



**CONFIRMED MINUTES**

**ORDINARY COUNCIL MEETING**

**12 SEPTEMBER 2017**

I certify that the minutes of the meeting of the Ordinary Council Meeting held 12 September 2017 Folios C1 to C230 (which includes Attachments 1 to 7 and Confidential Attachments 1 – Item 12.1 & 12.2 & Confidential Attachment 1 – Item 13.1) were confirmed on 10 October 2017.

A handwritten signature in black ink, appearing to be "D. J. Smith", is written over a horizontal line.

Presiding Person



## **CONFIRMED MINUTES ORDINARY COUNCIL MEETING 12 SEPTEMBER 2017**

### **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.

### **LEGEND**

To assist the reader, the following explains the method of referencing used in this document:

<b>Item</b>	<b>Example</b>	<b>Description</b>
Page Numbers	C1 SEPTEMBER 2017 (C2, C3, C4 etc)	Sequential page numbering of Council Agenda or Minutes for September 2017
Report Numbers	10.1 (10.2, 10.3 etc) 11.1 (11.2, 11.3 etc)	Sequential numbering of reports under the heading "10.0 Reports of Committees" or "11.0 Reports of Employees"
Council Decision Reference	C7.09.17	Council Decision number 7 from Council meeting September 2017

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

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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 Noongar elders past and present and their people (specifically the Whadjuk people who are from this area) who are the traditional custodians of this land.

### Recording of Meeting

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

## **1.1 Announcement of Visitors**

## **1.2 Record of Attendance/Apologies/Approved Leave of Absence**

<b>Elected Members</b>	<i>Cr David Lavell (Presiding Person)</i>	<i>South Ward</i>
	<i>Cr Patrick Bertola (Deputy President)</i>	<i>East Ward</i>
	<i>Cr John Daw</i>	<i>East Ward</i>
	<i>Cr Stephen Fox</i>	<i>East Ward</i>
	<i>Cr Doug Jeans</i>	<i>Central Ward</i>
	<i>Cr Lynn Fisher</i>	<i>Central Ward</i>
	<i>Cr Bob Perks</i>	<i>Central Ward</i>
	<i>Cr James Martin</i>	<i>South Ward</i>
	<i>Cr Trish Cook</i>	<i>South Ward</i>
	<i>Cr Tony Brennan</i>	<i>West Ward</i>
	<i>Cr Pauline Clark</i>	<i>West Ward</i>
	<i>Cr Tony Cuccaro</i>	<i>West Ward</i>
<b>Staff</b>	<i>Jonathan Throssell</i>	<i>Chief Executive Officer</i>
	<i>Megan Griffiths</i>	<i>Director Strategic &amp; Community Services</i>
	<i>Mark Luzi</i>	<i>Director Statutory Services</i>
	<i>Paul O'Connor</i>	<i>Director Corporate Services</i>
	<i>Shane Purdy</i>	<i>Director Infrastructure Services</i>
	<i>Shannon Foster</i>	<i>Manager Library and Community Engagement</i>
	<i>Erin Money</i>	<i>Project Officer</i>
	<i>Adrian Dyson</i>	<i>Manager Community Safety &amp; Emergency Management</i>
	<i>Briony Moran</i>	<i>Co-ordinator Environment &amp; Sustainability</i>
	<i>Craig Cuthbert</i>	<i>Co-ordinator Community Safety &amp; Emergency Management</i>
<b>Apologies</b>	<i>Giulia Censi</i>	<i>Minute Secretary</i>
	<i>Nil</i>	
<b>Absent</b>	<i>Nil</i>	

Leave of Absence  
Guests Nil

Members of the Public 29

Members of the Press Nil

## **2.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

### **2.1 Water savings success at Bilgoman Aquatic Centre**

*It gives me great pleasure to share with everyone the fantastic water-savings achieved at the Bilgoman Aquatic Centre in Darlington. Since the Shire started participating in the Waterwise program two years ago, there's been a staggering water usage reduction of more than 4 million litres of water.*

*I'd like to congratulate everyone involved, in particular the Bilgoman Aquatic Centre Manager, Chris Blankley who led the team and regularly monitored and evaluated all the changes as they were implemented. I look forward to seeing the results of more of these fantastic water-saving initiatives over the next 12 months.*

### **2.2 Lake Leschenaultia receives Certificate of Excellence**

*Lake Leschenaultia has been awarded a 2017 Certificate for Excellence from TripAdvisor for the consistent achievement of high ratings from travellers averaging 4.5 out of 5 stars. Well done to all the staff at Lake Leschenaultia and Visitor Centre for receiving this award.*

*This is an outstanding result and testament to all of the great work all the staff do every day, from maintaining the park, making and serving food, hiring canoes, providing camping facilities, taking bookings and giving information and providing high levels of customer service.*

### **2.3 Children's Services received a visit from Rwandan's government**

*This week, we were pleased to welcome dignitaries from the Rwandan government who were in town to visit the Shire's Children and Parent Services Centre. They accompanied Rwanda's Director of Action Aid, Ms Josephine Uwa-ma-riya. The group was keen to gain a better insight into the many different programs and services offered by the centre.*

*They were particularly interested in learning more about programs for Indigenous children and families. Our Children's Services Manager Lisa Joy - who hosted the Rwandan visit - was delighted to be able to pass on her knowledge and expertise. Shire of Mundaring is looking forward to fostering other partnerships which focus on collaboration and information-sharing.*

## **2.4 The WA Youth Awards**

*The Shire's Children's Service's runs a fully grant funded Indigenous Advancement Strategy (IAS) program. One of the program's staff, Matthew Bill, has been selected as one of the four finalists for the WA Youth Awards this year.*

*Matthew will be interviewed by the judging panel on Friday 22 September and will attend the Awards Ceremony on Thursday 12 October as a finalist.*

*Congratulations to Matthew for being selected, especially as there were more than 100 nominations into the WA Youth Awards this year - that is a great achievement and we wish him well at the Awards Ceremony.*

## **2.5 WA State wide plastic bags ban**

*State Government has announced the State wide ban on single use plastic bags this morning 12 September 2017. Congratulations to the staff and Councillors for the input and efforts. The ban will be brought into force from June 2018.*

## **2.6 State DFES conference**

*It gives me great pleasure to announce that two local firefighters have been recognised at State level. Firefighter John Duff of the Darling Range Brigade was one of three finalists nominated for the Murray Lang Award for outstanding service to the community. Firefighter Robbie Palmer of the Mundaring SES won the Peter Keillor Award for a high level of dedication and commitment to the SES.*

*Congratulations to John and Robbie.*

## **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).*

*Chief Executive Officer Jonathan Throssell disclosed a Financial Interest in Item 13.3 (CEO Remuneration) as the report is related to his role.*

### **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).*

*Chief Executive Officer Jonathan Throssell disclosed an Impartiality Interest in Items 12.1 and 12.2 (CEO Annual Performance Review 2016/17 and CEO Key Focus Areas 2017/18) as the report is related to his role.*

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

*Nil*

#### 5.0 PUBLIC QUESTION TIME

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

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

Summary of Question		Summary of Response
<i>Eric Smith - Berkinshire Road, Glen Forrest</i>		
1.	<i>Re: Farrall Road – development near the Western Power high tension lines –what is the aim, was is approved by Council?</i>	<i>Director Infrastructure Services advised that this parcel of Shire owned land is being used as a sub depot to assist efficiencies of operation in the western portion of the Shire. This site replaces the previous site in Balfour Road, Swan View which has been earmarked for sale.</i>
2.	<i>What is the cost?</i>	<i>Director Infrastructure Services took this question on notice.</i>
3.	<i>Where is another area designated for Depot operations around the Shire?</i>	<i>Shire President advised the only other location is the Operations Centre located in Mundaring.</i>

#### 6.0 APPLICATIONS FOR LEAVE OF ABSENCE

*Nil*

#### 7.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

<b>COUNCIL DECISION RECOMMENDATION</b>		<b>C1.09.17</b>	
<i>Moved by:</i>	<i>Cr Perks</i>	<i>Seconded by:</i>	<i>Cr Daw</i>

That the minutes of the Ordinary Council Meeting held Tuesday 8 August 2017 be confirmed.

**CARRIED 12/0**

**For:** *Cr Lavell, Cr Bertola, Cr Brennan, Cr Clark, Cr Cook, Cr Cuccaro, Cr Daw, Cr Fisher, Cr Fox, Cr Jeans, Cr Martin, Cr Perks*

**Against:** *Nil*

## 8.0 PRESENTATIONS

### 8.1 Deputations

1. *Dale McLaren – 11.2 – Notice of Motion – Cr Bob Perks – Defer Closure of Mahogany Creek Tennis Courts and Public Toilets*
2. *Jack Satchel – 11.2 – Notice of Motion – Cr Bob Perks – Defer Closure of Mahogany Creek Tennis Courts and Public Toilets*
3. *Kaylene Watts – 10.1 – Dogs – Exercise and Prohibited Areas*
4. *Phil Daniels – 10.1 – Dogs – Exercise and Prohibited Areas*
5. *Jeff Barker – 10.2 – CSRFF Application for 2018/19 Annual Grant Round*

<b>COUNCIL DECISION MOTION</b>	<b>C2.09.17</b>
Moved by:	Cr Bertola
Seconded:	Cr Perks

*That the time allocated to deputations be extended by 15 minutes.*

### **CARRIED 12/0**

**For:** *Cr Lavell, Cr Bertola, Cr Brennan, Cr Clark, Cr Cook, Cr Cuccaro, Cr Daw, Cr Fisher, Cr Fox, Cr Jeans, Cr Martin, Cr Perks*

**Against:** *Nil*

6. *Jenny Currell – ARC1.08.17 - Review of Policy FI-02 – Investments*

### 8.2 Petitions

*Nil*

### 8.3 Presentations

*Nil*

## 9.0 REPORTS OF COMMITTEES

### 9.1 Reports of Audit and Risk Committee Meeting

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Please note: The '**ATTACHMENTS**' referred to in the following Committee report/s refer to the unconfirmed minutes of the Committee meeting and not the Council meeting. (**see ARC Minutes here**).

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<b>COUNCIL DECISION MOTION</b>	<b>C3.09.17</b>
Moved by:	Cr Perks
Seconded by:	Cr Bertola

*That ARC1.08.17 to ARC4.08.17 and ARC6.08.17 to ARC10.08.17 be adopted en bloc.*

#### **CARRIED 12/0**

**For:** Cr Lavell, Cr Bertola, Cr Brennan, Cr Clark, Cr Cook, Cr Cuccaro,  
Cr Daw, Cr Fisher, Cr Fox, Cr Jeans, Cr Martin, Cr Perks

**Against:** Nil

#### **ARC1.08.17 - Review of Policy FI-02 – Investments**

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<b>File Code</b>	FI.INV 2
<b>Author</b>	Stan Kocian, Manager Finance & Governance
<b>Senior Employee</b>	Paul O'Connor, Director Corporate Services
<b>Disclosure of Any Interest</b>	Nil

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#### **SUMMARY**

As part of the review of all policies, OPs and procedures Policy FI-02 – Investments – has been reviewed and is presented to the Audit and Risk Committee for consideration.

#### **BACKGROUND**

Policy FI.INV 2 was last reviewed in February 2013 and has now been the subject of an in-depth review.

#### **STATUTORY / LEGAL IMPLICATIONS**

In accordance with Section 2.7(2)(b) of the *Local Government Act 1995* it is the role of Council to determine the Local Government's policies.

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All investments are to be made in accordance with and are to comply with the following:

- *Local Government Act 1995* - Section 6.14
- *Trustees Act 1962* - Part III Investments
- *Bank Act 1959*
- *Local Government (Financial Management) Regulations 1996* – Regulation 19 and 19C.

## **POLICY IMPLICATIONS**

Nil

## **FINANCIAL IMPLICATIONS**

Nil

## **STRATEGIC IMPLICATIONS**

Mundaring 2016 Strategic Community Plan:

Priority 1: Governance

Objective 1: A fiscally responsible Shire that prioritises spending appropriately

Strategy 1.1.4: Practise effective governance and financial risk management

## **SUSTAINABILITY IMPLICATIONS**

Nil

## **RISK IMPLICATIONS**

The policy stipulates that when placing investments, consideration will be given to the relationship between credit risk rating and interest rate.

## **EXTERNAL CONSULTATION**

Shire staff met with local representatives of 350 Perth, a group dedicated to promoting solutions to climate change. The group requested that the Shire, as part of its review of the Investment Policy, consider divesting itself of investments with fossil-fuel lending banks.

## **COMMENT**

The key changes to the reviewed Investment Policy are:

1. Subject to the policy objectives and risk management guidelines outlined in this document, the Shire will ensure its financial investments consider the reduction of fossil fuels, by investing with non-fossil fuel lending banks.
2. Local Governments can now invest in term deposits of up to three years (previously only up to one year) under section 19C(2)(b) of the *Local Government (Financial Management) Amendment Regulations 2017*. This amendment will allow the Shire to



optimise its investment returns in longer term fixed term deposits until the funds are required.

**ATTACHMENT 1** is the current policy, **ATTACHMENT 2** is a tracked changes version, **ATTACHMENT 3** is the proposed final version.

#### **VOTING REQUIREMENT**

Simple majority

<b>COUNCIL DECISION</b> <b>COMMITTEE RECOMMENDATION</b>
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<b>C3.09.17</b>
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That Council adopts the revised Policy FI-02 – Investments as reviewed in August 2017.

***Refer to En Bloc Council Decision C3.09.17 (page C11).***

## ARC2.08.17 - Review of Policy OR-16 - Designated Senior Employees

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<b>File Code</b>	OR.MTG 6/1
<b>Author</b>	Paul O'Connor, Director Corporate Services
<b>Senior Employee</b>	As above
<b>Disclosure of Any Interest</b>	Nil

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### SUMMARY

As part of the review of all policies, OPs and procedures, Policy OR-16 - Designated Senior Employees - has been reviewed and is presented to the Audit and Risk Committee for consideration.

### BACKGROUND

Policy OR-16 was first adopted in February 2013 and has now been reviewed. Designated Senior Employees includes CEO and Directors.

### STATUTORY / LEGAL IMPLICATIONS

Section 5.37 of the *Local Government Act 1995*:

#### *5.37.Senior employees*

- (1) A local government may designate employees or persons belonging to a class of employee to be senior employees.*
- (2) The CEO is to inform the council of each proposal to employ or dismiss a senior employee, other than a senior employee referred to in section 5.39(1a), and the council may accept or reject the CEO's recommendation but if the council rejects a recommendation, it is to inform the CEO of the reasons for its doing so.*
- (3) Unless subsection (4A) applies, if the position of a senior employee of a local government becomes vacant, it is to be advertised by the local government in the manner prescribed, and the advertisement is to contain such information with respect to the position as is prescribed.*
  - (4a) Subsection (3) does not require a position to be advertised if it is proposed that the position be filled by a person in a prescribed class.*
- (4) For the avoidance of doubt, subsection (3) does not impose a requirement to advertise a position where a contract referred to in section 5.39 is renewed.*

*[Section 5.37 amended by No. 49 of 2004 s. 45 and 46(4); No. 17 of 2009 s. 22.]*

### POLICY IMPLICATIONS

Nil

### FINANCIAL IMPLICATIONS

Nil

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## STRATEGIC IMPLICATIONS

Mundaring 2026 – Priority 1: Governance

Objective 2: transparent, responsive and engaged processes for Shire decision making.

## SUSTAINABILITY IMPLICATIONS

Nil

## RISK IMPLICATIONS

### Compliance Impact:

<b>Risk:</b> Non-compliance with Section 5.37 of the <i>Local Government Act 1995</i>		
<b>Likelihood</b>	<b>Consequence</b>	<b>Rating</b>
Possible	Minor	Moderate
<b>Action / Strategy</b>		
Up to date policies encourage good governance, ensuring transparency, accountability, effectiveness and efficiency.		

## EXTERNAL CONSULTATION

Nil

## COMMENT

Under the Act, Council may designate employees or persons belonging to a class of employee to be 'senior employees'. This designation requires the CEO to keep the Council informed of any proposal to employ or dismiss an employee of this classification.

This policy was last reviewed in February 2013. The review proposes a clearer definition of the policy purposes.

Attached is a 'tracked change' version (**ATTACHMENT 4**) and a proposed final version 'without tracked changes' (**ATTACHMENT 5**).

## VOTING REQUIREMENT

Simple majority

<b>COUNCIL DECISION RECOMMENDATION</b>	<b>C3.09.17</b>
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That Council adopts the revised Policy OR-16 – Designated Senior Employees as reviewed at August 2017.

***Refer to En Bloc Council Decision C3.09.17 (page 11).***

## **ARC3.08.17 - Review of Policy OR-15 – Ordinary Council Meetings and Forums Schedule**

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<b>File Code</b>	OR.OPP 1
<b>Author</b>	Danielle Courtin, Governance Coordinator
<b>Senior Employee</b>	Paul O'Connor, Director Corporate Services
<b>Disclosure of Any Interest</b>	Nil

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### **SUMMARY**

As part of the review of all policies, OPs and procedures Policy OR-15 – Ordinary Council Meetings and Forums Schedule – has been reviewed and is presented to the Audit and Risk Committee for consideration.

### **BACKGROUND**

Policy OR-15 was first adopted in February 2013 and has now been reviewed.

### **STATUTORY / LEGAL IMPLICATIONS**

In accordance with Section 2.7(2)(b) of the *Local Government Act 1995* it is the role of Council to determine the Local Government's policies.

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

Nil

### **STRATEGIC IMPLICATIONS**

Mundaring 2016 Strategic Community Plan:

Priority 1: Governance

Objective 2: Transparent, responsive and engaged processes for Shire decision making.

Strategy 1.2.1: Increase transparency and responsiveness of Shire administration processes.

### **SUSTAINABILITY IMPLICATIONS**

Nil

## RISK IMPLICATIONS

<b>Risk:</b> To ensure policies are implemented as they were intended		
<b>Likelihood</b>	<b>Consequence</b>	<b>Rating</b>
Possible	Minor	Moderate
<b>Action / Strategy</b>		
Up to date policies encourage good governance, ensuring transparency, accountability, effectiveness and efficiency.		

## EXTERNAL CONSULTATION

Nil

## COMMENT

This policy was adopted in February 2013 and as a result of this review the following changes are proposed:

1. Where the policy refers to the Standing Orders Local Law, substitute with Meeting Procedures Local Law;
2. Adjust to line up with the current one Ordinary Council Meeting per month practice; and
3. Reflect current practice of one Council meeting on the second Tuesday in October.

The existing policy is attached as **ATTACHMENT 6**. The policy with tracked changes is shown in **ATTACHMENT 7** and the proposed final version is in **ATTACHMENT 8**.

## VOTING REQUIREMENT

Simple majority

<b>COUNCIL DECISION RECOMMENDATION</b>
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<b>C3.09.17</b>
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That Council adopts the revised Policy OR-15 – Ordinary Council Meetings and Forums Schedule as reviewed at August 2017.

***Refer to En Bloc Council Decision C3.09.17 (page 11).***

## ARC4.08.17 - Review of Policy OR-09 – Art Collection

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<b>File Code</b>	OR.OPP 1
<b>Author</b>	Shannon Foster, Manager Libraries and Community Engagement
<b>Senior Employee</b>	Megan Griffiths, Director Strategic & Community Services
<b>Disclosure of Any Interest</b>	Nil

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### SUMMARY

The Committee is requested to consider the review of Policy OR-09 – Art Collection (track changes) (**ATTACHMENT 12**), which ensures sound management of Shire of Mundaring's art collection. The collection is located across several facilities in the Shire.

### BACKGROUND

Policy OR-09 was last reviewed in September 2007 (**ATTACHMENT 13**). Changes included in this review are based on feedback from the Leadership Team and other Shire officers. These changes aim to clarify content and remove unneeded information.

### STATUTORY / LEGAL IMPLICATIONS

In accordance with Section 2.7(2)(b) of the *Local Government Act 1995* it is the role of Council to determine the Local Government's policies.

### POLICY IMPLICATIONS

Nil

### FINANCIAL IMPLICATIONS

Nil.

### STRATEGIC IMPLICATIONS

Mundaring 2026 Strategic Community Plan:

Priority 1 – Governance

Objective 1.2 – Transparent, responsive and engaged processes for Shire decision making.

Strategy 1.2.1 - Increase transparency and responsiveness of Shire administration processes

### SUSTAINABILITY IMPLICATIONS

Nil

## RISK IMPLICATIONS

<b>Risk:</b> Poor Management of the Art Collection and adherence to purpose of the collection		
<b>Likelihood</b>	<b>Consequence</b>	<b>Rating</b>
Unlikely	Minor	Low
<b>Action / Strategy</b>		
Adopt updated policy. Operational collection management incorporated into contractual arrangements for Mundaring Art Centre via funding agreement.		

## EXTERNAL CONSULTATION

This Policy was reviewed by the Shire's Cultural Advisory Group.

## COMMENT

The management of the Shire of Mundaring Art Collection is undertaken by the Mundaring Art Centre (MAC) as part of their contractual arrangements under a four year Service Level Funding Agreement (C17.06.17). A Shire Policy can only instruct or direct Shire operations and not the operations of other entities such as MAC. As such the operational art collection management components of the Policy, which include directing MAC ( Management, Access, Acquisitions, Exhibitions Criteria, Loans, De-accessioning and Disposal) , have been removed from the Policy and incorporated into MAC's funding agreement.

The Cultural Advisory Group suggested that Item 6 (iv) on page 4 of 6 should be removed "Work must have been completed within the last twelve months". This change has been incorporated into the MAC funding agreement as per the above. Other changes are grammatical or for the purposes of formatting.

## VOTING REQUIREMENT

Simple majority

**COUNCIL DECISION  
RECOMMENDATION**

**C3.09.17**

That Council adopts the revised Policy OR-09 – Art Collection as reviewed at August 2017.

***Refer to En Bloc Council Decision C3.09.17 (page 11).***



## **ARC5.08.17 - Review of Policy HCS-01 – Bush Fire Service – Long Service and Outstanding Service Awards**

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<b>File Code</b>	OR.OPP 1
<b>Author</b>	Craig Cuthbert, Co-ordinator Community Safety and Emergency Management
<b>Senior Employee</b>	Mark Luzi, Director Statutory Services
<b>Disclosure of Any Interest</b>	Nil

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### **SUMMARY**

The Audit and Risk Committee is invited to consider the review of Policy HCS-01 “Bush Fire Service – Long Service and Outstanding Service Awards” and note the associated procedure CSEM-01 “Bush Fire Service – Long Service and Outstanding Service Awards”.

### **BACKGROUND**

Council adopted HCS-01 in March 2011. This policy has not been reviewed since its adoption. The policy has now been reviewed and updated.

### **STATUTORY / LEGAL IMPLICATIONS**

Nil

### **POLICY IMPLICATIONS**

Nil

### **STRATEGIC IMPLICATIONS**

Mundaring 2026 – Priority 1: Governance – Objective 2: transparent, responsive and engaged processes for Shire decision making.

### **SUSTAINABILITY IMPLICATIONS**

Nil

### **RISK IMPLICATIONS**

#### **Compliance Impact**

Low - up to date policies encourage good governance, ensuring transparency, accountability, effectiveness and efficiency.

### **EXTERNAL CONSULTATION**

Nil

## COMMENT

As this policy has not been reviewed since it was adopted in March of 2011, an updated policy has now been completed to bring the policy up to date.

As part of the review operational matters have been removed from the policy and been incorporated in a new Procedure CSEM-01.

Attached are the current Policy (**ATTACHMENT 14**), a tracked changes version (**ATTACHMENT 15**) and the proposed final version (**ATTACHMENT 16**), as well as the new procedure (**ATTACHMENT 17**).

## VOTING REQUIREMENT

Simple majority

### RECOMMENDATION

That Council adopts the revised Policy HCS-01 - Bush Fire Service – Long Service and Outstanding Service Awards as reviewed in August 2017.

### COUNCIL DECISION MOTION

**C4.09.17**

*Moved by: Cr Fisher                      Seconded by: Cr Jeans*

That Council adopts the revised Policy HCS-01 - Bush Fire Service – Long Service and Outstanding Service Awards as reviewed in August 2017, **with the following amendment:**

- Insert a new Part 4 - Selection Panel

The selection panel shall consist of:

- Chief Bushfire Control Officer
- Two elected members appointed to the Bush Fire Advisory Committee
- One employee appointed by the CEO
- One member of BFAC who is a Captain of a Shire of Mundaring Volunteer Bush Fire Brigade

### **CARRIED 8/4**

**For:**            *Cr Fisher, Cr Jeans, Cr Martin, Cr Daw, Cr Brennan,  
Cr Cook, Cr Perks, Cr Jeans, Cr Cuccaro*

**Against:**    *Cr Lavell, Cr Bertola, Cr Clark, Cr Fox*

## **ARC6.08.17 - Review of Policy HS-01 – Temporary Accommodation and LR-01 - Short Term Use of Shire Ovals and Reserves for Accommodation**

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<b>File Code</b>	OR.OPP 1
<b>Author</b>	Martin Shurlock, Senior Environmental Health Officer
<b>Senior Employee</b>	Mark Luzi, Director Statutory Services
<b>Disclosure of Any Interest</b>	Nil

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### **SUMMARY**

The Audit and Risk Committee is invited to consider the review of Policies HS-01 “Temporary Accommodation” and LR-01 “Short Term Use of Shire Ovals and Reserves for Accommodation” (**ATTACHMENTS 18, 19, 20, 21, 22 and 23**).

### **BACKGROUND**

HS-01 was adopted by Council in October 2006 and last reviewed in 2011, while LR-01 was adopted in March 2005 and reviewed in 2013. The policies have recently been reviewed again.

### **STATUTORY / LEGAL IMPLICATIONS**

Nil

### **POLICY IMPLICATIONS**

Nil

### **STRATEGIC IMPLICATIONS**

Mundaring 2026 – Priority 1: Governance – Objective 2: transparent, responsive and engaged processes for Shire decision making.

### **SUSTAINABILITY IMPLICATIONS**

Nil

### **RISK IMPLICATIONS**

#### **Compliance Impact**

Moderate - up to date policies encourage good governance, ensuring transparency, accountability, effectiveness and efficiency.

### **EXTERNAL CONSULTATION**

Nil

### **COMMENT**

Since the last review in 2011 (Temporary Accommodation) and 2013 (Short Term Use of Ovals) of the policies, there has been no changes in legislation affecting the fundamental operations of the policies.

The principal changes to the policies are as follows:

Temporary Accommodation:

- This policy has been split into two streams (temporary accommodation for up to three months and temporary accommodation for up to 12 months whilst a house is under construction). The three month provision has been included following a query from a member of the public seeking such an approval. This stream is largely based on the existing policy provisions with some alterations to suit the intent of the temporary accommodation.
- Clarification of the purpose of the Policy
- Updating of zones that Policy relates to updated to reflect the provisions of LPS4
- Alteration of positions responsible for undertaking assessments to reflect restructure of Statutory Services and reflecting current work practices
- Minor clarification of terms and requirements

Short Term Use of Ovals:

- Minor update to reflect current version of the Property Local Law
- Background has been condensed
- Alteration of positions responsible for undertaking assessments to reflect restructure of Statutory Services and reflecting current work practices
- Two additional conditions of approval added (one to reflect the requirements of the Environmental Protection (Noise) Regulations 1997 and the other to prohibit live bands or amplified music (unless specifically permitted) so as to mitigate adverse noise impacts on the local community.

Attached are the existing versions (**ATTACHMENTS 18 and 21**) a “tracked change” version (**ATTACHMENTS 19 and 22**) and proposed final versions “without tracked changes” (**ATTACHMENTS 20 and 23**).

**VOTING REQUIREMENT**

Simple majority

<b>COUNCIL DECISION RECOMMENDATION</b>
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<b>C3.09.17</b>
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That Council adopts the revised Policies HS-01 - Temporary Accommodation and LR-01 - Short Term Use of Shire Ovals and Reserves for Accommodation as reviewed in August 2017.

***Refer to En Bloc Council Decision C3.09.17 (page 11).***

## ARC7.08.17 - Repeal of Policy AS-01 – Records Management

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<b>File Code</b>	OR.OPP 1
<b>Author</b>	Danielle Courtin, Governance Coordinator
<b>Senior Employee</b>	Paul O'Connor, Director Corporate Services
<b>Disclosure of Any Interest</b>	Nil

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### SUMMARY

The Committee is invited to consider the proposed repeal of Policy AS-01 – Records Management (**ATTACHMENT 24**) and recommend the repeal to Council.

### BACKGROUND

A review of Policy AS-01 was presented to the Audit and Risk Committee on 15 November 2016, when the Committee decided to defer the item and to consider whether this should be a policy of Council or a management policy (i.e. an Organisational Practice).

### STATUTORY / LEGAL IMPLICATIONS

In accordance with section 2.7 of the *Local Government Act 1995* it is the role of Council to determine the Local Government's policies.

### POLICY IMPLICATIONS

This policy stands alone and does not affect any other policies.

### FINANCIAL IMPLICATIONS

Nil

### STRATEGIC IMPLICATIONS

Mundaring 2026 – Priority 1: Governance – Objective 2: transparent, responsive and engaged processes for Shire decision making.

### SUSTAINABILITY IMPLICATIONS

Nil

### RISK IMPLICATIONS

Nil

### EXTERNAL CONSULTATION

Nil

## COMMENT

It is proposed to repeal this policy for the following reasons:

- While the policy reminds elected members of their record keeping responsibilities, the substance of the policy deals with the technical side of capturing, controlling and protecting records. These are administrative clauses, best dealt with through an Organisational Practice under the authority of the CEO;
- The record keeping responsibilities of elected members are noted in clause 3.8 of the Code of Conduct; and
- The policy, if repealed, is to be replaced by an Organisational Practice.

## VOTING REQUIREMENT

Simple majority

<b>COUNCIL DECISION RECOMMENDATION</b>	<b>C3.09.17</b>
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That Council –

1. Repeals Policy AS-01 Records Management ; and
2. Notes that an Organisational Practice will be developed.

***Refer to En Bloc Council Decision C3.09.17 (page 11).***

## ARC8.08.17 - Repeal of Policy OR-13 – Use of the Common Seal

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<b>File Code</b>	OR.OPP 1
<b>Author</b>	Danielle Courtin, Governance Coordinator
<b>Senior Employee</b>	Paul O'Connor, Director Corporate Services
<b>Disclosure of Any Interest</b>	Nil

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### SUMMARY

The Committee is invited to consider the repeal of Policy OR-13 – Use of the Common Seal (**ATTACHMENT 25**) and recommend this repeal to Council.

### BACKGROUND

This policy was adopted in February 2013 as a “temporary policy to clarify use of the common seal until the Standing Orders Local Law is reviewed and complies with the Act.”

In 2015 the Meeting Procedures Local Law replaced the Standing Orders Local Law and it is silent on the use of the common seal as this is now governed by section 9.49A of the *Local Government Act 1995* (the Act).

### STATUTORY / LEGAL IMPLICATIONS

In accordance with section 2.7 of the Act it is the role of Council to determine the local government’s policies.

### POLICY IMPLICATIONS

This policy stands alone and does not affect any other policies.

### FINANCIAL IMPLICATIONS

Nil

### STRATEGIC IMPLICATIONS

Mundaring 2026 – Priority 1: Governance – Objective 2: transparent, responsive and engaged processes for Shire decision making.

### SUSTAINABILITY IMPLICATIONS

Nil

### RISK IMPLICATIONS

Nil

## EXTERNAL CONSULTATION

Nil

## COMMENT

Historically affixing the common seal was the standard way to execute a document or deed. In 2009 the Act was amended to allow local governments to execute a document either by affixing the common seal or by an authorised person signing it.

In reality Shire of Mundaring only uses the common seal where its use is required by a third party (such as Landgate) or by legislation, for example the *Transfer of Land Act 1893* for land transactions including leases.

## VOTING REQUIREMENT

Simple majority

<b>COUNCIL DECISION RECOMMENDATION</b>	<b>C3.09.17</b>
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That Council repeals Policy OR-13 Use of the Common Seal.

***Refer to En Bloc Council Decision C3.09.17 (page 11).***



## ARC9.08.17 - Repeal of Policy COR-23 – Significant Accounting Policies

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<b>File Code</b>	OR.OPP 1
<b>Author</b>	Stan Kocian, Manager Finance and Governance
<b>Senior Employee</b>	Paul O'Connor, Director Corporate Services
<b>Disclosure of Any Interest</b>	Nil

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### SUMMARY

The Committee is requested to consider the proposed repeal of Policy COR-23 – Significant Accounting Policies (**ATTACHMENT 26**) and recommend the repeal of this policy to Council.

### BACKGROUND

In October 2012 Council adopted a Significant Accounting Policies document. The Shire's Significant Accounting Policies form part of the Annual Financial Statements and Annual Budget, both of which are reviewed and adopted by Council annually.

### STATUTORY / LEGAL IMPLICATIONS

In accordance with section 2.7 of the *Local Government Act 1995* it is the role of Council to determine the Local Government's policies.

### POLICY IMPLICATIONS

Nil

### FINANCIAL IMPLICATIONS

Nil

### STRATEGIC IMPLICATIONS

Mundaring 2026 – Priority 1: Governance – Objective 2: transparent, responsive and engaged processes for Shire decision making.

### SUSTAINABILITY IMPLICATIONS

Nil

### RISK IMPLICATIONS

Nil

### EXTERNAL CONSULTATION

Nil

## COMMENT

The Shire's Significant Accounting Policies form part of the Annual Financial Statements and Annual Budget, which are reviewed and adopted by Council annually. Therefore the Significant Accounting Policy document in reality should be updated twice a year subsequent to the annual budget and the annual financial statements being adopted by Council.

As the Shire's Significant Accounting Policies are reviewed and adopted by Council on two separate occasions each year, it is considered unnecessary to include these policies in a separate policy document.

## VOTING REQUIREMENT

Simple majority

<b>COUNCIL DECISION RECOMMENDATION</b>	<b>C3.09.17</b>
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That Council repeals Policy COR-23 – Significant Accounting Policies.

***Refer to En Bloc Council Decision C3.09.17 (page 11).***

## ARC10.08.17 - Review of Terms of Reference – Audit and Risk Committee

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<b>File Code</b>	OR.MTG 6/1
<b>Author</b>	Paul O'Connor, Director Corporate Services
<b>Senior Employee</b>	As above
<b>Disclosure of Any Interest</b>	Nil

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### SUMMARY

The Audit and Risk Committee (ARC) is required to conduct a review of its terms of reference (ToR) once every two years and provide Council with recommendations relating to any changes as a result of the review.

Also prior to the local government elections scheduled for October this year, it is considered appropriate that the Committee review its current terms of reference to ensure a uniform approach in its structure, timelines and compliance with statutory obligations.

### BACKGROUND

The ToR of the Audit and Risk Committee were adopted by Council in September 2015.

The objective of the Committee is to assist Council in providing a transparent and independent process in its audit, risk and governance management to ensure accountability to the community in the governance and compliance framework and it's financial and risk management responsibilities.

Reports from the Committee will assist Council in discharging its legislative responsibilities of controlling the Shire's affairs, determining the Shire's policies for financial, audit, risk and governance matters and overseeing the allocation of the Shire's finances and resources.

The Committee will ensure openness in the Shire's financial reporting and will liaise with the CEO to ensure the effective and efficient management of the Shire's financial accounting systems, risk management framework, and compliance with legislation.

### STATUTORY / LEGAL IMPLICATIONS

*Local Government Act 1995 Part 5*  
*Local Government (Audit) Regulations 1996 r. 17*

### POLICY IMPLICATIONS

There are no policy implications relative to this report.

### FINANCIAL IMPLICATIONS

There are no financial implications relative to this report.

## **STRATEGIC IMPLICATIONS**

Mundaring 2026 Strategic Community Plan

Priority 1: Governance

- Objective 1: a fiscally responsible Shire that prioritises spending appropriately
- Strategy 4: Practice effective governance and financial risk management

## **SUSTAINABILITY IMPLICATIONS**

Nil

## **RISK IMPLICATIONS**

### Compliance Impact

Moderate The amendments will enhance the ARC objectives and role in assisting Council provide a transparent and independent process in its audit, risk and governance management. Failure to update the ToR would be in breach of the Regulations.

## **CONSULTATION**

Nil

## **COMMENT**

The proposed changes to the ToR are detailed hereunder:

cl.	Current	Proposed
2	<b>Council</b> means the Shire of Mundaring.	<b>Council</b> means the Council of Shire of Mundaring.
3	Reports from the Committee will assist Council in discharging its legislative responsibilities of controlling the Shire's affairs, determining the Shire's policies and overseeing the allocation of the Shire's finances and resources.	Reworded for clarity and to include Shire's policies for financial, audit, risk and governance matters.
4.3	The Chairperson of the Committee shall be appointed by the Committee; and	Removed and new section added to outline the role and responsibilities of the Presiding Member at Clause 5.
	The Committee is supported by the CEO, and relevant staff nominated by the CEO.	Added the word administratively to demonstrate level of support provided by the CEO etc.
7.2	Calls for an independent member to apply for a position on the Committee shall be advertised.	Added where to be advertised, ie. by local public notice.
9.2.3	-	New clause - Ensure that at least one substantial internal audit is carried out and finalised each financial year.
9.3.3	Ensure a regular review of Council policy is completed.	Strengthening ToR to ensure a regular review of Council policies for financial, audit, risk and governance matters is completed.
9.4.3	Regularly review Council's strategic risk register to check that extreme and high level risks are being managed in accordance with the Risk Management Framework.	Update of reference from risk register to dashboard.
11	Voting clause	Updated to reflect the requirements of <i>the Local Government Act 1995</i> .
14	Termination clause	Updated.
14.3	Remuneration Clause	Not required

## COMMENT

**ATTACHMENT 29** is a tracked change version, with **ATTACHMENT 30** is the proposed final version.

## VOTING REQUIREMENT

Simple majority

<b>COUNCIL DECISION RECOMMENDATION</b>	<b>C3.09.17</b>
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That Council adopts the revised Terms of Reference for the Audit and Risk Committee as reviewed in August 2017.

***Refer to En Bloc Council Decision C3.09.17 (page 11).***

## Change to Order of Business

*The Presiding Person advised the meeting that he wished to bring forward items 11.1 and 11.2 to be considered after Item 10.7.*

<b>COUNCIL DECISION MOTION</b>		<b>C5.09.17</b>	
<i>Moved by:</i>	<i>Cr Lavell</i>	<i>Seconded by:</i>	<i>Cr Perks</i>

*That the order of business in the agenda be changed to allow Item 11.1 and 11.2 to be brought forward and dealt with after Item 10.7.*

### **CARRIED 12/0**

**For:** *Cr Lavell, Cr Bertola, Cr Brennan, Cr Clark, Cr Cook, Cr Cuccaro,  
Cr Daw, Cr Fisher, Cr Fox, Cr Jeans, Cr Martin, Cr Perks*

**Against:** *Nil*

## **10.0 REPORTS OF EMPLOYEES**

### **10.1 Dogs – Exercise and Prohibited Areas**

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<b>File Code</b>	RS.MIS 3
<b>Author</b>	Adrian Dyson, Manager Community Safety and Emergency Management
<b>Senior Employee</b>	Mark Luzi, Director Statutory Services
<b>Disclosure of Any Interest</b>	Nil
<b>Attachments</b>	Nil

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### **SUMMARY**

Council is undertaking to specify dog exercise areas (DEA's) and places where dogs are prohibited (PA's).

This report recommends that a number of proposed DEA's and places where dogs are prohibited (PA's) be so specified and that two further areas considered by Council at its meeting of 8 August 2017 be given local public notice.

In addition this report will review the ongoing status of the Railway Reserve Heritage Trail (RRHT) and Black Cockatoo Reserve, noting no change is recommended to their current status.

## BACKGROUND

Council considered proposed DEA's and PA's at its meetings of 9 May 2017 and 8 August 2017. Subsequently it was resolved that this matter be re-listed for consideration at a future council meeting with the addition of further examination of sections of the RRHT and Black Cockatoo Reserve as potential DEA's (Council decision C7.08.17).

## STATUTORY / LEGAL IMPLICATIONS

The key sections/sub sections of the *Dog Act 1976* (the Act) are summarised as follows:

### **31. Control of dogs in certain public places**

States that a local government must:

- Specify dog exercise areas that are in its opinion sufficient in number and suitable for exercising of dogs in the district.

States that a local government may:

- Specify public places (under its care/control) where dogs are prohibited at all or specified times (PA's).
- Specify public places (under its care and control) to be dog exercise areas (DEA's).

## POLICY IMPLICATIONS

Nil

## FINANCIAL IMPLICATIONS

Costs associated with signage are estimated to be within established budgets.

## STRATEGIC IMPLICATIONS

Mundaring 2026 Strategic Community Plan

Priority 1 - Governance

Objective 1.2 – Transparent, responsive and engaged processes for Shire decision making

Strategy 1.2.1 – Increase transparency and responsiveness of Shire administration processes

## SUSTAINABILITY IMPLICATIONS

Nil

## RISK IMPLICATIONS

Given that Council must specify DEA's, a failure to do so presents a moderate statutory compliance risk, in that the Shire may face criticism or sanction by the State Government for failing to meet its obligations.



In addition, a failure to specify DEA's and PA's presents a minor reputational risk to the Shire for failing to provide for the control of dogs kept in the district.

Both of the above risks can be mitigated by the declaration of DEA's and PA's in accordance with the Act.

A minor reputational risk exists in relation to the specification or non specification of DEA's and PA's depending on community views held in relation to specific areas, noting that there may be a polarity of views within the community. Such risk could be mitigated by an effective communication plan.

## **EXTERNAL CONSULTATION**

External consultation was conducted via public notice within the Hills Gazette and Echo Newspapers on 19 and 20 May 2017 respectively, on the Shire website on 19 May 2017 and on notice boards at the Shire administration centre and libraries 19 May 2017. The public notice called for comments to be received by 19 June 2017.

Eighty three (83) submissions or comments were received up to and including 25 June 2017. Those submissions were summarised and provided in full to Council as attachments to the report considered at Council's meeting held on 8 August 2017.

## **COMMENT**

As there were no objections to a number of DEA's and PA's, it is considered appropriate for Council to formally specify the following DEA's and PA's that were given local public notice and considered by Council at its meeting of 8 August 2017:

1. Bellevue:
  - Elder Park
2. Boya:
  - Boya Oval
3. Chidlow:
  - Chidlow Oval
  - Forge Reserve
  - Warrigal Reserve
4. Darlington:
  - Darlington Oval
  - Leschen Park
  - Gladys Park
5. Glen Forrest:
  - Glen Forrest Oval

- Springside Park

6. Greenmount:

- Fraser Park
- Peace Park
- Bunninyong Park
- Stuart Park

7. Helena Valley:

- Glenway Park
- Glenwood Park
- Glynden Park
- Riverside Park

8. Midvale:

- Moir Park

9. Mount Helena:

- Elsie Austin Oval
- Pioneer Park
- Woodfield Park

10. Mundaring:

- Noblewood Park
- Bugle Gully Park
- Harry Riseborough Oval

11. Parkerville

- Parkerville Oval
- John Taylor Park
- Parkhill Reserve

12. Sawyers Valley:

- Sawyers Valley Oval
- Millstream Park

- Jarrah Creek Reserve

13. Stoneville:

- Norris Park
- Gilfellon Park
- Hanley Park
- Parklands Reserve
- William Adams Park

14. Swan View:

- Brown Park
- Collier Park
- Ellesmere Park
- Eaglemont Park
- Balfour Basin
- Weston Park
- Bedale Park; and

The following PA's can also be specified by Council:

- a. Mundaring and Wooroloo Cemeteries;
- b. Lake Leschenaultia;
- c. Shire owned/managed Public Buildings, unless otherwise approved by the Shire;
- d. Sculpture Park Children's Playground;
- e. Within five metres of any other play or exercise equipment areas; and
- f. The playing surface of sporting ovals during times of such use or maintenance or mowing operations

Newly Proposed DEA's

The report considered by Council at its' meeting of 8 August 2017 included three DEA's which were not included within the original list of proposed DEA's that were given local public notice. Accordingly, Council is requested to specify the following additional areas as DEA's, noting local public notice shall be required:

- #56, Lot 100 Hardey Road GLEN FORREST (adjacent to Morgan John Morgan reserve, containing the community garden facility) Shire of Mundaring owned land,
- Reserve 29333, Lots 377 & 378, Chartwell Way SWAN VIEW Shire of Mundaring managed Crown reserve for public recreation, and
- Mundaring Recreation Ground Oval, Mundaring Weir Road, Mundaring (being part of Reserve 7045).

With specific reference to the proposed DEA at #56, Lot 100 Hardey Rd, Glen Forrest, advice has been received that the Glen Forrest Community Garden group are not in favour of their garden area being included within the proposed DEA. The community garden group have advised that they already have issues with dogs running across their open garden beds and don't wish the problem exacerbated.

It is noted that the property occupies an area of 9721 square metres (sq.m.). The Community Garden facility occupies an area of around 841 sq. m. within that property, being 8.65% of the total land area of the property.

Notwithstanding the beneficial presence of the Community Garden within the property concerned, Council may form the view that the remainder of the reserve should be available for other uses.

Dog owners using a DEA are still required to have their dogs under control and in close proximity to themselves, and thus should not cause damage to the Community Garden. Nevertheless it will be recommended that the proposed DEA at #56 Lot 100 Hardey Road Glen Forrest specifically excludes the area occupied by the Glen Forrest Community Garden.

The area occupied by Community Garden would therefore be an area where dogs are required to be on leash.

#### Further Examination of Sections of the RRHT

The RRHT is a multi use trail with the main modes of use being (refer RRHT pamphlet [www.railwayreserves.com.au](http://www.railwayreserves.com.au)):

- Walkers (with/without dogs)
- Cyclists
- Horse riders

In further examining sections of the RRHT as potential DEA's it is worthwhile noting the criteria within the obligations imposed on local governments under the Act in relation to the specification of DEA's, as follows:

*31. (5) a local government must specify under subsection (3A) such dog exercise areas as are, in the opinion of the local government, sufficient in number, and suitable, for the exercising of dogs in the district. (emphasis added)*

Suitability is not defined within the Act however the general use and definition of the word has regard for "appropriateness". In that regard, and due to the above listed multiple uses

of the trail, the risk of harm to humans, dogs or wildlife arising from the RRHT being a DEA (off leash) is considered inappropriate.

Several submissions argued that the rate of reported dog attacks on the RRHT, as discussed within the previous reports on this matter, were deemed to be low when compared to the total number of attacks across the entire Shire. However, it is contended that the Shire has an obligation to provide for the health and safety of the community, particularly with regard to the health and safety of community members occupying/using places that are under the care, control or management of the Shire. As such, every effort should be made to ensure there are no dog attacks within the Shire.

It was also advised in the previous Council report that the number of reported dog attacks is significantly lower than the actual number of attacks occurring. This proposition is supported by:

- The testimony of submitters responding to the local public notice on this matter;
- The experience of the Shire's Community Safety Rangers in dealing with such matters in the community; and
- University of South Australia, Ehrenberg-Bass Institute for Marketing Science report, *Dog attacks in South Australia; Findings from Omnibus Research* which found: "*Roughly one in every five attacks was reported to the local council. The severity of the injury sustained did not have much bearing on whether the attack was reported or not.*"

While no formal measurement of the numbers of users (traffic counts) of any areas of the RRHT have been collected, ad hoc observations support the view that the density of the users on any section of the RRHT correlates with the population density of the areas through which the section of the trail traverses.

In terms of considering specific geographic sections of the RRHT as DEA's it might be considered that the areas of the RRHT which traverse through larger properties (and thus less populated areas) such as in the eastern region of the Shire may be suitable as a DEA due to an expected lower number of users on the RRHT in those areas at any time. However, while such outer/eastern areas of the RRHT could be expected to receive lower user numbers, the basic layout, structure and surrounds of the RRHT is not markedly different in those areas. The risks posed by unleashed dogs to walkers, other dogs, cyclists and wildlife remains present.

Consideration was also given to whether the RRHT could have variable time zones as to when it may be a DEA and when not. However this proposal would be very difficult to manage. It would likely to create confusion for users of the RRHT as well as potential conflict and disputes over scheduled times.

For all of the above factors it is considered appropriate that the RRHT retain its current status in accordance with the Act, which requires dogs to be on leash while in a public place unless the area is specified as a DEA. For the avoidance of doubt this means it is not recommended that the RRHT be specified as a DEA.

### Black Cockatoo Reserve

In considering whether Black Cockatoo Reserve should be specified as a DEA Council is encouraged to consider the environmental status of that reserve.

Black Cockatoo Reserve is listed in the top 10 of the Shire's conservation reserves in terms of biodiversity and ecological values. It has an active friends group with over 10 members that meet each week to maintain and protect the integrity of the reserve.

Phytophthora Dieback has been located in the reserve. The Shire and the Friends of Black Cockatoo Reserve have been working together to slow the spread of dieback. Through grant funding and the Swan Alcoa Landcare Program and Lotteries WA, dieback affected areas have been treated and signage installed to educate the public about the disease.

Dieback is spread through human activity (this includes via companion animals such as dogs). To prevent further spread in the reserve it is important to stay on the tracks. Allowing dogs to be off leash in the reserve is likely to increase the risk of dieback being spread.

The Friends group has listed as a priority for the group "to work with the Shire and rehabilitate designated tracks". This is to minimise human activity in areas that are affected by dieback, and/or being rehabilitated for threatened species habitat, (as identified in the Black Cockatoo Reserve Management Plan 2000, prepared by Ecologist, Loretta Bean).

Dogs allowed to roam off leash will likely trample sensitive vegetation under rehabilitation. The friends group has contributed an average of 350 volunteer hours per year which includes activities such as tree and understorey planting and rehabilitation within the reserve.

There are three threatened bird species recorded in the reserve; the Carnaby Black Cockatoo (endangered), Baudins Black Cockatoo (vulnerable) and the Forrest Red-Tailed Black Cockatoo (vulnerable). The Southern Brown Bandicoot (priority 4 fauna) has also been identified in the reserve. Off leash dogs are more likely to impact native wildlife.

Risks to wildlife include;

- Dogs wandering off track will leave a scent in the bush that will keep wildlife away
- Unleashed dogs may frighten and disrupt the natural behaviour of natural wildlife
- Some dogs will kill or injure wildlife.

In view of the above it is not recommended that Black Cockatoo Reserve be specified as a DEA. It will therefore continue to be subject to the Act which requires dogs be on-leash at all times in that reserve.

## **VOTING REQUIREMENT**

Absolute Majority – *Dog Act section 31(3A)*

## RECOMMENDATION

That Council –

1. In accordance with section 31(3A) of the *Dog Act 1976* specifies the following public places to be dog exercise areas (listed by locality):
  - a) Bellevue:
    - Elder Park
  - b) Boya:
    - Boya Oval
  - c) Chidlow:
    - Chidlow Oval
    - Forge Reserve
    - Warrigal Reserve
  - d) Darlington:
    - Darlington Oval
    - Leschen Park
    - Gladys Park
  - e) Glen Forrest:
    - Glen Forrest Oval
    - Springside Park
  - f) Greenmount:
    - Fraser Park
    - Peace Park
    - Bunninyong Park
    - Stuart Park
  - g) Helena Valley:
    - Glenway Park
    - Glenwood Park

- Glynden Park
- Riverside Park

h) Midvale:

- Moir Park

i) Mount Helena:

- Elsie Austin Oval
- Pioneer Park
- Woodfield Park

j) Mundaring:

- Noblewood Park
- Bugle Gully Park
- Harry Riseborough Oval

k) Parkerville

- Parkerville Oval
- John Taylor Park
- Parkhill Reserve

l) Sawyers Valley:

- Sawyers Valley Oval
- Millstream Park
- Jarrah Creek Reserve

m) Stoneville:

- Norris Park
- Gilfellon Park
- Hanley Park
- Parklands Reserve
- William Adams Park

n) Swan View:

- Brown Park



- Collier Park
  - Ellesmere Park
  - Eaglemont Park
  - Balfour Basin
  - Weston Park
  - Bedale Park; and
2. In accordance with section 31(2B) specifies the following public places to be places where dogs are prohibited:
- a) Mundaring and Wooroloo Cemeteries;
  - b) Lake Leschenaultia;
  - c) Shire owned/managed Public Buildings, unless otherwise approved by the Shire;
  - d) Sculpture Park Children's Playground;
  - e) Within five metres of any other play or exercise equipment areas;
  - f) The playing surface of sporting ovals during times of such use or maintenance or mowing operations; and
3. Gives 28 days' public notice of its intention to specify as dog exercise areas the following places (listed by locality):
- a) #56, Lot 100 Hardey Road, GLEN FORREST- Shire of Mundaring owned land, excluding the area occupied by the Glen Forrest Community Garden;
  - b) Reserve 29333, Lots 377 & 378, Chartwell Way, SWAN VIEW - Shire of Mundaring managed Crown reserve for public recreation; and
  - c) Mundaring Recreation Ground Oval, Mundaring Weir Road, Mundaring (being part of Reserve 7045).

### **Preamble**

*CEO verbally advised that two of the areas currently listed as Dog Exercise Areas are legally not under Shire of Mundaring control and management, therefore Council has no authority to declare those area DEAs. CEO asked to remove the following areas from the list in the recommendation:*

- *Warrigal Reserve*
- *Riverside Park*

## RECOMMENDATION

That Council –

1. In accordance with section 31(3A) of the *Dog Act 1976* specifies the following public places to be dog exercise areas (listed by locality):
  - a) Bellevue:
    - Elder Park
  - b) Boya:
    - Boya Oval
  - c) Chidlow:
    - Chidlow Oval
    - Forge Reserve
  - d) Darlington:
    - Darlington Oval
    - Leschen Park
    - Gladys Park
  - e) Glen Forrest:
    - Glen Forrest Oval
    - Springside Park
  - f) Greenmount:
    - Fraser Park
    - Peace Park
    - Bunninyong Park
    - Stuart Park
  - g) Helena Valley:
    - Glenway Park
    - Glenwood Park
    - Glynden Park

h) Midvale:

- Moir Park

i) Mount Helena:

- Elsie Austin Oval
- Pioneer Park
- Woodfield Park

j) Mundaring:

- Noblewood Park
- Bugle Gully Park
- Harry Riseborough Oval

k) Parkerville

- Parkerville Oval
- John Taylor Park
- Parkhill Reserve

l) Sawyers Valley:

- Sawyers Valley Oval
- Millstream Park
- Jarrah Creek Reserve

m) Stoneville:

- Norris Park
- Gilfellon Park
- Hanley Park
- Parklands Reserve
- William Adams Park

n) Swan View:

- Brown Park
- Collier Park
- Ellesmere Park

- Eaglemont Park
- Balfour Basin
- Weston Park
- Bedale Park; and

2. In accordance with section 31(2B) specifies the following public places to be places where dogs are prohibited:

- a) Mundaring and Wooroloo Cemeteries;
- b) Lake Leschenaultia;
- c) Shire owned/managed Public Buildings, unless otherwise approved by the Shire;
- d) Sculpture Park Children's Playground;
- e) Within five metres of any other play or exercise equipment areas;
- f) The playing surface of sporting ovals during times of such use or maintenance or mowing operations; and

4. Gives 28 days' public notice of its intention to specify as dog exercise areas the following places (listed by locality):

- a) #56, Lot 100 Hardey Road, GLEN FORREST- Shire of Mundaring owned land, excluding the area occupied by the Glen Forrest Community Garden;
- b) Reserve 29333, Lots 377 & 378, Chartwell Way, SWAN VIEW - Shire of Mundaring managed Crown reserve for public recreation; and
- c) Mundaring Recreation Ground Oval, Mundaring Weir Road, Mundaring (being part of Reserve 7045)

**MOTION**  
*Moved by:* Cr Cook      *Seconded by:* Cr Clark

**MOTION**  
*Moved by:* Cr Cook      *Seconded by:* Cr Clark

*That Council by absolute majority resolves to adopt the officer recommendation with the following amendment to Clause 3, as follows:*

3. Gives 28 days public notice of its intention to specify as dog exercise areas the following places (listed by locality):

- a) #56, Lot 100 Hardey Road, GLEN FORREST- Shire of Mundaring owned land, excluding the area occupied by the Glen Forrest Community Garden;
- b) Reserve 29333, Lots 377 & 378, Chartwell Way, SWAN VIEW - Shire of Mundaring managed Crown reserve for public recreation;
- c) Mundaring Recreation Ground Oval, Mundaring Weir Road, Mundaring (being part of Reserve 7045); and
- d) ***those parts of the Railway Reserve Heritage Trail under the control and management of Shire of Mundaring.***

**LOST 5/7**

**For:** Cr Martin, Cr Clark, Cr Fisher, Cr Cook, Cr Jeans

**Against:** Cr Bertola, Cr Fox, Cr Daw, Cr Perks, Cr Brennan, Cr Lavell, Cr Cuccaro,

**7.55pm Cr Cook left the Chamber**

**7.57pm Cr Cook returned to the Chamber**

<b>MOTION</b>			
<b>RECOMMENDATION</b>			
<i>Moved by:</i>	<i>Cr Bertola</i>	<i>Seconded by:</i>	<i>Cr Perks</i>

<b>MOTION</b>			
<b>RECOMMENDATION</b>			
<i>Moved by:</i>	<i>Cr Bertola</i>	<i>Seconded by:</i>	<i>Cr Perks</i>

<b>MOTION</b>			
<b>RECOMMENDATION</b>			
<i>Moved by:</i>	<i>Cr Bertola</i>	<i>Seconded by:</i>	<i>Cr Perks</i>

That Council –

1. In accordance with section 31(3A) of the Dog Act 1976 specifies the following public places to be dog exercise areas (listed by locality):

- a) Bellevue:
  - Elder Park
- b) Boya:
  - Boya Oval
- c) Chidlow:

- Chidlow Oval
- Forge Reserve

d) Darlington:

- Darlington Oval
- Leschen Park
- Gladys Park

e) Glen Forrest:

- Glen Forrest Oval
- Springside Park

f) Greenmount:

- Fraser Park
- Peace Park
- Bunninyong Park
- Stuart Park

g) Helena Valley:

- Glenway Park
- Glenwood Park
- Glynden Park

h) Midvale:

- Moir Park

i) Mount Helena:

- Elsie Austin Oval
- Pioneer Park
- Woodfield Park

j) Mundaring:

- Noblewood Park
- Bugle Gully Park
- Harry Riseborough Oval

k) Parkerville

- Parkerville Oval
- John Taylor Park
- Parkhill Reserve

l) Sawyers Valley:

- Sawyers Valley Oval
- Millstream Park
- Jarrah Creek Reserve

m) Stoneville:

- Norris Park
- Gilfellow Park
- Hanley Park
- Parklands Reserve
- William Adams Park

n) Swan View:

- Brown Park
- Collier Park
- Ellesmere Park
- Eaglemont Park
- Balfour Basin
- Weston Park
- Bedale Park; and

2. In accordance with section 31(2B) specifies the following public places to be places where dogs are prohibited:

- a) Mundaring and Wooroloo Cemeteries;
- b) Lake Leschenaultia;
- c) Shire owned/managed Public Buildings, unless otherwise approved by the Shire;
- d) Sculpture Park Children's Playground;

- e) Within five metres of any other play or exercise equipment areas;
- f) The playing surface of sporting ovals during times of such use or maintenance or mowing operations; and

5. Gives 28 days' public notice of its intention to specify as dog exercise areas the following places (listed by locality):

- a) #56, Lot 100 Hardey Road, GLEN FORREST- Shire of Mundaring owned land, excluding the area occupied by the Glen Forrest Community Garden;
- b) Reserve 29333, Lots 377 & 378, Chartwell Way, SWAN VIEW - Shire of Mundaring managed Crown reserve for public recreation; and
- c) Mundaring Recreation Ground Oval, Mundaring Weir Road, Mundaring (being part of Reserve 7045).

<b>COUNCIL DECISION</b>		<b>C6.09.17</b>	
<b>AMENDMENT</b>			
Moved by:	Cr Fisher	Seconded by:	Cr Jeans

*That Council resolves to adopt the officer recommendation with the following amendment to Clause 3, as follows:*

3. Gives 28 days' public notice of its intention to specify as dog exercise areas the following places (listed by locality):

- a) #56, Lot 100 Hardey Road, GLEN FORREST- Shire of Mundaring owned land, excluding the area occupied by the Glen Forrest Community Garden;
- b) Reserve 29333, Lots 377 & 378, Chartwell Way, SWAN VIEW - Shire of Mundaring managed Crown reserve for public recreation; and
- c) Mundaring Recreation Ground Oval, Mundaring Weir Road, Mundaring (being part of Reserve 7045).
- d) ***the Railway Reserve Heritage Trail under the control and management of the Shire during the hours of:***

- ***before 10 am and after 4 pm.***

**6/6**

**For:** Cr Fisher, Cr Jeans, Cr Clark, Cr Cook, Cr Perks, Cr Martin

**Against:** Cr Cuccaro, Cr Bertola, Cr Daw, Cr Brennan, Cr Fox, Cr Lavell

*The result was a tied vote and the Presiding Person exercised his power under Section 5.21 (3) of the Local Government Act to cast his second vote in favour of the amendment.*

**CARRIED 7/6**



**COUNCIL DECISION  
AMENDED MOTION**

**C7.09.17**

*Moved by:* *Cr Bertola*

*Seconded by:* *Cr Perks*

That Council –

1. In accordance with section 31(3A) of the Dog Act 1976 specifies the following public places to be dog exercise areas (listed by locality):

a) Bellevue:

- Elder Park

b) Boya:

- Boya Oval

c) Chidlow:

- Chidlow Oval
- Forge Reserve

d) Darlington:

- Darlington Oval
- Leschen Park
- Gladys Park

e) Glen Forrest:

- Glen Forrest Oval
- Springside Park

f) Greenmount:

- Fraser Park
- Peace Park
- Bunninyong Park
- Stuart Park

g) Helena Valley:

- Glenway Park
- Glenwood Park

- Glynden Park

h) Midvale:

- Moir Park

i) Mount Helena:

- Elsie Austin Oval
- Pioneer Park
- Woodfield Park

j) Mundaring:

- Noblewood Park
- Bugle Gully Park
- Harry Riseborough Oval

k) Parkerville

- Parkerville Oval
- John Taylor Park
- Parkhill Reserve

l) Sawyers Valley:

- Sawyers Valley Oval
- Millstream Park
- Jarrah Creek Reserve

m) Stoneville:

- Norris Park
- Gilfellow Park
- Hanley Park
- Parklands Reserve
- William Adams Park

n) Swan View:

- Brown Park
- Collier Park

- Ellesmere Park
  - Eaglemont Park
  - Balfour Basin
  - Weston Park
  - Bedale Park; and
2. In accordance with section 31(2B) specifies the following public places to be places where dogs are prohibited:
- a) Mundaring and Wooroloo Cemeteries;
  - b) Lake Leschenaultia;
  - c) Shire owned/managed Public Buildings, unless otherwise approved by the Shire;
  - d) Sculpture Park Children's Playground;
  - e) Within five metres of any other play or exercise equipment areas;
  - f) The playing surface of sporting ovals during times of such use or maintenance or mowing operations; and
3. Gives 28 days' public notice of its intention to specify as dog exercise areas the following places (listed by locality):
- a) #56, Lot 100 Hardey Road, GLEN FORREST- Shire of Mundaring owned land, excluding the area occupied by the Glen Forrest Community Garden;
  - b) Reserve 29333, Lots 377 & 378, Chartwell Way, SWAN VIEW - Shire of Mundaring managed Crown reserve for public recreation; and
  - c) Mundaring Recreation Ground Oval, Mundaring Weir Road, Mundaring (being part of Reserve 7045).
  - d) ***Those parts of the Railway Reserve Heritage Trail under the control and management of the Shire during the hours of:***
    - ***before 10 am and after 4 pm.***

#### **CARRIED 7/5**

**For:** Cr Fisher, Cr Jeans, Cr Clark, Cr Cook, Cr Perks, Cr Martin, Cr Lavell

**Against:** Cr Cuccaro, Cr Bertola, Cr Daw, Cr Brennan, Cr Fox

**Next Report**

## 10.2 CSRFF Application for 2018/19 Annual Grant Round

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<b>File Code</b>	Mu 3 Res. 7045/5 & Pi 2 Res.18731/1
<b>Location / Address</b>	Mundaring Weir Road, Mundaring & Pine Terrace, Darlington
<b>Applicant</b>	Shire of Mundaring, Darlington Sports and Recreation Association
<b>Author</b>	Kirk Kitchin, Manager Recreation & Leisure Services
<b>Senior Employee</b>	Shane Purdy, Director Infrastructure Services
<b>Disclosure of Any Interest</b>	Nil

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### SUMMARY

The Community Sport and Recreation Facilities Fund (CSRFF) managed by the Department of Local Government, Sport and Cultural Industries (DLGSCI) now provides \$12 million annually to community groups and local government authorities to develop basic infrastructure for sport and recreation. CSRFF will fund up to a third of the total eligible capital cost of a project with funds for successful projects made available in July 2018.

Local government authorities are tasked with ranking CSRFF applications in their area. The Shire has one CSRFF application for the annual grant round, being for upgraded lighting at Mundaring Oval. Council has previously considered and ranked this application.

However, a late application has been received from the Darlington Sports and Recreation Association for Stage 2 of the Darlington Pavilion Project. As such, this has been considered along with the submission for the upgraded lighting proposal at Mundaring Oval.

It is proposed that no change be made to the upgraded lighting proposal at Mundaring Oval, which has a priority ranking of 1 and is rated as "A - Well planned and needed by municipality". It is recommended that Council endorse Stage 2 of the Darlington Pavilion Project a priority ranking of 2 and rate it as "B – Well planned and needed by applicant" and submit these applications to the DLGSCI for consideration in the 2018/19 CSRFF annual grant funding round.

### BACKGROUND

The CSRFF, administered by the Department of Local Government, Sport and Cultural Industries (DLGSCI), aims to increase participation in sport and recreation with an emphasis on physical activity, through rational development of sustainable, good quality, well-designed and well-utilised facilities.

Applicants must be either a local government authority, not for profit sport, recreation or community organisation and incorporated under the *WA Associations Incorporation Act 1987*.

Through CSRFF, the State Government now invests \$12 million annually towards the development of high quality physical environments in which people can enjoy sport and recreation.

All CSRFF annual grant applications need to be submitted to the relevant local government authority for assessment and ranking before they are lodged with the DLGSCI by the last working day in August 2017. Applications go through an assessment process that includes review by DSR Regional Managers, State Sporting Associations and the CSRFF Advisory Committee.

Final recommendations are provided to the Minister responsible for Sport and Recreation who announces successful applications in early 2018. Funds for successful projects are made available from July 2018.

The CSRFF application process tasks the local government authority with rating projects using the following structure:

A	Well planned and needed by municipality
B	Well planned and needed by applicant
C	Needed by municipality, more planning required
D	Needed by applicant, more planning required
E	Idea has merit, more planning work needed
F	Not recommended

At its meeting on 8 August 2017 it was resolved that Council (*C10.08.17*):

1. Allocates a priority ranking of 1 to the Mundaring Oval Lighting Upgrade project;
2. Rates the Mundaring Oval Lighting Upgrade proposal as “A - Well planned and needed by municipality”; and
3. Submits this project to the Department of Local Government, Sport and Cultural Industries for consideration for a Community Sport and Recreation Facilities Fund in the 2018/19 annual grant funding round.

## **STATUTORY / LEGAL IMPLICATIONS**

Nil

## **POLICY IMPLICATIONS**

Nil

## **FINANCIAL IMPLICATIONS**

Stage 2 of the Darlington Pavilion Project has an expenditure cost of \$500,000 with \$25,000 proposed funding from the Shire in cash and in-kind. It is noted in the application these funds have not been requested or confirmed from the Shire at this stage. The Shire has \$7750 listed for 2017/18 for external painting and \$5400 in 2019/20 for internal painting of the Darlington Oval change rooms.

## **STRATEGIC IMPLICATIONS**

These projects support the indicators and measures of the Shire of Mundaring Strategic Community Plan (Mundaring 2026) Strategy 2.3.1 – Provide community venues and facilities for different demographics.

## **SUSTAINABILITY IMPLICATIONS**

### **Social**

The Stage 2 of the Darlington Pavilion Project will meet the needs of the users of the Darlington Oval as identified by the Darlington Sports and Recreation Association.

## **RISK IMPLICATIONS**

### *Financial – Funding Strategy Stage 2 of the Darlington Pavilion Project*

Should the CSRFF application for Stage 2 of the Darlington Pavilion Project not be successful it would have a detrimental effect on the Darlington Sports and Recreation Association ability to fund this project.

The Risk Rating level for the CSRFF application not being successful is assessed as **HIGH**.

The mitigation strategy would include deferring the project until successful with a CSRFF grant.

## **EXTERNAL CONSULTATION**

Consultants from the Department of Local Government, Sport and Cultural Industries have been consulted as required by the application process.

Existing and potential user groups have been consulted as per the Needs Assessment Report undertaken which supports the CSRFF Application.

## **COMMENT**

Council has previously resolved to allocate a priority ranking of 1 and a rating of “A- Well planned and needed by the municipality” for the Mundaring Oval Lighting Upgrade.

A late application has been received from the Darlington Sports and Recreation Association for Stage 2 of the Darlington Pavilion Project. Normally late applications are not accepted by the Shire, however as the deadline for submission of applications to the Department of Sport and Recreation is not until Thursday 16 September 2017 this application was accepted.

### Stage 2 of the Darlington Pavilion Project

This project involves upgrading of change rooms to meet current Building Code of Australia and access requirements, improving amenities, improving showers and toilet facilities for a wider participation of young people at the oval and increasing storage for all the respective equipment and gear that each sport requires.

The application states Stage 2 will encourage a wider gender participation in sports, especially young females. Currently three sporting clubs use the existing facilities:

- Darlington Junior Football Association
- Darlington Junior Cricket Association
- Darlington Social Cricket Association

Currently no funding has been secured by Darlington Sports and Recreation Association for this project. DaSRA plan to secure the following funds from the following groups before a planned construction start in 2018/19:

\$25,000.....	Shire of Mundaring (cash and in-kind)
\$54,000.....	Darlington Sports and Recreation Association (cash)
\$12,500.....	Volunteer labour (in-kind)
\$12,500.....	Donated materials (in-kind)
\$20,000.....	Federal Government - Stronger Communities Fund (cash)
\$180,000.....	Australian Sports Foundation (cash)
\$166,000.....	CSRFF (cash)

As the required matching funding has not been secured it is recommended to give Stage 2 of the Darlington Pavilion Project a priority ranking of 2 behind the upgraded lighting proposal at Mundaring Oval. As no upgrades for the Darlington Oval Change rooms are listed in the Shire's Long Term Financial 2017/18 to 2026/27 it is recommended to rate this application as "B – Well planned and needed by applicant" and submit this application to the Department of Local Government, Sport and Cultural Industries for consideration in the CSRFF Annual Grant Program in the 2018/19 funding round.

## **VOTING REQUIREMENT**

Simple Majority

**COUNCIL DECISION  
RECOMMENDATION**

**C8.09.17**

*Moved by:* Cr Cook

*Seconded by:* Cr Clark

That Council -

1. Allocates a priority ranking of 2 to Stage 2 of the Darlington Pavilion project;
2. Rates Stage 2 of the Darlington Pavilion project as “B – Well planned and needed by applicant”; and
3. Submits this project to the Department of Local Government, Sport and Cultural Industries for consideration for a Community Sport and Recreation Facilities Fund in the 2018/19 annual grant funding round.

**CARRIED 12/0**

**For:** Cr Lavell, Cr Bertola, Cr Brennan, Cr Clark, Cr Cook, Cr Cuccaro,  
Cr Daw, Cr Fisher, Cr Fox, Cr Jeans, Cr Martin, Cr Perks

**Against:** Nil

**Next Report**



## 10.3 State Government Election Commitment Impacts on the Corporate Business Plan

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<b>File Code</b>	FI.BUD 2
<b>Author</b>	Shane Purdy, Director Infrastructure Services
<b>Senior Employee</b>	Shane Purdy, Director Infrastructure Services
<b>Disclosure of Any Interest</b>	Nil
<b>Attachments</b>	Nil

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### SUMMARY

This report considers the implications of the 2017 State Government election commitments upon Council's adopted Corporate Business Plan 2017/18 – 2020/21 (the Plan) and seeks direction on how to deal with each of those commitments that impact the Plan.

### BACKGROUND

The State Government at the 2017 State Election made a number of election funding commitments which impact upon the Shire. The commitments include the following;

- Playground Upgrades at Leno Court and Glen Forrest oval (\$50,000)
- Darlington Pavilion construction contribution (\$100,000)
- Elsie Austin Oval upgrade (\$100,000)
- Chidlow Oval Sporting Lights (\$167,000)
- Mundaring Tennis Club lighting (\$150,000)
- Darling ton Dirt Jumps Upgrade (\$25,000)
- Bus Shelters in Mt Helena, Chidlow and Wooroloo (number yet to be confirmed)

As these commitments were not known at the time of developing the Plan they are not currently included. Some were intended as actions in the later years of the Plan and others were not included at all.

### STATUTORY / LEGAL IMPLICATIONS

Nil

### POLICY IMPLICATIONS

Nil

### FINANCIAL IMPLICATIONS

Playground upgrades at Noblewood Estate (Leno Court) and Parkerville Oval are in the Corporate Business Plan with funding of \$25,000 for Noblewood Estate in 2020/21 (Year 4) and Parkerville Oval of \$36,000 in 2019/20 (Year 3).

Darlington Pavilion is a community build project already in progress and the state funding commitment will assist offset fundraising being done by DaSRA. Shire funding towards septic system and entry road upgrades were included in the 2017/18 annual budget.

Elsie Austin Oval upgrade was listed as a critical uncertainty given the status of the State Government commitment for this project and is not currently listed in the Shire's 10 year Capital Works Program.

Chidlow Oval sporting lights project was listed as a critical uncertainty and is not currently listed in the Shire's 10 year Capital works Program. Additional electrical running costs can be expected from this installation. If installed it is proposed that the sporting clubs be responsible for the additional lighting electrical costs.

Mundaring Tennis Club lighting upgrade is listed in the Corporate Business Plan for 2018/19 (year two) dependent on CSRRF funding. The State Government election commitment funding now provides all the monies required. No Shire funding is required, noting that an electrical upgrade to the entire Harry Riseborough Complex is currently being done with funds committed in the 2016/17 annual budget that will accommodate all the necessary additional power for the site including the tennis floodlights.

The State Government funding commitment towards resurfacing the Darlington dirt jumps is a maintenance item and would not require any further Shire funding.

## **STRATEGIC IMPLICATIONS**

Mundaring 2026 Strategic Community Plan

Priority 1 - Governance

Objective 1.1 – A fiscally responsible Shire that prioritises spending appropriately

Strategy 1.1.1 – Prudently consider resource allocation

## **SUSTAINABILITY IMPLICATIONS**

Nil

## **RISK IMPLICATIONS**

A medium risk exists in not meeting community expectations if projects don't proceed given the State funding commitment. The mitigation strategy to this risk is to communicate the reasons to stakeholders for not proceeding if so decided by Council but to also explain how the project will proceed if Council endorses these projects.

## **EXTERNAL CONSULTATION**

Nil

## **COMMENT**

Playground Upgrades at Noblewood Estate (Leno Court) and Glen Forrest oval (\$50,000)

As the Shire's Reserves Capital Works Program has a number of projects already planned for 2017/18 the earliest these works could be accommodated would be 2018/19.

The Department of Local Government, Sport and Cultural Industries have indicated it

would be acceptable to do these upgrades in 2018/19. It is therefore proposed that as part of the next Integrated Planning and Reporting Framework workshops these two playground upgrades be proposed to be undertaken in 2018/19 instead of 2019/20 and 2020/21 as currently planned.

#### Darlington Pavilion construction contribution (\$100,000)

This funding will be given directly to DaSRA to assist with the community build project and therefore has no impact on the Plan.

#### Elsie Austin Oval upgrade (\$100,000)

This funding is intended to assist the Mt Helena Residents and Ratepayers' Association achieve an upgrade of the facilities around the skate park area of Elsie Austin Reserve. The scope of this work is unclear and is not currently included in the Corporate Business Plan. Shire officers would need to undertake preliminary discussions with the Mt Helena Resident and Ratepayers Association to ascertain the desired upgrades. This information can be included in the next Integrated Planning and Reporting Framework workshops to ascertain what works can be undertaken and when.

#### Chidlow Oval Sporting Lights (\$167,000)

The Chidlow Football Club previously approached Frank Alban (former Member for Swan Hills) and Ken Wyatt (Member for Hasluck) for funding to upgrade the floodlights at Chidlow Oval. Ken Wyatt subsequently committed \$100,000 from the Federal Government.

The State Government through Jessica Shaw (Member for Swan Hills) has committed \$167,000. These funds would be sufficient to supply and install four new light towers. The cost to upgrade the power to the site by Western Power is unknown and will need to be accommodated within the grant funding allocations if significant. This would result in less light towers being installed to keep within the funding allocation unless Council decides to make up the shortfall. Due to the Shire's current financial position, this is not recommended.

It is recommended that this project be listed in the next Integrated Planning and Reporting Framework workshops for 2018/19.

#### Mundaring Tennis Club lighting (\$150,000)

The \$150,000 State Government funding will cover the cost of the proposed tennis lighting upgrade. Work has already commenced to upgrade power to the Harry Riseborough site and will accommodate the necessary power cabling for the tennis lights. Quotes have also been sourced for the tennis lights in preparation for the originally proposed grant funding application for 2018/19. As this money is available immediately it makes sense to continue on and complete this project this calendar year. As much of the preparation work has already been done it is possible to incorporate this project without impacting other capital works in the current financial year. It is therefore proposed to amend the Plan to bring forward this work one year to this financial year.

#### Darlington Dirt Jumps Upgrade (\$25,000)

The resurfacing of the Darlington dirt jumps is not currently listed in the Plan. However as the project is primarily maintenance work and does not require extensive consultation it is

suggested this be listed as part of the next Integrated Planning and Reporting Framework workshops to be undertaken in 2018/19.

#### Bus Shelters in Mt Helena, Chidlow and Wooroloo

The Public Transport Authority approached the Shire seeking up to four sites for bus shelter installation in Jessica Shaw's electorate. It is intended that the Public Transport Authority would undertake this work. The four nominated sites included one in Mt Helena, one in Chidlow and two in Wooroloo. This work does not impact the Plan.

#### **VOTING REQUIREMENT**

Absolute Majority - *Local Government Act 1995 section 6.8 (1)(b)*

Recommendation 2 - Simple Majority

<b>COUNCIL DECISION RECOMMENDATION</b>		<b>C9.09.17</b>	
<i>Moved by:</i>	<i>Cr Clark</i>	<i>Seconded by:</i>	<i>Cr Bertola</i>

That Council:

1. By Absolute majority amends the 2017/18 - 2020/21 Corporate Business Plan and 2017/18 Annual Budget to authorise the inclusion of Mundaring Tennis Court floodlighting as a capital project with new expenditure of \$150,000 exc GST and grant income of \$150,000 exc GST in 2017/18.
2. Lists for consideration in the next review of the Shire's Integrated Planning and Reporting Framework:
  - a) Playground upgrades at Noblewood Estate (Leno Court) and Parkerville Oval for inclusion in the 2018/19 year;
  - b) Elsie Austin Oval Skate Park facilities Upgrade for inclusion in a future financial year yet to be determined, subject to more scope definition in conjunction with the Mt Helena Residents and Ratepayers' Association;
  - c) Chidlow Oval sports lighting for inclusion in the 2018/19 year, subject to this being entirely funded from the combined \$267,000 grant commitment from the State and Federal Governments; and
  - d) Darlington Dirt Jumps resurfacing upgrade for inclusion in the 2018/19 year

#### **CARRIED 12/0**

**For:** *Cr Lavell, Cr Bertola, Cr Brennan, Cr Clark, Cr Cook, Cr Cuccaro, Cr Daw, Cr Fisher, Cr Fox, Cr Jeans, Cr Martin, Cr Perks*

**Against:** *Nil*

**Next Report**

## 10.4 Review of Shire's Youth Service Delivery

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<b>File Code</b>	CS.SPG 5
<b>Author</b>	Erin Money, Casual Project Officer Shannon Foster, Manager Libraries & Community Engagement
<b>Senior Employee</b>	Megan Griffiths, Director Strategic and Community Services
<b>Disclosure of Any Interest</b>	Nil
<b>Attachments</b>	<ol style="list-style-type: none"><li>1. Review of Seen and Heard Youth Program</li><li>2. Youth Focussed KPIs of Shire Funded Groups</li><li>3. Role of Local Governments in Delivering Youth Services</li><li>4. Other Local Government's Youth Services Models</li></ol>

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### SUMMARY

Council adopted the new Youth Service Model at its meeting in June 2017 (C16.06.17). This report canvasses a range of service delivery options for the Shire's Youth Service Model. These options include:

1. Contract external provider to deliver the service on behalf of the Shire;
2. Shire to deliver the service and recruit dedicated youth officers;
3. Shire to provide a youth partnerships funding program to support other organisations in the delivery youth programs and activities in the Shire; and
4. Shire does not provide a youth service.

It is recommended that Council endorses Option 1 for delivery of the Shire's youth service - the Shire's youth service is contracted to an external provider to deliver on behalf of the Shire.

### BACKGROUND

Shire of Mundaring's youth service is the primary means by which information, activities and events are delivered to young people aged 12 - 20 years old throughout the Shire. Since its inception in 2001, the service has been delivered by an external contractor selected via a competitive tender process. A recent review of the service from 2009/10 to 2016/17 found it to meet or exceed 86% of its agreed KPIs (of which there are 35). An overview of key achievements can be seen in Table 1, and the full review can be found at **ATTACHMENT 1**.

Table 1: KPI achievements of the Shire's youth service 2009/10-2016/17

ACTIVITIES	KPI	ACTUAL
Partnership events held	56	146
Events held at various Shire facilities	32	168
Meetings attended (networking)	24	206
CREW* engagement strategies (PI added in 2013)	128	141
Published articles in local papers	84	124
Successful grants / sponsorship / donations received	\$140,000	\$120,440

\*The CREW is a group of youth volunteers managed by the Shire's youth service. CREW members volunteer throughout the community, work together to plan and deliver events and activities, and participate in consultation projects and regular youth service planning sessions.

CREW members are fully supported and trained in areas including leadership, event management, First Aid, promotion and grant writing. There are currently 29 active CREW members.

The Shire's Youth Service is currently delivered under contract by Parkerville Children's and Youth Care Inc. To ensure continuity of service delivery, and given the extensive review process being undertaken, Council at its October 2016 meeting (C8.10.16) resolved to extend the contract to 31 December 2017.

The Shire's youth service is supported by a number of other activities and services which assist the Shire in meeting the needs of young people. For example, a number of other Shire funded services also have youth-focussed KPIs. They include Mundaring Arts Centre (MAC), Katherine Susannah Pritchard Writers' Centre (KSP), Mundaring and Hills Historical Society (MHHS) and Mundaring Sharing (MS). Relevant KPIs are listed in **ATTACHMENT 2**. In addition, the Shire provides youth focussed facilities and services, including skate parks and sponsorship programs, which are also listed in **ATTACHMENT 2**.

Following extensive community consultation and a review of the Youth Informing Strategy 2013-2017, the Youth Informing Strategy 2017-2022 and a new youth service model were developed and subsequently adopted by Council at its June 2017 meeting (C16.06.17). The adopted model, which can be seen in Diagram 1, marks a change in direction for the delivery of youth services in the Shire. It remains underpinned by a community development approach but has been refocused to ensure the Shire strategically addresses the issues, opportunities and challenges facing our young people today. The guiding principles and objectives of the new endorsed model are as follows.

### **Principle 1: Increase 'on the ground' youth connections across the Shire.**

#### **Objectives:**

- Improve young people's access to a broad spectrum of services across the Shire, particularly young people living in the Outer Eastern Region and closer to Mundaring.
- Provide opportunities for young people to connect with and contribute to the broader community.
- Encourage young people to be physically and mentally healthy.
- Ensure the opportunities and services available to young people are well publicised across the Shire.

## Principle 2: Strengthen strategic partnerships.

### Objectives:

- Work collaboratively with youth based organisations to plan and deliver youth services and activities.
- Ensure all local youth based organisations are included in networking activities and meetings.
- Ensure the Shire's youth services complement and where possible, add value to existing youth services.
- Grow funds through the development of grant submissions in partnership with other local and youth based organisations.

## Principle 3: Focussing on skills development.

### Objectives:

- Provide activities that enable young people to explore their interests and participate in learning opportunities.
- Develop resilience in young people and empower them to make quality decisions about their health and wellbeing.
- Engage young people in the planning and delivery of activities where appropriate.

## Principle 4: Enabling peer support opportunities.

### Objectives:

- Provide opportunities for peer learning and support.
- Support and / or initiate study support initiatives.
- Engage young people in teamwork opportunities.

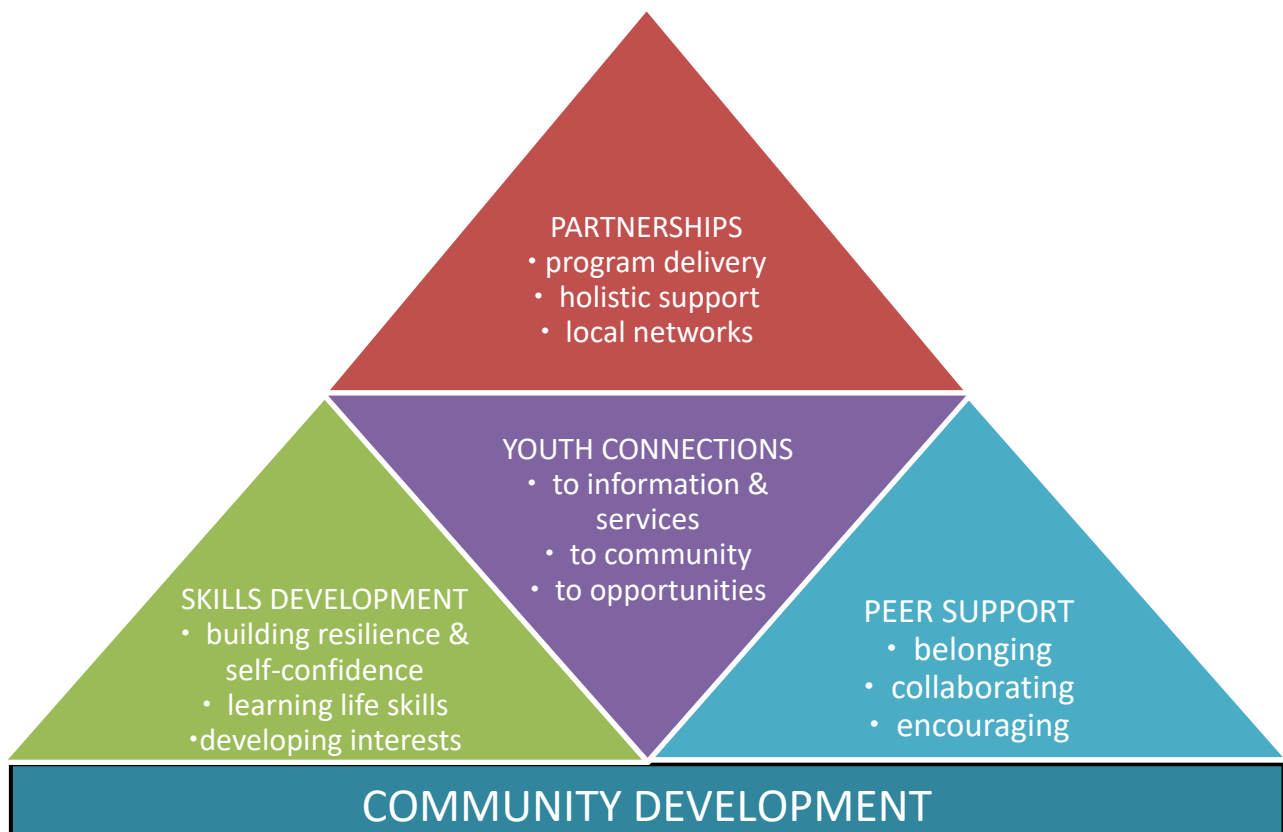


Diagram 1: New Shire of Mundaring Youth Service Model

## Strategic Context

The Shire's youth service reflects and is informed by youth policies and strategies at all levels of government, nationally and internationally, which highlight the importance of addressing youth issues and the need for a commitment to prioritising young people.

The ***Focal Point on Youth, United Nations Programme on Youth***, aims to build an awareness of the global situation of young people, as well as promote their rights and aspirations. The *Focal Point* also works towards greater participation of young people in decision-making as a means of achieving peace and development.

The ***National Youth Strategy for Young Australians 2010*** articulates the Australian Government's aspiration for all young people to grow up safe, healthy, happy and resilient and to have the opportunities and skills they need to learn, work, engage in community life and influence decisions that affect them.

At a State level, ***Our Youth - Our Future*** outlines the Western Australian Government's commitment to young people through their vision of 'a bright future where all young Western Australians can participate, contribute, feel connected, be well and be supported to achieve their full potential'.

At a local level, the ***Youth Informing Strategy 2017-2022*** aligns with two community priorities in the ***Strategic Community Plan (SCP) – Mundaring 2026*** – '*residents of all ages, needs and backgrounds are engaged and supported by their community*' and '*a strong and localised community spirit*'.

An overview of the role of local government in the provision of youth services can be seen in **ATTACHMENT 3**.

## Demographic Context

There are approximately 4428 people aged 12 -20 currently residing in Shire of Mundaring, making up 11.6% of the Shire's total population (Australian Bureau of Statistics. Forecast Id, 2016).

In the Shire, the area with the highest density of young people is Swan View, with approximately 940 young people within 5.7 square kilometres (Australian Bureau of Statistics. Forecast Id, 2011).

The Outer Eastern Region, which includes Sawyers Valley, Chidlow, Bailup, Woorooloo, Beechina, The Lakes and Malmalling, has a similar youth population to Swan View, which is spread over an area approximately 80 times the size (462 sq km).

## STATUTORY / LEGAL IMPLICATIONS

Nil

## POLICY IMPLICATIONS

Nil



## FINANCIAL IMPLICATIONS

There is currently \$209,025 per annum listed in the Long Term Financial Plan for the delivery of the Shire's youth service. The financial implications of the Shire's youth service are detailed below.

Item	Cost per annum	Total over 10 years
Shire of Mundaring youth service	\$209,025	\$2,090,250 (adjusted annually to account for CPI increases)

## STRATEGIC IMPLICATIONS

Mundaring 2026 Strategic Community Plan

Priority 1 - Governance

Objective 1.1 – A fiscally responsible Shire that prioritises spending appropriately

Strategy 1.1.1 – Prudently consider resource allocation

Objective 1.2 – Transparent, responsive and engaged processes for Shire decision making

Priority 2 – Community

Objective 2.2 – Residents of all ages, needs and backgrounds are engaged and supported by their community

Objective 2.3 – A strong and localised community spirit

## SUSTAINABILITY IMPLICATIONS

### Social

The Program will:

- Provide opportunities for recreational activities and social interaction within the community.
- Support the enhancement of community pride and sense of belonging.
- Provide safe, well-facilitated and appealing youth engagement events and activities.
- Have positive impacts on the recreational, cultural and wellbeing outcomes of young people in the community.

### Governance

- The Program will deliver outcomes consistent with the strategic goals and objectives of the Shire.

### Economic

- The Program will maximise income opportunities through grants, sponsorship, volunteering and partnership approaches.

## RISK IMPLICATIONS

Local governments are acknowledged as key service providers for young people (EMRC Regional Youth Futures 2013). Council faces a moderate reputational risk if the youth demographic is not considered in service delivery. The development and delivery of youth services by the Shire mitigates this risk.

When proceeding with any of the options presented it is proposed that there is an extension to the current youth service delivery contract to ensure continuity of service delivery to the young people in the Shire. If a decision is not reached there is an extreme risk that the current contractor under the previous model, Parkerville Children and Youth Care Inc., will be unable to continue providing the service due to an inability to secure staff past the current contract end date. The ability to secure appropriately qualified and experienced staff is difficult if the contractor has no certainty as to their contracted period. An inability to extend would result in a gap in service provision and risk the continuity and momentum of the service. This can be mitigated by Council extending the contract until the new service delivery model is in place.

## EXTERNAL CONSULTATION

Consultation for the review of the Shire's youth service was conducted in conjunction with the review of the Shire's Youth Informing Strategy 2013-2017 (YIS). The consultation project was branded 'Mundaring4Youth' and delivered between October 2016 and March 2017.

To ensure the consultation methods chosen appealed to young people and encouraged participation, a youth consultation team was established. This team comprised local young people and worked collaboratively with the Shire to develop and deliver the consultation strategy.

A Reference Group was also established to support Mundaring4Youth by providing insight into local youth services, input into the consultation strategy and suggestions around engaging with local young people, stakeholders and the broader community. Members included teachers, Elected Members, Shire of Mundaring staff, a resident and ratepayer group representative, a youth group representative, a parent and two young people. The group met twice and members' input on surveys was sought via email in between meetings.

In addition to the consultation team and Reference Group, Mundaring4Youth consultation strategies included:

- Mundaring4Youth Consultation Team attendance at the *About YOUth Health Expo*.
- Online and written delivery of the Mundaring4Youth Survey for young people.
- Online and written delivery of the Mundaring4Youth Survey for adults.
- Planning and delivery of the Mundaring4Youth Event by the Mundaring4Youth Consultation Team.
- Delivery of the Community Partner Survey via phone interview and a written survey.

A total of 496 people participated in Mundaring4Youth consultation.

Consultation via meetings and telephone interviews was also conducted with eight other local governments to determine how these organisations deliver their youth service (internally or by engaging an external youth services provider), and approximate budgets. A summary of other local governments' approach to youth services can be found at **ATTACHMENT 4**.

Further, the youth service review was discussed at Council Forum in September 2016.

Community consultation revealed a high level of support for the Shire's delivery of youth services and highlighted the need for a new youth service model that aims to:

- Improve access to youth services, particularly in areas closer to Mundaring and in the Outer Eastern Region.
- Build resilience in and empower young people.
- Foster young people's social connectedness and sense of belonging.
- Encourage young people to be physically and mentally healthy.
- Increase skills development and learning opportunities.
- Strengthen local youth service provider networks.
- Work in partnership with other youth services providers and youth based organisations.

Consultation also revealed the need to change the target age group of the Program from '12 to 20 years old' to 'year 7s to year 12s'.

## **COMMENT**

In response to the adoption of the Shire's new youth service model, a number of youth service delivery options for Shire of Mundaring have been explored.

The tables on the following pages provide a detailed analysis of each of the options being presented. They include:

1. Contract external provider to deliver the service on behalf of the Shire.
2. Shire to deliver the service and recruit dedicated youth officers.
3. Shire to provide a youth partnerships funding program to support other organisations in the delivery youth programs and activities in the Shire.
4. Shire does not provide a youth service.

A shared services regional approach with neighbouring local governments for delivering youth services has also been considered. However, this has not been pursued as an option for the following reasons:

- Given the challenge in achieving an equitable distribution of youth services and resources throughout all regions of the Shire, it is felt that a regional approach would further dilute accessibility.

- Access to transport in the Shire is an ongoing issue for young people and the general community. Provision of services in a neighbouring local government may further restrict access.
- Differing objectives of local governments in youth service delivery may result in activities and programs that do not wholly meet community need.

However, real opportunities exist for the development of regional partnerships for resource sharing and the delivery of specific initiatives for the benefit of young people. These regional partnerships can be explored within options 1-3 presented for consideration below.

## Analysis of Youth Service Delivery Options

### Option 1: Contract external provider to deliver the service on behalf of the Shire.

Description	
<p>Following a competitive tender process, Shire of Mundaring awards a youth service contract to a specialist youth service provider for 3 years with an option to extend for an additional 3 years. The youth service provider delivers the program developed in partnership with the Shire and driven by the Shire's youth service model. The service's office would be located at the Swan View Youth Centre and service delivery would occur across the whole of the Shire of Mundaring.</p>	
Pros	Cons
<ul style="list-style-type: none"><li>• Shire can facilitate the delivery of a meaningful and successful youth program that meets the objectives of the model.</li><li>• A youth service provider can significantly add value to the Program through in-kind contributions, such as transport, facilities, volunteers, professional development for staff and administration.</li><li>• A specialist youth service provider can bring a wealth of knowledge, experience, skills and networks to the service.</li><li>• Provides a proactive, rather than reactive, approach to youth services.</li><li>• Ensures a full time youth service is available at the Shire's purpose built youth facility – Swan View Youth Centre.</li><li>• Shire can ensure youth service model objectives are met through agreed KPIs and regular reporting requirements.</li><li>• This option can be less expensive than delivering in house and therefore can be better value (e.g. more staff).</li><li>• Ongoing management of a contract is less resource intensive than managing staff.</li></ul>	<ul style="list-style-type: none"><li>• Possible staffing inconsistency.</li><li>• Possible decreased opportunities for cross-functional involvement in youth program due to disconnection from the Shire.</li><li>• Potential for community to associate the Program with the service provider rather than the Shire.</li><li>• Development of tender documents and processes is time-consuming.</li></ul>

## Risks

1. Costs come in higher than budgeted. Mitigation strategies:
  - Can go to tender with budget amount and required outcomes stated. However, the inherent risk in advertising the budget is that it can be seen as a target and we may end up paying more for a service.
  - Can revise scope if tenders come in over budget.
2. Tenders not received. Mitigation strategies:
  - Ensure opportunity is advertised through broad channels.
  - Develop a clear tender document.
3. Lack of flexibility in contract due to carefully developed tender. Mitigation strategy:
  - Ensure regular review processes allow for flexibility around the detail of service delivery to address any opportunities or issues arising.
4. Non-performing contractor. Mitigation strategies:
  - Develop a clear tender document and deliver a robust tender and selection process.
  - Develop a clear performance based contract.
  - Develop clear, outcomes based KPIs agreed to by both parties.
5. Reputational risk - negative community perception around defunding a current community service (Parkerville Children and Youth Care Inc. who currently deliver the Shire's youth service). Mitigation strategy:
  - Positive media stories about new program.

Potential Costs	Expenditure	Shire In Kind
Contract amount including 2.5FTE, program delivery, admin costs. One-off tender development cost One-off contract set up cost Contract management  <b>ESTIMATED TOTAL</b>	\$209,025 per annum     <b>\$209,025 per annum</b>	\$5000 \$1500 \$3000 per annum  <b>\$6500 initial plus \$3000 per annum</b>  800 hours (\$ figure unavailable)
Estimated hours of annual in-kind contribution by service provider (includes volunteer hours, staff and volunteer training, volunteer and		

student management and supervision, client management system)		
<b>Timeframe to Implement</b>		
5-8 months.	Model delivery option- September 2017 Council Meeting  Develop tender & tender process  Time for successful service provider to prepare for start date.	
<b>Next Steps</b>		
If Council endorses option 1, it would be recommended that the current contract with Parkerville Children and Youth Care Inc. be extended until 30 June 2018 to ensure continuity of service.		

## **Option 2: Shire to deliver the service and recruit dedicated youth officers.**

<b>Description</b>	
The Shire's Youth Program is developed and delivered by dedicated Shire youth engagement staff in consultation and partnership with other youth service providers. Program is driven by the Shire's youth service model. Staff would be primarily located at Shire Administration, and would deliver service at venues throughout the Shire, including Swan View Youth Centre.	
<b>Pros</b>	<b>Cons</b>
<ul style="list-style-type: none"> <li>• Shire can ensure the delivery of a meaningful and successful youth program that meets the objectives of the model.</li> <li>• Shire has a stronger connection with its young people and knowledge is retained by the organisation.</li> <li>• Local Governments tend to retain youth service staff longer than the not-for-profit sector, therefore providing greater continuity of service (it has been suggested this is due to job security and better pay and conditions).</li> <li>• Greater flexibility in staffing options.</li> <li>• Consistency of message and material. Shire staff have an interest in promoting the Shire and its community message.</li> </ul>	<ul style="list-style-type: none"> <li>• Shire's purpose built youth facility – Swan View Youth Centre – would be without a full time service, unless another service could be attracted to lease the office.</li> <li>• Shire may be unable to deliver specialist services / case management that may be available through a specialist youth service provider, although this can be mitigated through provision of a referral service.</li> <li>• Need to provide desk space.</li> </ul>

<ul style="list-style-type: none"> <li>• Shire has strong ability to develop good working relationships, partnerships and networks with organisations.</li> <li>• Greater control over day to day operations.</li> <li>• Flexibility and ability to change aspects of the service as required.</li> <li>• Facilitates a proactive rather than reactive approach to youth services.</li> <li>• Program would benefit from Shire's community development and engagement capacity.</li> <li>• Increased opportunities for cross functional involvement across the Shire and synergies with existing programs, as well as cross promotion, leading to a more holistic approach.</li> <li>• Potential for regional partnerships.</li> <li>• Costs for delivery of this option are known.</li> </ul>	<ul style="list-style-type: none"> <li>• Direct staff management more time consuming than contract management.</li> <li>• More than 1 staff member required when delivering events and programs (minimum of 2 staff for OSH requirements).</li> </ul>
<b>Risks</b>	
<ol style="list-style-type: none"> <li>1. Staff turnover. Mitigation strategy: <ul style="list-style-type: none"> <li>• Workforce planning</li> <li>• Shire of Mundaring currently experiences low staff turnover (&lt;10%).</li> </ul> </li> <li>2. Reputational risk – under-utilising a purpose built facility (Swan View Youth Centre). Mitigation strategy: <ul style="list-style-type: none"> <li>• Staff to be located at SVYC when delivering programs.</li> <li>• Attract other service organisations to deliver services from centre and/or have a permanent presence at the centre.</li> </ul> </li> <li>3. Reputational risk - negative community perception of increase in FTE. Mitigation strategy: <ul style="list-style-type: none"> <li>• Positive media stories about new program increase due to bringing contracted service in-house.</li> </ul> </li> <li>4. Reputational risk - negative community perception around defunding a current community service (Parkerville Children and Youth Care Inc. who currently deliver the Shire's youth service). Mitigation strategy: <ul style="list-style-type: none"> <li>• Positive media stories about new program.</li> </ul> </li> </ol>	



Potential Costs	Expenditure	Shire In Kind
1FTE Level 5 – Youth Engagement Officer (incl. on costs) 0.6FTE Level 5 – Youth Activities Officer (incl. on costs) Initial capital costs (e.g. desk, telephone, chair) Operational costs (e.g. training, mobile, travel) Staff management time Casual staff for events, activities etc. Estimated program costs Corporate costs (e.g. Payroll, HR, IT)  <b>ESTIMATED TOTAL</b>	\$88,050 to \$92,890 per annum \$52,830 to \$55,734 per annum \$2000  \$3500 per annum  \$5000 per annum \$35,000* per annum  <b>\$2000 initial plus \$184,380 to \$192,124 per annum</b>	    \$5750 per annum  \$2972 to \$3136 pa  <b>\$8722 to \$8886 per annum</b>
Timeframes to Implement		
5-6 months.	Model delivery option- September 2017 Council Meeting  Develop job descriptions  Recruitment process  Time to develop, promote and commence program delivery	
Next Steps		
If Council endorses option 2, it would be recommended that the current contract with Parkerville Children and Youth Care Inc. be extended to 31 March 2018 to ensure continuity of service including coverage at peak times- namely the December to February school holidays.		
Note: *It is anticipated that a program budget of \$35,000 will provide the following (with supplementary funding from grants/donations): <ul style="list-style-type: none"><li>• Annual youth event</li><li>• Weekly drop in at two locations</li><li>• Skills development workshops</li><li>• Continued development and meeting of The CREW (youth volunteers)</li><li>• School holiday activities</li></ul>		

- Intergenerational activities.

**Option 3: Shire to provide a youth partnerships funding program to support other organisations in the delivery youth programs and activities in the Shire.**

Description	
<p>Shire to provide a youth partnerships funding program driven by youth service model. Youth and other service providers to apply for funding from the Shire to deliver youth programs and initiatives. Shire could also apply for supplementary funding in partnership with service providers. Service providers may include schools, local community service providers, existing Shire funded services (such as MAC), church based youth groups and not for profit organisations.</p> <p>One Shire Youth Officer will be employed to coordinate partnerships, manage the youth grants program and engage with young people e.g. The CREW. Staff member would be located at the Shire Administration.</p>	
Pros	Cons
<ul style="list-style-type: none"> <li>• Supports and encourages collaboration and community driven solutions – empowers community.</li> <li>• Low cost.</li> <li>• Fosters diversity in program delivery.</li> <li>• Opportunity to attract other services to the Shire.</li> <li>• A greater number of partnerships will add value to the program through in-kind resources.</li> <li>• Opportunity to partner with other local governments to develop regional partnerships.</li> <li>• Local Governments tend to retain youth service staff longer than the not-for-profit sector, therefore providing greater continuity of service (it has been suggested this is due to job security and better pay and conditions).</li> <li>• Consistency of message and material. Shire staff have an interest in promoting the Shire and its community message.</li> </ul>	<ul style="list-style-type: none"> <li>• This in house youth development model was implemented by the Shire from December 1999 to January 2002. It was found to be insufficient in meeting the needs of young people. As a result, the Shire transitioned to a youth service model and began contracting youth services out in 2001.</li> <li>• Objectives of the youth service model may not be achieved.</li> <li>• Limited use of a purpose built facility (SVYC).</li> <li>• Unsustainable and ad hoc delivery of youth services.</li> <li>• Uncertainty around capacity / interest of organisations to deliver youth programs in the Shire.</li> <li>• Given the Shire's demographic, location and that we aren't offering services targeting at-risk youth, there are very limited funding opportunities.</li> <li>• Decreased opportunities to develop meaningful connections with young</li> </ul>

<ul style="list-style-type: none"> <li>• Shire has strong ability to develop good working relationships, partnerships and networks with organisations.</li> <li>• Program would benefit from Shire's community development and engagement capacity.</li> <li>• Increased opportunities for cross functional involvement across the Shire and synergies with existing programs, as well as cross promotion, leading to a more holistic approach.</li> </ul>	<p>people, which are vital to providing support.</p> <ul style="list-style-type: none"> <li>• Decreased opportunities to provide referral service.</li> <li>• Decreased opportunities for meaningful consultation with young people.</li> <li>• Decreased opportunities for developing young people's sense of belonging and providing a youth space.</li> <li>• Reactive rather than proactive approach.</li> <li>• May decrease opportunities for collaboration and for value adding to the delivery of activities.</li> <li>• Managing number contracts will be time intensive.</li> <li>• High administrative costs.</li> </ul>
<b>Risks</b>	
<ol style="list-style-type: none"> <li>1. Objectives of the youth service model may not be achieved. Mitigation strategy: <ul style="list-style-type: none"> <li>• Ensure grant requirements and funded activities meet a diverse range of youth service model objectives.</li> </ul> </li> <li>2. Staff turnover. Mitigation strategy: <ul style="list-style-type: none"> <li>• Workforce planning</li> <li>• NB: Shire of Mundaring currently experiences low staff turnover (&lt;10%).</li> </ul> </li> <li>3. Reputational risk – under-utilising a purpose built facility (Swan View Youth Centre). Mitigation strategies: <ul style="list-style-type: none"> <li>• Include a requirement for funded programs to delivery programs from SVYC.</li> <li>• Attract other service organisations to deliver services from centre and/or have a permanent presence at the centre.</li> </ul> </li> <li>4. Reputational risk - negative community perception of increase in FTE. Mitigation strategy: <ul style="list-style-type: none"> <li>• Positive media stories about new program.</li> </ul> </li> <li>5. Reputational risk - negative community perception around defunding a current community service (Parkerville Children and Youth Care Inc. who currently deliver the Shire's youth service). Mitigation strategy:</li> </ol>	

- Positive media stories about new program.

Potential Costs	Expenditure	Shire In Kind
1FTE Level 5 – Youth Development Officer (incl. on costs) Initial capital costs (e.g. desk, telephone, chair) Operational costs (e.g. training, mobile, travel) Staff management time Grant fund Corporate costs e.g. Payroll, HR, IT  <b>ESTIMATED TOTAL</b>	\$88,050 to \$92,890 per annum \$2000 \$3500 per annum \$30,000* per annum  <b>Initial cost \$2000 plus \$121,550 to \$126,390 per annum</b>	   \$5750 per annum \$1704 to \$1797 per annum  <b>\$7454 to \$7547 per annum</b>
Timeframes to Implement		
5-6 months.	Model delivery option- September 2017 Council Meeting  Job description development.  Recruitment process.  Develop grant program and promote.  Time for successful grant applicants to commence	
Next Steps		
If Council endorses option 3, it would be recommended that the current contract with Parkerville Children and Youth Care Inc. be extended to 31 March 2018 to ensure continuity of service.		
Note:  **It is anticipated that a grant fund budget of \$30,000 could fund the following:		
<ul style="list-style-type: none"><li>• Annual youth event</li><li>• Weekly drop in at two locations</li><li>• Skills development workshops</li><li>• Continued development and meeting of The CREW</li><li>• School holiday activities</li><li>• Intergenerational activities.</li></ul>		

#### Option 4: Shire does not provide a youth service.

Description	
Shire does not provide a youth service and relies on other youth service organisations to provide activities and programs in the community.	
Pros	Cons
<ul style="list-style-type: none"><li>• No cost.</li><li>• No staff / contract management obligations.</li></ul>	<ul style="list-style-type: none"><li>• Reputational risk.</li><li>• Objectives of the youth service model will not be achieved.</li><li>• Objectives of the Strategic Community Plan – Mundaring 2026 may be compromised.</li><li>• The Community Perception Survey 2015 revealed concern about potential increases in crime and antisocial behaviour if there is insufficient opportunity for meaningful engagement of young people</li><li>• Shire would not be making use of a purpose built facility (SVYC).</li><li>• Uncertainty around capacity / interest of other organisations to deliver youth programs in the Shire.</li><li>• Decreased opportunities to develop meaningful connections with young people, which are vital to providing support.</li><li>• Decreased opportunities to provide referral service.</li><li>• Decreased opportunities for meaningful consultation with young people.</li><li>• Decreased opportunities for developing young people's sense of belonging and providing a youth space.</li></ul>
Risks	
<ol style="list-style-type: none"><li>1. Reputational risk - Local governments are acknowledged as key service providers for young people (EMRC Regional Youth Futures 2013). Council faces reputational risk if the youth demographic is not considered in service delivery.</li><li>2. Objectives of Youth Informing Strategy and youth service model will not be achieved.</li><li>3. Objectives of the Strategic Community Plan – Mundaring 2026 may not be met.</li></ol>	

4. Lack of services available for young people and families.	
5. Increase in community dissatisfaction in Shire's level of service.	
The Shire's development and delivery of youth services mitigates the risks above.	
<b>Potential Costs</b>	
None.	
<b>Timeframes to Implement</b>	
Parkerville Children and Youth Care Inc's current contract to deliver youth services on behalf of the Shire ends on 31 December 2017. Shire youth services would cease after this date.	

#### **Additional risk common to all options 1-4:**

Young people and their families will be affected by the change in delivery of the Shire's youth service, regardless of which option is adopted by Council. This can be mitigated by:

- Extending the current youth service contract as required, ensuring there is a minimal gap in service delivery during the transition period.
- Developing and employing a number of change management and communication strategies.
- Where possible and appropriate, continuing familiar activities such as drop in and updates on Facebook.
- Ensuring young people and their families are aware of changes and how they will be affected (particularly The CREW).

#### **Youth Service Model Alignment Rating**

Table 2 below scores the capacity of each service delivery option to achieve the principles and objectives of the new youth service model. Each option has been rated out of 5, giving it a 'Youth Service Model Alignment Rating'. When scoring, options were considered in relation to staffing capacity and certainty that each objective of the model can be reached to its full potential.

	Option 1	Option 2	Option 3	Option 4
<b>Principle 1: Increase 'on the ground' youth connections across the Shire.</b>				
<b>Objectives:</b>				
<ul style="list-style-type: none"> <li>• Improve young people's access to a broad spectrum of services across the Shire, particularly young people living in</li> </ul>	5	4	3	0

	Option 1	Option 2	Option 3	Option 4
<p>the Outer Eastern Region and closer to Mundaring.</p> <ul style="list-style-type: none"> <li>• Provide opportunities for young people to connect with and contribute to the broader community.</li> <li>• Encourage young people to be physically and mentally healthy.</li> <li>• Ensure the opportunities and services available to young people are well publicised across the Shire.</li> </ul>				
<p><b>Principle 2: Strengthen strategic partnerships.</b></p> <p><b>Objectives:</b></p> <ul style="list-style-type: none"> <li>• Work collaboratively with youth based organisations to plan and deliver youth services and activities.</li> <li>• Ensure all local youth based organisations are included in networking activities and meetings.</li> <li>• Ensure the Shire's youth services complement and where possible, add value to existing youth services.</li> <li>• Grow funds through the development of grant submissions in partnership with other local and youth based organisations.</li> </ul>	5	4	2	0
<p><b>Principle 3: Focussing on skills development.</b></p> <p><b>Objectives:</b></p> <ul style="list-style-type: none"> <li>• Provide activities that enable young people to explore their interests and participate in learning opportunities.</li> <li>• Develop resilience in young people and empower them to make quality decisions about their health and wellbeing.</li> <li>• Engage young people in the planning and delivery of activities where appropriate.</li> </ul>	5	4	2	0
<p><b>Principle 4: Enabling peer support opportunities.</b></p> <p><b>Objectives:</b></p> <ul style="list-style-type: none"> <li>• Provide opportunities for peer learning and support.</li> <li>• Support and / or initiate study support initiatives.</li> </ul>	5	5	3	0



	Option 1	Option 2	Option 3	Option 4
<ul style="list-style-type: none"> <li>Engage young people in teamwork opportunities.</li> </ul>				
<b>Youth Service Model Alignment Rating</b>	<b>5</b>	<b>4.25</b>	<b>2.75</b>	<b>0</b>

Table 2: Youth Service Model Alignment Rating

On the balance of assessment, Option 1 (contract external provider to deliver the service on behalf of the Shire) has been found to best address the guiding principles and objectives of Council's adopted youth model and is therefore deemed the best way forward.

Option 1 will ensure the Shire can facilitate a multifaceted and holistic approach to youth service provision. As a smaller local government, our resources are more effectively used when contracting services out as opposed to growing internal staff numbers. Contracting out allows the Shire to access a greater number of youth service staff, engage a specialist youth service and provide a greater scope of opportunities for young people to engage in.

Importantly, Option 1 also allows for the development of meaningful connections with young people and ensures opportunities for capacity building and boarder community development occur in a comprehensive manner. It also ensures activation of the Swan View Youth Centre is achieved.

## VOTING REQUIREMENT

Simple Majority

<b>COUNCIL DECISION RECOMMENDATION</b>		<b>C10.09.17</b>	
<i>Moved by:</i>	<i>Cr Clark</i>	<i>Seconded by:</i>	<i>Cr Bertola</i>

That Council:

1. endorses Option 1 for delivery of the Shire's youth service - Contract external provider to deliver the service on behalf of the Shire;
2. requests the CEO commence the process of selecting a suitable contract provider for the Shire's youth service; and
3. extends the current contract with Parkerville Children and Youth Care Inc. for the delivery of the Seen and Heard Youth Service until 30 June 2018 to ensure continuity of service.

**CARRIED 7/5**

**For:** *Cr Lavell, Cr Bertola, Cr Brennan, Cr Clark, Cr Cuccaro, Cr Fox, Cr Martin*

**Against:** Cr Cook, Cr Daw, Cr Fisher, Cr Jeans, Cr Perks

**Next Report**

**ATTACHMENT 1**

**Item 10.4**

**37 pages**

Attachment 1



**Seen and Heard Youth Program  
Review 2009/10 – 2016/17**

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## Acronyms

Youth Informing Strategy	Strategy
Swan View Youth Centre	SVYC
Parent and Adolescent Counselling Service	PACS
Corporate Business Plan	CBP
Strategic Community Plan	SCP / <i>Mundaring 2026</i>
North East Youth Organisations Network	NEYON
Bicycle Motor Cross	BMX
Tuesday Activities and Chill Out Session	TACOS
Parkerville Children and Youth Care Inc.	Parkerville
Parkerville Children's Home	PCH
Eastern Hills Senior High School	EHSHS
Dept of Child Protection and Family Services	DCPFS

## **Executive Summary**

This review of Shire of Mundaring's youth service, Seen and Heard, covers a period of eight years, from 2009/10 – 2016/17. The review has been informed by community consultation, quarterly reports and a performance assessment against agreed performance indicators.

Since its inception in 2001, Seen and Heard Youth Program has offered an outreach service to all areas of the Shire of Mundaring. Its headquarters has been located at the Swan View Youth Centre (SVYC) since the Centre opened in 2012 and has provided a much-needed, dedicated space for young people.

Shire of Mundaring has been outsourcing the management of Seen and Heard to Parkerville Children and Youth Care Inc. (Parkerville) since its inception. This outcome is achieved through a tender process and includes a carefully constructed tender panel to consider submissions and applicant organisations. To date, there have been two tender processes.

All activities and services delivered by Seen and Heard directly link to the Shire's Youth Services Model, which is informed by a community development approach. This approach seeks to empower young people and promote physical, emotional and social wellbeing through the development of strong community connections and support networks. A set of guiding principles and objectives outlined by the model inform the activities delivered by Seen and Heard.

Guiding principles include:

- Working together in partnerships.
- Exploring options for local capacity building.
- Personal development of young people.
- Information dissemination.
- Professional behaviour.

In order to uphold these principles, Seen and Heard staff deliver a comprehensive schedule of activities and services at the SVYC and across the Shire and attend a variety of networking opportunities. Staff also participate in a range of community and Shire reference groups to ensure young people are considered and included at all levels and in all areas of community life.

Regular evaluation of Seen and Heard's performance ensures the service is meeting key performance indicators (KPIs) set by the Shire and enables it to respond to any emerging issues or opportunities. This flexibility has been a key strength of Seen and Heard.

This review outlines the many successful projects and initiatives that have enhanced youth participation, resilience and wellbeing within Shire of Mundaring. It also highlights opportunities for improvement and change, such as the need for Seen and Heard to develop stronger, strategic partnerships to improve young people's access to services, improve young peoples' connections to the broader community and enable the Shire to leverage expertise and existing networks in the community.

Community consultation carried out for the Strategic Community Plan, Youth Informing Strategy and Community Perceptions Survey shows that the community supports and sees a need for the Shire's delivery of youth services – the Shire's Seen and Heard Youth Program is vital to meeting this need.



## History of and Current Need for Youth Services

Shire of Mundaring commissioned its first Youth Needs Study in 1985. This study identified a clear role for the Shire in youth affairs. The study showed that the community expected the Shire to be actively involved in the provision of services and facilities that promote the health and wellbeing of local young people. Subsequent research into youth needs, including the Shire's comprehensive 1999 Youth Needs Study, confirmed this community view.

This increased expectation of Shire involvement in youth services was a reflection of trends occurring across Australia. With the withdrawal of many state or federally funded youth support services during the 1980s, local governments across the country were required to take on a greater role in recognising and planning for the needs of young people. It was no longer enough for local government to tend only to the recreational needs of young people.

Often, as a response to these increasing community expectations, local governments established youth drop in centres. A seemingly ideal "fix", an unused building was allocated as a "youth space" and a staff member employed to co-ordinate the service and deal with a varying range of youth needs. The success of these centres varied but many failed due to lack of appropriate funding, staffing and/or suitable venues.

In the early 1990s, after lobbying by local businesses, parents and young people, Shire of Mundaring provided financial support to two locally based youth centres operated by Hills Community Support Group under the Swan View Youth Service. In addition to these centres, the Shire also provided some funding to a local kickboxing club and briefly contracted short-term use of the YMCA Mobile Youth Bus to deal with anti social behaviour occurring in the eastern ward.

Of these, the Swan View Youth Service, which attracted ongoing funding from the Department for Communities and the Shire of Mundaring, continued to function until the poor condition of the Swan View Hall forced the services' relocation to the City of Swan in July 2008.

The other initiatives were less successful. Attendances were generally low and in some cases complex issues, often beyond the capacity of staff, arose. Problems identified through review processes included:

- Lack of policies and procedures and appropriate staff training.
- Core focus on management of serious issues and "at risk" young people.
- Limited access for "mainstream" young people.
- Use of untrained volunteers.
- Lack of qualified, professional staff.
- Inability to provide consistent levels of services (irregular hours).

As a funding provider for these services, exposure to liability for incidents beyond its control (drug overdose, suicide, injury to workers) became a serious concern for the Shire.

In the late 1990s it became evident that Shire of Mundaring needed to review and better plan its way of working with young people. It was recognised that increasing population and further development of the Shire would only lead to an increase in social issues and a greater need for youth support services, particularly given the isolated nature of many town sites. Shire Councillors and staff realised that it would become increasingly difficult to manage requests for funds to support the development of youth centres, facilities and services in different areas of the Shire.

A more positive, inclusive and accessible plan was called for. At this time, the then Manager of Community Development proposed the development of a new community development, outreach based model of youth service provision – one with a focus on financially sustainable, effective, accessible service delivery targeting diverse groups of young people across the Shire. Based on an award winning model used by the Avon Youth Service, the model was developed and became known as "Seen and Heard".

The Shire's Seen and Heard Youth Program has now been operating for 16 years and continues to be a relevant and much needed community service. Consultation for the Strategic Community Plan – Mundaring 2026 (SCP) identified the community's need for youth services. The SCP describes community concern about the adequacy of social and physical infrastructure to accompany a growing population. Associated with this was a concern about potential increases in crime and antisocial behaviour if there is insufficient opportunity for meaningful engagement of young people.

In addition, the Community Perceptions Survey 2015 demonstrated that while 11% of respondents were delighted with services for youth aged 12 – 25, a low level of satisfaction was experienced by 40% of respondents.

Most recently, community consultation for this review and the *Youth Informing Strategy 2017-2022* (C16.06.17) highlighted a growing need for increased and improved access to services in outer lying communities of the Shire where there is limited access to services and public transport.

The Shire's provision of youth services remains as relevant now as it did in the early 1990's and is well supported by the community.

## **Seen and Heard Youth Program - Guiding Principles, Objectives and Actions**

Since its inception in 2001, Seen and Heard Youth Program has offered an outreach service to all areas of the Shire. The model has been based on a holistic framework. It has sought to empower young people and promote physical, emotional and social wellbeing through the development of strong community connections and support networks.

### **Guiding Principles**

Seen and Heard is guided by the following principles:

- Working together in partnerships.
- Exploring options for local capacity building.
- Personal development of young people.
- Information dissemination.
- Professional behaviour.

### **Objectives**

Seen and Heard aims to:

- Empower young people to make quality decisions about their health and wellbeing by providing information, training, referral and general support.
- Engage young people in the development of youth led consultation, events and activities within the Shire through volunteer recruitment, leadership training and skill development opportunities.
- Encourage collaboration between local groups and services for the betterment of young people.
- Support schools and local youth services through the provision of training and networking opportunities and the sourcing and provision of information.
- Grow funds through the development of grant submissions that increase events and activities and improve services to young people.

The main components of the service include:

- Skills development and educational opportunities for young people.
- Youth leadership training.
- Outreach to all areas of the Shire.
- Youth led events.
- Youth volunteers (The CREW).
- Recreation events.
- Strong health promotion focus.
- Referral networks to and from services.

- Networking opportunities and direct support to local youth service providers.
- Promotion of Shire facilities.
- Strong support from and for local schools.
- Professional development for staff.

The program has had a strong focus on developing partnerships and has been instrumental in linking local individuals (including young people themselves), groups and youth services into serving the needs of young people within the Shire.

### **Actions Taken to Meet Objectives**

The following are examples of actions taken to meet the objectives outlined above.

- Recruitment of youth volunteer leaders (CREW members).
- Provision of recreation activities such as school holiday programs, skate and BMX events and pool parties.
- Consultancy with young people through initiatives such as Village Mapping, annual program planning and "Launching Into Youth".
- Provision of information to young people, families and service providers.
- Inter-agency support - assisting young people to access relevant services through referral and appropriate follow up.
- Support of existing community events/development of new events.
- Provision of training and support opportunities for local youth service providers.
- Active participation in the North East Youth Organisation Network (NEYON).

## Funding Seen and Heard

Given the broad scope of the service and the large geographical area to be covered, two full-time and one part-time staff members have been required for effective service delivery. These staff members are appropriately trained and experienced in working with young people and are remunerated as such.

Therefore, Shire funding of the model has been based on the wage costs of 2.5 full time employees. Under the first contract, the final amount was determined to be \$148,500 (incl. GST) with a CPI increase each year. To assist in funding the establishment of the Seen and Heard Youth Program the following contracts that Council held with existing community agencies were terminated or they expired and were not renewed.

- Hills Community Support Group (Hills Youth Service)- \$32,450
- YMCA (Mobile Bus to Chidlow and Wooroloo)- \$17,940

Additional funding to support the program's development was also received from the Department of Health. This funding was for an amount of \$15,000 but ceased in 2003/2004.

Table 1 summarises income for the program for the current contract period.

<b>Total Program Income 2009/10 to 2016/17</b>			
	<b>INCOME</b>		
<b>FINANCIAL YEAR</b>	<b>SHIRE</b>	<b>OTHER</b>	<b>TOTAL</b>
2009 / 10	\$172,897	\$2,990	\$175,887
2010 / 11	\$175,586	\$4,900	\$180,486
2011 / 12	\$180,000	\$18,725	\$198,725
2012 / 13	\$185,400	\$16,412	\$201,812
2013 / 14	\$190,962	\$22,285	\$213,247
2014 / 15	\$196,499	\$22,673	\$219,172
2015 / 16	\$202,394	\$19,998	\$222,392
2016 / 17	\$205,430	\$12,451 (as at 12/16)	\$217,881
<i>Totals</i>	\$1,509,168	\$120,440	\$1,629,608
Estimated in kind donations to program \$6,750* per year x 8 years		\$54,000	
<b>TOTALS</b>	\$1,509,168	\$174,440	<b>\$1,683,608</b>
*This figure is for staff volunteering their time at the About YOUth Health Expo only. It doesn't include other events, free use of vehicle; free Parkerville building and facility use; in-house printing. A dollar amount for these in-kind contributions is difficult to determine given the time period being reviewed. A recommendation for regular reporting of in-kind contributions has been made.			

Table 1: Summary of Total Program Income 2009/10 to 2016/17

## **Seen and Heard in Practice Review of Contract 3 (2009/10 – 2016/17)**

The review of the current contract period has been informed by the following documents and processes:

- Community consultation
- Seen and Heard reporting
- Seen and Heard performance assessment against agreed performance indicators

### **Mundaring4Youth Community Consultation**

Shire of Mundaring delivered the Mundaring4Youth Consultation Strategy from October 2016 to March 2017. Consultation aimed to garner feedback from young people, the broader community and community partners about Seen and Heard Youth Program and the particular opportunities and challenges currently facing young people in our community. A consultation overview is provided in Table 2.

Resulting key themes from the consultation include:

1. Support to change the target age range for the Shire's youth services from '12 to 20 years old' to 'year 7s to year 12s'. Young people aged 18+ should be encouraged to continue their involvement with youth services as volunteers.
2. The top three issues facing young people include bullying, study pressure and lack of things to do and places to hang out. The top three issues facing young people (according to adult respondents) include alcohol and drug use, mental health and bullying.
3. A need for additional youth services, such as 'drop in', closer to or to the east of Mundaring. Feedback revealed a perception of two distinct communities within the Shire – 'up the hill' (closer to Mundaring) and 'down the hill' (closer to Midland). The interests of young people living 'up the hill' were described as being different to those living 'down the hill'. It is perceived that the SVYC mainly caters for young people living 'down the hill'.
4. Lack of public transport available for young people wanting to access existing services, primarily located at SVYC.
5. Preference for skills development workshops and small-scale activities – young people's preferred activities are workshops (which include personal development, life skills and learning experiences), fun experiences such as movie nights, and sports based activities, including BMX/skate jams.
6. A need for stronger, strategic partnerships to improve young people's access to services and their connections to the broader community and to enable the Shire to leverage expertise and existing networks in the community.

7. The need for new promotional strategies for Seen and Heard and the SVYC.

Method	# engaged / respondents	Details
Mundaring4Youth Consultation Team	10	<p>An expression of interest notice was distributed throughout the community seeking young people's involvement in collaborating with the Shire to plan and deliver the Mundaring4Youth consultation strategy.</p> <p>Ten young people attended the initial meeting and provided input into the consultation methods chosen. A core group of 6 young people attended weekly meetings during the consultation phase of the project, assisting with the development of the survey and planning, delivering and evaluating a youth event.</p>
Mundaring4Youth Reference Group	12	<p>The Reference Group supported Mundaring4Youth by providing insight into local youth services, input into the consultation strategy and suggestions around engaging with local young people, stakeholders and the broader community.</p> <p>Members included teachers, Elected Members, Shire of Mundaring staff, a resident and ratepayer group representative, a youth group representative, a parent and two young people.</p> <p>The group met twice and their input on surveys was sought via email in between meetings.</p>
Seen and Heard About YOUth Health Expo	85	<p>The Shire of Mundaring, together with two Mundaring4Youth Consultation Team members, held a stall at Seen and Heard's About YOUth Health Expo. The event was attended by 225 year 10 students from local high schools.</p>
Mundaring4Youth Survey – young people	287	<p>The Mundaring4Youth Survey for young people targeted young people between the ages of 10 and 20. It was distributed extensively through the community in written and online formats.</p>
Mundaring4Youth Survey – adults	88	<p>The Mundaring4Youth Survey for adults targeted community members over the age of 20. It was distributed extensively through the community in written and online formats.</p>
Mundaring4Youth Event	# Survey respondents included in figures above.	<p>Held on Saturday, 12 November. Aimed to celebrate young people in our community and encourage participation in the Mundaring4Youth consultation. It provided free rides, activities and a sausage sizzle for young people who completed a survey. Over 250 people attended this event. Of the total 375 Mundaring4Youth surveys completed by young people and adults, 100 were completed at this event.</p>

Community Partner Survey – phone interview and written survey	14	Conducted as both a phone interview and written survey. Targeted Seen and Heard key stakeholders and asked more detailed questions regarding the services provided by Seen and Heard.
<b>Total participants</b>	<b>496</b>	

Table 2: Mundaring4Youth Consultation Overview

### Reporting and Performance Assessment

Seen and Heard staff provide quarterly reports to the Shire's Manager of Libraries and Community Engagement. Reports summarise achievements for each program initiative, which link Seen and Heard objectives to the Shire's Youth Informing Strategy. Initiatives are regularly reviewed and refined to ensure the service remains responsive to changing and emerging community need.

Achievements are measured against a set of mutually agreed performance indicators. Seen and Heard are required to report progress against the contract's Key Performance Indicators (KPIs) in the following ways:

- Quarterly written update reports to the Manager Libraries and Community Engagement.
- A quarterly meeting between Manager Libraries and Community Engagement and Seen and Heard program staff.
- A six monthly meeting where a review of Seen and Heard against relevant KPIs is conducted (minutes taken). Program initiatives and KPIs are updated at this time to ensure that the service remains responsive to current trends and issues. These reports also include a summary of statistics collected during the reporting period.
- Annual audited financial reports.

Please see Appendix 1 for a detailed assessment of Seen and Heard performance against the performance indicators. This table indicates that Seen and Heard staff have met or exceeded 86% of the KPIs set for the program.

The table also provides insight into the number of tasks undertaken by Seen and Heard. Higher profile activities such as events and expos are the end product of hours of meetings, fundraising and planning.

Lower profile tasks such as updating community contacts and directories, grant writing, co-ordination, networking, promotion and administration are crucial to the overall success of the program but are not reflected in a simple breakdown of statistics. The use of this table format to assess performance gives important information about the investment in "behind the scenes" activities.



### **Comments and improvements**

1. The reporting process could be improved through the completion of a standard table clearly showing quarterly achievements against performance indicators. This table would be provided as part of the Executive Summary for each report. Details of these achievements would then be outlined in the main body of the report.
2. A running total of volunteer hours should be included in each quarterly report. Estimates of in house printing, vehicle use, facility use and any other in kind contributions made by Parkerville could also be included and would add value to the reporting process and improve the review process.

## Statistics Summary

Key activities, KPIs and actual figures for the 2009/10 – 2016/17 contract period are highlighted in the table below. As mentioned above, Seen and Heard met or exceeded 86% of KPIs for this contracting period.

ACTIVITIES	KPI	ACTUAL
Partnership events held	56	146
Events held at various Shire facilities	32	168
Meetings attended (networking)	24	206
CREW engagement strategies (PI added in 2013)	128	141
Published articles in local papers	84	124
Successful grants / sponsorship / donations received	\$140,000	\$120,440

These statistics indicate that Seen and Heard has been effective in engaging young people. The number of events held is impressive, particularly considering that for each event, an estimated 4-8 planning meetings occur with The CREW working parties and/or community groups. Numbers of meetings attended is also an indication of a high level of collaboration between services.

## ***Principle 1 - Working together in partnerships***

### **Key Objectives**

- To establish and nurture a culture of partnership, collaboration and cooperation between agencies and individuals working with young people in Shire of Mundaring
- To develop and maintain constructive networks with young people, government agencies, non-government sector, local businesses and the wider community
- To assist young people through means of advocacy, mediation, motivation and general support.

### **Strategies**

- Maintain membership with NEYON to network, discuss current and emerging trends and opportunities for working in partnership.
- Support partnership opportunities that meet with the principles of the program.
- Regularly attend and actively participate in relevant networking meetings.
- Link with other services to provide a comprehensive mechanism for referral to and from the program.
- Refer young people and/or family members to relevant agencies for specialised support where needed.

### **Highlights**

- Seen and Heard staff achieved a high level of collaboration with Shire of Mundaring and other youth and local organisations.
- The support and networks generated through the ongoing CREW initiative continues to be a success of the Seen and Heard model

For example, there has been a significant increase in the number of CREW members with special needs. Seen and Heard worked with Inclusion WA to implement strategies to ensure the needs of these members were met and also to foster greater understanding and awareness amongst other CREW members.

The success of The CREW is widely recognised in the community, with the following comments provided by Community Partners.

*‘The CREW program... gives young people the opportunity to work together and have an impact on what is going on around them. It is also great for social inclusion’.*

*‘I visited “drop in” and spoke with a young person with a disability and it was fantastic to see that they felt a strong sense of ownership for the Centre – they were confident and happy and its heart-warming to see kids like that with a ‘place’. CREW is fantastic’.*

- Drop in sessions (TACOS) are very popular with young people and are recognised by Community Partners as a strength of the service. As one Community Partner commented:

*'Drop in – TACOS – provides something positive for kids to look forward to during the week. It provides an opportunity for kids to connect with others in their situation from other schools, or from their own school but they might not have spoken to them before'.*

- While the grants/donations target was not met over the course of this contract, staff attracted a significant amount of over \$120,000 to the service.

### **Comments and improvements**

1. While the number of partnerships projects with the Shire and other organisations exceeded KPI targets, community feedback highlighted the need for Seen and Heard to develop stronger, strategic partnerships to improve young people's access to services, improve young peoples' connections to the broader community and enable the Shire to leverage expertise and existing networks in the community.
2. The 'Substantial funding opportunities' KPI was removed in 2015. Seen and Heard Youth Program does not specifically target 'at risk' young people, which limits the number of large grants available to youth services in Western Australia. Also, Shire of Mundaring is not considered to be a socioeconomically disadvantaged community, further restricting larger funding opportunities.

## ***Principle 2 - Exploring Options for Local Capacity Building***

### **Key Objectives**

- To provide community leadership that will assist in building capacity in young people.
- To foster an environment for young people to identify their needs and find new ways to address these needs.
- To support local initiatives through the development of appropriate grant applications.
- To promote positive images of young people within the media and wider community that contribute to their sense of belonging; and
- To encourage activities that support intergenerational interaction and respect.

### **Strategies**

- Engage with communities to identify the needs of young people and their community and work in partnership with stakeholders to address those needs.
- Empower young people with knowledge and skills to access resources to conduct local activities and events for themselves and other community members.
- Include young people in the development and execution of broader community events (such as Trek the Trail).
- Support local community groups who initiate projects for young people where appropriate.
- Work with local newspapers and community newsletters to promote positive images of young people.

### **Highlights**

- The CREW – there are currently 45 CREW members, of which 29 are active members and volunteer regularly with the service.

The CREW is a group of volunteers (aged 12-20 years) who work together to organise and plan events and activities for Seen and Heard. CREW members meet in working parties on a regular basis to plan projects. For example, the school holiday CREW work together to plan and deliver a range of school holiday activities across the Shire, contribute to Seen and Heard Planning Sessions and plan and deliver Junior Dance Parties for those under the age of 12.

Seen and Heard have a comprehensive volunteer management program in place. As a result, CREW members are fully supported and trained and are also regularly rewarded with fun activities. Members are provided with various learning opportunities with skills learnt transferrable to the workplace. Training in leadership, event management, First Aid, promotion, grant writing and canteen management has been offered to date.

CREW membership has increased each year of the program. Attracting and maintaining volunteers is difficult for any organisation. It is particularly difficult when recruiting young people. The development and maintenance of the CREW is one of Seen and Heard's biggest achievements.

- A major strength of Seen and Heard has been its ability to remain flexible to ensure the service is responsive to new trends and emerging issues. For example, in response to increasing crash rates among young drivers, Seen and Heard planned a Driver Enhancement Course, which was delivered by RAC. Funding through a St John of God Community Wellbeing Grant saw 16 young people from the Shire participate.
- CREW members have had the opportunity to participate in a range of projects in the community, from the Truffle Festival and Darlington Arts Festival to the Community Recovery Events and organising dance parties for juniors.
- Regular intergenerational activities were provided and were well attended and enjoyed by young people. Examples include attendance and volunteering at the community Christmas lunch at The Hub, and visits to Yallambee Retirement Village and Regis Greenmount Nursing Home.

#### **Comments and improvements**

1. Consultation revealed that the top three issues facing young people include bullying, study pressure and lack of things to do and places to hang out. It also revealed that the top three issues facing young people, according to adult respondents, include alcohol and drug use, mental health and bullying.
2. Consultation with young people revealed that their preferred activities through Seen and Heard are workshops (which include personal development, life skills and learning experiences), fun experiences, such as movie nights and dance parties and sports based activities, including BMX/skate jams.
3. During this review period there has been a decline in the number of young people attending quarterly dance parties. Consider discontinuing or changing to an annual event to celebrate an important milestone during the year (e.g. youth week).
4. One KPI currently requires Seen and Heard to initiate meetings with the Shire regarding the enhancement of skate parks and dirt jumps. However, as facility upgrades are Shire driven and therefore beyond Seen and Heard's control, it may be more appropriate for Seen and Heard to play a liaison / advocacy role and this should be reflected by the KPI.
5. Community feedback indicates that access to public transport continues to be an issue for young people wanting to attend Seen and Heard and other youth-based services.
6. Feedback also revealed the need for additional youth services, such as 'drop

in', closer to Mundaring. There is a perception of two distinct communities— 'up the hill' (closer to Mundaring) and 'down the hill' (closer to Midland). The interests of young people living 'up the hill' were described by consultation respondents as being different to those living 'down the hill'. It is perceived that the Swan View Youth Centre (SVYC) mainly caters for young people living 'down the hill'.

### **Principle 3 - Personal Development of Young People**

#### **Key Objectives**

- To increase the self-esteem of young people by engaging them in community life.
- To support the development of interpersonal skills in young people.
- To develop leadership skills in young people.
- To encourage young people to participate in volunteering activities.
- To support young people in education, training and vocational activities.

#### **Strategies**

- Provide training opportunities to young people in a variety of areas including leadership.
- Offer personal development opportunities to young people through structured training in conjunction with schools and groups or on an individual basis where required.
- Engage young people in volunteering opportunities that arise through developing and implementing events and projects.
- Develop and maintain working relationships with organisations within the local and broader community who offer volunteering opportunities to young people.
- Maintain links with employment and training agencies offering services and work experience opportunities to local young people.
- Promote use of Shire facilities to maximise health, fitness and skill development (e.g. skate parks, pools, ovals).
- Promote participation in recreation and arts based opportunities as they arise throughout the Shire (KSP, MAC etc).

#### **Highlights**

- Seen and Heard has been successful in encouraging physical activity, with activities and events consistently being held at facilities across the Shire such as the pools, parks and skate parks.
- Seen and Heard always strive to ensure activities are held at a range of Shire facilities to promote those facilities and encourage physical activity among young people.
- Levels of volunteerism amongst CREW members are high.
- Performance indicators and feedback received via the Community Partner Survey highlight Seen and Heard's important role in encouraging participation from disengaged young people. In relation to providing comment on whether Seen and Heard is having a positive impact on young people, one Community Partner Survey respondent said:

*'Have seen through student work placement the benefits of having an outlet for young people to connect with services and others, especially those who might otherwise be quite isolated.'*



### **Comments and improvements**

1. Consultation revealed widespread support to change the target age range for the Shire's youth services from '12 to 20 years old' to 'year 7s to year 12s'. Young people aged 18+ should be encouraged to continue their involvement with youth services as volunteers.
2. Community Partner Survey respondents described Seen and Heard as supportive, confidence building, focused, encouraging, enabling, holistic, socially inclusive, positive and engaging. A number of comments also highlighted the social connection and leadership opportunities provided by the service.

## ***Principle 4 - Information Dissemination***

### **Key Objectives**

- To establish and maintain an effective communication channel between the Program, the Shire, young people and the wider community.
- To promote and disseminate quality information to young people.
- To promote the Program to young people and the wider community.
- To inform the Shire of the impact of policies and programs on young people and the wider community and provide constructive information as to their needs and service requirements.

### **Strategies**

- Promote program effectively to young people and families across the Shire.
- Provide feedback to Shire, or other services if appropriate, on general trends, issues of concern and areas of need as identified by workers in consultation with local young people.
- Disseminate flyers, brochures and information of other services available to young people in local venues and the media.

### **Highlights**

- Seen and Heard have demonstrated that they regularly promote the service through a variety of channels, including all local newspapers, school and Shire newsletters, posters, flyers and notice boards.
- The Youth Services Directory continues to be a useful publication for both young people and other service organisations.
- Seen and Heard Facebook Page – a recommendation of the last Seen and Heard review was for the service to use social media to connect with young people and promote services, events and activities. The Seen and Heard Facebook Page is proving to be a successful link to the community and currently has 1492 friends.
- Seen and Heard regularly hold activities, events, drop in, workshops and training sessions at SVYC, which enables promotion of the SVYC as well as the Seen and Heard Program and PACS.
- Seen and Heard's *About YOUTH Health Expo* continues to be a very popular and successful event.

Now in its 15<sup>th</sup> consecutive year, the annual *About YOUTH Health Expo* has provided over 3000 Year 10 students with health and wellbeing focused workshops, information and health checks. Now running to a relatively standard format, year 10 student volunteers form a Student Organising Committee (SOC). With the support of Seen and Heard staff and school teachers, SOC members liaise with health service providers and local businesses to plan a day of workshops, health checks, fun activities, motivational speakers and healthy food for their Year 10 cohort. These expos are held at the Parkerville Children and Youth Care grounds in

Parkerville. Evaluations for these events consistently indicate a high to very high level of satisfaction from students, teachers and service providers.

As commented by one Community Partner, *'it's improving every year and providing great opportunities for leadership skill development through the organising committee'*.

#### **Comments and improvements**

1. Greater attention needs to be given to keeping the political arena up to date with emerging trends and issues.
2. While Seen and Heard has excelled in promoting the service via the media, 50% of youth and adult respondents to the Mundaring4Youth survey reported as not having heard of the SVYC and/or Seen and Heard. Word of mouth was identified as the most effective form of promotion for both young people and adults. Other important sources of information for young people include school and posters and for adults, local newspapers and Shire and school newsletters.
3. Currently, there is no requirement for the acknowledgement of the Shire's connection to Seen and Heard, and therefore the significant investment it makes to youth services. Future contracts should require the youth service provider to acknowledge the Shire's contribution on all promotional material, on social media and websites etc. For example, 'Seen and Heard Youth service, funded by the Shire of Mundaring and delivered by Parkerville Children and Youth Care Inc'.

## ***Principle 5 - Professional Behaviour***

### **Key Objectives**

- To act with honesty, integrity and in accordance with relevant legal obligations.
- To practice sound corporate governance.
- To be accountable and transparent in all financial activities.
- To undertake appropriate professional development in order to maintain an understanding of current trends.

### **Strategies**

- Staff participation in training opportunities relevant to their work with young people as required.
- A Policies and Procedures Manual for the Seen and Heard Youth Program is reviewed annually and implemented.
- Reporting requirements are met.

### **Highlights**

- Seen and Heard staff regularly attend a range of professional development workshops, courses and training, ensuring young people in our community have access to staff who are well informed, supportive and professional.
- Seen and Heard has been very successful in supporting work placement and work experience requests and opportunities into the service.

### **Comments and improvements**

1. Community Partner Survey respondents described Seen and Heard as supportive, confidence building, focused, encouraging, enabling, holistic, socially inclusive, positive and engaging. A number of comments also highlighted the social connection and leadership opportunities provided by the service.

## **Future Goals of the Service**

A meeting was held with Seen and Heard staff as part of the consultation for this review. Seen and Heard staff identified a number of objectives for developing and improving the service. They include:

1. Promotion and awareness raising of Seen and Heard amongst young people and the general community.  
The service and its activities are advertised regularly in local newspapers, through schools, on noticeboards and via social media. New awareness raising strategies need to be developed to add to the current list.
2. Improving relationships with a number of schools to develop strategic partnership opportunities and support networks for the service and young people.
3. Developing more strategic partnerships to enable the provision of increased and more accessible services and activities in Mundaring and to the east of Mundaring.

These objectives are in line with the key themes revealed by community consultation and demonstrate that staff are in tune with the needs of young people and the community.

Another focus for Seen and Heard will be the provision of workshops aimed at parents. Topics include understanding and communicating with teenagers, brain development and healthy relationships.

## **Conclusion**

A review of statistics, written reports and community feedback has shown that Seen and Heard has continued to develop strong connections with young people and youth organisations during this review period.

The Service has also been successful in providing leadership opportunities for young people through their involvement in The CREW and opportunities for young people to explore their interests through workshops and activities at TACOS and as a part of school holiday programs.

A number of opportunities were highlighted by community consultation. They include a need to develop stronger, strategic partnerships with other youth service providers and to improve access to services in outer regions within the Shire.

The review also revealed a decline in interest and participation in large scale events, such as dance and pool parties, and an increasing interest in opportunities for young people to explore and develop skills and interests through workshops and activities. Community consultation also highlighted the importance of continuing to focus on raising community awareness of Seen and Heard and the SVYC.

This review has found that the Seen and Heard Youth Program is successfully supporting young people to connect (with services and people), learn and grow. It is providing an inclusive and encouraging environment where young people feel a sense of belonging and are given opportunities to lead, participate, and contribute to the broader community. Seen and Heard is also supporting other youth organisations and working with them to ensure that young people in the Shire of Mundaring are 'Seen and Heard'.

## APPENDIX 1 – Assessment of Key Performance Indicators - Summary

### PERFORMANCE INDICATORS SUMMARY 2010 to 2016

#### Performance Indicator Key

Underperformed

Met

Exceeded

86% of PI's have either been met or exceeded.

Action	Performance Indicator	2010	2011	2012	2013	2014	2015	2016	NOTES
<b>Principle 1 : Working together in partnerships.</b>									
1.1	Attendance at Peak Body / NEYON meetings	Minimum 8 meetings per year.	8	8	8	8	8	8	NEYON - North East Youth Organisation Network.
1.2	Attendance at Networking forums and community meetings	24 meetings attended per year.	42	28	19	25	35	37	20 For example - Active Ageing Network, SASSY, Cultural Advisory Meeting, SVYCRGN, Helena Valley Residents and Ratepayers Association, Community Recovery meetings, Mundaring CWA, Local Drug Action Group, Darlington Lions Club, Mundaring Community Bank Forum, Zonta Club of Swan Hills.
1.3	Support funding submissions that promote partnerships between local groups seeking to develop activities, programs and events for young people	4 fundingsubmissions developed in partnership with others per year. Letters of support provided.	3	7	3	9	1	6	13 For example - Mundaring Arts Centre & SoM Community Arts Newtwork WA for grant application for 'A Common Ground'.
1.4	Work together in partnership with the Shire and other agencies to support develop events, activities, programs for young people.	Minimum 8 partnership events per year	26	7	28	7	14	36	28 For example - Community Recovery Stakeholder Meetings; Red Cross Recovery Youth Meeting; Headspace; RISE; Mundaring Library; About YOUth Health Expo, Swan View Community Action Group; City of Swan; Swan View Senior High School; Stratton Youth Centre; Midvale Hub; PCYC Midland; Fire Recovery Community Art Project; RAC; Eastern Hills Senior High School; Quarry Health Centre; Paraplegic Benefit Fund; Holy Oake; Swan City Youth Service; Reconnect; Polytechnic West; ARAFMI; Act, Belong; Commit and Young Carers WA; Eastern Hills Senior High School; Adventist Health; Eastgate Youth; Family Relationship Centre; PACS, Pregnancy Assistance, Red Aware, SARC, Shire of Kalamunda; WA Aids Council and Youth Carers WA; BP
1.5	Facilitation of access to required services by young people	100% of young people requesting referral are referred to appropriate agencies	Yes	7	6	3	8	12	Yes For example - Red Cross 'Save-a-Mate', Drug and Alcohol Workshop; PACS; Armadale Youth Accommodation Service; Youth Intervention Unit; Indigenous and Community Diversity Unit; Parenting WA.



1.6	Maximise opportunities for growing of funds of the Seen and Heard program through strategies such as funding applications, partnerships with businesses, sponsorships, requests for donations.	\$20,000 in extra funds per year. Donations and sponsorships requested from local businesses.	\$4,900	\$8,325	\$18,912	\$20,820	\$26,554	\$14,582	\$23,952	<p><i>NB: Funding is not always readily available and sometimes the lead time is too short. Also, there can be an over-subscription for the funding round.</i></p> <p>Funding application examples: Perth Airport Community Partnership Program; St John of God Community Wellbeing Grant; Local Drug Action Group; Mundaring Community Bank Community Investment Grant; Department of Local Government and Communities National Youth Week Grant, Youth Activities Grant, Propel Youth Arts WA, Drug Aware YCulture, RAC Grass Roots Grants, STRIVE grant.</p> <p>Donations received, for example: Kmart; Big W; Frank Alban; CWA; Guildford Cycles; Bike Force Midland; Go Instrumental; Club Sierra; Sticky Fingers; Moss Street; Music Mart; Rotary Club of Kalamunda; Rotary Club of Mundaring, local butcher, Coles, Woolworths, Target, IGA.</p>
1.7	To develop and apply for substantial financial support for funding for a significant project (deleted in 2015)	At least 1 application for funding submitted per year.	0	0	0	0	0	0	0	<p>Stricter guidelines; actively looking for funding opportunities through various funding websites.</p> <p>More recently, funding at this level has no longer been available.</p>
1.8	CREW Engagement Strategies (added in 2013)	1 CREW meeting held per week. Minimum 8 per quarter.				39	33	~20	49	CREW Meetings; Skate Park Jams, Mt Helena, Mundaring, Darlington Skate Park; school visits.
1.9	Drop in sessions at the SVYC - attendance numbers (added in 2013)	1 Drop in session per week during school term.				Yes	Yes	Yes	Yes	Drop in at SVYC is called 'TACOS' - Tuesday Afternoon Chill Out Session. Activities are planned and delivered by the CREW and aim to cater for a variety of interests.
<b>Principle 2: Exploring Options for Local Capacity Building</b>										
2.1	Work with the Shire to look at opportunities to enhance skate parks and dirt jump tracks	Minimum 1 meeting held with Shire staff and Seen and Heard.	Yes	Yes	NA	NA	NA	Yes	NA	For example: Mt Helena Dirt Jumps; provided feedback re Swan View Skatepark upgrade. Opportunities did not always arise for meetings.
2.2	Involve young people in broader projects within their local communities	Two meetings or activities held each quarter.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Activities and events planned and delivered by young people include but are not limited to: Movie Nights, Dance Parties; S&H's involvement at the Truffle Festival; About YOUTH Health Expo; Battle of the Bands; Training and Workshops; Parkerville Children and Youth Care Kids Fun Run; Darlington Arts Festival; Glen Forrest Christmas Carols; Pipelines. Young people also contributed to the Shire's consultation for Mundaring 2026 and regularly attend Seen and Heard Planning Workshops.
2.3	Factor Transport Information and/or cost costs into event promotional material where applicable	All promotional material to include information regarding transport.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	All promotional material provides Transperth Info Line and website details



2.4	Host Seen and Heard Dance Parties with the assistance of the CREW	Minimum 4 dance parties held each quarter.	8	7	5	4	4	4	4	2010 total attendance - 1909 (8 parties) 2011 total attendance - 1125 (7 parties) 2012 total attendance - 753 (5 parties) 2013 total attendance - 563 (4 parties) 2014 total attendance - 423 (4 parties) 2015 total attendance - 351 (4 parties) 2016 total attendance - 221 (4 parties) <i>In 2012 identified the need to change from dance parties to music festivals/gigs due to a decline in numbers.</i>
2.5	Provide a range of activities in each school holiday period	One activity per week during school holidays.	21	22	19	20	20	20	20	S&H run 4-5 activities each school holidays with an aim to provide diverse activities to attract different ages, genders and interest. The activities are held in a variety of locations in SoM. Activities have included Lake Parties, Pool Parties, Zombie Dance Party, Mystical Madness, Colour Blast, Girls Pamper Day, Parkour workshops, Film Making workshops, Family Movie Nights, Pokemon Dance Party, Quiz Nights, LAN Party, Lifeworx4me session, The Hills Have Talent Event, Quick Flicks Film Editing workshops
2.6	Explore opportunities for developing intergenerational activities in partnership with other agencies	Minimum 4 meetings held per year.	Yes	9	5	5	5	5	4	For example - Yallambie Hostel; Eastgate Church; Mundaring Police, Local Drug Action Group, Mt Helena Tavern, ESHS, Holyoake; Mundaring Bowls Club Competition, Active Ageing Network, visiting retirement villages, organising Junior Dance Parties, Candlelight Permaculture Farm, assisting at Hub of the Hills seniors' functions.
2.7	Service active and promoted at relevant youth and community events	All community festivals are attended with members of the CREW supported to deliver youth spaces.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	For example: Hyperfest; Trek the Trail; Local Shopping Mall - Handing out flyers for Battle of the Bands; Parkerville Children and Youth Care Fun Run; Darlington Arts Festival; Glen Forrest Christmas Carols; Truffle Festival, Community Recovery events.
2.8	Service to respond to emerging trends in the community as required. (new in 2011)	Minimum 4 meetings held per year.	NA	Yes	Yes	Yes	Yes	Yes	Yes	For example: - Lifeline wrist bands were given out at a local hip hop gig to provide support and information/connection to services after a young person committed suicide. - Activities are planned to meet the changing and diverse interests of young people in SoM. - Promoted services such as Beyond Blue, Headspace, PACS after an incident which left a young person badly injured. - Driver Enhancement Course delivered in response to high crash rates among young people. - Water Tank Project responded to ongoing graffiti issues at the Swan View Youth Centre.
2.9	Relevant training for teacher and service providers as requested (removed in 2014)		Yes	Yes						KPI removed in 2014.
<b>Principle 3: Personal Development of young people</b>										
3.1	Work with Shire staff to promote Council services and facilities.	Minimum 32 events held at a Shire facility (skate park, pool) per year	17	21	26	29	30	24	21	Activities and workshops are held at venues across SoM.



3.2	Explore opportunities to work in partnership with Cultural Advisory Group members to develop projects for young artists.	Minimum 4 meetings held per year. One project per year.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	All exhibitions and competitions are promoted to young people. CREW members sculpture featured in the West Australian.
3.3	Encourage young people to volunteer in the community	40-100 Crew members supported to work with Seen and Heard in the organising of events and activities.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	For examples: About YOUTH Health Expo Organising Committee, Events at The Hub of the Hills, volunteering at events, activities and workshops, consultation and planning sessions.
3.4	Support Shire in promoting Youth Job Skills Training	CREW members manage the stock of the CREW Canteen.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	For example: Wyld CREW Canteen; DJ opportunities; events management; business start up; event stage management, film making
3.5	Target disengaged youth for involvement in Seen and Heard activities (new in 2011).	Minimum 1 young person per quarter.		Yes	Yes	Yes	Yes	Yes	Yes	For example - Connection with Hills Community Support Group; Reconnect; DCPFS; YP Swan View, Parkerville and Darlington House; Education, Employment and Training Program, PCYC.
<b>Principle 4: Information Dissemination</b>										
4.1	Service is promoted through regular features in local media and newsletters	12 items published/aired in local media / newsletters per year.	18	15	17	20	20	15	19	In many cases S&H submitted a far greater number of articles to local papers than were published in any given year.
4.2	Update Youth Services Directories annually.	Directories updated and distributed.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Two copies are produced - one for service providers and one for young people. Provided to SoM and distributed via email networks.
4.3	Assist schools in providing relevant information to students as requested by schools	Minimum 1 youth space per quarter.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Youth Space delivered during school visits at local schools. Information provided as required/available.
4.4	Implement the health and lifestyle strategy for 15-20year olds	Funding dependent - when possible implement projects.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	For example - S&H continue to utilise the MySpace forum; Information Nights held at Mt Helena Tavern Example topic - <i>Effects of underage drinking and supplying alcohol to minors</i> ; About YOUTH Health Expo continues to grow.
4.5	Advise political arena of emerging trends for young people in the Shire.	Minimum 2 contacts with politicians and/or key targets per year.	NA	Yes	Yes	NA	NA	NA	NA	Contributed to Shire's Youth Consultancy Plan. Hosted Woorooloo Pool Party in partnership with Frank Alban. Have conducted youth consultation, including 'Youth Voice' which aimed to gain ideas from young people about their views and visions for SCP - Mundaring 2026.
4.6	Maintain a network through which service updates, flyers and event information can be distributed	One information email / flyer sent per fortnight.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Consistent information dissemination via Facebook, text messages, e-mail groups to The CREW, young people, local schools, NEYON; Community notice boards, Newsletters, Shop windows, Libraries, Kip McGrath Tuition Centre
4.7	Attend Principals' Networking Function (added in 2013)	Attendance at 1 function per year.				Yes	Yes	Yes	Yes	Presentations by S&H are given at each Principal's Networking Functions.
4.8	Promote Swan View Youth Centre (added in 2013)	Minimum 2 promotion activities per quarter.				Yes	Yes	Yes	Yes	SVYC is promoted frequently, with regular events at this venue as well as drop in sessions with different themes/activities to attract diverse groups of young people.
<b>Principle 5: Professional Behaviour</b>										
5.1	Maintain the Policies and Procedures manual for the Seen and Heard Program	Policy manual is current and reflective of best practice.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Regularly updated.

5.2	Relevant training undertaken by staff where required.	All staff to attend at least 1 course per year.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	For example: Youth Educating Peers; OHS; Keys For Life, Suicide Gatekeepers. First Aid; Therapeutic Care Intervention training, Food Handling training, Accessibility training, Professional Supervision training, Cultural Awareness, Youth Summit, Self Care, Grants Writing.
5.3	Assist in providing training opportunities for the youth sector.	Minimum 1 student placement per year.	NA	NA	2	26	6	5	3	S&H has an excellent working relationship with local high schools and Polytechnic West. As well as work experience and work placements through these organisations, university students are also often placed at S&H for practical experience.
5.4	Liaise with Shire Health Services regarding all events and activities. (added in 2013)	Quarterly update of events to health services.				Yes	Yes	Yes	Yes	Reports provided.

## **APPENDIX 2 – Summary of previous reviews (Contracts 1, 2 & 3)**

### ***The Model in Practice - Contract 1 (2001-2004)***

Four organisations submitted a tender for the first Seen and Heard contract. These were:

- Anglicare WA
- YMCA
- Parkerville Children's Home Inc. (PHC)
- Swan City Youth Service

The interview panel, consisting of two Councillors, two Shire staff members and two youth service representatives, selected Parkerville Children's Home Inc. to deliver the Seen and Heard model. Favourable aspects of this tender included PCH's ability to provide:

- Qualified, experienced staff.
- Local expertise.
- Experience in delivering youth focused services.
- Community Development focus.
- Flexible working hours.
- Case management approach.
- An in-kind contribution.

### **Delivery**

Promotion was the core focus during the first few years of the Seen and Heard service. Seen and Heard staff developed a steering committee comprised of local youth service representatives (schools, churches, sports and cultural groups) and young people who guided the development and promotion of the program.

During this period, Seen and Heard staff worked to build relationships with local groups, promote an understanding of the new services' community development approach and connect with local young people.

### **Highlights**

- Winner of 2002 Local Government Best Practice Award.
- Winner of the 2004 Community Service Industry Award in the "Developing Communities" category.
- Establishment of five local steering groups in various townships across the Shire. Support of Shire's Youth Advisory Council.

- Implementation of a successful school holiday activity program with over 5 activities per holiday period delivered.
- Partnerships developed with many local groups including Resident and Ratepayer organisations, volunteer fire brigades and youth service groups.
- 3 community art projects undertaken.
- 10 larger drug and alcohol free youth events delivered/supported.
- Training in adolescent sexual health, working effectively with young people, suicide prevention and protective behaviours delivered to youth service providers in the Shire.
- Highly successful Youth Health Expos (in conjunction with Eastern Hills Senior High School) held.
- Over 110 young people and their families directly supported through the case management component.

### **2004 Review**

After initial reports to Council, criticism was leveled against the casework component of the service. Casework dominated a significant proportion of staff time for the benefit of a relatively low number of young people. It was also felt that there were other services available, such as the Shire supported Parent and Adolescent Counselling Service (PACS) that could work with these young people.

As such, when time came to review the model in light of the 2004 tender process, the casework component was discontinued.

A number of concerns were also raised regarding the location of the service. During the first contract, Seen and Heard were based at the Parkerville Children's Home grounds in Parkerville. Even though there was a strong outreach component (workers deliver services within local town sites) there was still a need for a central meeting point for activities such as planning meetings and training sessions. At PCH, the service was difficult to access and the identity of Seen and Heard as a Shire service was being lost.

As a result of concerns raised, the second contract included Shire provision of a visible, central venue in Jacoby Street, Mundaring.

Clear procedures for how Seen and Heard was promoted to the community were also developed to ensure that the community was made aware of the Shire's funding role. This was included on all promotional material linked to the program.

As part of this review, a strong emphasis was placed on the "growing of funds" with a much greater expectation under the new contract for Seen and Heard staff to develop more funding applications for services and activities that benefit young people within the Shire. Reporting and accountability structures were also strengthened.

## ***The Model in Practice - Contract 2 (2004 – 2010)***

Five organisations submitted an Expression of Interest (EOI) to tender for the second Seen and Heard contract:

- Swan Emergency Accommodation Inc.
- Mission Australia
- YMCA
- Parkerville Children's Home Inc. (PCH)
- Hills Community Support Group Inc.

The Seen and Heard Occasional Committee (SHOC) assessed each EOI and shortlisted two agencies:

- YMCA
- Parkerville Children's Home Inc. (PCH)\*

Both agencies formally tendered for the delivery of the Seen and Heard contract and each gave a presentation to the SHOC outlining their approach to delivery of the Seen and Heard model. PCH were again selected to deliver the Seen and Heard service.

The selection was based on PCH's highly professional approach to and expertise in delivering youth services. The term of this contract was for three years to December 2010, with an option to extend the contract a further three years. This option was exercised.

*\*Parkerville Children's Home Inc. formally changed their name to Parkerville Children and Youth Care Inc. (Parkerville) during this contract period.*

### **Delivery**

One of the key advantages of Parkerville's second successful tender for the delivery of the Seen and Heard model was the continuation of staffing and existing projects. Seen and Heard staff were now able to commit fully to the community development aspects of the program (as the casework component was discontinued).

Community connections were not disrupted and, under the close supervision of Shire staff, statistics showed that the program maintained a steady level of contact with young people, increased the number of local events and activities occurring in the Shire and maintained a very high level of networking and service promotion.

## **Highlights**

- 2007 Finalists WA Youth Awards (Citizenship Category).
- 4 CREW members attended the CAYPAKS (Children and Young People as Key Stakeholders) Conference and gave a 30 minute presentation on the CREW.
- The Seen and Heard CREW received the Premier's Australia Day Active Citizenship Award.
- 2008 Nominated for WA Youth Awards.
- The Seen and Heard CREW were winners of the 2008 WA Young People Who Care Awards in the "Caring Together" category.
- 2009 Nominated for WA Youth Awards.

## **2010 Review**

Improvements to reporting and accountability structures were a vital part of the new contract. Program initiatives and linked performance indicators for the Seen and Heard service were developed in 2004.

A review of statistics and written reports showed that the service had made strong progress in connecting with young people during this reporting period. Numbers of youth led and partnership events and activities increased - a credit to CREW members and service staff.

Parkerville and Shire staff worked in partnership to steer and promote the service. As a result, Seen and Heard was established as a professional, accountable and approachable service with energetic staff and volunteers who are willing and able to "jump in" to support a wide variety of youth activities. They are also able to give much needed assistance to the many local groups working to include young people in the Shire of Mundaring.

### ***Overview of Tender Process for current contract (2010 – present)***

Two organisations submitted an Expression of Interest (EOI) to tender for the third Seen and Heard contract:

- Mission Australia
- Parkerville Children and Youth Care Inc.

Both agencies formally tendered for the delivery of the Seen and Heard Youth Program contract and each gave a presentation to the Seen and Heard Occasional Committee (SHOC) outlining their approach to delivery of the Seen and Heard model. Parkerville Children and Youth Care Inc. were again selected to deliver the Seen and Heard Youth Program.

The selection was based on Parkerville's highly professional approach to and expertise in delivering youth services. They demonstrated an excellent methodology for implementing and evaluating the program, high level of experience in delivering community development programs on time and within budget, and a sound capacity and human resources structure to deliver and administer the Seen and Heard contract.

The term of this contract was for three years from 1 July 2011 to 30 June 2014, with an option to extend the contract a further three years. This option was exercised to 30 June 2017.

The contract was then extended to 31 December 2017 to allow for the review process.



## **ATTACHMENT 2**

**Item 10.4**

**2 pages**

## **Attachment 2**

### **Youth-focussed KPIs of Shire funded community services**

#### **Mundaring Arts Centre**

1. Actively engage in inter-generational consultation, recognising social, cultural and environmental indicators.
2. Support and contribute to education and community programs that will increase youth contribution and patronage to MAC activities.
3. Encourage youth representation in various consultative mechanisms, leading to active participation within MAC committee.

#### **Katherine Susannah Pritchard Writers' Centre**

1. Provide a youth program, such as Write-A-Rama, to assist the development of young writers through regular meetings and workshops, together with the provision of appropriate programs and competitions.
2. Support of the Seen and Heard Youth program through the provision of opportunities for youth to participate in activities of the Foundation.

#### **Mundaring and Hills Historical Society**

1. Develop continuing opportunities for involvement of schools in Museum/Society activities.
2. Invite local schools to participate in activities or deliver activities and talks at schools.

#### **Mundaring Sharing**

1. Minimum one school holiday program held per year.
2. Explore family orientated activities.

### **Other youth focussed Shire facilities and services**

Youth Grants	Shire of Mundaring	<p>The purpose of this funding is to encourage, recognise and support the development of local young people who have been chosen to attend events and activities that contribute positively to development of their citizenship attributes and their engagement in the broader community. Grants are awarded to young people attending state, national or international events, representing their institution, club or organisation in their area of interest:</p> <ul style="list-style-type: none"><li>• Sport and recreation</li><li>• Science and technology</li><li>• Arts and culture</li><li>• Community service</li><li>• Environment.</li></ul>
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		This program is open to requests for financial support at any time of the year. Applicants must be residents of the Shire aged between eight and 18 years. Amounts of \$100 and \$200 are currently available dependent on whether the event is being held in rural/remote WA, Interstate or International.
Sport and Recreation Facilities	Shire of Mundaring	The Shire provides free use of sport and recreation facilities to junior sporting groups (17 years of age and under). Seasonal user groups that book shire facilities also have free use of a Shire facility on two occasions per year, for an Annual General Meeting and a presentation event. The Shire also maintains its youth facilities such as skate parks and dirt jumps
Albert Facey Memorial & Katharine Susannah Prichard Libraries	Shire of Mundaring	Both Libraries offer free Wi-Fi, quiet spaces for reading and studying, and meeting spaces.
Robert Juniper Award for the Arts	Shire of Mundaring	The Robert Juniper Award for the Arts is an annual award offered to a young person under the age of 35 who excels at their chosen art form, whether that be visual arts, craft, performing arts, literature, film or music.

**ATTACHMENT 3**

**Item 10.4**

**2 pages**

## **Attachment 3**

### **Role of Local Government in Delivering Youth Services**

Discussions with other Local Governments revealed that the role of local government in delivering youth services varies and is determined by community need and the value placed on young people. This is balanced against the constraints of budgetary and resource implications.

In Shire of Mundaring, the youth population is one of the fastest growing cohorts. While the concentration of young people is in the Swan View community, there are equal and growing numbers in the Outer Eastern Region.

The Shire's delivery of youth services over the past 15 years has reflected a commitment to young people in our community. Community feedback informing the development of this Review has highlighted the value young people and the broader community place on the Shire's role in delivering youth services. It has also highlighted a growing need for increased services in outer lying communities where there is limited access to services and public transport.

Community consultation for the *Strategic Community Plan – Mundaring 2026* also identified the community's need for youth services. The SCP describes community concern about the adequacy of social and physical infrastructure to accompany a growing population. Associated with this was a concern about potential increases in crime and antisocial behaviour if there is insufficient opportunity for meaningful engagement of young people.

In addition, the Community Perceptions Survey 2015 demonstrated that while 11% of respondents were delighted with services for youth aged 12 – 25, a low level of satisfaction was experienced by 40% of respondents.

In this context, Shire of Mundaring's role in delivering youth services is vital. The Shire is best placed to fulfil the following roles.

- Plan, develop and deliver youth services based on a broad and deep understanding of current community trends and issues. The Shire reviews the Strategic Community Plan every 2 years and the Youth Informing Strategy every 5 years.
- Continually evaluate youth services to ensure they effectively address changing community need and emerging trends.
- Efficiently respond to arising issues and community concern.
- Provide opportunities for young people to connect with the broader community by leveraging the Shire's networks and strong position as a community leader. The *National Youth Strategy for Young Australians 2010*, the State Government's *Our Youth, Our Future* and the *2015 Mission Australia Youth Survey* all highlight community connection as vital to supporting young people.

- Facilitate and develop partnerships to deliver youth services and activities.
- Provide and activate youth specific places (for example the Swan View Youth Centre) for young people to access information, activities and support services or referrals, where they can feel a sense of belonging and connectedness.
- Support and provide networking opportunities to other youth based organisations delivering services within the Shire.
- Support the provision of youth sport and recreation activities.

## **ATTACHMENT 4**

**Item 10.4**

**3 pages**

## **Attachment 4**

### **Other Local Government Youth Services Models**

As part of the review of the Shire's Youth Service, discussions with ten other local governments were held to gain a board picture of the approaches taken to youth service delivery. Local governments included were contacted because of their similarity to the Shire of Mundaring (either in topography, geographical spread or population size) or because of their membership to the Eastern Metropolitan Regional Council (EMRC).

Consultation found that each local government has a tailored approach to youth service delivery, depending on the level of service provided by other agencies within that local government's community, demographics, location and socio-economics. In turn, these contextual factors need to be balanced against the constraints of budgetary and resource implications.

The summary information below was obtained via phone conversations, meetings and email exchanges with youth service staff from Blue Mountains City Council, City of Armadale, City of Gosnells, City of Vincent, City of South Perth, Town of Bassendean, City of Bayswater, Shire of Kalamunda, City of Swan and City of Belmont.

#### **Similar Geographical Spread and Topography**

##### **Blue Mountains City Council (BMCC), New South Wales Budget under \$50,000**

- Fund 1 Full Time Equivalent (FTE) position.
- No program funding is provided for youth services.
- Staff work collaboratively with other services (Non-Government Organisations, schools, health) to build both sector and community capacity.
- Any programs run by the BMCC are funded entirely by grants. Consequently, BMCC don't work directly with young people (other than the Youth Council, which does have a small operational budget attached), but they do work very closely with other organisations.

#### **Similar Geographical Spread**

##### **City of Armadale**

##### **Program Budget ~\$50,000 + 1FTE**

- 1.0FTE – Youth Development Officer
- All youth services are delivered in partnership with other youth service providers.
- Youth services include but are not limited to youth intervention partnerships, youth career development, youth events, young women's project, urban art, school holiday programs, Armadale Young Network.
- The City contracts Hope Community Services to deliver youth outreach once / week.
- There are currently 43 agencies delivering 71 services to young people living in this community. Twenty-three of these agencies are based in the local area.



## **City of Gosnells**

### **Budget \$1m +**

- 7FTE
- Direct service delivery.
- Deliver a range of diverse youth programs, including but not limited to girls and boys programs, holiday programs, three youth spaces with dedicated programs, music program, Skate Park Advisory Committee, dedicated youth website (The Hive).
- The City has regional partnerships with neighbouring local governments through which they plan and deliver a number of regional events.
- Work in partnership with other service providers such as Save the Children.
- There are currently 43 agencies delivering 74 services to young people in this community. Twenty-five agencies are located in the local area.

### **Similar number of residents**

## **City of Vincent**

### **Budget between \$55-65,000**

- 0.3FTE – Role of 'Community Partner' includes youth, homelessness & reconciliation portfolios.
- Limited direct youth service delivery because of the number of other youth service organisations operating in the local government area and high level of access to services located in surrounding areas.
- Service delivery includes youth events, Kidsport and a partnership with Constable Care to deliver interactive performances in schools.
- Moving from a community development approach to community partnerships across the board.
- Focus on partnering with youth service providers through their Collaborative Grants Program.
- Coordinate a Community Engagement Panel to engage with local residents.

## **City of South Perth**

### **Budget \$60-70,000**

- 1.0FTE – Youth Development Officer
- Deliver all activities in partnership with other organisations such as libraries and schools. Activities include Youth Week Event, Australia Day Youth Event, school holiday activities, sports activities.
- Coordinate 'SPYN' – South Perth Youth Network. Similar to Youth Advisory Council but less formal.
- Provide \$6-7,000 to Skateboarding WA to deliver activities at the South Perth Skate Park.
- There are currently 27 agencies delivering 44 services for young people in this community.

## **EMRC Members**

### **Town of Bassendean**

#### **Budget \$50-60,000**

- Direct service delivery.
- Fund 1.5FTE
- Deliver projects and a drop in service focused on at-risk youth in partnership with Department of Child Protection and Family Services (DCPFS) and other youth service providers.
- Also have a 0.5FTE Youth Development Officer who delivers youth events, Youth Advisory Council (YAC), general youth initiatives.
- All programs are funded via Department of Child Protection and Family Services and grants.

### **City of Bayswater**

#### **Budget \$50,000 to \$100,000**

- Fund a 0.6FTE youth officer.
- Provide funding to *Youthcare* and *Outcare* (through a grant application process) who deliver counselling and chaplaincy to young people, particularly young people at risk.
- Coordinate a Youth Advisory Council (YAC).
- Also support other community groups with a youth focus through grants (minor)

### **Shire of Kalamunda**

#### **Budget \$100,000 to \$200,000**

- Youth services team comprises 1FTE, plus a student officer who works 15hrs per week and a Co-ordinator who spends 0.3FTE coordinating youth services.
- Have an annual youth services program budget.
- Youth services are delivered in house.
- 3-year Memorandum of Understanding (MOU) with *Youthcare* who deliver counselling / chaplaincy to interested primary schools and high schools.
- Provide annual funding to Constable Care for the delivery of the Child Safety Program.

### **City of Swan**

#### **Budget \$2m +**

- 11.5FTE
- Youth services are delivered both in house and externally.
- A range of youth service providers have been contracted to deliver youth programs.

### **City of Belmont**

#### **Budget undisclosed**

- Contracts youth services to Young Men's Christian Association (YMCA).
- 3-year MOU - YMCA have recently been awarded this contract following an open tender process.
- Contract manager is very hands on in terms of planning the youth services and programs delivered by YMCA, with quarterly feedback meetings.
- There are currently 27 agencies delivering 46 services for young people in the City of Belmont.

## 10.5 Mt Helena Aquatic Centre Proposed Reduction to Season for 2017-18

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<b>File Code</b>	Ke 1 Res.22809/1
<b>Author</b>	Chris Blankley, Co-ordinator Aquatic Facilities
<b>Senior Employee</b>	Megan Griffiths, Director Strategic & Community Services
<b>Disclosure of Any Interest</b>	Nil

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### SUMMARY

Over 92% of the attendance for Mt Helena Aquatic Centre occurs over nine weeks in summer (December to February). A reduction in the season length from the traditional twenty two weeks to nine weeks over the summer school holidays and a reduction in opening hours of 1 hour per day could achieve a \$54,000 operational saving in the 2017/18 financial year with a minimal reduction in attendance.

The Shire would still need to meet its maintenance obligations under the licence with the Department of Education to secure the department's financial contributions.

A further review to look at potentially ceasing the service from 2018/19 is still occurring, in line with the direction in the Corporate Business Plan (CBP). The outcomes of potentially ceasing the services will be brought back to Council for further consideration as part of the development of the 2018/19- 2021/22 CBP. However it is timely for Council to consider the option to reduce the season operating days now, prior to the commencement of the 2017/18 season.

It is recommended to reduce service levels and open the Mt Helena Aquatic Centre for the 2017/18 summer season for a period of nine weeks from mid-December 2017 and to close mid-February 2018 and to change the closing time from 7pm to 6pm.

### BACKGROUND

Since 1995 the Shire has had a licence with the Department of Education for the shared use and management of the Mt Helena Aquatic Centre located on the grounds of the Eastern Hills Senior High School in Mt Helena. This licence provides Shire the opportunity to offer the community access to the school swimming pool out of school hours and in school holidays.

The Shire professionally maintains the facility and shares operating and capital costs for the facility with the Department of Education.

During this term of the licence the Shire has opened the pool for community use in the warmer summer months of October to March. On schools days in Terms 1 and 4 the pool has been open to the community from 3:30pm to 7:00pm and on weekends and school holidays open from 12:00pm to 7:00pm.

At the Special Council meeting on 19 July 2017 (SC7.07.17) Council endorsed the Shire of Mundaring Corporate Business Plan 2017/18 to 2020/21. This plan lists that a review to be conducted during 2017/18 on the Mt Helena Aquatic and Recreation Centre operations. This report forms part of that review.

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## STATUTORY / LEGAL IMPLICATIONS

Regulation 19DA of the *Local Government (Administration) Regulations 1996* requires that

Item 3 Period of Use of the Licence Schedule states:

*The Shire shall be entitled to use the facilities at all times (except between the hours of 7.30am and 3.15pm on Mondays to Fridays inclusive during school terms) and/or such other times agreed to in writing by the Parties.*

As such there is no requirement on the length of the seasons the Shire may have the aquatic centre made available to the community.

A change to the season length Mt Helena Aquatic Centre would not impact on the school's access or financial obligations. Under the present agreement Eastern Hills Senior High School operates during school hours October – December 2017 and February – March 2018.

The school provides a qualified staff member to monitor the water when the school is using the facility. The school is responsible for supervision and safety during school hours and when the school runs in-term swimming lessons with the Department of Education and local schools in February.

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* requires that

- (1) A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
- (2) A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.
- (3) A corporate business plan for a district is to —
  - (a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and
  - (b) govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and
  - (c) develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.
- (4) A local government is to review the current corporate business plan for its district every year.
- (5) A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government's strategic community plan.

- (6) A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine\* whether or not to adopt the plan or the modifications.

\*Absolute majority required.

- (7) If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.

## **POLICY IMPLICATIONS**

Nil

## **FINANCIAL IMPLICATIONS**

A reduction in the season from twenty two weeks from October to April to nine weeks from mid-December to mid-February and a reduction of opening hours by one hour per day would result in a corresponding reduction in operating cost of \$54,000 per annum.

Scenario	Weeks Open	Operating Income	Operating Expenditure	Net Operating Costs
As per 2017/18 service levels	22	\$62,000	\$229,000	\$167,000
Proposed reduced season	9	\$57,000	\$170,000	\$113,000

## **STRATEGIC IMPLICATIONS**

Nil

## **SUSTAINABILITY IMPLICATIONS**

Nil

## **RISK IMPLICATIONS**

### Reputational Risk

There may be a reputational risk to the Shire for a reduction in service levels provided at Mt Helena Aquatic Centre by reducing the summer season by thirteen weeks and reducing opening hours by 1 hour per day. The risk rating of this is minor due to the relatively low attendances in the weeks outside the summer holiday period and in the period 6pm-7pm.

To mitigate this risk, a communication strategy will be implemented to highlight the low attendance during these times and the corresponding operational savings that can be made through the reduction in season length/opening hours.

## EXTERNAL CONSULTATION

Representatives from Eastern Hills Senior High School have been consulted in the development of this recommendation to notify them it will not affect the Shire's responsibilities for maintenance of the aquatic centre as per the licence.

The community has not been consulted on this proposal. Given the low community usage at the times indicated, it is not considered necessary to undertake a formal consultation process, other than to inform the community of the changes and the supporting reasons.

## COMMENT

### Option 1

Over 92% of the attendance for Mt Helena Aquatic Centre occurs in the nine weeks in summer (December to February), primarily due to vacation swimming lessons. In addition, there are lower numbers attending after 6pm. A reduction in the season length to just nine weeks over the summer school holidays and a slight reduction in opening hours would result in a marginal reduction in the attendance but a significant reduction in the operating costs. Attendance and income from 2016/17 season is illustrated in the table below.

2016/17 Season	Days Open	Attendance (incl. Vac Swim)	Average attendance. per day	Income p/month
October	10	50	5	\$15
November	30	540	18	\$2519
December	30	731	24	\$2495
January	31	11,887	383	\$15,613
February	25	1196	48	\$5227
March	31	563	18	\$2172
<b>TOTAL</b>	<b>157</b>	<b>14,967</b>	<b>497</b>	<b>\$28,042</b>

To meet its licence obligations during school week and when the pool is not open to public Shire aquatic staff would attend the pool once a week throughout the year for maintenance duties. These duties include maintaining water quality, chemical dosing, cleaning regime, maintenance, servicing and grounds work. As the Shire will meet its licence obligations the Department of Education will continue to contribute to the operating cost of the pool. These include:

- 33.33% of the Co-ordinator Aquatics' annual salary;
- 50% of utilities;
- 50% of stores;
- 50% General maintenance;
- 50% Vandal damage: and
- 50% security patrols.

To achieve the \$54,000 in operational savings in the 2017/18 financial year Council may consider reducing service levels by opening the Mt Helena Aquatic Centre for the 2017/18 summer season for nine weeks from 11 December 2017 and closing on 11 February 2018 and to change the closing hours from 7pm to 6pm. Community notification of the proposed changes would need to occur as soon as practicable after the Council decision.

### Option 2

The other option is that Council does not undertake any changes to the hours/ season length at this time and instead awaits the outcome of the review process currently being conducted on the Mt Helena Aquatic and Recreation Centre operations as listed in the CBP. This review is contemplating two options- reducing hours/season length (which has been proposed in option 1 above) or cessation of the service entirely.

The Corporate Business Plan 2017/18-2020/21 (SC6.07.17) which was adopted by Council on 19 July 2017 provides for the following service level for the Mt Helena Aquatic Centre on page 84:

*Mt Helena Aquatic Centre*

Affordable access to safe, clean and well-maintained, heated outdoor pool from October to April, seven days/week, 3:30pm to 7pm school days, and 12pm to 7pm school holidays.

Council may form the view that given the lower numbers of patrons attending in October, November and March, and given the substantial savings that can be achieved, Option 1 should be pursued. As such, it is recommended that Council modify the Corporate Business Plan 2017/18-2020/21, page 84 to state:

*Mt Helena Aquatic Centre*

Affordable access to safe, clean and well-maintained, heated outdoor pool from mid-December to mid-February, seven days/week, 3:30pm to 6pm school days, and 12pm to 6pm school holidays.

### **VOTING REQUIREMENT**

Absolute Majority (Regulation 19DA of the *Local Government (Administration) Regulations 1996*)

**COUNCIL DECISION  
RECOMMENDATION**

**C11.09.17**

*Moved by:* *Cr Bertola* *Seconded by:* *Cr Fox*

That Council:

1. changes the opening days and hours of operation for the Mt Helena Aquatic Centre for the 2017/18 season as outlined in Option 1 in this report.
2. by absolute majority modifies the Corporate Business Plan 2017/18-2020/21, page 84 to state:

Mt Helena Aquatic Centre

Affordable access to safe, clean and well-maintained, heated outdoor pool from mid-December to mid-February, seven days/week, 3:30pm to 6pm school days, and 12pm to 6pm school holidays.

**CARRIED 12/0**

**For:** *Cr Martin, Cr Clark, Cr Fisher, Cr Daw, Cr Brennan, Cr Cook  
Cr Fox, Cr Perks, Cr Bertola, Cr Jeans, Cr Cuccaro, Cr Lavell*

**Against:** *Nil*

**9.01pm Cr Cook left the Chamber**

**9.01pm Cr Cook returned to the Chamber**

**Next Report**



## 10.6 Co-ordinated Corella Control

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<b>File Code</b>	OR.IGR 3/1
<b>Author</b>	Briony Moran, Co-ordinator Environment and Sustainability
<b>Senior Employee</b>	Mark Luzi, Director Statutory Services
<b>Disclosure of Any Interest</b>	Nil
<b>Attachments</b>	5. Co-ordinated Corella Control Program

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### SUMMARY

The Western Australian Local Government Association (WALGA) coordinated a corella control program in 2016/17. The control program was initiated to address concerns of some Local Governments regarding noise, damage and public health impacts of flocks of non-local corellas.

WALGA has written to the Shire to request nomination of possible trapping sites and a financial contribution towards the continuation of this program for 2017/18. This report recommends that Council commends the WALGA initiative as a coordinated response to pest animals, but does not make a financial contribution to the current corella program.

### BACKGROUND

There are several species of corellas that are native to Western Australia, although their distribution has changed to include the Perth metropolitan area and coastal areas as they have adapted to urban environments. There is also an introduced Long-billed Corella from Victoria which has become a pest in the south-west of Western Australia.

In 2016 WALGA received a \$50,000 grant from the Department of Parks and Wildlife (now Department of Biodiversity Conservation and Attractions, or DBCA) and contributions from several affected local governments to coordinate a corella control program. The program included successful feeding and trapping of 2000 birds at three sites within the metropolitan area (City of Stirling, Town of Claremont and City of Rockingham).

The DBCA has again contributed \$50,000 to WALGA for the continuation of the coordinated corella control program in 2017/18. WALGA has written to various local governments requesting a \$5,000 contribution and nomination of suitable trapping sites (see **ATTACHMENT 5**).

### STATUTORY / LEGAL IMPLICATIONS

Pest animal control is required to comply with the *Animal Welfare Act 2002*. Actions that may affect native animals would also be required to comply with the *Biodiversity Conservation Act 2016*.

### POLICY IMPLICATIONS

Nil

## **FINANCIAL IMPLICATIONS**

There is no budget specifically allocated for control of feral or pest animals. Currently feral animal control in Shire reserves is undertaken using reserve management budgets, or grants if grant applications are successful.

Nesting pairs of corellas have been observed within two reserves managed by the Shire. No formal quotes have been requested for the removal of these birds however engaging a pest bird contractor to target and remove small numbers of corellas from specific reserves is estimated at \$900 per reserve.

## **STRATEGIC IMPLICATIONS**

Mundaring 2026 Strategic Community Plan

Priority 1 - Governance

Objective 1.1 – A fiscally responsible Shire that prioritises spending appropriately

Strategy 1.1.1 – Prudently consider resource allocation

Priority 3 – Natural Environment

Objective 3.2 – A place where the environment is well managed

Strategy 3.2.1 – Identify and mitigate threats to the natural environment

## **SUSTAINABILITY IMPLICATIONS**

The Shire is not currently affected by large flocks of corellas. If the corella population on the Swan Coastal Plain increased and flocks began to frequently spend time within the shire then economic impacts could include damage to crops, trees, sporting fields, irrigation systems and other infrastructure.

Environmentally, the non-local corella species can compete with local native birds for nesting hollows and food sources. This has been noted in natural hollows in two reserves managed by the Shire, as well as John Forrest National Park.

Socially, residents in areas frequented by large flocks of corellas could be impacted by noise, fouling and damage to gardens and property.

## **RISK IMPLICATIONS**

As corellas are not present frequently or in large numbers within the Shire, the risk of damage to Shire facilities is considered low. Accordingly the financial and reputational risks of not participating in the current WALGA initiative are also considered low.

## **EXTERNAL CONSULTATION**

No external consultation has been undertaken regarding corella control or participation in this WALGA initiative. Ordinarily, this matter would be considered by the Environmental Advisory Committee (EAC) to help inform Council in its deliberations. In this instance, it has not been referred to the EAC as WALGA is planning to implement the program in October 2017 and the next scheduled EAC meeting is not until 28 November 2017.

## COMMENT

Mixed flocks of corellas and pink and grey galahs are sometimes observed at sites within the Shire, including Brown Park and Harry Riseborough ovals. The flocks are not large, are rarely present, and no damage to the turf or irrigation systems has been reported. Neither Brown Park or Harry Riseborough are suitable for trapping as sites are required to be secure from public access or interference with the trapping process.

Highly mobile pest animals such as corellas and rainbow lorikeets can be difficult for individual local governments to effectively control. The WALGA coordinated corella control program may provide a useful model to adapt for other species in the future. Local Governments dealing with other pest animals such as feral cats, pigs and foxes would also benefit from a coordinated approach.

There are range of threats to the natural environment including climate change, Phytophthora dieback, weed invasion, and a range of feral animals. Within the Shire of Mundaring, feral cats and foxes are considered a higher priority for management than corellas due to their direct impacts on a range of native species.

Corellas are not currently a significant pest affecting the Shire's natural environment, public open space or infrastructure. The current WALGA initiative is only focussed on corellas and unfortunately does not form part of a broader feral animal management framework across metropolitan local governments. This report therefore recommends that the Shire does not contribute financially to the 2017/18 corella control program.

## VOTING REQUIREMENT

Simple Majority

<b>COUNCIL DECISION RECOMMENDATION</b>		<b>C12.09.17</b>	
<i>Moved by:</i>	<i>Cr Clark</i>	<i>Seconded by:</i>	<i>Cr Bertola</i>

That Council writes to WALGA to:

1. Commend the coordinated approach to pest animal control and request that a broader and ongoing feral animal management funding framework be considered; and
2. Advise there is not a significant corella population within the Shire of Mundaring and the Shire will not contribute financially to the 2017/18 corella control program.

## CARRIED 12/0

**For:** *Cr Lavell, Cr Bertola, Cr Brennan, Cr Clark, Cr Cook, Cr Cuccaro, Cr Daw, Cr Fisher, Cr Fox, Cr Jeans, Cr Martin, Cr Perks*

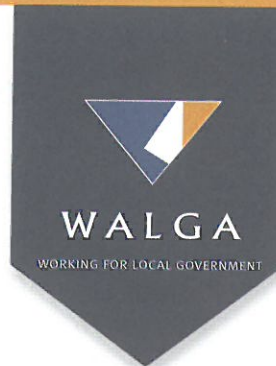
**Against:** *Nil*

**Next Report**

**ATTACHMENT 5**

**Item 10.6**

**2 pages**



17 July 2017

Our Ref: 05-046-02-0003

Mr Jonathan Throssell  
Chief Executive Officer  
Shire of Mundaring  
7000 Great Eastern Highway  
Mundaring, WA 6073

Dear Mr Throssell,

**Re: Coordinated Corella Control Program**

As you may be aware, WALGA has been seeking to address Local Governments' concerns regarding the increasing noise, damage and public health impacts of introduced corellas across the south west of Western Australia for some time. This issue has been raised by a number of WALGA Zones and at the WALGA Annual General Meeting in 2016.

Over the past year, WALGA has worked closely with member Local Governments, the Department of Biodiversity, Conservation and Attractions (DBCA), the Department of Primary Industries and Regional Development and other stakeholders to develop a coordinated approach to controlling corella numbers, thereby reducing these impacts. The pilot program was undertaken with funding from DPaW and in-kind and financial contributions from a small number of Local Governments. The pilot resulted in approximately 2000 birds being removed at sites in the City of Stirling, Town of Claremont, City of Rockingham and the City of Bunbury.

All control work undertaken as part of the pilot was conducted safely and, importantly, no specific complaints were received from the public – indeed the only complaints received were that more action needs to be taken to control corella numbers. The potential for public concern regarding the culling of corellas has in the past been a major consideration for Local Governments when deciding whether to undertake control activity in their area. The pilot project has demonstrated that, if undertaken at appropriate sites, with safeguards in place, control is a viable and defensible course of action for Local Governments in protecting their assets and community amenity.

The other component of the pilot program was the development of a Pest Bird Portal, comprising a GIS mapping tool allowing Local Governments to directly input sightings of corellas (feeding, roosting, control locations, birds taken, damage and complaints) and to act as a central repository for research, templates, case studies and other information. It is anticipated that over time the Portal will build a dataset about introduced corella populations and inform future control activities. The portal is accessible from the WALGA website.

I am pleased to inform you that as a result of these promising results, DBCA has agreed to continue its financial support for the program in 2017/18, providing WALGA with \$50000 for this purpose. WALGA State Council endorsed the continuation and expansion of the program at its July meeting, including that Local Governments across metropolitan Perth and the south west be asked to make a financial contribution. I am therefore writing to you, to request a contribution of \$5000 towards the program. I would also ask that you consider nominating a site within your Local

ONE70

LV1, 170 Railway Parade, West Leederville, WA 6007

PO Box 1544, West Perth, WA 6872

T: (08) 9213 2000 F: (08) 9213 2077 info@walga.asn.au

[www.walga.asn.au](http://www.walga.asn.au)

Government that is frequented by corellas and would be a safe and discreet location for control activity.

In your consideration of this request, it is important to recognise that key control locations are areas with known high density populations that when targeted, result in a reduction in the population and a reduced risk of birds migrating and establishing in other locations, including throughout the Shire.

Financial and in-kind contributions from Local Governments are essential to ensure corella control can be undertaken at a sufficient scale and to demonstrate a shared commitment to addressing this issue. Participating Local Governments will also be invited to participate as members of the Corella Working Group that meets quarterly to discuss the program and pest bird related matters.

It is envisaged that control activity will commence in early October 2017, subject to sufficient funds being made available.

In anticipation of your support for this activity, an invoice will be issued to the Shire of Mundaring for \$5000 (+ GST).

If you have any questions about the program or the invoice please contact Environment Policy Officer, Michelle Hofmeester on 9213 2027 or [mhofmeester@walga.asn.au](mailto:mhofmeester@walga.asn.au).

Yours sincerely,



**Mark Batty**  
**Executive Manager – Environment and Waste**



## 10.7 Mahogany Creek Hall Budget Variation for Operating Costs

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<b>File Code</b>	St 15 Res.23044/1
<b>Author</b>	Megan Griffiths, Director Strategic and Community Services
<b>Senior Employee</b>	Megan Griffiths, Director Strategic and Community Services
<b>Disclosure of Any Interest</b>	Nil
<b>Attachments</b>	Nil

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### SUMMARY

When Council adopted the Annual 2017/18 Budget (SC8.07.17), no provision was made in the annual budget for the operating costs of the Mahogany Creek Hall (the Hall) post September 2017. In adopting the Corporate Business Plan at the same Special Meeting of Council (SC6.07.17), Council resolved to keep operating the Hall for several months to enable the community to present a business case for the operation of the Hall. As such, a variation to the operating budgets for the Hall is required to cover the operating expenses until 24 January 2018.

### BACKGROUND

At the July 2017 Special Council Meeting, Council resolved the following (SC6.07.17 and SC7.07.17):

*That Council, by absolute majority, adopts the Shire of Mundaring 2017/18-2020/21 Corporate Business Plan as at **ATTACHMENT 2**; and*

*That Council notes -*

- 1. no action on the demolition of Mahogany Creek Hall (as detailed on pages 4, 15, 33, 41 and 72 of the Shire of Mundaring 2017/18 - 2020/21 Corporate Business Plan - **ATTACHMENT 2**) will occur prior to 24 January 2018, in order to provide the community an opportunity to present a business case to the Shire to take on full responsibility for the Mahogany Creek Hall, including responsibility for managing and maintaining the Hall and all costs associated with the operation, maintenance and capital upgrades of the Hall;*
- 2. business cases are to be presented to the Shire by close of business on 22 December 2017 in order for a report to be considered by Council at the Ordinary Council Meeting of 23 January 2018; and*
- 3. if no business cases are submitted by close of business 22 December 2017, then demolition of the Mahogany Creek Hall will commence as soon as practicable thereafter without the need for further consideration by Council.*

### STATUTORY / LEGAL IMPLICATIONS

Section 6.8 of the *Local Government Act 1995* details how to incur expenditure from the municipal fund when not included in an annual budget as follows:

*“(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —*

- a. is incurred in a financial year before the adoption of the annual budget by the local government; or*
- b. is authorised in advance by resolution\*; or*
- c. is authorised in advance by the mayor or president in an emergency.*

*\* Absolute majority required.”*

## **POLICY IMPLICATIONS**

Nil

## **FINANCIAL IMPLICATIONS**

The costs in the table below are operating costs above those budgeted and have been determined on the basis of the Shire continuing to operate the hall up to the end of February 2018. This timeline allows one month for the handover of the hall to the group or to allow the Shire officers time to relocate user groups should a community group business case be or not be accepted.

The additional expenditure will need to be reflected in the mid-year budget review reducing the Shire’s operating deficit/surplus position accordingly.

<b>MAHOGANY CREEK</b>	<b>Cost</b>
Insurance	\$245
Power	\$290
Cleaning	\$4815
Water	\$75
ESL	\$50
Fire Extinguisher check	\$180
Vandalism / Unplanned maintenance	\$300
<b>Total</b>	<b>\$5,955</b>

## **STRATEGIC IMPLICATIONS**

Mundaring 2026 Strategic Community Plan

Priority 1 - Governance

Objective 1.1 – A fiscally responsible Shire that prioritises spending appropriately

Strategy 1.1.1 – Prudently consider resource allocation



## SUSTAINABILITY IMPLICATIONS

Nil.

## RISK IMPLICATIONS

Nil.

## EXTERNAL CONSULTATION

Nil.

## COMMENT

Operating costs for the Hall have not been included in the adopted budget post September 2017, which was to enable adequate time for the existing user groups to be relocated to other facilities. As Council has resolved that no action on the demolition of the Hall is to occur prior to 24 January 2018, a variation to the budget is required to ensure adequate funds for the operating costs for the Hall.

The additional operating costs required of \$5,955 have been determined on the basis of continued operation until end of February 2018.

It is proposed that the budget be reallocated from the Australia Day Breakfast account 020012 as savings of \$9000 have been identified from this account due to operational changes in how this event is provided

## VOTING REQUIREMENT

Absolute Majority - *Local Government Act 1995* section 6.8

<b>COUNCIL DECISION RECOMMENDATION</b>		<b>C13.09.17</b>	
<i>Moved by:</i>	<i>Cr Perks</i>	<i>Seconded by:</i>	<i>Cr Daw</i>

That Council by absolute majority:

1. approves a budget increase of \$5,955 to account 426011 for operating expenses for the Mahogany Creek Hall to enable the Shire to fund the costs of running the hall until 28 February 2018; and
2. reallocates \$5,955 from Australia Day Breakfast account 020012 to account 426011 to offset the proposed budget increase in point 1 above.

## CARRIED 12/0

**For:** *Cr Lavell, Cr Bertola, Cr Brennan, Cr Clark, Cr Cook, Cr Cuccaro, Cr Daw, Cr Fisher, Cr Fox, Cr Jeans, Cr Martin, Cr Perks*

**Against:** *Nil*

**Next Report**

***As per Council's earlier decision C5.09.17, the following Item was brought forward for discussion.***

## **11.1 Notice of Motion- Cr Daw- Defer Closure of Chidlow Tennis Courts**

---

<b>File Code</b>	OI 2 Res 23921/6
<b>Author</b>	Megan Griffiths, Director Strategic and Community Services
<b>Senior Employee</b>	Megan Griffiths, Director Strategic and Community Services
<b>Disclosure of Any Interest</b>	Nil
<b>Attachments</b>	Nil

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### **SUMMARY**

Councillor Daw has advised of his intention to move the following notice of motion.

#### ***Motion***

That Council resolves:

1. no action is to be taken on the Council decision to decommission the Chidlow Tennis Courts prior to 24 January 2018 (as noted on pages 4, 15, 35 and 41 of the adopted Corporate Business Plan 2017/18 - 2020/21), in order to provide the community an opportunity to present a business case to the Shire to take on full responsibility for the Chidlow Tennis Courts, including responsibility for managing and maintaining the Courts and all costs associated with the operation, maintenance and capital upgrades of the Courts;
2. business cases (as referred to in point one) are to be presented to the Shire by close of business on 22 December 2017 in order for a report to be considered by Council at the Ordinary Council Meeting of 23 January 2018;
3. if no business cases are submitted by close of business 22 December 2017, decommissioning of the Chidlow Tennis Courts is to commence as soon as practicable thereafter without the need for further consideration by Council;
4. by absolute majority, Council approves a budget variation of \$1186 for operational expenditure for the Chidlow Tennis Courts for the period 1 July 2017 - 24 January 2018, comprising \$326 allocated against account 324003 and \$860 allocated against account 414003.

### **BACKGROUND**

Cr Daw has provided the information below in support of his motion:

1. For reasons of equity, Chidlow Progress Association (CPA) wish an extension of time to allow the local community to organise a business case for retaining the tennis courts; a courtesy also recently offered by the Shire to Mahogany Creek community members.

2. Local community expressed surprise and concern at the proposed decommissioning, because the tennis courts, although not used often, are still an asset that is utilised by local families for a fun game of tennis, and therefore can be preserved and not removed.
3. The capacity of CPA to undertake this endeavour is demonstrated by the fact that they are successfully running and maintaining Chidlow Hall, Chidlow markets and the Christmas carols by the Lake; and that if there is a will in the community to take on assets that the Shire no longer wishes to maintain, that they be given a full opportunity to present their case. Only by this Council resolution, can that opportunity be effectively offered to the community of Chidlow.

## **STATUTORY / LEGAL IMPLICATIONS**

### **Incurring expenditure from municipal fund when not included in annual budget.**

Section 6.8 of the *Local Government Act 1995* details how to incur expenditure from the municipal fund when not included in an annual budget as follows:

*“(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —*

*(a) is incurred in a financial year before the adoption of the annual budget by the local government; or*

*(b) is authorised in advance by resolution\*; or*

*(c) is authorised in advance by the mayor or president in an emergency.*

*\* Absolute majority required.”*

### **Notice of Motion**

The Shire of Mundaring Meeting Procedures Local Law 2015 states, among other things:

4.10 Elected members motions of which previous notice has been given

(1) Unless the Act, Regulations or this local law provide otherwise, a member may raise at a meeting such business as he or she considers appropriate, in the form of a motion, of which notice has been given in writing to the CEO and which has been included on the agenda.

(2) A notice of motion under subclause (1) is to be given at least seven clear working days before the meeting at which the motion is to be raised.

(3) A notice of motion is to be accompanied by supporting reasons and is to relate to the good governance of the district.

The Notice of Motion received from Cr Daw is in accordance with the Shire of Mundaring Meeting Procedures Local Law 2015.

## POLICY IMPLICATIONS

Nil

## FINANCIAL IMPLICATIONS

When Council adopted the Annual 2017/18 Budget (SC8.07.17), no provision was made in the annual budget for the operating costs of the Chidlow Tennis Courts (the Courts) post September 2017. Should Council resolve to adopt Cr Daw's notice of motion and maintain operation of the courts for several months a variation to the operating budgets for the courts is required.

The costs in the table below are operating costs above those budgeted and have been determined on the basis of the Shire continuing to operate the courts up to the end of February 2018. This timeline allows one month for the handover of the courts to a community group; or to allow the Shire officers time to relocate any user groups should a community group business case not be forthcoming.

The additional expenditure will need to be reflected in the mid-year budget review reducing the Shire's operating deficit/surplus position accordingly.

<b>CHIDLOW</b>	<b>Tennis Pavilion</b>	<b>Tennis Courts</b>
Insurance	\$36	\$160
Cleaning	-	\$700 once
Power	\$140	-
Pest Control	\$100	-
Vandalism / Graffiti	50	-
<b>Total to end of February 2018</b>	<b>\$326</b>	<b>\$860</b>
<b>Total for both</b>	<b>\$1186</b>	

This expenditure does not include provision for repairs to the lights at the Chidlow Tennis Courts. Whilst the community could continue to use the courts at night time, should repairs to the lights be required, the costs could range from \$700 to \$1600 depending on the electrical equipment to be repaired.

There will be minor human resource implications required to liaise with the community regarding a business case, provision of information and writing a subsequent report to Council. This can be accommodated within existing resource capacity.

## STRATEGIC IMPLICATIONS

Mundaring 2026 Strategic Community Plan

## Priority 1 - Governance

Objective 1.1 – A fiscally responsible Shire that prioritises spending appropriately

Strategy 1.1.1 – Prudently consider resource allocation

### **SUSTAINABILITY IMPLICATIONS**

Nil.

### **RISK IMPLICATIONS**

#### Financial

There is a medium financial risk if Council were to resolve to adopt this notice of motion as it requires additional expenditure of \$1186. This can be mitigated by reflecting the increase in the mid-year budget review and either identifying other operational savings which offset this increased expenditure; or by reducing the Shire's operating deficit/surplus position accordingly.

#### Reputational

There is a medium reputational risk in considering this notice of motion. Some members of the community may form the view that the decommissioning of the courts should occur as this was reflected in the adopted Corporate Business Plan (CBP) and the recent community engagement which was conducted as part of the development of the CBP. Alternatively some members of the community may form the view that the delay in decommissioning the courts results in minor financial changes whilst providing the community an opportunity to put forward a business case. These reputational risks can be mitigated by a communications plan which clearly articulates the reasons for the Council decision.

### **EXTERNAL CONSULTATION**

Nil

### **COMMENT**

Council adopted the Shire of Mundaring Corporate Business Plan 2017/18-2020/21 at the Special meeting of Council held on 19 July 2017 (SC6.07.17). The CBP undertakes a process of "activating" the Strategic Community Plan by identifying the priorities and services the Shire will deliver over a four year period. The CBP ensures these priorities and services are resourced and fully integrated into long term financial planning, workforce planning, asset management and annual budgets.

Council participated in eight workshops from February to July 2017 during the development of this iteration of the CBP. During these workshops Councillors expressed a desire to reduce projected rates increases. In order to achieve this outcome, a number of options were developed in relation to reducing or ceasing services and Council sought community feedback regarding these options.

Based on a range of factors including the survey results, impacts, risks, costs and usage, Councillors have provided direction of changes to be made in the CBP, including a

reduction or cessation of several services and programs. One of the cessation of services which was endorsed in the CBP was for the closure of the Mahogany Creek and Chidlow Tennis Courts, with a resulting reduction in operating costs of \$4000 per annum ( \$2000 per annum per location) and a \$238,000 capital cost saving in the 10 year Long Term Financial Plan (Mahogany Creek courts- \$144,000; Chidlow Tennis Courts- \$94,000) [pages 4, 15, 35 and 41 of the adopted Corporate Business Plan 2017/18 - 2020/21].

Following adoption of the CBP, the process to decommission and close the Chidlow Tennis Courts commenced with the community being advised (via Media release on 29 August 2017) that the tennis courts at Chidlow will be decommissioned commencing Monday, 4 September.

The decommissioning process includes the removal of tennis posts, nets and other infrastructure and salvaging existing lighting. However the courts will remain open to the community for use of the hardstand area for informal activities such as basketball and four square games. This arrangement will continue until the area is replaced with grass in 2020/21. Upon receiving the Notice of Motion from Cr Daw a halt was put on the project, resulting in no works on decommissioning the courts occurring until after Council considers Cr Daw's notice of motion on 12 September 2017.

Operating costs for the Courts have not been included in the adopted budget post September 2017, which was to enable adequate time for the existing user groups to be relocated to other facilities. If Council were to resolve that no action on the decommissioning of the Chidlow Tennis Courts is to occur prior to 24 January 2018, a variation to the budget is required to ensure adequate funds for the operating costs for the Hall. The additional required operating costs of \$1186 have been determined on the basis of continued operation until end of February 2018.

Council may form the view that Cr Daw's motion would have the effect of either:

- Should no business case/s be received or should any received business cases be deemed not suitable by Council- the resulting outcome is a deferral of the decommissioning and closure of the courts by several months, with a financial increase in expenditure of \$1186 in the 2017/18 budget; or
- Should a suitable business case be received and endorsed by Council- the resulting outcome is a community group takes on all financial and operating responsibility for the Courts; Council achieves the desired financial savings in the Long Term Financial Plan as from February 2018 onwards; and an existing community asset remains in use.

Cr Daw's motion provides the same opportunity to the Chidlow community, in terms of timeframe and process to present a business case to take on community responsibility for the Courts, as has been offered to the Mahogany Creek community in relation to presenting a business case to take on community responsibility for the Mahogany Creek Hall (SC7.07.17). Council may form the view that Cr Daw's motion has the effect of providing equitable opportunity to another part of the community in regards to a community asset. Assessment of the feasibility of the community taking on responsibility for the courts will be considered by Council in January 2018.

As the proposed budget variation does not include any repairs to lights, if required, Council may consider amending point 4 of the motion to state the following:

by absolute majority, Council approves a budget variation of \$1186 for operational expenditure for the Chidlow Tennis Courts for the period 1 July 2017 - 24 January 2018, comprising \$326 allocated against account 324003 and \$860 allocated against account 414003, *noting this expenditure does not include provision for repairs to the lights at the Chidlow Tennis Courts.*

## VOTING REQUIREMENT

Absolute Majority - *Local Government Act 1995* section 6.8

<b>COUNCIL DECISION RECOMMENDATION</b>		<b>C14.09.17</b>	
<i>Moved by:</i>	<i>Cr Daw</i>	<i>Seconded by:</i>	<i>Cr Perks</i>

That Council resolves:

1. no action is to be taken on the Council decision to decommission the Chidlow Tennis Courts prior to 24 January 2018 (as noted on pages 4, 15, 35 and 41 of the adopted Corporate Business Plan 2017/18 - 2020/21), in order to provide the community an opportunity to present a business case to the Shire to take on full responsibility for the Chidlow Tennis Courts, including responsibility for managing and maintaining the Courts and all costs associated with the operation, maintenance and capital upgrades of the Courts;
2. business cases (as referred to in point one) are to be presented to the Shire by close of business on 22 December 2017 in order for a report to be considered by Council at the Ordinary Council Meeting of 23 January 2018;
3. if no business cases are submitted by close of business 22 December 2017, decommissioning of the Chidlow Tennis Courts is to commence as soon as practicable thereafter without the need for further consideration by Council;
4. by absolute majority, Council approves a budget variation of \$1186 for operational expenditure for the Chidlow Tennis Courts for the period 1 July 2017 - 24 January 2018, comprising \$326 allocated against account 324003 and \$860 allocated against account 414003.

## CARRIED 11/1

**For:** *Cr Lavell, Cr Bertola, Cr Brennan, Cr Clark, Cr Cook, Cr Daw,  
Cr Fisher, Cr Fox, Cr Jeans, Cr Martin, Cr Perks*

**Against:** *Cr Cuccaro*

**Next Report**

**9.27pm Cr Cuccaro left the Chamber.**

**9.29pm Cr Cuccaro returned to the Chamber**

***As per Council's earlier decision C5.09.17, the following Item was brought forward for discussion.***

## **11.2 Notice of Motion- Cr Perks- Defer Closure of Mahogany Creek Tennis Courts and Public Toilets**

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<b>File Code</b>	St 15 Res.23044/2
<b>Author</b>	Megan Griffiths, Director Strategic and Community Services
<b>Senior Employee</b>	Megan Griffiths, Director Strategic and Community Services
<b>Disclosure of Any Interest</b>	Nil
<b>Attachments</b>	Nil

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### **SUMMARY**

Councillor Perks has advised of his intention to move the following notice of motion.

#### ***Motion***

That Council resolves:

1. no action is to be taken on the Council decision to decommission the Mahogany Creek Tennis Courts and adjacent toilet block prior to 24 January 2018 (as noted on pages 4, 15, 35 and 41 of the adopted Corporate Business Plan 2017/18 - 2020/21), in order to provide the community an opportunity to present a business case to the Shire to take on full responsibility for the Mahogany Creek Tennis Courts, including responsibility for managing and maintaining the Courts and all costs associated with the operation, maintenance and capital upgrades of the Courts;
2. business cases (as referred to in point one) are to be presented to the Shire by close of business on 22 December 2017 in order for a report to be considered by Council at the Ordinary Council Meeting of 23 January 2018;
3. if no business cases are submitted by close of business 22 December 2017, decommissioning of the Mahogany Creek Tennis Courts and adjacent toilet block is to commence as soon as practicable thereafter without the need for further consideration by Council; and
4. by absolute majority, Council approves a budget variation of \$4 593 for operational expenditure for the Mahogany Creek Tennis Courts and adjacent toilet block for the period 1 July 2017 - 24 January 2018, to be allocated against account 414051, noting this expenditure does not include provision for repairs to the lights at the Mahogany Creek Tennis Courts.

### **BACKGROUND**

Cr Perks has provided information below in support of his motion:



1. At the time of presenting the motion to Council to give the community time to present a business case for the Mahogany Creek Hall, the three casual user groups of the Tennis Courts had not been approached to seek their support for the retention of the court's and toilet block.
2. The user groups now wish to join with the Hall Committee to take on full responsibility for the management and maintenance of the courts and toilet block.
3. The Tennis Court user groups require the toilet block because the only other toilets are part of the hall which may be booked separately.

## **STATUTORY / LEGAL IMPLICATIONS**

### **Incurring expenditure from municipal fund when not included in annual budget.**

Section 6.8 of the *Local Government Act 1995* details how to incur expenditure from the municipal fund when not included in an annual budget as follows:

*“(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —*

*(a) is incurred in a financial year before the adoption of the annual budget by the local government; or*

*(b) is authorised in advance by resolution\*; or*

*(c) is authorised in advance by the mayor or president in an emergency.*

*\* Absolute majority required.”*

## **Notice of Motion**

The Shire of Mundaring Meeting Procedures Local Law 2015 states, among other things:

4.10 Elected members motions of which previous notice has been given

(1) Unless the Act, Regulations or this local law provide otherwise, a member may raise at a meeting such business as he or she considers appropriate, in the form of a motion, of which notice has been given in writing to the CEO and which has been included on the agenda.

(2) A notice of motion under subclause (1) is to be given at least seven clear working days before the meeting at which the motion is to be raised.

(3) A notice of motion is to be accompanied by supporting reasons and is to relate to the good governance of the district.

The Notice of Motion received from Cr Perks is in accordance with the Shire of Mundaring Meeting Procedures Local Law 2015.

## **POLICY IMPLICATIONS**

Nil

## FINANCIAL IMPLICATIONS

When Council adopted the Annual 2017/18 Budget (SC8.07.17), no provision was made in the annual budget for the operating costs of the Mahogany Creek Tennis Courts (the Courts) or public toilets post September 2017. Should Council resolve to adopt Cr Perks' notice of motion and maintain operation of the courts and toilets for several months a variation to the operating budgets for the courts and toilets is required.

The costs in the table below are operating costs above those budgeted and have been determined on the basis of the Shire continuing to operate the courts and public toilets up to the end of February 2018. This timeline allows one month for the handover of the courts to a community group; or to allow the Shire officers time to relocate any user groups should a community group business case not be forthcoming.

The additional expenditure will need to be reflected in the mid-year budget review reducing the Shire's operating deficit/surplus position accordingly.

<b>MAHOGANY CREEK</b>	<b>Tennis Pavilion</b>	<b>Tennis Courts</b>	<b>Public Toilets</b>
Insurance	\$36	\$160	52
Cleaning	-	\$700 once	3150
Power	\$140	-	
Pest Control	\$120	-	50
Consumables			35
Vandalism / Graffiti	50	-	100
<b>Total to end of February 2018</b>	<b>\$346</b>	<b>\$860</b>	<b>3387</b>
<b>Total for both</b>	<b>\$4593</b>		

This expenditure does not include provision for repairs to the lights at the Mahogany Creek Tennis Courts. Whilst the community could continue to use the courts at night time, should repairs to the lights be required, the costs could range from \$700 to \$1600 depending on the electrical equipment to be repaired.

There will be minor human resource implications required to liaise with the community regarding a business case, provision of information and writing a subsequent report to Council. This can be accommodated within existing resource capacity.

## STRATEGIC IMPLICATIONS

Mundaring 2026 Strategic Community Plan

Priority 1 - Governance

Objective 1.1 – A fiscally responsible Shire that prioritises spending appropriately

Strategy 1.1.1 – Prudently consider resource allocation

## **SUSTAINABILITY IMPLICATIONS**

Nil.

## **RISK IMPLICATIONS**

### Financial

There is a medium financial risk if Council were to resolve to adopt this notice of motion as it requires additional expenditure of \$4593. This can be mitigated by reflecting the increase in the mid-year budget review and either identifying other operational savings which offset this increased expenditure; or by reducing the Shire's operating deficit/surplus position accordingly.

### Reputational

There is a medium reputational risk in considering this notice of motion. Some members of the community may form the view that the decommissioning of the courts and toilets should occur as this was reflected in the adopted Corporate Business Plan (CBP) and the recent community engagement which was conducted as part of the development of the CBP. Alternatively some members of the community may form the view that the delay in decommissioning the courts results in minor financial changes whilst providing the community an opportunity to put forward a business case. These reputational risks can be mitigated by a communications plan which clearly articulates the reasons for the Council decision.

## **EXTERNAL CONSULTATION**

Nil

## **COMMENT**

Council adopted the Shire of Mundaring Corporate Business Plan 2017/18-2020/21 at the Special meeting of Council held on 19 July 2017 (SC6.07.17). The CBP undertakes a process of "activating" the Strategic Community Plan by identifying the priorities and services the Shire will deliver over a four year period. The CBP ensures these priorities and services are resourced and fully integrated into long term financial planning, workforce planning, asset management and annual budgets.

Council participated in eight workshops from February to July 2017 during the development of this iteration of the CBP. During these workshops Councillors expressed a desire to reduce projected rates increases. In order to achieve this outcome, a number of options were developed in relation to reducing or ceasing services and Council sought community feedback regarding these options.

Based on a range of factors including the survey results, impacts, risks, costs and usage, Councillors have provided direction of changes to be made in the CBP, including a reduction or cessation of several services and programs. One of the cessation of services which was endorsed in the CBP was for the closure of the Mahogany Creek and Chidlow Tennis Courts, with a resulting reduction in operating costs of \$4000 per annum ( \$2000 per annum per location) and a \$238,000 capital cost saving in the 10 year Long Term Financial Plan (Mahogany Creek courts- \$144,000; Chidlow Tennis Courts- \$94,000) [pages 4, 15, 35 and 41 of the adopted Corporate Business Plan 2017/18 - 2020/21].

Following adoption of the CBP, the process to decommission and close the Chidlow Tennis Courts (including the public toilets) commenced with the current user groups being advised (via correspondence dated 31 July 2017) that the tennis courts at Chidlow will be decommissioned commencing Friday 1 September.

The decommissioning process includes the removal of tennis posts, nets and other infrastructure and salvaging existing lighting and the closure of the public toilets. However the courts will remain open to the community for use of the hardstand area for informal activities such as basketball and four square games. This arrangement will continue until the area is replaced with grass in 2019/20.

Upon receiving the Notice of Motion from Cr Perks a halt was put on the project, resulting in no works on decommissioning the courts or toilets occurring until after Council considers Cr Perks' notice of motion on 12 September 2017.

Operating costs for the Courts and public toilets have not been included in the adopted budget post September 2017, which was to enable adequate time for the existing user groups to be relocated to other facilities. If Council were to resolve that no action on the decommissioning of the Chidlow Tennis Courts is to occur prior to 24 January 2018, a variation to the budget is required to ensure adequate funds for the operating costs for the Hall.

The additional required operating costs of \$4593 have been determined on the basis of continued operation until end of February 2018. Council may form the view that Cr Perks' motion would have the effect of either:

- Should no business case/s be received or should any received business cases be deemed not suitable by Council- the resulting outcome is a deferral of the decommissioning and closure of the courts and toilets by several months, with a financial increase in expenditure of \$4593 in the 2017/18 budget; or
- Should a suitable business case be received and endorsed by Council- the resulting outcome is a community group takes on all financial and operating responsibility for the Courts and public toilets; Council achieves the desired financial savings in the Long Term Financial Plan as from February 2018 onwards; and an existing community asset remains in use.

Cr Perks' motion provides the same opportunity to the Mahogany Creek community, in terms of timeframe and process to present a business case to take on community responsibility for the Courts and toilets, as has already been offered to the Mahogany Creek community in relation to presenting a business case to take on community responsibility for the Mahogany Creek Hall (SC7.07.17). Council may form the view that Cr Perks' motion would provide greater opportunity for the community group to present a more sustainable business case as it incorporates a broader range of use (hall, court and toilets) as well as a larger range of user groups to take on the responsibility for these facilities.

Assessment of the feasibility of the community taking on responsibility for the courts and toilets (as well as the hall ) will be considered by Council in January 2018.

## VOTING REQUIREMENT

Absolute Majority - *Local Government Act 1995* section 6.8

<b>COUNCIL DECISION RECOMMENDATION</b>		<b>C15.09.17</b>	
<i>Moved by:</i>	<i>Cr Perks</i>	<i>Seconded by:</i>	<i>Cr Clark</i>

That Council resolves:

1. no action is to be taken on the Council decision to decommission the Mahogany Creek Tennis Courts and adjacent toilet block prior to 24 January 2018 (as noted on pages 4, 15, 35 and 41 of the adopted Corporate Business Plan 2017/18 - 2020/21), in order to provide the community an opportunity to present a business case to the Shire to take on full responsibility for the Mahogany Creek Tennis Courts, including responsibility for managing and maintaining the Courts and all costs associated with the operation, maintenance and capital upgrades of the Courts;
2. business cases (as referred to in point one) are to be presented to the Shire by close of business on 22 December 2017 in order for a report to be considered by Council at the Ordinary Council Meeting of 23 January 2018;
3. if no business cases are submitted by close of business 22 December 2017, decommissioning of the Mahogany Creek Tennis Courts and adjacent toilet block is to commence as soon as practicable thereafter without the need for further consideration by Council; and
4. by absolute majority, Council approves a budget variation of \$4 593 for operational expenditure for the Mahogany Creek Tennis Courts and adjacent toilet block for the period 1 July 2017 - 24 January 2018, to be allocated against account 414051, noting this expenditure does not include provision for repairs to the lights at the Mahogany Creek Tennis Courts.

### **CARRIED 12/0**

**For:** *Cr Lavell, Cr Bertola, Cr Brennan, Cr Clark, Cr Cook, Cr Cuccaro, Cr Daw, Cr Fisher, Cr Fox, Cr Jeans, Cr Martin, Cr Perks*

**Against:** *Nil*

**COUNCIL DECISION  
RECOMMENDATION**

**C16.09.17**

*Moved by:* Cr Cook

*Seconded by:* Cr Daw

*That, in accordance with clause 9.7 of the Shire of Mundaring Meeting Procedures Local Law, the meeting be adjourned until 9.45pm on 12 September 2017.*

**CARRIED 12/0**

**For:** Cr Lavell, Cr Bertola, Cr Brennan, Cr Clark, Cr Cook, Cr Cuccaro,  
Cr Daw, Cr Fisher, Cr Fox, Cr Jeans, Cr Martin, Cr Perks

**Against:** Nil

**9.40pm** *The meeting was adjourned*

**9.45pm** *The meeting resumed*

## 10.8 Statement of Financial Activity – July 2017

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<b>File Code</b>	FI.RPT 2
<b>Author</b>	Stan Kocian, Manager Finance and Governance
<b>Senior Employee</b>	Paul O'Connor, Director Corporate Services
<b>Disclosure of Any Interest</b>	Nil
<b>Attachments</b>	6. Statement of Financial Activity July 2017

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### SUMMARY

The monthly financial statements disclose the Shire's financial position as at 31 July 2017.

The closing budget position as at 31 July 2017 is a surplus of \$38,367,486 compared to a budget year to date surplus of \$36,040,586 and year end surplus of \$1,886,328 as per the original budget adopted by Council (SC8.07.17).

### 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 operating activities and non-operating 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 (C20.06.17) 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 2017/18 financial year.

## STRATEGIC IMPLICATIONS

Mundaring 2026 Strategic Community Plan

Priority 1 - Governance

Objective 1.1 – A fiscally responsible Shire that prioritises spending appropriately

Strategy 1.1.1 – Prudently consider resource allocation

## SUSTAINABILITY IMPLICATIONS

Nil

## RISK IMPLICATIONS

### Financial Impact

<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:

- Statement of Financial Activity (based on the Rate Setting Statement adopted in the annual budget) for the period ending 31 July 2017
- The closing budget position for the period ending 31 July 2017 and comparison to the year to date budget and same period last year
- Year to date comparison to budget for operating revenue, operating expenses and capital expenses
- An explanation of the material variances in the Statement of Financial Activity
- Summary of Cash Investments with financial institutions as at 31 July 2017.

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 has a surplus of \$38,367,486 as at 31 July 2017, compared to a year to date budgeted surplus of \$36,040,586. The cash balance in the Municipal Fund is \$6,487,988. The total cash balance of the Reserve Funds is \$20,699,918.

## VOTING REQUIREMENT

Simple Majority

<b>COUNCIL DECISION RECOMMENDATION</b>		<b>C17.09.17</b>	
<i>Moved by:</i>	<i>Cr Clark</i>	<i>Seconded by:</i>	<i>Cr Bertola</i>

That Council notes:

1. the closing position of the Shire for the period ending 31 July 2017 is a surplus of \$38,367,486 compared to the year to date budgeted surplus of \$36,040,586; and
2. the explanation of material variances in the Statement of Financial Activity contained in the attachment.

## CARRIED 12/0

**For:** *Cr Martin, Cr Clark, Cr Fisher, Cr Daw, Cr Brennan, Cr Cook  
Cr Fox, Cr Perks, Cr Bertola, Cr Jeans, Cr Cuccaro, Cr Lavell*

**Against:** *Nil*

**Next Report**

## **ATTACHMENT 6**

**Item 10.8**

**8 pages**

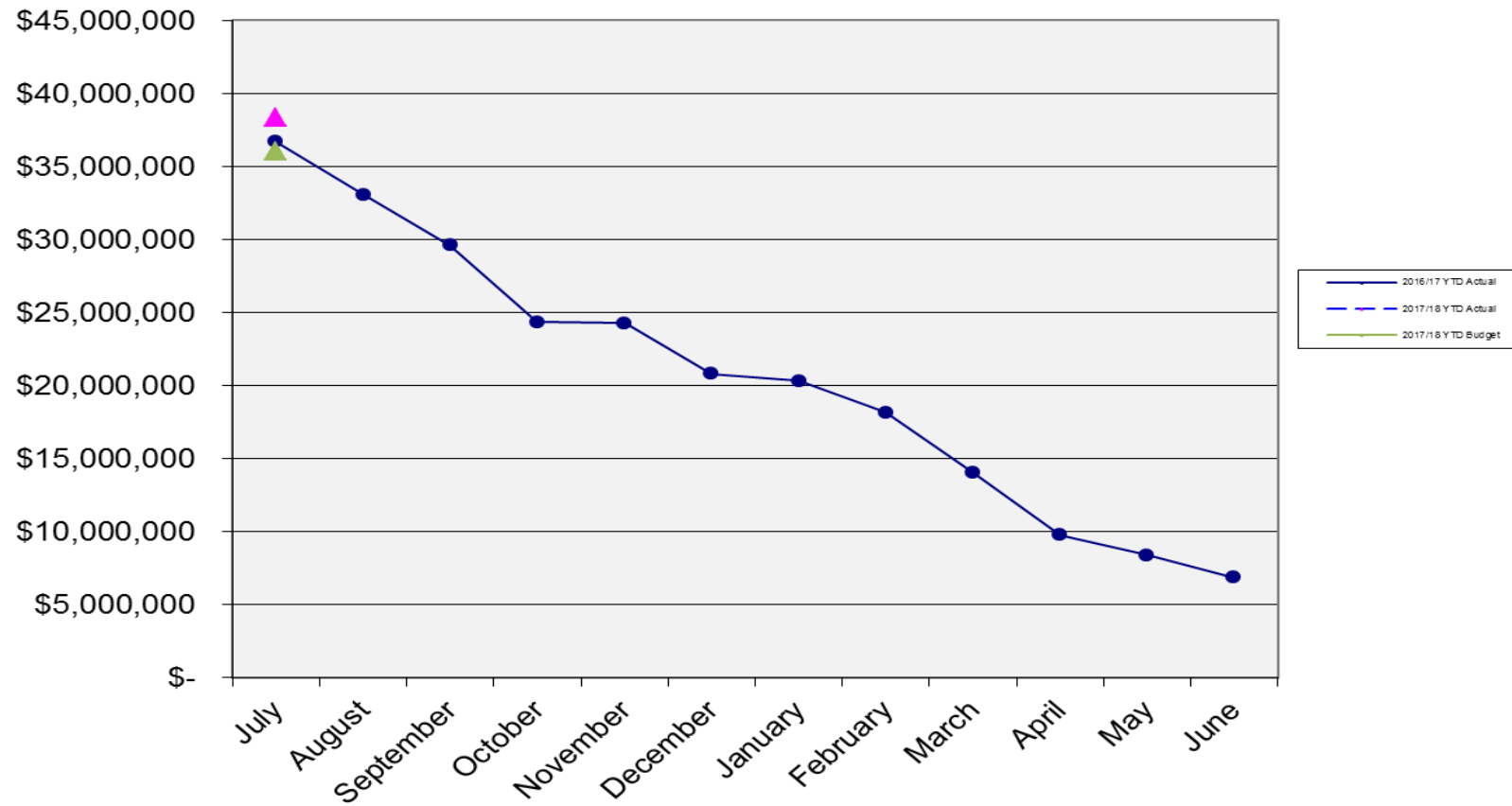
**Shire of Mundaring**  
**Statement of Financial Activity**  
**for period ending 31 July 2017**

	2017/18 YTD Budget \$	2017/18 YTD Actuals \$	2017/18 BUDGET \$	YTD Variance \$	YTD Variance %
<b>Opening Funding Surplus/(Deficit)</b>	6,069,313	6,849,970	6,069,313		
<b>Revenue from operating activities</b>					
General Purpose Funding - Rates	27,171,644	26,263,528	27,296,129	(908,116)	-3.3%
General Purpose Funding - Other	124,715	(189,665)	2,336,990	(314,380)	-252.1%
Governance	5,101	34,818	108,800	29,717	582.6%
Law, Order & Public Safety	92,266	10,089	519,200	(82,177)	-89.1%
Health	25,096	19,672	55,700	(5,424)	-21.6%
Education & Welfare	428,689	694,188	5,181,184	265,499	61.9%
Community Amenities	7,657,022	7,641,003	7,975,885	(16,019)	-0.2%
Recreation and Culture	54,938	65,701	1,336,930	10,763	19.6%
Transport	-	1,088	48,000	2,697	-167.6%
Economic Services	28,599	99,135	332,185	70,536	246.6%
Other Property and Services	43,682	40,873	539,455	(2,809)	-6.4%
<b>Total</b>	<b>35,630,143</b>	<b>34,680,432</b>	<b>45,730,458</b>		
<b>Expenditure from operating activities</b>					
General Purpose Funding	(67,334)	(2,925)	(646,034)	(64,409)	95.7%
Governance	(636,190)	(739,441)	(5,725,188)	103,251	-16.2%
Law, Order & Public Safety	(248,143)	(146,607)	(2,369,109)	(101,535)	40.9%
Health	(106,906)	(44,218)	(736,140)	(62,689)	58.6%
Education & Welfare	(630,421)	(495,571)	(6,868,933)	(134,850)	21.4%
Community Amenities	(791,347)	(306,535)	(9,293,460)	(484,812)	61.3%
Recreation and Culture	(1,048,502)	(388,619)	(11,131,497)	(659,884)	62.9%
Transport	(829,432)	(296,477)	(10,742,224)	(532,955)	64.3%
Economic Services	(69,092)	(38,564)	(733,653)	(30,528)	44.2%
Other Property and Services	(294,741)	(155,533)	(1,705,281)	(139,209)	47.2%
<b>Total</b>	<b>(4,722,108)</b>	<b>(2,614,489)</b>	<b>(49,951,519)</b>		
<b>Operating activities excluded from rate setting</b>					
Depreciation on Assets	714,424	-	8,573,167	714,424	100.0%
(Profit)/Loss on Disposal of Assets	3,642	-	43,700	3,642	100.0%
Non Current Provisions Adjustment	0	(2,498)	-	2,498	0.0%
Deferred Rates Adjustment	0	2,778	-	(2,778)	0.0%
<b>Amount attributable to operating activities</b>	<b>31,626,101</b>	<b>32,066,223</b>	<b>4,395,806</b>		
<b>Investing Activities</b>					
Proceeds from Disposal of Assets	5,834	-	2,709,437	(5,834)	-100.0%
Grants and Contributions	225,500	104,000	3,264,108	(121,500)	-53.9%
Purchase Property, Plant & Equipment	(1,753,251)	(618,824)	(9,621,600)	(1,134,427)	64.7%
Purchase Infrastructure	(48,672)	(163,023)	(4,713,616)	114,351	-234.9%
<b>Amount attributable to investing activities</b>	<b>(1,570,589)</b>	<b>(677,846)</b>	<b>(8,361,671)</b>		
<b>Financing Activities</b>					
Repayment of Debentures	(48,089)	(47,047)	(577,065)	(1,042)	2.2%
Transfers from Reserves	7,082	-	6,976,732	(7,082)	-100.0%
Transfers to Reserves	(43,232)	176,186	(6,616,787)	(219,418)	507.5%
<b>Amount attributable to financing activities</b>	<b>(84,239)</b>	<b>129,140</b>	<b>(217,120)</b>		
<b>Closing Funding Surplus/(Deficit)</b>	<b>36,040,586</b>	<b>38,367,486</b>	<b>1,886,328</b>		

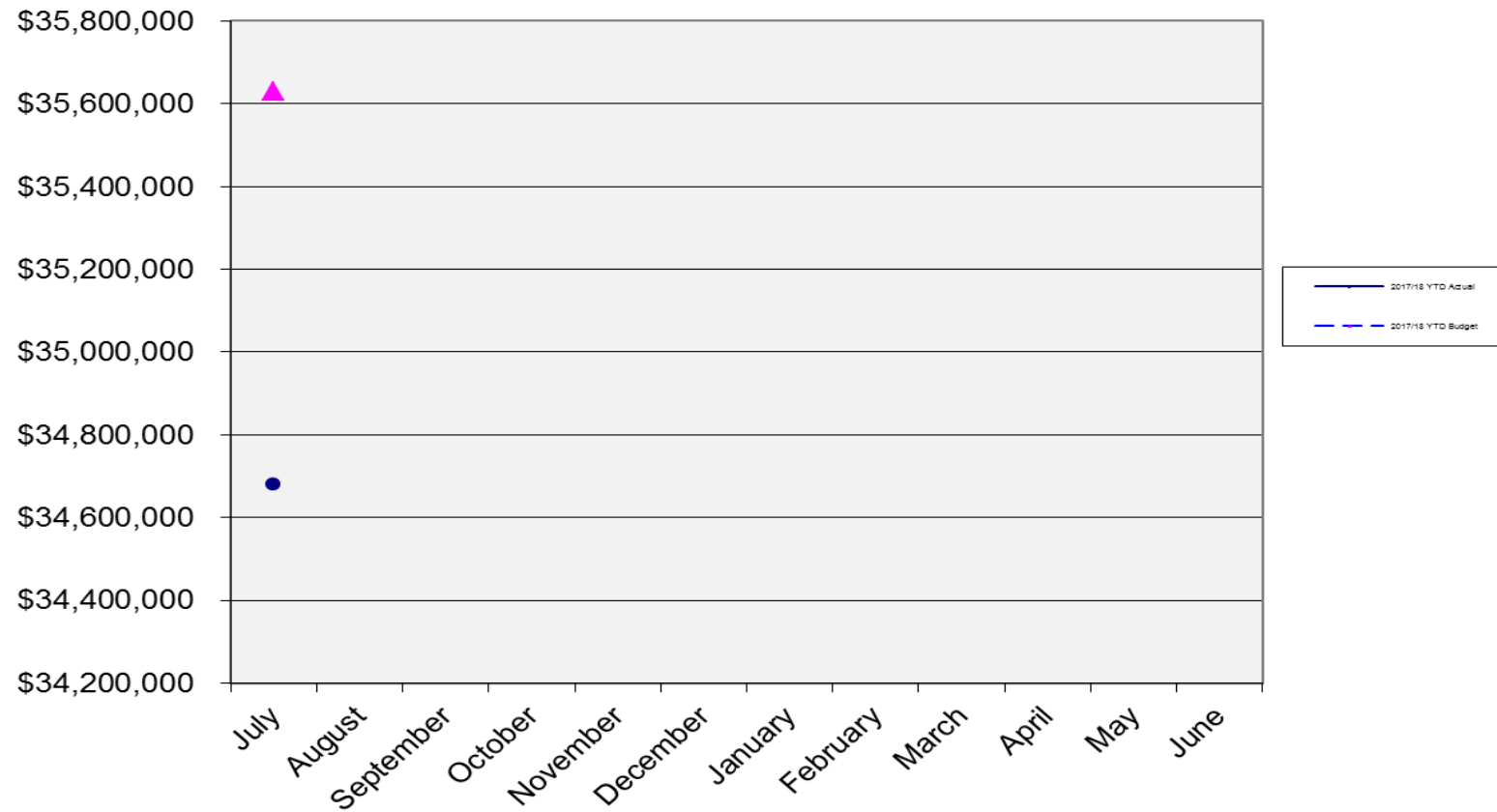
# **NET CURRENT ASSETS- BUDGET SURPLUS/(DEFICIT)**

	Actual 31 July 2016	Actual 31 July 2017
<b>CURRENT ASSETS</b>		
Rates & Sanitation Debtors	36,296,753	37,922,895
Debtors	1,261,306	1,050,401
<b>TOTAL RECEIVABLES - CURRENT</b>	<b>37,558,059</b>	<b>38,973,296</b>
<b>STOCK ON HAND</b>	<b>88,263</b>	<b>98,038</b>
<b>CASH ASSETS</b>		
Municipal	6,090,833	6,487,998
Restricted Cash	26,458,254	20,699,918
<b>Total Bank Accounts</b>	<b>32,549,087</b>	<b>27,187,915</b>
<b>TOTAL CURRENT ASSETS</b>	<b>70,195,409</b>	<b>66,259,249</b>
<b>CURRENT LIABILITIES</b>		
Creditors	(4,030,787)	(3,964,632)
Borrowings - Current Portion	(577,065)	(605,330)
Provisions	(2,997,883)	(3,227,214)
	<b>(7,605,735)</b>	<b>(7,797,176)</b>
<b>NET CURRENT ASSETS</b>	<b>62,589,674</b>	<b>58,462,073</b>
Less Reserve Funds	(26,458,254)	(20,699,918)
Add Current Loan Liability	577,065	605,330
<b>CLOSING BUDGET SURPLUS/(DEFICIT)</b>	<b>36,708,485</b>	<b>38,367,486</b>

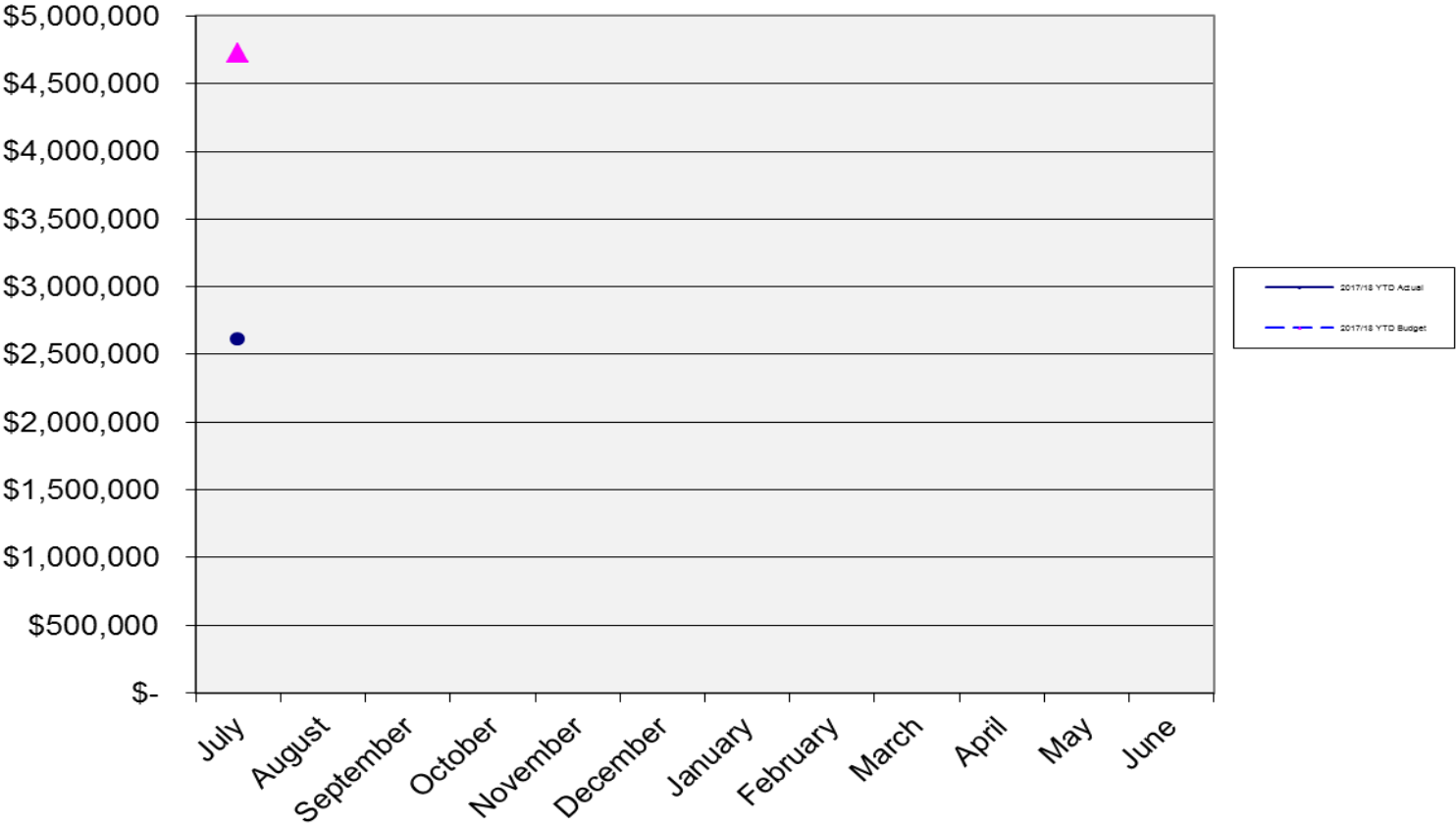
# Shire of Mundaring Closing Budget Position - Year to Year and Budget Comparison



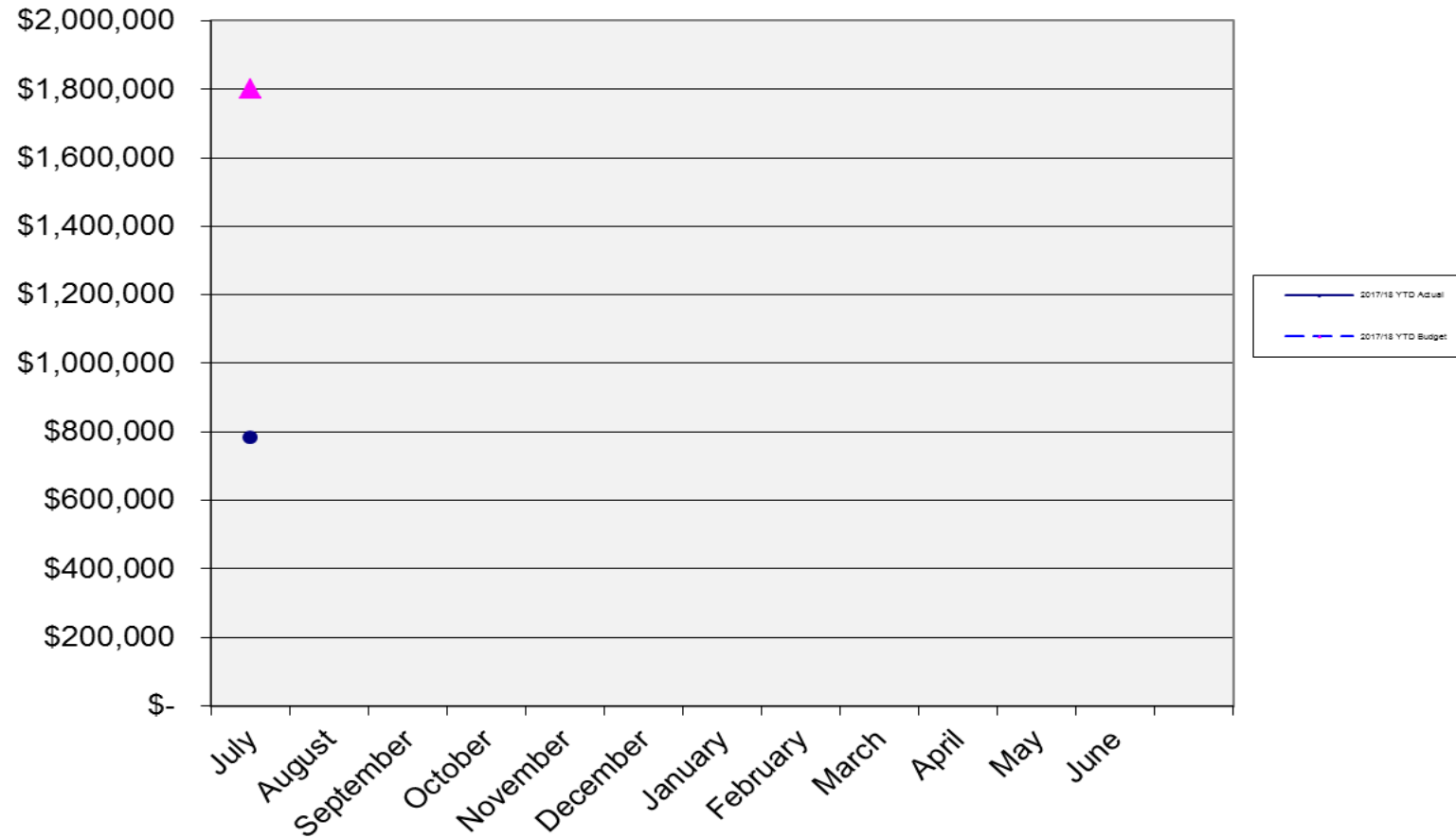
## Shire of Mundaring Operating Revenue - YTD Actual vs YTD Budget



**Shire of Mundaring  
Operating Expenses - YTD Actual vs YTD Budget**



## Shire of Mundaring Capital Expenses - YTD Actual vs YTD Budget





Explanation of Material Variances				
The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.				
The material variance for revenue adopted by Council for the 2017/18 year is \$50,000 or 10% whichever is the greater.				
The material variance for expenses adopted by Council for the 2017/18 year is \$100,000 or 10% whichever is the greater.				
Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
<b>Revenue from operating activities</b>				
General Purpose Funding -Rates	(908,116)	(3.3%)	Timing	Impact of rates of \$908,744 received in advance as at 30/6/2017. Impact will self adjust when 30/6/2018 rates are finalised i.e. when rates received in advance for 17/18 are accounted for.
General Purpose Funding - Other	(314,380)	(252.1%)	Timing	Impact of reversing accrued interest to 30/6/17 - \$198,828.
Governance	29,717	582.6%	Timing	LGIS refund - \$24,473
Law, Order & Public Safety	(82,177)	(89.1%)	Timing	Timing of ESL grant
Health	(5,424)	(21.6%)	Timing	Actual for various line items less than YTD budget
Education & Welfare	265,499	61.9%	Timing	Timing of grant funds for Children Services Middle Swan facility. Impact \$184,557.
Community Amenities	(16,019)	(0.2%)		Within Variance threshold
Recreation and Culture	10,763	19.6%	Timing	Timing of Department for Education contribution for Mt Helena Aquatic Centre
Transport	2,697	(167.6%)	Timing	Actual for various line items greater than YTD budget
Economic Services	70,536	246.6%	Timing	Timing of swimming pool inspection fee income. Impact \$72,949
Other Property and Services	(2,809)	(6.4%)		Within Variance threshold
<b>Expenditure from operating activities</b>				
General Purpose Funding	(64,409)	95.7%	Timing	Various YTD expenses less than YTD budget
Governance	103,251	(16.2%)	Timing	Councillor allowances for 17/18 accounted for in system in advance of being paid
Law, Order & Public Safety	(101,535)	40.9%	Timing	Various YTD expenses less than YTD budget
Health	(62,689)	58.6%	Timing	Various YTD expenses less than YTD budget
Education & Welfare	(134,850)	21.4%	Timing	Various YTD expenses less than YTD budget
Community Amenities	(484,812)	61.3%	Timing	YTD expenses for waste services less than YTD budget
Recreation and Culture	(659,884)	62.9%	Timing	Various YTD expenses less than YTD budget
Transport	(532,955)	64.3%	Timing	YTD depreciation for infrastructure assets not raised to the end of July as year end asset pick up for 30 June 2017 hadn't been finalised.
Economic Services	(30,528)	44.2%	Timing	Various YTD expenses less than YTD budget
Other Property and Services	(139,209)	47.2%	Timing	Various YTD expenses less than YTD budget
<b>Operating activities excluded from rate setting</b>				
Depreciation on Assets	714,424	100%	Timing	YTD depreciation for assets not raised to the end of July as year end asset pick up for 30 June 2017 hadn't been finalised.
(Profit)/Loss on Disposal of Assets	3,642	100%	Timing	No assets disposed of as yet
<b>Investing Activities</b>				
Proceeds from Disposal of Assets	(5,834)	(100%)	Timing	No assets disposed of as yet
Grants and Contributions	(121,500)	(54%)	Timing	ESL Capital grant of \$225k not yet received as anticipated in the budget. \$104k in Black Spot funding received earlier than anticipated in the budget.
Purchase Property, Plant & Equipment	(1,134,427)	65%	Timing	Various YTD expenses less than YTD budget. Mundaring Arena YTD actual of \$618,824 compared to a YTD budget of \$1.5 million
Purchase Infrastructure	114,351	(235%)	Timing	Works carried over from 2016/17
<b>Financing Activities</b>				
Repayment of Debentures	(1,042)	2%		Within Variance threshold
Transfers from Reserves	(7,082)	(100%)	Timing	No transfers required from reserves to the end of July
Transfers to Reserves	(219,418)	508%	Timing	Impact of reversing accrued interest on reserves to 30/6/17 - \$176,186.

**SHIRE OF MUNDARING**  
**INVESTMENT SUMMARY as at 31 July 2017**

**MUNICIPAL FUNDS**

		Amount Invested	Interest Rate	Period of Investment		Investment Date	Maturity Date
<b><u>Unrestricted Use Funds</u></b>							
1	Bendigo Investment Account (on Call)	4,412,357	1.40%	N/A		N/A	N/A
129	NAB	2,526,918	2.60%	182	days	20-Feb-17	21-Aug-17
<b>Total</b>		<b>6,939,275</b>					

**RESERVE FUNDS**

2	Bendigo Investment Account (on Call)	3,900,451	1.40%	N/A		N/A	N/A
60A	Bendigo	1,381,657	2.90%	365	days	22-Sep-16	22-Sep-17
107	ANZ	2,390,774	2.40%	185	days	28-Jul-17	29-Jan-18
108	ANZ	1,785,357	2.30%	184	days	17-Jul-17	17-Jan-18
126	BankWest	3,100,246	2.50%	272	days	23-Jun-17	22-Mar-18
127	NAB	3,542,432	2.80%	364	days	14-Oct-16	13-Oct-17
128	Westpac	4,641,568	2.40%	184	days	19-Jul-17	19-Jan-18
<b>Total</b>		<b>20,742,483.77</b>					

**TOTAL MUNI / RESERVE INVESTMENTS** **\$27,681,759**

**TRUST FUNDS**

**Road Construction/POS Funds**

3	Bendigo Investment Account (on Call)	\$1,287,585	1.40%	N/A		N/A	N/A
58	BankWest	\$1,438,603	2.47%	182	days	31-Jul-17	29-Jan-18
98	BankWest	\$1,247,360	2.55%	63	days	30-May-17	1-Aug-17
99	BankWest	\$1,239,653	2.60%	150	days	7-Mar-17	4-Aug-17
<b>TOTAL TRUST INVESTMENTS</b>		<b>5,213,201.05</b>					

## 10.9 List of Payments made during July 2017

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<b>File Code</b>	FI.RPT 1
<b>Author</b>	Stan Kocian, Manager Finance and Governance
<b>Senior Employee</b>	Paul O'Connor, Director Corporate Services
<b>Disclosure of Any Interest</b>	Nil
<b>Attachments</b>	7. List of payments July 2017

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### **SUMMARY**

A list of accounts paid from the Municipal Fund or Trust Fund under the Chief Executive Officer's delegated authority for the month of July 2017 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 provides for the effective and timely payment of the Shire's contractors and other creditors.

## STRATEGIC IMPLICATIONS

Mundaring 2026 Strategic Community Plan

Priority 1 - Governance

Objective 1.1 – A fiscally responsible Shire that prioritises spending appropriately

Strategy 1.1.1 – Prudently consider resource allocation

## SUSTAINABILITY IMPLICATIONS

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

## RISK IMPLICATIONS

Nil

## EXTERNAL CONSULTATION

Nil

## COMMENT

Nil

## VOTING REQUIREMENT

Simple Majority

<b>COUNCIL DECISION RECOMMENDATION</b>		<b>C18.09.17</b>	
<i>Moved by:</i>	<i>Cr Clark</i>	<i>Seconded by:</i>	<i>Cr Bertola</i>

That Council notes the list of payments made during July 2017 included as **ATTACHMENT 7**.

## CARRIED 12/0

**For:** *Cr Martin, Cr Clark, Cr Fisher, Cr Daw, Cr Brennan, Cr Cook  
Cr Fox, Cr Perks, Cr Bertola, Cr Jeans, Cr Cuccaro, Cr Lavell*

**Against:** *Nil*

**Next Report**

**ATTACHMENT 7**

**Item 10.9**

**47 pages**

## PAYMENTS BETWEEN MEETINGS

In compliance with *Regulation 13 of the Local Government (Financial Management) Regulations 1996* (as amended) a list of accounts paid since the last such list was prepared is to be presented to the next Ordinary Meeting of Council and included in the minutes of that meeting.

### CERTIFICATION

The attached schedule of accounts paid is for the period made during July 2017 totalling **\$5,770,107.90** be received by Council covers:

- Municipal Cheques 200125 - 200127;
- Electronic Funds Transfers; and
- Trust Fund Cheques 400168 – 400197

has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services as to prices, computations, costings, and amounts due for payment.

Cheques have been signed in accordance with Council resolution R23120 and Instrument of Delegation - Reference: CE - 1 of the Delegations of Authority Register dated 22 July 1997.

Under Section 5.46 (3) of the *Local Government Act* and *Regulation 19 of the Local Government (Administration) Regulations*, this record of the Exercise of Delegated Authority is registered.



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**DIRECTOR CORPORATE SERVICES**

**Schedule of Accounts:**

	<b>Amounts</b> <b>\$</b>	<b>Total</b> <b>\$</b>
<b>MUNICIPAL ACCOUNT</b>		
MUNICIPAL CHEQUE PAYMENTS (Schedule 1)	684.85	
EFT PAYMENTS (Schedule 2)	4,756,602.81	
EFT PAYROLL PAYMENTS (Schedule 2 )	937,062.61	
NATIONAL AUSTRALIA BANK (NAB PURCHASE CARD) (Schedule 2 and Schedule 3)	36,218.26	
FLEETCARE FUEL PAYMENTS (Schedule 2)	4,142.04	
COMMONWEALTH BANK BPOINT FEES (Schedule 2)	434.30	
BENDIGO MERCHANT BANK FEES (Schedule 2)	2,528.48	
BENDIGO DIRECT DEBIT FEES (Schedule 2)	387.61	
KONICA MINOLTA – EQUIPMENT LEASE (Schedule 2)	1,943.46	
PUMA FUEL (Schedule 2)	75.25	
<b>TOTAL MUNICIPAL ACCOUNT</b>		<b>5,740,079.67</b>
<b>TRUST ACCOUNT</b> (Schedule 2)		<b>30,028.23</b>
<b>TOTAL ALL SCHEDULES</b>		<b>5,770,107.90</b>

Payee	Cheque No	Date	Details	Sub Total	Total
Shire of Mundaring - Municipal Fund	Account : 633-000	158416347			
Cheque Details					
Shire of Mundaring	00200125	06/07/2017	REIMBURSEMENT OF PETTY CASH		\$11.85
	PETTY CASH	30/06/2017	REIMBURSEMENT OF PETTY CASH - RANGERS	\$11.85	
Shire of Mundaring	00200126	14/07/2017	REIMBURSEMENT OF PETTY CASH		\$123.00
	PETTY CASH	13/07/2017	REIMBURSEMENT OF PETTY CASH - SCFCCV	\$123.00	
Mr M Valente	00200127	28/07/2017	CROSSOVER CONTRIBUTION		\$550.00
	XOVER	27/07/2017	CROSSOVER CONTRIBUTION	\$550.00	
			Total Confirmation Cheques		\$684.85
Electronic Funds Transfer					
Perrott Painting Maintenance Contracts Pty Ltd	1875.10570-01	07/07/2017	PAINTING		\$10,560.00
	SINV14558	21/06/2017	CARRY OUT PAINTING - BOYA OVAL CHANGEROOMS	\$10,560.00	
Nosh Catering	1875.11020-01	07/07/2017	CATERING		\$891.00
	115495	29/06/2017	CATERING - ORDINARY COUNCIL MEETING	\$891.00	
Arborwest Tree Farm	1875.11075-01	07/07/2017	TREES		\$5,247.00
	00010631	28/06/2017	TREES	\$5,247.00	
Frontline Fire & Rescue Equipment	1875.11135-01	07/07/2017	BOOTS		\$369.49
	57012	13/06/2017	BOOTS	\$369.49	
City of Swan	1875.112-01	07/07/2017	FEES		\$3,068.00
	46076	30/06/2017	REFUSE BIN CHARGES 2016/17	\$1,534.00	
	46077	30/06/2017	REFUSE BIN CHARGES 2016/17	\$1,534.00	
Learning Seat Pty Ltd	1875.11326-01	07/07/2017	SUBSCRIPTION FEES		\$1,363.56
	19061157	28/06/2017	SUBSCRIPTION FEES	\$1,363.56	
Immaculate Holdings Pty Ltd T/A Kalamunda Sweeping	1875.11345-01	07/07/2017	STREET SWEEPING		\$12,335.43
	4163	28/06/2017	STREET SWEEPING	\$3,769.15	
	4164	28/06/2017	STREET SWEEPING	\$4,209.70	
	4165	28/06/2017	STREET SWEEPING	\$489.51	
	4166	29/06/2017	STREET SWEEPING	\$1,027.96	
	4167	29/06/2017	STREET SWEEPING	\$2,839.11	
Badge Constructions Pty Ltd	1875.11373-01	07/07/2017	FINAL PROGRESS PAYMENT NO 13		\$1,537.36
	6091	30/06/2017	FINAL PROGRESS PAYMENT NO 13	\$1,537.36	
JB HI-FI Group Pty Ltd	1875.11398-01	07/07/2017	IPADS		\$3,295.00
	001-5558893-70-	22/06/2017	IPADS	\$3,295.00	



Payee	Cheque No	Date	Details	Sub Total	Total
Ergolink (Max & Claire Pty Ltd T/A)	1875.11413-01 SI-00058647	07/07/2017 13/06/2017	LUMBAR SUPPORT LUMBAR SUPPORT	\$50.91	\$50.91
Swan Valley Fresh (Vendor Management Solutions Pty Ltd)	1875.11474-01 00014613 00014688	07/07/2017 29/06/2017 30/06/2017	PROVISIONS FOR REFLECTIONS CAFE PROVISIONS FOR REFLECTIONS CAFE PROVISIONS FOR REFLECTIONS CAFE	\$87.72 \$91.35	\$179.07
Crow Books (Frogmouth (WA) Pty Ltd T/A)	1875.11560-01 INV0001256	07/07/2017 16/06/2017	LOCAL BOOK STOCK LOCAL BOOK STOCK	\$763.81	\$763.81
Contra-Flow Pty Ltd	1875.11580-01 T17/38075	07/07/2017 30/06/2017	TRAFFIC MANAGEMENT TRAFFIC MANAGEMENT	\$884.60	\$884.60
Guildford Garden Machinery	1875.11731-01 5887	07/07/2017 29/06/2017	REPAIR BROKEN PARK BRAKE REPAIR BROKEN PARK BRAKE	\$120.00	\$120.00
Landscape and Maintenance Solutions Pty Ltd	1875.11754-01 INV-0232	07/07/2017 30/06/2017	SUPPLY OF LANDSCAPE MAINTENANCE SERVICES SUPPLY OF LANDSCAPE MAINTENANCE SERVICES	\$7,189.88	\$7,189.88
Swan Veterinary Hospital	1875.11846-01 505458	07/07/2017 30/06/2017	MICROCHIPPING MICROCHIPPING	\$40.00	\$40.00
Minda Mia Contracting	1875.1188-01 00004037 00003894	07/07/2017 29/06/2017 30/06/2017	GARDENING HORTICULTURAL WATERING OPERATIONS MOWING AND LITTER COLLECTION	\$3,561.25 \$16,170.00	\$19,731.25
South East Regional Centre for Urban Landcare	1875.11902-01 2258	07/07/2017 28/06/2017	WATER QUALITY SEMINAR WATER QUALITY SEMINAR	\$330.00	\$330.00
Mundaring Smash Repairs (WA Panel Works Pty Ltd T/A)	1875.11921-01 60971	07/07/2017 30/06/2017	VEHICLE REPAIRS REPAIRS TO 801 MDG	\$990.00	\$990.00
Eastern Hills Towing (WA Panel Works Pty Ltd T/A)	1875.11922-01 61009 60968 60958	07/07/2017 21/06/2017 29/06/2017 29/06/2017	TOWING TOWING TOWING TOWING	\$176.00 \$176.00 \$176.00	\$528.00
The Stationery Co (C Willis & D J Willis T/A)	1875.11953-01 150906	07/07/2017 08/06/2017	STATIONERY STATIONERY	\$26.19	\$26.19
The Trustee for the Promotive Unit Trust	1875.12063-01 6620	07/07/2017 30/06/2017	PROMOTIONAL MATERIAL COFFEE CUPS WITH SHIRE LOGO	\$653.40	\$653.40

Payee	Cheque No	Date	Details	Sub Total	Total
Kaper Trading	1875.12064-01	07/07/2017	CAFE BAR SOUP MIX		\$213.36
	00014132	16/06/2017	CAFE BAR SOUP MIX	\$213.36	
Australian Plastic Card Company Pty Ltd	1875.12065-01	07/07/2017	LIBRARY CARDS		\$1,472.90
	143872	23/06/2017	LIBRARY CARDS	\$1,472.90	
Mr R Underwood	1875.12066-01	07/07/2017	LOCAL BOOK STOCK PURCHASE		\$80.00
	128	30/06/2017	LOCAL BOOK STOCK PURCHASE	\$80.00	
Recruitwest Pty Ltd	1875.12078-01	07/07/2017	TEMP STAFF		\$863.32
	C INV 452022	30/06/2017	TEMP STAFF - DEPOT	\$863.32	
W.A. Library Supplies	1875.12134-01	07/07/2017	TROLLEYS		\$1,230.00
	00112448	30/06/2017	TROLLEYS	\$1,230.00	
Volich Waste Contractors Pty Ltd	1875.127-01	07/07/2017	REFUSE CONTRACT		\$126,207.32
	00004796	30/06/2017	WASTE COLLECTION	\$90.09	
	00004786	30/06/2017	REFUSE CONTRACT	\$96,499.26	
	00004785	30/06/2017	REFUSE CONTRACT	\$220.00	
	00004787	30/06/2017	REFUSE CONTRACT	\$2,548.26	
	00004788	30/06/2017	REFUSE CONTRACT	\$15,387.23	
	00004789	30/06/2017	REFUSE CONTRACT	\$429.00	
	00004790	30/06/2017	REFUSE CONTRACT	\$5,459.19	
	00004791	30/06/2017	REFUSE CONTRACT	\$96.53	
	00004792	30/06/2017	REFUSE CONTRACT	\$182.60	
	00004793	30/06/2017	REFUSE CONTRACT	\$456.19	
	00004794	30/06/2017	REFUSE CONTRACT	\$508.37	
	00004795	30/06/2017	REFUSE CONTRACT	\$4,330.60	
Western Australian Treasury Corp	1875.131-01	07/07/2017	LOAN REPAYMENT		\$43,033.78
	LOAN 170	30/06/2017	LOAN 170 GUARANTEE FEE PERIOD ENDING 30/06/17	\$13,494.79	
	LOAN 171	30/06/2017	LOAN 171 GUARANTEE FEE PERIOD ENDING 30/06/17	\$29,538.99	
NNT - Division of Pacific Brands Workwear Group P/L	1875.1328-01	07/07/2017	UNIFORMS		\$89.65
	01627510	28/06/2017	UNIFORMS	\$89.65	
Sonic HealthPlus Pty Ltd	1875.138-01	07/07/2017	MEDICAL EXAMINATION		\$148.50
	1298695	30/06/2017	MEDICAL EXAMINATION	\$148.50	
Eastern Hills Saws & Mowers Pty Ltd	1875.146-01	07/07/2017	WORKSHOP PARTS		\$190.05
	38987 # 11	30/06/2017	WORKSHOP PARTS	\$79.75	
	39035 # 11	30/06/2017	WORKSHOP PARTS	\$75.30	
	39155 # 4	30/06/2017	WORKSHOP PARTS	\$35.00	

Payee	Cheque No	Date	Details	Sub Total	Total
Dial A Nappy & Busiclean	1875.1521-01	07/07/2017	CLEANING CONSUMABLES		\$1,098.00
	00007423	23/06/2017	HAIR NETS	\$36.00	
	00007417	23/06/2017	CLEANING CONSUMABLES	\$1,062.00	
Konica Minolta Business Solutions Aust Pty Ltd	1875.197-01	07/07/2017	PHOTOCOPIER PRINTING		\$310.62
	84283702	16/06/2017	PHOTOCOPIER PRINTING	\$310.62	
Covs Parts Pty Ltd	1875.199-01	07/07/2017	PARTS		\$627.98
	1610037510	30/06/2017	SUPPLY OF WORKSHOP CONSUMABLES	\$380.95	
	1610039085	30/06/2017	SUPPLY OF WORKSHOP CONSUMABLES	\$16.27	
	1610039838	30/06/2017	SUPPLY OF WORKSHOP CONSUMABLES	\$85.76	
	1610039852	30/06/2017	SUPPLY OF WORKSHOP CONSUMABLES	\$145.00	
Eastern Metropolitan Regional Council	1875.21-01	07/07/2017	LANDFILL DISPOSAL FEES		\$55,953.53
	011 776	30/06/2017	LANDFILL DISPOSAL FEES 21/06-27/06/17	\$38,163.80	
	011 840	30/06/2017	LANDFILL DISPOSAL FEES 28/06/17-30/06/17	\$17,789.73	
Chadson Engineering Pty Ltd	1875.225-01	07/07/2017	EQUIPMENT SUPPLY		\$2,634.78
	A0071796	13/06/2017	MANUAL VACUUM TROLLEY - BILGOMAN POOL	\$2,634.78	
Lo-Go Appointments	1875.253-01	07/07/2017	TEMP STAFF		\$2,140.60
	00416024	30/06/2017	TEMP STAFF - TEMPORARY OSH OFFICER	\$2,140.60	
Stewart & Heaton Clothing Co	1875.2625-01	07/07/2017	UNIFORMS		\$1,144.24
	SIN-2747422	13/06/2017	UNIFORMS	\$98.42	
	SIN-2747466	13/06/2017	UNIFORMS	\$139.52	
	SIN-2749607	15/06/2017	UNIFORMS	\$492.09	
	SIN-2749922	16/06/2017	UNIFORMS	\$227.35	
	SIN-2751234	22/06/2017	UNIFORMS	\$186.86	
St John Ambulance Australia	1875.2641-01	07/07/2017	FIRST AID SERVICES		\$234.85
	EHSINV0008682	30/06/2017	FIRST AID SERVICES	\$234.85	
Du Clene Pty Ltd	1875.2737-01	07/07/2017	CLEANING		\$63,157.62
	00008404	30/06/2017	RESTROOM SIGNS	\$36.50	
	00008401	30/06/2017	MONTHLY CLEANING	\$56,727.37	
	00008402	30/06/2017	CLEANING	\$6,393.75	
Hills Seafood Supplies	1875.2741-01	07/07/2017	PROVISIONS FOR REFLECTIONS CAFE		\$598.06
	42006	29/06/2017	PROVISIONS FOR REFLECTIONS CAFE	\$235.67	
	42239	30/06/2017	PROVISIONS FOR REFLECTIONS CAFE	\$362.39	
Staples Australia Pty Limited	1875.280-01	07/07/2017	STATIONERY		\$991.59
	9021405455	16/06/2017	STATIONERY	\$991.59	

Payee	Cheque No	Date	Details	Sub Total	Total
WA Hino Sales & Service	1875.2982-01	07/07/2017	SUPPLY OF WORKSHOP PARTS		\$716.67
	225728	30/06/2017	SUPPLY OF WORKSHOP PARTS	\$716.67	
Miracle Recreation Equipment	1875.2996-01	07/07/2017	RECREATION EQUIPMENT		\$1,644.50
	35582	16/06/2017	2 X PARK BENCH SEATS	\$1,644.50	
Landgate	1875.314-01	07/07/2017	VALUATIONS		\$211,445.25
	331108-	13/06/2017	INTERIM VALUATIONS	\$1,445.25	
	331288-	21/06/2017	GRV VALUATIONS - GRV REVALUATION YEAR	\$210,000.00	
Turfworks WA Pty Ltd	1875.3232-01	07/07/2017	MOWING		\$4,713.60
	4089	30/06/2017	MOWING	\$1,767.98	
	4091	30/06/2017	MOWING	\$1,755.58	
	4090	30/06/2017	MOWING	\$1,190.04	
State Law Publisher	1875.342-01	07/07/2017	PUBLICATION FEES		\$479.84
	160141	16/06/2017	PUBLICATION LOCAL PLANNING SCHEME NO. 4	\$479.84	
Quick Corporate Australia	1875.3445-01	07/07/2017	STATIONERY		\$99.34
	SIN-845796	15/06/2017	STATIONERY	\$99.34	
Bucher Municipal Pty Ltd	1875.3868-01	07/07/2017	EQUIPMENT PURCHASES		\$225.50
	865034	30/06/2017	SUPPLY OF PARTS FOR SWEEPER TRUCK - 043 MDG	\$225.50	
Modern Teaching Aids Pty Ltd	1875.396-01	07/07/2017	EDUCATIONAL RESOURCES		\$2,443.58
	43047450	16/06/2017	RESOURCES FOR CPC SWAN	\$2,443.58	
J. Blackwood & Son Pty Ltd	1875.397-01	07/07/2017	DEPOT CONSUMABLES		\$178.73
	PEMP4955	28/06/2017	PAPER PRODUCTS	\$178.73	
Corporate Health Professionals	1875.3981-01	07/07/2017	MEDICAL EXAMINATION		\$2,970.00
	00008982	30/06/2017	HEARING TESTS FOR STAFF	\$2,970.00	
Down Under Stump Grinding Pty Ltd	1875.3998-01	07/07/2017	STREET TREE MAINTENANCE		\$2,198.35
	20873	08/06/2017	STUMP GRINDING FOR STREET TREE MAINTENANCE	\$1,059.30	
	20939	30/06/2017	STUMP GRINDING FOR STREET TREE MAINTENANCE	\$1,139.05	
Perry Environmental Contracting	1875.4386-01	07/07/2017	MAINTENANCE		\$10,550.00
	2536	29/06/2017	WEED CONTROL	\$900.00	
	2534	29/06/2017	WEED CONTROL	\$8,700.00	
	2532	29/06/2017	WEED CONTROL	\$950.00	
Aardvark Bobcat & Truck Hire	1875.4407-01	07/07/2017	HIRE OF PLANT		\$4,232.25
	#576	30/06/2017	BOBCAT & TRUCK HIRE	\$4,232.25	

Payee	Cheque No	Date	Details	Sub Total	Total
IPWEA National	1875.5147-01	07/07/2017	NAMS SUBSCRIPTION FEE		\$1,402.50
	84102-NP0617	30/06/2017	NAMS SUBSCRIPTION FEE 01/07/17-30/06/18	\$1,402.50	
Exteria	1875.5414-01	07/07/2017	OUTDOOR RECREATION EQUIPMENT		\$1,800.70
	00006987	30/06/2017	SUPPLY OF 1 x VASSE COMPOSITE SETTING	\$1,800.70	
Dieback Treatment Services	1875.6157-01	07/07/2017	WEED SPRAYING		\$2,487.50
	00001596	13/06/2017	DIEBACK TREATMENTS	\$1,487.50	
	00001598	22/06/2017	DISEASE TREATMENT - ALPS ST RESERVE	\$1,000.00	
Midland Rubber Stamps	1875.641-01	07/07/2017	STATIONERY		\$98.70
	00040684	13/06/2017	INK PADS	\$98.70	
Australian Training Management	1875.6423-01	07/07/2017	STAFF TRAINING		\$1,573.00
	00010630	22/06/2017	FIRST AID COURSE	\$150.00	
	00010634	22/06/2017	CHAINSAW COURSE	\$275.00	
	00010668	27/06/2017	ELEVATED PLATFORM TRAINING	\$1,148.00	
The Watershed Water Systems	1875.68-01	07/07/2017	SUPPLY OF RETICULATION PARTS		\$155.00
	10153509	29/06/2017	SUPPLY OF RETICULATION PARTS	\$155.00	
RAC Motoring Pty Ltd	1875.6876-01	07/07/2017	CALL OUT FEE		\$95.00
	4209058	15/06/2017	CALL OUT FOR 827 MDG	\$95.00	
WA Profiling	1875.7148-01	07/07/2017	PROFILING SERVICES		\$5,326.75
	14454	30/06/2017	PROFILING SERVICES - BAILUP RD, WOOROLOO	\$5,326.75	
Buick Holdings Pty Ltd T/A DVG Midland Kia	1875.7314-01	07/07/2017	SERVICE & TYRES		\$1,481.00
	3229094	28/06/2017	SERVICE - 831 MDG P4779	\$353.00	
	3230172	29/06/2017	TYRES - 805 MDG P4784	\$1,128.00	
Pirtek Midland	1875.7318-01	07/07/2017	HOSES		\$361.72
	MD-T00010813	30/06/2017	SUPPLY OF ASSORTED HYDRAULIC HOSES	\$361.72	
Scoob's Dingo Service	1875.7426-01	07/07/2017	FOOTPATH SWEEPING & DRAINAGE WORKS		\$4,594.70
	1919	28/06/2017	FOOTPATH SWEEPING	\$1,485.00	
	1923	30/06/2017	DRAINAGE WORKS	\$1,624.70	
	1924	30/06/2017	FOOTPATH SWEEPING	\$1,485.00	
Worldwide Online Printing East Perth	1875.7447-01	07/07/2017	BUSINESS CARDS		\$147.00
	260323	13/06/2017	BUSINESS CARDS	\$147.00	
Sparks Refrigeration & Airconditioning	1875.7489-01	07/07/2017	REFRIGERATION REPAIRS		\$3,153.50
	INV-1059	21/06/2017	REPLACE INDOOR CABINET COOLER	\$3,153.50	

Payee	Cheque No	Date	Details	Sub Total	Total
Mundaring Community Mens Shed Inc	1875.7531-01	07/07/2017	SERVICES FOR SENIORS ACTIVITY		\$350.00
	02/17	30/06/2017	SERVICES FOR SENIORS ACTIVITY	\$350.00	
PFD Food Services Pty Ltd	1875.7590-01	07/07/2017	PROVISIONS FOR REFLECTIONS CAFE		\$1,083.60
	KF840847	08/06/2017	PROVISIONS FOR REFLECTIONS CAFE	\$369.90	
	KF840846	08/06/2017	PROVISIONS FOR REFLECTIONS CAFE	\$72.95	
	KF914669	15/06/2017	PROVISIONS FOR REFLECTIONS CAFE	\$430.15	
	KF982513	22/06/2017	PROVISIONS FOR REFLECTIONS CAFE	\$210.60	
West Force Plumbing & Gas	1875.7735-01	07/07/2017	PLUMBING		\$2,519.00
	00022837	15/06/2017	PLUMBING	\$203.50	
	00022842	15/06/2017	PLUMBING	\$198.00	
	00022843	15/06/2017	PLUMBING	\$148.50	
	00022854	15/06/2017	PLUMBING	\$154.00	
	00022840	15/06/2017	PLUMBING	\$1,155.00	
	00022848	23/06/2017	PLUMBING	\$363.00	
	00022846	29/06/2017	PLUMBING	\$148.50	
	00022778	30/06/2017	PLUMBING	\$148.50	
ABM Landscaping	1875.7820-01	07/07/2017	LANDSCAPING		\$1,485.00
	INV-2478	30/06/2017	LION PARK UPGRADE	\$1,485.00	
Bunnings Group Limited	1875.80-01	07/07/2017	HARDWARE		\$1,497.33
	2180/01910104	13/06/2017	HARDWARE	\$968.36	
	2180/01552394	13/06/2017	SLEEPERS	\$189.80	
	2180/01296515	16/06/2017	HARDWARE	\$152.26	
	2180/01553209	22/06/2017	WEED SPRAY	\$94.14	
	2180/01202042	22/06/2017	TOOLS	\$92.77	
Natural Area Holdings P/L T/A Natural Area Consulting	1875.8374-01	07/07/2017	WEED CONTROL		\$4,620.00
	00007691	13/06/2017	CHARTWELL PARK - WEED CONTROL	\$4,620.00	
Breadwinner Bakehouse	1875.8422-01	07/07/2017	CATERING		\$81.00
	384	30/06/2017	CATERING - LEMC EXERCISE	\$81.00	
ACG Earthmoving Pty Ltd	1875.8513-01	07/07/2017	ROAD REHABILITATION		\$26,947.38
	00000526	28/06/2017	ROAD REHABILITATION - PINE TCE	\$26,947.38	
Northam Tree Services	1875.8769-01	07/07/2017	STREET TREE MAINTENANCE		\$13,733.50
	1592	29/06/2017	OVERHEAD PRUNING WORKS	\$2,227.50	
	1594	30/06/2017	STREET TREE MAINTENANCE	\$2,227.50	
	1593	30/06/2017	STREET TREE MAINTENANCE	\$3,118.50	
	1595	30/06/2017	STREET TREE MAINTENANCE	\$3,041.50	
	1596	30/06/2017	STREET TREE MAINTENANCE	\$3,118.50	

Payee	Cheque No	Date	Details	Sub Total	Total
Kool Line Electrical & Refrigeration	1875.8976-01	07/07/2017	ELECTRICAL SERVICES		\$8,405.00
	00125283	28/06/2017	REPAIRS - BOYA OVAL CHANGEROOMS	\$235.00	
	00125284	28/06/2017	REPAIRS TO LIGHT TOWER - SAWYERS VALLEY OVAL	\$2,875.00	
	00125285	28/06/2017	REPAIRS - CHIDLOW OVAL	\$765.00	
	00125286	28/06/2017	SUPPLY & INSTALL TIME CLOCK IN SWITCHBOARD	\$475.00	
The Cookie Barrel	00125290	29/06/2017	CHIDLOW MEMORIAL - INSTALL ELECTRICAL POWER	\$4,055.00	
	1875.9463-01	07/07/2017	PROVISIONS FOR REFLECTIONS CAFE		\$302.42
	00349283	08/06/2017	PROVISIONS FOR REFLECTIONS CAFE	\$101.20	
	00350247	29/06/2017	PROVISIONS FOR REFLECTIONS CAFE	\$66.28	
	00350561	30/06/2017	PROVISIONS FOR REFLECTIONS CAFE	\$134.94	
Brice Pest Management	1875.9596-01	07/07/2017	PEST INSPECTIONS		\$1,595.00
	02026	29/06/2017	INSPECTION AND TREATMENT FOR PUFF BALL	\$341.00	
	02029	29/06/2017	PEST INSPECTIONS	\$220.00	
	02024	29/06/2017	PEST INSPECTIONS 2017	\$1,034.00	
Ramzillia Timber Pty Ltd T/As Mundaring Hardware	1875.9824-01	07/07/2017	HARDWARE		\$158.00
	53435	13/06/2017	TIMBER	\$50.00	
	53457	15/06/2017	CHAIN	\$108.00	
Ms J Andriulich	1876.12060-01	07/07/2017	STERILISATION REBATE		\$50.00
	REBATE	30/06/2017	STERILISATION REBATE	\$50.00	
Mrs H Hey	1876.12118-01	07/07/2017	STERILISATION REBATE		\$50.00
	REBATE	30/06/2017	STERILISATION REBATE	\$50.00	
Mr J C Stonham	1876.12119-01	07/07/2017	STERILISATION REBATE		\$50.00
	REBATE	30/06/2017	STERILISATION REBATE	\$50.00	
Mrs H I Cusack	1876.12120-01	07/07/2017	STERILISATION REBATE		\$50.00
	REBATE	30/06/2017	STERILISATION REBATE	\$50.00	
Mr N Renzullo	1876.12121-01	07/07/2017	REIMBURSEMENT		\$5,382.03
	REIMBURSEME	30/06/2017	REIMBURSEMENT HALF FENCING COSTS - 54 FARRALL	\$5,382.03	
Mrs A M Parker	1876.12122-01	07/07/2017	STERILISATION REBATE		\$50.00
	REBATE	30/06/2017	STERILISATION REBATE	\$50.00	
Ms J F Fishwick	1876.12123-01	07/07/2017	STERILISATION REBATE		\$50.00
	REBATE	30/06/2017	STERILISATION REBATE	\$50.00	
Ms J C Robins	1876.12124-01	07/07/2017	STERILISATION REBATE		\$50.00
	REBATE	30/06/2017	STERILISATION REBATE	\$50.00	

Payee	Cheque No	Date	Details	Sub Total	Total
Mr M L Danaia	1876.12125-01	07/07/2017	STERILISATION REBATE		\$50.00
	REBATE	30/06/2017	STERILISATION REBATE	\$50.00	
Mr R F Fairchild	1876.12126-01	07/07/2017	STERILISATION REBATE		\$50.00
	REBATE	30/06/2017	STERILISATION REBATE	\$50.00	
Mr D G Palmer	1876.12127-01	07/07/2017	STERILISATION REBATE		\$50.00
	REBATE	30/06/2017	STERILISATION REBATE	\$50.00	
Mrs S A Wackett	1876.12128-01	07/07/2017	STERILISATION REBATE		\$50.00
	REBATE	30/06/2017	STERILISATION REBATE	\$50.00	
Ms D T Kasper	1876.12129-01	07/07/2017	STERILISATION REBATE		\$50.00
	REBATE	30/06/2017	STERILISATION REBATE	\$50.00	
Mr D M Greenland	1876.12130-01	07/07/2017	STERILISATION REBATE		\$100.00
	REBATE	30/06/2017	STERILISATION REBATE	\$50.00	
Mrs J G Cochran	1876.12131-01	07/07/2017	STERILISATION REBATE		\$50.00
	REBATE	30/06/2017	STERILISATION REBATE	\$50.00	
Mr S L Collidge	1876.12132-01	07/07/2017	REFUND FOR OVERPAID CHILDCARE FEES		\$361.93
	REFUND	30/06/2017	REFUND FOR OVERPAID CHILDCARE FEES	\$361.93	
Synergy	1876.174-01	07/07/2017	ELECTRICITY		\$9,652.25
	3625641925	27/06/2017	ELECTRICITY	\$5.25	
	3625641925	27/06/2017	ELECTRICITY	\$316.15	
	5056988325	28/06/2017	ELECTRICITY	\$1,668.80	
	1808368323	28/06/2017	ELECTRICITY	\$2,445.70	
	2686554727	29/06/2017	ELECTRICITY	\$751.70	
Glen Forrest Volunteer Bushfire Brigade	5100198416	29/06/2017	ELECTRICITY	\$795.65	
	5145475816	29/06/2017	ELECTRICITY	\$3,669.00	
	1876.196-01	07/07/2017	HAZARD REDUCTION BURN		\$360.00
	0067	30/06/2017	HAZARD REDUCTION BURN - HOMESTEAD RD	\$360.00	
	1876.217-01	07/07/2017	HAZARD REDUCTION BURN		\$360.00
	0067	30/06/2017	HAZARD REDUCTION BURN - HOMESTEAD RD	\$360.00	
Darlington Volunteer Bushfire Brigade	1876.306-01	07/07/2017	HAZARD REDUCTION BURN		\$360.00
	0067	30/06/2017	HAZARD REDUCTION BURN - HOMESTEAD RD	\$360.00	



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Sawyers Valley Volunteer Bushfire Brigade	1876.318-01	07/07/2017	HAZARD REDUCTION BURN		\$1,493.28
	0067	30/06/2017	HAZARD REDUCTION BURN - HOMESTEAD RD	\$200.00	
	G5	30/06/2017	REIMBURSEMENT OF ESL EXPENSES 02/17-04/17	\$1,293.28	
Mr D A Lavell	1876.3229-01	07/07/2017	COUNCILLOR ALLOWANCE		\$1,751.19
	TRAVEL	30/06/2017	TRAVEL REIMBURSEMENT 16/12/16-18/06/17	\$1,751.19	
Chidlow Volunteer Bushfire Brigade	1876.343-01	07/07/2017	HAZARD REDUCTION BURN		\$1,160.00
	0067	30/06/2017	HAZARD REDUCTION BURN - HOMESTEAD RD	\$240.00	
	0379	30/06/2017	HAZARD REDUCTION BURN - VMR CHIDLOW	\$920.00	
Mundaring State Emergency Service	1876.582-01	07/07/2017	REIMBURSEMENT OF ESL EXPENSES		\$7,798.83
	2017	30/06/2017	REIMBURSEMENT OF ESL EXPENSES	\$3,794.90	
	2018	30/06/2017	REIMBURSEMENT OF ESL EXPENSES	\$4,003.93	
Mr S G Pearce	1876.5845-01	07/07/2017	STERILISATION REBATE		\$50.00
	REBATE	30/06/2017	STERILISATION REBATE	\$50.00	
Ms K Speyers	1876.7467-01	07/07/2017	STERILISATION REBATE		\$50.00
	REBATE	30/06/2017	STERILISATION REBATE	\$50.00	
Mrs R A Bacon	1876.9236-01	07/07/2017	STERILISATION REBATE		\$50.00
	REBATE	30/06/2017	STERILISATION REBATE	\$50.00	
Mr R K Perks	1877.10313-01	10/07/2017	COUNCILLOR ALLOWANCE		\$2,024.59
	MEETING FEE	10/07/2017	ENTITLEMENTS FOR JULY 2017	\$1,732.92	
	ALLOWANCE	10/07/2017	ENTITLEMENTS FOR JULY 2017	\$291.67	
Mr A Brennan	1877.11202-01	10/07/2017	COUNCILLOR ALLOWANCE		\$2,024.59
	MEETING FEE	10/07/2017	ENTITLEMENTS FOR JULY 2017	\$1,732.92	
	ALLOWANCE	10/07/2017	ENTITLEMENTS FOR JULY 2017	\$291.67	
Ms L Fisher	1877.11203-01	10/07/2017	COUNCILLOR ALLOWANCE		\$2,024.59
	MEETING FEE	10/07/2017	ENTITLEMENTS FOR JULY 2017	\$1,732.92	
	ALLOWANCE	10/07/2017	ENTITLEMENTS FOR JULY 2017	\$291.67	
Mr J S Martin	1877.11205-01	10/07/2017	COUNCILLOR ALLOWANCE		\$2,024.59
	MEETING FEE	10/07/2017	ENTITLEMENTS FOR JULY 2017	\$1,732.92	
	ALLOWANCE	10/07/2017	ENTITLEMENTS FOR JULY 2017	\$291.67	
Mr D A Jeans	1877.11210-01	10/07/2017	COUNCILLOR ALLOWANCE		\$2,024.59
	MEETING FEE	10/07/2017	ENTITLEMENTS FOR JULY 2017	\$1,732.92	
	ALLOWANCE	10/07/2017	ENTITLEMENTS FOR JULY 2017	\$291.67	

Payee	Cheque No	Date	Details	Sub Total	Total
Mr A M Cuccaro	1877.2567-01	10/07/2017	COUNCILLOR ALLOWANCE		\$2,024.59
	MEETING FEE	10/07/2017	ENTITLEMENTS FOR JULY 2017	\$1,732.92	
	ALLOWANCE	10/07/2017	ENTITLEMENTS FOR JULY 2017	\$291.67	
Mr D A Lavell	1877.3229-01	10/07/2017	COUNCILLOR ALLOWANCE		\$6,752.26
	MEETING FEE	10/07/2017	ENTITLEMENTS FOR JULY 2017	\$2,222.92	
	ALLOWANCE	10/07/2017	ENTITLEMENTS FOR JULY 2017	\$4,237.67	
	ALLOWANCE	10/07/2017	ENTITLEMENTS FOR JULY 2017	\$291.67	
Mr J S Daw	1877.4526-01	10/07/2017	COUNCILLOR ALLOWANCE		\$2,024.59
	MEETING FEE	10/07/2017	ENTITLEMENTS FOR JULY 2017	\$1,732.92	
	ALLOWANCE	10/07/2017	ENTITLEMENTS FOR JULY 2017	\$291.67	
Mr S H Fox	1877.5600-01	10/07/2017	COUNCILLOR ALLOWANCE		\$2,024.59
	ALLOWANCE	10/07/2017	ENTITLEMENTS FOR JULY 2017	\$291.67	
	MEETING FEE	10/07/2017	ENTITLEMENTS FOR JULY 2017	\$1,732.92	
Ms P A Clark	1877.6184-01	10/07/2017	COUNCILLOR ALLOWANCE		\$2,024.59
	ALLOWANCE	10/07/2017	ENTITLEMENTS FOR JULY 2017	\$291.67	
	MEETING FEE	10/07/2017	ENTITLEMENTS FOR JULY 2017	\$1,732.92	
Mr P B Bertola	1877.6461-01	10/07/2017	COUNCILLOR ALLOWANCE		\$3,084.01
	MEETING FEE	10/07/2017	ENTITLEMENTS FOR JULY 2017	\$1,732.92	
	ALLOWANCE	10/07/2017	ENTITLEMENTS FOR JULY 2017	\$1,059.42	
	ALLOWANCE	10/07/2017	ENTITLEMENTS FOR JULY 2017	\$291.67	
Ms P A Cook	1877.8924-01	10/07/2017	COUNCILLOR ALLOWANCE		\$2,024.59
	MEETING FEE	10/07/2017	ENTITLEMENTS FOR JULY 2017	\$1,732.92	
	ALLOWANCE	10/07/2017	ENTITLEMENTS FOR JULY 2017	\$291.67	
Water Corporation	1878.34-01	13/07/2017	WATER RATES & FEES		\$3,609.71
	9010381397	22/06/2017	WATER RATES & FEES	\$65.61	
	9004693298	22/06/2017	WATER RATES & FEES	\$6.56	
	9004631732	28/06/2017	WATER RATES & FEES	\$863.87	
	9004645034	28/06/2017	WATER RATES & FEES	\$238.38	
	9004637480	28/06/2017	WATER RATES & FEES	\$19.68	
	9004646782	28/06/2017	WATER RATES & FEES	\$732.65	
	9004631724	29/06/2017	WATER RATES & FEES	\$61.24	
	9004650204	29/06/2017	WATER RATES & FEES	\$39.37	
	9004646790	29/06/2017	WATER RATES & FEES	\$80.92	
	9004639478	29/06/2017	WATER RATES & FEES	\$856.15	
	9004631716	29/06/2017	WATER RATES & FEES	\$605.80	
	9004679576	30/06/2017	WATER RATES & FEES	\$39.48	

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Ms S Denholm	1879.12137-01	13/07/2017	RATES REFUND		\$210.15
	REFUND	13/07/2017	RATES REFUND	\$210.15	
Ms T K Wells	1879.12138-01	13/07/2017	RATES REFUND		\$771.80
	REFUND	13/07/2017	RATES REFUND	\$771.80	
Mr I R Visser	1879.12139-01	13/07/2017	RATES REFUND		\$577.13
	REFUND	13/07/2017	RATES REFUND	\$577.13	
Mrs L M Dungworth Stewart	1879.9924-01	13/07/2017	RATES REFUND		\$500.00
	REFUND	13/07/2017	RATES REFUND	\$500.00	
Care Giver Subsidies	1880.3462-01	13/07/2017	CARE GIVER SUBSIDIES		\$47,144.52
	130717	14/07/2017	CARE GIVER SUBSIDIES	\$47,144.52	
Waterlogic Australia Pty Ltd	1881.10398-01	17/07/2017	MONTHLY SERVICING OF ZIP HOT WATER SYSTEM		\$132.00
	01408133	11/07/2017	MONTHLY SERVICING OF ZIP HOT WATER SYSTEM	\$132.00	
Kev's Climbing Service	1881.10785-01	17/07/2017	TREE MAINTENANCE		\$600.00
	19	11/07/2017	ARBORICULTURAL WORKS TO CLIMB AND REMOVE	\$600.00	
Alasco Pty Ltd	1881.10881-01	17/07/2017	FIRST AID KIT REPLENISHMENT		\$458.68
	CPER1726662	30/06/2017	FIRST AID KIT REPLENISHMENT	\$337.26	
	CPER1726661	30/06/2017	FIRST AID KIT REPLENISHMENT	\$94.44	
	CPER1726663	30/06/2017	FIRST AID KIT REPLENISHMENT	\$26.98	
Telstra SNP Monitoring Pty Ltd	1881.11017-01	17/07/2017	SECURITY SYSTEM MAINTENANCE		\$338.80
	SP55412	11/07/2017	SECURITY SYSTEM MAINTENANCE	\$338.80	
Nosh Catering	1881.11020-01	17/07/2017	CATERING		\$891.00
	115496	11/07/2017	CATERING - COUNCIL FORUM 19/06/17	\$891.00	
Frontline Fire & Rescue Equipment	1881.11135-01	17/07/2017	EQUIPMENT		\$1,169.40
	57120	30/06/2017	BOOTS	\$240.57	
	56736	11/07/2017	EQUIPMENT	\$928.83	
AXIS Contracting Pty Ltd	1881.11161-01	17/07/2017	CONCRETE CONSTRUCTION		\$12,296.94
	2958	21/06/2017	INSTALL NEW PATHWAY - ENSIGN DRIVE	\$11,203.53	
	3019	11/07/2017	CONCRETE PAD FOR BICYCLE RACK	\$1,093.41	
Plindan Constructions	1881.11379-01	17/07/2017	CONSTRUCTION CONTRACT		\$938,955.77
	# 711-09	13/07/2017	MUNDARING INDOOR SPORTS STADIUM	\$938,955.77	

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S and I Services (Sneska Illik T/A)	1881.11452-01	17/07/2017	CLEANING		\$560.00
	60	13/07/2017	CLEANING	\$280.00	
	61	14/07/2017	CLEANING	\$280.00	
Taylor Sparks (The Trustee for Hampton Trust T/A)	1881.11463-01	17/07/2017	PROMOTIONAL MATERIAL		\$4,527.05
	ts3185	13/07/2017	BANNER DESIGN	\$1,875.50	
	ts3182	13/07/2017	BROCHURES	\$2,651.55	
Workforce Recruitment and Labour Services Pty Ltd	1881.11545-01	17/07/2017	TEMP STAFF		\$8,441.38
	866630	13/07/2017	TEMP STAFF - DEPOT	\$3,810.52	
	864551	13/07/2017	TEMP STAFF - DEPOT	\$4,630.86	
RAMM Software Pty Ltd	1881.11563-01	17/07/2017	ANNUAL SUPPORT & MAINTENANCE		\$10,558.92
	RSL-13758	17/07/2017	ANNUAL SUPPORT & MAINTENANCE 01/07/17-30/06/18	\$10,558.92	
Bow Steel Pty Ltd	1881.11568-01	17/07/2017	STEEL FABRICATION		\$1,859.00
	168	11/07/2017	REPLACE BROKEN ELECTRICAL PIT LID	\$869.00	
	171	11/07/2017	SUPPLY AND INSTALL NEW BIN AND STAND	\$990.00	
Tourism Council Western Australia Ltd	1881.11577-01	17/07/2017	ATAP ACCREDITATION 2017/18		\$1,328.00
	00004253	13/07/2017	ATAP ACCREDITATION 2017/18	\$1,328.00	
The Sock Factory (The Northern Family Trust T/A)	1881.11671-01	17/07/2017	UNIFORMS		\$407.66
	00004661	13/07/2017	NETBALL & UMPIRE SOCKS	\$407.66	
Cirrus Networks Pty Ltd	1881.11724-01	17/07/2017	BATTERY BACKUP		\$4,300.38
	INV-003576	30/06/2017	BATTERY BACKUP	\$4,300.38	
Celtic Knot	1881.11847-01	17/07/2017	VISITOR CENTRE STOCK		\$180.00
	003	28/06/2017	VISITOR CENTRE STOCK	\$180.00	
Mug Shots	1881.11900-01	17/07/2017	ENGRAVING AND SUPPLIES		\$46.00
	00000813	11/07/2017	BRONZE PLAQUE	\$28.00	
	00000815	13/07/2017	RESIN NAME BADGE	\$18.00	
Telstra	1881.119-01	17/07/2017	TELEPHONE		\$12,949.85
	2085566000	10/07/2017	TELEPHONE	\$12,949.85	
Mt Helena Veterinary Clinic	1881.11913-01	17/07/2017	MICROCHIPPING		\$45.00
	118643	11/07/2017	MICROCHIPPING	\$45.00	
Mundaring Smash Repairs (WA Panel Works Pty Ltd T/A)	1881.11921-01	17/07/2017	REPAIRS		\$1,536.85
	61020	21/06/2017	REPAIRS TO 818 MDG	\$1,536.85	

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Eastern Hills Towing (WA Panel Works Pty Ltd T/A)	1881.11922-01	17/07/2017	TOWING		\$176.00
	60794	11/07/2017	TOWING	\$176.00	
Cleanflow Environmental Solutions	1881.11986-01	17/07/2017	JETTING, EDUCING & DISPOSAL OF CONTROLLED		\$5,379.17
	00033861	11/07/2017	JETTING, EDUCING & DISPOSAL OF CONTROLLED	\$2,098.42	
	00033902	11/07/2017	JETTING, EDUCING & DISPOSAL OF CONTROLLED	\$2,079.00	
	00033911	11/07/2017	JETTING, EDUCING & DISPOSAL OF CONTROLLED	\$379.50	
	00033933	11/07/2017	JETTING, EDUCING & DISPOSAL OF CONTROLLED	\$822.25	
Department of Human Services - Child Support	1881.12-01	17/07/2017	CHILD SUPPORT PAYMENT		\$496.25
	PY02-01-CHILD	09/07/2017	CHILD SUPPORT PAYMENT	\$496.25	
Recruitwest Pty Ltd	1881.12078-01	17/07/2017	TEMP STAFF		\$2,160.86
	C INV 459360	11/07/2017	TEMP STAFF - DEPOT	\$2,160.86	
Direct Garden Decor	1881.12099-01	17/07/2017	NICHE WALL CASES FOR MUNDARING CEMETERY		\$1,320.00
	I-8503	13/07/2017	NICHE WALL CASES FOR MUNDARING CEMETERY	\$1,320.00	
Komatsu Australia Pty Ltd	1881.126-01	17/07/2017	PARTS		\$565.62
	000686307	28/06/2017	PARTS	\$565.62	
Shire of Mundaring	1881.13-01	17/07/2017	PAYROLL DEDUCTION		\$4,698.31
	PY01-01-Private	09/07/2017	PAYROLL DEDUCTION	\$420.00	
	PY01-01-Child	09/07/2017	PAYROLL DEDUCTION	\$1,002.01	
	PY01-01-Buy	09/07/2017	PAYROLL DEDUCTION	\$729.41	
	PY01-01-	09/07/2017	PAYROLL DEDUCTION	\$659.22	
	PY01-01-	09/07/2017	PAYROLL DEDUCTION	\$668.26	
	PY01-01-LSL	09/07/2017	PAYROLL DEDUCTION	\$478.31	
	PY02-01-Private	09/07/2017	PAYROLL DEDUCTION	\$420.00	
BOC Ltd	PY02-01-Buy	09/07/2017	PAYROLL DEDUCTION	\$321.10	
	1881.135-01	17/07/2017	CYLINDER RENTAL		\$165.21
Sonic HealthPlus Pty Ltd	4016563079	30/06/2017	CYLINDER RENTAL	\$165.21	
	1881.138-01	17/07/2017	MEDICAL EXAMINATION		\$231.00
Fulton Hogan Industries Pty Ltd	1302221	11/07/2017	MEDICAL EXAMINATION	\$231.00	
	1881.150-01	17/07/2017	ASPHALT		\$2,008.84
	10673184	13/06/2017	SUPPLY OF CRS EMULSION 170/60	\$156.75	
	10688570	15/06/2017	ASPHALT	\$617.36	
	10688563	27/06/2017	ASPHALT	\$617.36	
	10741444	30/06/2017	ASPHALT	\$205.79	
	10741650	30/06/2017	ASPHALT	\$411.58	

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Australia Post	1881.15-01	17/07/2017	POSTAGE		\$3,999.74
	1006533628	11/07/2017	POSTAGE	\$3,544.43	
	1006521280	11/07/2017	RATES COLLECTION FEES	\$455.31	
Vodafone	1881.166-01	17/07/2017	FEES		\$2,067.74
	11166269	14/07/2017	PAGERS AND MESSAGING - ALL BRIGADES	\$2,067.74	
Midland Cement Materials	1881.1674-01	17/07/2017	PIPE		\$49.50
	677135	30/06/2017	PIPE	\$49.50	
Konica Minolta Business Solutions Aust Pty Ltd	1881.197-01	17/07/2017	PHOTOCOPIER PRINTING		\$78.33
	84290094	23/06/2017	PHOTOCOPIER PRINTING	\$78.33	
Covs Parts Pty Ltd	1881.199-01	17/07/2017	PARTS		\$97.22
	1610040502	30/06/2017	SUPPLY OF WORKSHOP CONSUMABLES	\$97.22	
Deputy Commissioner of Taxation	1881.215-01	17/07/2017	TAXATION		\$150,028.00
	PY01-01-Deputy	09/07/2017	PAYROLL DEDUCTION	\$124,836.00	
	PY02-01-Deputy	09/07/2017	PAYROLL DEDUCTION	\$25,192.00	
Country Womens Association of WA Inc - Mundaring	1881.2165-01	17/07/2017	CATERING		\$300.00
	50	11/07/2017	CATERING - MUNDARING FIRE SCHOOL 01 & 02/07/17	\$300.00	
Lo-Go Appointments	1881.253-01	17/07/2017	TEMP STAFF		\$581.02
	00416072	14/07/2017	TEMP STAFF - TEMPORARY OSH OFFICER	\$581.02	
Westcare Industries	1881.261-01	17/07/2017	DATE LABELS		\$198.72
	98984	23/06/2017	DATE LABELS	\$198.72	
Stewart & Heaton Clothing Co	1881.2625-01	17/07/2017	UNIFORMS		\$385.87
	SIN-2752449	21/06/2017	UNIFORMS	\$15.85	
	SIN-2753733	30/06/2017	UNIFORMS	\$69.76	
	SIN-2749079	11/07/2017	UNIFORMS	\$72.91	
	SIN-2739845	11/07/2017	UNIFORMS	\$227.35	
Du Ciene Pty Ltd	1881.2737-01	17/07/2017	CLEANING		\$1,593.62
	00008270	11/07/2017	FUNCTION CLEAN	\$145.03	
	00008361	11/07/2017	FUNCTION CLEAN	\$145.03	
	00008359	11/07/2017	FUNCTION CLEAN	\$145.03	
	00008408	11/07/2017	FUNCTION CLEAN	\$176.82	
	00008403	11/07/2017	CLEANING SERVICES	\$447.52	
	00008405	11/07/2017	BINS	\$133.38	
	00008406	11/07/2017	TOILET PAPER	\$78.96	
	00008411	13/07/2017	FUNCTION CLEAN	\$176.82	
	00008410	13/07/2017	FUNCTION CLEAN	\$145.03	

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Staples Australia Pty Limited	1881.280-01	17/07/2017	STATIONERY		\$617.15
	9021495013	28/06/2017	STATIONERY	\$158.58	
	9021469259	28/06/2017	STATIONERY	\$458.57	
McLeod's Barristers and Solicitors	1881.307-01	17/07/2017	PROVISION OF PROFESSIONAL LEGAL SERVICES		\$5,206.21
	98011	11/07/2017	DOG ACT PROSECUTION	\$663.91	
	98591	11/07/2017	PROPOSED ACQUISITION OF FREEHOLD RIGHT OF WAY	\$1,810.72	
	96418	11/07/2017	NATIVE TITLE CLAIMS	\$388.83	
	98194	11/07/2017	INTERIM INJUNCTION APPLICATION	\$1,592.28	
	97794	11/07/2017	INTERIM INJUNCTION APPLICATION	\$750.47	
Landgate	1881.314-01	17/07/2017	TITLE SEARCHES		\$1,566.08
	331379-	23/06/2017	INTERIM VALUATIONS - RATES	\$1,566.08	
Mundaring News Round	1881.317-01	17/07/2017	NEWSPAPERS		\$60.80
	25446	11/07/2017	NEWSPAPERS ADMIN 2643	\$60.80	
Fasta Courier Service	1881.336-01	17/07/2017	COURIER SERVICES		\$45.65
	172302	11/07/2017	COURIER SERVICES	\$45.65	
Quick Corporate Australia	1881.3445-01	17/07/2017	STATIONERY		\$187.82
	SIN-850272	28/06/2017	STATIONERY	\$19.45	
	SIN-850983	29/06/2017	STATIONERY	\$168.37	
Courier Australia	1881.375-01	17/07/2017	COURIER SERVICES		\$13.75
	0298	11/07/2017	COURIER SERVICES	\$13.75	
Mundaring Electrical Contracting Service	1881.381-01	17/07/2017	ELECTRICAL SERVICES		\$110.00
	6454	13/07/2017	ELECTRICAL SERVICES	\$110.00	
Western Australian Local Government Association	1881.393-01	17/07/2017	TRAINING & WORKSHOPS		\$2,881.00
	I3065552	27/06/2017	LOCAL RECOVERY COORDINATOR TRAINING	\$1,012.00	
	I3065553	27/06/2017	LOCAL GOVERNMENT EMERGENCY MANAGEMENT	\$677.00	
	I3065555	27/06/2017	MANAGE RECOVERY ACTIVITIES	\$677.00	
	I3065185	11/07/2017	UNDERSTANDING FINANCIAL REPORTS AND BUDGETS	\$515.00	
J. Blackwood & Son Pty Ltd	1881.397-01	17/07/2017	CONSUMABLES		\$585.86
	PEMR4471	30/06/2017	CONSUMABLES	\$336.93	
	PEMR4472	30/06/2017	CONSUMABLES	\$248.93	
Health Insurance Fund of WA	1881.4-01	17/07/2017	PAYROLL DEDUCTION		\$1,261.60
	PY01-01-HIF	09/07/2017	PAYROLL DEDUCTION	\$1,261.60	

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Institute of Public Works Engineering Australasia	1881.4282-01	17/07/2017	ASSET MANAGEMENT FORUM		\$150.00
	HGNJ34SJ3X6	11/07/2017	ASSET MANAGEMENT FORUM	\$150.00	
Aardvark Bobcat & Truck Hire	1881.4407-01	17/07/2017	HIRE OF PLANT		\$3,252.15
	#577	11/07/2017	BOBCAT & TRUCK HIRE	\$3,252.15	
Toolmart Australia Pty. Ltd.	1881.441-01	17/07/2017	TOOLS		\$481.40
	0621-7-1-22590	23/06/2017	SUPPLY OF BURNER / BLOWTORCH AND ACCESSORIES	\$481.40	
Marketforce Pty Ltd	1881.4433-01	17/07/2017	ADVERTISING		\$363.33
	70309	11/07/2017	ADVERTISING	\$363.33	
Flexi Staff Pty Ltd	1881.4560-01	17/07/2017	TEMP STAFF		\$5,596.26
	178785	11/07/2017	TEMP STAFF - DEPOT	\$5,596.26	
Westwater Enterprises Pty Ltd	1881.4658-01	17/07/2017	EQUIPMENT REPAIRS		\$3,172.28
	WS0473	27/06/2017	CHLORINE EQUIPMENT SERVICE	\$3,172.28	
West Sure Group Pty Ltd	1881.4811-01	17/07/2017	SECURITY EXPENSES		\$30.75
	00017989	13/07/2017	CASH IN TRANSIT FEES - MECPC	\$30.75	
Chidlow Growers Mart & Liquor Store	1881.5378-01	17/07/2017	FUEL FOR CHIDLOW VBFB VEHICLES		\$216.18
	FUEL JUNE 17	13/07/2017	FUEL FOR CHIDLOW VBFB VEHICLES - JUNE 2017	\$216.18	
Totally Workwear Midland	1881.5558-01	17/07/2017	WORK CLOTHES		\$162.75
	MD20908	28/06/2017	SAFETY BOOTS	\$162.75	
Shire of Mundaring - Lotto Club	1881.5719-01	17/07/2017	PAYROLL DEDUCTION		\$271.60
	PY01-01-STAFF	09/07/2017	PAYROLL DEDUCTION	\$258.02	
	PY02-01-STAFF	09/07/2017	PAYROLL DEDUCTION	\$13.58	
Shire of Mundaring - Social Club	1881.6-01	17/07/2017	PAYROLL DEDUCTION		\$166.00
	PY01-01-	09/07/2017	PAYROLL DEDUCTION	\$162.00	
	PY02-01-	09/07/2017	PAYROLL DEDUCTION	\$4.00	
Midland Rubber Stamps	1881.641-01	17/07/2017	STATIONERY		\$39.00
	00040696	28/06/2017	SELF-INKING STAMPS	\$39.00	
Hills Fresh (WA) Pty Ltd	1881.6419-01	17/07/2017	MILK		\$301.66
	ADMIN JUNE 17	11/07/2017	MILK	\$301.66	
Vermeer Equipment of WA & NT	1881.6421-01	17/07/2017	SWITCH		\$240.24
	101622	11/07/2017	SWITCH ROLLER & SCREWS	\$141.92	
	101625	11/07/2017	SWITCH	\$98.32	



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Dial Before You Dig WA Ltd	1881.6698-01	17/07/2017	MEMBERSHIP FEES		\$110.00
	WA160725	11/07/2017	MEMBERSHIP FEES 04/17-06/17	\$110.00	
The Watershed Water Systems	1881.68-01	17/07/2017	SUPPLY OF RETICULATION PARTS		\$115.84
	10163598	29/06/2017	SUPPLY OF RETICULATION PARTS	\$115.84	
Office Gear (Trustee for FG & SL Peters Family Trust T/A)	1881.697-01	17/07/2017	OFFICE FURNITURE		\$4,688.50
	00006431	13/07/2017	RECEPTION DESK	\$4,688.50	
Australian Services Union	1881.7-01	17/07/2017	PAYROLL DEDUCTION		\$274.60
	PY01-01-	09/07/2017	PAYROLL DEDUCTION	\$27.46	
	PY02-01-	09/07/2017	PAYROLL DEDUCTION	\$247.14	
Boss Bobcat & Truck Service	1881.7230-01	17/07/2017	EARTHWORKS		\$11,990.00
	6	13/07/2017	EXCAVATE, EMU PICK AND RAKE BUILDING FOOTPRINT	\$11,990.00	
Scoob's Dingo Service	1881.7426-01	17/07/2017	FOOTPATH MAINTENANCE		\$654.50
	1926	11/07/2017	FOOTPATH MAINTENANCE	\$654.50	
Worldwide Online Printing East Perth	1881.7447-01	17/07/2017	PRINTING		\$468.00
	260413	23/06/2017	MEMBERSHIP APPLICATION PADS	\$321.00	
	260454	11/07/2017	BUSINESS CARDS - SHIRE PRESIDENT	\$147.00	
Road Signs Australia Pty Ltd	1881.7576-01	17/07/2017	SIGNS		\$748.00
	00035776	11/07/2017	TREE WORKS IN PROGRESS SIGNS	\$748.00	
Sealanes	1881.7633-01	17/07/2017	BOTTLED WATER		\$664.20
	F5330306	22/06/2017	BOTTLED WATER - BRIGADE DISTRIBUTION	\$664.20	
West Force Plumbing & Gas	1881.7735-01	17/07/2017	PLUMBING		\$396.00
	00022862	23/06/2017	PLUMBING	\$396.00	
Shredding Services Pty Ltd	1881.7854-01	17/07/2017	GREENWASTE PROCESSING SERVICES		\$29,370.48
	00001351	11/07/2017	GREENWASTE PROCESSING SERVICES	\$29,370.48	
West Coast On Hold	1881.7960-01	17/07/2017	MESSAGES ON HOLD		\$69.00
	INV0343	11/07/2017	MESSAGES ON HOLD - JULY 2017	\$69.00	
Bunnings Group Limited	1881.80-01	17/07/2017	HARDWARE		\$156.86
	2180/01179929	27/06/2017	WEED SPRAY & CONTAINER	\$156.86	
LGRCEU	1881.8-01	17/07/2017	PAYROLL DEDUCTION		\$61.50
	PY02-01-	09/07/2017	PAYROLL DEDUCTION	\$61.50	

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Ecowater Services Pty Ltd	1881.8393-01	17/07/2017	QUARTERLY SERVICE		\$222.00
	C1845	23/06/2017	QUARTERLY SERVICE	\$222.00	
Public Libraries Western Australia Inc	1881.8395-01	17/07/2017	CONFERENCE ATTENDANCE		\$735.00
	265	28/06/2017	CONFERENCE ATTENDANCE	\$735.00	
Microvisual Technology	1881.8496-01	17/07/2017	IT EQUIPMENT		\$4,785.00
	13752	23/06/2017	NEW SCREENS FOR MEETING ROOMS	\$4,785.00	
ACG Earthmoving Pty Ltd	1881.8513-01	17/07/2017	EARTHWORKS		\$7,070.80
	00000530	11/07/2017	INSTALLATION OF DRAINAGE COMPONENT - BOYA OVAL	\$6,542.80	
	00000531	11/07/2017	BOYA OVAL - SPREADING OF LAWN SAND	\$528.00	
Northam Tree Services	1881.8769-01	17/07/2017	STREET TREE MAINTENANCE		\$1,012.00
	1581	11/07/2017	TREE REMOVAL	\$1,012.00	
Managed System Services Pty Ltd	1881.9698-01	17/07/2017	COMPUTER HARDWARE		\$15,136.33
	00001821	14/07/2017	HP PC X 10	\$15,136.33	
Miss M J Miller	1882.10756-01	17/07/2017	REIMBURSEMENT		\$1,504.00
	REIMBURSEME	13/07/2017	REIMBURSEMENT - BACHELOR OF COMMERCE	\$1,504.00	
Mr Z S Fewster	1882.10841-01	17/07/2017	REIMBURSEMENT		\$2,372.25
	REIMBURSEME	14/07/2017	REIMBURSEMENT BACHELOR BUILDING SURVEYING	\$2,372.25	
Telstra	1882.119-01	17/07/2017	TELEPHONE		\$1,592.47
	0941160300	11/07/2017	TELEPHONE	\$1,592.47	
Mr C J Howat	1882.12133-01	17/07/2017	CROSSOVER CONTRIBUTION		\$536.00
	XOVER	11/07/2017	CROSSOVER CONTRIBUTION	\$536.00	
Mr D V Grigg	1882.12135-01	17/07/2017	REFUND		\$147.00
	REFUND	11/07/2017	REFUND OF PLANNING APPLICATION FEE	\$147.00	
Mrs G M O'Neill	1882.12140-01	17/07/2017	CROSSOVER CONTRIBUTION		\$540.00
	XOVER	14/07/2017	CROSSOVER CONTRIBUTION	\$540.00	
Synergy	1882.174-01	17/07/2017	ELECTRICITY		\$10,133.55
	4743483524	11/07/2017	ELECTRICITY	\$87.95	
	3671966720	13/07/2017	ELECTRICITY	\$10,045.60	
Mr A M Cuccaro	1882.2567-01	17/07/2017	COUNCILLOR ALLOWANCE		\$112.61
	REIMBURSEME	13/07/2017	REIMBURSEMENT OF CONFERENCE EXPENSES	\$112.61	

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Shire of Mundaring	1882.589-01	17/07/2017	FDC PARENT LEVY		\$18,485.10
	130717	13/07/2017	FDC PARENT LEVY	\$18,485.10	
Mr L W De Jong	1882.9808-01	17/07/2017	CROSSOVER CONTRIBUTION		\$550.00
	XOVER	14/07/2017	CROSSOVER CONTRIBUTION	\$550.00	
Direct Communications	1883.4281-01	20/07/2017	EQUIPMENT PURCHASES		\$1,060.80
	105815	20/07/2017	LICENCE RENEWAL FEE	\$1,060.80	
Miss A Stupar	1884.12141-01	24/07/2017	YOUTH SPONSORSHIP		\$200.00
	SPONSORSHIP	21/07/2017	YOUTH SPONSORSHIP	\$200.00	
Synergy	1884.174-01	24/07/2017	ELECTRICITY		\$55,608.95
	3021647529	11/07/2017	ELECTRICITY - STREETLIGHTING	\$52,602.65	
	6172559523	13/07/2017	ELECTRICITY	\$617.75	
	5018318610	18/07/2017	ELECTRICITY	\$193.85	
	9370568529	18/07/2017	ELECTRICITY	\$128.80	
	5166165229	18/07/2017	ELECTRICITY	\$312.50	
	1244788225	18/07/2017	ELECTRICITY	\$201.15	
	8146423529	18/07/2017	ELECTRICITY	\$150.50	
	7071549128	18/07/2017	ELECTRICITY	\$28.35	
	9099006524	20/07/2017	ELECTRICITY	\$53.30	
Wesfarmers Kleenheat Gas Pty Ltd	4079099529	20/07/2017	ELECTRICITY	\$29.10	
	1877395520	21/07/2017	ELECTRICITY	\$1,053.70	
	0941380327	21/07/2017	ELECTRICITY	\$237.30	
	1884.355-01	24/07/2017	GAS		\$2,978.80
	4058365	29/06/2017	GAS	\$2,978.80	
Mount Helena Volunteer Bushfire Brigade	1884.361-01	24/07/2017	REIMBURSEMENT OF ESL EXPENSES		\$2,533.74
	0027	21/07/2017	REIMBURSEMENT OF ESL EXPENSES 01/04-30/06/17	\$2,533.74	
Mr A J Dyson	1884.8306-01	24/07/2017	REIMBURSEMENT		\$480.00
	REIMBURSEME	21/07/2017	REIMBURSEMENT OF PHONE LINE & INTERNET	\$480.00	
Midland Mowers	1885.101-01	24/07/2017	GARDENING EQUIPMENT		\$1,610.00
	23376 # 3	11/07/2017	BACKPACK BLOWERS	\$1,610.00	
Commercial Aquatics Australia Pty Ltd	1885.10337-01	24/07/2017	CHEMICAL TANK & HOSE REPAIR		\$742.50
	10303	30/06/2017	CHEMICAL TANK & HOSE REPAIR	\$742.50	
Total Green Recycling Pty Ltd	1885.10807-01	24/07/2017	E-WASTE RECYCLING		\$823.81
	INV3030	11/07/2017	E-WASTE RECYCLING	\$823.81	

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M2 Commander Pty Ltd	1885.10819-01	24/07/2017	ADSL CHARGES		\$493.59
	16995056	21/07/2017	ADSL CHARGES	\$493.59	
Alisco Pty Ltd	1885.10881-01	24/07/2017	FIRST AID KIT REPLENISHMENT		\$60.71
	CPER1730843	11/07/2017	FIRST AID KIT REPLENISHMENT	\$33.73	
	CPER1730842	11/07/2017	FIRST AID KIT REPLENISHMENT	\$26.98	
Ixm Operations Pty Ltd	1885.10921-01	24/07/2017	CHLORINE GAS		\$168.63
	5842511	20/07/2017	CHLORINE GAS	\$168.63	
CTI Couriers Pty Ltd	1885.11085-01	24/07/2017	COURIER SERVICE		\$1,019.63
	CISC4147965	20/07/2017	COURIER SERVICE	\$1,019.63	
UDLA Unit Trust T/A UDLA Pty Ltd	1885.11335-01	24/07/2017	LANDSCAPE ARCHITECTURAL SERVICES		\$7,271.00
	03	28/06/2017	SITE ANALYSIS - HELENA VALLEY OVALS	\$7,271.00	
Calibre Consulting (Aust) Pty Ltd	1885.11339-01	24/07/2017	PLANNING CONSULTING SERVICES		\$5,500.00
	019016	11/07/2017	MUNDARING TOWN CENTRE REVITALISATION PROJECT	\$5,500.00	
Swan Valley Fresh (Vendor Management Solutions Pty Ltd	1885.11474-01	24/07/2017	PROVISIONS FOR REFLECTIONS CAFE		\$293.94
	00014714	18/07/2017	PROVISIONS FOR REFLECTIONS CAFE	\$36.00	
	00014785	18/07/2017	PROVISIONS FOR REFLECTIONS CAFE	\$54.40	
	00014858	18/07/2017	PROVISIONS FOR REFLECTIONS CAFE	\$96.39	
	00014762	24/07/2017	PROVISIONS FOR REFLECTIONS CAFE	\$107.15	
Crow Books (Frogmouth (WA) Pty Ltd T/A)	1885.11560-01	24/07/2017	LOCAL BOOK STOCK		\$172.73
	INV0001266	29/06/2017	LOCAL BOOK STOCK	\$172.73	
WARP Traffic Management (WARP Pty Ltd T/A)	1885.11564-01	24/07/2017	TRAFFIC MANAGEMENT		\$61,556.12
	8279483	13/06/2017	TRAFFIC MANAGEMENT	\$6,377.53	
	8279487	13/06/2017	TRAFFIC MANAGEMENT	\$1,566.40	
	8279488	13/06/2017	TRAFFIC MANAGEMENT	\$4,883.11	
	8279486	13/06/2017	TRAFFIC MANAGEMENT	\$1,658.25	
	8279485	15/06/2017	TRAFFIC MANAGEMENT	\$811.80	
	8279616	16/06/2017	TRAFFIC MANAGEMENT	\$881.10	
	8279611	16/06/2017	TRAFFIC MANAGEMENT	\$4,589.14	
	8279609	23/06/2017	TRAFFIC MANAGEMENT	\$832.15	
	8279612	23/06/2017	TRAFFIC MANAGEMENT	\$1,916.06	
	8279614	23/06/2017	TRAFFIC MANAGEMENT	\$1,664.30	
	8279615	23/06/2017	TRAFFIC MANAGEMENT	\$1,566.40	
	8279617	28/06/2017	TRAFFIC MANAGEMENT	\$636.35	
	8279759	28/06/2017	TRAFFIC MANAGEMENT	\$2,349.60	
	8279755	28/06/2017	TRAFFIC MANAGEMENT	\$6,453.01	
	8279758	28/06/2017	TRAFFIC MANAGEMENT	\$3,793.63	
	8279944	28/06/2017	TRAFFIC MANAGEMENT	\$5,185.06	

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	8279761	28/06/2017	TRAFFIC MANAGEMENT	\$881.10	
	8279765	28/06/2017	TRAFFIC MANAGEMENT	\$734.25	
	8279760	28/06/2017	TRAFFIC MANAGEMENT	\$3,060.21	
	8279946	29/06/2017	TRAFFIC MANAGEMENT	\$3,353.08	
	8279953	29/06/2017	TRAFFIC MANAGEMENT	\$416.08	
	8279940	29/06/2017	TRAFFIC MANAGEMENT	\$391.60	
	8279947	29/06/2017	TRAFFIC MANAGEMENT	\$2,937.00	
	8279948	29/06/2017	TRAFFIC MANAGEMENT	\$4,618.91	
<b>Bow Steel Pty Ltd</b>	<b>1885.11568-01</b>	<b>24/07/2017</b>	<b>STEEL FABRICATION</b>		<b>\$4,180.00</b>
	174	18/07/2017	REPAIRS TO ACCIDENTAL DAMAGE ON PLANT SHED	\$4,180.00	
<b>Contra-Flow Pty Ltd</b>	<b>1885.11580-01</b>	<b>24/07/2017</b>	<b>TRAFFIC MANAGEMENT</b>		<b>\$21,348.21</b>
	T17/38327	13/06/2017	TRAFFIC MANAGEMENT	\$3,037.83	
	T17/38344	13/06/2017	TRAFFIC MANAGEMENT	\$1,082.84	
	T17/38342	15/06/2017	TRAFFIC MANAGEMENT	\$4,779.52	
	T17/38343	15/06/2017	TRAFFIC MANAGEMENT	\$4,968.81	
	T17/38614	28/06/2017	TRAFFIC MANAGEMENT	\$1,197.33	
	T17/38703	28/06/2017	TRAFFIC MANAGEMENT	\$906.75	
	T17/38766	30/06/2017	TRAFFIC MANAGEMENT	\$1,088.41	
	T17/39000	30/06/2017	TRAFFIC MANAGEMENT	\$4,286.72	
<b>Whelans Australia Pty Ltd (T/A Veris)</b>	<b>1885.11648-01</b>	<b>24/07/2017</b>	<b>PROFESSIONAL SURVEY SERVICES</b>		<b>\$5,989.50</b>
	70532	27/06/2017	PROFESSIONAL SURVEY SERVICES	\$852.50	
	70533	27/06/2017	PROFESSIONAL SURVEY SERVICES	\$924.00	
	70542	29/06/2017	PROFESSIONAL SURVEY SERVICES	\$2,926.00	
	70552	29/06/2017	PROFESSIONAL SURVEY SERVICES	\$1,287.00	
<b>Stylecraft Australia Pty Ltd</b>	<b>1885.11710-01</b>	<b>24/07/2017</b>	<b>FURNITURE</b>		<b>\$2,083.25</b>
	SI022855	21/07/2017	FURNITURE FOR KSP LIBRARY	\$1,563.33	
	SI022964	21/07/2017	ADDITIONAL CHAIRS	\$519.92	
<b>Minda Mia Contracting</b>	<b>1885.1188-01</b>	<b>24/07/2017</b>	<b>GARDENING</b>		<b>\$21,738.04</b>
	00004045	13/07/2017	MOWING & LITTER COLLECTION	\$11,220.00	
	00004049	20/07/2017	STREETSCAPING	\$2,160.73	
	00004053	20/07/2017	MAINTENANCE WORKS	\$1,344.31	
	00004055	20/07/2017	GARDENING	\$90.75	
	00004052	21/07/2017	LANDSCAPE MAINTENANCE	\$3,802.61	
	00004048	21/07/2017	SHIRE DEPOT GROUNDS MAINTENANCE	\$561.04	
	00004057	21/07/2017	TREE PLANTING - MORRISON RD	\$2,558.60	
<b>Mt Helena Veterinary Clinic</b>	<b>1885.11913-01</b>	<b>24/07/2017</b>	<b>VETERINARY SERVICES</b>		<b>\$132.00</b>
	120872	21/07/2017	EUTHANASIA - DOG	\$132.00	

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Eastern Hills Towing (WA Panel Works Pty Ltd T/A)	1885.11922-01	24/07/2017	TOWING		\$352.00
	61097	29/06/2017	TOWING	\$176.00	
	61109	11/07/2017	TOWING	\$176.00	
G.J. Coverley Electrical Services Pty Ltd	1885.12021-01	24/07/2017	ELECTRICAL SERVICES		\$786.50
	00020850	28/06/2017	MOVE POWER & PHONE POINTS	\$786.50	
Goldfields Tourism Network Association Inc	1885.12057-01	24/07/2017	GUIDEBOOK		\$113.48
	00001545	21/07/2017	GUIDEBOOK	\$113.48	
RSA Signs Pty Ltd	1885.12059-01	24/07/2017	SIGNS		\$446.09
	00070336	28/06/2017	STREET NAME PLATES	\$112.23	
	00070295	28/06/2017	SIGNS	\$263.45	
	00070426	29/06/2017	SIGNS	\$37.41	
	00070427	29/06/2017	SIGNS	\$33.00	
Excelsior Aboriculture Pty Ltd	1885.12061-01	24/07/2017	RELOCATION OF TREES		\$11,325.60
	00005378	30/06/2017	RELOCATION OF TREES - DARLINGTON PAVILION	\$11,325.60	
Recruitwest Pty Ltd	1885.12078-01	24/07/2017	TEMP STAFF		\$1,294.99
	C INV 469070	18/07/2017	TEMP STAFF - DEPOT	\$1,294.99	
Midland Tools Pty Ltd T/A Total Tools Midland	1885.12080-01	24/07/2017	EQUIPMENT		\$299.85
	51129	29/06/2017	SUPPLY OF 3 SPANSET FULL BODY FALL ARREST	\$299.85	
City Of Belmont	1885.1302-01	24/07/2017	FEES		\$7,672.50
	18041	21/07/2017	PARTIAL LSL - TEAM LEADER RECORDS	\$7,672.50	
Sonic HealthPlus Pty Ltd	1885.138-01	24/07/2017	MEDICAL EXAMINATION		\$231.00
	1310881	18/07/2017	MEDICAL EXAMINATION	\$231.00	
Australia Post	1885.15-01	24/07/2017	POSTAGE		\$319.92
	1006533106	21/07/2017	POSTAGE	\$319.92	
Eastern Region Security	1885.191-01	24/07/2017	SECURITY EXPENSES		\$3,505.44
	00016283	20/07/2017	ALARM RESPONSE	\$154.00	
	00016282	20/07/2017	ALARM RESPONSE	\$77.00	
	00016281	20/07/2017	ALARM RESPONSE	\$77.00	
	00016280	20/07/2017	ALARM RESPONSE	\$77.00	
	00016279	20/07/2017	ALARM RESPONSE	\$390.50	
	00016254	20/07/2017	ALARM RESPONSE	\$540.12	
	00016253	20/07/2017	ALARM RESPONSE	\$579.21	
	00016252	20/07/2017	ALARM RESPONSE	\$221.42	
	00016251	20/07/2017	ALARM RESPONSE	\$347.48	

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	00016250	20/07/2017	ALARM RESPONSE	\$545.73	
	00016249	20/07/2017	ALARM RESPONSE	\$495.98	
Konica Minolta Business Solutions Aust Pty Ltd	1885.197-01	24/07/2017	PHOTOCOPIER PRINTING		\$2,911.25
	84299402	29/06/2017	PHOTOCOPIER PRINTING	\$199.01	
	04000011533206	18/07/2017	PHOTOCOPIER PRINTING	\$2,712.24	
Covs Parts Pty Ltd	1885.199-01	24/07/2017	PARTS		\$878.52
	1610041337	30/06/2017	SUPPLY OF WORKSHOP CONSUMABLES	\$59.62	
	1610041466	30/06/2017	SUPPLY OF WORKSHOP CONSUMABLES	\$99.48	
	1610041573	30/06/2017	SUPPLY OF WORKSHOP CONSUMABLES	\$308.00	
	1610042261	30/06/2017	SUPPLY OF WORKSHOP CONSUMABLES	\$341.17	
	1610042345	11/07/2017	PARTS	\$70.25	
Eastern Metropolitan Regional Council	1885.21-01	24/07/2017	LANDFILL DISPOSAL FEES & TRANSFER STATION FEES		\$125,566.27
	EMRC26148	13/07/2017	COPPIN RD TRANSFER STATION	\$32,348.61	
	EMRC26147	13/07/2017	MATHIESON RD TRANSFER STATION	\$32,569.92	
	011 891	20/07/2017	LANDFILL DISPOSAL FEES 01/07/17-04/07/17	\$19,136.46	
	011 938	21/07/2017	LANDFILL DISPOSAL FEES 05/07/17-11/07/17	\$40,851.28	
	EMRC26078	21/07/2017	TREE IDENTIFICATION BOOKLETS	\$660.00	
Asphaltech Pty Ltd	1885.2163-01	24/07/2017	ROAD CONSTRUCTION		\$153,514.44
	10004872	30/06/2017	ASPHALT & ANCILLARY CIVIL WORKS L800 FARRALL RD	\$153,514.44	
Security & Key Distributors	1885.218-01	24/07/2017	KEYS & PADLOCKS		\$1,702.23
	1030835	13/06/2017	PADLOCKS	\$350.94	
	1030766	13/06/2017	KEYS	\$879.45	
	1030851	16/06/2017	BILOCK PADLOCKS	\$251.01	
	1030775	22/06/2017	PUBLIC TOILET KEYS	\$66.33	
	1030841	23/06/2017	CALL OUT FEE - BOYA COMMUNITY CENTRE	\$154.50	
Domus Nursery	1885.2560-01	24/07/2017	PLANTS		\$292.88
	116458	28/06/2017	PLANTS	\$292.88	
Sunny Industrial Brushware Pty Ltd	1885.273-01	24/07/2017	BRUSHWARE		\$431.20
	00016284	29/06/2017	SUPPLY MCDJ VT651 CENTRE BROOM 11700 - 043MIDG	\$431.20	
Du Glene Pty Ltd	1885.2737-01	24/07/2017	CLEANING		\$145.03
	00008412	21/07/2017	FUNCTION CLEAN	\$145.03	
Hills Seafood Supplies	1885.2741-01	24/07/2017	PROVISIONS FOR REFLECTIONS CAFE		\$434.58
	42695	18/07/2017	PROVISIONS FOR REFLECTIONS CAFE	\$169.15	
	42470	18/07/2017	PROVISIONS FOR REFLECTIONS CAFE	\$265.43	



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Staples Australia Pty Limited	1885.280-01	24/07/2017	STATIONERY		\$98.10
	9021546564	29/06/2017	STATIONERY	\$98.10	
Total Packaging WA Pty Ltd	1885.2815-01	24/07/2017	DOG WASTE BAGS		\$1,716.00
	00032115	21/06/2017	DOG WASTE BAGS	\$1,716.00	
Coca Cola Amatil (Aust) Pty Ltd	1885.295-01	24/07/2017	PROVISIONS FOR REFLECTIONS CAFE		\$155.00
	215220861	18/07/2017	PROVISIONS FOR REFLECTIONS CAFE	\$155.00	
ERS Australia Pty Ltd	1885.2961-01	24/07/2017	ENVIRONMENTAL SERVICES		\$5,453.25
	1085076	21/07/2017	JET VAC & EMULSION REMOVAL	\$5,453.25	
McLeods Barristers and Solicitors	1885.307-01	24/07/2017	PROVISION OF PROFESSIONAL LEGAL SERVICES		\$4,366.66
	98395	11/07/2017	LEGAL FEES - RATES 2045 ROLAND RD	\$689.78	
	98303	11/07/2017	DOG ACT PROSECUTION	\$1,235.08	
	98305	11/07/2017	LEGAL ADVICE BUSH FIRES ACT	\$924.93	
	98491	11/07/2017	PLANNING PROSECUTION	\$1,516.87	
Landgate	1885.314-01	24/07/2017	VALUATIONS		\$181.40
	331514-	20/07/2017	INTERIM VALUATIONS	\$181.40	
Battery World Midland	1885.3180-01	24/07/2017	BATTERIES		\$1,208.80
	#IN6031724535	13/06/2017	BATTERY	\$429.00	
	#IN6031724587	15/06/2017	BATTERIES	\$221.80	
	#IN6031725307	30/06/2017	SUPPLY OF BATTERIES FOR VARIOUS VEHICLES	\$249.00	
	#IN6031725405	30/06/2017	SUPPLY OF BATTERIES FOR VARIOUS VEHICLES	\$309.00	
Department of Fire & Emergency Services	1885.320-01	24/07/2017	COST SHARING COMMUNITY FIRE MANAGER		\$13,602.17
	145462	11/07/2017	COST SHARING COMMUNITY FIRE MANAGER	\$13,602.17	
State Law Publisher	1885.342-01	24/07/2017	GAZETAL FEES		\$161.28
	160271	11/07/2017	GAZETAL OF CEMETERY FEES & CHARGES 2017/18	\$161.28	
Quick Corporate Australia	1885.3445-01	24/07/2017	STATIONERY		\$136.06
	SIN-851906	29/06/2017	STATIONERY	\$6.58	
	SIN-852786	11/07/2017	STATIONERY	\$129.48	
BGC Quarries	1885.3493-01	24/07/2017	ROCKBASE		\$304.34
	IQ10247	30/06/2017	GRANITE	\$304.34	
Eastern Hills Veterinary Centre	1885.360-01	24/07/2017	MICRO CHIPPING		\$120.00
	1855013	20/07/2017	MICRO CHIPPING	\$40.00	
	1853595	20/07/2017	MICRO CHIPPING	\$40.00	
	1895127	20/07/2017	MICRO CHIPPING	\$40.00	



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Courier Australia	1885.375-01	24/07/2017	COURIER SERVICES		\$31.44
	0299	18/07/2017	COURIER SERVICES	\$31.44	
Mundaring Electrical Contracting Service	1885.381-01	24/07/2017	ELECTRICAL SERVICES		\$825.00
	6456	18/07/2017	ELECTRICAL SERVICES	\$198.00	
	6446	21/07/2017	POTENTIAL FAULTY SUB METER	\$627.00	
Western Australian Local Government Association	1885.393-01	24/07/2017	UPDATING OF LNA MAPPING		\$3,206.50
	13065631	30/06/2017	UPDATING OF LNA MAPPING	\$3,206.50	
Modern Teaching Aids Pty Ltd	1885.395-01	24/07/2017	EDUCATIONAL RESOURCES		\$97.74
	43058306	13/07/2017	RESOURCES	\$97.74	
Aardvark Bobcat & Truck Hire	1885.4407-01	24/07/2017	HIRE OF PLANT		\$4,232.25
	#578	18/07/2017	BOBCAT & TRUCK HIRE	\$4,232.25	
Marketforce Pty Ltd	1885.4433-01	24/07/2017	ADVERTISING		\$1,693.87
	14997	28/06/2017	ADVERTISING	\$472.56	
	14993	30/06/2017	ADVERTISING	\$107.48	
	14996	30/06/2017	ADVERTISING	\$135.31	
	14994	11/07/2017	ADVERTISING	\$569.89	
	14998	11/07/2017	ADVERTISING	\$408.63	
JMAC Industries	1885.4458-01	24/07/2017	CLEANING SUPPLIES		\$833.95
	00014760	28/06/2017	SUPPLY OF BITUKLEEN FOR 036 MDG P2457	\$833.95	
Flexi Staff Pty Ltd	1885.4560-01	24/07/2017	TEMP STAFF		\$5,175.82
	178982	18/07/2017	TEMP STAFF - DEPOT	\$5,175.82	
ELAN Energy Matrix Pty Ltd T/A Tyre Recyclers WA	1885.4592-01	24/07/2017	TYRE RECYCLING		\$713.11
	3086	29/06/2017	COLLECTION OF USED TYRES FROM OPERATIONS	\$713.11	
Echo Newspaper	1885.480-01	24/07/2017	ADVERTISING		\$2,194.06
	00358186	15/06/2017	ADVERTISING	\$1,369.06	
	00358614	28/06/2017	ADVERTISING	\$550.00	
	00358390	29/06/2017	ADVERTISING	\$275.00	
West Sure Group Pty Ltd	1885.4811-01	24/07/2017	SECURITY EXPENSES		\$212.25
	00017988	18/07/2017	CASH IN TRANSIT SERVICES - LAKES	\$212.25	
Chidlow Growers Mart & Liquor Store	1885.5378-01	24/07/2017	PROVISIONS FOR REFLECTIONS CAFE		\$40.70
	JUNE 2017	18/07/2017	PROVISIONS FOR REFLECTIONS CAFE	\$40.70	
The Key Ring Man / Key Promotions	1885.5540-01	24/07/2017	ADVERTISING		\$367.20
	00007325	29/06/2017	ADVERTISING - REFLECTIONS CAFE	\$367.20	

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Totally Workwear Midland	1885.5558-01	24/07/2017	WORK CLOTHES		\$343.10
	MD20740	22/06/2017	SAFETY BOOTS	\$343.10	
Mundaring Tyre Centre	1885.5669-01	24/07/2017	TYRES & REPAIRS		\$1,234.00
	00020541	30/06/2017	TYRE REPAIRS	\$1,234.00	
Experian Australia Pty Ltd	1885.5986-01	24/07/2017	SOFTWARE EXPENSES		\$4,893.32
	28926	30/06/2017	LICENSE RENEWAL 01/07/17-30/06/18	\$4,893.32	
Pumps Australia Pty Ltd	1885.6200-01	24/07/2017	PARTS		\$104.50
	C17120	28/06/2017	REPAIRS TO DEPOT PRESSURE CLEANER	\$104.50	
Strata Corporation Pty Ltd T/A StrataGreen	1885.6282-01	24/07/2017	EQUIPMENT		\$1,529.45
	85947	15/06/2017	BAMBOO STAKES AND TREE SLEEVES	\$259.09	
	85948	15/06/2017	ROOT BARRIER	\$309.71	
	85745	16/06/2017	ROCKET POT	\$743.55	
	86317	29/06/2017	PLASTIC TREE GUARD SLEEVES	\$217.10	
Glenview Machine Kerbing	1885.6363-01	24/07/2017	KERBING		\$3,546.25
	00005224	23/06/2017	SUPPLY AND LAY KERBING - BAILUP RD, WOOROLOO	\$3,546.25	
Hills Fresh (WA) Pty Ltd	1885.6419-01	24/07/2017	NEWSPAPERS		\$56.50
	LIBRARY JUNE	21/07/2017	NEWSPAPERS	\$56.50	
Vermeer Equipment of WA & NT	1885.6421-01	24/07/2017	BLADE SHARPENING		\$132.00
	101730	20/07/2017	BLADE SHARPENING	\$132.00	
The Watershed Water Systems	1885.68-01	24/07/2017	SUPPLY OF RETICULATION PARTS		\$762.00
	10153700	29/06/2017	SUPPLY OF RETICULATION PARTS	\$310.00	
	10153715	29/06/2017	SUPPLY OF RETICULATION PARTS	\$74.75	
	10153732	29/06/2017	SUPPLY OF RETICULATION PARTS	\$377.25	
The University of Melbourne	1885.7301-01	24/07/2017	TRAINING		\$770.00
	743030	28/06/2017	TUNING IN TO TEENS TRAINING	\$770.00	
Scoob's Dingo Service	1885.7426-01	24/07/2017	LANDSCAPING, SWEEPING & MAINTENANCE		\$3,400.65
	1928	18/07/2017	LANDSCAPE DESIGNATED AREAS	\$742.50	
	1929	18/07/2017	FOOTPATH SWEEPING	\$2,310.00	
	1930	21/07/2017	ROAD MAINTENANCE	\$348.15	
Chidlow Quality Affordable Meat	1885.7644-01	24/07/2017	PROVISIONS FOR REFLECTIONS CAFE		\$303.75
	8915	18/07/2017	PROVISIONS FOR REFLECTIONS CAFE	\$303.75	

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Mundaring Artisan Bakery Cafe	1885.7715-01	24/07/2017	PROVISIONS FOR REFLECTIONS CAFE		\$146.82
	95	18/07/2017	PROVISIONS FOR REFLECTIONS CAFE	\$84.20	
	96	18/07/2017	PROVISIONS FOR REFLECTIONS CAFE	\$62.62	
West Force Plumbing & Gas	1885.7735-01	24/07/2017	PLUMBING		\$852.50
	00022879	11/07/2017	PLUMBING	\$308.00	
	00022872	11/07/2017	PLUMBING	\$280.50	
	00022877	11/07/2017	PLUMBING	\$264.00	
SafetyQuip Perth East	1885.7738-01	24/07/2017	SAFETY EQUIPMENT		\$207.32
	014-52875	28/06/2017	SUPPLY OF LANYARDS AND KARABINERS FOR TREE	\$207.32	
ABM Landscaping	1885.7820-01	24/07/2017	LANDSCAPING		\$9,386.44
	INV-2434	30/06/2017	LION PARK UPGRADE	\$1,686.44	
	INV-2539	14/07/2017	BOYA OVAL - STONE PITCHING ON EDGE OF CLAYTON	\$7,700.00	
Bunnings Group Limited	1885.80-01	24/07/2017	HARDWARE		\$151.97
	2180/01557846	29/06/2017	CLAMPS	\$151.97	
Kerbdoctor	1885.8151-01	24/07/2017	KERBING REPAIRS AND MAINTENANCE		\$5,495.60
	20170706	30/06/2017	CARRY OUT KERBING REPAIRS AND MAINTENANCE	\$871.20	
	20170707	30/06/2017	CARRY OUT KERBING REPAIRS AND MAINTENANCE	\$2,288.00	
	20170708	30/06/2017	CARRY OUT KERBING REPAIRS AND MAINTENANCE	\$2,336.40	
Position Partners Pty Ltd	1885.8246-01	24/07/2017	LASER EQUIPMENT		\$1,017.50
	PSI-172422	30/06/2017	SUPPLY OF TOPCON RL-H4C LASER LEVEL	\$1,017.50	
Dieback Working Group	1885.8267-01	24/07/2017	DIEBACK AWARENESS TRAINING		\$3,060.00
	DWG0007	28/06/2017	DIEBACK AWARENESS TRAINING	\$3,060.00	
E Fire & Safety	1885.8275-01	24/07/2017	MONTHLY FIRE PANEL TESTING		\$141.90
	00204428	30/06/2017	MONTHLY FIRE PANEL TESTING	\$141.90	
Natural Area Holdings P/L T/A Natural Area Consulting	1885.8374-01	24/07/2017	WEED REMOVAL		\$1,196.25
	00007953	30/06/2017	GIANT REED REMOVAL	\$1,196.25	
Great Sand Supplies Trust	1885.8584-01	24/07/2017	GRAVEL STOCK		\$9,661.74
	00003524	13/07/2017	GRAVEL STOCK	\$9,661.74	
Manhelm Pty Ltd	1885.8619-01	24/07/2017	AUCTION SERVICES		\$55.00
	5506139439	20/07/2017	RETURN TO SELLER FEE	\$55.00	
Diamond Networks Pty Ltd	1885.8767-01	24/07/2017	HOCKEY GOALS		\$3,874.20
	00010553	29/06/2017	HOCKEY GOALS	\$3,874.20	

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Northam Tree Services	1885.8769-01	24/07/2017	STREET TREE MAINTENANCE		\$12,919.50
	1597	20/07/2017	STREET TREE MAINTENANCE	\$2,227.50	
	1598	20/07/2017	STREET TREE MAINTENANCE	\$3,118.50	
	1599	20/07/2017	STREET TREE MAINTENANCE	\$1,336.50	
	1600	20/07/2017	STREET TREE MAINTENANCE	\$3,118.50	
	1602	21/07/2017	TREE REMOVAL	\$3,118.50	
Conway Highbury Pty Ltd	1885.8971-01	24/07/2017	PROPERTY STRATEGY IMPLEMENTATION		\$1,829.30
	2017-082	11/07/2017	PROPERTY STRATEGY IMPLEMENTATION	\$1,829.30	
Zeroz Pty Ltd	1885.9142-01	24/07/2017	PROVISIONS FOR REFLECTIONS CAFE		\$599.15
	72882	30/06/2017	PROVISIONS FOR REFLECTIONS CAFE	\$599.15	
NRP Electrical Services	1885.9185-01	24/07/2017	SUPPLY & INSTALL DUCT SENSOR		\$682.00
	74098	29/06/2017	SUPPLY & INSTALL DUCT SENSOR	\$682.00	
Perth Rollershutters Pty Ltd	1885.9273-01	24/07/2017	ROLLER DOOR MAINTENANCE		\$264.00
	1204	18/07/2017	ROLLER DOOR MAINTENANCE	\$264.00	
Elgas Ltd	1885.9380-01	24/07/2017	GAS		\$269.91
	0366245732	18/07/2017	GAS	\$269.91	
Australian Grown	1885.9512-01	24/07/2017	UNIFORMS		\$240.96
	SI14964	30/06/2017	SHIRTS FOR KAOS VOLUNTEERS	\$240.96	
Brice Pest Management	1885.9596-01	24/07/2017	TERMITE TREATMENT		\$539.00
	01947	18/07/2017	TERMITE TREATMENT	\$198.00	
	01955	18/07/2017	TERMITE TREATMENT	\$198.00	
	01946	20/07/2017	TERMITE TREATMENT	\$143.00	
Chris Mitchell Earthworks	1885.9601-01	24/07/2017	WOOD CHIPS		\$605.00
	00006236	18/07/2017	WOOD CHIPS	\$605.00	
Ramzilia Timber Pty Ltd T/As Mundaring Hardware	1885.9824-01	24/07/2017	HARDWARE		\$1,859.50
	53538	29/06/2017	CEMENT BAGS	\$988.40	
	53406	30/06/2017	HARDWARE	\$351.90	
	53437	11/07/2017	HARDWARE	\$492.60	
	53387	11/07/2017	HARDWARE	\$26.60	
Water Corporation	1886.34-01	25/07/2017	WATER RATES & FEES		\$600.51
	9004566598	14/07/2017	WATER RATES & FEES	\$600.51	
Water Corporation	1887.34-01	31/07/2017	WATER RATES & FEES		\$1,555.94
	9004697539	14/07/2017	WATER RATES & FEES	\$170.59	
	9004697985	14/07/2017	WATER RATES & FEES	\$240.57	

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	9004697344	14/07/2017	WATER RATES & FEES	\$639.58	
	9015437724	14/07/2017	WATER RATES & FEES	\$371.79	
	9004697977	21/07/2017	WATER RATES & FEES	\$37.18	
	9004694442	25/07/2017	WATER RATES & FEES	\$10.94	
	9004696077	25/07/2017	WATER RATES & FEES	\$85.29	
Department of Transport - Vehicle Search Fees	1888.10414-01 407843	31/07/2017 25/07/2017	VEHICLE SEARCH FEES VEHICLE SEARCH FEES	\$35.40	\$35.40
Baycorp (WA) Pty Ltd	1888.10478-01 0717-065 0717-055	31/07/2017 25/07/2017 25/07/2017	POUNDAGE POUNDAGE POUNDAGE	\$209.75 \$131.08	\$340.83
Darlington Arts Festival Association	1888.1052-01 00001700	31/07/2017 28/07/2017	ANNUAL FUNDING 2017 ANNUAL FUNDING 2017	\$5,500.00	\$5,500.00
Telstra SNP Monitoring Pty Ltd	1888.11017-01 MAS177074 SP60071	31/07/2017 25/07/2017 27/07/2017	SECURITY ALARM SERVICES ALARM MONITORING TECHNICIAN SITE ATTENDANCE	\$3,774.80 \$470.80	\$4,245.60
Frontline Fire & Rescue Equipment	1888.11135-01 56701 56737	31/07/2017 25/07/2017 25/07/2017	EQUIPMENT EQUIPMENT EQUIPMENT	\$418.81 \$240.57	\$659.38
Immaculate Holdings Pty Ltd T/A Kalamunda Sweeping	1888.11345-01 4201 4202	31/07/2017 27/07/2017 27/07/2017	STREET SWEEPING STREET SWEEPING STREET SWEEPING	\$3,377.55 \$2,178.29	\$5,555.84
Pindan Constructions	1888.11379-01 # 711-10	31/07/2017 28/07/2017	CONSTRUCTION CONTRACT MUNDARING INDOOR SPORTS STADIUM	\$680,705.87	\$680,705.87
Mundaring Bicentennial Scholarship Trust	1888.1138-01 1/2017	31/07/2017 24/07/2017	ANNUAL FUNDING 2017/18 ANNUAL FUNDING 2017/18	\$6,962.00	\$6,962.00
S and I Services (Sneska Iliki T/A)	1888.11452-01 63 62	31/07/2017 28/07/2017 28/07/2017	CLEANING CLEANING CLEANING	\$280.00 \$280.00	\$560.00
Swan Valley Fresh (Vendor Management Solutions Pty Ltd	1888.11474-01 00014948	31/07/2017 25/07/2017	PROVISIONS FOR REFLECTIONS CAFE PROVISIONS FOR REFLECTIONS CAFE	\$77.02	\$77.02
Emerg Solutions Pty Ltd	1888.11478-01 INV-0626	31/07/2017 21/07/2017	BART SMS CREDITS BART SMS CREDITS	\$1,027.00	\$1,027.00

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Glen Forrest Liquor Store (The trustee for the Woodsman)	1888.11509-01	31/07/2017	REFRESHMENTS		\$2,064.72
	10	20/07/2017	REFRESHMENTS	\$2,064.72	
Workforce Recruitment and Labour Services Pty Ltd	1888.11545-01	31/07/2017	TEMP STAFF		\$8,428.85
	868539	27/07/2017	TEMP STAFF - DEPOT	\$4,662.89	
	870387	27/07/2017	TEMP STAFF - DEPOT	\$3,765.96	
Bow Steel Pty Ltd	1888.11568-01	31/07/2017	STEEL FABRICATION		\$66.00
	173	27/07/2017	COLORBOND TRIANGLES	\$66.00	
Leaf & Bean	1888.11844-01	31/07/2017	CATERING		\$169.40
	LB014	28/07/2017	CATERING - EAC MEETING 25/07/17	\$169.40	
Minda Mia Contracting	1888.1188-01	31/07/2017	GARDENING		\$27,215.26
	00004050	27/07/2017	LANDSCAPE MAINTENANCE	\$2,044.06	
	00004054	27/07/2017	LANDSCAPE MAINTENANCE	\$11,776.59	
	00004051	27/07/2017	TOWN CENTRE MAINTENANCE	\$13,394.61	
Mundaring Smash Repairs (WA Panel Works Pty Ltd T/A)	1888.11921-01	31/07/2017	VEHICLE REPAIRS		\$3,389.07
	61154	11/07/2017	INSURANCE CLAIM 069MDG	\$2,000.00	
	61135	18/07/2017	REPAIRS TO 046 MDG	\$1,389.07	
The Stationery Co (C Willis & D J Willis T/A)	1888.11953-01	31/07/2017	STATIONERY		\$553.53
	151184	13/07/2017	STATIONERY	\$553.53	
ZircoData Pty Ltd	1888.11969-01	31/07/2017	OFFSITE STORAGE		\$1,620.83
	78086	30/06/2017	OFFSITE STORAGE	\$1,620.83	
Department of Human Services - Child Support	1888.12-01	31/07/2017	CHILD SUPPORT PAYMENT		\$496.25
	PY02-02-CHILD	23/07/2017	CHILD SUPPORT PAYMENT	\$496.25	
Feral Invasive Species Eradication Management	1888.12032-01	31/07/2017	ENVIRONMENTAL SERVICES		\$6,790.00
	1285	24/07/2017	14 DAY FOX TRAPPING PROGRAM	\$6,790.00	
Recruitwest Pty Ltd	1888.12078-01	31/07/2017	TEMP STAFF		\$2,158.30
	C INV 477531	27/07/2017	TEMP STAFF - DEPOT	\$2,158.30	
Shire of Mundaring	1888.13-01	31/07/2017	PAYROLL DEDUCTION		\$5,283.46
	PY01-02-Private	23/07/2017	PAYROLL DEDUCTION	\$420.00	
	PY01-02-Child	23/07/2017	PAYROLL DEDUCTION	\$1,582.25	
	PY01-02-Buy	23/07/2017	PAYROLL DEDUCTION	\$752.12	
	PY01-02-	23/07/2017	PAYROLL DEDUCTION	\$659.22	
	PY01-02-	23/07/2017	PAYROLL DEDUCTION	\$668.26	
	PY01-02-LSL	23/07/2017	PAYROLL DEDUCTION	\$80.85	
	PY02-02-Private	23/07/2017	PAYROLL DEDUCTION	\$420.00	

Payee	Cheque No	Date	Details	Sub Total	Total
	PY02-02-Buy	23/07/2017	PAYROLL DEDUCTION	\$377.45	
	PY02-02-LSL	23/07/2017	PAYROLL DEDUCTION	\$323.31	
Western Australian Treasury Corp	1888.131-01	31/07/2017	LOAN REPAYMENT		\$91,888.81
	LOAN 170	11/07/2017	LOAN 170 REPAYMENT - PRINCIPAL & INTEREST	\$42,395.12	
	LOAN 171	11/07/2017	LOAN 171 REPAYMENT - PRINCIPAL & INTEREST	\$49,493.69	
Sonic HealthPlus Pty Ltd	1888.138-01	31/07/2017	MEDICAL EXAMINATION		\$451.00
	1313161	21/07/2017	MEDICAL EXAMINATION	\$231.00	
	1314125	28/07/2017	MEDICAL EXAMINATION	\$220.00	
Mills Sign & Painting Service	1888.1643-01	31/07/2017	PAINTING		\$23,749.00
	59630	27/06/2017	EXTERNAL PAINTING OF SHIRE FACILITIES	\$23,749.00	
LGISWA	1888.189-01	31/07/2017	INSURANCE		\$324,657.02
	100-128032	14/07/2017	LGIS INSURANCE - BUSH FIRE INJURY 2017 / 2018	\$2,524.13	
	100-128034	14/07/2017	LGIS INSURANCE - CRIME POLICY 2017/18	\$2,973.99	
	100-128035	14/07/2017	LGIS PROPERTY - INSURANCE PREMIUM 2017/18	\$65,576.73	
	100-128037	18/07/2017	LGIS WORKCARE - INSURANCE PREMIUM 2017/18	\$150,761.24	
	100-128036	18/07/2017	LGIS LIABILITY SCHEME - INSURANCE PREMIUM 2017/18	\$102,820.93	
LGIS Insurance Broking Services	1888.192-01	31/07/2017	INSURANCE		\$110,669.69
	062-195288	18/07/2017	INSURANCE PREMIUM 2017/18 - TRAVEL	\$825.00	
	062-195293	18/07/2017	INSURANCE PREMIUM 2017/18 - MARINE HULL	\$982.15	
	062-195290	18/07/2017	INSURANCE PREMIUM 2017/18 - JOURNEY INJURY	\$110.00	
	062-195292	18/07/2017	INSURANCE PREMIUM 2017/18 - MARINE CARGO	\$220.00	
	062-195295	18/07/2017	INSURANCE PREMIUM 2017/18 - PERSONAL ACCIDENT	\$467.50	
	062-195291	18/07/2017	INSURANCE PREMIUM 2017/18 - MANAGEMENT LIABILITY	\$20,463.30	
	062-195294	18/07/2017	LGIS INSURANCE - MOTOR VEHICLE 2017 / 2018	\$82,651.74	
	062-195289	18/07/2017	INSURANCE PREMIUM 2017/18 - CYBER LIABILITY	\$4,950.00	
Cleanaway	1888.1955-01	31/07/2017	RECYCLING FEES		\$75,190.27
	9755746	11/07/2017	DOMESTIC KERBSIDE RECYCLING COLLECTION	\$75,190.27	
Eastern Metropolitan Regional Council	1888.21-01	31/07/2017	LANDFILL DISPOSAL FEES		\$41,366.18
	011 997	27/07/2017	LANDFILL DISPOSAL FEES 12/07/17-18/07/17	\$41,366.18	
Deputy Commissioner of Taxation	1888.215-01	31/07/2017	TAXATION		\$136,719.00
	PY01-02-Deputy	23/07/2017	PAYROLL DEDUCTION	\$111,215.00	
	PY02-02-Deputy	23/07/2017	PAYROLL DEDUCTION	\$25,504.00	
Country Womens Association of WA Inc - Mundaring	1888.2165-01	31/07/2017	CATERING		\$330.00
	51	18/07/2017	MUNDARING FIRE SCHOOL CATERING 15 & 16/07/17	\$330.00	

Payee	Cheque No	Date	Details	Sub Total	Total
Du Clene Pty Ltd	1888.2737-01	31/07/2017	CLEANING		\$145.03
	00008413	28/07/2017	FUNCTION CLEAN	\$145.03	
Hills Seafood Supplies	1888.2741-01	31/07/2017	PROVISIONS FOR REFLECTIONS CAFE		\$356.23
	42925	25/07/2017	PROVISIONS FOR REFLECTIONS CAFE	\$356.23	
University of South Australia	1888.2805-01	31/07/2017	SUBSCRIPTION		\$540.00
	301299	27/07/2017	CERM P1 SUBSCRIPTION - BILGOMAN POOL	\$540.00	
Elders Rural Services Limited	1888.2819-01	31/07/2017	EQUIPMENT		\$1,831.29
	DU 29271	13/06/2017	FOX TRAPS	\$896.29	
	DU 29828	29/06/2017	TURF SEED	\$935.00	
McLeods Barristers and Solicitors	1888.307-01	31/07/2017	PROVISION OF PROFESSIONAL LEGAL SERVICES		\$1,038.08
	96976	25/07/2017	DOG ACT PROSECUTION FEES	\$1,038.08	
Landgate	1888.314-01	31/07/2017	TITLE SEARCHES		\$94.90
	781641	11/07/2017	ONLINE TITLE SEARCHES	\$24.85	
	331951-	21/07/2017	INTERIM VALUATIONS	\$70.05	
Turfworks WA Pty Ltd	1888.3232-01	31/07/2017	MOWING		\$4,849.89
	4100	24/07/2017	MOWING	\$1,509.61	
	4101	24/07/2017	MOWING	\$1,567.14	
	4106	24/07/2017	MOWING	\$1,773.14	
Boral Construction Materials Group Ltd	1888.33-01	31/07/2017	ASPHALT		\$3,119.82
	WA12852902	21/06/2017	ASPHALT	\$165.77	
	WA12852903	21/06/2017	ASPHALT	\$165.77	
	WA12855814	21/06/2017	ASPHALT	\$165.77	
	WA12857925	21/06/2017	ASPHALT	\$331.54	
	WA12864522	29/06/2017	ASPHALT	\$165.77	
	WA12864523	29/06/2017	ASPHALT	\$165.77	
	WA12874078	29/06/2017	ASPHALT	\$165.77	
	WA12874079	29/06/2017	ASPHALT	\$165.77	
	WA12864524	29/06/2017	CRS EMULSION	\$187.00	
	WA12881048	30/06/2017	ASPHALT	\$165.77	
	WA12881049	30/06/2017	ASPHALT	\$331.54	
	WA12888104	30/06/2017	ASPHALT	\$165.77	
	WA12888105	30/06/2017	ASPHALT	\$165.77	
	WA12888106	30/06/2017	CRS EMULSION	\$280.50	
	WA12903939	13/07/2017	ASPHALT	\$165.77	
	WA12903940	13/07/2017	ASPHALT	\$165.77	



Payee	Cheque No	Date	Details	Sub Total	Total
RSEA Pty Ltd	1888.3338-01	31/07/2017	SAFETY EQUIPMENT		\$590.45
	5057059	30/06/2017	SAFETY EQUIPMENT	\$325.53	
	5079763	30/06/2017	SAFETY BOOTS	\$264.92	
Courier Australia	1888.375-01	31/07/2017	COURIER SERVICES		\$44.62
	0300	25/07/2017	COURIER SERVICES	\$44.62	
Mundaring Electrical Contracting Service	1888.381-01	31/07/2017	ELECTRICAL SERVICES		\$502.70
	6455	27/07/2017	ELECTRICAL SERVICES	\$198.00	
	6458	27/07/2017	ELECTRICAL SERVICES	\$106.70	
	6460	27/07/2017	ELECTRICAL SERVICES	\$99.00	
	6465	27/07/2017	ELECTRICAL SERVICES	\$99.00	
Mundaring News & Lotto	1888.385-01	31/07/2017	MAGAZINE SUBSCRIPTIONS		\$428.99
	5168	18/07/2017	MAGAZINE SUBSCRIPTIONS	\$242.09	
	5167	25/07/2017	MAGAZINE SUBSCRIPTIONS	\$186.90	
J. Blackwood & Son Pty Ltd	1888.397-01	31/07/2017	DEPOT CONSUMABLES		\$2,230.24
	PEMV9661	20/07/2017	PAPER PRODUCTS	\$2,230.24	
Health Insurance Fund of WA	1888.4-01	31/07/2017	PAYROLL DEDUCTION		\$1,271.15
	PY01-02-HIF	23/07/2017	PAYROLL DEDUCTION	\$1,271.15	
Aardvark Bobcat & Truck Hire	1888.4407-01	31/07/2017	HIRE OF PLANT		\$3,385.80
	#579	27/07/2017	BOBCAT & TRUCK HIRE	\$3,385.80	
Flexi Staff Pty Ltd	1888.4560-01	31/07/2017	TEMP STAFF		\$10,610.68
	179094	27/07/2017	TEMP STAFF - DEPOT	\$5,612.57	
	179341	27/07/2017	TEMP STAFF - DEPOT	\$4,998.11	
Worldwide Online Printing Cannington	1888.5169-01	31/07/2017	PHOTOCOPIER PRINTING		\$7,095.00
	1014085	27/07/2017	FIRE & BURNING INFORMATION BOOKLET 2017/18	\$7,095.00	
Community Newspaper Group	1888.555-01	31/07/2017	ADVERTISING		\$3,199.51
	2873705	18/07/2017	ADVERTISING	\$3,199.51	
Shire of Mundaring - Lotto Club	1888.5719-01	31/07/2017	PAYROLL DEDUCTION		\$271.60
	PY01-02-STAFF	23/07/2017	PAYROLL DEDUCTION	\$258.02	
	PY02-02-STAFF	23/07/2017	PAYROLL DEDUCTION	\$13.58	
Shire of Mundaring - Social Club	1888.6-01	31/07/2017	PAYROLL DEDUCTION		\$164.00
	PY01-02-	23/07/2017	PAYROLL DEDUCTION	\$160.00	
	PY02-02-	23/07/2017	PAYROLL DEDUCTION	\$4.00	

Payee	Cheque No	Date	Details	Sub Total	Total
Fuel Distributors of Western Australia Pty Ltd	1888.6050-01	31/07/2017	FUEL & OILS		\$15,542.94
	31000650	25/07/2017	FUEL & OILS	\$15,542.94	
Australian Services Union	1888.7-01	31/07/2017	PAYROLL DEDUCTION		\$274.60
	PY01-02-	23/07/2017	PAYROLL DEDUCTION	\$27.46	
	PY02-02-	23/07/2017	PAYROLL DEDUCTION	\$247.14	
ID Consulting Pty Ltd	1888.7039-01	31/07/2017	SUBSCRIPTION FEE		\$20,817.50
	00011555	11/07/2017	CENSUS UPDATE	\$19,250.00	
	00011602	11/07/2017	SUBSCRIPTION FEE	\$1,567.50	
Humes Wembley Cement (Holcim Australia Pty Ltd)	1888.7347-01	31/07/2017	CONCRETE PRODUCTS		\$11,011.51
	9403079642	16/06/2017	CONCRETE PRODUCTS	\$4,830.57	
	9403087964	21/06/2017	CONCRETE PRODUCTS	\$3,077.45	
	9403092945	21/06/2017	SUPPLY OF COMPONENTS FOR DRAINAGE	\$1,547.25	
	9403104076	29/06/2017	CONCRETE PRODUCTS	\$1,556.24	
Scoob's Dingo Service	1888.7426-01	31/07/2017	FOOTPATH SWEEPING		\$4,867.50
	1934	24/07/2017	SWEEPING	\$660.00	
	1933	27/07/2017	FOOTPATH SWEEPING	\$2,227.50	
	1927	27/07/2017	FOOTPATH SWEEPING	\$1,980.00	
Worldwide Online Printing East Perth	1888.7447-01	31/07/2017	BUSINESS CARDS		\$294.00
	260552	11/07/2017	BUSINESS CARDS	\$294.00	
Insight CCS	1888.7541-01	31/07/2017	INSIGHT AFTER HOUR SERVICE JUNE 2017		\$1,260.55
	00087972	25/07/2017	INSIGHT AFTER HOUR SERVICE JUNE 2017	\$1,260.55	
Easifleet	1888.7641-01	31/07/2017	NOVATED LEASE		\$2,954.37
	106704	28/07/2017	NOVATED LEASE	\$660.96	
	106708	28/07/2017	NOVATED LEASE	\$2,293.41	
Altus Planning	1888.7681-01	31/07/2017	PLANNING CONSULTATION SERVICES		\$1,980.00
	APA1653	27/07/2017	REPRESENTATION FOR MATTER DR195-2017 MASLIN CT	\$1,980.00	
Mundaring Artisan Bakery Cafe	1888.7715-01	31/07/2017	PROVISIONS FOR REFLECTIONS CAFE		\$80.36
	97	25/07/2017	PROVISIONS FOR REFLECTIONS CAFE	\$49.80	
	98	25/07/2017	PROVISIONS FOR REFLECTIONS CAFE	\$30.56	
Intelligent IP Communications Pty Ltd	1888.7725-01	31/07/2017	WAN CHARGES FOR JULY 2017		\$6,036.25
	INV00096796	20/07/2017	WAN CHARGES FOR JULY 2017	\$6,036.25	
West Force Plumbing & Gas	1888.7735-01	31/07/2017	PLUMBING		\$880.00
	00022894	11/07/2017	PLUMBING	\$148.50	
	00022882	27/07/2017	PLUMBING	\$198.00	

Payee	Cheque No	Date	Details	Sub Total	Total
	00022883	27/07/2017	PLUMBING	\$385.00	
	00022887	27/07/2017	PLUMBING	\$148.50	
LGRCEU	1888.8-01	31/07/2017	PAYROLL DEDUCTION		\$61.50
	PY02-02-	23/07/2017	PAYROLL DEDUCTION	\$61.50	
Conquest Earthworks	1888.8051-01	31/07/2017	EARTHWORKS & DRAINAGE		\$1,815.00
	0962	27/07/2017	EARTHWORKS & DRAINAGE	\$1,815.00	
East End Electrical	1888.8149-01	31/07/2017	ELECTRICAL SERVICES		\$693.00
	EEE1000-668	27/07/2017	EXCAVATE AND BACKFILL DRAINAGE	\$594.00	
	EEE1000-669	27/07/2017	ADJUSTMENT TO PUMP PRESSURE	\$99.00	
Duttons Mechanical Building Services	1888.8168-01	31/07/2017	REFRIGERATION REPAIRS		\$988.90
	6929	27/07/2017	CALLOUT AND LABOUR FOR AIRCON REPAIRS IN DEPOT	\$988.90	
Swan View & Districts Agricultural Arts Society Inc	1888.818-01	31/07/2017	GRANT		\$2,500.00
	2017-2407-	28/07/2017	ANNUAL FUNDING 2017	\$2,500.00	
Airlite Cleaning	1888.8677-01	31/07/2017	CLEANING		\$1,742.74
	323505	13/07/2017	MONTHLY CLEANING	\$1,529.68	
	323506	13/07/2017	CLEANING	\$213.06	
Tyres For Trucks	1888.8944-01	31/07/2017	TYRES & REPAIRS		\$6,182.00
	00012750	27/07/2017	1 x MINOR REPAIR 008MDG	\$242.00	
	00012710	28/07/2017	TYRES - 044MDG & 033MDG	\$5,940.00	
Mundaring Glass & Security	1888.91-01	31/07/2017	GLAZING		\$546.00
	00113875	20/07/2017	FIT NEW MIRROR - 037MDG	\$90.60	
	00113842	27/07/2017	REPAIRS TO WINDOWS - MUNDARING HALL	\$455.40	
The Iris Consulting Group Trust	1888.9891-01	31/07/2017	TRAINING		\$1,060.00
	00001371	11/07/2017	RECORDS & DOCUMENT MANAGEMENT COURSES	\$1,060.00	
AMP Bank	1889.12144-01	31/07/2017	BANK AUDIT FEE		\$30.00
	1032350265	25/07/2017	BANK AUDIT FEE	\$30.00	
Synergy	1889.174-01	31/07/2017	ELECTRICITY		\$25,739.45
	5039289513	25/07/2017	ELECTRICITY	\$631.45	
	1808368323	25/07/2017	ELECTRICITY	\$2,014.55	
	5008526913	25/07/2017	ELECTRICITY	\$334.00	
	2869138323	25/07/2017	ELECTRICITY	\$68.40	
	5358804327	25/07/2017	ELECTRICITY	\$80.95	
	2548038725	25/07/2017	ELECTRICITY	\$778.80	
	4504944122	25/07/2017	ELECTRICITY	\$103.90	

Payee	Cheque No	Date	Details	Sub Total	Total
	5603941927	27/07/2017	ELECTRICITY	\$4,146.85	
	6775766728	27/07/2017	ELECTRICITY	\$771.95	
	6249505123	27/07/2017	ELECTRICITY	\$387.20	
	3671966720	21/07/2017	ELECTRICITY	\$9,829.60	
	2686554727	25/07/2017	ELECTRICITY	\$794.00	
	5145475816	25/07/2017	ELECTRICITY	\$3,282.25	
	5056988325	25/07/2017	ELECTRICITY	\$1,765.70	
	3666408227	25/07/2017	ELECTRICITY	\$402.20	
	3051745929	27/07/2017	ELECTRICITY	\$169.45	
	1021165328	27/07/2017	ELECTRICITY	\$178.20	
Darling Range Volunteer Bushfire Brigade	1889.217-01	31/07/2017	REIMBURSEMENT OF ESL EXPENSES		\$5,570.98
	#3780	27/07/2017	REIMBURSEMENT OF ESL EXPENSES	\$5,570.98	
Darlington Volunteer Bushfire Brigade	1889.306-01	31/07/2017	REIMBURSEMENT OF ESL EXPENSES		\$678.24
	0383	28/07/2017	REIMBURSEMENT OF ESL EXPENSES JAN - MARCH 17	\$678.24	
Chidlow Volunteer Bushfire Brigade	1889.343-01	31/07/2017	REIMBURSEMENT OF ESL EXPENSES		\$526.98
	1702	27/07/2017	REIMBURSEMENT OF ESL EXPENSES 01/04-30/06/17	\$526.98	
Shire of Mundaring	1889.589-01	31/07/2017	FDC PARENT LEVY		\$18,737.65
	270717	27/07/2017	FDC PARENT LEVY	\$18,737.65	
Mr M R Luzi	1889.6094-01	31/07/2017	REIMBURSEMENT		\$610.00
	REIMBURSEME	31/07/2017	REIMBURSEMENT OF PLANNING MEMBERSHIP	\$610.00	
Care Giver Subsidies	1890.3462-01	27/07/2017	CARE GIVER SUBSIDIES		\$52,321.94
	270717	31/07/2017	CARE GIVER SUBSIDIES	\$52,321.94	
ClickSuper Pty Ltd	1891.11050-01	29/07/2017	SUPERANNUATION		\$196,172.68
	Jul2017-1	27/07/2017	SUPERANNUATION-JUL 2017-1	\$151,810.73	
	Jul2017-10	27/07/2017	SUPERANNUATION-JUL 2017-10	\$564.38	
	Jul2017-12	27/07/2017	SUPERANNUATION-JUL 2017-12	\$3,355.50	
	Jul2017-13	27/07/2017	SUPERANNUATION-JUL 2017-13	\$6,462.62	
	Jul2017-14	27/07/2017	SUPERANNUATION-JUL 2017-14	\$368.41	
	Jul2017-18	27/07/2017	SUPERANNUATION-JUL 2017-18	\$2,369.56	
	Jul2017-19	27/07/2017	SUPERANNUATION-JUL 2017-19	\$81.72	
	Jul2017-23	27/07/2017	SUPERANNUATION-JUL 2017-23	\$1,470.16	
	Jul2017-24	27/07/2017	SUPERANNUATION-JUL 2017-24	\$940.63	
	Jul2017-26	27/07/2017	SUPERANNUATION-JUL 2017-26	\$1,054.96	
	Jul2017-27	27/07/2017	SUPERANNUATION-JUL 2017-27	\$1,556.36	
	Jul2017-3	27/07/2017	SUPERANNUATION-JUL 2017-3	\$2,778.81	
	Jul2017-30	27/07/2017	SUPERANNUATION-JUL 2017-30	\$753.00	
	Jul2017-32	27/07/2017	SUPERANNUATION-JUL 2017-32	\$887.91	
	Jul2017-33	27/07/2017	SUPERANNUATION-JUL 2017-33	\$1,126.91	

Payee	Cheque No	Date	Details	Sub Total	Total
	Jul2017-34	27/07/2017	SUPERANNUATION-JUL2017-34	\$248.93	
	Jul2017-35	27/07/2017	SUPERANNUATION-JUL2017-35	\$411.47	
	Jul2017-37	27/07/2017	SUPERANNUATION-JUL2017-37	\$857.87	
	Jul2017-4	27/07/2017	SUPERANNUATION-JUL2017-4	\$966.92	
	Jul2017-40	27/07/2017	SUPERANNUATION-JUL2017-40	\$784.00	
	Jul2017-41	27/07/2017	SUPERANNUATION-JUL2017-41	\$481.06	
	Jul2017-42	27/07/2017	SUPERANNUATION-JUL2017-42	\$543.13	
	Jul2017-43	27/07/2017	SUPERANNUATION-JUL2017-43	\$575.91	
	Jul2017-44	27/07/2017	SUPERANNUATION-JUL2017-44	\$600.14	
	Jul2017-45	27/07/2017	SUPERANNUATION-JUL2017-45	\$50.32	
	Jul2017-46	27/07/2017	SUPERANNUATION-JUL2017-46	\$347.92	
	Jul2017-47	27/07/2017	SUPERANNUATION-JUL2017-47	\$67.28	
	Jul2017-48	27/07/2017	SUPERANNUATION-JUL2017-48	\$501.20	
	Jul2017-49	27/07/2017	SUPERANNUATION-JUL2017-49	\$384.84	
	Jul2017-50	27/07/2017	SUPERANNUATION-JUL2017-50	\$575.91	
	Jul2017-51	27/07/2017	SUPERANNUATION-JUL2017-51	\$181.29	
	Jul2017-6	27/07/2017	SUPERANNUATION-JUL2017-6	\$440.42	
	Jul2017-7	27/07/2017	SUPERANNUATION-JUL2017-7	\$885.37	
	Jul2017-8	27/07/2017	SUPERANNUATION-JUL2017-8	\$11,617.97	
	Jul2017-9	27/07/2017	SUPERANNUATION-JUL2017-9	\$69.07	
			Total Confirmation Cheques		\$4,756,602.81
Account : 633-000 158416396					
Shire of Mundaring - Trust Fund					
Cheque					
Parkerville Junior Cricket Club	00400168	07/07/2017	KEY BOND REFUND		\$44.00
	870079	07/07/2017	KEY BOND REFUND	\$44.00	
Mundaring Senior Football Club	00400169	07/07/2017	HALL BOND REFUND		\$330.00
	991269	07/07/2017	HALL BOND REFUND	\$330.00	
Mr P Lake	00400170	07/07/2017	HALL BOND REFUND		\$110.00
	990181	07/07/2017	HALL BOND REFUND	\$110.00	
Mr J M Smith	00400171	13/07/2017	HALL BOND REFUND		\$110.00
	989761	13/07/2017	HALL BOND REFUND	\$110.00	
	00400172		CANCELLED		
Independent Retirees Association	00400173	13/07/2017	KEY BOND REFUND		\$55.00
	835903	13/07/2017	KEY BOND REFUND	\$55.00	
Swan View Junior Football Club	00400174	20/07/2017	HALL BOND REFUND		\$330.00
	991885	20/07/2017	HALL BOND REFUND	\$330.00	

Payee	Cheque No	Date	Details	Sub Total	Total
Miss G Andrews	00400175	20/07/2017	HALL BOND REFUND		\$110.00
	908165	20/07/2017	HALL BOND REFUND	\$110.00	
Green Fabric	00400176	20/07/2017	HALL BOND REFUND		\$110.00
	986435	20/07/2017	HALL BOND REFUND	\$110.00	
Mrs K L Fulker	00400177	20/07/2017	KEY BOND REFUND		\$55.00
	988508	20/07/2017	KEY BOND REFUND	\$55.00	
Swan View Toy Library Inc	00400178	20/07/2017	KEY BOND REFUND		\$55.00
	987823	20/07/2017	KEY BOND REFUND	\$55.00	
Ms S Mitchener	00400179	20/07/2017	KEY BOND REFUND		\$110.00
	990399	20/07/2017	KEY BOND REFUND	\$110.00	
Mr C Freeman	00400180	20/07/2017	HALL BOND REFUND		\$110.00
	971848	20/07/2017	HALL BOND REFUND	\$110.00	
Shire of Mundaring	00400181	20/07/2017	MRS N BEATTIE LOST KEY		\$55.00
	896697	20/07/2017	MRS N BEATTIE LOST KEY	\$55.00	
Valmec Australia PTY Ltd	00400182	20/07/2017	RETURN OF WORKS IN VERGE BOND - INSTALL		\$2,000.00
	985519	20/07/2017	RETURN OF WORKS IN VERGE BOND - INSTALL	\$2,000.00	
Mrs C Smith	00400183	20/07/2017	KEY BOND REFUND		\$55.00
	954003	20/07/2017	KEY BOND REFUND	\$55.00	
Mr M Luke	00400184	20/07/2017	KEY BOND REFUND		\$55.00
	616525	20/07/2017	KEY BOND REFUND	\$55.00	
Mr Neville Kok	00400185	28/07/2017	CROSSOVER BOND REFUND		\$4,034.46
		28/07/2017	CROSSOVER BOND REFUND	\$4,034.46	
Mrs H R Underwood	00400186	31/07/2017	HALL BOND REFUND		\$330.00
	991496	31/07/2017	HALL BOND REFUND	\$330.00	
Mrs L J Turner	00400187	31/07/2017	HALL BOND REFUND		\$110.00
	985600	31/07/2017	HALL BOND REFUND	\$110.00	
Ms Jessica Shaw MLA	00400188	31/07/2017	KEY BOND REFUND		\$55.00
	991858	31/07/2017	KEY BOND REFUND	\$55.00	
Mr R D Bonser	00400189	31/07/2017	KEY BOND REFUND		\$55.00
	808266	31/07/2017	KEY BOND REFUND	\$55.00	

Payee	Cheque No	Date	Details	Sub Total	Total
Mr D P Pond	00400190	31/07/2017	KEY BOND REFUND		\$55.00
	939419	31/07/2017	KEY BOND REFUND	\$55.00	
Mr C F Lee	00400191	31/07/2017	KEY BOND REFUND		\$55.00
	955346	31/07/2017	KEY BOND REFUND	\$55.00	
Swan Community Choir Incorporated	00400192	31/07/2017	HALL BOND REFUNDS		\$610.00
	988036	31/07/2017	HALL BOND REFUNDS	\$610.00	
	00400193		CANCELLED		
Building Commission	00400194	31/07/2017	BUILDING SERVICES LEVY JULY 2017		\$10,576.46
	JULY 2017	31/07/2017	BUILDING SERVICES LEVY JULY 2017	\$10,576.46	
Shire of Mundaring	00400195	31/07/2017	BUILDING SERVICES LEVY - JULY 2017		\$330.00
	JULY 2017	31/07/2017	BUILDING SERVICES LEVY - JULY 2017	\$330.00	
Building & Construction Industry Training Fund	00400196	31/07/2017	BCITF LEVY - JULY 2017		\$9,974.81
	JULY 2017	31/07/2017	BCITF LEVY - JULY 2017	\$9,974.81	
Shire of Mundaring	00400197	31/07/2017	BCITF LEVY - JULY 2017		\$148.50
	JULY 2017	31/07/2017	BCITF LEVY - JULY 2017	\$148.50	
			Total Confirmation Cheques		\$30,028.23
PAYMENTS BY ELECTRONIC FUNDS TRANSFER (Payroll)					
Pay Summary	PP01/18 cycle 1	12/07/2017			\$393,968.31
Pay Summary	PP01/18 cycle 2	12/07/2017			\$88,228.13
Pay Summary	PP02/18 cycle 1	26/07/2017			\$366,011.81
Pay Summary	PP02/18 cycle 2	26/07/2017			\$88,854.36
		Total Payroll	Payments Direct From Municipal Account		\$937,062.61
PAYMENTS BY DIRECT DEBIT FROM MUNICIPAL ACCOUNT					
Bendigo - Merch Bank Fees		JULY			\$2,528.48
Bendigo - Direct Debit Fees		JULY			\$387.61
Commonwealth Bank - Bpoint Fees		JULY			\$434.30
NAB - Purchase Cards		JULY			\$36,218.26
Fleetcare - Fuel Payments		JULY			\$4,142.04
Konica Minolta - Equipment Lease		JULY			\$1,790.80
Konica Minolta - Equipment Lease		JULY			\$152.66
Puma Fuel		JULY			\$75.25
		Total Electronic Fund Payments	Direct From Municipal Account		\$45,729.40



**NAB Credit Card**

Date	Supplier	Description	Amount	Card User
29-Jun-17	Department of Mines & Petroleum	Dangerous goods licence	\$199.00	Chris Blankley
29-Jun-17	Angus & Robertson Book	Shire of Mundaring Libraries - Junior books	\$328.61	Helen McKissock
29-Jun-17	Bookdepository.Com	Junior book stock for AFM and KSP libraries	\$86.42	Morgan Yasbincek
29-Jun-17	Stratton Supa IGA	Food for KAOS after school activities - C&PCS - IAS - Middle Swan	\$15.00	Melissa Bill
29-Jun-17	Stratton Supa IGA	Food for KAOS after school activities - C&PCS - IAS - Middle Swan	\$28.25	Melissa Bill
29-Jun-17	Spotlight	Consumables for NAIDOC - MEC Hub	\$19.44	Raeleen McAllister
29-Jun-17	Kmart	Consumables for NAIDOC celebrations - MEC Hub	\$47.00	Raeleen McAllister
29-Jun-17	Officeworks	Stationery for NAIDOC - MEC Hub	\$91.00	Raeleen McAllister
29-Jun-17	Coles	Water for NAIDOC - MEC Hub	\$4.00	Raeleen McAllister
29-Jun-17	Mundaring Florists By Design	Flowers for Seniors Activity Day 29 June 2017	\$100.00	Paula Heath
29-Jun-17	Woolworths	Catering for Seniors Activity Day 29 June 2017	\$201.30	Paula Heath
29-Jun-17	Coles	Catering for Seniors Activity Day 29 June 2017	\$44.55	Paula Heath
29-Jun-17	Coles	Catering for Seniors Activity Day 29 June 2017	\$11.96	Paula Heath
29-Jun-17	Campaignmonitor	Mundaring Visitor Centre July 2017 newsletter	\$21.57	Paula Heath
29-Jun-17	Cleverpatch Pty Ltd	Shire of Mundaring Libraries - Children's activities	\$169.17	Helen McKissock
29-Jun-17	Angus & Robertson Book	Shire of Mundaring Libraries - Junior books	\$316.46	Helen McKissock
29-Jun-17	Bookdepository.Com	Junior book stock for AFM and KSP libraries	\$151.93	Morgan Yasbincek
29-Jun-17	Coles	Milk for Depot	\$3.60	Joanne Dutton
29-Jun-17	Coles	Farewell Function - Co-ordinator Waete	\$67.98	Joanne Dutton
29-Jun-17	Coles	Farewell Function - Co-ordinator Waste	\$18.22	Joanne Dutton
29-Jun-17	Coles	Recognition of Departing Employee - 26 years (Library officer) Council Policy HR-02	\$1,000.00	Anna Italiano
29-Jun-17	Super Retail Group Ltd	Purchase of an Air Hockey Table for SVYC	\$199.95	Rachael Bacon
29-Jun-17	Harvey Norman Online	Action Pool table for Brown Park	\$978.00	Megan Griffiths
29-Jun-17	Cleverpatch Pty Ltd	Shire of Mundaring Libraries - Children's activities	\$118.99	Helen McKissock
30-Jun-17	Target	Resources for MECPC vacation care	\$21.00	Laurena Bogucki
30-Jun-17	Kmart	Resources for MECPC vacation care	\$162.00	Laurena Bogucki
30-Jun-17	Spotlight	Resources for MECPC vacation care	\$30.97	Laurena Bogucki
30-Jun-17	Kimson Cash & Carry	Consumables for NAIDOC celebrations - MEC Hub	\$21.30	Raeleen McAllister
30-Jun-17	Best Price Variety Store	Room resources - SCFC - Clayton View	\$44.35	Jane Elkins
30-Jun-17	Woolworths	Food for children - SCFC - Clayton View	\$3.30	Jane Elkins
30-Jun-17	Woolworths	Food for children - SCFC - Clayton View	\$18.40	Jane Elkins
30-Jun-17	Officeworks	Office supplies	\$119.13	Joanne Dutton
30-Jun-17	Subway Mundaring	Farewell Function - Co-ordinator Waste	\$57.00	Joanne Dutton
30-Jun-17	Coles	Provisions for Reflections Cafe, Lake Leschenaultia	\$29.70	Leonie Etridge
30-Jun-17	Coles	Provisions for Reflections Cafe, Lake Leschenaultia	\$131.90	Leonie Etridge
30-Jun-17	Officeworks	A new toaster for the staffroom and stationery items for NAIDOC - C&PCS - Middle Swan	\$48.96	Melissa Bill
30-Jun-17	Officeworks	A new toaster for the staffroom and stationery items for NAIDOC - C&PCS - Middle Swan	\$101.58	Melissa Bill
30-Jun-17	Big W	Cars and trucks for the new outdoor play area - C&PCS - Middle Swan	\$38.00	Melissa Bill
3-Jul-17	Coles	Food and consumables for Vacation Care - MECPC	\$28.00	Susan Broad
3-Jul-17	Coles	Food and consumables for Vacation Care - MECPC	\$37.38	Susan Broad
3-Jul-17	Coles	Food and consumables for Vacation Care - MECPC	\$291.22	Susan Broad
3-Jul-17	BCF Australia	Fishing gear for the Men's Group - C&PCS Swan - IAS - Middle Swan	\$87.31	Melissa Bill
3-Jul-17	Coles	Oranges and cups for NAIDOC celebrations - Midvale Hub	\$4.95	Susan Broad
3-Jul-17	Coles	Oranges and cups for NAIDOC celebrations - Midvale Hub	\$20.75	Susan Broad
3-Jul-17	Bunnings	Consumables for NAIDOC - MEC Hub	\$51.00	Raeleen McAllister
3-Jul-17	Bunnings	Consumables for NAIDOC - MEC Hub	\$20.92	Raeleen McAllister
3-Jul-17	Spotlight	Plastic to cover art table	\$11.96	Jane Elkins
3-Jul-17	Spotlight	Resources for children - SCFC - Clayton View	\$99.04	Jane Elkins
3-Jul-17	Swan View IGA	Food for NAIDOC lunch, tissues and chalk for vacation care - C&PCS - Middle Swan	\$8.97	Melissa Bill
3-Jul-17	Swan View IGA	Food for NAIDOC lunch, tissues and chalk for vacation care - C&PCS - Middle Swan	\$50.98	Melissa Bill
4-Jul-17	Coles	Farewell gift for Parent & Adolescent Counsellor	\$30.00	Paula Heath
4-Jul-17	Willettton Jungle Gym	Deposit for vacation care excursion	\$120.00	Laurena Bogucki
4-Jul-17	Reece	Lake general maintenance	-\$37.33	Peter Barrett
4-Jul-17	Coles	Food and consumables for children - SCFC - Clayton View	\$60.28	Jane Elkins
4-Jul-17	Coles	Food and consumables for children - SCFC - Clayton View	\$146.31	Jane Elkins
CREDIT				



Date	Supplier	Description	Amount	Card User
4-Jul-17	Jb HI FI	KSP Library - AV local stock purchase	\$386.74	Kerryn Martin
4-Jul-17	Tenderlink Com	Advertising on Tenderlink - RFT 09/1617 Provision of Mowing Services	\$165.00	Marta Beley
5-Jul-17	Spotlight	Face paints for vacation care and MECPC LDC use	\$58.74	Laurena Bogucki
5-Jul-17	Swan View IGA	Food for MECPC vacation care lunch	\$12.89	Laurena Bogucki
5-Jul-17	Swan View IGA	Food for MECPC vacation care lunch	\$43.95	Laurena Bogucki
5-Jul-17	Coles	Food and consumables for MECPC & SCFC Clayton View	\$44.94	Susan Broad
5-Jul-17	Coles	Food and consumables for MECPC & SCFC Clayton View	\$64.30	Susan Broad
5-Jul-17	Coles	Food and consumables for MECPC & SCFC Clayton View	\$383.42	Susan Broad
5-Jul-17	Coles	Food and consumables - MECPC	\$8.03	Susan Broad
5-Jul-17	Coles	Food and consumables - MECPC	\$8.37	Susan Broad
5-Jul-17	Food Group WA Pty Ltd	Sausages for NAIDOC Celebrations - MEC Hub	\$381.54	Raeleen McAllister
5-Jul-17	Coles	Food and consumables for MECPC & SCFC Clayton View	\$53.50	Susan Broad
5-Jul-17	The Jaffa Room	Copyright for movie screening - school holiday activity, AFM and KSP libraries	\$82.50	Morgan Yasbincek
5-Jul-17	The Jaffa Room	Copyright for movie screening - school holiday activity, AFM and KSP libraries	\$82.50	Morgan Yasbincek
5-Jul-17	Coles	Provisions for Reflections Cafe, Lake Leschenaultia	\$8.36	Leonie Ettridge
5-Jul-17	Coles	Provisions for Reflections Cafe, Lake Leschenaultia	\$4.19	Leonie Ettridge
5-Jul-17	Stratton Supa IGA	Sausages and sauce to take down to the park, milk and biscuits for the centre - C&PCS - Middle Swan	\$5.35	Melissa Bill
5-Jul-17	Stratton Supa IGA	Sausages and sauce to take down to the park, milk and biscuits for the centre - C&PCS - Middle Swan	\$5.00	Melissa Bill
5-Jul-17	Stratton Supa IGA	Sausages and sauce to take down to the park, milk and biscuits for the centre - C&PCS - Middle Swan	\$40.86	Melissa Bill
6-Jul-17	Midland Car Audio	Nokia 6210 phone charger for Parkerville Brigade	\$10.00	Craig Cuthbert
6-Jul-17	Bunnings	Lake general maintenance	\$122.48	Peter Barrett
6-Jul-17	Trabasket Holdings Pty	Lake general maintenance	\$20.77	Peter Barrett
6-Jul-17	Bookdepository.Com	Junior book stock for AFM and KSP libraries	\$11.83	Morgan Yasbincek
6-Jul-17	Jb HI-FI Online	Junior AV stock for AFM and KSP libraries	\$110.91	Morgan Yasbincek
6-Jul-17	Angus & Robertson Book	Junior book stock for AFM and KSP libraries	\$63.68	Morgan Yasbincek
6-Jul-17	Officeworks	Printing and stationery requirements - SCFC - Clayton View	\$101.19	Jane Elkins
6-Jul-17	Officeworks	Protective projector bag & magnetic sheet for white board	\$58.98	Jillian Pearce
6-Jul-17	Bookdepository.Com	Junior book stock for AFM and KSP libraries	\$55.27	Morgan Yasbincek
6-Jul-17	Jb HI-FI Online	Junior AV stock for AFM and KSP libraries	\$79.55	Morgan Yasbincek
6-Jul-17	Angus & Robertson Book	Junior book stock for AFM and KSP libraries	\$63.68	Morgan Yasbincek
6-Jul-17	Volunteering WA	Training - Organisational Development Officer	\$132.00	Giulia Censi
6-Jul-17	St John Ambulance Australia	St John Ambulance - Provide First Aid Training	\$148.75	Andrea Douglas
6-Jul-17	Rug Station Pty Ltd	Floor rugs for various rooms at the Midvale Early Childhood and Parenting Centre	\$1,397.00	Antonietta Tornizzi
6-Jul-17	Woolworths	Consumables for staff and visitors to Children's Services Administration Building	\$35.00	Antonietta Tornizzi
7-Jul-17	Willetton Jungle Gym	Final payment for vacation care excursion from MECPC	\$458.00	Laurena Bogucki
7-Jul-17	Coles	Food and drink for MECPC vacation care	\$14.40	Laurena Bogucki
7-Jul-17	Coles	Food and drink for MECPC vacation care	\$39.87	Laurena Bogucki
7-Jul-17	Coles	Bread rolls for children - MECPC	\$16.00	Susan Broad
7-Jul-17	Murding Hardware	Lake general maintenance	\$31.00	Peter Barrett
7-Jul-17	Chris Mitchell Earthworks	Resources for Vacation Care program	\$160.00	Peter Barrett
7-Jul-17	Red Dot Stores	Craft consumables - SCFC - Clayton View	\$29.00	Jane Elkins
7-Jul-17	Best Price Variety Store	Food for children - SCFC - Clayton View	\$18.46	Jane Elkins
7-Jul-17	Woolworths	Food for children - SCFC - Clayton View	\$23.43	Jane Elkins
7-Jul-17	Woolworths	Consumables for cleaning - SCFC - Clayton View	\$18.27	Jane Elkins
7-Jul-17	Woolworths	Consumables for cleaning - SCFC - Clayton View	\$66.68	Jane Elkins
7-Jul-17	Jb HI FI	KSP Library - AV local stock purchase	\$187.82	Kerryn Martin
7-Jul-17	Sandpiper Coffee Lounge	Retirement function for Library Officer	\$170.00	Kerryn Martin
7-Jul-17	St John Ambulance Australia	First Aid Training - Customer Service Officers	\$320.00	Paula Heath
7-Jul-17	Coles	Provisions for Reflections Cafe, Lake Leschenaultia	\$50.34	Leonie Ettridge
7-Jul-17	Bunnings	Items to complete the outdoor music box - C&PCS - Middle Swan	\$147.80	Melissa Bill
10-Jul-17	Coles	Consumables, food and drink for MECPC vacation care	\$11.00	Laurena Bogucki
10-Jul-17	Coles	Consumables, food and drink for MECPC vacation care	\$101.04	Laurena Bogucki
10-Jul-17	Swan View IGA	Consumables, food and drink for MECPC vacation care	\$8.59	Laurena Bogucki
10-Jul-17	Swan View IGA	Consumables, food and drink for MECPC vacation care	\$29.54	Laurena Bogucki
10-Jul-17	Coles	Food & consumables for children - Vacation Care - MECPC	\$18.54	Susan Broad
10-Jul-17	Coles	Food & consumables for children - Vacation Care - MECPC	\$18.10	Susan Broad
10-Jul-17	Coles	Food & consumables for children - Vacation Care - MECPC	\$108.54	Susan Broad
10-Jul-17	Angus & Robertson Book	AFM Library - refund for unavailable item	-\$30.85	Helen McKissock
			CREDIT	

Date	Supplier	Description	Amount	Card User
10-Jul-17	Jb Hi Fi	AFM library - DVD's	\$140.88	Helen McKissock
10-Jul-17	All Occasions Group	International Public Works Conference - 20-23 August 2017 - Manager Design Services	\$2,097.12	Shane Purdy
10-Jul-17	St Lukes Innovative Resources	Resources to use for Parenting Programs	\$161.25	Jillian Pearce
10-Jul-17	Spotlight	Table cloth material for Parenting Service events and displays	\$106.91	Jillian Pearce
10-Jul-17	Dominos	Refreshments for school holiday activity for AFM and KSP Libraries	\$82.00	Morgan Yasbincek
10-Jul-17	Woolworths	Refreshments for school holiday activity for AFM and KSP Libraries	\$25.20	Morgan Yasbincek
10-Jul-17	Coles	Catering for retirement function for Library Officer	\$21.40	Kerryn Martin
10-Jul-17	Kmart	Catering for retirement function for Library Officer	\$56.00	Kerryn Martin
10-Jul-17	Dominos	Refreshments for school holiday activity for AFM and KSP Libraries	\$82.00	Morgan Yasbincek
10-Jul-17	Woolworths	Refreshments for school holiday activity for AFM and KSP Libraries	\$25.25	Morgan Yasbincek
11-Jul-17	Full Of Fun	Vacation Care excursion to Full of Fun - MECPC	\$112.00	Laurena Bogucki
11-Jul-17	Eastern Hills Saws & Mowers	Lake general maintenance	\$110.00	Peter Barrett
11-Jul-17	Reece	Lake general maintenance	\$37.33	Peter Barrett
11-Jul-17	Jb Hi-Fi Online	AFM Library - DVD's	\$123.36	Helen McKissock
11-Jul-17	WA Spit Roast	Deposit for the staff Christmas in July catering - C&PCS - Middle Swan	\$200.00	Melissa Bill
12-Jul-17	Full Of Fun	Vacation care excursion to Full of Fun - MECPC	\$152.00	Laurena Bogucki
12-Jul-17	Coles	Food and consumables for MECPC	\$30.65	Susan Broad
12-Jul-17	Coles	Food and consumables for MECPC	\$291.43	Susan Broad
12-Jul-17	Steaks N Stuff	Meat for MECPC	\$954.23	Susan Broad
12-Jul-17	Planning Institute Of Australia	PIA Membership renewal	\$610.00	Eileen Bolton
12-Jul-17	Rug Station Pty Ltd	Rugs for SCFC - Clayton View	\$768.00	Raeleen McAllister
12-Jul-17	Rug Station Pty Ltd	Rugs for SCFC - Clayton View	\$369.00	Raeleen McAllister
12-Jul-17	Campaignmonitor	Library event marketing - email campaign	\$81.93	Kerryn Martin
12-Jul-17	Coles	Provisions for Reflections Café, Lake Leschenaultia	\$41.80	Leonie Etridge
12-Jul-17	Bunnings	Door stop for Boys KSP Library	\$23.88	John Neale
13-Jul-17	Coles	Consumables and food for MECPC	\$52.00	Laurena Bogucki
13-Jul-17	Coles	Consumables and food for MECPC	\$14.40	Laurena Bogucki
13-Jul-17	Kmart	Consumables for MECPC	\$29.00	Laurena Bogucki
13-Jul-17	Swan View IGA	Food and consumables for MECPC	\$81.61	Susan Broad
13-Jul-17	Swan View IGA	Food and consumables for MECPC	\$53.74	Susan Broad
13-Jul-17	Kmart	Room resources - SCFC - Clayton View	\$190.50	Jane Elkins
13-Jul-17	Bevs Saws Pty Ltd	Depot supplies - 2 stroke oil, files	\$220.00	Fred Berendsen
13-Jul-17	Taman Tools	Diamond tip blades to suit cutting tools	\$522.50	Fred Berendsen
13-Jul-17	Metropolitan Appliances	Refund double payment Invoice 322540 - Replaced Hinges x 2	-\$328.90	Maria Beley
13-Jul-17	Henley Brook Carwash	806MDG car wash - MECPC	\$18.00	Susan Broad
14-Jul-17	Coles	Provisions for Reflections Café, Lake Leschenaultia	\$6.05	Leonie Etridge
14-Jul-17	Coles	Provisions for Reflections Café, Lake Leschenaultia	\$27.10	Leonie Etridge
14-Jul-17	Coles	Lunch for vacation care - C&PCS - Middle Swan	\$55.00	Melissa Bill
17-Jul-17	Angus & Robertson Book	Junior book stock for AFM and KSP libraries	\$106.37	Morgan Yasbincek
17-Jul-17	Jb Hi-Fi Online	Junior AVV stock for AFM and KSP libraries	\$92.14	Morgan Yasbincek
17-Jul-17	Bookdepository.Com	Junior book stock for AFM and KSP libraries	\$48.58	Morgan Yasbincek
17-Jul-17	Bookdepository.Com	Junior book stock for AFM and KSP libraries	\$38.40	Morgan Yasbincek
17-Jul-17	Stratton Supa IGA	Bin bags for the cleaners and morning tea for the three play groups - C&PCS - IAS - Middle Swan	\$25.91	Melissa Bill
17-Jul-17	Stratton Supa IGA	Bin bags for the cleaners and morning tea for the three play groups - C&PCS - IAS - Middle Swan	\$32.31	Melissa Bill
17-Jul-17	Institute Of Public Works Engineering Australasia	PDF Copy IPWEA Local Government Guidelines for Subdivisional Development Edition 2.2 - 2012	\$172.20	Maria Beley
17-Jul-17	Woolworths	Bread for children - SCFC - Clayton View	\$24.80	Jane Elkins
17-Jul-17	Angus & Robertson Book	Junior book stock for AFM and KSP libraries	\$142.56	Morgan Yasbincek
17-Jul-17	Jb Hi-Fi Online	Junior AVV stock for AFM and KSP libraries	\$137.47	Morgan Yasbincek
17-Jul-17	Stratton Supa IGA	Bin bags for the cleaners and morning tea for the three play groups - C&PCS - IAS - Middle Swan	\$21.80	Melissa Bill
18-Jul-17	Netregistry	Domain Name Renewal	\$39.95	Andrew Currell
18-Jul-17	Coles	Food and consumables for SCFC Clayton View & MECPC	\$143.65	Susan Broad
18-Jul-17	Coles	Food and consumables for SCFC Clayton View & MECPC	\$54.18	Susan Broad
18-Jul-17	Coles	Food and consumables for SCFC Clayton View & MECPC	\$401.94	Susan Broad
18-Jul-17	Mundaring Hardware	Lake General Maintenance	\$54.00	Peter Barrett
18-Jul-17	Keynote Conferences	Waste & Recycle Conference - Waste Co-ordinator	\$1,040.00	Joanne Dutton
18-Jul-17	Keynote Conferences	Waste & Recycle Conference - Manager Operations	\$1,040.00	Joanne Dutton
18-Jul-17	Coles	Purchase of Term 2 TACO cups for activity and food for chicken soup. Lollies for KAOS	\$5.00	Rachael Bacon
18-Jul-17	Coles	Food and consumables for SCFC Clayton View & MECPC	\$15.90	Susan Broad

CREDIT

Date	Supplier	Description	Amount	Card User
18-Jul-17	Coles	Purchase of Term 2 TACO cups for activity and food for chicken soup. Lollies for KAOS	\$8.00	Rachael Bacon
18-Jul-17	Coles	Purchase of Term 2 TACO cups for activity and food for chicken soup. Lollies for KAOS	\$21.60	Rachael Bacon
19-Jul-17	Business Insights Australia	Registration - 2017 WA IT Leaders Summit 9 August 2017 - Manager IT	\$1,268.96	Andrea Douglas
19-Jul-17	Ace Midland Gate	Vacation care excursion - MECPC	\$175.00	Laurena Bogucki
19-Jul-17	Ace Midland Gate	Vacation care excursion - MECPC	\$69.00	Laurena Bogucki
19-Jul-17	Jb Hi-Fi Online	AFM Library DVDs	\$219.36	Helen McKissock
19-Jul-17	Bookdepository.Com	Junior book stock for AFM and KSP libraries	\$74.71	Morgan Yasbincek
19-Jul-17	Circle of Security	Circle of Security Parenting training for two staff	\$2,335.63	Jillian Pearce
19-Jul-17	Bookdepository.Com	Junior book stock for AFM and KSP libraries	\$68.64	Morgan Yasbincek
19-Jul-17	Red Dot Stores	Provisions for Reflections Cafe, Lake Leschenaultia	\$18.00	Leonie Etridge
19-Jul-17	Big W	Provisions for Reflections Cafe, Lake Leschenaultia	\$73.00	Leonie Etridge
19-Jul-17	C C Locksmiths	Boya Community Centre - keys cut for bin storage area	\$36.00	Kerryn Martin
20-Jul-17	Officeworks	1TB Elements Portable hard drive for children's photos - Midvale Early Childhood and Parenting Centre	\$68.00	Antonietta Tomizzi
20-Jul-17	Jb Hi-Fi Online	AFM Library - refund for change in price	-\$6.00	Helen McKissock
20-Jul-17	Jb Hi-Fi Online	AFM Library - refund for change in price	-\$6.60	Helen McKissock
20-Jul-17	Jb Hi-Fi Online	AFM Library - refund for change in price	\$127.49	Helen McKissock
20-Jul-17	Angus & Robertson Book	AFM Library - Books	\$464.01	Helen McKissock
20-Jul-17	Jb Hi-Fi Online	AFM Library - refund for change in price	-\$4.00	Helen McKissock
20-Jul-17	Stratton Supa IGA	Afternoon tea for KAOS - C&PCS - IAS - Middle Swan	\$4.64	Melissa Bill
20-Jul-17	Stratton Supa IGA	Afternoon tea for KAOS - C&PCS - IAS - Middle Swan	\$20.31	Melissa Bill
20-Jul-17	Jb Hi-Fi	KSP Library - local stock AV purchase	\$47.94	Kerryn Martin
20-Jul-17	Angus & Robertson Book	KSP Library - local stock book purchase	\$275.22	Kerryn Martin
20-Jul-17	Woolworths	Refreshments for author talk at AFM library	\$6.00	Morgan Yasbincek
20-Jul-17	Woolworths	Refreshments for author talk at AFM library	\$3.30	Morgan Yasbincek
20-Jul-17	Mundaring Artisan Bakery	Refreshments for author talk at AFM library	\$10.50	Morgan Yasbincek
20-Jul-17	Hireking Partysource	Christmas plates and napkins for the staff Christmas in July party - C&PCS - Middle Swan	\$53.00	Melissa Bill
21-Jul-17	Australia Post	Stamps for MECPC lunch	\$100.00	Antonietta Tomizzi
21-Jul-17	Coles	Library book crates for courier transport	\$19.80	Laurena Bogucki
21-Jul-17	Officemax Australia	Library book crates for courier transport	\$191.94	Kerryn Martin
21-Jul-17	Officemax Australia	Food for children - SCFC - Clayton View	\$191.94	Kerryn Martin
21-Jul-17	Woolworths	Food for children - SCFC - Clayton View	\$3.30	Jane Elkins
21-Jul-17	Officeworks	Stationery items for use in Parenting Presentations	\$8.45	Jane Elkins
21-Jul-17	Jb Hi-Fi Online	KSP Library - local stock AV purchase	\$177.75	Jillian Pearce
21-Jul-17	Jb Hi-Fi	KSP Library - local stock AV purchase	\$102.75	Kerryn Martin
21-Jul-17	Coles	Provisions for Reflections Cafe	\$52.96	Kerryn Martin
21-Jul-17	Coles	Provisions for Reflections Cafe	\$14.52	Leonie Etridge
24-Jul-17	Campaignmonitor	July 2017 Volunteer Bulletin	\$67.51	Leonie Etridge
24-Jul-17	Woolworths	Food for children - SCFC - Clayton View	\$31.10	Paula Heath
24-Jul-17	Woolworths	Food for children - SCFC - Clayton View	\$7.04	Jane Elkins
24-Jul-17	Woolworths	Social media software subscription	\$68.04	Jane Elkins
25-Jul-17	Coles	Food and consumables - MECPC	\$16.01	Glulia Censi
25-Jul-17	Coles	Food and consumables - MECPC	\$40.99	Susan Broad
25-Jul-17	Coles	Food and consumables - MECPC	\$61.98	Susan Broad
25-Jul-17	Coles	Food and consumables - MECPC	\$478.88	Susan Broad
25-Jul-17	Coles	Purchase of Term 3 TACO - food for stuffed spuds, activity straw building. Hub coffee, milk	\$45.50	Rachael Bacon
25-Jul-17	Swan Alliance Communities for Children	Staff training x 3	\$786.72	Jillian Pearce
25-Jul-17	Behaviour Tonics	Staff training x 2 - Parenting Practitioner Training 20/9 & 21/9/17	\$1,716.00	Jillian Pearce
25-Jul-17	Angus & Robertson Book	KSP Library - local stock book purchase	\$184.52	Kerryn Martin
25-Jul-17	Coles	Purchase of Term 3 TACO - food for stuffed spuds, activity straw building. Hub coffee, milk	\$16.17	Rachael Bacon
25-Jul-17	Woolworths	Purchase of Term 3 TACO - food for stuffed spuds, activity straw building. Hub coffee, milk	\$30.13	Rachael Bacon
25-Jul-17	Woolworths	Morning tea for parents - homework classes at MPS	\$29.40	Laurena Bogucki
25-Jul-17	Woolworths	Morning tea for parents - homework classes at MPS	\$19.42	Laurena Bogucki
26-Jul-17	Subway Munding	Catering - ECO/Anti-Bullying Workshop for Managers and Contact Officers 3/8/17	\$114.00	Andrea Douglas
26-Jul-17	Office of Emergency Management	Annual Emergency Management Conference x 2 staff	\$400.00	Craig Cuthbert
26-Jul-17	Bookdepository.Com	Junior Book stock for AFM and KSP library	\$42.29	Morgan Yasbincek
26-Jul-17	Ace Promotions	10 x Embroidered staff T Shirts - Promotional for Midvale Hub Parenting Service	\$438.90	Jillian Pearce
26-Jul-17	Bookdepository.Com	Junior Book stock for AFM and KSP library	\$42.28	Morgan Yasbincek
26-Jul-17	Coles	Statutory Services Team Meeting	\$46.53	Craig Cuthbert

Date	Supplier	Description	Amount	Card User
26-Jul-17	Coles	Statutory Services Team Meeting	\$26.46	Craig Cuthbert
26-Jul-17	BCF Australia	Large landing net to assist in catching animals	\$79.99	David O'Brien
27-Jul-17	Anmos Pty Ltd	Flowers presented as farewell to a Manager of a local agency on behalf of Midvale Hub staff	\$40.00	Jillian Pearce
27-Jul-17	WA Spit Roast	Balance payment for catering for the staff Christmas in July party - C&PCS - Middle Swan	\$844.00	Melissa Bill
27-Jul-17	Coles	Items for staff Christmas in July team building evening	\$21.75	Laurena Bogucki
27-Jul-17	Coles	Items for staff Christmas in July team building evening	\$30.47	Laurena Bogucki
27-Jul-17	Coles	Items for staff Christmas in July team building evening	\$73.68	Laurena Bogucki
27-Jul-17	Knart	Items for staff team building Christmas in July	\$37.00	Laurena Bogucki
27-Jul-17	Knart	Items for staff team building Christmas in July	\$10.00	Laurena Bogucki
28-Jul-17	Coles	Stock for Reflections Cafe	\$47.41	Stewart Winfield
28-Jul-17	Coles	Stock for Reflections Cafe	\$67.11	Stewart Winfield
28-Jul-17	Bunnings	Solar lights for the alfresco area and gas bottles for the outdoor heaters - C&PCS - Middle Swan	\$153.30	Melissa Bill
28-Jul-17		Account Fees Cc Pp User Fee	\$180.40	
		<b>Total</b>	<b>\$36,218.26</b>	

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

### 11.1 Notice of Motion – Cr John Daw – Chidlow Tennis Courts

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<b>File Code</b>	OI 2 Res 23921/6
<b>Author</b>	Megan Griffiths, Director Strategic and Community Services
<b>Senior Employee</b>	Megan Griffiths, Director Strategic and Community Services
<b>Disclosure of Any Interest</b>	Nil
<b>Attachments</b>	Nil

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*As a result of Council decision C5.09.17, Item 11.1 was considered after Item 10.7.*

### 11.2 Notice of Motion – Cr Bob Perks – Defer Closure of Mahogany Creek Tennis Courts and Public Toilets

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<b>File Code</b>	St 15 Res.23044/2
<b>Author</b>	Megan Griffiths, Director Strategic and Community Services
<b>Senior Employee</b>	Megan Griffiths, Director Strategic and Community Services
<b>Disclosure of Any Interest</b>	Nil
<b>Attachments</b>	Nil

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*As a result of Council decision C5.09.17, Item 11.2 was considered after Item 10.7.*

## 12.0 URGENT BUSINESS (LATE REPORTS)

### 9.50pm Meeting Closed to Public

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

- (2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —
  - (a) a matter affecting an employee or employees; and
  - (b) the personal affairs of any person; and
  - (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and

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

<b>COUNCIL DECISION RECOMMENDATION</b>	<b>C19.09.17</b>
<i>Moved by:</i> <i>Cr Fox</i> <i>Seconded by:</i> <i>Cr Perks</i>	

That Council closes the meeting to members of the public in order to consider confidential report as detailed in agenda Item 13.1, pursuant to the *Local Government Act 1995*, Section 5.23(2)(a).

**CARRIED 12/0**

**For:**            *Cr Lavell, Cr Bertola, Cr Brennan, Cr Clark, Cr Cook, Cr Cuccaro, Cr Daw, Cr Fisher, Cr Fox, Cr Jeans, Cr Martin, Cr Perks*

**Against:**    *Nil*

**9.51pm All members of the public left the Council Chamber.**

**9.52pm Cr Jeans left the Chamber and did not return.**

## 12.1 CEO Annual Performance Review 2016/17

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<b>File Code</b>	OR.MTG 6/2/3
<b>Authors</b>	John Phillips, John Phillips Consulting
<b>Senior Employee</b>	Paul O'Connor, Director Corporate Services
<b>Disclosure of Any Interest</b>	Nil

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Please refer to the report relating to this item at **Confidential ATTACHMENT 1**.

<b>COUNCIL DECISION</b>	<b>C20.09.17</b>		
<b>COMMITTEE RECOMMENDATION</b>	<b>CEOPRC1.09.17</b>		
<i>Moved by:</i>	<i>Cr Perks</i>	<i>Seconded by:</i>	<i>Cr Bertola</i>

That Council:

- notes that the Chief Executive Officer's annual appraisal for the 2016/17 period has been undertaken (**Confidential ATTACHMENT 1**) .
- endorses the Committee's finding that Mr Throssell's performance has met performance requirements as the Chief Executive Officer.

### **CARRIED 11/0**

**For:** *Cr Lavell, Cr Bertola, Cr Brennan, Cr Clark, Cr Cook, Cr Cuccaro, Cr Daw, Cr Fisher, Cr Fox, Cr Martin, Cr Perks*

**Against:** *Nil*

## 12.2 CEO Key Focus Areas 2017/18

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<b>File Code</b>	OR.MTG 6/2/3
<b>Author</b>	John Phillips, John Phillips Consulting
<b>Senior Officer</b>	Paul O'Connor, Director Corporate Services
<b>Disclosure of Any Interest</b>	N/A

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Please refer to the report relating to this item at **Confidential ATTACHMENT 1**.

**COUNCIL DECISION  
COMMITTEE RECOMMENDATION**

**C21.09.17  
CEOPRC2.09.17**

*Moved by: Cr Bertola      Seconded by: Cr Fisher*

That Council endorses the CEO's Key Focus Areas for 2017/18 as amended at CEOPRC meeting of 7 September 2017 (**Confidential ATTACHMENT 1**).

**CARRIED 11/0**

**For:** Cr Lavell, Cr Bertola, Cr Brennan, Cr Clark, Cr Cook, Cr Cuccaro,  
Cr Daw, Cr Fisher, Cr Fox, Cr Martin, Cr Perks

**Against:** Nil

**12.3 Chief Executive Officer - Remuneration Review**

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<b>File Code</b>	P/F (Throssell)
<b>Author</b>	Paul O'Connor, Director Corporate Services
<b>Senior Officer</b>	As above
<b>Disclosure of Any Interest</b>	N/A

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Please refer to **CONFIDENTIAL ATTACHMENT 1 Item 13.1**.

**COMMITTEE RECOMMENDATION**

**CEOPRC3.09.17**

That Council:

1. offers Mr Throssell a **1.6%** increase to the current cash component of the CEO's Total Reward Package;
2. notes the increase identified in (1) results in a Total Reward Package within Band 2 of the Salaries and Allowances Tribunal determination dated April 2017; and
3. notes the content of this report, including all associated attachments, remain confidential and located on Mr Jonathan Throssell's personnel file.



**MOTION**

*Moved by:* Cr Cook *Seconded by:* Cr Daw

*That Council:*

- 1. offers Mr Throssell a **0%** increase to the current cash component of the CEO's Total Reward Package; and*
- 2. notes the content of this report, including all associated attachments, remain confidential and located on Mr Jonathan Throssell's personnel file.*

**LOST 2/9**

**For:** Cr Cook, Cr Daw

**Against:** Cr Lavell, Cr Bertola, Cr Brennan, Cr Clark, Cr Cuccaro,  
Cr Fisher, Cr Fox, Cr Martin, Cr Perks

**COUNCIL DECISION****COMMITTEE RECOMMENDATION****C22.09.17****CEOPRC3.09.17**

*Moved by:* Cr Bertola *Seconded by:* Cr Perks

*That Council:*

- 1. offers Mr Throssell a **1.6%** increase to the current cash component of the CEO's Total Reward Package;*
- 2. notes the increase identified in (1) results in a Total Reward Package within Band 2 of the Salaries and Allowances Tribunal determination dated April 2017; and*
- 3. notes the content of this report, including all associated attachments, remain confidential and located on Mr Jonathan Throssell's personnel file.*

**CARRIED 10/1**

**For:** Cr Martin, Cr Clark, Cr Fisher, Cr Daw, Cr Brennan,  
Cr Fox, Cr Perks, Cr Bertola, Cr Cuccaro, Cr Lavell

**Against:** Cr Cook

**10.25pm Meeting Open to Public**

<b>COUNCIL DECISION RECOMMENDATION</b>		<b>C23.09.17</b>	
<i>Moved by:</i>	<i>Cr Perks</i>	<i>Seconded by:</i>	<i>Cr Clark</i>

That the meeting be open to the public.

**CARRIED 11/0**

**For:** *Cr Lavell, Cr Bertola, Cr Brennan, Cr Clark, Cr Cook, Cr Cuccaro,  
Cr Daw, Cr Fisher, Cr Fox, Cr Martin, Cr Perks*

**Against:** *Nil*

**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, 10 October 2017 at 6.30pm in the Council Chamber.

**14.2 Closure of the Meeting**

*The presiding person declared the meeting closed at 10.27pm.*