cr Driver, Cr Burbidge, Cr Jeans, Cr Lavell, Cr Martin, Cr Green, Cr Russell, Cr Cuthbert and Cr Collins

**Against:** Nil

### Corporate Business Project Report 1 October – 31 December 2021

Cancelled, Deferred, On Hold  Complete  On Schedule  Behind Schedule  Overdue  Not Started (No Colour) 

1. Community [Strategic Community Plan(2020-2030)]							
Business Case	Project	Start Date	Due Date	% Of Parent	% Complete	Status	Comments
Chidlow Village Green Skate Park Facilities	Chidlow Skate Park	12/08/2020	30/06/2021	100	23	In Progress	Consultation with community representatives complete and design work progressing.
Reconciliation Action Plan	Development of Reconciliation Action Plan	1/07/2019	10/10/2022	100	15	On Hold	<p>Project placed on hold in March 2020 due to the COVID-19 pandemic. Community engagement component of this project will recommence in March 2021, ensuring the engagement component with the Aboriginal community can occur in both a culturally sensitive manner as well as with the required (at the time) public health requirements due to COVID 19.</p> <p>Draft RAP developed by 31 December 2021. Reconciliation Australia will consider plan, which can take up to 9 months. Council will endorse the RAP following the consideration and feedback by Reconciliation Australia.</p> <p>As such, the amended completion date for the project is now 10 October 2022.</p>
2. Natural Environment [Strategic Community Plan(2020-2030)]							
Business Case	Project	Start Date	Due Date	% Of Parent	% Complete	Status	Comments
Container Deposit Scheme Participation	Container Deposit Scheme	11/08/2020	30/06/2021	100	94	In Progress	All works relating to the shed and solar system are complete. Waste officer requirements under review to ensure alignment with needs of CDS program
3. Built Environment [Strategic Community Plan(2020-2030)]							
Business Case	Project	Start Date	Due Date	% Of Parent	% Complete	Status	Comments
Glen Road Bridge Upgrade	Glen Road bridge	10/08/2020	7/05/2021	100	95	In Progress	Bridge works completed. Final acquittals to be made
Mundaring Multipurpose Community Centre Concept Plan	Mundaring Civic Precinct Concept Plan	2/07/2018	31/07/2021	100	33	In Progress	Due date for the draft Property Strategy and Land Assembly was early Feb. As a result of extensive discussions with the Consultant Team, further information will be sought from decision-making authorities, prior to presenting the draft findings to Council at a Forum in April. Subject to direction of Council, targeted stakeholder consultation is likely to be required prior to final report for decision of Council in June/July 2021.

4. Governance [Strategic Community Plan(2020-2030)]							
Business Case	Project	Start Date	Due Date	% Of Parent	% Complete	Status	Comments
Energy and Emissions Reduction initiatives	Energy and Emissions Reduction Initiatives	1/07/2019	30/06/2023	100	29	In Progress	Significant new solar panel systems installed on high energy use facilities during 2020. Energy audits at facilities delayed due to Covid-19 but findings to be used to guide decision making for further energy efficiency improvements and additional solar panel installation at Shire facilities during 2021. Research into streetlight efficiency and electric vehicles undertaken.
Built Environment [Strategic Community Plan(2016-2026)]							
Business Case	Project	Start Date	Due Date	% Of Parent	% Complete	Status	Comments
Broz Park New Toilet Block	Broz Park Toilet Block	23/09/2019	5/02/2021	100	96	In Progress	Works have been completed excepting the sewer connection as approval from Water Corporation took considerable time to obtain. This has now been received and connection works will follow immediately after the Water Corporation install a connection point. All works should be completed by early February.
Public Open Space Strategy	Public Open Space Strategy	1/07/2019	8/06/2021	100	75	In Progress	Project plan complete. The draft strategy commenced development in March 2020. Project timeline on target.
Natural Environment [Strategic Community Plan(2016-2026)]							
Business Case	Project	Start Date	Due Date	% Of Parent	% Complete	Status	Comments
Local Biodiversity Strategy (review to integrate various past strategies)	Local Biodiversity Strategy (review to integrate various past strategies)	1/08/2019	24/12/2021	100	36	In Progress	Updated Local Natural Area mapping has been prepared. EAC local biodiversity strategy working group had meetings on different aspects of integrating biodiversity strategies, including citizen science opportunities for environmental education and filling gaps in data (particularly fauna). Friends and Catchment Group members consulted on environmental concerns, and support for landcare activities, during the stakeholder engagement process.
Thriving Community [Corporate Business Plan(2013-2023)]							
Business Case	Project	Start Date	Due Date	% Of Parent	% Complete	Status	Comments
Morgan John Morgan Reserve Upgrade	Morgan John Morgan Reserve Upgrade	1/07/2019	25/06/2021	100	38	In Progress	Feedback on masterplan being monitored
Mt Helena Skate Park Extension	Mt Helena Skate Park Extension	1/07/2019	26/03/2021	100	58	In Progress	Works commenced, expected completion February 2021. Acquittal end of March 2021
Scott Street Bridge Upgrade	Scott Street Bridge Upgrade	1/07/2019	28/06/2024	100	33	In Progress	Preliminary works completed

## 10.7 Statement of Financial Activity for period ended 31 December 2020

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<b>File Code</b>	RI.RPT2
<b>Author</b>	Stan Kocian, Manager Finance and Governance
<b>Senior Employee</b>	Garry Bird, Director Corporate Services
<b>Disclosure of Any Interest</b>	Nil
<b>Attachments</b>	1. Statement of Financial Activity for period ended 31 December 2020 <a href="#">↓</a>

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### SUMMARY

The monthly Statement of Financial Activity discloses the Shire's financial activities for the period ending 31 December 2020.

The actual closing budget position as at 31 December 2020 was a surplus of \$26,799,386 compared to a budgeted year to date surplus to the end of December of \$20,825,948. The budgeted year end surplus is \$1,545,251 as per the original budget adopted by Council (C2.07.20).

### BACKGROUND

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

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

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

### STATUTORY / LEGAL IMPLICATIONS

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

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

### POLICY IMPLICATIONS

Nil

### FINANCIAL IMPLICATIONS

Financial implications are in accordance with the approved reporting material variances (C14.07.20) of:

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

within the monthly Statement of Financial Activity during the 2020/21 financial year.

### STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 4 - Governance

Objective 4.4 – High standard of governance and accountability

Strategy 4.4.6 – Sound financial and asset management

## SUSTAINABILITY IMPLICATIONS

Nil

## RISK IMPLICATIONS

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

## EXTERNAL CONSULTATION

Nil

## COMMENT

The reports that accompany this item are as follows:

- A graphical representation of the year to date comparison to budget for operating revenue, operating expenses and capital expenses;
- Statement of Financial Activity (based on the Rate Setting Statement adopted in the annual budget) for the period ending 31 December 2020;
- An explanation of the material variances in the Statement of Financial Activity
- The closing budget position for the period ending 31 December 2020 and comparison to the year to date budget and same period last year;
- An explanation of the key terms and definitions used in the Statement of Financial Activity;
- The closing budget position for the period ending 31 December 2020 and comparison to the year to date budget and same period last year;
- A statement of year to date operating expenses by each area of budget responsibility and a graphical comparison of year to date operating expense to the year to date budget; and
- Summary of Cash Investments with financial institutions as at 31 December 2020.

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

The Shire's closing surplus as at 31 December 2020 was \$26,799,386 compared to a year to date budgeted surplus of \$20,825,948. This variation is primarily due to:

1. The Shire's forecast opening budget surplus in the adopted budget was \$5,453,805 compared to an actual opening surplus position of \$6,386,144 (actual opening position was finalised after the budget was adopted);
2. The Shire's year to date actual operating expenses being \$1,741,096 less than the year to date budget (see explanation of variances);
3. The Shire's year to date actual operating revenue being \$875,916 greater than the year to date budget (see explanation of variances);
4. The Shire's net expenditure on investing activities (Capital works) being \$2,594,672 less than the year to date budget (see explanation of variances).

Outstanding rates and waste charges as at 31 December 2020 was \$12,058,007 compared to a figure of \$11,810,188 at the same time last year.

The Shire's total cash as at 31 December 2020 was \$46,524,246 which includes \$19,119,202 in municipal funds (\$18,771,577 at the same time last year) and \$27,405,044 in cash backed reserves and other restricted funds.

## VOTING REQUIREMENT

Simple Majority

<b>COUNCIL DECISION</b>		<b>C10.02.21</b>	
<b>RECOMMENDATION</b>			
Moved by	Cr Lavell	Seconded by	Cr Martin

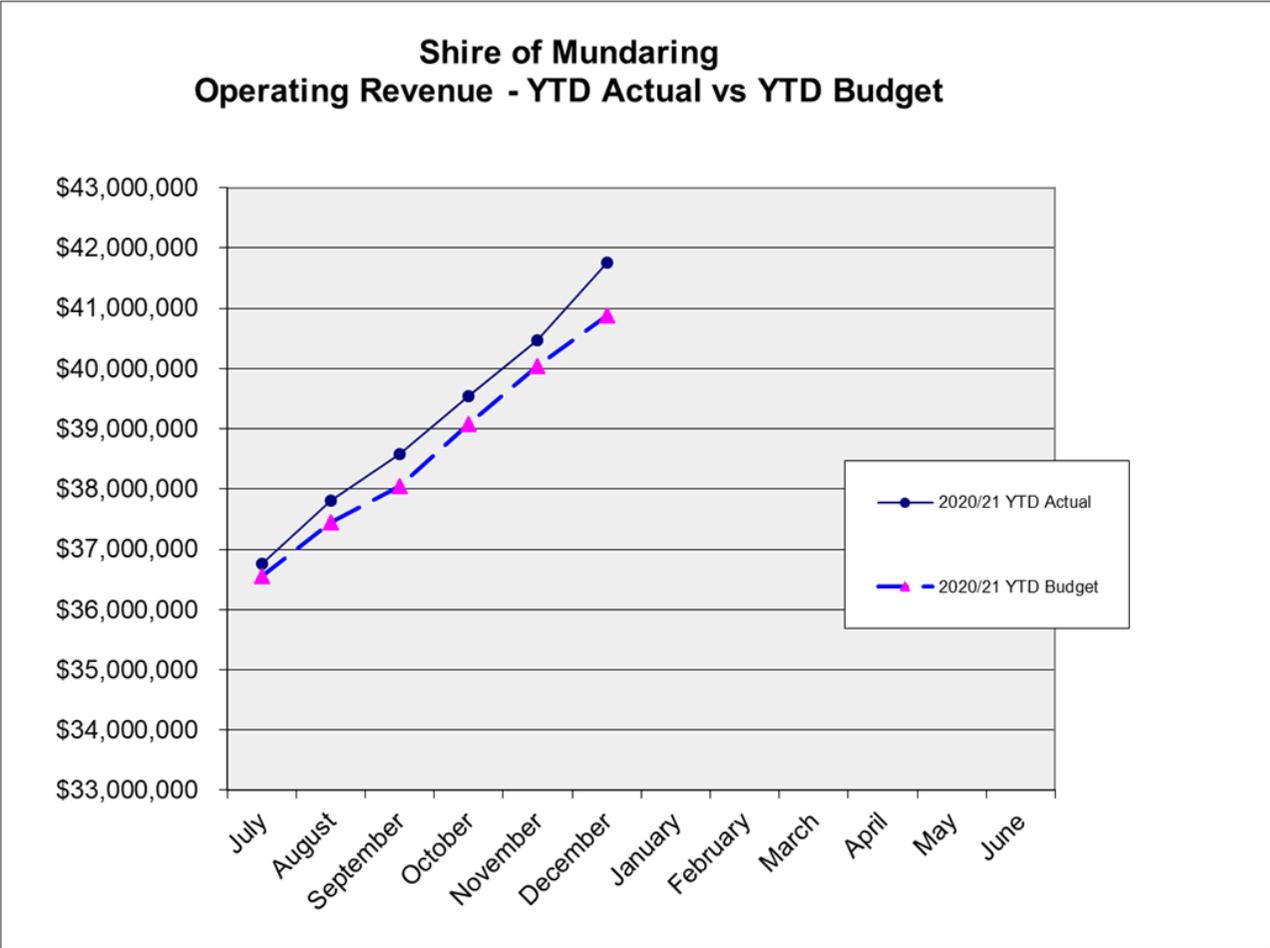
That Council notes:

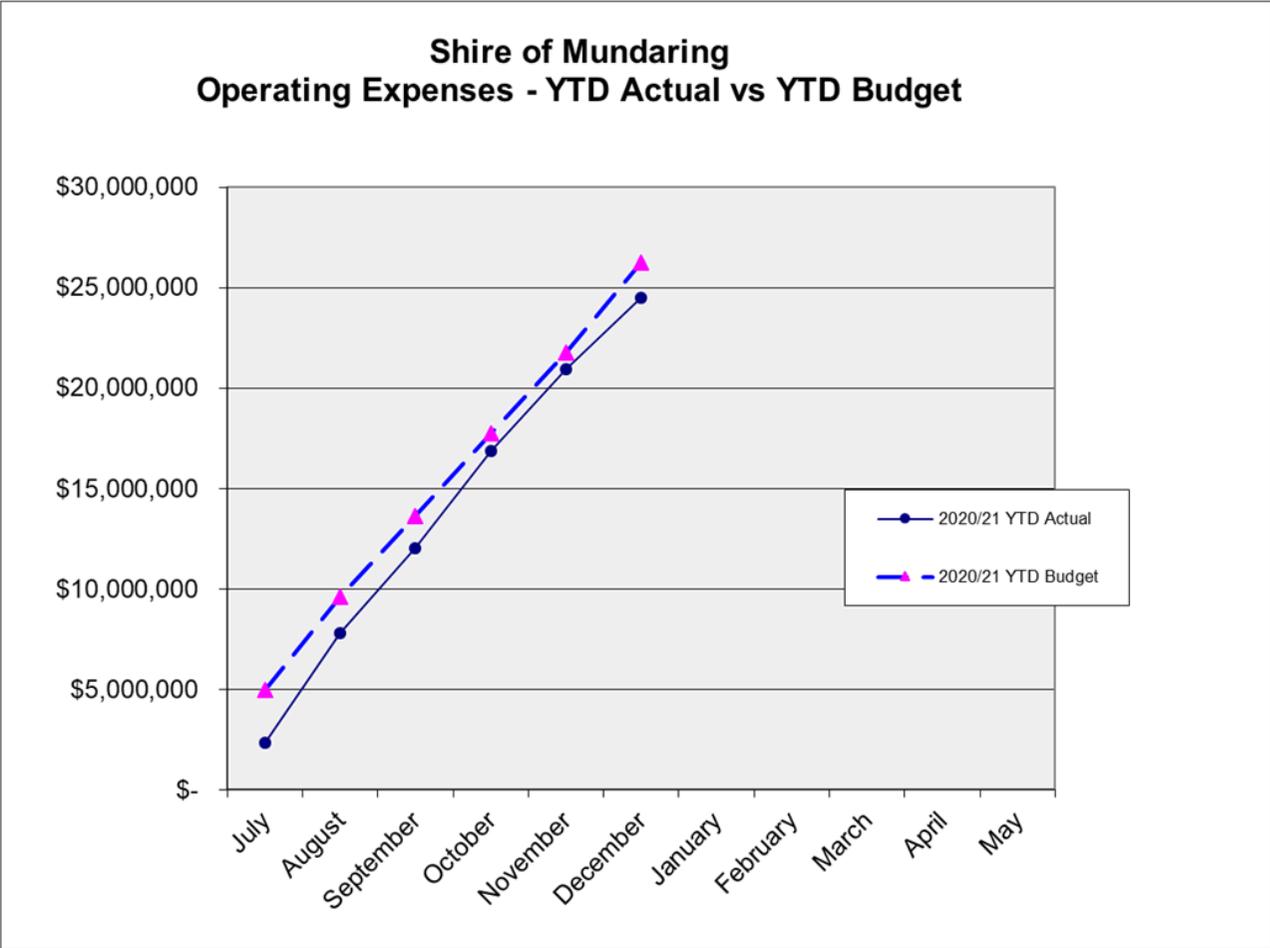
1. the closing position of the Shire for the period ending 31 December 2020 is a surplus of \$26,779,386 compared to the year to date budgeted surplus of \$20,825,948; and
2. the explanation of material variances in the Statement of Financial Activity contained in **Attachment 1**.

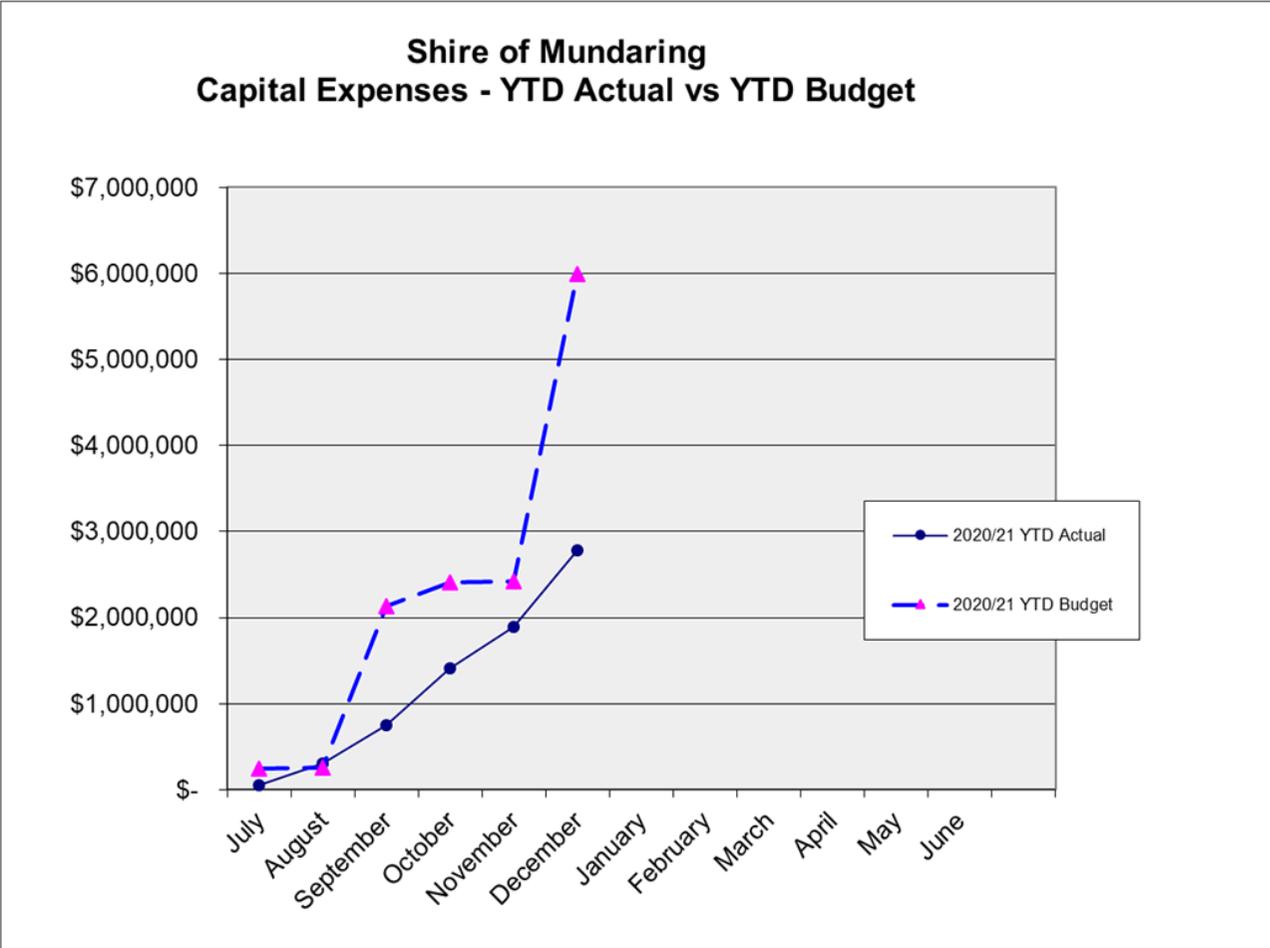
## CARRIED 10/0

**For:** Cr Daw, Cr Driver, Cr Burbidge, Cr Jeans, Cr Lavell, Cr Martin, Cr Green, Cr Russell, Cr Cuthbert and Cr Collins

**Against:** Nil







**Shire of Mundaring**  
**Statement of Financial Activity**  
**for period ending 31 December 2020**

	2020/21	2020/21	2020/21	YTD	YTD
	YTD Budget	YTD Actuals	BUDGET	Variance	Variance
	\$	\$	\$	\$	%
<b>Opening Funding Surplus/(Deficit)</b>	5,453,805	6,386,144	5,453,805	932,339	17.1%
<b>Revenue from operating activities</b>					
General Purpose Funding - Rates	29,019,865	28,980,447	29,092,236	(39,418)	-0.1%
General Purpose Funding - Other	864,520	667,924	1,711,045	(196,596)	-22.7%
Governance	101,258	228,341	179,748	127,083	125.5%
Law, Order & Public Safety	213,700	487,599	562,400	273,899	128.2%
Health	33,098	69,373	46,200	36,275	109.6%
Education & Welfare	2,898,186	3,467,635	5,762,350	569,449	19.6%
Community Amenities	6,765,416	6,784,000	7,147,722	18,584	0.3%
Recreation and Culture	646,328	597,150	2,088,856	(49,178)	-7.6%
Transport	909	33,265	65,700	32,356	3559.5%
Economic Services	173,823	213,985	256,825	40,162	23.1%
Other Property and Services	170,413	233,713	414,007	63,300	37.1%
<b>Total</b>	<b>40,887,516</b>	<b>41,763,432</b>	<b>47,327,089</b>	<b>875,916</b>	<b>2.1%</b>
<b>Expenditure from operating activities</b>					
General Purpose Funding	(410,957)	(319,635)	(811,573)	91,322	-22.2%
Governance	(2,627,930)	(2,093,008)	(5,023,677)	534,922	-20.4%
Law, Order & Public Safety	(1,270,354)	(1,591,729)	(2,476,558)	(321,375)	25.3%
Health	(406,357)	(355,203)	(787,645)	51,154	-12.6%
Education & Welfare	(4,064,435)	(3,686,922)	(8,018,301)	377,513	-9.3%
Community Amenities	(4,497,652)	(4,280,997)	(9,012,593)	216,655	-4.8%
Recreation and Culture	(5,619,635)	(5,341,131)	(11,160,975)	278,504	-5.0%
Transport	(6,108,654)	(6,214,344)	(12,243,036)	(105,690)	1.7%
Economic Services	(374,204)	(351,305)	(738,656)	22,899	-6.1%
Other Property and Services	(848,869)	(253,677)	(1,602,101)	595,192	-70.1%
<b>Total</b>	<b>(26,229,047)</b>	<b>(24,487,951)</b>	<b>(51,875,115)</b>	<b>1,741,096</b>	<b>6.6%</b>
<b>Operating activities excluded from rate setting</b>					
Depreciation on Assets	4,060,212	4,121,657	8,120,471	61,445	-1.5%
(Profit)/Loss on Disposal of Assets	7,089	(1,628)	(635,822)	(8,717)	123.0%
Deferred Rates Adjustment	-	27,055	-	27,055	100.0%
<b>Amount attributable to operating activities</b>	<b>18,725,770</b>	<b>21,422,565</b>	<b>2,936,623</b>	<b>2,696,795</b>	<b>14.4%</b>
<b>Investing Activities</b>					
Proceeds from Disposal of Assets	-	20,909	1,139,989	20,909	100.0%
Grants and Contributions	2,647,612	2,016,322	5,938,534	(631,290)	-23.8%
Purchase Property, Plant & Equipment	(1,862,367)	(660,388)	(2,666,564)	1,201,979	-64.5%
Purchase Infrastructure	(4,125,334)	(2,122,260)	(8,245,167)	2,003,074	-48.6%
<b>Amount attributable to investing activities</b>	<b>(3,340,089)</b>	<b>(745,417)</b>	<b>(3,833,208)</b>	<b>2,594,672</b>	<b>-77.7%</b>
<b>Financing Activities</b>					
Repayment of Debentures	(333,389)	(273,884)	(666,777)	59,505	-17.8%
Transfers from Reserves	433,622	-	2,099,343	(433,622)	-100.0%
Transfers to Reserves	(113,772)	9,978	(4,444,535)	123,750	108.8%
<b>Amount attributable to financing activities</b>	<b>(13,539)</b>	<b>(263,906)</b>	<b>(3,011,969)</b>	<b>(250,368)</b>	<b>-1849.3%</b>
<b>Closing Funding Surplus/(Deficit)</b>	<b>20,825,948</b>	<b>26,799,386</b>	<b>1,545,251</b>	<b>5,973,438</b>	<b>28.7%</b>

<b>Explanation of Material Variances</b>				
The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.				
The material variance for revenue adopted by Council for the 2020/21 year is \$50,000 or 10% whichever is the greater.				
The material variance for expenses adopted by Council for the 2020/21 year is \$100,000 or 10% whichever is the greater.				
<b>Reporting Program</b>	<b>Var. \$</b>	<b>Var. %</b>	<b>Timing/ Permanent</b>	<b>Explanation of Variance</b>
<b>Revenue from operating activities</b>				
General Purpose Funding -Rates	(39,418)	(0.1%)		Within Variance threshold.
General Purpose Funding - Other	(196,596)	(22.7%)	Timing	Interest - Reserve \$123,750 and Interest - Municipal \$65,384 are less than YTD Budget mainly as a result of reversal of interest accruals for 30 June 2020 which will self adjust as interest is earned in 2020/21. However will be impacted by reduced interest rates on investments.
Governance	127,083	125.5%	Timing	Refund from LGIS is \$117,172 greater than YTD Budget.
Law, Order & Public Safety	273,899	128.2%	Timing	DFES Mitigation Activity Fund \$277,833 and Dog Act Registration Fees \$76,884 are greater than YTD Budget, partially offset by ESL Grant which is \$74,012 less than YTD Budget.
Health	36,275	109.6%	Timing	Food Inspection Fees and Charges are \$24,600 greater than YTD Budget. The balance of the variance is spread across a number of areas.
Education & Welfare	569,449	19.6%	Timing	Middle Swan Grant Funding \$241,010, Midvale Child Care Centre Fees and Charges \$131,425, IAS Grant \$116,500 and Child Care Benefits \$77,293 are greater than YTD Budget.
Community Amenities	18,584	0.3%		Within Variance threshold.
Recreation and Culture	(49,178)	(7.6%)		Within Variance threshold.
Transport	32,356	3559.5%	Timing	Income for the maintenance of Great Eastern Highway \$28,000 received earlier than anticipated in the budget.
Economic Services	40,162	23.1%	Timing	Building Licence Application Fees are \$38,498 greater than YTD Budget.
Other Property and Services	63,300	37.1%	Timing	Rent Lot 299 Elmsfield Road Midvale \$33,377 and Workers Compensation Reimbursements which is \$26,971 greater than YTD Budget.

<b>Expenditure from operating activities</b>				
General Purpose Funding	91,322	(22.2%)	Timing	Predominantly due to Rates Write-offs which are \$99,942 less than YTD Budget.
Governance	534,922	(20.4%)	Timing	Salaries \$198,106, IT Expenses \$93,832, Maintenance and operating cost for Admin Building \$47,067 and Depreciation Buildings \$32,262 are less than YTD Budget. The balance of the variance is spread across a number of areas.
Law, Order & Public Safety	(321,375)	25.3%	Timing	Predominantly due to Fire Mitigation Expenditure which is \$306,196 greater than YTD Budget. Offset by income from DFES Mitigation Activity Fund
Health	51,154	(12.6%)	Timing	Salaries \$13,708, Office Expenses \$11,677 and Building Maintenance \$15,769 are less than YTD Budget. The balance of the variance is spread across a number of areas.
Education & Welfare	377,513	(9.3%)	Timing	Children Services employee costs are \$376,882 less than YTD Budget due to impact of Covid-19 and other staff vacancies.
Community Amenities	216,655	(4.8%)	Timing	Due to the operating costs of the waste transfer stations being \$284,009 less than YTD Budget. The balance of variance is spread across a number of areas.
Recreation and Culture	278,504	(5.0%)	Timing	Community facilities Cleaning Expenses \$211,217 and Utilities \$158,333 are less than YTD Budget. The balance of the variance is spread across a number of areas.
Transport	(105,690)	1.7%	Timing	Roads Maintenance for gravel shoulders is \$114,668 greater than YTD Budget. The balance of the variance is spread across a number of areas.
Economic Services	22,899	(6.1%)		Within Variance threshold.
Other Property and Services	595,192	(70.1%)	Timing	Pre-allocation of overheads. Impact \$557,136. The balance of the variance is spread across a number of areas.

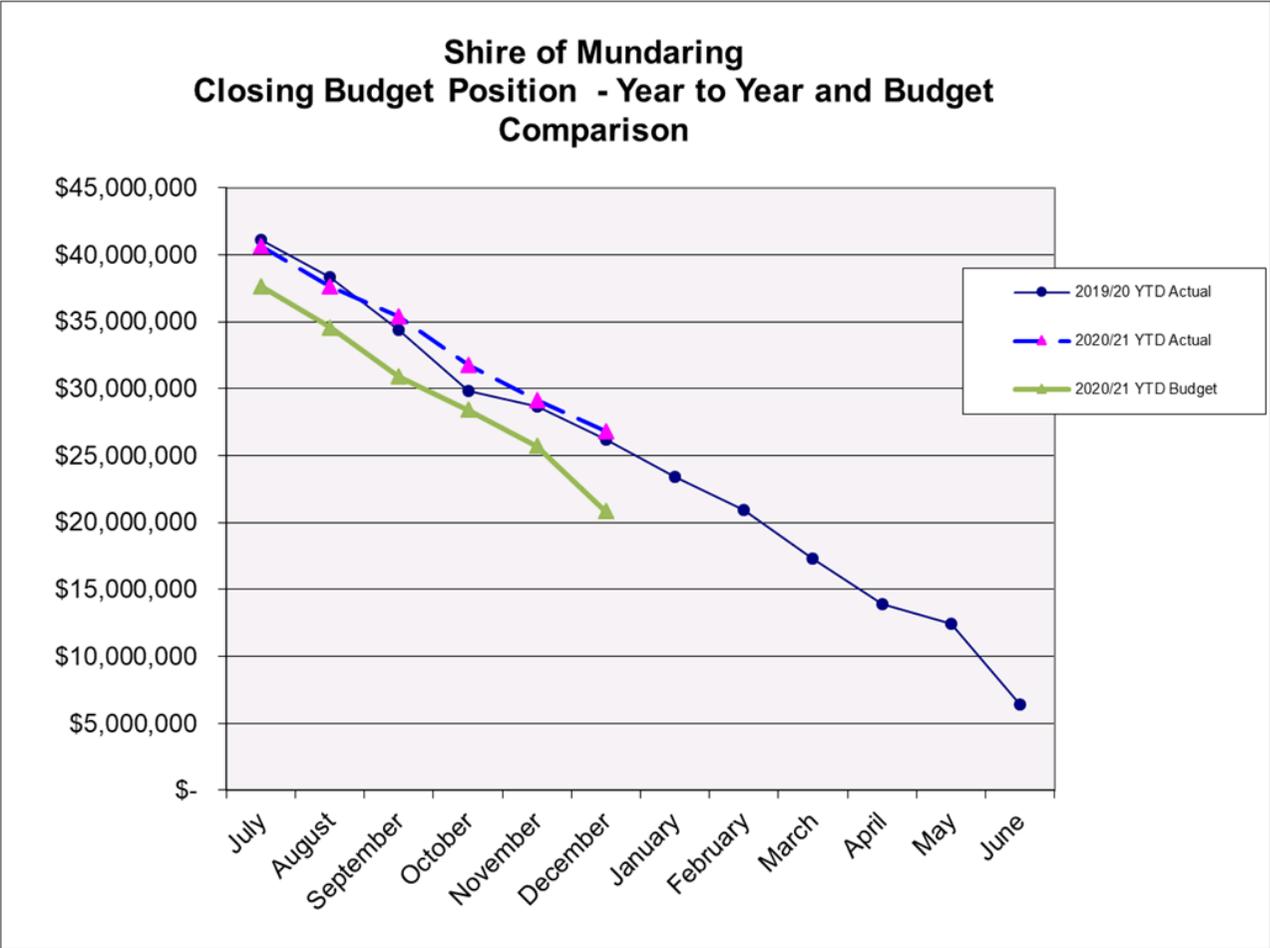
<b>Operating activities excluded from rate setting</b>				
Depreciation on Assets	61,445	(1.5%)		Within Variance threshold.
(Profit)/Loss on Disposal of Assets	(8,717)	123.0%		Profit rather than budgeted loss has been recognised on disposal of assets YTD.
Deferred Rates Adjustment	27,055	100.0%	Permanent	Relates to an unbudgeted movement in Deferred Rates.
<b>Investing Activities</b>				
Proceeds from Disposal of Assets	20,909	100.0%		Impacted by alignment of budgeted disposal of plant and actual timing of disposals.
Grants and Contributions	(631,290)	(23.8%)	Timing	YTD budget for Scott Street bridge of \$600,000 has not been received. The balance of variance is spread across a number of areas.
Purchase Property, Plant & Equipment	1,201,979	(64.5%)	Timing	Purchase of DFES funded Volunteer Bush Fire Brigade Vehicles \$400,000 not aligned to the timing that was anticipated in the budget. Timing of plant replacement program YTD budget of \$694,925 compared to YTD actual of \$77,953. The balance of variance is spread across a number of projects.
Purchase Infrastructure	2,003,074	(48.6%)	Timing	Roads Works Program is \$1,584,338 less than YTD budget. Footpath program is \$238,894 less than YTD budget. Drainage program is \$123,663 less than YTD budget.
<b>Financing Activities</b>				
Repayment of Debentures	59,505	(17.8%)	Timing	Relates to the timing of loans repayments.
Transfers from Reserves	(433,622)	(100.0%)	Timing	No transfers required from reserves to the end of November.
Transfers to Reserves	123,750	108.8%	Timing	Impact of reversal of interest accruals for 30 June 2020 which will self adjust as interest is earned in 2020/21. However will be impacted by reduced interest rates on investments.

**KEY TERMS AND DEFINITIONS USED IN STATEMENT OF FINANCIAL ACTIVITY**

<b>OBJECTIVE</b>	<b>ACTIVITIES</b>
<b>GOVERNANCE</b> To provide a decision making process for the efficient allocation of resources.	Includes the activities of members of council and the administrative support required for the Council and Shire services.
<b>GENERAL PURPOSE FUNDING</b> To collect revenue to allow for the provision of services.	Rates, general purpose government grants and interest revenue.
<b>LAW, ORDER, PUBLIC SAFETY</b> To provide services to help ensure a safer community.	Supervision and enforcement of legislation and various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.
<b>HEALTH</b> To provide an operational framework for environmental and community health.	Prevention of human illnesses, including inspection of premises/food control.
<b>EDUCATION AND WELFARE</b> To provide services to disadvantaged persons, the elderly, children and youth.	Operating and maintaining child minding centres and playgroup centres. Provision of services and programs for the youth and seniors of the Shire.
<b>COMMUNITY AMENITIES</b> To provide essential services required by the community.	Rubbish collection services, operation of waste disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemeteries and public conveniences.
<b>RECREATION AND CULTURE</b> To establish and effectively manage infrastructure and resources which will help the social well being of the community.	Maintenance of public halls, civic centres, aquatic centres, lake, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of libraries and other cultural facilities.
<b>TRANSPORT</b> To provide safe, effective and efficient transport services to the community.	Construction and maintenance of roads, streets, pathways, depots, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc.
<b>ECONOMIC SERVICES</b> To help promote the Shire and its economic wellbeing.	Tourism and area promotion. Provision of standpipes. Approval of building construction and implementation of statutory building controls.
<b>OTHER PROPERTY AND SERVICES</b> To monitor and control the Shire's overheads operating accounts.	Public works overheads, plant and equipment operations and activities not reported in the above programs.

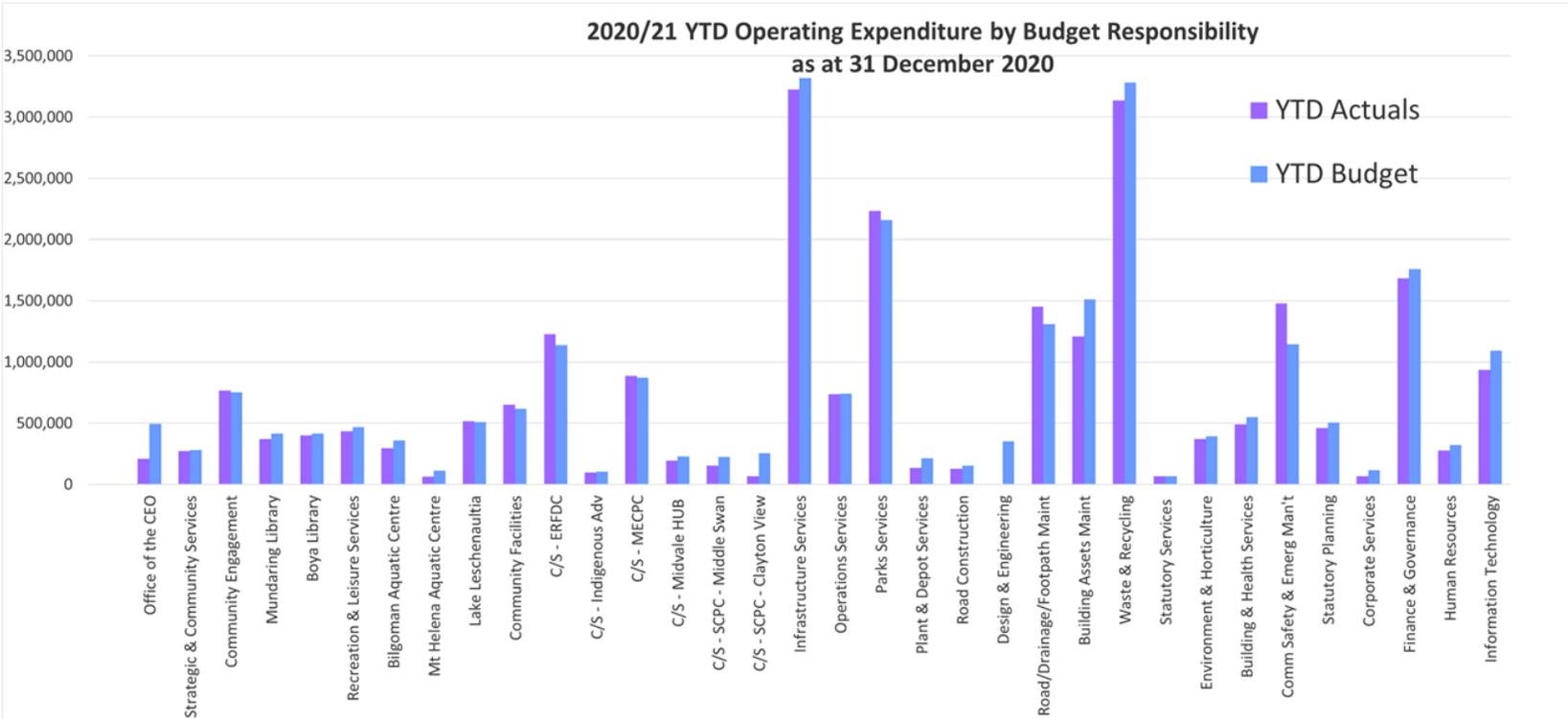
**NET CURRENT ASSETS- BUDGET SURPLUS/(DEFICIT)**

	Actual 31 December 2019	Actual 31 December 2020
<b>CURRENT ASSETS</b>		
Rates & Sanitation Debtors	11,810,188	12,058,007
Debtors	706,597	1,103,287
<b>TOTAL RECEIVABLES - CURRENT</b>	<b>12,516,785</b>	<b>13,161,294</b>
<b>STOCK ON HAND</b>	<b>84,260</b>	<b>93,335</b>
<b>CASH ASSETS</b>		
Municipal	18,771,577	19,119,202
Restricted Cash	24,226,039	27,405,044
<b>Total Bank Accounts</b>	<b>42,997,615</b>	<b>46,524,246</b>
<b>TOTAL CURRENT ASSETS</b>	<b>55,598,660</b>	<b>59,778,875</b>
<b>CURRENT LIABILITIES</b>		
Creditors	(4,228,971)	(4,254,623)
Borrowings - Current Portion	(635,200)	(666,777)
Provisions	(3,245,465)	(3,738,093)
	<b>(8,109,635)</b>	<b>(8,659,493)</b>
<b>NET CURRENT ASSETS</b>	<b>47,489,025</b>	<b>51,119,382</b>
Less Reserve Funds	(21,957,921)	(25,193,036)
Add Current Loan Liability	635,200	666,777
Add Current Lease Liability	0	206,263
<b>CLOSING BUDGET SURPLUS/(DEFICIT)</b>	<b>26,166,304</b>	<b>26,799,386</b>



**YTD for November 2020-21 Financial Data Operating Expenditure for jumped  
YTD Operating Expenditure by Budget Responsibility  
for period ending 31 December 2020**

	2020/21 YTD Actuals	2020/21 YTD Budget
Office of the CEO	207,934	493,551
Strategic & Community Services Directorate	273,777	279,703
Community Engagement	765,815	751,785
Mundaring Library	368,524	416,696
Boya Library	401,366	415,828
Recreation & Leisure Services	432,697	468,448
Bilgoman Aquatic Centre	294,731	360,641
Mt Helena Aquatic Centre	65,075	111,392
Lake Leschenaultia	514,626	507,712
Community Facilities	651,016	615,454
Children's Services - Eastern Region Family Day Care Scheme	1,228,384	1,137,370
Children's Services - Indigenous Advancement Strategy	95,443	105,210
Children's Services - Midvale Early Childhood & Parenting Centre	886,066	871,880
Children's Services - Midvale HUB Parenting Services	195,207	228,719
Children's Services - Swan Child and Parent Centre - Middle Swan	151,934	223,917
Children's Services - Swan Children and Family Centre - Clayton View	68,605	254,483
Infrastructure Services Directorate	3,224,711	3,320,333
Operations Services	736,745	740,183
Parks Services	2,233,159	2,159,061
Plant & Depot Services	135,998	214,934
Road Construction	127,733	153,498
Design & Engineering	(190,926)	350,206
Road/Drainage/Footpath Maintenance	1,452,234	1,309,596
Building Assets Maintenance	1,207,297	1,510,429
Waste & Recycling	3,135,859	3,279,670
Statutory Services Directorate	67,209	66,255
Environment & Horticulture	371,021	391,941
Statutory Building & Health Services	488,367	549,383
Community Safety & Emergency Management	1,476,753	1,145,061
Statutory Planning	461,852	506,354
Corporate Services Directorate	65,806	117,404
Finance & Governance (inc Elected Members Expenses)	1,682,291	1,758,293
Human Resources	276,322	320,625
Information Systems/Technology	934,320	1,093,032
<b>Total</b>	<b>24,487,951</b>	<b>26,229,047</b>
<b>Totals from Statement of Financial Activity</b>	<b>(24,487,951)</b>	<b>(26,229,047)</b>



**SHIRE OF MUNDARING**  
**INVESTMENT SUMMARY as at 31 December 2020**

		Amount Invested	Interest Rate	Period of Investment	Investment Date	Maturity Date
<b>MUNICIPAL FUNDS</b>						
<b><u>Unrestricted Use Funds</u></b>						
1	Bendigo Investment Account (on Call)	936,748	0.25%	N/A	N/A	N/A
132	Suncorp Bank	3,825,698	0.38%	182	days 30-Nov-20	31-May-21
144	Westpac	3,555,342	0.65%	212	days 30-Sep-20	30-Apr-21
148	Suncorp Bank	2,500,000	0.63%	181	days 15-Sep-20	15-Mar-21
149	Bendigo	2,500,000	0.55%	150	days 15-Sep-20	12-Feb-21
150	NAB	2,504,007	0.45%	182	days 14-Dec-20	14-Jun-21
151	NAB	2,500,000	0.67%	120	days 15-Sep-20	13-Jan-21
	<b>Total</b>	<b>18,321,795</b>				
<b>RESTRICTED ASSET FUNDS</b>						
<b><u>Restricted Use Funds</u></b>						
4	Bendigo Investment Account (on Call)	2,212,008	0.25%	N/A	N/A	N/A
	<b>Total</b>	<b>2,212,008</b>				
<b>TOTAL MUNI INVESTMENTS</b>		<b>\$20,533,804</b>				
<b>RESERVE FUNDS</b>						
2	Bendigo Investment Account (on Call)	2,914,997	0.25%	N/A	N/A	N/A
60A	Bendigo	3,533,592	1.30%	365	days 21-Sep-20	21-Sep-21
107	ANZ	2,534,942	0.85%	365	days 30-Apr-20	30-Apr-21
108	ANZ	1,897,159	0.85%	365	days 16-Apr-20	16-Apr-21
127	NAB	3,872,340	1.20%	365	days 9-Apr-20	9-Apr-21
128	Westpac	4,924,798	0.72%	212	days 22-Aug-20	22-Mar-21
145	NAB	2,515,208	0.65%	365	days 2-Oct-20	2-Oct-21
147	Westpac	3,000,000	0.70%	365	days 15-Sep-20	15-Sep-21
<b>TOTAL RESERVE INVESTMENTS</b>		<b>25,193,036</b>				
<b>TOTAL MUNI / RESERVE INVESTMENTS</b>		<b>\$45,726,840</b>				
<b>TRUST FUNDS</b>						
<b><u>POS Funds</u></b>						
3	Bendigo Investment Account (on Call)	\$3,102,167	0.25%	N/A	N/A	N/A
<b>TOTAL TRUST INVESTMENTS</b>		<b>3,102,167</b>				

## 10.8 List of Payments Made during December 2020

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<b>File Code</b>	F.I.RPT 1
<b>Author</b>	Andrea Douglas, PA to Director Corporate Services
<b>Senior Employee</b>	Garry Bird, Director Corporate Services
<b>Disclosure of Any Interest</b>	Nil
<b>Attachments</b>	1. Payments Between Meetings December 2020 <a href="#">↓</a>

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### SUMMARY

A list of accounts paid from the Municipal Fund and Trust Fund under the Chief Executive Officer's delegated authority for the month of December 2020 is presented to Council for noting.

### BACKGROUND

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

### STATUTORY / LEGAL IMPLICATIONS

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

(1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared –*

(a) *the payee's name;*

(b) *the amount of the payment;*

(c) *the date of the payment; and*

(d) *sufficient information to identify the transaction*

(3) *A list prepared under sub regulation (1) or (2) is to be –*

(a) *presented to council at the next ordinary meeting of the council after the list is prepared; and*

(b) *recorded in the minutes of that meeting*

### POLICY IMPLICATIONS

AS-04 Purchasing Policy

## FINANCIAL IMPLICATIONS

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

## STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 4 - Governance

Objective 4.4 – High standard of governance and accountability

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

## SUSTAINABILITY IMPLICATIONS

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

## RISK IMPLICATIONS

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

## EXTERNAL CONSULTATION

Nil

## COMMENT

Nil

## VOTING REQUIREMENT

Simple Majority

<b>COUNCIL DECISION RECOMMENDATION</b>	<b>C11.02.21</b>
Moved by                      Cr Jeans                      Seconded by                      Cr Martin	

That Council notes the list of payments made during December 2020 (**Attachment 1**).

**CARRIED 10/0**

**For:**            Cr Daw, Cr Driver, Cr Burbidge, Cr Jeans, Cr Lavell, Cr Martin, Cr Green, Cr Russell, Cr Cuthbert and Cr Collins

**Against:** Nil

**PAYMENTS BETWEEN MEETINGS**

The schedule of accounts paid for the month of December 2020 totals \$ 5,163,639.15 and includes:

- Municipal Cheques 200451 – 200456; and
- Electronic Funds Transfers.

**Schedule of Accounts:**

	<b>Amounts</b>	<b>Total</b>
	<b>\$</b>	<b>\$</b>
<b>MUNICIPAL ACCOUNT</b>		
MUNICIPAL CHEQUE PAYMENTS	41,205.57	
EFT PAYMENTS	3,966,325.04	
EFT PAYROLL PAYMENTS	1,021,030.46	
NATIONAL AUSTRALIA BANK (NAB PURCHASE CARD)	20,569.38	
FLEETCARE FUEL PAYMENTS	3,455.70	
BENDIGO MERCHANT BANK FEES	5,456.75	
BENDIGO DIRECT DEBIT FEES	401.33	
HP FINANCIAL SERVICES - EQUIPMENT LEASE	6,638.50	
COMMONWEALTH BANK – BPOINT FEES	2,586.97	
KONICA MINOLTA – PRINTER LEASE	3,414.52	
WA TREASURY CORPORATION	91,888.81	
RMS – LAKES MONTHLY LICENCE FEE	163.90	
RMS – MONTHLY SMS FEES	18.02	
WEX MOTORPASS	219.54	
QIKKIDS – FEES	195.91	
WINDCAVE – MERCHANT FEES	68.75	
<b>TOTAL MUNICIPAL ACCOUNT</b>		<b>5,163,639.15</b>
<b>TRUST ACCOUNT</b>		<b>0.00</b>
<b>TOTAL ALL SCHEDULES</b>		<b>5,163,639.15</b>

Date	Reference	Payee	Description	Amount	Total
<b>Cheque Details</b>					
07/12/2020	00200451	Department of Transport Licensing &	VEHICLE NUMBER PLATE		\$ 200.00
01/12/2020	SP SERIES		VEHICLE NUMBER PLATE - 420MDG	\$ 200.00	
07/12/2020	00200452	Shire of Mundaring	PETTY CASH REIMBURSEMENT		\$ 471.60
07/12/2020	PETTY CASH		STAFF CHRISTMAS REFRESHMENTS - LAKE LESCHENAULTIA	\$ 200.00	
07/12/2020	PETTY CASH		PETTY CASH REIMBURSEMENT - BROWN PARK	\$ 271.60	
07/12/2020	00200453	Alinta Energy	GAS		\$ 241.00
01/12/2020	1563278509		GAS - BRUCE DOUGLAS PAVILION	\$ 200.90	
01/12/2020	5346461905		GAS - BROWN PARK COMMUNITY CENTRE	\$ 40.10	
15/12/2020	00200454	Department of Transport Licensing &	VEHICLE NUMBER PLATE		\$ 38,356.00
15/12/2020	011089812035		FLEET VEHICLE REGO FOR 2021	\$ 38,356.00	
21/12/2020	00200455	Office of State Revenue	REFUND		\$ 945.12
18/12/2020	REFUND		ESL & RATES REBATE REFUND	\$ 945.12	
21/12/2020	00200456	Shire of Mundaring	PETTY CASH REIMBURSEMENT		\$ 991.85
21/12/2020	PETTY CASH		PETTY CASH REIMBURSEMENT - BOYA LIBRARY	\$ 475.05	
21/12/2020	PETTY CASH		PETTY CASH REIMBURSEMENT - DEPOT	\$ 301.60	
21/12/2020	PETTY CASH		PETTY CASH REIMBURSEMENT - LAKE LESCHENAULTIA	\$ 54.20	
21/12/2020	PETTY CASH		PETTY CASH REIMBURSEMENT - BROWN PARK	\$ 161.00	
				<b>\$ 41,205.57</b>	<b>\$ 41,205.57</b>
<b>Electronic Funds Transfer</b>					
03/12/2020	2677.34-01	Water Corporation	WATER RATES & FEES		\$ 5,429.18
03/12/2020	9004656438		WATER RATES & FEES	\$ 5.16	
03/12/2020	9004656438		WATER RATES & FEES	\$ 425.87	
03/12/2020	9004697985		WATER RATES & FEES	\$ 3,365.62	
03/12/2020	9023959848		REPAIR WORKS - TOMLINSON RD HOVEA	\$ 290.27	
03/12/2020	9004674708		WATER RATES & FEES	\$ 782.04	
03/12/2020	9004677028		WATER RATES & FEES	\$ 245.20	
03/12/2020	9004688851		WATER RATES & FEES	\$ 263.40	
03/12/2020	9013212898		WATER RATES & FEES	\$ 51.62	
03/12/2020	2678.1052-01	Darlington Arts Festival Association	REFUND		\$ 1,720.00
03/12/2020	1258553		HALL BOND REFUND	\$ 1,720.00	
03/12/2020	2678.13635-01	Ms K McEntry	REFUND		\$ 110.00
03/12/2020	1229648		HALL BOND REFUND	\$ 110.00	
03/12/2020	2678.13636-01	Mrs B A Toovey	REFUND		\$ 110.00
03/12/2020	1255221		HALL BOND REFUND	\$ 110.00	
03/12/2020	2678.2295-01	Rotary Club of Mundaring (Inc)	REFUND		\$ 65.00
03/12/2020	1255478		KEY BOND REFUND	\$ 65.00	
07/12/2020	2679.10883-01	Midland Carpet Court (The Trustee f	FLOORING WORKS		\$ 28,200.00
04/12/2020	MID01231		ADDITIONAL FLOOR PREPARATION WORKS - MECPC	\$ 1,950.00	
04/12/2020	MID01030		SUPPLY & INSTALL NEW FLOORING - MECPC	\$ 25,430.00	
04/12/2020	MID01247		SUPPLY ADDITIONAL CARPET PLANK TILES - MECPC	\$ 820.00	
07/12/2020	2679.11017-01	Sapio Pty Ltd	ALARM MONITORING		\$ 786.50
24/11/2020	SP164668		CALL OUT INVESTIGATE FAULT - BOYA COMMUNITY CENTRE	\$ 786.50	
07/12/2020	2679.11135-01	Frontline Fire & Rescue Equipment	EQUIPMENT PURCHASES		\$ 1,117.10
18/11/2020	69388		EQUIPMENT PURCHASES - CHIDLOW VBFB	\$ 245.31	
24/11/2020	69404		EQUIPMENT PURCHASES - PARKERVILLE VBFB	\$ 245.31	
24/11/2020	69405		EQUIPMENT PURCHASES - DARLINGTON VBFB	\$ 245.31	
25/11/2020	69454		EQUIPMENT PURCHASES - DARLINGTON VBFB	\$ 381.17	
07/12/2020	2679.11177-01	M & N Enterprises Pty Ltd T/A Plays	PARTS		\$ 4,430.80
04/12/2020	00001948		SUPPLY PART FOR INCLUSIVE ORBIT - MUNDARING SCULPTURE PARK	\$ 4,430.80	
07/12/2020	2679.11205-01	Mr J S Martin	COUNCILLOR ALLOWANCE		\$ 2,088.09
01/12/2020	ICT ALLOWANCE		ENTITLEMENT FOR DECEMBER 2020	\$ 291.67	
01/12/2020	MEETING FEE		ENTITLEMENT FOR DECEMBER 2020	\$ 1,796.42	
07/12/2020	2679.11210-01	Mr D A Jeans	COUNCILLOR ALLOWANCE		\$ 2,088.09
01/12/2020	ICT ALLOWANCE		ENTITLEMENT FOR DECEMBER 2020	\$ 291.67	
01/12/2020	MEETING FEE		ENTITLEMENT FOR DECEMBER 2020	\$ 1,796.42	
07/12/2020	2679.11310-01	Aura Sports Pty Ltd	PAINT SUPPLIES		\$ 203.50
07/12/2020	52082		SUPPLY PASTEL BLUE PAINT KIT - BROWN PARK	\$ 203.50	
07/12/2020	2679.11463-01	Taylor Sparks (The Trustee for Hamp	DESIGN SERVICES		\$ 3,071.20
03/12/2020	ts3445		PRODUCE BROCHURES - BEFORE & AFTER SCHOOL CARE - MECPC	\$ 610.50	
03/12/2020	ts3446		DESIGN & PRODUCE POSTERS - PLAYGROUP MUM'S & BUB'S	\$ 641.85	

Date	Reference	Payee	Description	Amount	Total
03/12/2020	ts3447		DESIGN DEVELOPMENTAL PROGRESS REPORT TEMPLATE - MECPC	\$ 868.45	
04/12/2020	ts3448		DESIGN & PRODUCE TRANSITION TO SCHOOL TEMPLATE - MECPC	\$ 850.40	
07/12/2020	2679.11474-01	Swan Valley Fresh (Vendor Management)	PROVISIONS FOR REFLECTIONS CAFE		\$ 135.96
01/12/2020	00030560		PROVISIONS FOR REFLECTIONS CAFE	\$ 135.96	
07/12/2020	2679.11590-01	Scorpion Training Solutions (RMTP)	TRAINING		\$ 396.00
01/12/2020	00008037		OSH REPRESENTATIVE REFRESHER COURSE	\$ 396.00	
07/12/2020	2679.11784-01	Mrs A E Collins	COUNCILLOR ALLOWANCE		\$ 2,088.09
01/12/2020	ICT ALLOWANCE		ENTITLEMENT FOR DECEMBER 2020	\$ 291.67	
01/12/2020	MEETING FEE		ENTITLEMENT FOR DECEMBER 2020	\$ 1,796.42	
07/12/2020	2679.11840-01	Ready Garden Services	SLASHING SERVICES		\$ 850.00
03/12/2020	INV-2786		SLASHING SERVICES - HENSMAN RD CHIDLOW	\$ 300.00	
03/12/2020	INV-2787		SLASHING SERVICES - MARRIOT RD VERGE & CREEKLINE	\$ 550.00	
07/12/2020	2679.11921-01	Mundaring Smash Repairs (WA Panel W)	TOWING SERVICES		\$ 176.00
25/11/2020	67412		TOWING SERVICES	\$ 176.00	
07/12/2020	2679.11953-01	The Stationery Co (C Willis & D J)	STATIONERY		\$ 901.57
24/11/2020	161870		STATIONERY ITEMS	\$ 430.20	
24/11/2020	161891		STATIONERY ITEMS	\$ 105.00	
24/11/2020	161909		STATIONERY ITEMS	\$ 366.37	
07/12/2020	2679.12078-01	Recruitwest Pty Ltd	TEMP STAFF		\$ 3,129.31
04/12/2020	C INV 577138		TEMP STAFF - DEPOT	\$ 3,129.31	
07/12/2020	2679.12134-01	W.A. Library Supplies	BOOK COVERING		\$ 579.00
24/11/2020	00123250		BOOK COVERING - AFM LIBRARY	\$ 579.00	
07/12/2020	2679.12183-01	WA School Canteen Suppliers	KIOSK SUPPLIES		\$ 1,117.84
12/11/2020	00009949		KIOSK SUPPLIES	\$ 80.70	
12/11/2020	00009950		KIOSK SUPPLIES	\$ 331.33	
01/12/2020	00010138		KIOSK SUPPLIES - BILGOMAN AQUATIC CENTRE	\$ 705.81	
07/12/2020	2679.12185-01	Biobean Coffee Pty Ltd	PROVISIONS FOR REFLECTIONS CAFE		\$ 372.84
19/11/2020	00001713		PROVISIONS FOR REFLECTIONS CAFE	\$ 372.84	
07/12/2020	2679.12220-01	MBL Food Services	CLEANING SUPPLIES		\$ 202.40
01/12/2020	844993		DETERGENT FOR ROFRY - MUNDARING ARENA	\$ 202.40	
07/12/2020	2679.12267-01	Miss K Driver	COUNCILLOR ALLOWANCE		\$ 2,088.09
01/12/2020	ICT ALLOWANCE		ENTITLEMENT FOR DECEMBER 2020	\$ 291.67	
01/12/2020	MEETING FEE		ENTITLEMENT FOR DECEMBER 2020	\$ 1,796.42	
07/12/2020	2679.12268-01	Mr I R Green	COUNCILLOR ALLOWANCE		\$ 2,088.09
01/12/2020	ICT ALLOWANCE		ENTITLEMENT FOR DECEMBER 2020	\$ 291.67	
01/12/2020	MEETING FEE		ENTITLEMENT FOR DECEMBER 2020	\$ 1,796.42	
07/12/2020	2679.12269-01	Mr J Russell	COUNCILLOR ALLOWANCE		\$ 3,208.09
01/12/2020	DSP ALLOWANCE		ENTITLEMENT FOR DECEMBER 2020	\$ 1,120.00	
01/12/2020	ICT ALLOWANCE		ENTITLEMENT FOR DECEMBER 2020	\$ 291.67	
01/12/2020	MEETING FEE		ENTITLEMENT FOR DECEMBER 2020	\$ 1,796.42	
07/12/2020	2679.12300-01	Terratree Pty Ltd	SIGNS		\$ 1,056.00
27/11/2020	#202003		DESKTOP REVIEW DIEBACK SIGNS	\$ 1,056.00	
07/12/2020	2679.12336-01	MBC Trees and Bobcat	MITIGATION WORKS		\$ 2,860.00
04/12/2020	841-2020		MITIGATION WORKS - R468817 GILL ST/ BUGLE ST	\$ 1,716.00	
04/12/2020	842-2020		MITIGATION WORKS - R39523 RYECROFT RD	\$ 1,144.00	
07/12/2020	2679.12451-01	Rainchaser Pumps and Reticulation	RETICULATION PARTS		\$ 1,908.98
03/12/2020	INV-1502		RETICULATION PARTS - LAKE LESCHENAULTIA	\$ 478.65	
04/12/2020	INV-1501		RETICULATION PARTS - LAKE LESCHENAULTIA	\$ 1,430.33	
07/12/2020	2679.12470-01	Mr G Wood	FENCING		\$ 3,025.00
27/11/2020	IV00000000228		SUPPLY & INSTALL FENCING - FARRALL RD DEPOT	\$ 434.50	
27/11/2020	IV00000000223		SUPPLY & INSTALL CONCRETE GOAL POST SLEAVES - SAWYERS VALLEY OVAL	\$ 984.50	
27/11/2020	IV00000000222		INSTALL BIKE RACK - MUNDARING OVAL	\$ 209.00	
04/12/2020	IV00000000231		FENCING REPAIRS - MAYO RD TRANSFER STATION	\$ 308.00	
04/12/2020	IV00000000229		SUPPLY & INSTALL HANDRAILS - GILL ST FOOTPATH MUNDARING	\$ 1,089.00	
07/12/2020	2679.12579-01	Mr V Crowe	LANDSCAPE, MAINTENANCE & CLEANING SERVICES		\$ 1,872.50
01/12/2020	1594		LANDSCAPE SERVICES	\$ 210.00	
01/12/2020	1595		CLEANING & MAINTENANCE SERVICES	\$ 297.50	
01/12/2020	1596		LANDSCAPE & MAINTENANCE SERVICES	\$ 280.00	
01/12/2020	1597		LANDSCAPE & MAINTENANCE SERVICES	\$ 332.50	
04/12/2020	1573		LANDSCAPE SERVICES	\$ 210.00	
04/12/2020	1571		LANDSCAPE SERVICES	\$ 210.00	

<u>Date</u>	<u>Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
04/12/2020	1572		CLEANING & MAINTENANCE SERVICES	\$ 332.50	
07/12/2020	2679.12637-01	Travelwest Publications WA Pty Ltd	ADVERTISING SPACE		\$ 605.00
01/12/2020	INV-3132		ADVERTISING SPACE	\$ 605.00	
07/12/2020	2679.12640-01	Officeworks Ltd	IT HARDWARE		\$ 2,017.00
24/11/2020	13782630		SUPPLY IPHONE 12 PRO MAX 256GB	\$ 2,017.00	
07/12/2020	2679.12679-01	Roy Gripske & Sons Pty Ltd	PARTS		\$ 716.25
03/12/2020	600048		SUPPLY UNIVERSAL MOWER BLADES	\$ 357.83	
03/12/2020	600033		SUPPLY 8 X DIAMOND EDGE TRIMMER LINE SPOOLS	\$ 358.42	
07/12/2020	2679.127-01	Volich Waste Contractors Pty Ltd	REFUSE CONTRACT		\$ 104,566.75
04/12/2020	00005738		REFUSE CONTRACT	\$ 220.00	
04/12/2020	00005739		REFUSE CONTRACT	\$ 81,375.36	
04/12/2020	00005740		REFUSE CONTRACT	\$ 2,053.92	
04/12/2020	00005741		REFUSE CONTRACT	\$ 4,508.24	
04/12/2020	00005742		REFUSE CONTRACT	\$ 7,672.11	
04/12/2020	00005743		REFUSE CONTRACT	\$ 143.00	
04/12/2020	00005744		REFUSE CONTRACT	\$ 110.88	
04/12/2020	00005745		REFUSE CONTRACT	\$ 278.39	
04/12/2020	00005746		REFUSE CONTRACT	\$ 556.99	
04/12/2020	00005747		REFUSE CONTRACT	\$ 485.78	
04/12/2020	00005748		REFUSE CONTRACT	\$ 6,552.50	
04/12/2020	00005749		REFUSE CONTRACT	\$ 121.55	
04/12/2020	00005751		REFUSE CONTRACT	\$ 77.00	
04/12/2020	00005750		KOOKABURRA CINEMA BULK BIN COLLECTION NOVEMBER 2020 - APRIL 2021	\$ 411.05	
07/12/2020	2679.12794-01	Mount Helena Hardware	HARDWARE ITEMS		\$ 31.53
17/11/2020	32688		SUPPLY OF ASSORTED HARDWARE ITEMS	\$ 17.55	
19/11/2020	32650		SUPPLY OF ASSORTED HARDWARE ITEMS	\$ 13.98	
07/12/2020	2679.12866-01	From Scratch Small Event Catering	PROVISIONS FOR REFLECTIONS CAFE		\$ 157.80
01/12/2020	1148		PROVISIONS FOR REFLECTIONS CAFE	\$ 157.80	
07/12/2020	2679.12899-01	NAPA (A Division of GPC Asia Pacific	WORKSHOP CONSUMABLES		\$ 929.30
18/11/2020	1320108508		SUPPLY OF WORKSHOP CONSUMABLES	\$ 349.54	
18/11/2020	1320108368		SUPPLY OF WORKSHOP CONSUMABLES	\$ 60.75	
18/11/2020	1320108289		SUPPLY OF WORKSHOP CONSUMABLES	\$ 26.68	
25/11/2020	1320108558		SUPPLY OF WORKSHOP CONSUMABLES	\$ 26.68	
25/11/2020	1320109036		SUPPLY OF WORKSHOP CONSUMABLES	\$ 136.44	
25/11/2020	1320106102		SUPPLY OF WORKSHOP CONSUMABLES	\$ 60.21	
25/11/2020	1320109355		SUPPLY OF WORKSHOP CONSUMABLES	\$ 209.00	
07/12/2020	2679.12944-01	Avon Tree Management (Kajanni Pty Ltd	HAZARD REDUCTIONS WORKS		\$ 17,710.00
27/11/2020	291		STUMP GRINDING - DARLINGTON OVAL	\$ 550.00	
03/12/2020	289		HAZARD REDUCTIONS WORKS - R40921 MEADOW LANE PARKERVILLE	\$ 17,160.00	
07/12/2020	2679.12968-01	JGC Group Pty Ltd	TRAINING		\$ 1,100.00
24/11/2020	2020-0020		FINANCIAL MANAGEMENT WORKSHOP FOR CLUBS	\$ 1,100.00	
07/12/2020	2679.12989-01	Mr S Tweedie	TRAINING		\$ 2,200.00
27/11/2020	2 - 2020/21		AEDM TRAINING ON 17/11/2020 & 25/11/2020	\$ 2,200.00	
07/12/2020	2679.13013-01	MDM Entertainment Pty Ltd	AUDIO VISUAL STOCK		\$ 221.92
01/12/2020	94700		AUDIO VISUAL STOCK - KSP LIBRARY	\$ 221.92	
07/12/2020	2679.13059-01	Mundaring Tyrepower (AnK Murphy Pty	TYRES		\$ 767.00
25/11/2020	104432		SUPPLY & FIT TYRES ON 00MDG	\$ 370.00	
25/11/2020	104433		SUPPLY & FIT 2X TYRES ON 052MDG	\$ 397.00	
07/12/2020	2679.13097-01	Survey Civil	DRAINAGE WORKS		\$ 3,245.00
04/12/2020	058		INSTALL DRAINAGE - MT HELENA OVAL NEAR SKATE PARK	\$ 3,245.00	
07/12/2020	2679.13101-01	Mr M D Corica	COUNCILLOR ALLOWANCE		\$ 2,088.09
01/12/2020	ICT ALLOWANCE		ENTITLEMENT FOR DECEMBER 2020	\$ 291.67	
01/12/2020	MEETING FEE		ENTITLEMENT FOR DECEMBER 2020	\$ 1,796.42	
07/12/2020	2679.13109-01	Mr S A Cuthbert	COUNCILLOR ALLOWANCE		\$ 2,088.09
01/12/2020	ICT ALLOWANCE		ENTITLEMENT FOR DECEMBER 2020	\$ 291.67	
01/12/2020	MEETING FEE		ENTITLEMENT FOR DECEMBER 2020	\$ 1,796.42	
07/12/2020	2679.13163-01	Toll Transport Pty Ltd	COURIER SERVICES		\$ 13.31
18/11/2020	0452-5364420		COURIER SERVICES	\$ 13.31	
07/12/2020	2679.13437-01	Elevation Digital	DEVELOPMENT SERVICES		\$ 1,790.00
01/12/2020	224		DEVELOP INSTAGRAM STRATEGY & RUN WORKSHOP YOUTH CREW	\$ 1,790.00	
07/12/2020	2679.13458-01	Skate Sculpture (M DE Koning & DH	REMOVE GRAFFITI		\$ 3,300.00
04/12/2020	INV0000217		REMOVE GRAFFITI - MUNDARING SKATEPARK	\$ 3,300.00	
07/12/2020	2679.13513-01	Native Animal Rescue Inc.	PRESENTATION SERVICES		\$ 440.00

<u>Date</u>	<u>Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
27/11/2020	00000048		WILDLIFE TALK & DISPLAY - BROZ PARK	\$ 440.00	
07/12/2020	2679.13564-01	Marsh Pty Ltd	TRAINING		\$ 126.50
01/12/2020	060-1302320		REGISTRATION FEE - FRAUD AWARENESS TRAINING ON 22/10/2020	\$ 126.50	
07/12/2020	2679.13600-01	Stevlec Electrical Pty Ltd	ELECTRICAL SERVICES		\$ 657.80
27/11/2020	8184		ELECTRICAL SERVICES - BBQ AT LAKE LESCHENAUTIA	\$ 657.80	
07/12/2020	2679.13617-01	LH Industries	REPAIR WORKS		\$ 685.30
03/12/2020	INV-0048		REPAIR AIR FRYER - MUNDARING ARENA	\$ 685.30	
07/12/2020	2679.13627-01	Honey in the Garden Pty Ltd	CITIZENSHIP CEREMONY GIFTS		\$ 266.25
04/12/2020	INV20-1469		AUSTRALIAN CITIZENSHIP CEREMONY GIFTS 10/12/2020	\$ 266.25	
07/12/2020	2679.1495-01	Woodwest	AUDIO CONTROL BOX		\$ 450.00
07/12/2020	2012-02		SUPPLY & INSTALL ACRYLIC AUDIO CONTROL BOXES - MUNDARING ARENA	\$ 450.00	
07/12/2020	2679.1521-01	Dial A Nappy & Busiclean	GOODS		\$ 2,244.40
01/12/2020	INV-12663		CLEANING CHEMICALS FOR MECPC	\$ 820.80	
20/11/2020	INV-12585		CLEANING CHEMICALS FOR MECPC	\$ 633.10	
27/11/2020	INV-12605		CLEANING CHEMICALS FOR SCFC	\$ 490.50	
07/12/2020	2679.191-01	Eastern Region Security	SECURITY EXPENSES		\$ 88.00
04/12/2020	00016564		SECURITY EXPENSES	\$ 88.00	
07/12/2020	2679.21-01	Eastern Metropolitan Regional Council	TRANSFER STATION FEES		\$ 42,934.74
27/11/2020	EMRC37076		TRANSFER STATION FEES	\$ 42,934.74	
07/12/2020	2679.234-01	Coles Supermarkets Australia Pty Lt	KIOSK SUPPLIES		\$ 548.12
17/11/2020	112200552		FOOD & CONSUMABLES FOR CHILDREN & STAFF - MECPC	\$ 548.12	
07/12/2020	2679.2625-01	Stewart & Heaton Clothing Co	UNIFORMS		\$ 537.97
24/11/2020	SIN-3277901		UNIFORMS - DARLINGTON VBFB	\$ 467.86	
24/11/2020	SIN-3277903		UNIFORMS - SAWYERS VALLEY VBFB	\$ 53.68	
24/11/2020	SIN-3278173		UNIFORMS - SAWYERS VALLEY VBFB	\$ 16.43	
07/12/2020	2679.3229-01	Mr D A Lavell	COUNCILLOR ALLOWANCE		\$ 2,088.09
01/12/2020	ICT ALLOWANCE		ENTITLEMENT FOR DECEMBER 2020	\$ 291.67	
01/12/2020	MEETING FEE		ENTITLEMENT FOR DECEMBER 2020	\$ 1,796.42	
07/12/2020	2679.381-01	Mundaring Electrical Contracting Se	ELECTRICAL SERVICES		\$ 1,947.00
01/12/2020	7173		ELECTRICAL SERVICES - MUNDARING PAVILION	\$ 112.20	
01/12/2020	7176		ELECTRICAL SERVICES - ADMIN BUILDING	\$ 1,078.00	
04/12/2020	7179		ELECTRICAL SERVICES - CHIDLOW HEALTH CLINIC	\$ 173.80	
04/12/2020	7161		ELECTRICAL SERVICES - CHIDLOW CHILD HEALTH CLINIC	\$ 583.00	
07/12/2020	2679.4281-01	Direct Communications	EQUIPMENT PURCHASES		\$ 869.00
25/11/2020	111727		REPROGRAM RADIO & PA SYSTEM	\$ 508.00	
25/11/2020	111726		REPAIRS TO RADIO 091MDG	\$ 363.00	
07/12/2020	2679.4386-01	Perry Environmental Contracting	MAINTENANCE		\$ 1,870.00
27/11/2020	2994		WEED CONTROL - STONEVILLE RD, RAINSFORD WAY PAWS	\$ 1,870.00	
07/12/2020	2679.4407-01	Aardvark Bobcat & Truck Hire	HIRE OF PLANT		\$ 4,175.82
04/12/2020	#791		HIRE OF PLANT	\$ 4,175.82	
07/12/2020	2679.4526-01	Mr J S Daw	COUNCILLOR ALLOWANCE		\$ 7,095.92
01/12/2020	ALLOWANCE		ENTITLEMENT FOR DECEMBER 2020	\$ 4,479.92	
01/12/2020	ICT ALLOWANCE		ENTITLEMENT FOR DECEMBER 2020	\$ 291.67	
01/12/2020	MEETING FEE		ENTITLEMENT FOR DECEMBER 2020	\$ 2,324.33	
07/12/2020	2679.4560-01	Flexi Staff Pty Ltd	TEMP STAFF		\$ 4,330.56
04/12/2020	10003736		TEMP STAFF - DEPOT	\$ 4,330.56	
07/12/2020	2679.52-01	Western Educating Service	HIRE OF PLANT		\$ 5,989.70
01/12/2020	00001115		DRAIN EDUCTING / JETTING AT VARIOUS LOCATIONS	\$ 1,290.09	
01/12/2020	00001116		DRAIN EDUCTING / JETTING AT VARIOUS LOCATIONS	\$ 1,474.39	
01/12/2020	00001119		DRAIN EDUCTING / JETTING AT VARIOUS LOCATIONS	\$ 1,658.69	
01/12/2020	00001120		DRAIN EDUCTING / JETTING AT VARIOUS LOCATIONS	\$ 1,566.53	
07/12/2020	2679.6050-01	Fuel Distributors of Western Australia	FUEL & OILS		\$ 15,643.86
03/12/2020	54100869		DIESEL FUEL	\$ 15,643.86	
07/12/2020	2679.61-01	Baileys Fertilisers	FERTILISERS		\$ 1,850.75
25/11/2020	18835		SUPPLY 50 20KG BAGS ENERGY TURF	\$ 1,850.75	
07/12/2020	2679.6185-01	Mrs T Burbidge	COUNCILLOR ALLOWANCE		\$ 2,088.09
01/12/2020	ICT ALLOWANCE		ENTITLEMENT FOR DECEMBER 2020	\$ 291.67	
01/12/2020	MEETING FEE		ENTITLEMENT FOR DECEMBER 2020	\$ 1,796.42	
07/12/2020	2679.6419-01	Hills Fresh (WA) Pty Ltd	MILK		\$ 241.16
03/12/2020	ADMIN NOV 2020		MILK	\$ 241.16	
07/12/2020	2679.6626-01	Regents Commercial Property Special	RENTAL		\$ 39.62
04/12/2020	SHIREMU		RENT ADJUSTMENT RADIO TOWER 01/11/2020 - 31/10/2021	\$ 39.62	
07/12/2020	2679.6732-01	Relationships Australia Western	EMPLOYEE ASSISTANCE PROGRAM		\$ 330.00

Date	Reference	Payee	Description	Amount	Total
01/12/2020	00359678		EMPLOYEE ASSISTANCE PROGRAM	\$ 165.00	
01/12/2020	00359800		EMPLOYEE ASSISTANCE PROGRAM	\$ 165.00	
07/12/2020	2679.68-01	The Watershed Water Systems	RETICULATION PARTS		\$ 202.33
25/11/2020	10198479		RETICULATION PARTS	\$ 149.50	
25/11/2020	10198480		RETICULATION PARTS	\$ 52.83	
07/12/2020	2679.7030-01	Mundaring Seniors Incorporated	REIMBURSEMENT		\$ 839.40
04/12/2020	27		REIMBURSEMENT VEHICLE REGISTRATION 1AYU335	\$ 839.40	
07/12/2020	2679.7426-01	Scoob's Dingo Service	FOOTPATH SWEEPING / MAINTENANCE		\$ 3,029.40
04/12/2020	2412		FOOTPATH SWEEPING / MAINTENANCE	\$ 3,029.40	
07/12/2020	2679.7641-01	Easifleet	NOVATED LEASE		\$ 13,464.13
04/12/2020	140462		NOVATED LEASE DECEMBER 2020	\$ 10,390.99	
04/12/2020	140703		NOVATED LEASE DECEMBER 2020 - MARK LUZI	\$ 3,073.44	
07/12/2020	2679.7727-01	Marshall Beattie Pty Ltd	REPAIR WORKS		\$ 374.00
04/12/2020	10123542		ATTEND SITE & REPAIR DOOR FAULT - BOYA COMMUNITY CENTRE	\$ 374.00	
07/12/2020	2679.7738-01	WA Safety Products (Montyanne Trust)	SUPPLY LINE TRIMMER		\$ 392.68
25/11/2020	A4107		SUPPLY LINE TRIMMER	\$ 392.68	
07/12/2020	2679.80-01	Bunnings Group Limited	HARDWARE		\$ 211.26
24/11/2020	2180/00175790		HARDWARE ITEMS	\$ 151.46	
25/11/2020	2180/01911487		HARDWARE ITEMS	\$ 59.80	
07/12/2020	2679.8066-01	Mr D J Jones	COUNCILLOR ALLOWANCE		\$ 2,088.09
01/12/2020	ICT ALLOWANCE		ENTITLEMENT FOR DECEMBER 2020	\$ 291.67	
01/12/2020	MEETING FEE		ENTITLEMENT FOR DECEMBER 2020	\$ 1,796.42	
07/12/2020	2679.8374-01	Natural Area Holdings P/L T/A Nature	WEED CONTROL		\$ 1,815.00
24/11/2020	00014262		WEED CONTROL - PIE TERRACE	\$ 1,815.00	
07/12/2020	2679.8545-01	Sankey Plumbing Service	PLUMBING		\$ 1,826.00
01/12/2020	4896		PLUMBING - SAWYERS VALLEY PUBLIC TOILETS	\$ 484.00	
04/12/2020	4902		PLUMBING - MECPC	\$ 1,342.00	
07/12/2020	2679.8880-01	Mundaring Chamber of Commerce	SUNDOWNER ATTENDANCE		\$ 20.00
01/12/2020	INV-1169		ATTENDANCE CHAMBER OF COMMERCE SUNDOWNER - BEV BEALE	\$ 20.00	
07/12/2020	2679.8939-01	Heavy Automatics Pty Ltd	SOLONOID		\$ 282.70
18/11/2020	W1633396		SOLONOID	\$ 282.70	
07/12/2020	2679.904-01	Sign Supermarket	SIGNS		\$ 1,848.00
24/11/2020	19837		SMALL FEATHER FLAG BANNERS	\$ 1,848.00	
07/12/2020	2679.9184-01	Budget Rent A Car (Busby Investment)	VEHICLE HIRE		\$ 98.99
04/12/2020	428435685		HIRE OF 4.2 MT VAN - ONGOING COLLECTION OF CDS BINS	\$ 98.99	
07/12/2020	2679.9596-01	Brice Pest Management	PEST CONTROL		\$ 242.00
04/12/2020	IV04078		PEST CONTROL - MUNDARING DOG POUND	\$ 242.00	
07/12/2020	2679.9627-01	MPK Tree Management Pty Ltd	STREET TREE MAINTENANCE		\$ 21,571.00
25/11/2020	00008209		TREE MANAGEMENT SERVICES	\$ 21,571.00	
07/12/2020	2679.9643-01	Daimler Trucks Perth	PARTS		\$ 967.12
19/11/2020	8207452D		SUPPLY FRONT DOOR LATCH FOR P2451	\$ 967.12	
07/12/2020	2679.9769-01	Japanese Truck & Bus Spares	PARTS		\$ 243.20
17/11/2020	386497		SUPPLY DOOR HANDLE REAR OUTER LHS - 089MDG	\$ 45.20	
19/11/2020	386658		SUPPLY FRONT SHOCK ABSORBERS FOR P2451	\$ 198.00	
03/12/2020	2680.3462-01	Care Giver Subsidies	CARE GIVER SUBSIDIES		\$ 24,517.26
03/12/2020	031220		CARE GIVER SUBSIDIES	\$ 24,517.26	
07/12/2020	2681.10376-01	Mundaring in Transition	GRANT		\$ 7,334.00
07/12/2020	GRANT		COMMUNITY EVENT GRANT - BLUE SKY FESTIVAL	\$ 4,834.00	
07/12/2020	GRANT		COVID-19 RELIEF & RECOVERY - RECONNECT GRANT	\$ 2,500.00	
07/12/2020	2681.11771-01	A Patch of Country	PHOTOGRAPHY COMPETITION		\$ 50.00
07/12/2020	IV0000000020		EXPLORE & EXPOSE PHOTOGRAPHY COMPETITION VOUCHER REDEMPTION	\$ 50.00	
07/12/2020	2681.12599-01	Department of Mines, Industry	MUNDARING BSL		\$ 14,048.09
07/12/2020	NOVEMBER 2020		MUNDARING BSL NOVEMBER 2020	\$ 14,048.09	
07/12/2020	2681.13531-01	Mundaring Christian College Snr Cam	GRANT		\$ 5,000.00
07/12/2020	GRANT		COVID-19 RELIEF & RECOVERY - REBUILD GRANT	\$ 5,000.00	
07/12/2020	2681.13615-01	Ms V Jones	REFUND		\$ 80.00
07/12/2020	REFUND		REFUND - OVERPAYMENT DAYCARE FEES	\$ 80.00	
07/12/2020	2681.13630-01	Ms C Thomas	REIMBURSEMENT		\$ 55.80
07/12/2020	REIMBURSEMENT		REIMBURSEMENT - NATIONAL POLICE CLEARANCE EXPENSES	\$ 55.80	
07/12/2020	2681.13637-01	Ms T S Bardas	REFUND		\$ 222.00
07/12/2020	REFUND		REFUND - PLANNING HOME OCCUPATION FEE NOT REQUIRED	\$ 222.00	
07/12/2020	2681.13638-01	Mr P S Hendry	CROSSOVER CONTRIBUTION		\$ 575.00
07/12/2020	X OVER		CROSSOVER CONTRIBUTION - MARGARET RD HOVEA	\$ 575.00	
07/12/2020	2681.13639-01	Mr L J Booth	CROSSOVER CONTRIBUTION		\$ 575.00
			CROSSOVER CONTRIBUTION		\$ 575.00

Date	Reference	Payee	Description	Amount	Total
07/12/2020	X OVER		CROSSOVER CONTRIBUTION - WALKER ST MUNDARING	\$ 575.00	
07/12/2020	2681.174-01	Synergy	ELECTRICITY		\$ 4,073.96
01/12/2020	3625641925		ELECTRICITY	\$ 344.59	
01/12/2020	9159268220		ELECTRICITY	\$ 798.15	
01/12/2020	7890341121		ELECTRICITY	\$ 188.42	
01/12/2020	1835825121		ELECTRICITY	\$ 145.37	
01/12/2020	5026791717		ELECTRICITY	\$ 202.71	
07/12/2020	9816010820		ELECTRICITY	\$ 694.90	
07/12/2020	4294733928		ELECTRICITY	\$ 131.47	
07/12/2020	5192608710		ELECTRICITY	\$ 487.41	
07/12/2020	3051745929		ELECTRICITY	\$ 473.32	
07/12/2020	1021165328		ELECTRICITY	\$ 210.38	
07/12/2020	4504644122		ELECTRICITY	\$ 187.97	
07/12/2020	3310777127		ELECTRICITY	\$ 107.45	
07/12/2020	2298437127		ELECTRICITY	\$ 125.82	
07/12/2020	2681.196-01	Glen Forrest Volunteer Bushfire Brigade	HAZARD REDUCTION BURN		\$ 2,120.00
07/12/2020	HR BURNS		HAZARD REDUCTION BURN - DARLINGTON UCL	\$ 960.00	
07/12/2020	HR BURNS		HAZARD REDUCTION BURN - GLEN FORREST UCL	\$ 1,160.00	
07/12/2020	2681.306-01	Darlington Volunteer Bushfire Brigade	HAZARD REDUCTION BURN		\$ 4,120.00
07/12/2020	HR BURNS		HAZARD REDUCTION BURN - DARLINGTON UCL	\$ 960.00	
07/12/2020	HR BURNS		HAZARD REDUCTION BURN - GLEN FORREST UCL	\$ 960.00	
07/12/2020	0292		HAZARD REDUCTION BURN - HELENA VALLEY RD HELENA VALLEY	\$ 2,200.00	
07/12/2020	2681.313-01	Mundaring Volunteer Fire & Rescue	HAZARD REDUCTION BURN		\$ 2,000.00
07/12/2020	HR BURNS		HAZARD REDUCTION BURN - DARLINGTON UCL	\$ 800.00	
07/12/2020	HR BURNS		HAZARD REDUCTION BURN - GLEN FORREST UCL	\$ 1,200.00	
07/12/2020	2681.318-01	Sawyers Valley Volunteer Bushfire	HAZARD REDUCTION BURN		\$ 800.00
07/12/2020	HR BURNS		HAZARD REDUCTION BURN - DARLINGTON UCL	\$ 400.00	
07/12/2020	HR BURNS		HAZARD REDUCTION BURN - GLEN FORREST UCL	\$ 400.00	
07/12/2020	2681.343-01	Chidlow Volunteer Bushfire Brigade	HAZARD REDUCTION BURN		\$ 400.00
07/12/2020	HR BURNS		HAZARD REDUCTION BURN - GLEN FORREST UCL	\$ 400.00	
07/12/2020	2681.589-01	Shire of Mundaring	FDC PARENT LEVY		\$ 9,729.20
07/12/2020	NOVEMBER 2020		BUILDING SERVICES LEVY - NOVEMBER 2020	\$ 605.00	
03/12/2020	031220		FDC PARENT LEVY	\$ 9,124.20	
07/12/2020	2681.9316-01	Glen Forrest Primary School P & C	GRANT		\$ 5,000.00
07/12/2020	GRANT		COVID-19 RELIEF & RECOVERY - REBUILD GRANT	\$ 5,000.00	
08/12/2020	2682.13643-01	Ballajura Butterfly Unit - Guides	REFUND		\$ 440.00
08/12/2020	REFUND		REFUND C/N 2299	\$ 440.00	
08/12/2020	2683.4238-01	IGA Swanview	KIOSK SUPPLIES		\$ 6,814.93
08/12/2020	DECEMBER 2019		FOOD & CONSUMABLES FOR CHILDREN - MECPC & CPC SWAN	\$ 232.58	
08/12/2020	JANUARY 2020		FOOD & CONSUMABLES FOR CHILDREN - MECPC	\$ 298.37	
08/12/2020	FEBRUARY 2020		FOOD & CONSUMABLES - MECPC, ERFDC, CPC SWAN & SCFC	\$ 407.35	
08/12/2020	MARCH 2020		FOOD & CONSUMABLES FOR CHILDREN - MECPC & CPC SWAN	\$ 484.82	
08/12/2020	APRIL 2020		FOOD & CONSUMABLES FOR CHILDREN - MECPC & SCFC CLAYTON VIEW	\$ 131.89	
08/12/2020	MAY 2020		FOOD & CONSUMABLES FOR CHILDREN - MECPC & CPC SWAN	\$ 374.62	
08/12/2020	JUNE 2020		FOOD & CONSUMABLES FOR CHILDREN - MECPC	\$ 485.16	
08/12/2020	JULY 2020		FOOD & CONSUMABLES FOR CHILDREN - MECPC & SCFC CLAYTON VIEW	\$ 188.34	
08/12/2020	AUGUST 2020		FOOD & CONSUMABLES FOR CHILDREN - MECPC	\$ 181.39	
08/12/2020	SEPTEMBER 2020		FOOD & CONSUMABLES FOR CHILDREN - MECPC & SCFC CLAYTON VIEW	\$ 85.12	
08/12/2020	OCTOBER 2020		FOOD & CONSUMABLES FOR CHILDREN - MECPC	\$ 43.55	
08/12/2020	APRIL-OCT 2018		FOOD & CONSUMABLES FOR CHILDREN - MECPC	\$ 1,150.17	
08/12/2020	NOVEMBER 2018		FOOD & CONSUMABLES FOR CHILDREN - MECPC	\$ 283.38	
08/12/2020	DECEMBER 2018		FOOD & CONSUMABLES FOR CHILDREN - MECPC	\$ 550.70	
08/12/2020	JANUARY 2019		FOOD & CONSUMABLES FOR CHILDREN - MECPC	\$ 222.59	
08/12/2020	FEBRUARY 2019		FOOD & CONSUMABLES FOR CHILDREN - MECPC	\$ 74.75	
08/12/2020	MARCH 2019		FOOD & CONSUMABLES FOR CHILDREN - MECPC	\$ 190.49	
08/12/2020	APRIL 2019		FOOD & CONSUMABLES FOR CHILDREN - MECPC	\$ 333.10	
08/12/2020	MAY 2019		FOOD & CONSUMABLES FOR CHILDREN - MECPC & ERFDC	\$ 76.36	
08/12/2020	JUNE 2019		CONSUMABLES FOR ADMIN BUILDING - ERFDC	\$ 53.03	
08/12/2020	JULY 2019		FOOD & CONSUMABLES - MECPC, ERFDC & CPC SWAN	\$ 525.03	
08/12/2020	AUGUST 2019		CONSUMABLES FOR ADMIN BUILDING - ERFDC	\$ 12.69	
08/12/2020	SEPTEMBER 2019		FOOD & CONSUMABLES FOR CHILDREN - CPC SWAN	\$ 187.62	
08/12/2020	OCTOBER 2019		FOOD & CONSUMABLES - MECPC, CPC SWAN & SCFC CLAYTON VIEW	\$ 152.39	
08/12/2020	NOVEMBER 2019		FOOD & CONSUMABLES FOR CHILDREN - MECPC & ERFDC	\$ 111.46	
10/12/2020	2684.12557-01	Ms D Seivers	REFUND		\$ 110.00

<u>Date</u>	<u>Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
10/12/2020	1226289		HALL BOND REFUND	\$ 110.00	
10/12/2020	2684.13257-01	Choice Strata	REFUND		\$ 65.00
10/12/2020	1258561		KEY BOND REFUND	\$ 65.00	
10/12/2020	2684.13339-01	Ms K Kendrick	REFUND		\$ 330.00
10/12/2020	1265222		HALL BOND REFUND	\$ 330.00	
10/12/2020	2684.13645-01	Mrs V J Murray	REFUND		\$ 65.00
10/12/2020	1186227		KEY BOND REFUND	\$ 65.00	
10/12/2020	2684.13646-01	Future Proof Australia	REFUND		\$ 500.00
10/12/2020	1266077		HALL BOND REFUND	\$ 500.00	
10/12/2020	2685.34-01	Water Corporation	WATER RATES & FEES		\$ 3,252.26
10/12/2020	9012388904		WATER RATES & FEES	\$ 1,404.13	
10/12/2020	9004688884		WATER RATES & FEES	\$ 12.91	
10/12/2020	9004690281		WATER RATES & FEES	\$ 10.32	
10/12/2020	9004688215		WATER RATES & FEES	\$ 219.39	
10/12/2020	9004580154		WATER RATES & FEES	\$ 7.74	
10/12/2020	9004565991		WATER RATES & FEES	\$ 1,179.52	
10/12/2020	9004565571		WATER RATES & FEES	\$ 418.25	
10/12/2020	2686.3462-01	Care Giver Subsidies	CARE GIVER SUBSIDIES		\$ 23,767.04
10/12/2020	101220		CARE GIVER SUBSIDIES	\$ 23,767.04	
14/12/2020	2687.10414-01	Department of Transport - Vehicle	VEHICLE SEARCH FEES		\$ 3.40
11/12/2020	4145728		VEHICLE SEARCH FEES	\$ 3.40	
14/12/2020	2687.10416-01	Michael Page International (Austral	TEMP STAFF		\$ 2,454.38
10/12/2020	404050		TEMP STAFF - HUMAN RESOURCES/OSH	\$ 2,454.38	
14/12/2020	2687.1111-01	Zipform Pty Ltd	RATES NOTICE PRODUCTION		\$ 8,957.86
11/12/2020	200846		RATES NOTICE 3RD INSTALMENT PRODUCTION 2020/2021	\$ 8,957.86	
14/12/2020	2687.11135-01	Frontline Fire & Rescue Equipment	EQUIPMENT PURCHASES		\$ 5,813.16
24/11/2020	69470		FIRE FIGHTING FOAM	\$ 3,168.00	
24/11/2020	69475		EQUIPMENT PURCHASES - DARLINGTON VBFB	\$ 87.24	
24/11/2020	69515		EQUIPMENT PURCHASES - CHIDLOW VBFB	\$ 391.78	
25/11/2020	69480		EQUIPMENT PURCHASES - GLEN FORREST VBFB	\$ 11.00	
25/11/2020	69481		EQUIPMENT PURCHASES - DARLING RANGE VBFB	\$ 245.31	
10/12/2020	69301		EQUIPMENT PURCHASES - BRIGADE DISTRIBUTION	\$ 1,909.83	
14/12/2020	2687.11413-01	Ergolink (Max & Claire Pty Ltd T/A)	OFFICE FURNITURE		\$ 332.50
25/11/2020	SI-00072122		OFFICE FURNITURE	\$ 332.50	
14/12/2020	2687.11463-01	Taylor Sparks (The Trustee for Hamp	ADVERTISING		\$ 2,010.14
11/12/2020	ts3450		MIDDLE SWAN ADVERTISING - SCFC	\$ 2,010.14	
14/12/2020	2687.11649-01	Claremont Pool Service	REPAIR WAVE AUTO CLEANER		\$ 5,775.00
10/12/2020	SIN177788		REPAIR WAVE AUTO CLEANER - BILGOMAN AQUATIC CENTRE	\$ 5,775.00	
14/12/2020	2687.11779-01	Perfect Storm Duo	ENTERTAINMENT		\$ 300.00
11/12/2020	PS20281		ENTERTAINMENT AT HUB CHRISTMAS LUNCH 2020	\$ 300.00	
14/12/2020	2687.11953-01	The Stationery Co (C Willis & D J	STATIONERY		\$ 103.22
20/11/2020	161977		STATIONERY ITEMS	\$ 103.22	
14/12/2020	2687.12-01	Department of Human Services - Child	CHILD SUPPORT PAYMENT		\$ 267.10
06/12/2020	PY02-12-CHILD SU		PAYROLL DEDUCTION	\$ 267.10	
14/12/2020	2687.12185-01	Biobean Coffee Pty Ltd	PROVISIONS FOR REFLECTIONS CAFE		\$ 359.35
19/11/2020	00001772		PROVISIONS FOR REFLECTIONS CAFE	\$ 29.35	
20/11/2020	00001784		PROVISIONS FOR REFLECTIONS CAFE	\$ 330.00	
14/12/2020	2687.12377-01	Healey Engineering Pty Ltd	CONSULTANT SERVICES		\$ 1,584.00
11/12/2020	1749-003-04		CONSULTANT SERVICES SOLAR PV - CDS COPPIN RD TRANSFER STATION	\$ 1,584.00	
14/12/2020	2687.12388-01	Mint Civil T/A Kalamunda Sweeping	STREET SWEEPING SERVICES		\$ 4,345.25
25/11/2020	M 2653		SUPPLY OF STREET SWEEPING SERVICES	\$ 1,183.00	
25/11/2020	M 2656		SUPPLY OF STREET SWEEPING SERVICES	\$ 3,162.25	
14/12/2020	2687.12422-01	MDM Plumbing and Gas	PLUMBING		\$ 2,428.44
10/12/2020	1416		INSTALL WATER FOUNTAINS - BROWN PARK, BOYA OVAL & CHIDLOW OVAL	\$ 2,329.44	
11/12/2020	1419		UNBLOCK FLOOR DRAIN IN FEMALE TOILET - BILGOMAN AQUATIC CENTRE	\$ 99.00	
14/12/2020	2687.12579-01	Mr V Crowe	LANDSCAPE, MAINTENANCE & CLEANING SERVICES		\$ 1,032.50
11/12/2020	1605		LANDSCAPE & MAINTENANCE SERVICES	\$ 402.50	
11/12/2020	1602		LANDSCAPE SERVICES	\$ 210.00	
11/12/2020	1603		CLEANING SERVICES	\$ 210.00	
11/12/2020	1604		LANDSCAPE SERVICES	\$ 210.00	
14/12/2020	2687.12585-01	Ms C Nelson	WELCOME TO COUNTRY		\$ 500.00
14/12/2020	26		WELCOME TO COUNTRY CITIZENSHIP CEREMONY 10/12/2020	\$ 500.00	

Date	Reference	Payee	Description	Amount	Total
14/12/2020	2687.126-01	Komatsu Australia Pty Ltd	PARTS		\$ 1,838.76
26/11/2020	002111436		PARTS	\$ 1,838.76	
14/12/2020	2687.12763-01	Jimmie Vanzyl Croeser T/A Letsgokid	ADVERTISING		\$ 919.60
11/12/2020	INV-1200		ADVERTISING	\$ 919.60	
14/12/2020	2687.12794-01	Mount Helena Hardware	HARDWARE ITEMS		\$ 124.20
19/11/2020	33876		SUPPLY OF ASSORTED HARDWARE ITEMS	\$ 50.20	
27/11/2020	33848		SUPPLY OF ASSORTED HARDWARE ITEMS	\$ 74.00	
14/12/2020	2687.12866-01	From Scratch Small Event Catering	PROVISIONS FOR REFLECTIONS CAFE		\$ 108.00
11/12/2020	1158		PROVISIONS FOR REFLECTIONS CAFE	\$ 108.00	
14/12/2020	2687.12899-01	NAPA (A Division of GPC Asia Pacific	WORKSHOP CONSUMABLES		\$ 334.88
11/12/2020	1320110983		SUPPLY OF WORKSHOP CONSUMABLES	\$ 33.50	
20/11/2020	1320110439		SUPPLY OF WORKSHOP CONSUMABLES	\$ 54.98	
20/11/2020	1320110342		SUPPLY OF WORKSHOP CONSUMABLES	\$ 72.86	
25/11/2020	1320109765		SUPPLY OF WORKSHOP CONSUMABLES	\$ 83.60	
25/11/2020	1320110116		SUPPLY OF WORKSHOP CONSUMABLES	\$ 89.94	
14/12/2020	2687.12938-01	Aussie Broadband Pty Ltd	NBN FTTN, VOIP & SIP TRUNK		\$ 3,622.34
24/11/2020	9822504		NBN FTTN, VOIP & SIP TRUNK	\$ 3,622.34	
14/12/2020	2687.12944-01	Avon Tree Management (Kajanni Pty L	HAZARD REDUCTION WORKS		\$ 5,582.50
03/12/2020	294		HAZARD REDUCTION WORKS - PROSPERITY RD EAW R48479	\$ 1,914.00	
03/12/2020	295		HAZARD REDUCTION WORKS - R31264 GILLFELLON PARK STONEVILLE	\$ 1,276.00	
10/12/2020	293		VERGE MULCHING - STONEVILLE, MT HELENA & CHIDLOW	\$ 2,392.50	
14/12/2020	2687.13-01	Shire of Mundaring	PAYROLL DEDUCTION		\$ 10,005.47
06/12/2020	PY02-12-Private		PAYROLL DEDUCTION	\$ 150.00	
06/12/2020	PY02-12-Buy Addi		PAYROLL DEDUCTION	\$ 545.32	
06/12/2020	PY01-12-Private		PAYROLL DEDUCTION	\$ 800.00	
06/12/2020	PY01-12-Child Ca		PAYROLL DEDUCTION	\$ 1,980.97	
06/12/2020	PY01-12-Buy Addi		PAYROLL DEDUCTION	\$ 837.14	
06/12/2020	PY01-12-Novated		PAYROLL DEDUCTION	\$ 3,221.50	
06/12/2020	PY01-12-Novated		PAYROLL DEDUCTION	\$ 2,670.54	
14/12/2020	2687.13163-01	Toll Transport Pty Ltd	COURIER SERVICES		\$ 123.90
01/12/2020	0453-S364420		COURIER SERVICES	\$ 123.90	
14/12/2020	2687.13208-01	Fire Protection Services WA Pty Ltd	FIRE & EMERGENCY SERVICES MAINTENANCE		\$ 997.83
11/12/2020	00007651		FIRE & EMERGENCY SERVICES MAINTENANCE - BOYA COMMUNITY CENTRE	\$ 478.96	
11/12/2020	00007652		FIRE & EMERGENCY SERVICES MAINTENANCE - MUNDARING ARENA	\$ 518.87	
14/12/2020	2687.13267-01	Mount Helena Parkerville CWA	CATERING		\$ 180.00
11/12/2020	52		CATERING - VOLUNTEER EVENT 05/12/2020	\$ 180.00	
14/12/2020	2687.13268-01	Department of Human Services - The	PAYROLL DEDUCTION		\$ 110.00
08/12/2020	PY01-12-Centrell		PAYROLL DEDUCTION	\$ 110.00	
14/12/2020	2687.13279-01	Middle Swan Primary School	PROFESSIONAL SERVICES		\$ 990.40
20/11/2020	4829		SERVICES PROVIDED BY AIEO WEEK 1-5 TERM 4-CPC SWAN	\$ 990.40	
14/12/2020	2687.13345-01	ABM Landscaping (Mikevie Pty Ltd T/	LANDSCAPING		\$ 16,083.64
03/12/2020	INV-0857		TURF CORING & FERTILISER - LAKE LESCHENAULTIA	\$ 968.00	
11/12/2020	INV-0838		TRENCH WORKS & FOUNTAIN INSTALL - BOYA COMMUNITY CENTRE	\$ 2,018.00	
11/12/2020	INV-0849		LANDSCAPE MAINTENANCE - MUNDARING INFANT HEALTH CENTRE	\$ 104.50	
11/12/2020	INV-0847		LANDSCAPE MAINTENANCE - COMMUNITY CENTRES MUNDARING SHIRE	\$ 2,055.68	
11/12/2020	INV-0845		LANDSCAPE MAINTENANCE - MORRISON RD STREETScape	\$ 3,861.07	
11/12/2020	INV-0844		LANDSCAPE MAINTENANCE - GREAT EASTERN HIGHWAY	\$ 2,235.89	
11/12/2020	INV-0734		PAVING REPAIR WORKS - BILGOMAN AQUATIC CENTRE	\$ 1,793.00	
11/12/2020	INV-0825		REPAIR BRICK CROSSOVER - PIMELIA COURT SWAN VIEW	\$ 2,447.50	
14/12/2020	2687.13475-01	New Water Solutions Pty Ltd	EQUIPMENT		\$ 6,587.90
10/12/2020	00000229		SUPPLY 15KW GRUNDFOS VARIABLE SPEED PUMP	\$ 6,587.90	
14/12/2020	2687.13486-01	Pestpro (Cleanpro Work Place Servic	PEST CONTROL		\$ 540.10
11/12/2020	3967		PEST CONTROL - SCOTT ST BRIDGE	\$ 335.50	
11/12/2020	3968		PEST CONTROL - SWAN VIEW STATION	\$ 204.60	
14/12/2020	2687.13524-01	Mr Y A Alaak	AUTHOR PRESENTER FEE		\$ 357.00
14/12/2020	1		AUTHOR TALK PRESENTER FEE - KSP LIBRARY	\$ 357.00	
14/12/2020	2687.13583-01	Harvey Norman AV/IT Superstore Midl	FURNITURE		\$ 600.00
27/11/2020	1691845		SUPPLY 1 X 6KG WASHING MACHINE - REFLECTIONS CAFE	\$ 600.00	
14/12/2020	2687.13609-01	WA Treeworks (D & TL Barker Nominee	TREE WATERING SERVICE		\$ 4,568.08
04/12/2020	11265		TREE WATERING SERVICE - NOVEMBER 2020	\$ 4,568.08	
14/12/2020	2687.13622-01	Ms N S Lester	AUTHOR PRESENTER FEE		\$ 350.00
01/12/2020	INV-0055		AUTHOR TALK PRESENTER FEE - KSP LIBRARY	\$ 350.00	
14/12/2020	2687.138-01	Sonic HealthPlus Pty Ltd	MEDICAL EXAMINATIONS		\$ 605.00

Date	Reference	Payee	Description	Amount	Total
03/12/2020	2211883		PRE-EMPLOYMENT MEDICAL EXAMINATION	\$ 302.50	
03/12/2020	2210588		PRE-EMPLOYMENT MEDICAL EXAMINATION	\$ 231.00	
11/12/2020	2213887		PRE-EMPLOYMENT HEARING TEST	\$ 71.50	
14/12/2020	2687.1495-01	Woodwest	MAINTENANCE		\$ 1,848.00
11/12/2020	2011-1		REPLACE EXISTING CABINET - MT HELENA HARDCOURT BUILDING	\$ 1,848.00	
14/12/2020	2687.15-01	Australia Post	POSTAGE		\$ 3,323.07
04/12/2020	1010131021		DAILY OUTGOING MAIL	\$ 162.68	
11/12/2020	1010131462		DAILY OUTGOING MAIL	\$ 3,180.39	
14/12/2020	2687.1533-01	Porter Consulting Engineers (Tusno	FEES		\$ 5,500.00
08/12/2020	00020897		ROAD SAFETY AUDIT - BYFIELD RD/SEABOURNE ST PARKERVILLE	\$ 5,500.00	
14/12/2020	2687.191-01	Eastern Region Security	SECURITY EXPENSES		\$ 379.50
04/12/2020	00019583		SECURITY EXPENSES	\$ 88.00	
04/12/2020	00019558		SECURITY EXPENSES	\$ 198.00	
11/12/2020	00019562		SECURITY EXPENSES	\$ 93.50	
14/12/2020	2687.2028-01	Eastern Hills WA Wildflower Society	CITIZENSHIP CEREMONY GIFTS		\$ 80.00
14/12/2020	2021-01		PLANTS FOR CITIZENSHIP CEREMONY DECEMBER 2020	\$ 80.00	
14/12/2020	2687.21-01	Eastern Metropolitan Regional Council	TRANSFER STATION FEES		\$ 36,835.46
03/12/2020	EMRC37194		TRANSFER STATION FEES	\$ 36,835.46	
14/12/2020	2687.215-01	Deputy Commissioner of Taxation	TAXATION		\$ 142,799.00
06/12/2020	PY02-12-Deputy C		PAYROLL DEDUCTION	\$ 29,440.00	
06/12/2020	PY01-12-Deputy C		PAYROLL DEDUCTION	\$ 113,359.00	
14/12/2020	2687.2165-01	Country Womens Association of WA In	CATERING		\$ 225.00
03/12/2020	128		CATERING SERVICES - STONEVILLE FIRE SCHOOL	\$ 225.00	
14/12/2020	2687.218-01	Security & Key Distributors	SECURITY EXPENSES		\$ 702.55
11/12/2020	86012		SUPPLY 1 X BILOCK & 3 X PADLOCKS - DARLINGTON OVAL	\$ 702.55	
14/12/2020	2687.2259-01	Forpark Australia	PLAYGROUND EQUIPMENT		\$ 1,859.11
10/12/2020	46927		SUPPLY PLAYGROUND EQUIPMENT FOR PLAYGROUND MAINTENANCE	\$ 1,859.11	
14/12/2020	2687.234-01	Coles Supermarkets Australia Pty Lt	KIOSK SUPPLIES		\$ 570.22
24/11/2020	112487305		FOOD & CONSUMABLES FOR CHILDREN & STAFF - MECPC	\$ 570.22	
14/12/2020	2687.2625-01	Stewart & Heaton Clothing Co	UNIFORMS		\$ 950.48
20/11/2020	SIN-3282941		UNIFORMS - DARLING RANGE VBFB	\$ 24.54	
24/11/2020	SIN-3280870		UNIFORMS - SAWYERS VALLEY VBFB	\$ 68.77	
24/11/2020	SIN-3281155		UNIFORMS - STONEVILLE VBFB	\$ 53.68	
24/11/2020	SIN-3281408		UNIFORMS - DARLINGTON VBFB	\$ 183.68	
11/12/2020	SIN-3281449		UNIFORMS - GLEN FORREST VBFB	\$ 183.68	
11/12/2020	SIN-3270894		UNIFORMS - STONEVILLE VBFB	\$ 367.36	
11/12/2020	SIN-3281350		UNIFORMS - WOOROLOO VBFB	\$ 68.77	
14/12/2020	2687.2741-01	Hills Seafood Supplies	PROVISIONS FOR REFLECTIONS CAFE		\$ 87.45
10/12/2020	90650		PROVISIONS FOR REFLECTIONS CAFE	\$ 87.45	
14/12/2020	2687.280-01	Winc Australia Pty Limited	STATIONERY		\$ 112.17
28/11/2020	9034408078		STATIONERY ITEMS	\$ 112.17	
14/12/2020	2687.307-01	McLeods Barristers and Solicitors	LEGAL MATTER		\$ 587.90
11/12/2020	115943		LEGAL MATTER 44780 - STRUCTURE PLAN 34 NORTH STONEVILLE	\$ 587.90	
14/12/2020	2687.314-01	Landgate	TITLE SEARCHES		\$ 480.76
10/12/2020	359031-10000974		GROSS RENTAL VALUATIONS CHARGEABLE	\$ 302.16	
10/12/2020	359953-10000974		GROSS RENTAL VALUATIONS CHARGEABLE	\$ 178.60	
14/12/2020	2687.320-01	Department of Fire & Emergency Serv	ESL CONTRIBUTION		\$ 1,010,764.50
11/12/2020	151531		2020/2021 ESL QUARTER 2 CONTRIBUTION	\$ 1,010,764.50	
14/12/2020	2687.336-01	Fasta Courier Service	COURIER SERVICES		\$ 142.76
04/12/2020	238708		COURIER SERVICES	\$ 142.76	
14/12/2020	2687.381-01	Mundaring Electrical Contracting Se	ELECTRICAL SERVICES		\$ 3,844.50
11/12/2020	7162		ELECTRICAL SERVICES - BILGOMAN AQUATIC CENTRE	\$ 392.70	
11/12/2020	7181		ELECTRICAL SERVICES - MIDVALE HUB	\$ 257.40	
11/12/2020	7178		ELECTRICAL SERVICES - MUNDARING OVAL PAVILION	\$ 3,194.40	
14/12/2020	2687.386-01	Educational Art Supplies	ART SUPPLIES		\$ 181.45
10/12/2020	3500223		ART SUPPLIES	\$ 181.45	
14/12/2020	2687.4-01	Health Insurance Fund of WA	PAYROLL DEDUCTION		\$ 913.95
06/12/2020	PY01-12-HIF		PAYROLL DEDUCTION	\$ 913.95	
14/12/2020	2687.4407-01	Aardvark Bobcat & Truck Hire	HIRE OF PLANT		\$ 3,340.66
10/12/2020	#792		HIRE OF PLANT	\$ 3,340.66	
14/12/2020	2687.452-01	Mahogany Building & Design	MAINTENANCE		\$ 869.00
11/12/2020	INV0261		MAINTENANCE - VICTORIA PLAYGROUND & SHIRE DEPOT	\$ 869.00	
14/12/2020	2687.4811-01	West Sure Group Pty Ltd	SECURITY EXPENSES		\$ 338.20
04/12/2020	00022779		SECURITY EXPENSES	\$ 30.75	

Date	Reference	Payee	Description	Amount	Total
10/12/2020	00022778		SECURITY EXPENSES	\$ 122.98	
10/12/2020	00022693		SECURITY EXPENSES	\$ 81.49	
11/12/2020	00022780		SECURITY EXPENSES	\$ 122.98	
14/12/2020	2687.5719-01	Shire of Mundaring - Lotto Club	PAYROLL DEDUCTION		\$ 271.60
08/12/2020	PY02-12-STAFF LO		PAYROLL DEDUCTION	\$ 13.58	
08/12/2020	PY01-12-STAFF LO		PAYROLL DEDUCTION	\$ 258.02	
14/12/2020	2687.5945-01	West Coast Spring Water Pty Ltd	CAFE BAR CONSUMABLES		\$ 89.91
04/12/2020	1828074		WATER BOTTLES - KSP LIBRARY	\$ 14.22	
11/12/2020	1827228		ANNUAL RENTAL FEE - DEPOT	\$ 81.47	
03/12/2020	1825483		WATER BOTTLES FOR DEPOT WATER COOLERS	\$ 14.22	
14/12/2020	2687.6-01	Shire of Mundaring - Social Club	PAYROLL DEDUCTION		\$ 164.00
08/12/2020	PY01-12-MUNDARIN		PAYROLL DEDUCTION	\$ 164.00	
14/12/2020	2687.6421-01	Vermeer Equipment of WA & NT	PARTS		\$ 1,112.20
11/12/2020	115430		SUPPLY HEAVY DUTY WHEEL ASSY 235 FOR 868MDG	\$ 1,112.20	
14/12/2020	2687.6570-01	A Class Line Marking Service	LINEMARKING		\$ 385.00
11/12/2020	201219		LINEMARKING - GLEN FORREST FIRE BRIGADE CAR PARK	\$ 385.00	
14/12/2020	2687.6715-01	24 Seven Door Services (Gardoak Pty	MAINTENANCE		\$ 2,980.00
10/12/2020	17186		SUPPLY & INSTALL NEW DOOR OPERATOR - GLEN FORREST VBFB	\$ 2,980.00	
14/12/2020	2687.6732-01	Relationships Australia Western	EMPLOYEE ASSISTANCE PROGRAM		\$ 165.00
08/12/2020	00360183		EMPLOYEE ASSISTANCE PROGRAM	\$ 165.00	
14/12/2020	2687.68-01	The Watershed Water Systems	RETICULATION PARTS		\$ 120.57
25/11/2020	10198679		RETICULATION PARTS	\$ 120.57	
14/12/2020	2687.7-01	Australian Services Union	PAYROLL DEDUCTION		\$ 155.40
08/12/2020	PY02-12-AUSTRALI		PAYROLL DEDUCTION	\$ 129.50	
08/12/2020	PY01-12-AUSTRALI		PAYROLL DEDUCTION	\$ 25.90	
14/12/2020	2687.7230-01	Boss Bobcat & Truck Service	EARTHWORKS		\$ 1,760.00
03/12/2020	6820		INSTALL DRINKING FOUNTAIN - BROWN PARK	\$ 1,760.00	
14/12/2020	2687.7426-01	Scoob's Dingo Service	VERGE MAINTENANCE		\$ 3,786.75
10/12/2020	2417		VERGE MAINTENANCE - 1 DAYANA CRT MIDVALE	\$ 757.35	
10/12/2020	2418		FOOTPATH SWEEPING / MAINTENANCE	\$ 3,029.40	
14/12/2020	2687.7489-01	Sparks Refrigeration & Aircondition	MAINTENANCE		\$ 1,430.00
19/11/2020	INV-2077		ADDED LINE WATER FILTER COOLER - HUB OF THE HILLS	\$ 165.00	
20/11/2020	INV-2076		REPLACE WATER COOLER WITH 2ND HAND UNIT - HUB OF THE HILLS	\$ 770.00	
24/11/2020	INV-2073		SERVICE REFRIGERATION & AIR CON - REFLECTIONS CAFE	\$ 495.00	
14/12/2020	2687.7590-01	PFD Food Services Pty Ltd	KIOSK SUPPLIES		\$ 5,344.55
11/12/2020	KW350005		KIOSK SUPPLIES	\$ 889.75	
11/12/2020	KW369705		KIOSK SUPPLIES	\$ 497.45	
11/12/2020	KW430290		PROVISIONS FOR REFLECTIONS CAFE	\$ 439.85	
19/11/2020	KW220539		PROVISIONS FOR REFLECTIONS CAFE	\$ 881.25	
24/11/2020	KW211323		KIOSK SUPPLIES	\$ 2,596.85	
11/12/2020	KW359356		PROVISIONS FOR REFLECTIONS CAFE	\$ 439.40	
14/12/2020	2687.7727-01	Marshall Beattie Pty Ltd	SERVICES AUTOMATED DOORS		\$ 1,142.24
11/12/2020	10123238		SERVICES AUTOMATED DOORS - BOYA COMMUNITY CENTRE	\$ 297.00	
11/12/2020	10123307		SERVICE AUTOMATED DOORS - ADMIN BUILDING	\$ 297.00	
11/12/2020	10123239		MAINTENANCE ON AUTOMATED DOOR - BOYA COMMUNITY CENTRE	\$ 548.24	
14/12/2020	2687.80-01	Bunnings Group Limited	HARDWARE		\$ 847.40
11/12/2020	2180/01213467		HARDWARE ITEMS	\$ 90.20	
20/11/2020	2180/01523411		HARDWARE ITEMS	\$ 458.98	
25/11/2020	2180/01634245		HARDWARE ITEMS	\$ 62.20	
28/11/2020	2180/01636660		HARDWARE ITEMS	\$ 79.80	
11/12/2020	2174/01524285		HARDWARE ITEMS	\$ 126.22	
14/12/2020	2687.8-01	LGRCEU	PAYROLL DEDUCTION		\$ 41.00
08/12/2020	PY02-12-LGRCEU		PAYROLL DEDUCTION	\$ 41.00	
14/12/2020	2687.8037-01	Electritech Industries	ELECTRICAL SERVICES		\$ 1,377.64
25/11/2020	13570		ELECTRICAL SERVICES - BOYA COMMUNITY CENTRE	\$ 1,377.64	
14/12/2020	2687.8611-01	Brownes Foods Operations Pty Ltd	KIOSK SUPPLIES		\$ 305.72
10/12/2020	15719057		KIOSK SUPPLIES - BILGOMAN AQUATIC CENTRE	\$ 305.72	
14/12/2020	2687.8944-01	Tyres For Trucks	TYRES		\$ 2,800.00
08/12/2020	00018620		SUPPLY & FIT 2 X NEW TYRES ON 029MDG	\$ 1,040.00	
08/12/2020	00018621		SUPPLY & FIT 4 X NEW TYRES ON 041MDG	\$ 1,760.00	
14/12/2020	2687.904-01	Sign Supermarket	SIGNS		\$ 382.00
10/12/2020	19880		SIGNS FOR BILGOMAN AQUATIC CENTRE	\$ 382.00	
14/12/2020	2687.9184-01	Budget Rent A Car (Busby Investment	VEHICLE HIRE		\$ 98.99
10/12/2020	428435770		HIRE OF 4.2 MT VAN - ONGOING COLLECTION OF CDS BINS	\$ 98.99	

Date	Reference	Payee	Description	Amount	Total
14/12/2020	2687.9493-01	Octagon Lifts Pty Ltd	MAINTENANCE		\$ 751.58
11/12/2020	00023011		MAINTENANCE ON LIFT AT DARLINGTON HALL	\$ 751.58	
14/12/2020	2687.958-01	Sports Turf Technology Pty Ltd	FEES		\$ 715.00
10/12/2020	INV-3065		ASSESSMENT OF DOG ACTIVITY ON SPORTS GROUNDS	\$ 715.00	
14/12/2020	2687.9596-01	Brice Pest Management	PEST CONTROL		\$ 1,364.00
11/12/2020	IV04076		SUPPLY FLY CONTROL UNIT - REFLECTIONS CAFE	\$ 330.00	
11/12/2020	IV04074		PEST CONTROL - ADMIN BUILDING	\$ 508.00	
25/11/2020	IV04082		PEST CONTROL - MIDVALE CHILD CARE CENTRE	\$ 242.00	
04/12/2020	IV04075		PEST CONTROL - HUB OF THE HILLS	\$ 286.00	
14/12/2020	2687.9627-01	MPK Tree Management Pty Ltd	STREET TREE MAINTENANCE		\$ 13,402.40
25/11/2020	00008240		TREE MANAGEMENT SERVICES	\$ 13,402.40	
14/12/2020	2687.9935-01	All Fence U Rent Pty Ltd	HIRE TEMP FENCING		\$ 1,215.50
10/12/2020	00033556		HIRE TEMP FENCING - MT HELENA SKATE PARK	\$ 1,215.50	
14/12/2020	2688.1040-01	Eastern Hills Little Athletics Cent	GRANT		\$ 500.00
14/12/2020	GRANT		QUICK GRANT - STARTERS GUN	\$ 500.00	
14/12/2020	2688.10907-01	Woodturners Association of WA (Inc)	GRANT		\$ 500.00
14/12/2020	GRANT		QUICK GRANT - LATHE	\$ 500.00	
14/12/2020	2688.11225-01	Mount Helena Tennis Club	GRANT		\$ 500.00
14/12/2020	GRANT		QUICK GRANT - OUTDOOR TABLE & CHAIRS	\$ 500.00	
14/12/2020	2688.12665-01	Building and Construction Industry	BCITF LEVY		\$ 4,196.08
14/12/2020	INV-82486-J1R7S1		BCITF LEVY - NOVEMBER 2020	\$ 4,196.08	
14/12/2020	2688.12748-01	Darlington Sports & Recreation	GRANT		\$ 500.00
14/12/2020	GRANT		QUICK GRANT - DARLINGTON COMMUNITY MUSIC GIG	\$ 500.00	
14/12/2020	2688.13603-01	Chidlow Tavern (Brewer Holdings (WA	PHOTOGRAPHY COMPETITION		\$ 75.00
14/12/2020	INV-2421		EXPLORE & EXPOSE PHOTOGRAPHY VOUCHER #052	\$ 25.00	
14/12/2020	INV-2438		EXPLORE & EXPOSE PHOTOGRAPHY VOUCHERS #010 & #001	\$ 50.00	
14/12/2020	2688.13640-01	Mr C Hofer	CROSSOVER CONTRIBUTION		\$ 575.00
07/12/2020	X OVER		CROSSOVER CONTRIBUTION - BLENHEIM PL SWAN VIEW	\$ 575.00	
14/12/2020	2688.13647-01	Mr P W Maisey	CROSSOVER CONTRIBUTION		\$ 575.00
14/12/2020	X OVER		CROSSOVER CONTRIBUTION - HARDEY RD GLEN FORREST	\$ 575.00	
14/12/2020	2688.13648-01	Mr G R Peakall	CROSSOVER CONTRIBUTION		\$ 575.00
14/12/2020	X OVER		CROSSOVER CONTRIBUTION - SCOTT ST BOYA	\$ 575.00	
14/12/2020	2688.13649-01	Mahogany Creek Tennis Club Inc	GRANT		\$ 491.00
14/12/2020	GRANT		QUICK GRANT - NOTICEBOARD & SIGNAGE	\$ 491.00	
14/12/2020	2688.174-01	Synergy	ELECTRICITY		\$ 19,272.52
01/12/2020	1808308323		ELECTRICITY	\$ 3,022.80	
01/12/2020	7556391528		ELECTRICITY	\$ 237.44	
01/12/2020	5183608212		ELECTRICITY	\$ 143.59	
14/12/2020	5085045110		ELECTRICITY	\$ 895.03	
01/12/2020	5213388810		ELECTRICITY	\$ 1,032.04	
01/12/2020	3671966720		ELECTRICITY	\$ 5,546.58	
01/12/2020	50566988325		ELECTRICITY	\$ 736.92	
07/12/2020	6945660323		ELECTRICITY	\$ 618.64	
07/12/2020	5100198416		ELECTRICITY	\$ 355.69	
07/12/2020	5831532322		ELECTRICITY	\$ 480.47	
07/12/2020	5416370728		ELECTRICITY	\$ 288.54	
07/12/2020	1187187526		ELECTRICITY	\$ 139.26	
07/12/2020	2686554727		ELECTRICITY	\$ 775.49	
14/12/2020	5008528913		ELECTRICITY	\$ 438.92	
14/12/2020	3666408227		ELECTRICITY	\$ 642.41	
14/12/2020	5145475816		ELECTRICITY	\$ 1,623.71	
14/12/2020	5185501927		ELECTRICITY	\$ 803.86	
14/12/2020	8852675527		ELECTRICITY	\$ 473.77	
14/12/2020	5085138314		ELECTRICITY	\$ 117.36	
14/12/2020	2688.306-01	Darlington Volunteer Bushfire Brigade	HAZARD REDUCTION BURN		\$ 400.00
14/12/2020	0901		HAZARD REDUCTION BURN - BLADON WAY SWAN VIEW	\$ 400.00	
14/12/2020	2688.4693-01	Darlington Family Playgroup Inc.	GRANT		\$ 500.00
14/12/2020	GRANT		QUICK GRANT - FEEDING CHAIR & MULCH	\$ 500.00	
14/12/2020	2688.4737-01	Scout Association of Australia W.A.	GRANT		\$ 500.00
14/12/2020	GRANT		QUICK GRANT - DARLINGTON SCOUT GROUP	\$ 500.00	
14/12/2020	2688.5788-01	Mr J P Throssell	REIMBURSEMENT		\$ 559.00
14/12/2020	REIMBURSEMENT		REIMBURSEMENT HOME INTERNET & PHONE 23/08/2020 - 22/09/2020	\$ 240.00	
14/12/2020	REIMBURSEMENT		REIMBURSEMENT HOME INTERNET & PHONE 23/09/2020 - 22/12/2020	\$ 319.00	
14/12/2020	2688.589-01	Shire of Mundaring	FDC PARENT LEVY		\$ 8,859.75

Date	Reference	Payee	Description	Amount	Total
14/12/2020	101220		FDC PARENT LEVY	\$ 8,744.25	
14/12/2020			BCITF LEVY - NOVEMBER 2020	\$ 115.50	
14/12/2020	2688.5895-01	Parkerville Playgroup Inc	GRANT		\$ 500.00
14/12/2020			QUICK GRANT - BABY SENSORY AREA	\$ 500.00	
14/12/2020	2688.7022-01	Glen Forrest Junior Cricket Club	GRANT		\$ 500.00
14/12/2020			QUICK GRANT - SCORER'S TABLETS	\$ 500.00	
14/12/2020	2688.7102-01	Perth Hills United Football Club	GRANT		\$ 500.00
14/12/2020			QUICK GRANT - MINIROO GOALS	\$ 500.00	
14/12/2020	2688.9400-01	Mr GD Haines	REIMBURSEMENT		\$ 200.00
14/12/2020			REIMBURSEMENT PRESCRIPTION SAFETY GLASSES	\$ 200.00	
14/12/2020	2688.9550-01	Panthers Basketball Club (Inc)	GRANT		\$ 500.00
14/12/2020			QUICK GRANT - NEW BASKETBALLS	\$ 500.00	
14/12/2020	2688.9703-01	Riding for the Disabled WA Hills Gr	GRANT		\$ 20,927.00
14/12/2020			COVID-19 RELIEF & RECOVERY - RESILIENCE GRANT	\$ 20,927.00	
15/12/2020	2689.12516-01	PayClear Services Pty Ltd (Supercho	SUPERANNUATION-NOV2020-1		\$ 200,519.43
07/12/2020	Nov2020-68		SUPERANNUATION-NOV2020-68	\$ 1,468.10	
07/12/2020	Nov2020-69		SUPERANNUATION-NOV2020-69	\$ 478.89	
07/12/2020	Nov2020-7		SUPERANNUATION-NOV2020-7	\$ 7,980.85	
07/12/2020	Nov2020-70		SUPERANNUATION-NOV2020-70	\$ 464.31	
07/12/2020	Nov2020-71		SUPERANNUATION-NOV2020-71	\$ 18.29	
07/12/2020	Nov2020-72		SUPERANNUATION-NOV2020-72	\$ 129.28	
07/12/2020	Nov2020-73		SUPERANNUATION-NOV2020-73	\$ 217.88	
07/12/2020	Nov2020-1		SUPERANNUATION-NOV2020-1	\$ 137,413.17	
07/12/2020	Nov2020-12		SUPERANNUATION-NOV2020-12	\$ 216.34	
07/12/2020	Nov2020-13		SUPERANNUATION-NOV2020-13	\$ 6,149.89	
07/12/2020	Nov2020-15		SUPERANNUATION-NOV2020-15	\$ 594.38	
07/12/2020	Nov2020-74		SUPERANNUATION-NOV2020-74	\$ 30.03	
07/12/2020	Nov2020-76		SUPERANNUATION-NOV2020-76	\$ 83.13	
07/12/2020	Nov2020-8		SUPERANNUATION-NOV2020-8	\$ 20,987.64	
07/12/2020	Nov2020-9		SUPERANNUATION-NOV2020-9	\$ 133.81	
07/12/2020	Nov2020A-34		SUPERANNUATION-NOV2020A-34	\$ 70.90	
07/12/2020	Nov2020-18		SUPERANNUATION-NOV2020-18	\$ 2,721.79	
07/12/2020	Nov2020-19		SUPERANNUATION-NOV2020-19	\$ 260.27	
07/12/2020	Nov2020-20		SUPERANNUATION-NOV2020-20	\$ 407.14	
07/12/2020	Nov2020-22		SUPERANNUATION-NOV2020-22	\$ 1,076.72	
07/12/2020	Nov2020-23		SUPERANNUATION-NOV2020-23	\$ 864.96	
07/12/2020	Nov2020-24		SUPERANNUATION-NOV2020-24	\$ 888.84	
07/12/2020	Nov2020-27		SUPERANNUATION-NOV2020-27	\$ 981.64	
07/12/2020	Nov2020-3		SUPERANNUATION-NOV2020-3	\$ 399.95	
07/12/2020	Nov2020-32		SUPERANNUATION-NOV2020-32	\$ 93.31	
07/12/2020	Nov2020-33		SUPERANNUATION-NOV2020-33	\$ 1,156.72	
07/12/2020	Nov2020-34		SUPERANNUATION-NOV2020-34	\$ 70.90	
07/12/2020	Nov2020-35		SUPERANNUATION-NOV2020-35	\$ 409.79	
07/12/2020	Nov2020-36		SUPERANNUATION-NOV2020-36	\$ 674.04	
07/12/2020	Nov2020-37		SUPERANNUATION-NOV2020-37	\$ 2,043.28	
07/12/2020	Nov2020-4		SUPERANNUATION-NOV2020-4	\$ 1,658.40	
07/12/2020	Nov2020-40		SUPERANNUATION-NOV2020-40	\$ 1,497.53	
07/12/2020	Nov2020-42		SUPERANNUATION-NOV2020-42	\$ 1,099.76	
07/12/2020	Nov2020-47		SUPERANNUATION-NOV2020-47	\$ 1,136.94	
07/12/2020	Nov2020-48		SUPERANNUATION-NOV2020-48	\$ 891.62	
07/12/2020	Nov2020-49		SUPERANNUATION-NOV2020-49	\$ 379.34	
07/12/2020	Nov2020-50		SUPERANNUATION-NOV2020-50	\$ 1,010.62	
07/12/2020	Nov2020-52		SUPERANNUATION-NOV2020-52	\$ 526.88	
07/12/2020	Nov2020-54		SUPERANNUATION-NOV2020-54	\$ 287.91	
07/12/2020	Nov2020-56		SUPERANNUATION-NOV2020-56	\$ 526.88	
07/12/2020	Nov2020-59		SUPERANNUATION-NOV2020-59	\$ 1,115.14	
07/12/2020	Nov2020-6		SUPERANNUATION-NOV2020-6	\$ 1,117.41	
07/12/2020	Nov2020-60		SUPERANNUATION-NOV2020-60	\$ 108.92	
07/12/2020	Nov2020-62		SUPERANNUATION-NOV2020-62	\$ 302.71	
07/12/2020	Nov2020-65		SUPERANNUATION-NOV2020-65	\$ 235.82	
07/12/2020	Nov2020-66		SUPERANNUATION-NOV2020-66	\$ 39.01	
17/12/2020	2690.34-01	Water Corporation	WATER RATES & FEES		\$ 5,874.04
17/12/2020	9004659446		WATER RATES & FEES	\$ 38.72	
17/12/2020	9004697344		WATER RATES & FEES	\$ 1,590.04	

Date	Reference	Payee	Description	Amount	Total
17/12/2020	9004607388		WATER RATES & FEES	\$ 12.90	
17/12/2020	9004610501		WATER RATES & FEES	\$ 18.07	
17/12/2020	9004615978		WATER RATES & FEES	\$ 10.32	
17/12/2020	9014111730		WATER RATES & FEES	\$ 12.91	
17/12/2020	9020409381		WATER RATES & FEES	\$ 289.07	
17/12/2020	9020768929		WATER RATES & FEES	\$ 1,133.08	
17/12/2020	9022572892		WATER RATES & FEES	\$ 209.06	
17/12/2020	9019991869		WATER RATES & FEES	\$ 1,166.61	
17/12/2020	9019690081		WATER RATES & FEES	\$ 414.30	
17/12/2020	9004277008		WATER RATES & FEES	\$ 978.98	
17/12/2020	2691.13337-01	Mental Illness Fellowship of WA	REFUND		\$ 55.00
17/12/2020	987498		KEY BOND REFUND	\$ 55.00	
17/12/2020	2691.13378-01	Mr O Vitali	REFUND		\$ 65.00
17/12/2020	1202091		KEY BOND REFUND	\$ 65.00	
17/12/2020	2691.13653-01	Mr B F Smeeton	REFUND		\$ 500.00
17/12/2020	1263604		HALL BOND REFUND	\$ 500.00	
17/12/2020	2691.13654-01	Ms R Walley	REFUND		\$ 500.00
17/12/2020	1268786		HALL BOND REFUND	\$ 500.00	
17/12/2020	2691.13655-01	Mrs O A Burrows	REFUND		\$ 110.00
17/12/2020	1261791		HALL BOND REFUND	\$ 110.00	
17/12/2020	2691.13656-01	Ms S Reese	REFUND		\$ 110.00
17/12/2020	1269547		HALL BOND REFUND	\$ 110.00	
17/12/2020	2691.13657-01	Mr D Halalilo	REFUND		\$ 330.00
17/12/2020	1250728		HALL BOND REFUND	\$ 330.00	
17/12/2020	2691.13658-01	Ms K Nissen	REFUND		\$ 110.00
17/12/2020	1253812		HALL BOND REFUND	\$ 110.00	
17/12/2020	2691.7102-01	Perth Hills United Football Club	REFUND		\$ 330.00
17/12/2020	1052557		HALL BOND REFUND	\$ 330.00	
17/12/2020	2691.9286-01	Diabetes WA	REFUND		\$ 500.00
17/12/2020	1148420		HALL BOND REFUND	\$ 500.00	
18/12/2020	2692.12289-01	Mr J D Heald	REFUND		\$ 1,000.00
18/12/2020	Refund		RATES REFUND	\$ 1,000.00	
18/12/2020	2692.13663-01	Mrs E A Wilkins	REFUND		\$ 480.99
18/12/2020	Refund		RATES REFUND	\$ 480.99	
18/12/2020	2692.13664-01	Mr PJ Just	REFUND		\$ 792.00
18/12/2020	Refund		RATES REFUND	\$ 792.00	
18/12/2020	2692.13665-01	Real Asset Conveyancing Pty Ltd	REFUND		\$ 1,638.90
18/12/2020	Refund		RATES REFUND	\$ 1,638.90	
18/12/2020	2692.8456-01	Robert Princen Earth Moving Pty Ltd	REFUND		\$ 1,045.50
18/12/2020	Refund		RATES REFUND	\$ 1,045.50	
17/12/2020	2693.3462-01	Care Giver Subsidies	CARE GIVER SUBSIDIES		\$ 23,242.71
21/12/2020	171220		CARE GIVER SUBSIDIES	\$ 23,242.71	
21/12/2020	2694.1020-01	Rudd Industrial & Farm Supplies	SAFETY EQUIPMENT		\$ 49.56
17/12/2020	984979		PARTS	\$ 49.56	
21/12/2020	2694.10416-01	Michael Page International (Austral	TEMP STAFF		\$ 7,463.94
17/12/2020	INJN00229048		TEMPORARY TO PERMANENT RECRUITMENT - OSH OFFICER	\$ 7,463.94	
21/12/2020	2694.10570-01	Perrott Painting Maintenance Contra	PAINTING SERVICES		\$ 1,801.60
17/12/2020	SINV16772		PAINTING SERVICES - DARLINGTON SCOUT HALL	\$ 1,161.60	
18/12/2020	SINV16770		PAINTING SERVICES - DEPOT ADMIN BUILDING	\$ 640.00	
21/12/2020	2694.10615-01	JLR Pumps	PLUMBING		\$ 946.00
15/12/2020	650		REMOVE PUMP & BORE DEVELOPED - MOIR PARK MIDVALE	\$ 946.00	
21/12/2020	2694.10880-01	Ellenby Tree Farm Pty Ltd	TREES		\$ 1,254.00
17/12/2020	26890		TREES	\$ 1,254.00	
21/12/2020	2694.10881-01	Alsco Pty Ltd	FIRST AID REPLENISHMENT		\$ 1,432.73
15/12/2020	CPER2087443		SERVICING SANITARY AND NAPPY BINS	\$ 20.41	
15/12/2020	CPER2087441		SERVICING SANITARY AND NAPPY BINS	\$ 37.42	
15/12/2020	CPER2087439		SERVICING SANITARY AND NAPPY BINS	\$ 68.38	
15/12/2020	CPER2087437		SERVICING SANITARY AND NAPPY BINS	\$ 72.46	
15/12/2020	CPER2087427		SERVICING SANITARY AND NAPPY BINS	\$ 48.97	
15/12/2020	CPER2087423		SERVICING SANITARY AND NAPPY BINS	\$ 33.34	
15/12/2020	CPER2087250		FIRST AID REPLENISHMENT	\$ 31.35	
15/12/2020	CPER2087227		FIRST AID REPLENISHMENT	\$ 107.61	
15/12/2020	CPER2087181		FIRST AID REPLENISHMENT	\$ 380.38	
15/12/2020	CPER2087145		FIRST AID REPLENISHMENT	\$ 29.73	

Date	Reference	Payee	Description	Amount	Total
17/12/2020	CPER2091117		FIRST AID KIT REPLENISHMENT	\$ 30.33	
17/12/2020	CPER2091119		FIRST AID KIT REPLENISHMENT	\$ 30.33	
17/12/2020	CPER2091120		FIRST AID KIT REPLENISHMENT	\$ 107.61	
17/12/2020	CPER2091118		FIRST AID KIT REPLENISHMENT	\$ 116.03	
15/12/2020	CPER2088975		SERVICING SANITARY AND NAPPY BINS	\$ 40.81	
15/12/2020	CPER2088966		SERVICING SANITARY AND NAPPY BINS	\$ 46.28	
15/12/2020	CPER2088963		SERVICING SANITARY AND NAPPY BINS	\$ 16.32	
15/12/2020	CPER2088961		SERVICING SANITARY AND NAPPY BINS	\$ 12.24	
15/12/2020	CPER2088960		SERVICING SANITARY AND NAPPY BINS	\$ 83.01	
15/12/2020	CPER2088959		SERVICING SANITARY AND NAPPY BINS	\$ 8.16	
15/12/2020	CPER2088958		SERVICING SANITARY AND NAPPY BINS	\$ 4.08	
15/12/2020	CPER20889087		SERVICING SANITARY AND NAPPY BINS	\$ 4.08	
15/12/2020	CPER20889085		SERVICING SANITARY AND NAPPY BINS	\$ 54.44	
15/12/2020	CPER2087462		SERVICING SANITARY AND NAPPY BINS	\$ 8.16	
15/12/2020	CPER2087454		SERVICING SANITARY AND NAPPY BINS	\$ 8.16	
15/12/2020	CPER2087451		SERVICING SANITARY AND NAPPY BINS	\$ 8.16	
15/12/2020	CPER2087449		SERVICING SANITARY AND NAPPY BINS	\$ 4.08	
15/12/2020	CPER2087447		SERVICING SANITARY AND NAPPY BINS	\$ 8.16	
15/12/2020	CPER2087445		SERVICING SANITARY AND NAPPY BINS	\$ 12.24	
21/12/2020	2694.10931-01	Amgrow Australia Pty Ltd T/As Nature	FERTILISER		\$ 1,716.00
15/12/2020	210649		SUPPLY & DELIVER ORGANIX ORGANIC FOR PARKS & OVAL	\$ 1,716.00	
21/12/2020	2694.11017-01	Sapio Pty Ltd	ALARM MONITORING		\$ 8,450.14
17/12/2020	MAS336423		ALARM MONITORING	\$ 4,045.83	
17/12/2020	SP166700		CALL OUT INVESTIGATE FAULT - BOYA COMMUNITY CENTRE	\$ 780.67	
17/12/2020	SP166699		SUPPLY & DELIVER 50 HID PROX CARDS	\$ 522.50	
17/12/2020	SP165760		CALL OUT ACCESS CONTROLLER OFFLINE- ADMIN BUILDING	\$ 286.00	
17/12/2020	SP162786		CALL OUT CUSTOMER SERVICE DOOR - ADMIN BUILDING	\$ 2,683.14	
17/12/2020	MAS339323		ALARM MONITORING	\$ 132.00	
21/12/2020	2694.11085-01	CTI Couriers Pty Ltd	COURIER SERVICES		\$ 369.60
04/12/2020	CISC4371279		COURIER SERVICES	\$ 369.60	
21/12/2020	2694.11111-01	Zipform Pty Ltd	PRINTING		\$ 165.00
17/12/2020	200895		PRINT & SUPPLY ADDITIONAL TIP PASSES 2020/2021	\$ 165.00	
21/12/2020	2694.11135-01	Frontline Fire & Rescue Equipment	EQUIPMENT PURCHASES		\$ 5,770.17
17/12/2020	69600		EQUIPMENT PURCHASES - DARLINGTON VBFB	\$ 3,144.93	
10/12/2020	69716		EQUIPMENT PURCHASES - SAWYERS VALLEY VBFB	\$ 421.10	
10/12/2020	69718		EQUIPMENT PURCHASES - PARKERVILLE VBFB	\$ 211.20	
17/12/2020	69601		EQUIPMENT PURCHASES - SAWYERS VALLEY VBFB	\$ 490.61	
17/12/2020	69602		EQUIPMENT PURCHASES - DARLINGTON VBFB	\$ 396.11	
17/12/2020	69604		EQUIPMENT PURCHASES - DARLINGTON VBFB	\$ 60.83	
17/12/2020	69603		EQUIPMENT PURCHASES - MT HELENA VBFB	\$ 381.16	
17/12/2020	69556		EQUIPMENT PURCHASES - DARLINGTON VBFB	\$ 113.96	
17/12/2020	69555		EQUIPMENT PURCHASES - DARLINGTON VBFB	\$ 550.27	
21/12/2020	2694.11266-01	DiskBank Pty Ltd T/A SoundPack Solu	AUDIO REPLACEMENT CASES		\$ 148.57
15/12/2020	INV-14295		AUDIO REPLACEMENT CASES - KSP LIBRARY	\$ 148.57	
21/12/2020	2694.11398-01	JB HI-FI Group Pty Ltd	IT HARDWARE		\$ 1,145.19
27/11/2020	BD0315075		SUPPLY APPLE IPHONE 11 64GB & USB CABLE	\$ 1,027.62	
27/11/2020	BD0314546		SUPPLY IPHONE CASE & SCREEN PROTECTOR	\$ 92.68	
15/12/2020	BD0317488		SUPPLY CYGNETT AEROSHIELD CLEAR CASE IPHONE 11	\$ 24.89	
21/12/2020	2694.11418-01	WA Fire Protection	LIGHTING		\$ 1,281.50
24/11/2020	WAFP-41222		SUPPLY & INSTALL EMERGENCY LIGHT & EXIT LIGHTS	\$ 1,281.50	
21/12/2020	2694.11474-01	Swan Valley Fresh (Vendor Management)	PROVISIONS FOR REFLECTIONS CAFE		\$ 319.57
11/12/2020	00030631		PROVISIONS FOR REFLECTIONS CAFE	\$ 128.06	
17/12/2020	00030711		PROVISIONS FOR REFLECTIONS CAFE	\$ 191.51	
21/12/2020	2694.11577-01	Tourism Council Western Australia L	SUBSCRIPTIONS		\$ 1,328.00
24/11/2020	INV-1354		NTAP RENEWAL FEE 2020/2021	\$ 1,328.00	
21/12/2020	2694.11921-01	Mundaring Smash Repairs (WA Panel W)	TOWING SERVICES		\$ 352.00
17/12/2020	67518		TOWING SERVICES	\$ 178.00	
17/12/2020	67504		TOWING SERVICES	\$ 176.00	
21/12/2020	2694.11953-01	The Stationery Co (C Willis & D J	STATIONERY		\$ 425.00
04/12/2020	162022		STATIONERY ITEMS	\$ 425.00	
21/12/2020	2694.12068-01	JEK Pty Ltd T/A Has Earthmoving	MACHINERY HIRE		\$ 12,320.00
15/12/2020	00000667		WET HIRE OF WATER CART FOR BAILUP RD	\$ 2,656.50	

Date	Reference	Payee	Description	Amount	Total
17/12/2020	00000659		WET HIRE OF TRUCK & DOG FOR BAILUP RD	\$ 5,967.50	
17/12/2020	00000676		WET HIRE OF WATER CART FOR BAILUP RD	\$ 3,696.00	
21/12/2020	2694.12078-01	Recruitwest Pty Ltd	TEMP STAFF		\$ 5,208.36
18/12/2020	C INV 576829		TEMP STAFF - DEPOT	\$ 2,571.07	
18/12/2020	C INV 578383		TEMP STAFF - DEPOT	\$ 2,637.29	
21/12/2020	2694.12134-01	W.A. Library Supplies	BOOK COVERING		\$ 682.80
15/12/2020	00131094		BOOK COVERING - KSP LIBRARY	\$ 682.80	
21/12/2020	2694.12149-01	TenderLink.com	ADVERTISING		\$ 235.40
18/11/2020	MUNDAR-370687		ADVERTISING	\$ 177.10	
17/12/2020	MUNDAR-374962		ADVERTISING	\$ 58.30	
21/12/2020	2694.12185-01	Biobean Coffee Pty Ltd	PROVISIONS FOR REFLECTIONS CAFE		\$ 2,544.66
17/12/2020	00001792		PROVISIONS FOR REFLECTIONS CAFE	\$ 800.00	
17/12/2020	00001860		PROVISIONS FOR REFLECTIONS CAFE	\$ 493.82	
17/12/2020	00001839		PROVISIONS FOR REFLECTIONS CAFE	\$ 1,250.84	
21/12/2020	2694.12293-01	Hare & Forbes Pty Ltd	PARTS		\$ 110.00
17/12/2020	2225359		SUPPLY OF BAND SAW BLADES	\$ 110.00	
21/12/2020	2694.12350-01	Devco Builders	CONSTRUCTION WORKS		\$ 135,221.57
17/12/2020	00012042		CONSTRUCTION OF UNIVERSAL TOILET BLOCK - BROZ PARK	\$ 36,020.38	
17/12/2020	00011808		CONSTRUCTION OF UNIVERSAL TOILET BLOCL - BROZ PARK	\$ 99,201.19	
21/12/2020	2694.12388-01	Mint Civil T/A Kalamunda Sweeping	STREET SWEEPING SERVICES		\$ 7,071.75
15/12/2020	M 2659		SUPPLY OF STREET SWEEPING SERVICES	\$ 3,526.25	
15/12/2020	M 2664		SUPPLY OF STREET SWEEPING SERVICES	\$ 3,545.50	
21/12/2020	2694.124-01	Sigma Chemicals	POOL CHEMICALS		\$ 826.41
17/12/2020	488063		CHEMICALS FOR MT HELENA AQUATIC CENTRE	\$ 826.41	
21/12/2020	2694.12402-01	Grace Information & Records Managem	OFFSITE RECORDS STORAGE		\$ 1,837.87
15/12/2020	RP01068590		OFFSITE RECORDS STORAGE	\$ 1,837.87	
21/12/2020	2694.12422-01	MDM Plumbing and Gas	PLUMBING		\$ 330.00
17/12/2020	1424		REPAIR LEAKING WATER FOUNTAIN - SCULPTURE PARK	\$ 330.00	
21/12/2020	2694.12451-01	Rainchaser Pumps and Reticulation	PARTS FOR DEPOT WORKSHOP		\$ 390.91
17/12/2020	INV-1460		PARTS FOR DEPOT WORKSHOP	\$ 59.51	
18/12/2020	INV-1523		RETICULATION PARTS - LAKE LESCHENAULTIA	\$ 302.80	
18/12/2020	INV-1540		RETICULATION PARTS FOR DEPOT	\$ 10.80	
18/12/2020	INV-1526		RETICULATION PARTS FOR DEPOT	\$ 17.80	
21/12/2020	2694.12454-01	Hills Windscreens	WINDSCREEN REPAIRS		\$ 385.00
10/12/2020	04211		SUPPLY & FIT WINDSCREEN TO 035MDG	\$ 385.00	
21/12/2020	2694.12470-01	Mr G Wood	FENCING		\$ 11,206.80
17/12/2020	IV0000000243		REPLACE ACCESS GATES - SCULPTURE PARK	\$ 3,267.00	
17/12/2020	IV0000000248		SUPPLY & INSTALL FENCING - MECPC	\$ 7,939.80	
21/12/2020	2694.12501-01	Buzz Enterprises Pty Ltd T/A Siftin	SANDPIT CLEANING		\$ 2,100.56
17/12/2020	INV-1911		CLEANING OF SANDPITS AT 7 VARIOUS PLAYGROUND SITES	\$ 2,100.56	
21/12/2020	2694.12579-01	Mr V Crowe	LANDSCAPE, MAINTENANCE & CLEANING SERVICES		\$ 1,322.50
17/12/2020	1608		LANDSCAPE SERVICES	\$ 210.00	
17/12/2020	1609		LANDSCAPE & MAINTENANCE SERVICES	\$ 507.50	
17/12/2020	1606		LANDSCAPE SERVICES	\$ 395.00	
17/12/2020	1607		CLEANING SERVICES	\$ 210.00	
21/12/2020	2694.12640-01	Officeworks Ltd	STATIONERY ITEMS		\$ 1,884.45
11/12/2020	13939896		STATIONERY ITEMS	\$ 69.57	
17/12/2020	14151749		STATIONERY ITEMS	\$ 1,706.00	
17/12/2020	14342498		SUPPLY HDMI ADAPTOR & USB HUB	\$ 108.88	
21/12/2020	2694.12655-01	Tennant Australia Pty Limited	PARTS		\$ 423.59
17/12/2020	917378293		REPLACEMENT PARTS FOR T7 SCRUBBER - MUNDARING ARENA	\$ 423.59	
21/12/2020	2694.127-01	Volich Waste Contractors Pty Ltd	REFUSE CONTRACT		\$ 211.73
17/12/2020	00005752		WASTE COLLECTION SERVICES - LAKE LESCHENAULTIA	\$ 211.73	
21/12/2020	2694.12751-01	Sprayline Spraying Equipment	PARTS		\$ 372.88
17/12/2020	32353		SUPPLY SPRAY GUN, NOZZLES & EXTENSION	\$ 190.19	
18/12/2020	32497		SUPPLY 1 X KNAPSACK SPRAYER & 1 X HAND SPRAYER	\$ 182.69	
21/12/2020	2694.12790-01	S&R Glass	WINDSCREEN REPAIRS		\$ 339.11
19/11/2020	682		SUPPLY & INSTALL WINDOW - BROWN PARK COMMUNITY CENTRE	\$ 339.11	
21/12/2020	2694.12794-01	Mount Helena Hardware	HARDWARE ITEMS		\$ 402.56
17/12/2020	37299		SUPPLY OF ASSORTED HARDWARE ITEMS	\$ 169.00	
27/11/2020	34804		SUPPLY OF ASSORTED HARDWARE ITEMS	\$ 28.79	
27/11/2020	34450		SUPPLY OF ASSORTED HARDWARE ITEMS	\$ 101.60	
04/12/2020	13723		SUPPLY OF ASSORTED HARDWARE ITEMS	\$ 13.90	
11/12/2020	35939		SUPPLY OF ASSORTED HARDWARE ITEMS	\$ 89.27	

Date	Reference	Payee	Description	Amount	Total
21/12/2020	2694.12899-01	NAPA (A Division of GPC Asia Pacific	WORKSHOP CONSUMABLES		\$ 467.60
17/12/2020	1320111374		SUPPLY OF WORKSHOP CONSUMABLES	\$ 5.81	
17/12/2020	1320111506		SUPPLY OF WORKSHOP CONSUMABLES	\$ 11.44	
17/12/2020	1320110853		SUPPLY FILTER KITS FOR P2487 & P2488	\$ 149.60	
17/12/2020	1320114331		SUPPLY OF CABIN & OIL FILTERS FOR P4704	\$ 100.38	
17/12/2020	1320115833		SUPPLY OF WORKSHOP CONSUMABLES	\$ 132.00	
17/12/2020	1320115842		SUPPLY OF WORKSHOP CONSUMABLES	\$ 17.88	
17/12/2020	1320115889		UPLPY OF WORKSHOP CONSUMABLES	\$ 50.49	
21/12/2020	2694.12938-01	Aussie Broadband Pty Ltd	NBN FTTN, VOIP & SIP TRUNK		\$ 5,220.31
17/12/2020	9965150		NBN FTTN, VOIP & SIP TRUNK CHARGES	\$ 5,220.31	
21/12/2020	2694.12940-01	Muchea Tree Farm (ND Vallance T/As:	ASSORTED TUBE STOCK		\$ 100.00
17/12/2020	00089490		ASSORTED TUBE STOCK	\$ 100.00	
21/12/2020	2694.12944-01	Avon Tree Management (Kajanni Pty L	VERGE MULCHING		\$ 6,539.50
18/12/2020	297		VERGE MULCHING - DARLINGTON RD & LIBERTON RD CHIDLOW	\$ 2,392.50	
18/12/2020	300		VERGE MULCHING - SUNDOWNER RD PARKERVILLE	\$ 2,073.50	
18/12/2020	301		VERGE MULCHING - HIGGINSON RD MT HELENA	\$ 2,073.50	
21/12/2020	2694.12951-01	Traffic Force	TRAFFIC MANAGEMENT SERVICES		\$ 83,833.85
20/11/2020	00022354		TRAFFIC MANAGEMENT SERVICES - BAILUP RD	\$ 8,350.94	
24/11/2020	00022240		TRAFFIC MANAGEMENT SERVICES - HALIFAX PLACE	\$ 4,460.97	
24/11/2020	00022242		TRAFFIC MANAGEMENT SERVICES - TREE MAINTENANCE	\$ 3,477.45	
25/11/2020	00022239		TRAFFIC MANAGEMENT SERVICES - BAILUP ROAD	\$ 6,737.70	
25/11/2020	00022241		TRAFFIC MANAGEMENT SERVICES - DRAINAGE MAINTENANCE	\$ 3,231.57	
15/12/2020	00022475		TRAFFIC MANAGEMENT SERVICES - BAILUP ROAD	\$ 5,116.52	
15/12/2020	00022469		TRAFFIC MANAGEMENT SERVICES - HALIFAX PLACE	\$ 6,729.17	
15/12/2020	00022470		TRAFFIC MANAGEMENT SERVICES - HALIFAX PLACE	\$ 1,053.78	
15/12/2020	00022471		TRAFFIC MANAGEMENT SERVICES - HALIFAX PLACE	\$ 3,989.82	
17/12/2020	00022355		TRAFFIC MANAGEMENT SERVICES - FOOTPATH MAINTENANCE	\$ 4,074.59	
17/12/2020	00022571		TRAFFIC MANAGEMENT SERVICES - BAILUP ROAD	\$ 8,303.52	
17/12/2020	00022567		TRAFFIC MANAGEMENT SERVICES - VARIOUS	\$ 8,800.22	
17/12/2020	00022356		TRAFFIC MANAGEMENT SERVICES - DRAINAGE MAINTENANCE	\$ 8,161.93	
17/12/2020	00022357		TRAFFIC MANAGEMENT SERVICES - TREE MAINTENANCE	\$ 1,967.04	
17/12/2020	00022572		TRAFFIC MANAGEMENT SERVICES - TREE MAINTENANCE	\$ 877.80	
18/12/2020	00022582		TRAFFIC MANAGEMENT SERVICES - CHARTWELL WAY SWAN VIEW	\$ 925.24	
21/12/2020	00022570		TRAFFIC MANAGEMENT SERVICES - CHARTWELL WAY SWAN VIEW	\$ 7,575.59	
21/12/2020	2694.12983-01	Birdlife Australia Ltd	AUSSIE BACKYARD BIRD COUNT		\$ 880.00
17/12/2020	3767		AUSSIE BACKYARD BIRD COUNT - BROLGA PACKAGE	\$ 880.00	
21/12/2020	2694.12984-01	AJL Plumbing & Gas Pty Ltd (ATF The	PLUMBING		\$ 110.00
17/12/2020	AJL7056		PLUMBING SERVICES - INVESTIGATE SEWER SMELLS - DEPOT	\$ 110.00	
21/12/2020	2694.12995-01	Across Planning (Larry Guise Planni	PROFESSIONAL PLANNING SERVICES		\$ 2,200.00
17/12/2020	00149		MUNDARING MULTIPURPOSE COMMUNITY FACILITY - PROJECT ADMIN	\$ 2,200.00	
21/12/2020	2694.13013-01	MDM Entertainment Pty Ltd	AUDIO VISUAL STOCK		\$ 70.78
17/12/2020	95136		KSP LIBRARY - AUDIO VISUAL STOCK	\$ 70.78	
21/12/2020	2694.13029-01	Community Greenwaste Recycling Pty	GREENWASTE PROCESSING SERVICES		\$ 12,143.66
25/11/2020	INV-1448		GREENWASTE PROCESSING SERVICES	\$ 12,143.66	
21/12/2020	2694.13059-01	Mundaring Tyrepower (AnK Murphy Pty	TYRES		\$ 518.00
17/12/2020	104844		SUPPLY & FIT NEW TYRES ON 808MDG	\$ 518.00	
21/12/2020	2694.13097-01	Survey Civil	DRAINAGE WORKS		\$ 11,909.92
18/12/2020	062		DRAINAGE WORKS - ROSEDALE RD CHIDLOW	\$ 11,909.92	
21/12/2020	2694.13163-01	Toll Transport Pty Ltd	COURIER SERVICES		\$ 439.92
01/12/2020	0454-S364420		COURIER SERVICES	\$ 104.37	
17/12/2020	0456-S364420		COURIER SERVICES	\$ 296.41	
15/12/2020	0455-S364420		COURIER SERVICES	\$ 39.14	
21/12/2020	2694.13208-01	Fire Protection Services WA Pty Ltd	FIRE & EMERGENCY SERVICES MAINTENANCE -		\$ 997.83
17/12/2020	00007374		FIRE & EMERGENCY SERVICES MAINTENANCE - MUNDARING ARENA	\$ 518.87	
17/12/2020	00007373		FIRE & EMERGENCY SERVICES MAINTENANCE - BOYA COMMUNITY CENTRE	\$ 478.96	
21/12/2020	2694.13279-01	Middle Swan Primary School	PROFESSIONAL SERVICES		\$ 1,089.44
17/12/2020	4940		SERVICES PROVIDED AIEO WEEK 6-10 TERM 4 - CPC SWAN	\$ 1,089.44	
21/12/2020	2694.13335-01	Midland Hyundai and Kia (Idom Midland	VEHICLE SERVICE		\$ 279.99
17/12/2020	62041124		45,000KM SERVICE ON 827MDG	\$ 279.99	
21/12/2020	2694.13345-01	ABM Landscaping (Mikevie Pty Ltd T/	LANDSCAPE MAINTENANCE		\$ 28,818.24
17/12/2020	INV-0853		LANDSCAPE MAINTENANCE - MORGAN JOHN MORGAN	\$ 3,531.00	

Date	Reference	Payee	Description	Amount	Total
17/12/2020	INV-0843		LANDSCAPE MAINTENANCE - HELENA VALLEY ESTATE	\$ 10,158.30	
17/12/2020	INV-0842		LANDSCAPE MAINTENANCE - MUNDARING TOWN CENTRE	\$ 11,642.86	
17/12/2020	INV-0860		MULCHING WORKS - TORQUATA CENTRE MEDIAN	\$ 3,212.00	
17/12/2020	INV-0854		LANDSCAPE MAINTENANCE - TRIANDRA DRIVE	\$ 274.08	
21/12/2020	2694.13437-01	Elevation Digital	<b>SOCIAL MEDIA MANAGEMENT</b>		\$ 1,100.00
08/12/2020	230		SOCIAL MEDIA MANAGEMENT SERVICES - NOVEMBER 2020	\$ 400.00	
17/12/2020	229		SOCIAL MEDIA MANAGEMENT SERVICES - NOVEMBER 2020	\$ 700.00	
21/12/2020	2694.13454-01	Murdock Recruitment Pty Ltd	<b>TEMP STAFF</b>		\$ 3,711.02
17/12/2020	10003628		TEMP STAFF - MECPC	\$ 2,061.68	
10/12/2020	10003454		TEMP STAFF - MECPC	\$ 1,649.34	
21/12/2020	2694.13458-01	Skate Sculpture (M DE Koning & DH	<b>DESIGN WORKS</b>		\$ 10,780.00
17/12/2020	INV0000218		MOUNT HELENA SKATE PARK DESIGN	\$ 10,780.00	
21/12/2020	2694.13480-01	The Trustee for Bellrock Cleaning	<b>CLEANING</b>		\$ 59,870.44
17/12/2020	INV-10496		CLEANING SERVICES - NOVEMBER 2020	\$ 59,870.44	
21/12/2020	2694.135-01	BOC Ltd	<b>CYLINDER RENTAL</b>		\$ 171.96
10/12/2020	4027181741		CYLINDER RENTAL CHARGES	\$ 46.63	
17/12/2020	4027128093		CYLINDER RENTAL CHARGES	\$ 125.33	
21/12/2020	2694.13545-01	Mason Ledger (Mason Ledger Pty Ltd	<b>PRESENTATION SERVICES</b>		\$ 5,500.00
15/12/2020	ML497		PRESENTATION OF 2 SEMINARS	\$ 5,500.00	
21/12/2020	2694.13577-01	Devenish Group Landscaping	<b>LANDSCAPING</b>		\$ 90,172.50
18/12/2020	INV-1067		KINDY PLAYGROUND RENOVATIONS - MECPC	\$ 90,172.50	
21/12/2020	2694.13583-01	Harvey Norman AV/IT Superstore Midlan	<b>FURNITURE</b>		\$ 280.00
10/12/2020	1696380		SUPPLY 1 X 143L CHEST FREEZER - MT HELENA AQUATIC	\$ 280.00	
21/12/2020	2694.13588-01	Mr P L Clark	<b>TUNE PIANO</b>		\$ 550.00
15/12/2020	2443		TUNE PIANO - HUB OF THE HILLS	\$ 275.00	
15/12/2020	2442		TUNE PIANO - BROWN PARK	\$ 275.00	
21/12/2020	2694.13599-01	Idom Maddington Pty Ltd T/A Madding	<b>VEHICLES</b>		\$ 19,978.26
17/12/2020	8002370		SUPPLY & DELIVERY OF 2020 ISUZU D-MAX 4X4 085MDG	\$ 19,978.26	
21/12/2020	2694.13616-01	Gledfort Painting and Decorating (L	<b>MAINTENANCE</b>		\$ 6,105.00
17/12/2020	INV0383		MAINTENANCE - INTERNAL PAINTING - MECPC	\$ 6,105.00	
21/12/2020	2694.13618-01	BOS Civil Pty Ltd	<b>ENHANCEMENT PROJECT</b>		\$ 31,072.22
15/12/2020	INV-0230		ENHANCEMENT PROJECT CONSTRUCTION LAKE LESCHENAULTIA CLAIM#1	\$ 31,072.22	
21/12/2020	2694.13621-01	Bark Environmental Pty Ltd	<b>CONSULTANCY SERVICES</b>		\$ 2,750.00
17/12/2020	IV076		DIEBACK MITIGATION SERVICES - PROGRESS PAYMENT #2	\$ 2,750.00	
21/12/2020	2694.138-01	Sonic HealthPlus Pty Ltd	<b>MEDICAL EXAMINATION</b>		\$ 533.50
17/12/2020	2219843		PRE-EMPLOYMENT MEDICAL EXAMINATION	\$ 231.00	
11/12/2020	2215889		PRE-EMPLOYMENT MEDICAL EXAMINATION	\$ 302.50	
21/12/2020	2694.145-01	Schweppes Australia Pty Ltd (Asahi	<b>KIOSK SUPPLIES</b>		\$ 1,967.02
25/11/2020	9008582380		KIOSK SUPPLIES	\$ 1,038.97	
17/12/2020	0809985338		PROVISIONS FOR REFLECTIONS CAFE	\$ 248.25	
17/12/2020	0809987142		PROVISIONS FOR REFLECTIONS CAFE	\$ 679.80	
21/12/2020	2694.146-01	Eastern Hills Saws & Mowers Pty Ltd	<b>PARTS FOR WORKSHOP</b>		\$ 54.00
17/12/2020	46147 #4		SUPPLY OF VARIOUS SMALL PARTS FOR WORKSHOP	\$ 54.00	
21/12/2020	2694.15-01	Australia Post	<b>POSTAGE</b>		\$ 4,192.71
18/12/2020	1010117918		RATES COLLECTION FEES - 2020/2021	\$ 4,192.71	
21/12/2020	2694.166-01	Vodafone	<b>FEES</b>		\$ 1,860.10
17/12/2020	11282383		PAGERS & MESSAGING - ALL BRIGADES	\$ 1,860.10	
21/12/2020	2694.1689-01	Compsys Pty Ltd T/A Harmony Software	<b>SUBSCRIPTIONS</b>		\$ 643.50
17/12/2020	3-736		SOFTWARE SUBSCRIPTIONS	\$ 643.50	
21/12/2020	2694.170-01	ASSA ABLOY Australia Pty Ltd	<b>HARDWARE</b>		\$ 569.35
03/12/2020	IN01841655		KEYS	\$ 569.35	
21/12/2020	2694.185-01	Midland Photographers	<b>PHOTOGRAPHY</b>		\$ 500.00
17/12/2020	INV-01552		PHOTOGRAPHY - COUNCILLOR PHOTO	\$ 100.00	
17/12/2020	INV-01538		PHOTOGRAPHY	\$ 400.00	
21/12/2020	2694.197-01	Konica Minolta Business Solutions A	<b>PHOTOCOPIER PRINTING</b>		\$ 3,294.71
15/12/2020	0400001153321120		PHOTOCOPIER PRINTING	\$ 3,294.71	
21/12/2020	2694.21-01	Eastern Metropolitan Regional Council	<b>TRANSFER STATION FEES</b>		\$ 91,572.20
17/12/2020	EMRC37284		TRANSFER STATION FEES	\$ 48,564.87	
17/12/2020	EMRC37330		TRANSFER STATION FEES	\$ 1,270.60	
18/12/2020	EMRC37467		TRANSFER STATION FEES	\$ 41,736.83	
21/12/2020	2694.2163-01	Asphaltech Pty Ltd	<b>ASPHALT</b>		\$ 319,355.07

Date	Reference	Payee	Description	Amount	Total
18/12/2020	12905		ASPHALT WORKS - SPRINGBANK CLOSE DARLINGTON	\$ 66,572.44	
18/12/2020	12922		ASPHALT WORKS - PRETTY LANE, MUNDAING WEIR RD TO ADAIR RD	\$ 75,251.60	
18/12/2020	12923		ASPHALT WORKS - PATTON RD, PRETTY LANE TO HOWE CRT	\$ 73,554.67	
11/12/2020	12860		ASPHALT WORKS - NEEDHAM RD WOOROLOO	\$ 103,978.08	
21/12/2020	2694.2165-01	Country Womens Association of WA In	CATERING		\$ 350.00
18/12/2020	35056977		CATERING SERVICES - MUNDARING ART CENTRE 04/12/2020	\$ 350.00	
21/12/2020	2694.218-01	Security & Key Distributors	SECURITY EXPENSES		\$ 448.92
13/11/2020	88562		SUPPLY 4 X BILOCK KEYS - BOYA COMUNITY CENTRE	\$ 112.99	
13/11/2020	88561		SUPPLY 4 X BILOCK KEYS - GLEN FORREST OVAL	\$ 132.99	
13/11/2020	88574		SUPPLY 1 X BILOCK PADLOCK - ELSIE AUSTIN	\$ 174.69	
25/11/2020	88614		SUPPLY 1 X BILOCK KEY - BROWN PARK AG SOCIETY	\$ 28.25	
21/12/2020	2694.234-01	Coles Supermarkets Australia Pty Ltd	KIOSK SUPPLIES		\$ 1,203.64
24/11/2020	112748317		FOOD & CONSUMABLES FOR CHILDREN & STAFF - MECPC	\$ 584.05	
11/12/2020	113349819		FOOD & CONSUMABLES FOR CHILDREN & STAFF - MECPC	\$ 619.59	
21/12/2020	2694.253-01	Lo-Go Appointments	TEMP STAFF		\$ 1,649.34
10/12/2020	00422812		TEMP STAFF - FINANCE/RATES	\$ 401.94	
17/12/2020	00422849		TEMP STAFF - FINANCE/RATES	\$ 1,247.40	
21/12/2020	2694.2625-01	Stewart & Heaton Clothing Co	UNIFORMS		\$ 5,669.74
15/12/2020	SIN-3289130		UNIFORMS - SAWYERS VALLEY VBFB	\$ 6.02	
15/12/2020	SIN-3289109		UNIFORMS - DARLINGTON VBFB	\$ 24.54	
15/12/2020	SIN-3289108		UNIFORMS - DARLINGTON VBFB	\$ 24.54	
15/12/2020	SIN-3289001		UNIFORMS - DARLINGTON VBFB	\$ 196.77	
28/11/2020	SIN-3285404		UNIFORMS - SAWYERS VALLEY VBFB	\$ 183.68	
17/12/2020	SIN-3300490		UNIFORMS - STONEVILLE VBFB	\$ 234.58	
17/12/2020	SIN-3294504		UNIFORMS - PARKERVILLE VBFB	\$ 469.15	
17/12/2020	SIN-3294508		UNIFORMS - SAWYERS VALLEY VBFB	\$ 469.15	
17/12/2020	SIN-3294510		UNIFORMS - SAWYERS VALLEY VBFB	\$ 228.56	
17/12/2020	SIN-3292447		UNIFORMS - GLEN FORREST VBFB	\$ 703.73	
17/12/2020	SIN-3292487		UNIFORMS - PARKERVILLE VBFB	\$ 709.74	
17/12/2020	SIN-3292484		UNIFORMS - CHIDLOW VBFB	\$ 234.58	
17/12/2020	SIN-3292439		UNIFORMS - GLEN FORREST VBFB	\$ 234.58	
17/12/2020	SIN-3292440		UNIFORMS - STONEVILLE VBFB	\$ 234.58	
17/12/2020	SIN-3292708		UNIFORMS - DARLINGTON VBFB	\$ 183.68	
17/12/2020	SIN-3292480		UNIFORMS - DARLINGTON VBFB	\$ 469.15	
17/12/2020	SIN-3293674		UNIFORMS - PARKERVILLE VBFB	\$ 100.51	
17/12/2020	SIN-3294467		UNIFORMS - DARLINGTON VBFB	\$ 703.73	
10/12/2020	SIN-3299105		UNIFORMS - STONEVILLE VBFB	\$ 68.77	
10/12/2020	SIN-3295419		UNIFORMS - DARLING RANGE VBFB	\$ 183.68	
15/12/2020	SIN-3289131		UNIFORMS - MT HELENA VBFB	\$ 6.02	
21/12/2020	2694.2641-01	St John Ambulance Western Australia	DEFIBRILLATOR PADS		\$ 228.78
18/12/2020	STKINV00024451		DEFIBRILLATOR PADS - LAKE LESCHENAULTIA	\$ 228.78	
21/12/2020	2694.2737-01	Du Clene Pty Ltd	CLEANING		\$ 2,604.96
15/12/2020	00010133		CLEANING SERVICES	\$ 2,604.96	
21/12/2020	2694.2741-01	Hills Seafood Supplies	PROVISIONS FOR REFLECTIONS CAFE		\$ 298.47
17/12/2020	92798		PROVISIONS FOR REFLECTIONS CAFE	\$ 298.47	
21/12/2020	2694.280-01	Wino Australia Pty Limited	STATIONERY		\$ 198.33
10/12/2020	9034415728		STATIONERY ITEMS	\$ 198.33	
21/12/2020	2694.300-01	Civica Pty Ltd	FEES		\$ 11,000.73
17/12/2020	MILG017599		B/S LICENCE, SUPPORT & MAINTENANCE 01/02/2021 - 31/01/2022	\$ 11,000.73	
21/12/2020	2694.307-01	McLeods Barristers and Solicitors	LEGAL MATTER		\$ 3,581.09
17/12/2020	116561		LEGAL MATTER 38880 - SAT REVIEW CLAYTON RD	\$ 220.57	
17/12/2020	116508		LEGAL MATTER 46825 - SAT MATTER	\$ 2,180.33	
17/12/2020	116560		LEGAL MATTER 44780 - STRUCTURE PLAN 34 - NORTH STONVILLE	\$ 1,180.19	
21/12/2020	2694.314-01	Landgate	TITLE SEARCHES		\$ 1,391.60
15/12/2020	380938-10000974		GROSS RENTAL VALUATIONS CHARGEABLE	\$ 144.69	
17/12/2020	1059546		TITLE SEARCHES	\$ 53.40	
10/12/2020	361155-10000974		GROSS RENTAL VALUATIONS CHARGEABLE	\$ 1,193.51	
21/12/2020	2694.3180-01	Battery World Midland	BATTERIES		\$ 314.00
17/11/2020	#IN6031760866		BATTERY FOR LAWN MOWER	\$ 105.00	
25/11/2020	#IN6031760856		BATTERIES	\$ 209.00	
21/12/2020	2694.33-01	Boral Construction Materials Group	ASPHALT		\$ 2,502.50
15/12/2020	WA15656525		ASPHALT	\$ 148.50	
15/12/2020	WA15656526		ASPHALT	\$ 148.50	
15/12/2020	WA15668094		ASPHALT	\$ 148.50	

Date	Reference	Payee	Description	Amount	Total
25/11/2020	WA15620690		ASPHALT	\$ 148.50	
25/11/2020	WA15620691		ASPHALT	\$ 148.50	
25/11/2020	WA15630173		SUPPLY 400L EMULSION	\$ 572.00	
26/11/2020	WA15649539		ASPHALT	\$ 148.50	
26/11/2020	WA15649540		ASPHALT	\$ 148.50	
26/11/2020	WA15643054		ASPHALT	\$ 148.50	
15/12/2020	WA15668095		ASPHALT	\$ 148.50	
15/12/2020	WA15659040		ASPHALT	\$ 594.00	
21/12/2020	2694.35-01	Nutrien Ag Solutions Limited	ASSORTED HERBICIDES		\$ 1,034.00
16/12/2020	903700053		SUPPLY & DELIVER 15 X BOLLARDS	\$ 379.50	
17/12/2020	903707849		SUPPLY ASSORTED HERBICIDES	\$ 313.50	
17/12/2020	903708466		SUPPLY ASSORTED HERBICIDES	\$ 341.00	
21/12/2020	2694.3779-01	Bell Fire Equipment Co Pty Ltd	PARTS		\$ 4,537.50
17/12/2020	INV-5582		UPGRADE PUMP ON 069MDG	\$ 4,537.50	
21/12/2020	2694.385-01	Mundaring News & Lotto	SUBSCRIPTIONS		\$ 476.08
11/12/2020	6268		MAGAZINE SUBSCRIPTIONS	\$ 476.08	
21/12/2020	2694.3868-01	Bucher Municipal Pty Ltd	EQUIPMENT PURCHASES		\$ 84.37
20/11/2020	986134		SUPPLY PARTS FOR SWEEPER TRUCK 043MDG	\$ 84.37	
21/12/2020	2694.388-01	Bunzl Ltd	CLEANING SUPPLIES		\$ 3,030.85
19/11/2020	V845784		CLEANING SUPPLIES FOR LAKE LESCHENAULTIA	\$ 33.44	
19/11/2020	V848408		CLEANING SUPPLIES FOR LAKE LESCHENAULTIA	\$ 143.16	
03/12/2020	V858928		PAPER PRODUCTS	\$ 2,854.25	
21/12/2020	2694.397-01	J. Blackwood & Son Pty Ltd	DEPOT CONSUMABLES		\$ 521.01
17/12/2020	PE4159YJ		SUPPLY AEROGUARD	\$ 89.10	
17/12/2020	PE4157YJ		SUPPLY PPE FOR OPERATIONS STAFF	\$ 431.91	
21/12/2020	2694.4238-01	IGA Swanview	KIOSK SUPPLIES		\$ 191.05
15/12/2020	NOVEMBER 2020		FOOD & CONSUMABLES FOR CHILDREN - MECPC & CPC SWAN	\$ 175.95	
17/12/2020	00523685		FOOD & CONSUMABLES FOR CHILDREN - MECPC	\$ 15.10	
21/12/2020	2694.4252-01	Boya Equipment Pty Ltd	EQUIPMENT PURCHASES		\$ 410.39
17/12/2020	89523/01		SUPPLY PARTS FOR 017MDG	\$ 410.39	
21/12/2020	2694.4281-01	Direct Communications	EQUIPMENT PURCHASES		\$ 3,669.82
17/12/2020	111782		REPAIRS TO PA SYSTEM	\$ 154.00	
17/12/2020	111831		INSTALL HARD WIRED RADIO FOR KUBOTA AT LAKE LESCHENAULTIA	\$ 1,546.82	
17/12/2020	111830		SUPPLY TWO WAY RADIOS - LAKE LESCHENAULTIA	\$ 1,969.00	
21/12/2020	2694.430-01	Wattleup Tractors	PARTS		\$ 236.55
11/12/2020	1269603		SUPPLY TEMP SENDER UNIT FOR 066MDG	\$ 95.35	
11/12/2020	1269571		SUPPLY HEADER WATER TANK FOR 066MDG	\$ 113.38	
11/12/2020	1269582		SUPPLY TEMP SENDER UNIT CAP FOR 066MDG	\$ 27.82	
21/12/2020	2694.4386-01	Perry Environmental Contracting	MAINTENANCE		\$ 4,620.00
17/12/2020	2995		HAZARD REDUCTION WORKS - R12453 FALLS RD HOVEA	\$ 4,620.00	
21/12/2020	2694.4407-01	Aardvark Bobcat & Truck Hire	HIRE OF PLANT		\$ 3,804.64
18/12/2020	#793		HIRE OF PLANT	\$ 3,804.64	
21/12/2020	2694.4433-01	Marketforce Pty Ltd	ADVERTISING		\$ 4,754.41
15/12/2020	36207		ADVERTISING	\$ 628.49	
15/12/2020	36204		ADVERTISING	\$ 1,257.98	
15/12/2020	36202		ADVERTISING	\$ 1,411.77	
17/12/2020	36206		ADVERTISING	\$ 651.56	
17/12/2020	36203		ADVERTISING	\$ 443.96	
17/12/2020	36205		ADVERTISING	\$ 360.67	
21/12/2020	2694.4453-01	Technifire 2000	PARTS		\$ 12,616.98
17/12/2020	24192		REPLACE PUMP ENGINE ON 089MDG	\$ 4,484.11	
17/12/2020	24219		REPAIRS TO PUMP ENGINE ON 089MDG	\$ 8,132.87	
21/12/2020	2694.452-01	Mahogany Building & Design	MAINTENANCE		\$ 522.50
17/12/2020	INV0262		MAINTENANCE - DARLINGTON HALL & CHILDLow HEALTH CLINIC	\$ 522.50	
21/12/2020	2694.4526-01	Mr J S Daw	COUNCILLOR ALLOWANCE		\$ 1,573.05
17/12/2020	TRAVEL		TRAVEL REIMBURSEMENT 2,330.5KM 22/07/2020 TO 08/12/2020	\$ 1,573.05	
21/12/2020	2694.4560-01	Flexi Staff Pty Ltd	TEMP STAFF		\$ 7,698.76
18/12/2020	I0004157		TEMP STAFF - DEPOT	\$ 3,849.38	
18/12/2020	I0003956		TEMP STAFF - DEPOT	\$ 3,849.38	
21/12/2020	2694.4749-01	Pure Air Filters	PARTS		\$ 325.60
20/11/2020	00012710		AIR FILTER CLEANERS FOR ASSORTED VEHICLES	\$ 201.30	
17/12/2020	00012740		AIR FILTER CLEANERS FOR 033MDG & 034MDG	\$ 124.30	
21/12/2020	2694.480-01	Echo Newspaper	ADVERTISING		\$ 2,783.00
03/12/2020	00016011		ADVERTISING	\$ 2,783.00	

<u>Date</u>	<u>Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
21/12/2020	2694.5169-01	Worldwide Online Printing (Crystal	PHOTOCOPIER PRINTING		\$ 935.00
10/12/2020	1073221		PRINTING - PERMIT TO SET FIRE TO BUSH BOOKS	\$ 935.00	
21/12/2020	2694.5558-01	Global Workwear Investments Pty Ltd	WORK CLOTHES		\$ 9,903.50
05/11/2020	MD33549.D1		WORK CLOTHES	\$ 538.57	
17/11/2020	MD33528.D1		WORK CLOTHES	\$ 518.89	
25/11/2020	MD69130		WORK CLOTHES	\$ 171.56	
15/12/2020	MD33026.D2		WORK CLOTHES	\$ 65.84	
15/12/2020	MD33769.D1		WORK CLOTHES	\$ 378.18	
15/12/2020	MD33362.D1		BULK UNIFORM ORDER - DEPOT STAFF	\$ 3,932.27	
17/12/2020	MD33028.D1		WORK CLOTHES	\$ 1,814.29	
17/12/2020	MD33039.D1		BULK UNIFORM ORDER - DEPOT STAFF	\$ 2,437.60	
17/12/2020	MD33557.D1		WORK CLOTHES	\$ 48.30	
21/12/2020	2694.5799-01	Ron's Gasfitting Service	PLUMBING		\$ 132.00
17/12/2020	3200		PLUMBING	\$ 132.00	
21/12/2020	2694.61-01	Baileys Fertilisers	FERTILISERS		\$ 2,255.00
29/11/2020	19075		SUPPLY OF 50 20KG SURE GREEN GOLD	\$ 2,255.00	
21/12/2020	2694.6363-01	Glenview Machine Kerbing	KERBING		\$ 1,260.00
17/11/2020	00005793		KERBING WORKS - VARIOUS LOCATIONS	\$ 1,260.00	
21/12/2020	2694.641-01	Midland Rubber Stamps	STATIONERY		\$ 170.95
29/11/2020	00041485		STAMPS	\$ 170.95	
21/12/2020	2694.6421-01	Vermeer Equipment of WA & NT	PARTS		\$ 238.77
18/12/2020	115513		SUPPLY PINTLE RING, SCREWS & NUTS FOR 866MDG	\$ 238.77	
21/12/2020	2694.6658-01	Perth Airports Municipalities Group	SUBSCRIPTIONS		\$ 500.00
15/12/2020	MUN202021		ANNUAL MEMBERSHIP SUBSCRIPTION FEE 2020/2021	\$ 500.00	
21/12/2020	2694.6732-01	Relationships Australia Western	EMPLOYEE ASSISTANCE PROGRAM		\$ 165.00
17/12/2020	00360851		EMPLOYEE ASSISTANCE PROGRAM	\$ 165.00	
21/12/2020	2694.68-01	The Watershed Water Systems	RETICULATION PARTS		\$ 1,229.22
17/12/2020	10199282		RETICULATION PARTS	\$ 771.39	
17/12/2020	10199040		RETICULATION PARTS	\$ 129.87	
17/12/2020	10199541		RETICULATION PARTS	\$ 117.29	
17/12/2020	10199914		RETICULATION PARTS	\$ 66.66	
17/12/2020	10199915		RETICULATION PARTS	\$ 88.30	
17/12/2020	10200017		RETICULATION PARTS	\$ 25.71	
21/12/2020	2694.697-01	Office Gear (Trustee for FG & SL Pe	OFFICE FURNITURE		\$ 6,218.00
18/12/2020	00008083		OFFICE FURNITURE	\$ 720.00	
18/12/2020	00008091		OFFICE FURNITURE	\$ 2,908.00	
18/12/2020	00008092		OFFICE FURNITURE	\$ 2,590.00	
21/12/2020	2694.7009-01	Allerding & Associates (Allplan Pty	PROFESSIONAL SERVICES		\$ 4,151.03
17/12/2020	MUNTOOGE2020-518		REPRESENTATIVE AT MEDIATION - REFUSAL OF EXTRACTION INDUSTRY	\$ 4,151.03	
21/12/2020	2694.7230-01	Boss Bobcat & Truck Service	EARTHWORKS		\$ 16,830.00
10/12/2020	7020		SITE CLEANUP - MT HELENA SKATE PARK UPGRADE	\$ 1,780.00	
10/12/2020	7120		EARTHWORKS - CHIDLOW VILLAGE GREEN SKATE PARK UPGRADE	\$ 1,100.00	
10/12/2020	7220		EARTHWORKS - CHIDLOW OVAL & VILLAGE GREEN MT HELENA SKATE PARK	\$ 1,870.00	
17/12/2020	7320		REMOVE OLD CRICKET PITCH & REINSTATE - BROWN PARK	\$ 12,100.00	
21/12/2020	2694.7332-01	Plantrite (Plant Force Investments	PLANTS		\$ 4,094.24
17/11/2020	00034279		SUPPLY PLANTS - SEEDLINGS FOR LANDCARE 2021	\$ 4,094.24	
21/12/2020	2694.7360-01	Metrocount	SECURITY EXPENSES		\$ 1,072.50
17/12/2020	INV029193		METROCOUNT STAINLESS SECURITY STROP	\$ 1,072.50	
21/12/2020	2694.7426-01	Scoob's Dingo Service	FOOTPATH SWEEPING / MAINTENANCE		\$ 2,776.95
17/12/2020	2419		FOOTPATH SWEEPING / MAINTENANCE	\$ 2,776.95	
21/12/2020	2694.7489-01	Sparks Refrigeration & Aircondition	MAINTENANCE		\$ 3,119.30
24/11/2020	INV-2082		REPLACE FAULTY AIR CON - REFLECTIONS CAFE	\$ 2,357.00	
15/12/2020	INV-2103		ATTEND HOSCA TO CHECK LEAKING AIR CONDITIONER	\$ 110.00	
17/12/2020	INV-2102		FIT NEW WATER VALVE & FILTER TO ADMIN ZIP CHILLER	\$ 652.30	
21/12/2020	2694.7541-01	Connect Call Centre Services	CALL CENTRE COSTS		\$ 2,878.10
17/12/2020	00104300		CALL CENTRE COSTS - NOVEMBER 2020	\$ 1,412.24	
17/12/2020	00103536		CALL CENTRE COSTS - SEPTEMBER 2020	\$ 1,465.86	
21/12/2020	2694.7590-01	PFD Food Services Pty Ltd	PROVISIONS FOR REFLECTIONS CAFE		\$ 3,044.45
24/11/2020	KW290474		PROVISIONS FOR REFLECTIONS CAFE	\$ 298.90	
17/12/2020	KW503482		PROVISIONS FOR REFLECTIONS CAFE	\$ 435.40	
18/12/2020	KW490919		KIOSK SUPPLIES	\$ 1,201.15	
18/12/2020	KW349994		KIOSK SUPPLIES	\$ 1,109.00	

Date	Reference	Payee	Description	Amount	Total
21/12/2020	2694.7650-01	Founder Enterprises Pty Ltd T/As Fo	PARTS		\$ 1,998.04
17/11/2020	INVFG0019096		SUPPLY CUTTING BLADE, PLOW BOLTS & PLOW NUTS	\$ 1,272.62	
17/11/2020	INVFG0019095		SUPPLY CUTTING EDGE, PLOW BOLTS & PLOW NUTS	\$ 725.42	
21/12/2020	2694.7735-01	West Force Plumbing & Gas	PLUMBING		\$ 159.50
17/12/2020	00024728		PLUMBING - DARLINGTON OVAL PAVILION	\$ 159.50	
21/12/2020	2694.7807-01	Water Installations	QUARTERLY SERVICING		\$ 270.00
17/12/2020	00018280		QUARTERLY SERVICING TREATMENT SYSTEM - MT HELENA PAVILION	\$ 140.00	
18/12/2020	00018284		QUARTERLY SERVICING TREATMENT SYSTEM - MUNDARING ARENA	\$ 130.00	
21/12/2020	2694.7857-01	Ricoh Finance	RENTAL CHARGES		\$ 210.10
17/12/2020	301818		RENTAL CHARGES	\$ 210.10	
21/12/2020	2694.80-01	Bunnings Group Limited	HARDWARE		\$ 1,387.39
17/12/2020	2180/01646858		HARDWARE ITEMS	\$ 80.80	
24/11/2020	2180/01525670		HARDWARE ITEMS	\$ 27.53	
24/11/2020	2180/01525673		HARDWARE ITEMS	\$ 87.20	
15/12/2020	2180/01643099		HARDWARE ITEMS	\$ 854.49	
15/12/2020	2180/01646060		HARDWARE ITEMS	\$ 378.73	
17/12/2020	2180/01646112		HARDWARE ITEMS	\$ 84.70	
17/12/2020	2174/01207322		HARDWARE ITEMS	\$ 83.94	
21/12/2020	2694.8053-01	Keston Australia Pty Ltd	DVD SECURITY CASES		\$ 1,234.20
17/12/2020	IN180422		DVD SECURITY CASES	\$ 1,234.20	
21/12/2020	2694.810-01	Royal Life Saving Society Western	AQUATIC RESCUE GROUP CLASS		\$ 960.00
18/12/2020	121885		AQUATIC RESCUE GROUP CLASS - MT HELENA AQUATIC CENTRE	\$ 960.00	
21/12/2020	2694.8151-01	Kerbdoctor	KERB WORKS		\$ 638.00
17/12/2020	20201344		INSTALLATION OF MOUNTABLE KERB	\$ 638.00	
21/12/2020	2694.8275-01	E Fire & Safety	MAINTENANCE		\$ 2,431.00
15/12/2020	533291		SUPPLY & INSTALL EVACUATION DIAGRAMS - MECPC	\$ 1,485.00	
15/12/2020	533295		RISK ASSESSMENT EMERGENCY RESPONSE PLAN - MECPC	\$ 792.00	
18/12/2020	533388		ROUTINE MAINTENANCE - ADMIN & CIVIC COMPLEX	\$ 154.00	
21/12/2020	2694.8374-01	Natural Area Holdings P/L T/A Nature	ASSORTED TUBESTOCK		\$ 8,279.15
17/12/2020	00014365		ASSORTED TUBESTOCK	\$ 1,646.15	
17/12/2020	00014362		WEED CONTROL - HELENA VALLEY ROAD	\$ 2,640.00	
17/12/2020	00014440		WEED CONTROL - MULBERRY TREE CLOSE	\$ 3,993.00	
21/12/2020	2694.8584-01	Great Sand Supplies Trust	DRAINAGE WORKS		\$ 524.48
10/12/2020	00006141		SUPPLY DRAINAGE MATERIAL - MT HELENA SKATE PARK	\$ 524.48	
21/12/2020	2694.9184-01	Budget Rent A Car (Busby Investment)	VEHICLE HIRE		\$ 98.99
18/12/2020	428435851		HIRE OF 4.2 MT VAN - ONGOING COLLECTION OF CDS BINS	\$ 98.99	
21/12/2020	2694.9542-01	Safemaster Safety Products	ANNUAL RECERTIFICATION		\$ 4,199.81
17/12/2020	00014568		ANNUAL RECERTIFICATION OF HEIGHT SAFETY SYSTEMS	\$ 4,199.81	
21/12/2020	2694.9584-01	Avon Hills Environmental	HAZARD REDUCTION WORKS		\$ 2,392.50
18/12/2020	478		HAZARD REDUCTION WORKS - MULTIPLE RESERVES	\$ 2,392.50	
21/12/2020	2694.9596-01	Brice Pest Management	PEST CONTROL		\$ 154.00
18/12/2020	IV04112		PEST CONTROL - MUNDARING ARENA	\$ 154.00	
21/12/2020	2694.9627-01	MPK Tree Management Pty Ltd	STREET TREE MAINTENANCE		\$ 23,056.00
17/12/2020	00007871		STREET TREE MAINTENANCE	\$ 2,780.80	
17/12/2020	00008099		STREET TREE MAINTENANCE	\$ 2,780.80	
17/12/2020	00008250		STREET TREE MAINTENANCE - AMHERST ROAD SWANVIEW	\$ 9,152.00	
17/12/2020	00008252		STREET TREE MAINTENANCE - ROSEDALE RD & DALRY ROAD	\$ 2,780.80	
17/12/2020	00008255		STREET TREE MAINTENANCE - STAPLEFORD PL & GLEN ROAD	\$ 2,780.80	
17/12/2020	00008283		STREET TREE MAINTENANCE - VARIOUS LOCATIONS	\$ 2,780.80	
21/12/2020	2694.9698-01	Managed System Services Pty Ltd	DEVELOPMENT SERVICES		\$ 82,500.00
17/12/2020	00006434		MSS DEVELOPMENT SERVICES - 1000 HOURS	\$ 82,500.00	
21/12/2020	2694.9769-01	Japanese Truck & Bus Spares	PARTS		\$ 112.05
11/12/2020	389056		SUPPLY CHECK STRAP FRONT DOOR FOR 027MDG	\$ 112.05	
21/12/2020	2695.10457-01	Mr J A Cregan	STERILISATION REBATE		\$ 42.50
21/12/2020	REFUND		REFUND - PART CAT REGISTRATIONS 32177 & 32178	\$ 42.50	
21/12/2020	2695.119-01	Telstra	TELEPHONE		\$ 7,371.19
21/12/2020	2085668000		TELEPHONE CHARGES - NOVEMBER 2020	\$ 7,371.19	
21/12/2020	2695.12577-01	Mahogany Creek Progress Association	GRANT		\$ 500.00
21/12/2020	GRANT		QUICK GRANT - STOREROOM SHELVING	\$ 500.00	
21/12/2020	2695.13652-01	Mr G G Charman	CROSSOVER CONTRIBUTION		\$ 575.00
21/12/2020	X OVER		CROSSOVER CONTRIBUTION - NEWTON ST MT HELENA	\$ 575.00	
21/12/2020	2695.13668-01	Perth Hills Events	GRANT		\$ 6,984.00
21/12/2020	GRANT		COVID-19 RELIEF & RECOVERY - REBUILD GRANT	\$ 6,984.00	
21/12/2020	2695.13669-01	Australia Day Council of SA Inc	SIGNAGE		\$ 1,040.00

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<u>Date</u>	<u>Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
21/12/2020	INV-0197		AUSTRALIA DAY ADVERTISING BANNERS / SIGNAGE	\$ 1,040.00	
21/12/2020	2695.174-01	Synergy	ELECTRICITY		\$ 63,294.51
17/12/2020	5045204415		ELECTRICITY	\$ 530.50	
17/12/2020	5087811715		ELECTRICITY	\$ 338.16	
17/12/2020	5233911527		ELECTRICITY	\$ 208.74	
17/12/2020	4743483524		ELECTRICITY	\$ 100.02	
21/12/2020	5176146311		ELECTRICITY	\$ 870.54	
21/12/2020	5134764810		ELECTRICITY	\$ 223.99	
21/12/2020	3084180724		ELECTRICITY	\$ 138.16	
17/12/2020	1059211527		ELECTRICITY	\$ 260.16	
17/12/2020	5088956212		ELECTRICITY	\$ 178.30	
17/12/2020	3021847529		STREET LIGHTING CHARGES	\$ 58,525.90	
17/12/2020	2172465520		ELECTRICITY	\$ 108.83	
17/12/2020	5639638321		ELECTRICITY	\$ 275.62	
17/12/2020	8749180328		ELECTRICITY	\$ 117.91	
17/12/2020	8876289221		ELECTRICITY	\$ 271.32	
17/12/2020	5142730716		ELECTRICITY	\$ 111.99	
17/12/2020	5125442514		ELECTRICITY	\$ 197.25	
17/12/2020	5147790712		ELECTRICITY	\$ 859.84	
17/12/2020	0239507529		ELECTRICITY	\$ 177.28	
21/12/2020	2695.1834-01	Hills Outside School Care Association	GRANT		\$ 500.00
21/12/2020	GRANT		QUICK GRANT - NEW OVEN	\$ 500.00	
21/12/2020	2695.196-01	Glen Forrest Volunteer Bushfire Brigade	HAZARD REDUCTION BURN		\$ 1,179.00
21/12/2020	0225		HAZARD REDUCTION BURN - CASINO RD GLEN FORREST	\$ 105.00	
21/12/2020	0224		HAZARD REDUCTION BURN - FERGUSON RD GLEN FORREST	\$ 402.00	
21/12/2020	0226		HAZARD REDUCTION BURN - RACHEL COURT GLEN FORREST	\$ 872.00	
21/12/2020	2695.355-01	Wesfarmers Kleenheat Gas Pty Ltd	GAS		\$ 7,477.33
23/11/2020	21690711		BULK GAS SERVICES - BILGOMAN AQUATIC CENTRE	\$ 7,477.33	
21/12/2020	2695.589-01	Shire of Mundaring	FDC PARENT LEVY		\$ 31,645.00
21/12/2020	171220		FDC PARENT LEVY	\$ 8,645.00	
21/12/2020	TRADE IN		TRADE IN P4760 2016 ISUZU D-MAX 4 X 2 DUAL CAB	\$ 23,000.00	
21/12/2020	2695.5895-01	Parkerville Playgroup Inc	REFUND		\$ 160.00
21/12/2020	REFUND		REFUND - GLAZIER INVOICE 673 FOLLOWING BREAK IN	\$ 160.00	
21/12/2020	2695.6549-01	Mr K H Kitchin	REIMBURSEMENT		\$ 137.11
21/12/2020	REIMBURSEMENT		REIMBURSEMENT - PARKING FEES & FUEL EXPENSES	\$ 137.11	
21/12/2020	2695.7543-01	Ms L Joy	REIMBURSEMENT		\$ 568.31
21/12/2020	REIMBURSEMENT		REIMBURSEMENT - FOOD FOR CHRISTMAS MORNING TEA	\$ 32.96	
21/12/2020	REIMBURSEMENT		REIMBURSEMENT - FOOD & GIFTS FDC AWARDS NIGHT	\$ 535.35	
21/12/2020	2695.8922-01	Department of Planning & Development	JDAP FEE		\$ 5,603.00
21/12/2020	01269789		JDAP FEE - 325 GREAT EASTERN HIGHWAY MIDVALE	\$ 5,603.00	
21/12/2020	2696.3536-01	Mrs D L Robertson	REFUND		\$ 464.90
21/12/2020	Refund		RATES REFUND	\$ 464.90	
21/12/2020	2697.13672-01	Ms V J Heenan	REFUND		\$ 2,266.17
21/12/2020	Refund		RATES REFUND	\$ 2,266.17	
22/12/2020	2698.13676-01	Mrs K L McGrane	REFUND		\$ 1,424.03
22/12/2020	Refund		RATES REFUND	\$ 1,424.03	
24/12/2020	2699.10194-01	Ms J Humphrey	REFUND		\$ 55.00
24/12/2020	1107869		KEY BOND REFUND	\$ 55.00	
24/12/2020	2699.13677-01	Mrs IM Ashman	REFUND		\$ 110.00
24/12/2020	1269748		HALL BOND REFUND	\$ 110.00	
24/12/2020	2699.13678-01	Mrs T J Newton-King	REFUND		\$ 55.00
24/12/2020	914388		KEY BOND REFUND	\$ 55.00	
24/12/2020	2699.13679-01	Mrs J B Castaldini	REFUND		\$ 110.00
24/12/2020	1255895		HALL BOND REFUND	\$ 110.00	
24/12/2020	2699.13680-01	Mrs V L Napier	REFUND		\$ 110.00
24/12/2020	1270794		HALL BOND REFUND	\$ 110.00	
24/12/2020	2699.13681-01	Ms M Pedferri	REFUND		\$ 110.00
24/12/2020	1263223		HALL BOND REFUND	\$ 110.00	
24/12/2020	2699.723-01	Mundaring Primary School	REFUND		\$ 110.00
24/12/2020	1269342		HALL BOND REFUND	\$ 110.00	
24/12/2020	2700.11161-01	AXIIS Contracting Pty Ltd	EARTHWORKS		\$ 4,202.91
22/12/2020	5805		SUPPLY & INSTALL CONCRETE WICKET - BROWN PARK CRICKET	\$ 4,202.91	
24/12/2020	2700.11474-01	Swan Valley Fresh (Vendor Management)	PROVISIONS FOR REFLECTIONS CAFE		\$ 150.20

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Date	Reference	Payee	Description	Amount	Total
22/12/2020	00030779		PROVISIONS FOR REFLECTIONS CAFE	\$ 150.20	
24/12/2020	2700.11568-01	Bow Steel Pty Ltd	STEEL FABRICATION		\$ 308.00
22/12/2020	704		REPAIR POOL LADDER - BILGOMAN AQUATIC CENTRE	\$ 308.00	
24/12/2020	2700.11678-01	Vorgee Pty Ltd	AQUATIC CENTRE SUPPLIES		\$ 1,389.30
22/12/2020	00153625		AQUATIC CENTRE SUPPLIES	\$ 867.90	
22/12/2020	00153624		AQUATIC CENTRE SUPPLIES	\$ 378.20	
22/12/2020	00153661		MOUNT HELENA AQUATIC CENTRE SUPPLIES	\$ 145.20	
24/12/2020	2700.11900-01	Mug Shots	NAME PLAQUE		\$ 28.00
22/12/2020	00000928		NAME PLAQUE	\$ 28.00	
24/12/2020	2700.11921-01	Mundaring Smash Repairs (WA Panel W	VEHICLE REPAIRS		\$ 617.23
22/12/2020	67550		REPAIR DAMAGE TO THIRD PARTY VEHICLE MDG400A	\$ 617.23	
24/12/2020	2700.12-01	Department of Human Services - Child	CHILD SUPPORT PAYMENT		\$ 271.39
20/12/2020	PY02-13-CHILD SU		CHILD SUPPORT PAYMENT	\$ 271.39	
24/12/2020	2700.12078-01	Recruitwest Pty Ltd	TEMP STAFF		\$ 2,759.87
22/12/2020	C INV 579673		TEMP STAFF - DEPOT	\$ 2,759.87	
24/12/2020	2700.12154-01	Spun Spydus Users Network	SUBSCRIPTION		\$ 200.00
22/12/2020	SPUN0024		MEMBERSHIP SUBSCRIPTION FEE	\$ 200.00	
24/12/2020	2700.12183-01	WA School Canteen Suppliers	KIOSK SUPPLIES		\$ 1,433.39
22/12/2020	00010282		KIOSK SUPPLIES - BILGOMAN AQUATIC CENTRE	\$ 134.50	
22/12/2020	00010283		KIOSK SUPPLIES - BILGOMAN AQUATIC CENTRE	\$ 1,298.89	
24/12/2020	2700.12244-01	Bonne Nuit Productions Pty Ltd T/A	FACILITATION & COACHING SERVICES		\$ 660.00
22/12/2020	INV-0288		PROVISION OF FACILITATION & COACHING SERVICES	\$ 660.00	
24/12/2020	2700.12312-01	Eastern Hills Bakery	CATERING		\$ 138.50
22/12/2020	45		CATERING - OSH COMMITTEE 01/12/2020	\$ 138.50	
24/12/2020	2700.12422-01	MDM Plumbing and Gas	PLUMBING		\$ 120.95
22/12/2020	1444		REPLACE GARDEN TAP - SHIRE DEPOT	\$ 120.95	
24/12/2020	2700.12470-01	Mr G Wood	FENCING		\$ 913.00
24/12/2020	IV00000000109		SUPPLY & INSTALL FENCING - GLEN FORREST HALL	\$ 913.00	
24/12/2020	2700.12579-01	Mr V Crowe	LANDSCAPE, MAINTENANCE & CLEANING SERVICES		\$ 1,050.00
22/12/2020	1613		LANDSCAPE & MAINTENANCE SERVICES	\$ 350.00	
22/12/2020	1610		LANDSCAPE SERVICES	\$ 210.00	
22/12/2020	1611		CLEANING SERVICES	\$ 210.00	
22/12/2020	1612		LANDSCAPE & MAINTENANCE SERVICES	\$ 280.00	
24/12/2020	2700.12640-01	Officeworks Ltd	STATIONERY ITEMS		\$ 144.72
22/12/2020	14295810		STATIONERY ITEMS	\$ 144.72	
24/12/2020	2700.12751-01	Sprayline Spraying Equipment	PARTS		\$ 601.69
22/12/2020	32492		SUPPLY OF SPRAY NOZZLE ASSY FOR SPRAY UNIT	\$ 601.69	
24/12/2020	2700.12866-01	From Scratch Small Event Catering	PROVISIONS FOR REFLECTIONS CAFE		\$ 352.60
22/12/2020	1167		PROVISIONS FOR REFLECTIONS CAFE	\$ 179.80	
22/12/2020	1174		PROVISIONS FOR REFLECTIONS CAFE	\$ 172.80	
24/12/2020	2700.13-01	Shire of Mundaring	PAYROLL DEDUCTION		\$ 10,043.12
20/12/2020	PY01-13-Private		PAYROLL DEDUCTION	\$ 600.00	
20/12/2020	PY01-13-Child Ca		PAYROLL DEDUCTION	\$ 2,018.62	
20/12/2020	PY01-13-Buy Addi		PAYROLL DEDUCTION	\$ 837.14	
20/12/2020	PY01-13-Novated		PAYROLL DEDUCTION	\$ 3,221.50	
20/12/2020	PY01-13-Novated		PAYROLL DEDUCTION	\$ 2,670.54	
20/12/2020	PY02-13-Private		PAYROLL DEDUCTION	\$ 150.00	
20/12/2020	PY02-13-Buy Addi		PAYROLL DEDUCTION	\$ 545.32	
24/12/2020	2700.13208-01	Fire Protection Services WA Pty Ltd	MAINTENANCE		\$ 997.83
22/12/2020	00007677		FIRE & EMERGENCY SERVICES MAINTENANCE - BOYA COMMUNITY CENTRE	\$ 478.96	
22/12/2020	00007678		FIRE & EMERGENCY SERVICES MAINTENANCE - MUNDARING ARENA	\$ 518.87	
24/12/2020	2700.13232-01	Leighton O'Brien Pty Ltd	REPORTING SERVICES		\$ 660.00
22/12/2020	INV-1037		ANNUAL CHARGE SIRA DATA ANALYSIS & REPORTING 01/01/2021 - 31/12/2021	\$ 660.00	
24/12/2020	2700.13268-01	Department of Human Services - The	CENTRELINK		\$ 128.33
20/12/2020	PY01-13-Centrel		PAYROLL DEDUCTION	\$ 128.33	
24/12/2020	2700.13581-01	Emerge Associates (Emerge Environme	ASSESSMENT SERVICES		\$ 3,681.28
22/12/2020	10677		FLORA & HABITAT ASSESSMENT - BROOKING RD EXTENSION	\$ 3,681.28	
24/12/2020	2700.13626-01	West Coast 4 X 4 Recovery Pty Ltd	VEHICLE RECOVERY SERVICES		\$ 550.00
22/12/2020	INV-0038		RECOVERY OF FIRE VEHICLE 069MDG FROM RESERVE 22835	\$ 550.00	
24/12/2020	2700.13644-01	Gardner Holden (Gardner Autos Pty Ltd	VEHICLES		\$ 2,834.00
22/12/2020	GMCSG105545		VEHICLE REPAIRS - 059MDG	\$ 2,834.00	

Date	Reference	Payee	Description	Amount	Total
24/12/2020	2700.138-01	Sonic HealthPlus Pty Ltd	<b>MEDICAL EXAMINATION</b>		\$ 693.00
22/12/2020	2224217		PRE-EMPLOYMENT MEDICAL EXAMINATION	\$ 231.00	
22/12/2020	2224218		PRE-EMPLOYMENT MEDICAL EXAMINATION	\$ 231.00	
22/12/2020	2219844		PRE-EMPLOYMENT MEDICAL EXAMINATION	\$ 231.00	
24/12/2020	2700.145-01	Schweppes Australia Pty Ltd (Asahi)	<b>KIOSK SUPPLIES</b>		\$ 1,568.65
22/12/2020	9008684237		KIOSK SUPPLIES	\$ 678.62	
22/12/2020	080988440		KIOSK SUPPLIES	\$ 892.03	
24/12/2020	2700.146-01	Eastern Hills Saws & Mowers Pty Ltd	<b>PARTS</b>		\$ 48.75
22/12/2020	46193 #11		SUPPLY THROTTLE CABLE FOR WORKSHOP	\$ 48.75	
24/12/2020	2700.1884-01	Agparts Warehouse Pty Ltd	<b>PARTS</b>		\$ 4.40
22/12/2020	257116		PARTS	\$ 4.40	
24/12/2020	2700.1955-01	Cleanaway	<b>RECYCLING FEES</b>		\$ 63,302.74
22/12/2020	21607624		RECYCLING FEES	\$ 63,302.74	
24/12/2020	2700.215-01	Deputy Commissioner of Taxation	<b>TAXATION</b>		\$ 143,142.00
20/12/2020	PY01-13-Deputy C		PAYROLL DEDUCTION	\$ 116,794.00	
20/12/2020	PY02-13-Deputy C		PAYROLL DEDUCTION	\$ 26,348.00	
24/12/2020	2700.2295-01	Rotary Club of Mundaring (Inc)	<b>CATERING</b>		\$ 1,105.00
22/12/2020	2020/2021-08		CATERING - MUNDARING SENIORS HUB CHRISTMAS LUNCHEON	\$ 1,105.00	
24/12/2020	2700.254-01	Mundaring Arts Centre Inc	<b>ART COLLECTION MANAGEMENT</b>		\$ 4,112.70
22/12/2020	1272		SUPPLY HANGING WIRES & HOOKS - SHIRE ART COLLECTION	\$ 466.20	
22/12/2020	1276		SHIRE OF MUNDARING ART COLLECTION MANAGEMENT	\$ 1,036.75	
24/12/2020	1273		SHIRE OF MUNDARING ART COLLECTION MANAGEMENT	\$ 2,609.75	
24/12/2020	2700.2741-01	Hills Seafood Supplies	<b>PROVISIONS FOR REFLECTIONS CAFE</b>		\$ 538.63
22/12/2020	93048		PROVISIONS FOR REFLECTIONS CAFE	\$ 526.63	
22/12/2020	93052		PROVISIONS FOR REFLECTIONS CAFE	\$ 12.00	
24/12/2020	2700.2961-01	Cleanaway Equipment Services Pty Ltd	<b>SERVICE</b>		\$ 344.30
22/12/2020	2043219		COLLECTION OF USED OIL FILTERS FROM DEPOT WORKSHOP	\$ 344.30	
24/12/2020	2700.3180-01	Battery World Midland	<b>BATTERIES</b>		\$ 215.00
22/12/2020	IN6031760717		BATTERY FOR 070MDG	\$ 215.00	
24/12/2020	2700.397-01	J. Blackwood & Son Pty Ltd	<b>SUPPLY PPE FOR OPERATIONS STAFF</b>		\$ 399.55
22/12/2020	PE4158YJ		SUPPLY PPE FOR OPERATIONS STAFF	\$ 160.78	
22/12/2020	PE7816YK		SUPPLY PPE FOR OPERATIONS STAFF	\$ 161.57	
22/12/2020	PE8695YK		SUPPLY PPE FOR OPERATIONS STAFF	\$ 77.20	
24/12/2020	2700.4-01	Health Insurance Fund of WA	<b>PAYROLL DEDUCTION</b>		\$ 913.95
20/12/2020	PY01-13-HIF		PAYROLL DEDUCTION	\$ 913.95	
24/12/2020	2700.4386-01	Perry Environmental Contracting	<b>WEED CONTROL</b>		\$ 5,137.00
22/12/2020	2996		WEED CONTROL - SCULPTURE PARK & MEN'S SHED BLOCK	\$ 1,309.00	
22/12/2020	2997		WEED CONTROL - PARKERVILLE, STONEVILLE, CHIDLOW & MUNDARING	\$ 3,828.00	
24/12/2020	2700.4407-01	Aardvark Bobcat & Truck Hire	<b>HIRE OF PLANT</b>		\$ 2,598.29
22/12/2020	#794		HIRE OF PLANT	\$ 2,598.29	
24/12/2020	2700.4560-01	Flexi Staff Pty Ltd	<b>TEMP STAFF</b>		\$ 2,687.27
22/12/2020	I0004378		TEMP STAFF - DEPOT	\$ 2,687.27	
24/12/2020	2700.52-01	Western Educating Service	<b>HIRE OF PLANT</b>		\$ 1,566.53
22/12/2020	00001149		DRAIN EDUCATING / JETTING AT VARIOUS LOCATIONS	\$ 1,566.53	
24/12/2020	2700.550-01	Eastern Hills Senior High School	<b>CONTRIBUTION</b>		\$ 1,018.30
22/12/2020	7866		CONTRIBUTION TOWARDS WATER & POWER CONSUMPTION	\$ 1,018.30	
24/12/2020	2700.5719-01	Shire of Mundaring - Lotto Club	<b>PAYROLL DEDUCTION</b>		\$ 271.60
20/12/2020	PY01-13-STAFF LO		PAYROLL DEDUCTION	\$ 258.02	
20/12/2020	PY02-13-STAFF LO		PAYROLL DEDUCTION	\$ 13.58	
24/12/2020	2700.6-01	Shire of Mundaring - Social Club	<b>PAYROLL DEDUCTION</b>		\$ 164.00
20/12/2020	PY01-13-MUNDARIN		PAYROLL DEDUCTION	\$ 164.00	
24/12/2020	2700.6050-01	Fuel Distributors of Western Australia	<b>FUEL &amp; OILS</b>		\$ 16,040.56
22/12/2020	19101008		FUEL & OILS	\$ 16,040.56	
24/12/2020	2700.7-01	Australian Services Union	<b>PAYROLL DEDUCTION</b>		\$ 129.50
20/12/2020	PY02-13-AUSTRALI		PAYROLL DEDUCTION	\$ 129.50	
24/12/2020	2700.7048-01	Any Envelopes	<b>ENVELOPES</b>		\$ 446.60
22/12/2020	00018803		ENVELOPES	\$ 446.60	
24/12/2020	2700.7230-01	Boss Bobcat & Truck Service	<b>CLEANING SERVICES</b>		\$ 1,540.00
22/12/2020	7620		CLEAN UP EXTERNAL CARPARK - SAWYERS VALLEY OVAL	\$ 1,540.00	
24/12/2020	2700.7590-01	PFD Food Services Pty Ltd	<b>PROVISIONS FOR REFLECTIONS CAFE</b>		\$ 830.25
22/12/2020	KV950708		PROVISIONS FOR REFLECTIONS CAFE	\$ 830.25	
24/12/2020	2700.7735-01	West Force Plumbing & Gas	<b>PLUMBING</b>		\$ 1,056.00
22/12/2020	00024879		PLUMBING - DARLINGTON OVAL	\$ 1,056.00	

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Date	Reference	Payee	Description	Amount	Total
24/12/2020	2700.8-01	LGRCEU	PAYROLL DEDUCTION		\$ 41.00
20/12/2020	PY02-13-LGRCEU		PAYROLL DEDUCTION	\$ 41.00	
24/12/2020	2700.8059-01	Kore Design	DESIGN SERVICES		\$ 77.00
24/12/2020	00001522		ADVERT DESIGN - MUNDARING HILLS OPEN STUDIO 2021	\$ 77.00	
24/12/2020	2700.810-01	Royal Life Saving Society Western	SWIMMING CERTIFICATES		\$ 445.20
22/12/2020	125819		SWIMMING CERTIFICATES, INSTRUCTOR CAPS & RASHIES	\$ 445.20	
24/12/2020	2700.8545-01	Sankey Plumbing Service	PLUMBING		\$ 1,441.00
22/12/2020	4918		PLUMBING - ADMIN BUILDING	\$ 121.00	
22/12/2020	4917		PLUMBING - SCULPTURE PARK PUBLIC TOILETS	\$ 1,188.00	
22/12/2020	4919		PLUMBING - CHILD HEALTH CLINIC MUNDARING	\$ 132.00	
24/12/2020	2700.8584-01	Great Sand Supplies Trust	GRAVEL SUPPLY		\$ 23,847.44
22/12/2020	00006143		SUPPLY FERRICRETE & FACE GRAVEL	\$ 23,847.44	
24/12/2020	2700.8611-01	Brownes Foods Operations Pty Ltd	KIOSK SUPPLIES		\$ 219.45
22/12/2020	15737231		KIOSK SUPPLIES	\$ 219.45	
24/12/2020	2700.8944-01	Tyres For Trucks	TYRES		\$ 1,780.00
22/12/2020	00018667		SUPPLY, TRAVEL & FIT 4 X TYRES ON 031MDG	\$ 920.00	
22/12/2020	00018647		SUPPLY & FIT 2 X NEW TYRES ON 047MDG	\$ 860.00	
24/12/2020	2700.904-01	Sign Supermarket	SIGNS		\$ 505.00
22/12/2020	19956		SIGNS FOR LAKE LESCHENAULTIA	\$ 505.00	
24/12/2020	2700.9184-01	Budget Rent A Car (Busby Investment	VEHICLE HIRE		\$ 98.99
22/12/2020	428435985		HIRE OF 4.2 MT VAN - ONGOING COLLECTION OF CDS BINS	\$ 98.99	
24/12/2020	2700.9273-01	Perth Rollershutters Pty Ltd	MAINTENANCE		\$ 440.00
22/12/2020	INV-5756		ADJUST MOTOR LIMITS ON ROLLER SHUTTER - REFLECTIONS CAFE	\$ 440.00	
24/12/2020	2700.9596-01	Brice Pest Management	PEST CONTROL		\$ 418.00
22/12/2020	IV04055		INSPECT DAMAGE CEILING PANEL DUE TO WATER DAMAGE	\$ 132.00	
22/12/2020	IV04086		PEST CONTROL - ROOF AREAS MUNDARING ARENA	\$ 286.00	
24/12/2020	2700.9935-01	All Fence U Rent Pty Ltd	HIRE TEMP FENCING		\$ 786.50
22/12/2020	00033699		HIRE TEMP FENCING - BROWN PARK CRICKET WICKET REPLACEMENT	\$ 786.50	
24/12/2020	2701.3462-01	Care Giver Subsidies	CARE GIVER SUBSIDIES		\$ 25,819.74
24/12/2020	241220		CARE GIVER SUBSIDIES	\$ 25,819.74	
24/12/2020	2702.34-01	Water Corporation	WATER RATES & FEES		\$ 15,213.46
24/12/2020	9009291271		WATER RATES & FEES	\$ 250.36	
24/12/2020	9004566600		WATER RATES & FEES	\$ 1,621.37	
24/12/2020	9004800055		WATER RATES & FEES	\$ 3,714.20	
24/12/2020	9004707805		WATER RATES & FEES	\$ 353.60	
24/12/2020	9004879816		WATER RATES & FEES	\$ 771.95	
24/12/2020	9018371879		WATER RATES & FEES	\$ 20.65	
24/12/2020	9004879584		WATER RATES & FEES	\$ 38.37	
24/12/2020	9004705199		WATER RATES & FEES	\$ 28.39	
24/12/2020	9004707493		WATER RATES & FEES	\$ 139.37	
24/12/2020	9004878303		WATER RATES & FEES	\$ 585.89	
24/12/2020	9004879509		WATER RATES & FEES	\$ 827.24	
24/12/2020	9004883970		WATER RATES & FEES	\$ 119.81	
24/12/2020	9004879824		WATER RATES & FEES	\$ 51.62	
24/12/2020	9004879808		WATER RATES & FEES	\$ 384.57	
24/12/2020	9004879832		WATER RATES & FEES	\$ 376.83	
24/12/2020	9004880814		WATER RATES & FEES	\$ 1,894.46	
24/12/2020	9004884543		WATER RATES & FEES	\$ 2,271.42	
24/12/2020	9004887154		WATER RATES & FEES	\$ 23.23	
24/12/2020	9015634496		WATER RATES & FEES	\$ 325.21	
24/12/2020	9004880833		WATER RATES & FEES	\$ 245.34	
24/12/2020	9004879971		WATER RATES & FEES	\$ 153.36	
24/12/2020	9004879998		WATER RATES & FEES	\$ 769.27	
24/12/2020	9004879541		WATER RATES & FEES	\$ 98.62	
24/12/2020	9004880788		WATER RATES & FEES	\$ 148.34	
24/12/2020	2703.13682-01	Mrs V A Strange	REFUND		\$ 150.00
24/12/2020	REFUND		REFUND - STERILISATION REBATE FOR ZOEY TAG# 8851	\$ 150.00	
24/12/2020	2703.13683-01	Mrs E Appelt	REFUND		\$ 15.00
24/12/2020	REFUND		REFUND - OVERPAYMENT FOR DOG REGISTRATION #38713	\$ 15.00	
24/12/2020	2703.174-01	Synergy	ELECTRICITY		\$ 7,264.29
24/12/2020	0998549922		ELECTRICITY	\$ 774.87	
24/12/2020	5172433125		ELECTRICITY	\$ 155.39	
24/12/2020	3563304329		ELECTRICITY	\$ 437.55	
24/12/2020	7436114725		ELECTRICITY	\$ 177.78	

Attachment 1 to Report 10.8

<u>Date</u>	<u>Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
24/12/2020	5176146213		ELECTRICITY	\$ 305.03	
24/12/2020	5162819914		ELECTRICITY	\$ 5,413.67	
24/12/2020	2703.589-01	Shire of Mundaring	FDC PARENT LEVY		\$ 9,211.20
24/12/2020	241220		FDC PARENT LEVY	\$ 9,211.20	
24/12/2020	2703.7679-01	Cedar Homes	REFUND		\$ 641.71
24/12/2020	REFUND		REFUND - DEVELOPMENT APPLICATION HILLTOP CLOSE PAID TWICE	\$ 641.71	
31/12/2020	2706.3462-01	Care Giver Subsidies	CARE GIVER SUBSIDIES		\$ 21,075.46
07/01/2021	311220		CARE GIVER SUBSIDIES	\$ 21,075.46	
<b>Total Electronic Funds Transfers From Municipal Account</b>				<b>\$ 3,966,325.04</b>	<b>\$ 3,966,325.04</b>
<b>Payments By Electronic Funds Transfer (Payroll)</b>					
9/12/2020	PP12/21 cycle 1	Pay Summary		\$ 400,569.60	
9/12/2020	PP12/21 cycle 2	Pay Summary		\$ 107,398.80	
23/12/2020	PP13/21 cycle 1	Pay Summary		\$ 411,824.43	
23/12/2020	PP13/21 cycle 2	Pay Summary		\$ 101,237.63	
<b>Total Payroll Payments Direct From Municipal Account</b>				<b>\$ 1,021,030.46</b>	
<b>Payment By Direct Debit From Municipal Account</b>					
		Bendigo - Merch Bank Fees		\$ 5,456.75	
		Bendigo - Direct Debit Fees		\$ 401.33	
		Commonwealth Bank - Bpoint Fees		\$ 2,586.97	
		NAB - Purchase Cards		\$ 20,569.38	
		Fleetcare - Fuel Payments		\$ 3,455.70	
		HP Financial Services - Equipment Lease		\$ 6,638.50	
		Konica Minolta - Printer Lease		\$ 3,414.52	
		WA Treasury Corporation		\$ 91,888.81	
		RMS - Lakes Monthly License Fee		\$ 163.90	
		RMS - Monthly SMS Fees		\$ 18.02	
		WEX Motorpass		\$ 219.54	
		Qikkids - Fees		\$ 195.91	
		Windcave - Merchant Fees		\$ 68.75	
<b>Total Electronic Fund Payments Direct From Municipal Account</b>				<b>\$ 135,078.08</b>	

## NAB Purchase Card Payments List for November 2020

<u>Date</u>	<u>Supplier</u>	<u>Description</u>	<u>Amount</u>	<u>Card User</u>
27-Nov-20	Mt Helena Hardware	Hardware Items - Shire Depot Maintenance	\$ 15.76	Mr J M Neale
27-Nov-20	Australian Childhood foundation	Training for staff - SCFC Clayton View	\$ 167.64	Mrs S E Broad
27-Nov-20	Town of Victoria Park	Parking fee - Local Government Community Engagement Network meeting 27/11/2020	\$ 2.73	Mrs K D White
27-Nov-20	The Odd Bottle	Volunteer Gifts	\$ 182.00	Ms G Evans
28-Nov-20	N & E Cleaning Pty Ltd	Vehicle wash - MECPC	\$ 16.00	Ms S Harlow
29-Nov-20	Coles 0398	Refreshments - KSP Library Author Talk	\$ 24.20	Ms G Evans
30-Nov-20	Facebook Ireland Limited	Advertising ERFDC position on 25/11/20 to 30/11/2020	\$ 30.00	Mrs A Tomizzi
30-Nov-20	Red Dot Mundaring	Stationery & consumables - Local Government Professionals meeting on 01/12/2020	\$ 32.97	Ms A M Italiano
30-Nov-20	Big Bubble	Miscellaneous items - ERFDC Educator/Family Picnic	\$ 57.70	Mrs A Tomizzi
30-Nov-20	Glen Forrest Pharmacy	Medical gloves - Bilgoman Aquatic Centre	\$ 21.99	Mr C F Blankley
30-Nov-20	Mundaring Lotto Gift	Elastic bands for banking - Bilgoman Aquatic Centre	\$ 38.20	Mr C F Blankley
30-Nov-20	Swan Pools	Aquatic facilities testing reagents	\$ 96.80	Mr M J Shurlock
30-Nov-20	MyFonts Inc	Licence - Font Style - Mundaring Visitor Centre	\$ 36.29	Ms B M Beale
30-Nov-20	Netregistry Pty Ltd	Domain Registration Fee - Mundaring Visitor Centre	\$ 23.99	Ms B M Beale
30-Nov-20	Netregistry Pty Ltd	Domain Registration Fee - Mundaring Visitor Centre	\$ 26.45	Ms B M Beale
30-Nov-20	Netregistry Pty Ltd	Domain Registration Fee - Mundaring Visitor Centre	\$ 23.99	Ms B M Beale
30-Nov-20	Klim Type Foundry	Purchase of webfonts for website re-brand - Mundaring Visitor Centre	\$ 137.64	Ms B M Beale
30-Nov-20	Campaign Monitor	Bulk What's On email - Perth Hills Mundaring Visitor Centre	\$ 23.22	Ms B M Beale
30-Nov-20	Angus & Robertson	Book stock - KSP Library	\$ 499.75	Ms K L Martin
1-Dec-20	Kmart 1052	Miscellaneous items - ERFDC Educator/Family Picnic	\$ 76.00	Mrs A Tomizzi
1-Dec-20	Coles 0278	Miscellaneous items - ERFDC Educator/Family Picnic	\$ 2.50	Mrs A Tomizzi
1-Dec-20	Officeworks 0611	Covid clip boards	\$ 20.40	Mr C F Blankley
1-Dec-20	Public Libraries Western Australia	Annual Subscription - AFM & KSP Library	\$ 250.00	Ms K L Martin
1-Dec-20	Big Bubble	Miscellaneous items needed for ERFDC Educator/Family Picnic	\$ 34.60	Mrs A Tomizzi
1-Dec-20	Bunnings 318000	Hardware Items - Shire Depot Maintenance	\$ 39.64	Mr J M Neale
1-Dec-20	Apple Pty Ltd	Apple iPhone 11 - Jamie O'Neil	\$ 929.00	Mr M Arbab
1-Dec-20	Apple Pty Ltd	Apple iPhone 11 - Jamie O'Neil	\$ 70.00	Mr M Arbab
2-Dec-20	JBHIFI.com.au	DVD stock - AFM Library	\$ 296.73	Ms H McKissock
2-Dec-20	Kmart 1052	Room Resources - MECPC	\$ 23.15	Ms J A Gray
2-Dec-20	Town of Cambridge	Parking fee - WALGA Health & Wellbeing Group meeting 02/12/2020	\$ 6.00	Mrs K D White
2-Dec-20	Baby Bunting Midland	Baby monitor for nursery - MECPC	\$ 69.00	Ms S Harlow
2-Dec-20	Angus & Robertson	Books stock - AFM Library	\$ 255.00	Ms H McKissock
2-Dec-20	JB Hi-Fi Midland Central	Bluetooth speakers - MECPC Children's activities	\$ 408.15	Ms S Harlow
3-Dec-20	GIVV Midland Gate	Gift Voucher - Middle Swan Primary school award	\$ 52.50	Ms R B McAllister
3-Dec-20	Rose & Crown Hotel	Meeting Room Hire - ELT Strategic meeting on 07/12/2020	\$ 100.00	Ms A M Italiano
3-Dec-20	Red Dot Mundaring	Consumables for AFM Library	\$ 8.00	Ms H McKissock
3-Dec-20	Emporess Catering	Cocktail menu for ERFDC Educator's Awards Night	\$ 495.00	Mrs A Tomizzi
3-Dec-20	Midland Mowers	whipper snipper cable	\$ 37.85	Mr C F Blankley
3-Dec-20	Midvale Primary School	Midvale Primary School Moorditj year 6 award donation	\$ 50.00	Ms R B McAllister
3-Dec-20	Mt Helena Hardware	Hardware Items - Covid-19 Expenses	\$ 53.87	Mr J M Neale
3-Dec-20	Tony's Tender meats	Meat for children - MECPC	\$ 374.77	Mrs S E Broad
4-Dec-20	Officeworks 0611	SCPC strategic plan document	\$ 203.60	Ms R B McAllister
4-Dec-20	Mt Helena Hardware	Covid-19 - Maintenance hardware items	\$ 32.68	Mr J M Neale
4-Dec-20	Campaign Monitor	Bulk event email - Contact Tracing at Mundaring Libraries	\$ 129.25	Ms G Evans
6-Dec-20	Apple Pty Ltd	Mobile Phone cover & Screen Protector	\$ 128.95	Mr M R Luzi
6-Dec-20	Facebook Ireland Limited	Advertising ERFDC position on 03/11/2020	\$ 10.00	Mrs A Tomizzi
6-Dec-20	Bunnings 311000	Items for book repairs - AFM Library	\$ 10.93	Ms H McKissock
7-Dec-20	Woolworths 4312	Refreshments IDAAG meeting on 07/12/2020	\$ 10.00	Mrs P Heath

## NAB Purchase Card Payments List for November 2020

<u>Date</u>	<u>Supplier</u>	<u>Description</u>		<u>Amount</u>	<u>Card User</u>
7-Dec-20	Rsea Pty Ltd - Midland	Safety equipment PPE - KSP Library		\$ 47.15	Ms K L Martin
7-Dec-20	Rsea Pty Ltd - Midland	Safety equipment PPE - KSP Library		\$ 17.95	Ms K L Martin
7-Dec-20	Rsea Pty Ltd - Midland	Refund - return safety equipment PPE - KSP Library	REFUND	-\$ 13.95	Ms K L Martin
8-Dec-20	Big W 0443	Books for Christmas Storytime - AFM Library		\$ 203.99	Ms M A Yasbincek
8-Dec-20	Kmart 1052	First Aid ice packs for children - MECPC		\$ 18.00	Ms S Harlow
8-Dec-20	Coles 0278	Consumables for event - MECPC		\$ 17.35	Ms S Harlow
8-Dec-20	Coles 0278	First Aid consumables - MECPC		\$ 14.70	Ms J A Gray
8-Dec-20	Mundaring Istanbul Kebab & Turkish Bakery	Catering - Ordinary Council meeting 08/12/2020		\$ 74.00	Ms A M Italiano
8-Dec-20	Midland Mowers	Whipper snipper shoulder strap		\$ 106.25	Mr C F Blankley
8-Dec-20	BP Bellevue 6209	Incorrect PIN for fuel card entered - MECPC		\$ 60.00	Ms S Harlow
8-Dec-20	Chemist Warehouse	First Aid Ice pack for children - MECPC		\$ 8.99	Ms S Harlow
8-Dec-20	Kmart 1282	Resources for children's art - MECPC		\$ 12.00	Ms S Harlow
9-Dec-20	JBHIFI.com.au	DVD stock - AFM Library		\$ 186.83	Ms H McKissock
9-Dec-20	Officeworks 0611	Craft materials for holiday activity - AFM Library		\$ 172.53	Ms M A Yasbincek
9-Dec-20	JBHIFI.com.au	Junior stock - KSP Library		\$ 286.67	Ms M A Yasbincek
9-Dec-20	Woolworths 4312	Batteries for Council Chambers		\$ 20.00	Ms A E Douglas
9-Dec-20	Angus & Robertson	Book stock - AFM Library		\$ 170.50	Ms H McKissock
10-Dec-20	Noordeman Diesel Pty Ltd	Parts required for 066MDG		\$ 483.29	Mrs J N Dutton
10-Dec-20	Campaign Monitor	Bulk email AFM Library Christmas trading hours		\$ 129.21	Ms G Evans
10-Dec-20	Angus & Robertson	Book stock - KSP Library		\$ 742.40	Ms K L Martin
11-Dec-20	JBHIFI.com.au	Refund - non-supply of junior stock - AFM Library	REFUND	-\$ 4.00	Ms M A Yasbincek
11-Dec-20	Big W 0443	Resources - KSP Library Children's Christmas		\$ 12.00	Ms G Evans
11-Dec-20	Down to Earth Garden Supplies	Refill sand in children's sandpits - MECPC		\$ 48.00	Ms S Harlow
14-Dec-20	The University of Melbourne	Partnership - Tuning in to kids Training - Midvale Hub		\$ 660.00	Mrs J A Pearce
14-Dec-20	Dominos Estore Mundaring	Catering for The Youth CREW meeting		\$ 63.90	Mrs K D White
15-Dec-20	The Plantafe	Catering - Special Council Forum 15/12/2020		\$ 86.65	Ms A M Italiano
15-Dec-20	Coles 0330	Lane rope baskets - Mt Helena Aquatic Centre		\$ 30.00	Mr C F Blankley
15-Dec-20	Mundaring Istanbul Kebab & Turkish Bakery	Catering - Special Council Forum 15/12/2020		\$ 14.00	Ms A M Italiano
15-Dec-20	Mundaring Istanbul Kebab & Turkish Bakery	Catering - Special Council Forum 15/12/2021		\$ 82.50	Ms A M Italiano
15-Dec-20	Tony's Tender meats	Meat for children - MECPC		\$ 156.85	Mrs S E Broad
15-Dec-20	Main Roads Western Australia	Oversize Permit for 029MDG		\$ 50.00	Mr R Haripersad
15-Dec-20	WA Safety Products	Safety & Security signage for new fencing - MECPC		\$ 701.24	Ms S Harlow
16-Dec-20	JBHIFI.com.au	DVD stock - AFM Library		\$ 261.79	Ms H McKissock
16-Dec-20	Spotlight 058	Craft material for event - MECPC		\$ 12.75	Ms S Harlow
16-Dec-20	Angus & Robertson	Book stock - AFM Library		\$ 204.70	Ms H McKissock
16-Dec-20	Mt Helena Hardware	Paint supplies for Maintenance project		\$ 45.00	Mr J M Neale
16-Dec-20	JBHIFI.com.au	DVD stock - AFM Library		\$ 367.62	Ms M A Yasbincek
16-Dec-20	Angus & Robertson	Book stock - KSP Library		\$ 315.25	Ms K L Martin
16-Dec-20	Angus & Robertson	Refund - unable to supply product	REFUND	-\$ 26.90	Ms K L Martin
16-Dec-20	Angus & Robertson	Book stock - AFM Library		\$ 693.74	Ms M A Yasbincek
17-Dec-20	The Plantafe	Catering - Special Council Meeting 17/12/2020		\$ 64.75	Ms A M Italiano
17-Dec-20	Jaycar Pty Ltd	UHF Transceiver for P1001		\$ 109.00	Mrs J N Dutton
17-Dec-20	The Old Fig Tree	4 x Staff Christmas Lunch - MECPC		\$ 156.00	Mrs J A Pearce
17-Dec-20	Coles 0278	Batteries for MECPC		\$ 19.90	Ms J A Gray
17-Dec-20	Mundaring Istanbul Kebab & Turkish Bakery	Catering - Special Council Meeting 17/12/2020		\$ 82.00	Ms A M Italiano
17-Dec-20	Department of Communities	Annual Fee Education & Care Regulatory Unit - MECPC		\$ 1,788.00	Mrs A Tomizzi
17-Dec-20	Angus & Robertson	Book stock - KSP Library		\$ 331.20	Ms K L Martin
18-Dec-20	Coles 0278	Food for Children's sandwiches - MECPC		\$ 38.93	Ms J A Gray
18-Dec-20	Angus & Robertson	Refund for non-supply - AFM junior library stock	REFUND	-\$ 23.50	Ms M A Yasbincek

**NAB Purchase Card Payments List for November 2020**

<u>Date</u>	<u>Supplier</u>	<u>Description</u>	<u>Amount</u>	<u>Card User</u>
18-Dec-20	Angus & Robertson	Junior book stock - KSP library	\$ 860.34	Ms M A Yasbincek
18-Dec-20	West Australian Newspapers Ltd	Local stock book purchase - KSP Library	\$ 34.95	Ms K L Martin
21-Dec-20	Boffins Bookshop Pty Ltd	Book stock - AFM Library	\$ 42.90	Ms H McKissock
21-Dec-20	Apple Pty Ltd	Replacement of damaged IPAD - S7524Z/A	\$ 385.00	Ms M R Griffiths
21-Dec-20	Angus & Robertson	Local stock book purchase - KSP Library	\$ 148.75	Ms K L Martin
21-Dec-20	Nandos Midland	Catering - Staff Christmas lunch - training day	\$ 200.50	Ms J A Gray
22-Dec-20	Department of Mining Industry Regulations & Safety	Covid-19 relief refund towards licence renewals	REFUND -\$ 10.50	Mrs J N Dutton
22-Dec-20	Department of Mining Industry Regulations & Safety	Covid-19 relief refund towards licence renewals	REFUND -\$ 10.50	Mrs J N Dutton
22-Dec-20	Department of Mining Industry Regulations & Safety	Covid-19 relief refund towards licence renewals	REFUND -\$ 10.50	Mrs J N Dutton
22-Dec-20	Department of Mining Industry Regulations & Safety	Covid-19 relief refund towards licence renewals	REFUND -\$ 10.50	Mrs J N Dutton
22-Dec-20	Nutrien Ag Solutions	Pest control products - Mundaring Football Pavilion	\$ 191.08	Mr J M Neale
23-Dec-20	Mt Helena Hardware	Covid-19 PPE kit supplies	\$ 30.95	Mr A J Dyson
23-Dec-20	Department of Water & Environmental Regulation	Clearing Permit - Dibble St Mount Helena	\$ 400.00	Ms M Beley
23-Dec-20	WA Safety Products	Fixings for wheel stops along new fence line - MECPC	\$ 61.49	Ms S Harlow
24-Dec-20	Angus & Robertson	Book stock - AFM Library	\$ 313.00	Ms H McKissock
24-Dec-20	Mount Helena Deli & Takeaway	Catering - Incident# 509009 on 23/12/2020	\$ 946.90	Mr C M Cuthbert
29-Dec-20	Coles 0330	Cost to be reimbursed to the Shire	\$ 41.40	Ms B M Beale
29-Dec-20	NAB	Annual Card Fees - 37 x \$20.00	\$ 2,220.00	All card holders
<b>Total Purchase Card Payments</b>			<b>\$ 20,569.38</b>	

## 11.0 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

## 12.0 URGENT BUSINESS (LATE REPORTS)

### 12.1 Save Perth Hills – Request for Funding to Develop Bush Fire Documentary

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<b>File Code</b>	GS.DON 1
<b>Author</b>	Karen White, Acting Manager Libraries & Community Engagement
<b>Senior Employee</b>	Megan Griffiths, Director Strategic & Community Services
<b>Disclosure of Any Interest</b>	Nil
<b>Attachments</b>	Nil

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Please note:

At the request of Save Perth Hills this item has been deferred until the 9 March 2021 Ordinary Council meeting, noting the unprecedented pressures being experienced managing the COVID-19 health emergency and the community impact of the Wooroloo bush fire.

## 12.2 New Model Code of Conduct Regulations - Appointment of Complaints Officer

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<b>File Code</b>	GV.DGA 1.4
<b>Author</b>	Danielle Courtin, Governance Coordinator
<b>Senior Employee</b>	Garry Bird, Director Corporate Services
<b>Disclosure of Any Interest</b>	Nil
<b>Attachments</b>	1. Code of Conduct Complaints Form <a href="#">↓</a>

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### SUMMARY

In accordance with instructions received on 2 February 2021 from the Department of Local Government, Sport and Cultural Industries (the Department), Council is requested to:

1. confirm its appointment of the Chief Executive Officer (CEO) as the complaints officer for minor breach complaints; and
2. approve the Department's template as the form to be used for lodging complaints (**Attachment 1**).

### BACKGROUND

Following the gazettal of new regulations on 2 February 2021, coming into effect on 3 February 2021, the Department has issued instructions to all local governments aiming to implement the regulatory amendments within three months, by 3 May 2021.

Over the coming months Council will be required to take the following actions:

- Adopt the Model CEO Standards: mandatory minimum standards that cover the recruitment, selection, performance review and early termination of local government CEOs; and
- Adopt a new Code of Conduct for council members, committee members and candidates, that is compliant with the mandatory Model Code in the regulations.

Until such time as the new Code of Conduct is adopted, the Model Code applies. To begin the process of implementing the Model Code, local governments must as soon as possible, but no later than 24 February 2021:

- Appoint a person to receive complaints by either affirming the current complaint officer(s) or appointing new or additional officer(s); and
- Approve a form for complaints to be lodged. The Department has provided a template.

### STATUTORY / LEGAL IMPLICATIONS

New legislation effective 3 February 2021:

*Local Government (Administration) Amendment Regulations 2021;*

*Local Government (Model Code of Conduct) Regulations 2021.*

### POLICY IMPLICATIONS

Nil for this report.

A new Code of Conduct for council members, committee members and candidates and a new Code of Conduct for employees (to be drafted by the CEO) will replace the current Code of Conduct (Policy OR-12) by 3 May 2021.

## 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

<b>Risk:</b> <u>Compliance</u> : Council does not implement the new rules in a timely manner.		
Likelihood	Consequence	Rating
Unlikely	Minor	Low
<b>Action / Strategy</b>		
Council is guided by the Department's instructions and adopts the recommendation of this report.		

## EXTERNAL CONSULTATION

Nil

## COMMENT

The Department advises that *"If action is not taken to affirm or appoint a complaints officer (by 24 February 2021) under the provisions of the regulations, a complaint made on or soon after the date of effect (3 February 2021) may lapse before it can be formally lodged. This would be considered inconsistent with the principles of procedural fairness and community expectations of local government."*

In accordance with section 5.120 the CEO is by default the designated complaints officer for minor breach complaints, unless another employee has been designated. At the Shire of Mundaring the CEO has always been the default complaints officer.

It will therefore be recommended that Council affirms the CEO as its complaints officer and adopts the Department's template form for lodging minor breach complaints.

## VOTING REQUIREMENT

Simple Majority

<b>COUNCIL DECISION RECOMMENDATION</b>	<b>C12.02.21</b>		
Moved by	Cr Russell	Seconded by	Cr Martin

That Council:

1. affirms its appointment of the Chief Executive Officer (CEO) as the complaints officer for minor breach complaints; and
2. approves the Department's template as the form to be used for lodging minor breach complaints (**Attachment 1**).

**CARRIED 8/2**

**For:** Cr Daw, Cr Driver, Cr Burbidge, Cr Lavell, Cr Martin, Cr Russell, Cr Cuthbert and Cr Collins

**Against:** Cr Jeans and Cr Green

**Complaint About Alleged Breach Form -  
Code of conduct for council members, committee members and  
candidates**

Schedule 1, Division 3 of the *Local Government (Model Code of Conduct) Regulations 2021*

- NOTE:** A complaint about an alleged breach must be made —
- (a) in writing in the form approved by the local government
  - (b) to an authorised person
  - (c) within one month after the occurrence of the alleged breach.

Name of person who is making the complaint:	
Name: _____	
Given Name(s)	Family Name

Contact details of person making the complaint:
Address: _____
Email: _____
Contact number: _____

Name of the local government (city, town, shire) concerned:

Name of council member, committee member, candidate alleged to have committed the breach:

State the full details of the alleged breach. Attach any supporting evidence to your complaint form.

<b>Date of alleged breach:</b>
_____ / _____ / 20_____

<b>SIGNED:</b>
<b>Complainant's signature:</b> .....
<b>Date of signing:</b> _____ / _____ / 20_____

<b>Received by Authorised Officer</b>
<b>Authorised Officer's Name:</b> .....
<b>Authorised Officer's Signature:</b> .....
<b>Date received:</b> _____ / _____ / 20_____

**NOTE TO PERSON MAKING THE COMPLAINT:**

This form should be completed, dated and signed by the person making a complaint of an alleged breach of the Code of Conduct. The complaint is to be specific about the alleged breach and include the relevant section/subsection of the alleged breach.

The complaint must be made to the authorised officer within one month after the occurrence of the alleged breach.

**Signed complaint form is to be forwarded to: (insert email/postal address)**

### **13.0 CONFIDENTIAL REPORTS**

Nil

### **14.0 CLOSING PROCEDURES**

#### **14.1 Date, Time and Place of the Next Meeting**

The next Ordinary Council meeting will be held on Tuesday, 9 March 2021 at 6.30 pm in the Council Chamber.

#### **14.2 Closure of the Meeting**

The Presiding Person declared the meeting closed at 8.09pm.