City of Melville

MINUTES
ORDINARY COUNCIL MEETING

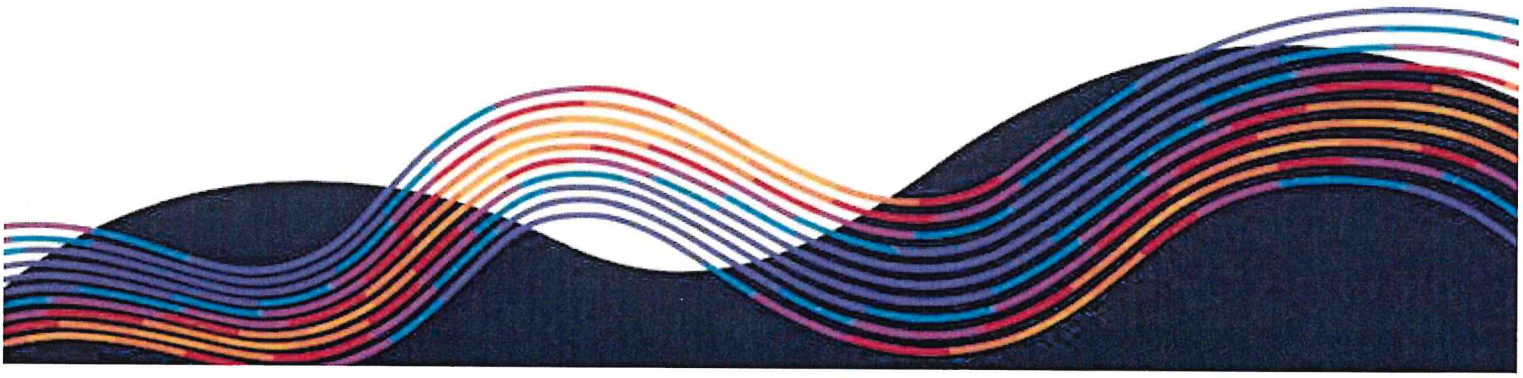
6:30pm Tuesday, 21 November 2023

Held in the Council Chambers, Melville Civic Centre,
10 Almondbury Road, Booragoon

The City of Melville acknowledges the Bibbulmun people as the Traditional Owners and custodians of the lands on which the City stands today and pays its respect to the Whadjuk people, and Elders both past, present and emerging.

Minutes to be confirmed at the next Ordinary Council Meeting
These minutes are hereby confirmed as true and accurate

Mayor K Mair _____ Date 12/12/2023



Our Vision
Engaging with our diverse community to achieve an inclusive, vibrant and sustainable future.

Our Mission
To provide good governance and quality services for the City of Melville community.

Our Values

Excellence
Striving for the best possible outcomes

Participation
Involving, collaborating and partnering

Integrity
Acting with honesty, openness and with good intent

Caring
Demonstrating empathy, kindness and genuine concern



CONFIRMED

Disclaimer

Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material.

Any statement, comment or decision made at a Council or Committee meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity who has an application before the City must obtain, and should only rely on, written notice of the City's decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the City on the operation of written law, or the performance of a function by the City, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the City. Any advice on a matter of law, or anything sought to be relied upon as representation by the City should be sought in writing and should make clear the purpose of the request.

Audio Recording/ Access to Recording

In accordance with the Council Policy CP- 088 Creation, Access and Retention of Audio Recordings of the Public Meetings this meeting is electronically recorded. All recordings are retained as part of the City's records in accordance with the State Records Act 2000 and the General Disposal Authority for Local Government Records. The Audio recording may be accessed at www.melvillecity.com.au/agendas.

The nature of the Council's decision making role in the matter:

Advocacy	*When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.*
Executive	*The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
Legislative	*Includes adopting local laws, town planning schemes & policies.*
Review	*When the Council operates as a review authority on decisions made by Officers for appeal purposes.*
Quasi-Judicial	*When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.*

CONFIRMED

Contents

1 Official Opening 6
2 Attendance and Apologies 6
3 Declarations by Members 8
3.1 Declarations by Members who have not read and given due consideration to all matters contained in the business papers presented before the Meeting 8
3.2 Declarations by Members who have received and not read the Elected Members Bulletin 8
4 Announcements by the Presiding Member (Without Discussion) 8
Approved Deputations 8
Approved Written Submissions 8
5 Disclosure of Interest 8
5.1 Financial or Proximity Interests 8
5.2 Disclosure of Interest that may cause a Conflict 8
6 Public Question Time 9
6.1 Questions Received with Notice 9
6.1.1 Mr I Piscedda, Booragoon 9
6.1.2 Mr A O'Neill, Citizens for Building Reform 10
6.1.3 Dr S Peterson on behalf of City of Melville Residents and Ratepayers Association 12
6.1.4 Mr I Piscedda, Booragoon 14
6.2 Questions Received at the Meeting 15
6.2.1 Dr S Peterson, Bateman 15
6.3 Questions Taken on Notice at Previous Meeting 15
Nil.
7 Awards and Presentations 16
Nil.
8 Applications for New Leave of Absence 16
9 Confirmation of Minutes 16
9.1 Ordinary Meeting Of The Council – 17 October 2023 16
9.2 Special Meeting Of The Council – 25 October 2023 16
9.3 Agenda Briefing Forum – 14 November 2023 16
10 New Business of an Urgent Nature 17
11 Identification of Matters for which Meeting may be Closed 17
12 Petitions 18
12.1 Petition - Leeming Community Men's Shed 18
12.2 Petition - Safe Active Streets in Bombard and Mitchell Street 19

CONFIRMED

12.3 Petition - Willagee Public Transport 20
12.4 Petition - CP-114 Compliance & Enforcement Policy Review 21
13 Adoption of Recommendations En Bloc 22
14 Reports 22
14.1 Reports from Committees 22
Nil
14.2 Reports of the Chief Executive Officer 22
Management Services 22
Nil
Items Brought Forward 23
E23/24 Traffic Investigation for Bombard Street and Surrounds, Mount Pleasant 23
Corporate Services 34
C23/84 Investment Statements for September 2023 34
C23/85 Schedule of Accounts Paid for September 2023 41
C23/86 Statements of Financial Activity September 2023 46
C23/92 Development Assessment Panels - City of Melville Representation 54
C23/87 Common Seal November 2023 58
C23/89 Election of Representatives to Advisory Committees and Working Groups 2023 – 2025 66
Community Development 81
Nil
Environment and Infrastructure 82
E23/23 Request To Remove Street Tree at 25 Purdie Avenue Ardross 82
Urban Planning 89
UP23/27 Deferral of Consideration of Public Open Space Strategy Scoping Report 89
15 Motions with Previous Notice 91
16 Motions without Previous Notice (approval by absolute majority) 97
17 Matters for which Meeting was Closed to the Public 97
M23/20 Confidential Statutory Authorisations CSA_Local-01 97
E23/26 Report on the Review of the Resource Recovery Group and Regional Resource Recovery Centre in Canning Vale 97
18 Decision Made While Meeting was Closed to the Public 98
19 Closure 99

CONFIRMED

1 OFFICIAL OPENING

The Presiding Member welcomed those in attendance to the meeting, officially declared the meeting open at 6:30pm and invited Cr D Lim to read the Acknowledgement of Country and advised those present of the Purpose of the Agenda Briefing Forum, the Disclaimer, the Affirmation of Civic Duty and Responsibility and the Audio Recording Advice.

2 ATTENDANCE AND APOLOGIES

In Attendance

K Mair	Mayor

Councillors	Ward
Cr G Barber (Deputy Mayor)	Bicton - Attadale - Alfred Cove Ward
Cr J Edinger	Bicton - Attadale - Alfred Cove Ward
Cr T Fitzgerald	Palmyra - Melville - Willagee Ward
Cr K Wheatland	Palmyra - Melville - Willagee Ward
Cr N Robins	Bateman - Kardinya - Murdoch Ward
Cr S Hong	Bateman - Kardinya - Murdoch Ward
Cr C Ross	Applecross - Mount Pleasant Ward
Cr D Lim	Applecross - Mount Pleasant Ward
Cr J Spanbroek	Bull Creek - Leeming Ward
Cr M Woodall	Bull Creek - Leeming Ward
Cr S Green	Central Ward
Cr T Lee	Central Ward

Officers

Ms G Bowman	Chief Executive Officer
Mr B Taylor	Acting Director Corporate Services
Mr M McCarthy	Director Environment & Infrastructure
Mr P Varelis	Director Planning
Ms L Reid	Acting Director Community Development
Ms C Newman	Head of Governance
Mr S Curulli	Senior Governance Officer
Ms N Wu	Business Support (Administration) Officer

CONFIRMED

At the commencement of the meeting:

Public Gallery	21
Electronic	9
Press	0

Apologies

Nil.

On Approved Leave of Absence

Nil.

CONFIRMED

3 DECLARATIONS BY MEMBERS

3.1 Declarations by Members who have not read and given due consideration to all matters contained in the business papers presented before the Meeting

- Cr Spanbroek advised, due to personal circumstances, had not read all the information in detail.

3.2 Declarations by Members who have received and not read the Elected Members Bulletin

- Cr Spanbroek advised, due to personal circumstances, had not read all the information in detail.

4 ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

Approved Deputations

Nil.

Approved Written Submissions

- **City of Melville Residents and Ratepayers Association**

  Item 12.4 Petition – CP-114 Compliance and Enforcement Policy

5 DISCLOSURE OF INTEREST

5.1 Financial or Proximity Interests

Under sections 5.60A and/or 5.60B of the *Local Government Act 1995*

E23/24 Traffic Investigation for Bombard Street and Surrounds, Mount Pleasant	
Name	Cr M Woodall
Nature of interest	Financial Interest
Item description	Leave

5.2 Disclosure of Interest that may cause a Conflict

Under 22 *Local Government (Model Code of Conduct) Regulations 2021* or a City of Melville Code of Conduct)

Nil.

CONFIRMED

6 PUBLIC QUESTION TIME

At 6:34pm the Presiding Member opened Public Question Time.

6.1 Questions Received with Notice

6.1.1 Mr I Piscedda, Booragoon

Mr Piscedda was not in attendance and the Mayor ruled that the questions and responses would be included in the minutes and not read out, in accordance with clause 6.7(7)(d) of the City of Melville *Local Government (Meeting Procedures) Local Law 2022*.

Question 1

For improved governance, including expedited resolutions by Council and more efficient use of Council's and City's officers' time and efforts, will Council consider requesting that in future City's officers strictly:

A) put forward motions which recommend the adoption/endorsement of a single document rather than the concurrent adoption/endorsement of two or more documents, one of which underpinning the other

B) put first forward the motion which recommends the adoption/endorsement of the underpinning document and – upon its prior adoption/endorsement – then put forward the motion which recommends the adoption/endorsement of the underpinned document with no exceptions?

Response

Following clarification with Mr Piscedda, the preference is that where multiple documents require the approval or endorsement of the Council, that these be done by separate recommendations/ resolutions for each document to provide the Council the opportunity to make amendments to individual documents. Thank you for your suggestions the Administration will consider this approach for future reports to the Council of this nature.

Question 2

The Urban Forest Strategic Plan was due for review in 2020/21: what is the City's proposed course of action to expeditiously undertake and complete the outstanding review?

Response

The City is currently reviewing the Urban Forest Strategic Plan 2017 – 2036 Part A - City Controlled Land (UFS). It is anticipated that this review will be completed in the first half of 2024.

Question 3

The Urban Forest Strategic Plan sets out six priority actions (including sub-actions a to f for both action #2 and action #3) the City was to undertake and complete by 2021:

a) what is the status of each action and sub-action?

CONFIRMED

Response

The City has been progressing the six priority actions and a detailed response can be provided if required. In summary, the following has been achieved

Priority Action 1 – comprehensive tree data collected and used for asset planning and management

Priority Action 2 – the City is working with WALGA and other organisations to identify best practice tree management and to ensure that sufficient funding, technology and resources are provided to maintain and increase our urban forest canopy

Priority Action 3 - the City has established an extensive database and reviews tree species selection to ensure resilience and streetscape amenity

Priority Action 4 - the City has increased planting to over 2000 trees and 5000 tube stock each year and increased urban canopy by 23.6 hectares since the first aerial canopy cover flyover in 2016.

Priority Action 5 - the City has a dedicated Urban Forest Education and Engagement Officer who is responsible for communicating the benefits of trees and the importance of trees in addressing the impacts of climate change to the community.

Priority Action 6 - the City is investigating the introduction of a Local Planning Policy to provide greater protection of trees on private land through various planning mechanisms.

Question 4

b) what is the planned completion date of each outstanding action and sub-action?

Response

These actions are reviewed annually as part of our work plan and budget process, with a review of the UFS currently underway to ensure we maintain a leadership role in our Urban Forest retention and management.

CONFIRMED

6.1.2 Mr A O'Neill, Citizens for Building Reform

Mr O'Neill was not in attendance and the Mayor ruled that the questions and responses would be included in the minutes and not read out, in accordance with clause 6.7(7)(d) of the City of Melville Local Government (Meeting Procedures) Local Law 2022.

Preamble

Mr O'Neil provided an extract from the City's online Building Approval Register which records that on 6 October 2023 Melville's Building Services issued building permit BA-2023-1321 for two apartment blocks one each for 18A & 18B Tweeddale Rd Applecross.

Prior to, or as an adjunct to, the issuing of this multi building permit has the City's building services:

Question 1

Performed or called for a current level survey across the site?

Response

This question was taken on notice and a response will be provided in the agenda for the Ordinary Meeting of Council to be held 12 December 2023.

Question 2

Satisfied itself that signed BA20 forms from adjoining (and affected) neighbours have been obtained and submitted as part of the application for a building permit?

Response

This question was taken on notice and a response will be provided in the agenda for the Ordinary Meeting of Council to be held 12 December 2023.

Question 3

Checked submitted designs of northern boundary retaining as to enhancement (upgrade) so to properly retain the soil (any soil) that is up against the existing single leaf brick screen fence atop the existing retaining so as to ensure that there is compliance with Building Standards and local building law?

Response

This question was taken on notice and a response will be provided in the agenda for the Ordinary Meeting of Council to be held 12 December 2023.

Question 4

Stipulated condition on the building permit that, prior to any pouring of concrete for the basement slab, that a level survey check across the site is performed in order to check adherence to the approved levels for the site?

Response

This question was taken on notice and a response will be provided in the agenda for the Ordinary Meeting of Council to be held 12 December 2023.

Question 5

Checked and satisfied that the submitted designs for the basement ramps and parking comply with the relevant Australian standards?

Response

This question was taken on notice and a response will be provided in the agenda for the Ordinary Meeting of Council to be held 12 December 2023.

CONFIRMED

6.1.3 Dr S Peterson on behalf of City of Melville Residents and Ratepayers Association

Question 1

Why is the City's administration still intercepting and diverting resident emails sent directly to Elected Members?

Response

In accordance with Section 6.10(a) of the *Meeting Procedure Local Law* the Presiding Member may decide that a question will not be responded to if the same or similar question has previously been asked and a response provided.

At the 13 December 2022 Ordinary Meeting of Council in response to a similar question asked it was advised that the City does not intercept emails from residents to Elected Members or from Elected Members to residents.

Question 2

How many times in each year since 1/1/2019 has each of the compliance and enforcement authorities specified in the City's Delegations and Authorisations Manual been exercised and recorded in the COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P in ECM?

For example, how many times have City officers exercised their delegated authorities, such as DA-128, to issue a warning, fine, direction, order or initiate a prosecution in relation to a legislative non-compliance or contravention for each of the last 4 years.

Response

This question relates to a delegation (DA-128 Building Orders) to the CEO and City Officers giving officers:

1. Authority to issue building orders, give notice of a building order, revoke a building order and give notice to that effect; and
2. In the event of non-compliance with a building order, cause an authorised person to take any action, or commence or complete any work, specified in the order or to take reasonable steps to cause specified action to cease, and recover the reasonable costs in giving effect to the building order.

The Delegation describes the record keeping index where records relating to the exercise of the delegation are kept. Since 1 January 2019 there are 3777 records recording each time an officer has exercised the delegation.

The information, under the *Building Act 2011*, that the City is required to report relating to Building Orders issued is recorded in the City's Building Order Register which is publicly available on the City's website – Planning and Building Registers

Question 3

When did, or when will, the City issue building orders to formally address non-compliances at the 4 apartment buildings in Applecross/Mt Pleasant in accordance with the relevant State legislated processes now that the City has acknowledged the basement exit ramps do not meet the relevant approvals and building standards.

CONFIRMED

Response

The question does not inform the City of what property or properties (i.e. the 4 apartment buildings in Applecross/Mt Pleasant) that are referred to in the question. If the Association would like to advise the City of the addresses of the properties concerned, the City can advise of the status of actions related to each property.

The City has been investigating a number of properties in the Applecross/Mt Pleasant area regarding driveway compliance and public safety. Some of the safety concerns related to several properties that require no further action, however the City is working with property owners for those matters outstanding with a view to put in place management measures that mitigate safety risks.

Some of the properties do not relate to compliance matters, particularly those built prior to the most recent standards (AS2890: 2014), and therefore property related safety improvements require the agreement by the property owner regarding installation of safety improvement measures.

Question 4

What Council policies aim to protect resident and ratepayers' safety, health, psychosocial wellbeing and general situation that could be damaged by the City administrations' bullying, mal or non-feasance, obfuscation, or other misconduct and bad behaviours?

Response

The City of Melville (City) Code of Conduct Employees (the Code) provides clear standards of professional conduct for all employees of the City when carrying out their functions and responsibilities.

Question 5

What action can and will the CEO take against any City officer or contractor that has caused psychosocial harm to any resident or ratepayer particularly, if that officer or contractor has been prosecuted by WA police or has been subject to other disciplinary actions by a relevant authority?

For example, City officer or contractor conduct that may cause psychosocial harm to residents and ratepayers includes officers or contractors accessing ratepayer records inappropriately, logging misinformation, divulging ratepayer information to third parties, harassing a ratepayer via telephone, or harassing a ratepayer on or near their property (including by noise nuisance, breaching the peace, disorderly behaviour in public, property damage, threatening behaviour, verbal abuse, and dangerous behaviour with a vehicle).

Response

The resident would be directed to submit a complaint against the staff member if actions were undertaken by that staff member in an employed capacity with the City or as a contractor, which would be investigated. The resident would also be advised that they can lodge a complaint with any relevant external authority or agency and the resident would be referred to the City's insurers to submit an insurance claim for any alleged harm caused by the City in its actions or any alleged actions of a staff member.

CONFIRMED

The City has limited control over an action undertaken by a staff member or contractor in their private life, particularly where, as stated, a matter may have been investigated by the Police or where another relevant authority has taken action.

Procedural Motion

COUNCIL RESOLUTION

At 6:51pm Cr J Spanbroek moved, seconded Cr C Ross

That the Council extend Public Question Time by 5 minutes.

At 6:53pm the Presiding Member declared the motion.

CARRIED (8/5)

Yes (8):	Mayor Katy Mair, Crs Glynis Barber, Jane Edinger, Nicole Robins, Clive Ross, Jennifer Spanbroek, Soo Hong and Terry Lee
No (5):	Crs Tomas Fitzgerald, Karen Wheatland, Matthew Woodall, Daniel Lim and Scott Green

Question 6

How will Council ensure the CEO stops any psychosocial harm being caused to any resident or ratepayer by any City officer or contractor, and what avenues does this resident or ratepayer have for the City to make amends?

Response

It is not for the Council to ensure that the CEO undertakes any action in relation to staff matters as the Local Government Act Section 5.41 Functions of the CEO – gives the exclusive powers and responsibilities in relation to the employment, management, supervision, directions and dismissal of all staff to the CEO. The avenue that a resident would have for the City to make amends is, as advised above, to submit a claim to the City's insurers for any harm caused or to lodge a complaint with the City.

CONFIRMED

6.1.4 Mr I Piscedda, Booragoon

Mr Piscedda was not in attendance and the Mayor ruled that the questions and responses would be included in the minutes and not read out, in accordance with clause 6.7(7)(d) of the *City of Melville Local Government (Meeting Procedures) Local Law 2022.*

Question 1

The Urban Forest Strategic Plan was due for review in 2020/21: what is the City's proposed course of action to expeditiously undertake and complete the outstanding review?

Response

The City is currently reviewing the Urban Forest Strategic Plan 2017 – 2036 Part A - City Controlled Land (UFS). It is anticipated that this review will be completed in the first half of 2024.

Question 2
The Urban Forest Strategic Plan sets out six priority actions (including sub-actions a to f for both action #2 and action #3) the City was to undertake and complete by 2021:
a) what is the status of each action and sub-action?

Response

The City has been progressing the six priority actions and a detailed response can be provided if required. In summary, the following has been achieved

Priority Action 1 – comprehensive tree data collectedand used for asset planning and management

Priority Action 2 – the City is working with WALGA and other organisations to identify best practice tree management and to ensure that sufficient funding, technology and resources are provided to maintain and increase our urban forest canopy

Priority Action 3 - the City has established an extensive database and reviews tree species selection to ensure resilience and streetscape amenity

Priority Action 4 - the City has increased planting to over 2000 trees and 5000 tube stock each year and increased urban canopy by 23.6 hectares since the first aerial canopy cover flyover in 2016.

Priority Action 5 - the City has a dedicated Urban Forest Education and Engagement Officer who is responsible for communicating the benefits of trees and the importance of trees in addressing the impacts of climate change to the community.

Priority Action 6 - the City is investigating the introduction of a Local Planning Policy to provide greater protection of trees on private land through various planning mechanisms.

Question 3
b) what is the planned completion date of each outstanding action and sub-action?

Response
These actions are reviewed annually as part of our work plan and budget process, with a review of the UFS currently underway to ensure we maintain a leadership role in our Urban Forest retention and management.

CONFIRMED

6.2 Questions Received at the Meeting

6.2.1 Dr S Peterson, Bateman

Question
Why was my submission, as lawfully and in-time submitted, not listed?

Response
A response to this question has been sent to Dr Peterson, dated 24 November 2023.

6.3 Questions Taken on Notice at Previous Meeting

Nil.

At 6:54pm the Presiding Member closed Public Question Time.

7 AWARDS AND PRESENTATIONS

Nil.

8 APPLICATIONS FOR NEW LEAVE OF ABSENCE

Nil.

9 CONFIRMATION OF MINUTES

9.1 Ordinary Meeting Of The Council – 17 October 2023

COUNCIL RESOLUTION

At 6:55pm Cr K Wheatland moved, seconded Cr M Woodall

That the minutes of Ordinary Council Meeting held on 17 October 2023 be confirmed as a true and accurate record.

At 6:55pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (13/0)

9.2 Special Meeting Of The Council – 25 October 2023

COUNCIL RESOLUTION

At 6:55pm Cr J Spanbroek moved, seconded Cr J Edinger

That the minutes of Special Council Meeting held on 25 October 2023 be confirmed as a true and accurate record.

At 6:55pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (13/0)

9.3 Agenda Briefing Forum – 14 November 2023

COUNCIL RESOLUTION

At 6:56pm Cr N Robins moved, seconded Cr S Green

That the notes of the Agenda Briefing Forum held on 14 November 2023 be confirmed as a true and accurate record.

At 6:56pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (13/0)

10 NEW BUSINESS OF AN URGENT NATURE

Nil.

11 IDENTIFICATION OF MATTERS FOR WHICH MEETING MAY BE CLOSED

That the meeting may close to members of the public, if required, to allow for items deemed confidential in accordance with Section 5.23(c) of the *Local Government Act 1995* to be discussed behind closed doors.

- M23/19 Confidential Statutory Authorisations CSA Local 01 (confidential item)
- E23/26 Report on the Review of the Resource Recovery Group and Regional Resource Recovery Centre in Canning Vale (confidential item)

CONFIRMED

12 PETITIONS

12.1 Petition - Leeming Community Men's Shed

A petition signed by 15 residents of the City of Melville and 2 non-residents was submitted by Mr G Rankine of Leeming on Monday, 30 October 2023. The petition reads as follows:

> *"We, the undersigned, all being electors of the City of Melville, respectfully request that the Council, please consider a location for a Leeming Community Men's Shed in the Redevelopment of John Connell Reserve.*

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (12.1)

At 6:57pm Cr J Spanbroek moved, seconded Cr M Woodall

That the Council acknowledge the petition bearing 15 signatures of residents and 2 non-residents and that a report be prepared for consideration by Council by the June 2024 Ordinary Meeting of Council.

At 6:57pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (13/0)

CONFIR

12.2 Petition - Safe Active Streets in Bombard and Mitchell Street

A petition signed by 487 residents of the City of Melville and 27 non-residents, was submitted by Mr G Larsen of Mount Pleasant on Tuesday, 31 October 2023. The petition reads as follows:

"We, the undersigned, all being electors of the City of Melville, respectfully request that the Council:

1. *Lower the Speed limit to 30 km/h for Bombard Street and Mitchell Street in Ardross and Mt Pleasant to create a safe community precinct for pedestrians, cyclists, residents, and motorists.*
2. *Establish a Safe Active Street in Bombard Street, from Simpson Street to Reynolds Road.*
3. *Establish a Safe Active Street in Mitchell Street, from Coogee Road to Glenelg St.*
4. *Lobby Main Roads to add "right turn arrows" on the traffic lights at the corner of Ardross Street/Canning Highway on both sides of the highway, namely the Ardross side and Applecross side.*
5. *Close Alness Street at the corner of Canning Highway to facilitate safe school entry and exit at peak times and reduce traffic queuing on Bombard Street.*

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (12.2)

At 6:58pm Cr T Fitzgerald moved, seconded Cr N Robins

That the Council acknowledge the Petition and give due consideration to the petition when deliberating Item E23/24 Traffic Investigation for Bombard Street and Surrounds, Mount Pleasant listed in the agenda.

At 6:58pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (13/0)

12.3 Petition - Willagee Public Transport

A petition signed by 81 residents of the City of Melville was submitted by Ms M Lundgren of Willagee on Thursday, 2 November 2023. The petition reads as follows:

> *"We, the undersigned, all being electors of the City of Melville, respectfully request that the Council:*
>
> 1. *Request for investigation for opportunities for direct transport service between Willagee district and Fiona Stanley; and*
> 2. *Advocate to state government for additional bus service that advocates public transport routes that are outside of Willagee to Perth or Willagee to Fremantle"*

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (12.3)

At 6:58pm Cr K Wheatland moved, seconded Cr T Fitzgerald

That the Council acknowledge the petition and direct that a report on the matters raised be prepared for consideration by Council at the February 2024 Ordinary Meeting of Council.

At 6:58pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (13/0)

CONFIR

At 7:01pm the Presiding Member advised Council that a written submission in relation to item 12.4 Petition – CP-114 Compliance & Enforcement Policy Review has been received.

12.4 Petition - CP-114 Compliance & Enforcement Policy Review

A petition signed by 37 residents of the City of Melville was submitted by Dr J Stevens of Bicton on Monday, 6 November 2023. The petition reads as follows:

> *"We, the undersigned, all being electors of the City of Melville, respectfully ask Council to upgrade its Compliance and Enforcement Policy (CP-114) to bring it more into line with similar policies of other Councils and community expectations by providing much better guidance to the Chief Executive Officer in relation to the City's compliance and enforcement activities. The Shire of Serpentine-Jarrahdale Council's General Compliance and Enforcement Policy Appendix 1 provides good guidance on when and how City officers should act when non-compliances are identified, including among other things, how and when officers exercise Council's Building Act 2011 powers and duties with respect to adversely affected individual adjoining property owners.*

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (12.4)

At 7:02pm Cr J Edinger moved, seconded Cr T Fitzgerald

That the Council acknowledge the petition and direct that a report on the matters raised be prepared for consideration by Council at the February 2024 Ordinary Meeting of Council.

At 7:02pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (13/0)

CONFIRMED

13 ADOPTION OF RECOMMENDATIONS EN BLOC

COUNCIL RESOLUTION

At 7:02pm Cr T Fitzgerald moved, seconded Cr D Lim

That the recommendations for:

- **C23/84 - Investment Statements for September 2023**
- **C23/85 - Schedule of Accounts Paid for September 2023**
- **C23/87 - Common Seal November 2023**

be carried En bloc

At 7:02pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY EN BLOC (13/0)

14 REPORTS

14.1 Reports from Committees

Nil

14.2 Reports of the Chief Executive Officer

Management Services

Nil

CONFIRMED

Items Brought Forward

At 7:03pm, the Presiding Member brought forward item E23/24 Traffic Investigation for Bombard Street and Surrounds, Mount Pleasant for the convenience of those in the public gallery.

7:03pm 21/11/2023 *Cr M Woodall, having disclosed a financial interest in Item E23/24 (detailed in Item 5) left the meeting.*

E23/24 Traffic Investigation for Bombard Street and Surrounds, Mount Pleasant

File Number:	
Responsible Officer:	Manager Engineering
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	Nil
Attachments:	1. Road Hierachy - City of Melville 2. Traffic Survey Locations 3. Detailed Traffic Survey Results 4. Officer Advice Note

COUNCIL'S ROLE

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

SUMMARY

The Council resolved at its Ordinary Meeting of 18 and 19 April 2023 that traffic treatments on Bombard Street be investigated. A petition was also received at the Ordinary Council Meeting of 20 June 2023 regarding speed concerns on Mitchell Street Mount Pleasant, which runs parallel to Bombard Street. These two issues were considered in a report that was referred to the Ordinary Meeting of 18 July 2023 and in consideration of the matter Council resolved to defer the matter to this meeting. The City has also received another petition related to this matter and officers have prepared the attached Advice Note to provide preliminary responses to the petition requests.

Bombard Street has the following traffic treatments already in place which have significantly reduced crashes and improved road safety:

- Speed plateaus west of Tain Street (installed pre-2002)
- Roundabout at Bombard Street/Reynolds Road (installed 2013)
- Roundabout at Bombard Street/Ardross Street (installed 2017)
- Children's Crossing on Bombard Street near Tain Street (installed 2022)

In February 2018, the City installed a traffic island with pedestrian crossing facility on Mitchell Street at the intersection with Coogee Road to slow the speed of traffic turning from Coogee Road onto Mitchell Street thus improving the safety at the intersection.

Mitchell Street has not had any additional traffic control measures installed as these have not been warranted to date.

The City receives many requests from residents for traffic treatments for a variety of reasons. Prior to any change to the road network and road conditions, the City undertakes a thorough

CONFIRMED

investigation to assess the road condition and the factors that influence traffic flow and speed. This traffic assessment includes the following:

- Site inspections
- Recorded traffic count data comprising of speed, classification of vehicles and traffic volumes
- Crash history
- Road design
- Topography of the land
- Vulnerable road users
- Activity generators.

Crash history obtained from Main Roads WA for a five-year period between January 2018 to December 2022, shows that crashes in this area are within expected levels. Earlier traffic interventions installed by the City have significantly reduced crashes and improved road safety on Bombard Street.

The traffic survey results indicate that the volumes of traffic on Bombard Street and Mitchell Street are within the capacity for local access roads, as defined in the Metropolitan Road Hierarchy.

The Traffic Management Warrant System analysis for Bombard Street and Mitchell Street indicated that traffic treatments were not needed at this stage and the site should be monitored with traffic surveyed again in two years (2025).

It has been suggested that Bombard Street has a similar issue to Macrae Road before the closure at Glenelg Street was put into place. However, the traffic data does not suggest this is the case with peak traffic on Macrae Road before the closure over double the peak traffic volume of Bombard Street. It also had a high incidence of bike crashes.

In terms of pedestrian safety, there is a path installed on Mitchell Street between Simpson Street and Ardross Street however, there is no path east of Ardross Street. This segment is listed for consideration on the future capital works program but due to the priority score related to this path section, it is unlikely to be installed within the next five years due to other higher priorities.

The investigation has concluded that at this stage traffic treatments are not warranted on Bombard Street or Mitchell Street.

PURPOSE

At the Ordinary Meeting of Council held on 18 July 2023 Council resolved as follows:

That the item be deferred until the 21 November 2023 Ordinary Meeting of Council

Prior to this at the Ordinary Meeting of Council held 18 and 19 April 2023 the Council resolved to direct the CEO to:

1. ***Investigate traffic treatments on Bombard Street, Ardross, and Mount Pleasant. The report to include traffic analysis on the impacts of any proposed Bombard Street traffic treatments on Mitchell Street, Ullapool/Sleat Road and Reynolds Road traffic.***
2. ***Report back to the 18 July 2023 Ordinary Meeting of Council.***

CONFIRMED

Also, at the Ordinary Council Meeting of 20 June 2023 a petition signed by 37 residents regarding speed concerns on Mitchell Street Mount Pleasant was received and the Council resolved:

> ***That the Petition bearing 37 signatures of residents be acknowledged and a report be prepared and brought back to the 18 July 2023 Ordinary Meeting of Council.***

As the outcomes of both resolutions affect the other, the traffic control measures identified in the petitions were both investigated and presented to Council in this report.

CONSEQUENCE

Should Council choose to install traffic calming on Bombard Street and Mitchell Street when it is not warranted, it would take funds from other projects that were identified as needing traffic treatments using the warrant system and therefore a higher priority.

Installing closures on Bombard Street would be detrimental to the area as it would:

- Restrict access to the school
- Restrict local access to the shops on Reynolds Road
- Divert and increase traffic on adjoining and parallel streets such as Mitchell Street

STRATEGIC ALIGNMENT

Priority	**2**	**Improve the approach for diverse and sustainable urban development and infrastructure**
	P2/1	Implement innovate, efficient and appropriate initiatives that support community centred infrastructure within integrated transport solutions.
Outcome Indicator	6	Sustainable and Connected Transport
	Goal 1	Appropriate Infrastructure
	Goal 4	Ease of Movement

BACKGROUND

The City has received complaints from residents along Bombard Street, expressing concern regarding traffic volume and road safety on Bombard Street, Mount Pleasant. Residents have requested that the City install a traffic treatment as a solution to deter rat-run traffic from using Bombard Street to bypass the traffic signals along Canning Highway.

Bombard Street has the following traffic treatments already in place:

- Speed Plateaus west of Tain Street (installed pre-2002)
- Roundabout at Bombard Street/Reynolds Road (installed 2013)
- Roundabout at Bombard Street/Ardross Street (installed 2017)
- Children's Crossing on Bombard Street near Tain Street (installed 2022)

CONFIRMED

These have been instrumental in improving road safety and reducing crashes on Bombard Street over the years.

A petition signed by 37 residents of the City of Melville was submitted on 19 June 2023 and reads as follows:

> "*We the undersigned, all being electors of the City of Melville, respectfully request that the Council:*
>
> 1. *Address the speed of traffic along Mitchell Street by putting in traffic calming devices, that may include a physical median strip/island at the T-Junction of Glenelg and Mitchell, as well as traffic calming devices at the start of Mitchell Street East to slow rat run traffic. Also implementing traffic calming devices on Mitchell Street West to protect people using the park or travelling to school. Pedestrians of all ages.*
> 2. *Address the safety of pedestrians on Mitchell Street by installing a footpath. Children need a safe place to walk or ride to school as they often must contend with drivers who are more focused on getting to work on time, rather than looking out for children.*
> 3. *We would like to council not to close Bombard St permanently or temporarily. The residents of Mitchell St have already experienced the impact of road closures on Bombard when road works were undertaken at the end of 2022 and early 2023. The speed and volume of traffic was frightening, dangerous and stressful. We do not need another trial of gambling with our children's safety.*
> 4. *We would like traffic calming devices applied consistently on Bombard and Mitchell and other problem streets. Traffic problems should not be indirectly diverted to other streets by applying them to one street."*

In February 2018, the City installed traffic island with pedestrian crossing facility on Mitchell Street at the intersection with Coogee Road to slow the speed of traffic turning from Coogee Road onto Mitchell Street thus improving the safety at the intersection.

CONSIDERATION

The City receives many requests from residents for traffic treatments for a variety of reasons. Prior to any change to the road network and road conditions, the City undertakes a thorough investigation to assess the road condition and the factors that influence traffic flow and speed. This includes:

- Site inspections
- Recorded traffic count data comprising of speed, classification of vehicles and traffic volumes
- Crash history
- Road design
- Topography of the land
- Vulnerable road users
- Activity generators.

Using the data above the sites are assessed for Black Spot eligibility. Should that criteria not be met, officers assess the sites using a Traffic Management Warrant System. The information listed analysed and used to assess the site. This assessment determines whether traffic management is warranted, and the priority of the works compared to other recommended projects. Traffic management includes speed plateaus, slow points, road closures, road narrowing, traffic islands and other forms of traffic calming devices.

CONFIRMED

An investigation regarding traffic on Bombard Street and Mitchell Street has now been completed.

Crash History

Main Roads WA Crash Map shows that between January 2018 to December 2022, there have been three crashes at the intersection of Reynolds Road and Bombard Street. One right-angle crash, one rear-end and one non-collision crash where a bike rider lost control. No other crashes have been recorded along the length of Bombard Street.

In 2013, the intersection of Reynolds Road and Bombard Street recorded 15 crashes in the previous five years, including seven casualty crashes. The City successfully applied for Black Spot funding and installed a roundabout at this intersection, which has significantly improved road safety by reducing crashes.

Subsequently, in 2017 seven crashes in five years were recorded at the intersection of Bombard Street and Ardross Street. The City again secured Black Spot funding and installed a roundabout at this intersection. No crashes have been recorded at this intersection between January 2018 to December 2022.

On Mitchell Street there has only been one non casualty crash at the intersection of Ardross Street and no crashes for the rest of the street.

One right-angle crash has been recorded on Ullapool Road at the intersection with Riverview Terrace and Coogee Road over a five-year period. This intersection is treated with a roundabout.

Four crashes have been recorded on Sleat Road, on the section between Ullapool Road and south of Canning Highway over a five-year period. Two of the crashes were at the intersection with Helm Street, one right-angle and one rear-end. The other two crashes were mid-block crashes south of Wren Street.

There has been one right-angle crash recorded over a five-year period on Ullapool Road, on the section between Coogee Road and Sleat Road. The crash happened at the intersection of Ullapool Road/Coogee Road/Riverview Terrace, which was treated with a roundabout.

The above crash data indicates that there are no problem crash locations in the network of roads investigated in and around Bombard Street and Mitchell Street that require intervention by the City or Main Roads.

Road Hierarchy

Except Reynolds Road, the roads listed in the table below are all classified as Local Access Roads in the Metropolitan Road Hierarchy adopted by Main Roads WA. The maximum desirable traffic volume for a Local Access Road is up to 3,000 vehicles per day (vpd), and the legal speed limit is 50km/h.

Reynolds Road is classified as a District Distributor B in the Metropolitan Road Hierarchy. The maximum desirable traffic volume is up 8,000vpd. The legal speed limit on Reynolds Road is 50km/h.

CONFIRMED

Attachment 1 – *Road Hierarchy – City of Melville* shows the road hierarchy within this study area.

Traffic Survey Results

The table below shows the latest traffic survey conducted on Bombard Street and surrounding streets.

Location	Year	Average Daily Traffic (vehicles per day)	Peak Hour traffic (vehicles per hour)	85th Percentile Speed (km/h)	50th percentile Speed (km/h)
Bombard St 20m west of Alness St	May 2023	2,128	350	47	39
Bombard St 50m West of Ardross St	May 2023	2,076	326	43	37
Bombard St 60m East of Gairloch St	May 2023	2,338	276	52	44
Bombard St 70m West of Reynolds Rd	May 2023	2,727	306	50	42
Bombard St 50m East of Reynolds Rd	May 2023	1,718	221	43	37
Mitchell St 50m West of Ardross St	May 2023	1,399	226	45	38
Mitchell St 30m East of Sweetman St	May 2023	1,233	169	54	46
Mitchell St 120m East of Ardross St	May 2023	456	49	46	37
Reynolds Rd 150m South of Canning Hwy	June 2023	6,380	730	47	40
Reynolds Rd 100m South of Gibson St	June 2023	5,227	614	59	52
Reynolds Rd 110m North of Coogee Rd	June 2023	5,535	671	54	48
Reynolds Rd 120m South of Coogee Rd	June 2023	4,489	524	56	50
Sleat Rd 20m North of Helm St	May 2023	6,087	525	44	35
Sleat Rd 30m South of Helm St	May 2023	5,105	473	50	38
Ullapool Rd 70m North of Coogee Rd	May 2023	2,481	302	47	41
Ullapool Rd 40m North of Hawkins St	May 2023	2,585	321	58	50
Ullapool Rd 40m North of Ogilvie Rd	May 2023	2,622	315	58	50
Ullapool Rd 80m North of Waugh St	May 2023	2,672	323	57	50

CONFIRMED

Location	Year	Average Daily Traffic (vehicles per day)	Peak Hour traffic (vehicles per hour)	85th Percentile Speed (km/h)	50th percentile Speed (km/h)
Ardross St 140m South of Canning Hwy	May 2023	2,038	316	48	41
Ardross St 50m North of Bombard St	May 2023	2,053	320	45	39
Ardross St 40m South of Bombard St	May 2023	1,903	284	48	42
Ardross St 50m North of David St	May 2023	1,452	216	55	48

Attachment 2 – *Traffic Survey Locations* plan shows the traffic survey locations.

Attachment 3 – *Detailed Traffic Survey Results* shows further traffic survey results (such as percent of commercial vehicles) and historical traffic data for comparison.

Traffic Analysis

As shown in the traffic survey table, the maximum Average Weekday Traffic recorded on Bombard Street, west of Reynolds Road, was 2,727vpd with peak hour traffic of 306 vehicles at 5.00pm. The highest peak hour traffic on Bombard Street was 350 vehicles at 8.00 am west of Ardross Street in the vicinity of the school.

Site observation showed a long queue of traffic along Reynolds Road wishing to turn onto Canning Highway. The long line of traffic along Reynolds Road was the result of Main Roads WA assigning priority at the traffic signals, to traffic on Canning Highway. Consequently, the queue of traffic on Reynolds Road, results in a long queue of traffic on Bombard Street seeking to enter Reynolds Road.

Bombard Street is the main access to St Benedict's Primary School which is located on Alness Street. During school start and finish times, the school traffic causes heavy congestion on Bombard Street for approximately 30 minutes. The City has been working with the school to ease the congestion and recently, a guard controlled crossing has been installed on Bombard Street to assist pedestrians to cross the street safely.

The City is working with the school to encourage parents to drop their children at Shirley Strickland Oval and walk them to school from there using the guard controlled crossing on Bombard Street near Tain Street. This would assist in reducing congestion in the morning. The City is also investigating options to further improve the safety of children crossing Mitchell Street from the oval.

The traffic management warrant system was applied to Bombard Street using the warrant criteria described above. The warrant assessment indicated that the installation of additional traffic treatments was not warranted at this stage. Low-cost non-capital works solutions (e.g., signing and line marking) could be considered if appropriate and the site should be reviewed again after two years.

A review of the existing signage and line marking on Bombard Street found that it was appropriate.

CONFIRMED

The traffic management warrant system was also applied to Mitchell Street. The warrant assessment indicated that the installation of additional traffic treatments was not warranted at this stage as requested in the petition. Low-cost non-capital works solutions (e.g. signing and line marking) could be appropriate should increased traffic speeds warrant such a treatment, however this is not required at present and could be considered when the traffic speeds are reviewed again after two years.

Mitchell Street currently has appropriate signage and line marking for a local access road.

Sleat Road on a section north of Helm Street, recorded an Average Weekday Traffic Volume of 6,087vpd which is above the maximum desirable daily traffic volume of 3,000. This is to be expected as it is the only major access to Canning Highway from a large catchment to the south and is signalised.

Except for Sleat Road, the traffic volume recorded on all the streets listed in the table above, are well within the capacity of a local access road.

As shown in the table above, the 85th percentile traffic speeds recorded on Reynolds Road, 100m south of Gibson Street, and 100m north of Coogee Road, were 59km/h. As this is a District Distributor Road which limits the number of traffic treatments that can be installed, the WA Police regularly monitor this road and the Your Everyday Speed (YES) signs have been deployed on Reynolds Road in the past to slow traffic. A review in two years' time will be undertaken to determine if any other treatments including the YES signs should be deployed

The 85th percentile traffic speed recorded on Ullapool Road, 40m north of Hawkins Street, and 40m north of Ogilvie Road, were 58km/h. The City had proposed traffic calming on Ullapool Road over the last few years, however it was not supported by the majority of the residents.

The traffic survey results shows that the traffic volumes on Bombard Street and Mitchell Street are within the capacity as defined in the Metropolitan Road Hierarchy.

Macrae Road

It has been suggested that Bombard Street has a similar issue to Macrae Road before the closure at Glenelg Street was put into place.

In 2014 the section of Macrae Road between Ness Street and Kishorn Road recorded a total of 18 casualty crashes involving bike riders. Traffic counts in 2014 (west of Glenelg Street) showed a morning peak hour traffic of 580 vehicles and 60 bike riders. The Traffic Volume was 2,900 vehicles per day which is higher than Bombard Street traffic. The peak hour traffic data was also significantly higher than Bombard Street which was 350 vehicles.

There is no justification for putting in place a closure on Bombard Street as this would be detrimental to road users and direct traffic onto nearby roads (e.g. Mitchell Street)

Request for Path on Mitchell Street

CONFIRMED

There is a path installed on Mitchell Street between Simpson Street and Ardross Street, however there is no path east of Ardross Street. The volume of traffic on that section of Mitchell Street was measured as 456 vehicles per day and the 85th percentile speed was 46km/h.

It is the City's goal to eventually install a path all the way along every street. The City has a scoring system to assist in prioritizing the path installation projects. At this stage the installation of a path on Mitchell Street would not be listed in the capital program for the next 5 years due to its score compared to other proposed path segments in the City of Melville.

ENGAGEMENT

There are no engagement considerations presented as part of this report.

SUSTAINABILITY IMPLICATIONS

There are no sustainability implications presented as part of this report.

LEGISLATIVE AND POLICY ALIGNMENT

There are no legislative or policy implications presented as part of this report.

FINANCIAL IMPLICATIONS

There are no financial implications presented as part of this report.

OFFICER RECOMMENDATION

At 7:04pm Cr T Fitzgerald moved, seconded Cr S Green

That the Council:

1. **Notes that no further traffic treatments are warranted on Bombard Street and Mitchell Street at this stage; and**
2. **Notes that the City will conduct further traffic monitoring in this area in 2025; and**
3. **Direct the CEO to inform the lead petitioner on the outcome of the traffic investigation on Mitchell Street.**

At 7:09 pm, Cr J Spanbroek left the meeting.

At 7:09 pm, C S Hong left the meeting

Amendment

COUNCIL RESOLUTION

At 7:06pm Cr J Edinger moved, seconded Cr G Barber

That point two be amended to read:

2. Notes that the City will undertake community consultation and further traffic monitoring in this area in 2025; and

At 7:10pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (10/0)

CONFIRMED

COUNCIL RESOLUTION

Substantive Motion As Amended

At 7:04pm Cr T Fitzgerald moved, seconded Cr S Green

That the Council:

1. **Notes that no further traffic treatments are warranted on Bombard Street and Mitchell Street at this stage; and**
2. **Notes that the City will undertake community consultation and further traffic monitoring in this area in 2025; and**
3. **Direct the CEO to inform the lead petitioner on the outcome of the traffic investigation on Mitchell Street.**

At 7:11 pm, Cr J Spanbroek returned to the meeting.

At 7:11pm, Cr S Hong returned to the meeting.

At 7:17 pm, Mr S Curulli left the meeting.

At 7:17 pm, Mr S Curulli returned to the meeting.

Amendment

COUNCIL RESOLUTION

At 7:20pm Cr D Lim moved, seconded Cr C Ross

That point one be amended to include ", however potential actions may be considered in 2024 and beyond" to read:

1. Notes that no further traffic treatments are warranted on Bombard Street and Mitchell Street at this stage, however potential actions may be considered in 2024 and beyond; and

At 7:21pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (12/0)

COUNCIL RESOLUTION

Substantive Motion as Amended

At 7:04pm Cr T Fitzgerald moved, seconded Cr S Green

That the Council:

1. **Notes that no further traffic treatments are warranted on Bombard Street and Mitchell Street at this stage, however potential actions may be considered in 2024 and beyond; and**
2. **Notes that the City will undertake community consultation and further traffic monitoring in this area in 2025; and**
3. **Direct the CEO to inform the lead petitioner on the outcome of the traffic investigation on Mitchell Street.**

At 7:26pm, the mover and seconded consented to amend point 2 to include the words “in 2024” to read:

2. *Notes that the City will undertake community consultation in 2024 and further traffic monitoring in this area in 2025; and*

Substantive Motion As Amended

COUNCIL RESOLUTION (E23/24)

At 7:04pm Cr T Fitzgerald moved, seconded Cr S Green

That the Council:

1. **Notes that no further traffic treatments are warranted on Bombard Street and Mitchell Street at this stage, however potential actions may be considered in 2024 and beyond; and**
2. **Notes that the City will undertake community consultation in 2024 and further traffic monitoring in this area in 2025; and**
3. **Direct the CEO to inform the lead petitioner on the outcome of the traffic investigation on Mitchell Street**

At 7:32pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (12/0)

At 7:33 pm, Cr M Woodall returned to the meeting.

CONFI

Corporate Services

C23/84 Investment Statements for September 2023

File Number:	
Responsible Officer:	Manager Financial Services
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this report has a declarable interest in this matter
Attachments:	Nil

COUNCIL'S ROLE

Information: For the Council / Committee to note.

SUMMARY

- This report presents the investment statements for the period ending 30 September 2023 for the Council's information and noting.

PURPOSE

To report on the performance of the City's investment portfolio for the month of September 2023.

The City's investment portfolio is invested in highly secure investments with a low level of risk yielding a weighted average rate of return of 4.92% to 5.15% which exceeds the benchmark three-month bank bill swap (BBSW) reference rate of 4.13%.

32% of the City's investment portfolio is invested in authorised deposit taking institutions that do not lend to industries engaged in the exploration for, or production of, fossil fuels. This compared to 34% in August 2023.

Future investment earnings will be determined by the cash flows of the City and movements in interest rates on term deposits.

STRATEGIC ALIGNMENT

Priority	**5**	**Ensure long term financial sustainability**
	P5/1	Undertake efficiency improvements to maximise cost effectiveness.
	P5/2	Advocate at National and State levels to maximise funding.
	P5/3	Identify opportunities for appropriate alternative revenue streams.
Outcome Indicator	2	Growth and Prosperity
	Goal 1	Achieve Economic Resilience

CONFIRMED

BACKGROUND

The City has cash holdings as a result of timing differences between the collection of revenue and its expenditure. Whilst these funds are held by the City they are invested in appropriately rated and liquid investments.

The investment of cash holdings is undertaken in accordance with Council Policy CP-009 - Investment of Funds, with the objective of maximising returns whilst maintaining low levels of credit risk exposure.

CONSIDERATION

The following statement details the investments held by the City as at 30 September 2023.

CITY OF MELVILLE
STATEMENT OF INVESTMENTS
FOR THE PERIOD ENDING 30 SEPTEMBER 2023

SUMMARY BY FUND		
Municipal		$57,718,142
Reserve		$156,472,002
Trust		$-
Citizen Relief		$222,379
TOTAL		**$214,412,523**
SUMMARY BY INVESTMENT TYPE		
11AM		$6,589,221
31Days at Call		$-
60Days at Call		$2,000,000
90Days at Call		$16,600,000
Term Deposit		$189,223,302
TOTAL		**$214,412,523**
SUMMARY BY CREDIT RATING		
AAA Category	AAA	
AA Category (AA+ to AA-)	AA-	$117,839,705
	A+	$41,772,819
A Category (A+ to A-)	A	
	A-	
BBB+ Category	BBB+	$54,800,000
TOTAL		**$214,412,523**

Exposure to an individual institution is limited according to Council policy and in September 2023 the investments were within the acceptable limits.

Investment with financial institutions						
Institution	Credit Rating	Credit Rating Category	Funds held at period end	Actual %	Limit Per Policy	
ANZ	AA-	AA Category	$ -	0.00%	30.00%	✓
AMP	BBB+	BBB+ Category	$ -	0.00%	15.00%	✓
Bankwest	AA-	AA Category	$ -	0.00%	30.00%	✓
Bank of Queensland	BBB+	BBB+ Category	$ 25,800,000	12.03%	15.00%	✓
ING Bank	A-	A Category	$ -	0.00%	25.00%	✓
Bendigo & Adelaide	BBB+	BBB+ Category	$ 29,000,000	13.53%	15.00%	✓
CBA	AA-	AA Category	$ -	0.00%	30.00%	✓
Macquarie	A+	A Category	$ 2,072,819	0.97%	25.00%	✓
NAB	AA-	AA Category	$ 60,298,145	28.12%	30.00%	✓
St George	AA-	AA Category	$ -	0.00%	30.00%	✓
Suncorp	A+	A Category	$ 39,700,000	18.52%	25.00%	✓
Westpac	AA-	AA Category	$ 57,541,560	26.84%	30.00%	✓
		TOTAL	**$ 214,412,523**	**100%**		

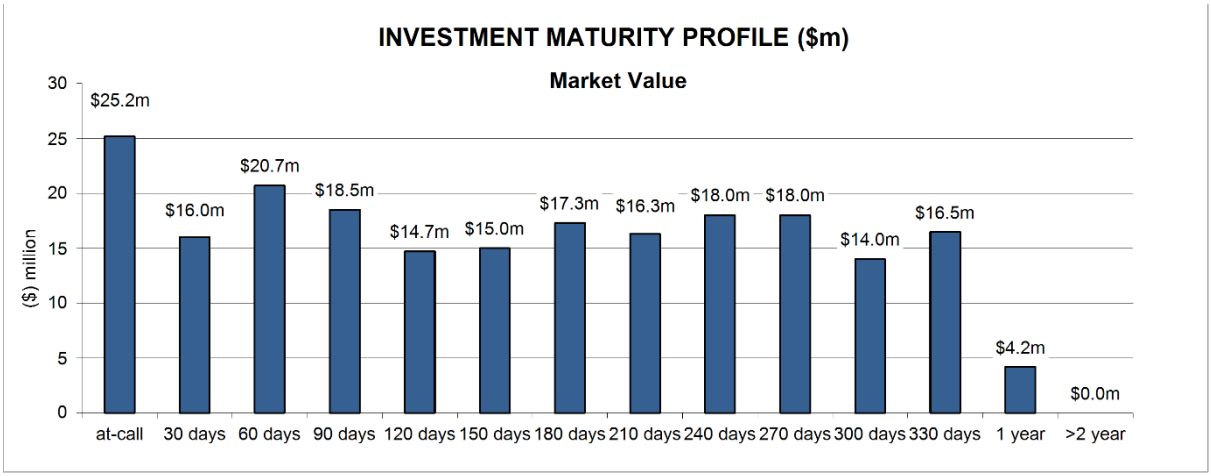
**Standard & Poor's ratings. Source: Policy No. CP-009: Investment of Funds*

Maximum Percentage of Average Investment Portfolio Balance				
Long Term Rating	Funds held at period end $	Actual %	Limit Per Policy	
AAA Category	$ -	0%	100%	✓
AA Category (AA+ to AA-)	$ 117,839,705	55%	80%	✓
A Category (A+ to A-)	$ 41,772,819	19%	50%	✓
BBB+ Category	$ 54,800,000	26%	25%	✗
TOTAL	**$ 214,412,523**	**100%**		

**Standard & Poor's ratings. Source: Policy No. CP-009: Investment of Funds*

The City's investments were invested within the limits allowed within each category rating for September 2023. However, as represented in the table above, the investment in the BBB+ Category for September exceeded the limit by $1.3M or 0.56%. This was caused by a reduction in overall funds invested and funds invested in the AA and A Categories which temporarily increased the percentage of funds invested in BBB+ Category. The percentage of BBB+ assets in the October month is back within the policy limit.

The graph below summarises the maturity profile of the City's investments at market value as at 30 September 2023. The immediacy of the demand for funds depends on the particular Fund or Reserve Account(s) of the City. The maturity profile provided in the table meets the liquidity requirements of the Council policy.

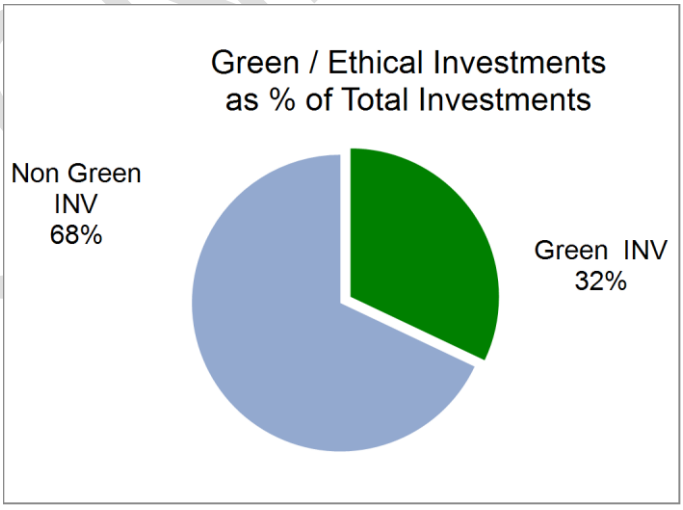


The City exercises a deliberative preference in favour of green/ethical investments. This preference will however only be exercised after the foremost investment considerations of credit rating, comparable rate and risk diversification are fully satisfied.

"Green investments" are authorised investment products made in authorised institutions that respect the environment by not investing in fossil fuel industries.

Environmental, Social & Governance Term Deposit (ESGTD) is a similar product to Green investments. ESGTD's provide the opportunity to invest in products that seek to mitigate environmental and social risks.

The total investment in authorised institutions as at 30 September 2023 was $68,700,000 or 32% of total investment holdings being in non-fossil fuels institutions, compared to $75,200,000 (34%) in August 2023. The total investments holding for September and August were $214,412,523 and $218,801,348 respectively.



CONFIRMED

Green / Ethical Investment with financial institutions			
Institution	Credit Rating	Credit Rating Category	Funds held at period end
Bendigo & Adelaide	BBB+	BBB+ Category	$ 29,000,000
CBA	AA-	AA Category	$0
Suncorp	A+	A Category	$ 39,700,000
		TOTAL	**$ 68,700,000**

Green investments were invested in the three banks listed above, in accordance with the council credit rating policy. CBA and Suncorp are unable to accept new money or process rollovers of Green/Ethical Investments which will be withdrawn in future.

ENGAGEMENT

This report is available to the public on the City's website. A wide range of suitably credit rated Authorised Deposit-taking Institutions (ADI's) were engaged with during the month in respect to the placement and renewal of investments.

SUSTAINABILITY IMPLICATIONS

Strategic

The interest earned on invested funds assists in addressing the following key priority area identified in The City of Melville Corporate Business Plan 2020-2024.

Priority Number One – "Restricted current revenue base and increasing/changing service demands impacts on rates".

Risk

The Council's Investment of Funds Policy CP-009 was drafted to minimise credit risk through investing in highly rated securities and diversification. The Policy also incorporates mechanisms that protect the City's investments from undue volatility risk as well as the risk to reputation because of investments that may be perceived as unsuitable by the Community.

Environmental

When investing the City's funds, a deliberative preference will be made in favour of authorised institutions that respect the environment by not investing in fossil fuel industries. This preference will, however, only be exercised after the foremost investment considerations of credit rating, risk diversification and interest rate return are fully satisfied.

CONFIRMED

LEGISLATIVE AND POLICY ALIGNMENT

The following legislation is relevant to this report:

- Local Government (Financial Management) Regulations 1996 Regulation 19 – Management of Investments
- *Trustee Act 1962* (Part 3)

Authorised Deposit-taking Institutions are authorised under the *Banking Act 1959* and are subject to Prudential Standards oversighted by the Australian Prudential Regulation Authority (APRA).

The Local Government (Financial Management) Regulations 1996 (regulation 19C) allows local governments to deposit funds for a fixed term of three years or less. Deposits of greater than one year may, depending on the shape of the yield curve, enable the City to achieve better investment returns.

POLICY IMPLICATIONS

Council Policy CP-009 – Investment of Funds provides guidelines with respect to the investment of City of Melville (the City) funds by defining levels of risk considered prudent for public monies. Liquidity requirements are determined to ensure the funds are available as and when required and take account of appropriate benchmarks for rates of return commensurate with the low levels of risk and liquidity requirements. The types of investments that the City has the power to invest in is limited by prescriptive legislative provisions governed by the *Local Government Act 1995,* Local Government (Financial Management) Regulations 1996 and Part III of the *Trustees Act 1962*.

FINANCIAL IMPLICATIONS

For the period ending 30 September 2023:

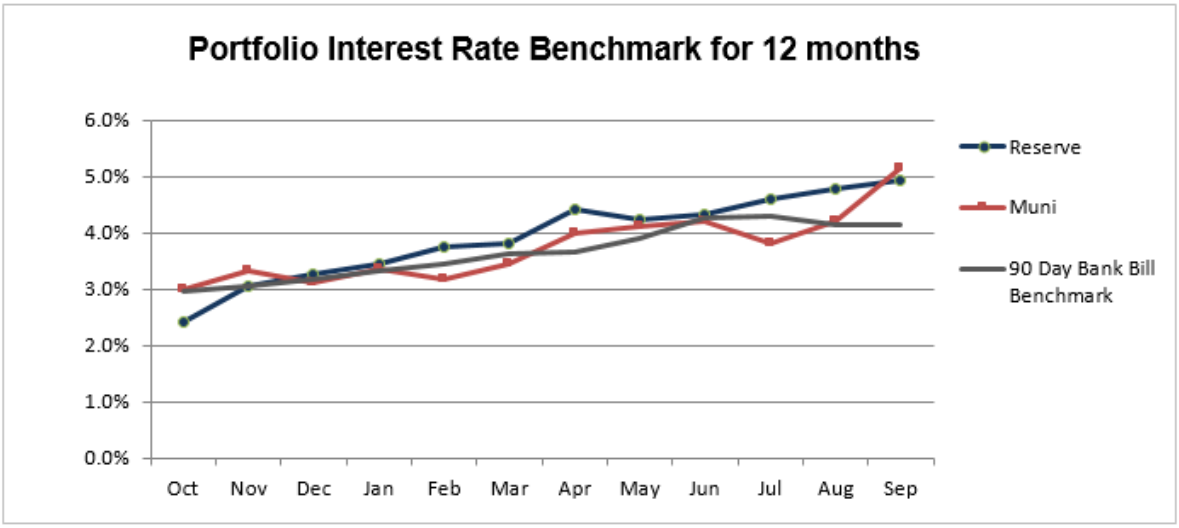
- Investment earnings on Municipal and Trust Funds were $631,075 against a year-to-date budget of $600,000 representing a positive variance of $31,075.

- The weighted average interest rate for Municipal and Trust Fund investments as at 30 September 2023 was 5.15% which compares favourably to the benchmark three month bank bill swap (BBSW) reference rate of 4.13%.

- Investment earnings on Reserve accounts were $2,057,135 against a year-to-date budget of $1,650,000 representing a positive variance of $407,135.

The weighted average interest rate for Reserve account investments as at 30 September 2023 was 4.92% which compares favourably to the benchmark three month bank bill swap (BBSW) reference rate of 4.13%.

CONFIRMED



CONSEQUENCE

Not applicable as this report only presents information for noting.

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (C23/84)

At 7:02pm Cr T Fitzgerald moved, seconded Cr D Lim

That the Council notes the Investment Report for the period ending 30 September 2023.

At 7:02pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY EN BLOC (13/0)

C23/85 Schedule of Accounts Paid for September 2023

File Number:	
Responsible Officer:	Manager Financial Services
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this report has a declarable interest in this matter.
Attachments:	1. Payment Details September 2023 2. Card Payments for September 2023

COUNCIL'S ROLE

Information: For the Council / Committee to note.

SUMMARY

- This report presents the details of payments made under delegated authority to suppliers for the period of September 2023 and recommends that the Schedule of Accounts Paid be noted.
- The report also advises of a new Local Government (Financial Management) Regulation (r13A.) relating to reporting requirements for payments made by employees using credit, debit or other purchasing cards. The list of payments made using purchase cards during September 2023 is provided as an attachment to this report.

PURPOSE

The Schedule of Payments for the month totals $67,832,231.53, which is represented by $20,132,231.53 in payments made from the Municipal Fund and $47,700,000.00 in investment transfers.

The report and the attached Schedule of Accounts Paid are presented for the Council's information.

STRATEGIC ALIGNMENT

Priority	**5**	**Ensure long term financial sustainability**
	P5/1	Undertake efficiency improvements to maximise cost effectiveness.
	P5/2	Advocate at National and State levels to maximise funding.
	P5/3	Identify opportunities for appropriate alternative revenue streams.
Outcome Indicator	2	Growth and Prosperity
	Goal 1	Achieve Economic Resilience

CONFIRMED

BACKGROUND

Delegated Authority DA-035 has been granted to the Chief Executive Officer to make payments from the Municipal and Trust Funds. This authority has then been on-delegated to the Director Corporate Services. In accordance with Regulation 13.2 and 13.3 of the Local Government (Financial Management) Regulations 1996, where this power has been delegated, a list of payments for each month is to be compiled and presented to the Council.

A total of $15,740,773 direct creditor payments were paid during the month, of which, 25% of payments were paid to suppliers located within the City of Melville and 9% to suppliers within the South West Metropolitan Region, compared to 20% and 27% of total of $7,622,462 direct creditor payments made over August 2023 respectively.

The biggest payment of $8,402,455 made during the month was the ESL payment to the Department of Fire and Emergency Services. Approximately 95% of supplier invoices are paid within 30 days of receipt of the invoices.

The attached creditor payment details report shows each payment, payee name, amount and date of payment and sufficient information to identify the transaction.

CONSIDERATION

The Schedule of Accounts Paid for September including Payment Register numbers, Cheques: 846-847, Electronic Funds Transfers batches: 854-859, Trust Payments, Card Payments and Payroll was distributed to the Elected Members of the Council on 3 November 2023.

CONFIRMED

The below table details the Summary of Payments Made for the period:

SCHEDULE OF PAYMENTS MADE SEPTEMBER 2023 *Payments made under Delegated Authority DA-035*		
MUNICIPAL FUNDS - DIRECT CREDITOR PAYMENTS		
Cheques	Chq Payment Register No. 846 and 847	$1,290.10
	Chq Payment on Restricted Funds Register No.	
	Less Cancelled Chqs	-
Electronic Funds Transfers	EFT Payment Register No. 855,856 and 859	$15,429,273.71
	EFT Payment on Restricted Funds Register No. 857, 858 and 135	$159,297.60
	Less Cancelled EFTs	($3,498.33)
		$15,586,363.08
Direct Debits	Bank Fees	$21,390.72
	Ampol Fuel	$131,065.02
Direct Payments		$1,954.10
	Total Direct Creditor Payments	***$15,740,772.92***
Payroll	Total Pay 6 and 7	*$4,275,335.31*
	Total Payroll	***$4,275,335.31***
Cards	Westpac Corporate Cards	$17,959.06
	Westpac Purchase Cards	$97,201.91
	American Express	$962.33
	Total Card Payments	**$116,123.30**
Total Direct Creditor Payments from Municipal Account		***$20,132,231.53***

CONF

Schedule of Payments Made continued.

INTERFUND & INVESTMENT TRANSACTIONS			
Interfund Transfers			
Loan			$0.00
Citizen Relief Trust			$0.00
Citizen Relief Operating			$0.00
Municipal			($10,288,824.53)
Reserve			$10,288,824.53
Trust			
		Total Interfund Transfers	**$0.00**
New Municipal Investments			
NAB Bank	1/09/2023		$1,000,000.00
NAB Bank	1/09/2023		$3,000,000.00
Westpac Bank	5/09/2023		$3,000,000.00
Westpac Bank	5/09/2023		$2,000,000.00
Westpac Bank	5/09/2023		$2,000,000.00
Westpac Bank	5/09/2023		$3,000,000.00
Westpac Bank	5/09/2023		$3,000,000.00
Westpac Bank	5/09/2023		$3,000,000.00
Westpac Bank	5/09/2023		$3,000,000.00
Westpac Bank	5/09/2023		$3,000,000.00
Westpac Bank	5/09/2023		$3,000,000.00
Westpac Bank	5/09/2023		$2,000,000.00
Westpac Bank	5/09/2023		$3,000,000.00
Westpac Bank	5/09/2023		$2,000,000.00
NAB Bank	7/09/2023		$2,700,000.00
BOQ Bank	8/09/2023		$2,000,000.00
NAB Bank	8/09/2023		$2,000,000.00
NAB Bank	13/09/2023		$1,500,000.00
Westpac Bank	19/09/2023		$1,000,000.00
Westpac Bank	20/09/2023		$2,500,000.00
		Total New Investments	**$47,700,000.00**
		Grand Total	**$67,832,231.53**

Details of the payments are shown in the attachment to this report.

Any payment over $25,000.00 has been highlighted under the Payment Amount column in the attachment.

A new Regulation (13A. of *the Local Government (Financial Management) Regulations 1996* - Payments by Employees via Purchasing Cards) now requires that if a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month and is to be presented to the Council at the next Ordinary Meeting of the Council and is to be recorded in the minutes of that meeting. The list of payments made using purchase cards during September 2023 is provided as an attachment to this report.

ENGAGEMENT

There are no applicable engagement considerations presented as part of this report.

SUSTAINABILITY IMPLICATIONS

There are no identifiable strategic, risk and environmental management implications.

LEGISLATIVE AND POLICY ALIGNMENT

This report meets the requirements of the Local Government (Financial Management) Regulations 1996 Part 2: General financial management (s.6.10) regulations 11, 12 & 13.

Procurement of Products and Services is conducted in accordance with Council Policy CP-023 and Systems Procedure 019 Purchasing and Procurement.

FINANCIAL IMPLICATIONS

Expenditures were provided for in the adopted Budget as amended by any subsequent Budget reviews and amendments.

CONSEQUENCE

Not applicable as this report only presents information for nothing.

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (C23/85)

At 7:02pm Cr T Fitzgerald moved, seconded Cr D Lim

That the Council notes the Schedule of Accounts paid for the period September 2023 as approved by the Director Corporate Services in accordance with delegated authority DA-035 and detailed in the attachment to this report – Payment Details September 2023.

At 7:02pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY EN BLOC (13/0)

CONFIRMED

C23/86 Statements of Financial Activity September 2023

File Number:	
Responsible Officer:	Manager Financial Services
Voting Requirements:	Absolute Majority
Officer Disclosure of Interest:	No Officer involved in the preparation of this report has a declarable interest in this matter.
Attachments:	1. Statement Nature Type September 2023 2. Rate Setting Program September 2023 3. Rate Setting Nature Type September 2023 4. Net Working Capital September 2023 5. Reconciliation Net Working Capital September 2023 6. Notes Rate Setting Statement September 2023 7. Budget Amendments September 2023 8. Summary Rate Debtors September 2023 9. Rates Collections Graph September 2023 10. General Debtors Aged 90 Days September 2023

COUNCIL'S ROLE

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

SUMMARY

This report presents:

- The Statements of Financial Activity by Nature or Type and Rate Setting Statement by Program and Nature or Type, for the period ending 30 September 2023 and recommends that they be noted by the Council.
- The variances for the month of 30 September 2023 and recommends that they be noted by the Council.
- The Budget amendments required for the month of 30 September 2023 and recommends that they be adopted by Absolute Majority decision of the Council.

Year-end processes are still underway and therefore the final figures for September 2023 may be different from what is presented in this report.

PURPOSE

The attached financial reports reflect a positive financial position of the City of Melville as at 30 September 2023.

CONFIRMED

STRATEGIC ALIGNMENT

Priority	**5**	**Ensure long term financial sustainability**
	P5/1	Undertake efficiency improvements to maximise cost effectiveness.
	P5/2	Advocate at National and State levels to maximise funding.
	P5/3	Identify opportunities for appropriate alternative revenue streams.
Outcome Indicator	2	Growth and Prosperity
	Goal 1	Achieve Economic Resilience

BACKGROUND

The Statements of Financial Activity for the period ending 30 September 2023 have been prepared and tabled in accordance with the *Local Government (Financial Management) Regulations 1996*.

OVERALL SUMMARY OF THE CITY'S FINANCIAL POSITION

- The City's total investments holding for September 2023 were $214m of which the Municipal cash balance at the end of the month was $57.7m and $156.4m was held in reserve accounts, which are restricted to the defined purpose for which the reserve account was established.
- The investment in green/ethical term deposits as at 30 September 2023 was $68.7m or 32% of total investment holdings, compared to $75.2m (35%) in August 2023. Green/Ethical investments are invested in the three banks, in accordance with the council credit rating policy. CBA and Suncorp are unable to accept new term deposit or process rollovers of existing Green /Ethical Investments because of lack of capacity in their existing green investment portfolio. The City has withdrawn Green/ethical investment with CBA in full during the month.
- Rates raised as at September were $102,114,930, compared to a year to date budget of $102,028,692. The positive variance of $86,238 is made up of minor amounts, arising from the construction of new commercial premises at Ardross and Myaree, and the imposition of rates on properties previously rate exempt in Willagee.
- Total debtor collections for September 2023 equalled $6.5m. The Rates collection target was 59.7% and the actual collection is tracking slightly lower at 58.2%, compared to 58.8% for the same period in 2022-2023. The total outstanding debtors (including all rates and sundry debtors) is $55.3m as of 30 September 2023.
- End of the year financial Audit process is still underway, and the audited final report for 2022-2023 may not be presented to the council until after 31 December 2023 due to pending issues with Resource Recovery Group (RRG), The City has asked for an extension for the late submission of its financial statements to the Department of Local government.

CONFIRMED

CONSIDERATION

The attached reports have been prepared in compliance with the requirements of the legislation and Council policy. The three monthly reports that are presented are the: -

1. Statement of Financial Activity by Nature and Type

   Provides details on the various categories of income and expenditure.

2. Rate Setting Statement by Program

   Provides details on the Program classifications.

3. Rate Setting Statement by Nature or Type

   Provides details on the Nature or Type classifications.

Variances

A detailed summary of variances and comments based on the Rate Setting Statement by Nature or Type is provided in attachments:

- Statement Nature Type September 2023: Rate Setting Statement by Nature or Type
- Statement of Variances September 2023: Statement of Variances in Excess of $100,000

Revenue

Rates raised as at September were $102,114,929, compared to a year to date budget of $102,028,692. The positive variance of $86,238 is due minor amounts arising from the construction of new commercial premises at Ardross and Myaree, and the imposition of rates on properties previously rate exempt in Willagee.

Rates Collection

SUMMARY OF RATE DEBTOR MOVEMENT					
Detail	Actuals Current Month YTD	Actuals Previous Month YTD	*% Diff Current Mth to Previous Mth*	Actuals This Month Last Year YTD	*% Diff Current Mth to Current Mth Last Yr*
Opening Balance - 1 July	4,487,816	4,487,816	*0%*	5,453,565	*-18%*
Debtors Raised	125,536,295	125,167,072	*0%*	119,232,715	*5%*
Payments Received	(75,377,815)	(69,591,106)	*8%*	(73,049,774)	*3%*
Closing Balance	54,646,296	60,063,782	*-9%*	51,636,506	*6%*

Total rate debtor collections for the month equalled $5,786,709.

CONFIRMED

Sundry Debtor Movement

SUMMARY OF SUNDRY DEBTOR MOVEMENT					
Detail	Actuals Current Month YTD	Actuals Previous Month YTD	*% Diff Current Mth to Previous Mth*	Actuals This Month Last Year YTD	*% Diff Current Mth to Current Mth Last Yr*
Opening Balance - 1 July	901,439	901,439	*0%*	642,878	*40%*
Invoices Raised	1,758,919	1,525,413	*15%*	2,204,581	*-20%*
Receipts	(1,999,928)	(1,218,934)	*64%*	(2,173,771)	*-8%*
Prepayments	(830)	787	*-205%*	5,716	*-115%*
Closing Balance	659,600	1,208,706	*-45%*	679,404	*-3%*

Sundry debtor balances decreased by $549,106 over the course of September from $1,208,706 to $659,600 of which total 90-day sundry debtors over $1,000 for the month is $266,228, representing 40% of total sundry debtors.

Money Expended in an Emergency and Unbudgeted Expenditure

Not applicable for September 2023.

Budget Amendments

Details of Budget Amendments requested for the month of September 2023 that reflect effective changes to budgets are shown in attachment, Budget Amendments September 2023. Budget amendments that are purely administrative and detail movements between budget responsible officers are not included in the attachment. This reporting is aligned with legislative requirements.

Variances greater than $100,000 processed each month are highlighted and brought to the attention of the Council, however in September 2023 there are no budget amendments greater than $100,000.

Budget Amendment - Melville Community Men's Shed Inc

A separate budget amendment is presented to the Council for consideration relating to the following matter:

The Melville Community Men's Shed Inc (the Men's Shed) are the current lessee of the City's facility at Unit 1/12 Hayden Court Myaree. The Men's Shed have been successful in securing Federal Government grant funding from the Department of Infrastructure, Transport, Regional Development, Communications, and the Arts (the Department).

The grant will be used to fund building modifications, purchase and installation of equipment, an upgrade of the power supply and installation of ventilation and dust extraction systems.

The grant agreement outlines key milestones that must be met prior to milestone payments being made by the Government. The Men's Shed must deliver the capital works and provide adequate evidence before they are entitled to receive the grant income. The Men's Shed do not have

CONFIRMED

adequate cashflow to meet this requirement. They have approached the Department on this matter but to no avail.

The Men's Shed have approached the City, seeking a short-term arrangement to assist with their cash flow. It is proposed to offer this arrangement to the Men's Shed in order to support the important works and to not jeopardise the grant funding. Due to the short-term nature of the loan, a self-supporting loan through the Western Australian Treasury Corporation is not suggested. Rather, the use of the City's Municipal funds to meet the cashflow requirements.

The Men's Shed will require total financial support from the City of $275,000:

1. $206,250 between November 2023 and July 2024
2. $68,750 between August and December 2024

The Department will pay the grant to the Men's Shed in two tranches:

1. $206,250 on 17 July 2024
2. $68,750 on 15 December 2024

Immediately following these dates, the debt to the City will be repaid. The only cost to the City is the opportunity cost of the funds not being invested.

The budget amendment relating to this matter is presented to the Council in the Officer Recommendation.

Granting of concession or writing off debts owed to the City

Delegation DA-032 empowers the Chief Executive Officer (CEO) to grant concessions and write off monies owing to the City to a limit of $10,000 for any one item. The CEO has partially on-delegated this to the Directors to write off debts or grant concessions to a value of $5,000 and the Manager Financial Services to a value of $1,000.

Sundry Debtors

- **Write off $163.35** – Debtor for firebreak charge. The ownership of the location has been changed and therefore the debt could not be transferred to the Rate assessment as the debt was the previous owner's responsibility.
- **Write off $327.15** – Statements and overdue due letters have been sent. Debt was referred to Recoveries Legal in November 2022 resulting in a Letter of Demand sent 23 November 2022, SMS sent 30 November 2022.

  As the demand period with Recoveries Legal has expired and this debt is not considered financially viable to progress any further.
- **Write off $936.85** – Write off the remaining amount of $936.85 (original debt $12,218) as the Debt has been reviewed in conjunction with the Fines Enforcement Registry's current policy and is not considered recoverable as the debtor is deceased.
- **Write off $143.00** – Statements and overdue letters have been sent. Referred to Recoveries Legal in August 2022 resulting in a Letter of Demand sent 11 August 2022, SMS reminder sent 11 August 2022. Write off is recommended as the demand period with Recoveries Legal has expired and this debt is not considered financially viable to progress any further.

CONFIRMED

- **Write off $163.35** – Monthly Statements and overdue notices have been sent. This Debtor has not been sent to CS Legal or transferred to their rate assessment due to change of ownership of the property.
- **Write off $1.55** - This debt is immaterial and not financially viable to progress any further action.

Rate Debtors

- **Write off $214.50** – Charge for installing fire break on residential property written off, on receipt of complaint and review of matter.

ENGAGEMENT

There are no applicable engagement implications in relation to this report.

SUSTAINABILITY IMPLICATIONS

The City has well developed business continuity plans in place and an Incident Response Team (IRT) to coordinate and plan the City's response to the significant situations as was the case with the Covid-19 crisis.

LEGISLATIVE AND POLICY ALIGNMENT

Local Government Act 1995 Division 3 – Reporting on Activities and Finance Section 6.4 – Financial Report.

Local Government (Financial Management) Regulation 1996 Part 4 – Financial Reports Regulation 34 requires that:

34*. Financial activity statement report — s. 6.4*

(1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —

(a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);

(b) budget estimates to the end of the month to which the statement relates;

(c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;

(d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and

(e) the net current assets at the end of the month to which the statement relates.

CONFIRMED

(2) Each statement of financial activity is to be accompanied by documents containing —

(a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;

(b) an explanation of each of the material variances referred to in subregulation (1)(d); and

(c) such other supporting information as is considered relevant by the local government.

(3) The information in a statement of financial activity may be shown —

(a) according to nature and type classification; or

(b) by program; or

(c) by business unit.

(4) A statement of financial activity, and the accompanying documents referred to in sub-regulation (2), are to be —

(a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and

(b) recorded in the minutes of the meeting at which it is presented.

(5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

The variance adopted by the Council is 10% or $100,000 whichever is greater.

Local Government Act 1995 Division 4 – General Financial Provisions Section 6.12; Power to defer, grant discounts, waive or write off debts.

The format of the Statements of Financial Activity as presented to the Council and the reporting of significant variances is undertaken in accordance with the Council's Accounting Policy CP-025.

FINANCIAL IMPLICATIONS

Variances

Variances are detailed and explained in attachment - Notes Rate Setting Statement September 2023: Notes on Statement of Variances in excess of $100,000 by Nature or Type.

CONSEQUENCE

There are no consequences or alternative options presented as part of this report.

CONFIRMED

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (C23/86)

At 7:33pm Cr K Wheatland moved, seconded Cr N Robins

1. **That the Council Notes the Rate Setting Statement and Statements of Financial Activity for the month ending 30 September 2023 as detailed in the following attachments:**
   - **Statement Nature Type September 2023**
   - **Rate Setting Program September 2023**
   - **Rate Setting Nature Type September 2023**
   - **Net Working Capital September 2023**
   - **Reconciliation Net Working Capital September 2023**
   - **Notes Rate Setting Statement September 2023**
   - **Budget Amendments September 2023**
   - **Summary Rate Debtors September 2023**
   - **Rates Collections Graph September 2023**
   - **General Debtors Aged 90 Days September 2023**
2. **That the Council, by Absolute Majority Decision, adopts the budget amendments as detailed in the attachment - Budget Amendments September 2023**
3. **That a Budget Amendment, by Absolute Majority Decision, be processed to create a recoup expenditure budget of $275,000 and a corresponding recoup income budget of $275,000 for the purpose of assisting the Melville Community Men's Shed Inc deliver the capital works and meet the grant agreement requirements.**

At 7:34pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY (13/0)

C23/92 Development Assessment Panels - City of Melville Representation

File Number:	
Responsible Officer:	Director Planning
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	No Officer involved in the preparation of this report has a declarable interest in this matter.
Attachments:	Nil

COUNCIL'S ROLE

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

SUMMARY

- Development Assessment Panels (DAPs), also known as Joint Development Assessment Panels (JDAPs) and Local Development Assessment Panels (LDAPs) commenced on 1 July 2011.
- Since 26 January 2021, the City has been represented by former Cr Pazolli and Cr Woodall, with former Cr Sandford and Cr Ross as the Alternate Members.
- Following the Local Government Elections, Cr Woodall and Cr Ross are the remaining representatives for the City of Melville, with their terms expiring 26 January 2024.
- Notification has been received from the Director General, Department of Planning, Lands and Heritage requesting nominations for the DAP Local Government Members for the period from 27 January 2024.

PURPOSE

To nominate four Elected Members of the City of Melville for appointment by the Minister for Planning to the Development Assessment Panel.

STRATEGIC ALIGNMENT

Priority	**3**	**Empower the voices of our diverse community by strengthening engagement**
	P3/1	Increase co-design approaches that engage stakeholders in upfront designs and support issue resolution activities.
Outcome Indicator		There are no applicable outcome indicators in relation to this report.

CONFIRMED

BACKGROUND

At the Ordinary Meeting of Council held 16 November 2021, the Council resolved to nominate Cr Pazolli and Cr Woodall as members of the City of Melville Development Assessment Panel (DAP) Members for the term expiring on the 26 January 2024. Cr Sandford and Cr Ross were nominated as the Alternate Members one and two respectively, for the term expiring on the 26 January 2024.

Following the 2023 Local Government Elections, Cr Woodall and Cr Ross are the City's remaining representatives to the Development Assessment Panel, with terms ending 26 January 2024. Prior to this expiry date, the Council will need to nominate four (4) DAP members for appointment by the Minister for Planning.

CONSIDERATION

Correspondence has been received from the Department of Planning, Lands and Heritage requesting the City provide nominations for two members and two alternates to the Development Assessment Panel (DAP) for terms commencing 26 January 2024. The nominations are required by Friday 24 November 2023, to ensure local interests are represented in future DAP determinations. Once nominations are received, the Minister makes the formal appointment of nominations to the DAP.

DAP members are required to undertake training prior to being able to perform their role on a DAP. The Department encourages existing members to attend refresher training, if appointed again.

Each DAP consists of five panel members, three being specialist members and two local government elected members.

Development Assessment Panels are independent decision making bodies and do not form part of the Department of Planning, Lands and Heritage or the Western Australian Planning Commission.

Under the DAP regulations, each DAP will determine development applications that meet set type and value thresholds as if it were the responsible authority under the relevant planning instrument, such as the local planning scheme or region planning scheme. The DAP regulations state that DAP applications cannot be determined by local government or the Western Australian Planning Commission (WAPC).

Final changes to the DAP system were recently announced. These include:

- Reducing the number of panels from 5 to 3.
- Appointing fix-term, full-time DAP members. Note, there will still be two local government members on each panel and a total of 5 members.
- Remove mandatory threshold thresholds and making the system opt-in over $2million.
- Allowing any community housing proponents to opt-in to the pathway.
- RARs only to be submitted by the administration of the local government, not Council.
- The Special Matters DAP will not be proceeded with. Instead, a permanent significant development pathway will be created.

CONFIRMED

It is noted that the local government membership configuration on DAPs will not be affected by the reform initiatives.

ENGAGEMENT

Advertising of the Local Government Development Assessment Panel nomination is not required under the *Planning and Development (Development Assessment Panels) Regulations 2011*.

No engagement with the community is required.

SUSTAINABILITY IMPLICATIONS

There are no sustainability implications associated with this report.

LEGISLATIVE AND POLICY ALIGNMENT

DAPs are to make decisions based on the existing planning framework of the local government within which the application site is located. Where an application to review a decision made by a DAP is lodged with the State Administrative Tribunal (SAT), members of the DAP who made the decision may be called upon to represent the DAP at SAT. The Planning and Development (Development Assessment Panels) Regulations 2011 deals with the appointment and terms of office of DAPS members, particularly Regulation 29 as follows:

(1) A DAP member holds office for the term specified in the member's instrument of appointment.

(2) The term of office specified in an instrument of appointment must not exceed 3 years.

(3) A person's eligibility for reappointment as a DAP member or the term for which a person may be reappointed is not affected by an earlier appointment.

FINANCIAL IMPLICATIONS

Sitting fees are paid for the local government DAP members when determining applications.

DAP members are paid $400.00 upon completion of the compulsory training and $200.00 upon the completion of re-training and $425.00 for attending proceedings at the State Administrative Tribunal in relation to a DAP decision, in accordance with the *Planning and Development (Development Assessment Panels) Regulations 2011*, Schedule 2 – Fees for DAP Members.

CONSEQUENCE

Cr Woodall and Cr Ross will remain as the City of Melville representatives on DAP until the 26 January 2024. Nominations for new members and alternative DAP members are required to be submitted by Friday 24 November 2023.

CONFIRMED

At 7:34pm the Presiding Member called for nominations for City of Melville representatives on the Development Assessment Panel, with the following nominations being received:
1. Cr Clive Ross
2. Cr Matthew Woodall
3. Cr Daniel Lim

The Presiding Member requested the CEO to undertake a ballot to determine the successful nominee.

The successful nominees were:
1. Cr Matthew Woodall
2. Cr Daniel Lim

The Presiding Member called for nominees for the Development Assessment Panel Alternate Members, with Cr Scott Green nominating for Alternate Member one and Cr Glynis Barber nominating as Alternative Member two.

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (C23/92)

At 7:44pm Cr T Fitzgerald moved, seconded Cr K Wheatland

That the Council

1. Nominates Councillor Matthew Woodall and Councillor Daniel Lim as the City of Melville Development Assessment Panel Members for the term commencing on the 27 January 2024.

2. Nominates Councillor Scott Green and Councillor Glynis Barber as the City of Melville Development Assessment Panel Alternate Members for the term commencing on the 27 January 2024.

3. Confirms that Councillor Scott Green is to be the Local Joint Development Assessment Panel Alternative Member one and Councillor Glynis Barber is the Development Assessment Panel Member two.

4. Requests the Chief Executive Officer to forward the confirmation of the City of Melville nominees for the Development Assessment Panel to the DAP Secretariat.

At 7:44pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (13/0)

C23/87 Common Seal November 2023

File Number:	
Responsible Officer:	Head of Governance
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this report has a declarable interest in the matter.
Attachments:	Nil

COUNCIL'S ROLE

Information: For the Council / Committee to note.

SUMMARY

This report details the documents to which the City of Melville Common Seal has been applied for the period from 18 October 2023 up to and including 1 November 2023 for the Council's noting. This is a standing report to the Council.

PURPOSE

Section 2.5 of the *Local Government Act 1995* states that a Local Government is a Body Corporate with perpetual succession and a common seal. A document is validly executed by a Body Corporate when the common seal of the Local Government is affixed to it and the Mayor and the Chief Executive Officer (CEO) attest the affixing of the seal.

The following documents were affixed with common seal during the period 18 October 2023 up to and including 1 November 2023.

Register Reference	Parties	Description	ECM Reference
CS2219	City of Melville and McLeods Lawyers	Temporary withdrawal of a caveat for Lots 8 and 9 Antony Street, Palmyra	DA-2005-1240

CONSEQUENCE

This is a standard report for the Elected Members' that details the documents to which the City of Melville Common Seal has been applied for the period from 18 October 2023 up to and including 1 November 2023 for the Council's noting.

CONFIRMED

STRATEGIC ALIGNMENT

Priority	**There are no applicable priorities in relation to this report.**
Outcome Indicator	There are no applicable outcome indicators in relation to this report.

LEGISLATIVE AND POLICY ALIGNMENT

The use of the Common Seal is provided for the information of the Council.

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (C23/87)

At 7:02pm Cr T Fitzgerald moved, seconded Cr D Lim

That the Council notes the actions of the Mayor and the Chief Executive Officer in executing the documents listed under the Common Seal of the City of Melville from 18 October 2023 up to and including 1 November 2023 for the Council's noting.

At 7:02pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY EN BLOC (13/0)

CONFIR

C23/88 Election of Representatives to Council Committees 2023 - 2025

File Number:	
Responsible Officer:	Chief Executive Officer
Voting Requirements:	Absolute Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this report has a declarable interest in the matter
Attachments:	1. FMARC Committee Charter ⇩ 2. Governance Committee Charter ⇩ 3. Conduct Committee Terms of Reference ⇩

COUNCIL'S ROLE

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

SUMMARY

- Following elections, it is necessary to reappoint the membership to each of the City of Melville Committees:
  - Governance Committee
  - Financial Management Audit Risk and Compliance Committee
  - Conduct Committee
- This report seeks to appoint the membership of each of the Committees for the period November 2023 to October 2025.
- This report also recommends that a minimum of four Governance Committee meetings be scheduled in advance, to support the CEO Key Performance Indicator reporting requirements.

CONFIRMED

PURPOSE

Following each election, the City reviews the membership of each of its Committees. A review of the committee structure and the associated Charters and Terms of Reference is currently underway, however in the interim it is necessary to appoint Committee members to ensure matters arising can be dealt with.

STRATEGIC ALIGNMENT

Priority	**3**	**Empower the voices of our diverse community by strengthening engagement**
	P3/2	Improve the mechanisms to make information flow easier to access and share, including optimising digital communications.
Outcome Indicator	5	Sense of Community
	Goal 2	Participation and Inclusion

BACKGROUND

Following each election cycle, it is necessary to appoint the membership of the three City of Melville Committees:

- Financial Management, Audit, Risk and Compliance Committee

  The Financial Management, Audit, Risk and Compliance Committee (FMARCC) is established for the purpose of providing guidance and assistance to the Council on matters under Part 7 – Audit of the Local Government Act 1995, including:

  - Engaging and monitoring the performance of internal and external audit firms;
  - Agreeing the scope of works of the internal and external audit programmes with the respective auditors;
  - Safeguarding the independence of the audit firms;
  - Ensuring that Elected Members are provided with financial and non-financial information that is of high quality and relevant to the judgements to be made by them; o Ensuring that controls are established and maintained in order to safeguard the City of Melville's financial and physical resources;
  - Ensuring that systems or procedures are in place so that the City of Melville complies with relevant statutory and regulatory requirements;
  - Assessing enterprise risks arising from the City of Melville's operations and considering the adequacy of measures taken to treat or insure against those risks;
  - Acting as the principal line of communication between Elected Members, the City of Melville's External and Internal Auditors.

This Committee is established in accordance with the requirements of section 7.1 of the Local Government Act 1995:

"7.1A. Audit committee

(1) A local government is to establish an audit committee of 3 or more persons to exercise the powers and discharge the duties conferred on it.

(2) The members of the audit committee of a local government are to be appointed by the local government and at least 3 of the members, and the majority of the members, are to be council members. * Absolute majority required.*

(3) A CEO is not to be a member of an audit committee and may not nominate a person to be a member of an audit committee or have a person to represent the CEO as a member of an audit committee.

(4) An employee is not to be a member of an audit committee."

The FMARC Committee meets a minimum of four times per year, usually on dates set in advance. The next meeting of the FMARC Committees is scheduled to be held on 4 December 2023.

It should be noted that in addition to the Elected Members the membership of this Committee includes one external member appointed by the Council. Mr Lindsay Hay is the current member his term of appointment will expire in October 2024, as resolved by the Council at its Ordinary Meeting held 20 September 2022. The FMARC Committee charter is attached.

CONFIRMED

- Governance Committee

The Governance Committee has been established for the purpose of providing guidance and assistance to the Council on matters of Corporate Governance other than those outlined in the charter for the Financial Management, Audit, Risk and Compliance Committee. The Governance Committee is to ensure that appropriate standards are applied by the Elected Members of the Council and its various Committees as well as the Officers of the Council when performing the functions delegated to them, or for which they are specifically made responsible for by the *Local Government Act 1995*.

In line with the Council's CEO Performance Review Framework, the recent appointment of the new CEO and the setting of the Key Performance Indicators and the quarterly reporting of these, it is recommended that the Governance Committee have quarterly meeting dates, set in advance, for 2024.

The Committee will promote excellence in governance within the City of Melville. This Committee meets on as needs basis. The Governance Committee Charter is attached.

- Conduct Committee

The Conduct Committee was established in March 2023 to consider and make recommendation to the Council on complaints made under division 3 of the Code of Conduct for Elected Members, Committee Members and Candidates.

The Conduct Committee meets on an as needs basis. The Terms of Reference for the Conduct Committee are attached.

It should be noted that no Committees of the Council have delegated powers for decision making under section 5.16 of the Local Government 1995.

CONSIDERATION

The City is currently undertaking the development of a Governance Framework, which includes the review of the City's current decision making pathway, including its Committee structure and their associated Charters and Terms of Reference. The new Framework and revised Committee structure information is intended to be presented to, and workshopped with Elected Members early in 2024.

To ensure alignment with recently resolved quarterly reporting requirements for the CEO Key Performance Indicators it is recommended that the Governance Committee have a minimum of four meeting dates, schedule in advance for 2024. The Council Meeting Schedule for 2024 is due to be presented the December 2023 Ordinary Meeting of Council.

ENGAGEMENT

No community engagement has been undertaken in connection with this report.

CONFIRMED

SUSTAINABILITY IMPLICATIONS

There are no sustainability matters associated with this matter.

LEGISLATIVE AND POLICY ALIGNMENT

Legislative requirements for the appointment of committee members are dealt with in Section 5.10 of the Local Government Act 1995. Section 5.10 states as follows:

(1) A committee is to have as its members - (a) persons appointed by the local government to be members of the committee (other than those referred to in paragraph (b)); and (b) persons who are appointed to be members of the committee under subsection (4) or (5).*
**** Absolute majority required.***

(2) At any given time each council member is entitled to be a member of at least one committee referred to in section 5.9(2)(a) or (b) and if a council member nominates himself or herself to be a member of such a committee or committees, the local government is to include that council member in the persons appointed under subsection (1)(a) to at least one of those committees as the local government decides. (Note section 5.9(2) states that a committee is to comprise - (a) council members only; or (b) council members and employees…)

(3) Section 52 of the Interpretation Act 1984 applies to appointments of committee members other than those appointed under subsection (4) or (5) but any power exercised under section 52(1) of that Act can only be exercised on the decision of an absolute majority of the local government.

(4) If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the mayor or president informs the local government of his or her wish to be a member of the committee, the local government is to appoint the mayor or president to be a member of the committee.

Note: - In accordance with Section 5.10(4) of the Local Government Act 1995, the Mayor may, where a Committee has a Councillor as a Member, give notice of intention to be a member of that Committee. In such circumstances, the local government is to appoint the Mayor to be a member of that Committee.

As the City is divided up into six wards, membership of Committees is usually evenly distributed across the wards so that each ward receives equal representation on the Committees.

FINANCIAL IMPLICATIONS

Financial implications associated with the Committees of Council are included in the 2023-2024 Adopted Budget.

CONSEQUENCE

Committees assist the Council in its decision making and information sharing processes. As noted above, the current Committee structure is under review as part of the development of a Governance Framework. Suggested changes to the current Committee structure and the associated Charters and Terms of Reference will be workshopped with Elected Members early in 2024.

CONFIRMED

OFFICER RECOMMENDATION

That the Council:

1. **Confirms that the membership of the Financial Management, Audit, Risk and Compliance Committee consist of six members comprising equal representation from each of the Wards, where practicable, plus the Mayor and an external member**
2. **Confirms that the membership of the Governance Committee consist of six members comprising equal representation from each of the Wards, where practicable, plus the Mayor, and the Deputy Mayor.**
3. **Confirms that the membership of the Conduct Committee consist of six members comprising equal representation from each of the Wards, where practicable, plus the Mayor.**
4. **Confirms that Deputies be appointed to cover periods of absence by individual members.**
5. **Request that the CEO set four meeting dates for the Governance Committee, in advance, for 2024.**

Amendment

COUNCIL RESOLUTION

At 7:45pm Cr M Woodall moved, seconded Cr K Wheatland

That the Officer Recommendation be amended by replacing the words "and the Deputy Mayor" with ",and that the Governance Committee Charter be updated to reflect the removal of the Deputy Mayor from the membership" from point 2 to read:

> ***"2. Confirms that the membership of the Governance Committee consist of six members comprising equal representation from each of the Wards, where practicable, plus the Mayor, and that the Governance Committee Charter be updated to reflect the removal of the Deputy Mayor from the membership."***

At 7:50pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY (13/0)

Substantive Motion As Amended

COUNCIL RESOLUTION (C23/88-1)

At 7:45pm Cr D Lim moved, seconded Cr J Spanbroek

That the Council:

1. **Confirms that the membership of the Financial Management, Audit, Risk and Compliance Committee consist of six members comprising equal representation from each of the Wards, where practicable, plus the Mayor and an external member**
2. **Confirms that the membership of the Governance Committee consist of six members comprising equal representation from each of the Wards, where practicable, plus the Mayor, and that the Governance Committee Charter be updated to reflect the removal of the Deputy Mayor from the membership.**
3. **Confirms that the membership of the Conduct Committee consist of six members comprising equal representation from each of the Wards, where practicable, plus the Mayor.**
4. **Confirms that Deputies be appointed to cover periods of absence by individual members.**
5. **Request that the CEO set four meeting dates for the Governance Committee, in**

advance, for 2024.

At 7:52pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY (13/0)

COUNCIL RESOLUTION (C23/88-2)

At 8:10pm Cr K Wheatland moved, seconded Cr D Lee

That the Council, by absolute majority decision, endorse the following Elected Members and their Deputies be appointed to the Governance Committee for a period no longer than November 2023 to October 2025.

Member	Deputy	Ward
Mayor K Mair		Section 5.10(4)
Cr C Ross	Cr D Lim	Applecross – Mount Pleasant
Cr S Hong	Cr N Robins	Bateman – Kardinya - Murdoch
Cr J Edinger	Cr G Barber (Deputy Mayor)	Bicton – Attadale – Alfred Cove
Cr M Woodall	Cr J Spanbroek	Bull Creek – Leeming
Cr T Lee	Cr S Green	Central
Cr K Wheatland	Cr T Fitzgerald	Palmyra – Melville – Willagee

That the Council, by absolute majority decision, endorse the following Elected Members and their Deputies be appointed to the Financial Management Audit Risk and Compliance Committee for a period no longer than November 2023 to October 2025.

Member	Deputy	Ward
Mayor Mair		Section 5.10(4)
Cr D Lim	Cr C Ross	Applecross – Mount Pleasant
Cr N Robins	Cr S Hong	Bateman – Kardinya - Murdoch
Cr G Barber (Deputy Mayor)	Cr J Edinger	Bicton – Attadale – Alfred Cove
Cr J Spanbroek	Cr M Woodall	Bull Creek – Leeming
Cr Green	Cr Lee	Central
Cr T Fitzgerald	Cr K Wheatland	Palmyra – Melville – Willagee

That the Council, by absolute majority decision, endorse the following Elected Members and their Deputies be appointed to the Conduct Committee for a period no longer than November 2023 to October 2025.

Member	Deputy	Ward
Mayor Mair		Section 5.10(4)
Cr C Ross	Cr D Lim	Applecross – Mount Pleasant
Cr N Robins	Cr S Hong	Bateman – Kardinya - Murdoch
Cr G Barber (Deputy Mayor)	Cr J Edinger	Bicton – Attadale – Alfred Cove
Cr J Spanbroek	Cr M Woodall	Bull Creek – Leeming
Cr S Green	Cr T Lee	Central
Cr T Fitzgerald	Cr K Wheatland	Palmyra – Melville – Willagee

At 8:10pm the Presiding Member declared the motion.

CARRIED EN BLOC BY ABSOLUTE MAJORITY (13/0)

C23/89 Election of Representatives to Advisory Committees and Working Groups 2023 – 2025

File Number:	
Responsible Officer:	Chief Executive Officer
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this report has a declarable interest in the matter
Attachments:	Nil

COUNCIL'S ROLE

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

SUMMARY

- This report provides the Council with the opportunity to review the continuation of each Advisory Committee or Working Group and if still required, to elect representatives to the various Advisory Committees and Working Groups for a term of two years.
- This report reviews Elected Member participation on Advisory Committees and Working Groups and recommends representation as required by Council Policy CP-021 Advisory and Management Committees.

PURPOSE

Following local government elections, the Council has the opportunity to review its representation on external Advisory Committees and Working Groups.

This report provides information on the Advisory Committees and Working Groups where the City of Melville has Elected Member representation opportunities and seeks to nominate representatives for the period November 2023 to October 2025.

This report also noted the Advisory Committees and Working Groups that are considered to no longer require City of Melville representation by Elected Members.

STRATEGIC ALIGNMENT

Priority	**3**	**Empower the voices of our diverse community by strengthening engagement**
	P3/4	Enhance opportunities for civic engagement and building community capacity.
Outcome Indicator	5	Sense of Community
	Goal 2	Participation and Inclusion

CONFIRMED

BACKGROUND

Biennially, after elections, the City reviews is Elected Member representation on Advisory Committees and Working Groups.

The last review and appointment of representatives occurred in November 2021.

CONSIDERATION

Part of the process for electing representatives on Committees should include a review of the need for the Committee to see if it should continue, combine with another Committee or be disbanded. Policy CP-021 Advisory and Management Committees - requires that review of the City's Advisory and Management Committees be undertaken at least once every four years and that a report be presented to the Council on the performance and role of each Committee. Each Committee is to be assessed and a determination made on whether the Committee will continue. This review was last undertaken in 2019. Under Section 5.10(4) of the Local Government Act 1995, where a Council representative is required on any Standing or Advisory Committee of the Council, the Mayor has the right to be appointed as one of the representatives. This does not apply to representation on non-Council committees.

The following Committees and Working Groups require consideration and nominations for City of Melville representation for the period November 2023 to October 2025:

1.1 Beeliar Regional Park Community Advisory Committee

Meeting Frequency - Meets first Thursday of every second month starting between 5.00pm - 5:30pm.

Function - The Beeliar Regional Park Community Advisory Committee was formed in 1996 and is chaired by Professor Phillip Jennings. The Committee is administered by the Regional Parks Branch of the Department of Biodiversity, Conservation and Attractions. The Committee currently meets every two months on a Thursday evening at the Cockburn Wetlands Education Centre. The Committee provides an avenue for the public to be formally involved in implementing the Beeliar Regional Park Management Plan. The Committee provides a forum at which issues affecting the Park are discussed.

Elected Member Representation:

One Elected Member, with one Deputy

Officer Representation:

City of Melville Environmental Officer

Elected Member Nomination for 2023 - 2025	Deputy
1.No nominations received	1. No nominations recieved

1.2 City of Melville Neighbourhood Watch Committee

The WA Police have undertaken a review of the model and membership of the Neighbourhood Watch Committee, with a stronger focus on volunteer membership. Elected Member representation on this Committee is no longer required.

CONFIRMED

1.3 City of Melville Road Safety and Travelsmart Working Group

Meeting Frequency - Meets monthly on the second Tuesday of the month from 4:00pm - 6:00pm or as required.

Vision - Increase the proportion of residents using active transport modes and reduce the number and severity of road crashes in the City of Melville.

Objectives –

- Support the local implementation of the State Road Safety Strategy.
- To formulate, review and promote TravelSmart initiatives.
- To actively engage in initiatives that will improve road safety and TravelSmart behaviour amongst City of Melville residents.

Elected Member Representation:

Up to two Elected Members, with one Deputy

Officer Representation:

TravelSmart Officer

Traffic and Road Safety Coordinator

Elected Member Nominations for 2023 - 2025	Deputy
1. No nominations received	1. Cr J Spanbroek
2.	

1.4 Department of Biodiversity, Conservation and Attractions (Formally Swan River Trust)

Meeting Frequency - Meets first Monday of each month at 9.00am

Function - manage and protect the Swan River.

Elected Member Representation:

One Elected Member, with one Deputy

Officer Representation:

Determined by issue (i.e. Environmental Coordinator, Director Planning, or Director Environment and Infrastructure)

Elected Member Nomination for 2023 - 2025	Deputy
1. Mayor Katy Mair	1. No nominations received

CONFIRMED

1.5 Jandakot Airport Community Aviation Consulting Group

Meeting Frequency - Meets every 3 months at 4:00pm.

Function – to provide a forum for community consultation, which will:

- enable residents affected by airport operations, Jandakot Airport Holdings and aviation operators at the airport, local authorities, airport users, and other stakeholders, to exchange information on issues relating to the operation of Jandakot Airport and its impacts;
- allow concerns about airport operations and development to be articulated and taken into account by Jandakot Airport Holdings, with a genuine desire to resolve issues that may emerge; and
- complement the consultative requirements established for airport Master Plans and Major Development Plans.

Elected Member Representation:

One Elected Member, with one Deputy

Officer Representation:

No officer in attendance, City of Melville contact is Manager Strategic Urban Planning.

Elected Member Nomination for 2023 - 2025	Deputy
1. Cr J Spanbroek	1. No nominations received

1.6 Melville Cares Inc

Meeting Frequency - Meets last Tuesday of each month at 1.30pm

Function - to provide home care services for residents in need with the aim of maintaining persons in their own homes for as long as possible. City of Melville has no automatic nomination rights to the Melville Cares Board. Councillors will need to nominate for Melville Cares Board.

Elected Member Representation:

One (1) Elected Member and One (1) Deputy.

Officer Representation:

Not required, Officers available as requested.

Elected Member Nomination for 2023 - 2025	Deputy
1. Cr G Barber	1. No nominations received.

1.7 Melville Citizens Relief Fund (Inc)

Meeting Frequency - Meets bi-monthly - Wednesday evening.

Function - oversee the management of the Relief Fund and distribution of the financial feature of the emergency relief fund and food parcels of approved applicants, who reside within the City of Melville. Applicants are vetted by the City of Melville Financial Counsellor.

CONFIRMED

Elected Member Representation:

One (1) Elected Member and One (1) Deputy.

Officer Representation:

Not required, Officers available as requested.

Elected Member Nomination for 2023 - 2025	Deputy
1. Cr J Spanbroek	1. No nominations received.

1.8 Melville/Cockburn Chamber of Commerce Inc

Meeting Frequency - Meets on a Wednesday once a month.

Function – assisting local businesses in the City of Melville, with the role of the representative being to enhance the communication lines between the Chamber and the Council. Elected Members will act as observers and do not have seats on the Board.

Elected Member Representation:

One (1) Elected Member and One (1) Deputy.

Officer Representation:

Director Planning

Elected Member Nomination for 2023 - 2025	Deputy
1. Mayor K Mair	1. No nominations received.

1.9 Melville Local Emergency Management Committee (LEMC)

Meeting Frequency - Meets quarterly on a Wednesday at 10am at the Civic Centre.

Function – The Melville LEMC brings together key stakeholders in emergency management within its boundaries to plan and prepare for emergency management incidents and to meet the requirement of relevant legislation, policy statements and other emergency management related standards. The LEMC conducts planning and encourages information exchange on emergency management issues and hazards and is not an operational group.

Elected Member Representation:

Two (2) Elected Members and Two (2) Deputies.

Officer Representation:

Manager Natural Areas and Parks

Manager Resource Recovery and Waste

Manager Neighbourhood Development

Coordinator Environmental Health

Coordinator Rangers and Emergency Management

Elected Member Nomination for 2023 - 2025	Deputy
1. Mayor K Mair	1. No nominations received.
2.	2.

CONFIRMED

1.10 Murdoch Precinct Strategic Group

This Group is no longer meeting and therefore representatives are no longer required.

1.11 Perth Airports Municipalities Group

Meeting Frequency - Meets quarterly on Thursdays at 7.00pm.

The objective of the Group are -:

(a) To provide a forum of meaningful discussion on issues which affect Metropolitan Airports and their environs;

(b) To investigate, report and formulate recommendations in respect of matters affecting or likely to affect the development of Metropolitan Airports;

(c) To monitor the use and environmental impact of Metropolitan Airports on neighbouring communities;

(d) To advise relevant State and Federal ministers, State and Commonwealth government departments, the Noise Management Committee, and the Owner/s of Perth and Jandakot airports on issues of major concern affecting airports and the surrounding communities;

(e) To establish and maintain a strong partnering relationship with the Owner/s of Perth and Jandakot airports for the purpose of open and effective dialogue to identify, discuss, advise, research and seek proactive resolutions to issues affecting the airports and the immediate local community;

(f) To provide a conduit and consultation mechanism for the expression of community views and a proper exchange of information with members of the community;

(g) To consider all proposals affecting airport development and operations before policy decisions are made and before changes are effected in relevant legislation and regulations;

(h) To liaise with the airport emergency procedures committees where necessary on matters involving emergency co-ordination and rescue response;

(i) To pursuer active participation on AMAC and such other bodies that may come into existence for the purpose of fostering participation in the development, use and monitoring the impact of airports;

(j) To promote the economic benefits or civil aviation airports; and

(k) To liaise with local government on issues of concern to the community, and to provide a forum for discussion of planning and development

Elected Member Representation:

One (1) Elected Member; and One (1) Deputy

Officer Representation:

No Officer in attendance. City of Melville contact is Environmental Officer.

Elected Member Nomination for 2023 - 2025	**Deputy**
1. No nominations received.	1. No nominations received.

CONFIRMED

1.12 Resource Recovery Group (Formerly Southern Metropolitan Regional Council)

Meeting Frequency - Meets every two months on Thursdays at 5:00pm

Function - Acts as the Board of Directors for development and operations of the Regional Resource Recovery Centre, and other activities applicable under the Establishment Agreement and other Agreements.

The City of Fremantle are including a second member nomination based on an amended Establishment Agreement sitting with the Minister for approval, extract below:

> "*The Resource Recovery Group's Establishment Agreement is currently with the Minister for Local Government for review, one of the items under consideration is the proposed increase from one to two members per participant Council. A nomination for a second member is therefore included, this to be held as reserve until the Resource Recovery Group confirms approval of a change in participant Council membership via the Ministers office.*"

It is suggested that a second member nomination be considered by the Council to facilitate a seamless transition should this option for a second sitting member on the Resource Recovery Group be approved.

Elected Member Representation:

Increase to Two (2) Elected Members; and One (1) Deputy

Officer Representation:

Director Environment and Infrastructure, Advising Officer

Director Corporate Services, alternate Advising Officer

Elected Member Nomination for 2023 - 2025	**Deputy**
1.	1.
2.	

Received three nominations for members:

- Cr K Wheatland
- Cr G Barber
- Cr J Edinger

1.13 <u>Safer Melville Advisory Committee</u>

Meeting Frequency - (Meetings held every two months on the third Wednesday of the month at 5.30pm).

Vision - To promote safety and injury reduction for people living, working and visiting the City of Melville by applying the Safe Communities framework.

Scope - The Safe Community framework promotes a model where all sectors of the community work together in a coordinated and collaborative way, forming partnerships to promote safety, manage risk, increase the overall safety of all its members and reduce the fear of harm. The scope of safety adopted by the Safer Melville Advisory Committee includes:

- Intentional (e.g. domestic violence) and unintentional injury (road safety, fall prevention, child safety).
- Community Safety (crime prevention, CPTED, perceptions of safety, community violence) • Risk Management (Sports and recreation safety, community events).
- Environment.

CONFIRMED

- Community Health (mental health, physical activity, drugs and alcohol).
- Emergency Management (Natural disaster management).

The Safer Melville Advisory Committee supports the right of all individuals living, working or visiting the City of Melville to carry out their daily life without fear or risk of harm or injury; and the shared responsibility of organisations, businesses, government agencies and all other people in the community to ensure this is possible.

Objectives –

1. Provide leadership and consultation in the identification, development and evaluation of activities and programs aligned with the Safe Communities framework in the City of Melville.
2. Facilitate formation of Safe Communities Partnerships amongst key stakeholders within the district of the City of Melville to reduce injury and improve safety for individuals and the wider community.
3. Provide education and information to individuals, businesses and the wider community on injury prevention and safety.
4. Promote and support opportunities for the community to feedback issues and concerns relating to injury and safety in the City of Melville through the community members represented on the committee.
5. Prioritise and facilitate sustainable community based programs and links to improve safety and prevent injury in the City of Melville.
6. Periodically review the progress of the City of Melville Community Safety & Crime Prevention Plan.

Elected Member Representation:

Two (2) Elected Members; and One (1) Deputy

Officer Representation:

Director Community Development (as required)

Manager Neighbourhood Amenity

Coordinator Community Safety Services

Safer Melville Coordinator

Elected Member Nomination for 2023 - 2025	**Deputy**
1. Mayor K Mair	1. Cr J Spanbroek
2. Cr M Woodall	

1.14 South West Corridor Development Foundation (SWCDF) Inc

Note: the South West Group Environmental Forum (Formerly South West Reference Group) and South West Corridor Development and Employment Foundation now hold a combined meeting.

Meeting Frequency - Four to six times per year.

Function - oversee the implementation of the Regional Natural Resources Management (NRM) Strategy development by the South West Group.

To provide advice and feedback on the identification and implementation of priority projects and activities progressed through the Regional NRM Strategy.

To actively engage with key stakeholders (government, corporate and community) to progress NRM projects and activities that benefit the region.

CONFIRMED

To identify opportunities to improve collaboration on NRM activities between South West Group member Councils and stakeholder organisations.

The Perth Region NRM South West Reference Group representatives consist of six member Local Government Agencies:

City of Cockburn

Town of East Fremantle

City of Fremantle

City of Kwinana

City of Melville

City of Rockingham

Elected Member Representation:

One (1) Elected Member; and One (1) Deputy

Officer Representation:

Director Environment and Infrastructure

Elected Member Nomination for 2023 - 2025	Deputy
1. Cr G Barber	1. No nominations received.

CONFIRMED

1.15 Perth South West Metropolitan Alliance Board

Meeting Frequency - Meets four times a year, meeting commencing at 5.30pm.

The Perth South West Group will be managed by a Board consisting of the Mayor and the CEO of each member local government authority. Board members are ex officio and their appointments are for the same term for which they hold office.

Function - The Board is responsible for and has the authority to determine the policy, practices, management and operations of the Perth South West Group and shall work towards a secure and long term future of the organisation.

To further assist board members in their deliberations and to facilitate regional development the Board has established the following committees, which report directly to the Board:

- CEO Forum
- Perth South West Group Environment and Services Committee (now the Perth Region NRM South West Reference Group)
- Perth South West Group Planning and Infrastructure Committee
- Shared Services Committee
- Technical Directors' Committee

The Board consists of Mayor and CEO Representatives from –

- City of Melville
- Town of East Fremantle
- City of Kwinana
- City of Cockburn

- City of Fremantle
- City of Rockingham

Elected Member Representation:

Mayor and/or Deputy Mayor; and One (1) Deputy

Officer Representation:

Chief Executive Officer

Representatives for 2023 - 2025	Deputy
1. Mayor	1. Deputy Mayor
2. Chief Executive Officer	

1.16 South West Regional Road Group

Meeting Frequency - Meets as needed but generally twice per annum at the location of the host Council.

Function - The South West Metropolitan Regional Road Group (SWMRRG) is a sub group of the Metropolitan Regional Road Group (MRRG).

The Metropolitan Regional Road Group manages and administers State allocated funding for Road Projects and Black Spot Programs on the local road network within the policies and guidelines established by the State Road Funds to Local Government Advisory Committee.

The Metropolitan Regional Road Sub Groups such as the SWMRRG were established to assist the MRRG with the management and consideration of local roads issues and funding.

The Metropolitan Local Governments are divided into six Sub Groups with membership being an Elected Member and Technical Representative from each Local Government. Each Sub Group then appoints one representative Elected Member and Technical representative to the MRRG Technical and Elected Members Meetings.

The City of Melville is part of the South West Group comprising the Cities of Cockburn, Fremantle, Kwinana, Rockingham and the Town of East Fremantle.

Elected Member Representation:

One (1) Elected Member and One (1) Deputy

Officer Representation:

Manager Engineering

Elected Member Nominations for 2023 - 2025	Deputy
1. No nominations received.	1. No nominations received.

CONFIRMED

1.17 Western Australian Local Government (WALGA) - South Metropolitan Zone

Meeting Frequency - Meets bi-monthly on the last Monday of the month at 5.30pm at the location of the host Council.

Function - examine issues relative to the industry within the South Metropolitan Zone and provide feedback to Zone Representatives voting at the Local Government Association and Western Australian Municipal Association.

The Zone Membership consists of representatives from –

- City of Fremantle
- Town of East Fremantle
- City of Cockburn
- City of Rockingham
- City of Kwinana
- Local Government Association

Elected Member Representation:

Three (3) Elected Members and One (1) Deputy

Officer Representation:

Chief Executive Officer

Elected Member Nominations for 2023 - 2025	Deputy
1. Cr K Wheatland	1. No nominations received.
2. Mayor K Mair	
3.	

1.18 Youth Sports Scholarship Assessment Panel

Meeting Frequency - Annual for Assessment purposes.

Function - The Youth Sports Scholarship is targeted at young athletes (aged 12 to 19 years) in all sports that have represented the State or at a higher level. The City is supporting suitably identified elite young athletes (Scholarship winners) that live in the City of Melville by providing membership to LeisureFit Booragoon and LeisureFit Melville as part of their training regime as they continue to succeed in their chosen sport.

Elected Member Representation:

Three (3) Elected Members and One (1) Deputy

Officer Representation:

Healthy Melville Coordinator

Recreation Development Officer

CONFIRMED

Elected Member Nominations for 2023 - 2025	Deputy
1. Cr G Barber	1.
2.	
3.	

ENGAGEMENT

No community engagement is required for this report.

SUSTAINABILITY IMPLICATIONS

There are no sustainability implications associated with this report.

LEGISLATIVE AND POLICY ALIGNMENT

Council Policy CP-021 Advisory and Management Committees, seeks to ensure that Elected Members on Advisory Committees be restricted to no more than one-third of the total number of Committee Members. This does not prevent other Elected Members from attending as observers.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

CONSEQUENCE

This report provides the opportunity for Elected Members to nominate to participate in external Committees and Working Groups that are relevant to the community of the City of Melville. Ideally the representation on external advisory and community Committees is distributed equally amongst Elected Members to share the workload.

At 8:00pm the Presiding Member called for nominations for City of Melville representatives for 1.12 Resource Recovery Group, with the following nominations being received:

1. Cr Karen Wheatland
2. Cr Glynis Barber
3. Cr Jane Edinger
4. Cr Tomas Fitzgerald

The Presiding Member requested the CEO to undertake a ballot to determine the successful nominees.

The successful nominees were:

1. Cr Karen Wheatland, and if required
2. Cr Jane Edinger

CONFIRMED

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (C23/89-1)

At 8:10pm Cr K Wheatland moved, seconded Cr T Lee

That the Council notes that representation is no longer required on the following Advisory Committees and Groups:

- **1.2 City of Melville Neighbourhood Watch Committee**
- **1.10 Murdoch Precinct Strategic Group**

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (C23/89-2)

That the Council by absolute majority decision, makes the following appointments to external advisory and Community Committees for the period 2023 – 2025:

1.1. Beeliar Regional Park Community Advisory Committee

Representatives for 2023 - 2025	Deputy
1. Nil.	1. Nil.

1.3 City of Melville Road Safety and Travelsmart Working Group

Representatives for 2023 - 2025	Deputy
1. Cr J Spanbroek	1. Cr S Green
2. Nil.	

1.4 Department of Biodiversity, Conservation and Attractions

Representatives for 2023 - 2025	Deputy
1. Cr T Fitzgerald	1. Mayor K Mair

1.5 Jandakot Airport Community Aviation Consulting Group

Representatives for 2023 - 2025	Deputy
1. Cr J Spanbroek	1. Cr N Robins

1.6 Melville Cares Inc

Representatives for 2023 - 2025	Deputy
1. Cr G Barber	1. Cr J Edinger

1.7 Melville Citizens Relief Fund (Inc)

Representatives for 2023 - 2025	Deputy
1. Cr J Spanbroek	1. Cr T Lee

1.8 Melville/Cockburn Chamber of Commerce Inc

Representatives for 2023 - 2025	Deputy
1. Mayor K Mair	1. Cr G Barber

1.9 Melville Local Emergency Management Committee (LEMC)

Representatives for 2023 - 2025	Deputy
1. Mayor K Mair	1. Cr T Fitzgerald
2. Cr T Lee	2. Nil.

1.11 Perth Airports Municipalities Group

Representatives for 2023 - 2025	Deputy
1. Cr S Hong	1. Nil.

1.12 Resource Recovery Group

Representatives for 2023 - 2025	Deputy
1. Cr K Wheatland	1. Nil.
2. Cr J Edinger	

1.13 Safer Melville Advisory Committee

Representatives for 2023 - 2025	Deputy
1. Cr J Spanbroek	1. Mayor K Mair
2. Cr M Woodall	

1.14 South West Corridor Development Foundation Inc

Representatives for 2023 - 2025	Deputy
1. Cr G Barber	1. Cr N Robins

1.15 South West Group Board

Representatives for 2023 - 2025	Deputy
1. Mayor	1. Deputy Mayor
2. Chief Executive Officer	

1.16 South West Regional Road Group

Representatives for 2023 - 2025	Deputy
1. Cr J Spanbroek	1. Cr S Green

1.17 Western Australian Local Government (WALGA) – South Metropolitan Zone

Representatives for 2023 - 2025	Deputy
1. Cr K Wheatland	1. Cr D Lim
2. Mayor K Mair	
3. Cr G Barber	

1.18 Youth Sports Scholarship Assessment Panel

Representatives for 2023 - 2025	Deputy
1. Cr D Lim	1. Cr G Barber
2. Cr S Hong	
3. Cr T Lee	

At 8:10pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY EN BLOC (13/0)

COUNCIL RESOLUTION

At 8:10pm Cr K Wheatland moved, seconded Cr D Lim

That the following recommendations associated with nominations for committees:

- **C23/88 – Election of Representatives to Council Committees 2023 – 2025, Recommendation C23/88-2**
- **C23/89 – Election of Representatives to Advisory Committees and Working Groups 2023-2025 Recommendations C23/89-1 and C23/89-2**

be carried En bloc

At 8:02pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (13/0)

CONFIRMED

Community Development

Nil

CONFIRMED

Environment and Infrastructure

E23/23 Request To Remove Street Tree at 25 Purdie Avenue Ardross

File Number:	
Responsible Officer:	Director Environment & Infrastructure
Voting Requirements:	Absolute Majority
Officer Disclosure of Interest:	No Officer involved in the preparation of this report has a declarable interest in this matter.
Attachments:	1. Property Owners Insurance Report 2. Independent Arboricultural Report

COUNCIL'S ROLE

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

SUMMARY

- The City of Melville has received a request from the resident of 23 Purdie Avenue, Ardross to remove the street tree located on the verge of 25 Purdie Avenue, Ardross as they believe the tree poses a risk to personal safety from branch drop and property damage from leaf debris resulting in blocking gutters and causing roof leaks.
- The tree is known as a River Red Gum (*Eucalyptus camaldulensis*). It is at a height of 22 meters and has a canopy spread of 12 metres.
- City Officers have assessed the tree on several occasions over the years and have conducted pruning works as required.
- Independent arborists reports have confirmed that the tree is in good health and poses a low risk in terms of public safety.
- In accordance the Tree Policy CP-029, a decision by Council is required to retain or remove the tree.
- The Officer's recommendation is to not support the request for the removal of the River Red Gum at 25 Purdie Avenue, Ardross given the tree is in good health and provides environmental and amenity value to the streetscape.

PURPOSE

The City of Melville has received a request from the resident of 23 Purdie Avenue, Ardross to remove the street tree (*Eucalyptus camaldulensis)* commonly known as a River Red Gum from the verge of 25 Purdie Avenue, Ardross. The former Mayor and former Ward Councillors supported the resident's request to remove the tree, however the Director Environment and Infrastructure supports retaining and managing the tree.

This report presents the background on the residents' request for the tree to be removed, history of the tree, community feedback and other relevant information to assist the Council in making the decision to remove the tree as requested or to support the City Officers recommendation to retain the tree.

CONFIRMED

STRATEGIC ALIGNMENT

Priority	**1**	**Ensure the improvement of sustainability of our environment**
	P1/1	Protect and improve our natural assets to enhance our environment
	2	**Improve the approach for diverse and sustainable urban development and infrastructure**
	P2/2	Enhance amenity and vibrancy through placemaking and creating well designed and attractive public spaces.
Outcome Indicator	1	Clean and Green
	Goal 1	Greening the City
	Goal 2	Promoting Sustainable Environment
	3	Healthy Lifestyles
	Goal 1	A Safe and Healthy Urban Environment
	Goal 3	Increased Physical Activity

BACKGROUND

The basis for the request from the resident at 23 Purdie Avenue, Ardross is their concern that the tree on the verge of 25 Purdie Avenue poses a risk to personal safety from branch drop and property damage to their home from leaf debris blocking gutters and causing roof leaks.

CONSIDERATION

The resident of 23 Purdie Avenue, Ardross has requested that the City tree on the neighboring verge at 25 Purdie Avenue be removed, the tree in question is a mature (*Eucalyptus camaldulensis)* commonly known as a River Red Gum.

The resident is of the opinion that leaf debris accumulating on the roof is responsible for leaks causing significant water damage to the house. In addition, concern was raised about the resident's personal safety and the safety of others due to branch drop from the tree.

The resident has advised that they have installed a gutter guard or mesh on every valley on the house, with the leaks occurred where there is an accumulation of leaf debris caused by the tree. The resident advised that that they perform roof maintenance at least twice yearly, however the amount of leaf litter that accumulates would require at least monthly maintenance to mitigate any risks with unseasonal rain. The resident believes this level of maintenance is unreasonable and that it is not safe to be undertaking this maintenance on such a regular basis.

The following attachment provides photos and the insurance summary report in relation to storm damage that occurred in June 2023. **Attachment 1.**

An assessment by a City arborist determined the River Red Gum to be mature and in good health with a fair structure. It is at a height of 22 metres and has a canopy spread of 12 metres with an anticipated useful life expectancy of between 10 to 20 years.

CONFIRMED

According to the City's tree management records, the tree has been subject to the following maintenance requests

- Tree Pruning – February 2011
- Tree Pruning and Branch Collection – February 2014
- Request to remove tree due to debris drop filling gutters causing roof leaks and white ants in tree (no white ants located) from resident of 23 Purdie Avenue - February 2016
- Branch collection – July 2019 (Truck hit tree) and December 2019
- Branch collection – May 2020
- Branch collection – February 2021
- Complaint - March 2021 from resident diagonal across road – Branch drop
- Branch collection – March 2022
- Branch collection – March 2023

In addition to the City Officer's arboricultural assessment, an independent arboriculture consultant was engaged to assess the tree and provided the following summary:

- The tree is a mature *(Eucalyptus camaldulensis)* River Red Gum and is at a height of 22 meters and has a canopy spread of up to approximately 14 meters and trunk diameter of 84 centimeters. The tree was found to be in good health and predominately sound structural condition and appears unchanged from previous reports in 2021 and 2022.
- Despite some evidence of the shedding of minor lateral branches and deadwood, there has been no recent significant branch failures from this tree.
- The Quantified Tree Risk Assessment of harm evaluation determined an outcome of 1/500,000 and the tree was therefore considered to present a low and tolerable level of risk to people and property at this time.
- This tree provides an aesthetic, environmental and amenity value to the streetscape and there was found to be no arboricultural justification for tree removal or reduction pruning at this time.

There was one recommendation which was to continue to inspect this tree on annual basis and undertake aerial inspection every 2 – 3 years to monitor the condition of major forks.

A visual amenity valuation took place using the Helliwell System, which is used by this consultant to assess the amenity value of a tree; and using this method the tree was valued at $17,900. The independent Arboricultural Assessment and QTRA form **Attachment 2.**

There are 304 River Red Gums recorded as street trees in the City of Melville. The City does not currently plant these trees on verges.

ENGAGEMENT

The consultation process involved writing to residents in the local area who may be impacted by the decision and sought feedback on their preference to remove or retain the tree. Residents were advised that their feedback would be included in the report and used to assist in the decision-making process. Due to the Local Government Election caretaker period, the resident survey was not able to be delivered until the week following the Council elections and a summary of the results is planned to be presented at the Agenda Briefing Forum on 14 November 2023 and made available to Elected Members through the portal.

CONFIRMED

In addition, the City contacted the resident of 25 Purdie Avenue to gain an understanding on their opinion of the tree on their verge. The resident advised that they like the tree, however, understands the problems and the nuisance the tree can cause.

SUSTAINABILITY IMPLICATIONS

	Environmental	Social	Economic
Pros/Opportunities	1. Shade 2. Biodiversity 3. Amenity	1. Trees help define the character of the City 2. Trees have a strong connection with improved wellbeing	1. Increased property values as research indicates tree lined streets increase property values
Cons/Drawbacks	1. Leaf accumulation 2. Branch drop 3. Loss of canopy cover if removed	1. Concern of leaf and branch drop causing anxiety for nearby residents 2. Concern of potential roof leaks causing anxiety for nearby residents	1. Financial impact of tree removal costs for the applicant if removal is supported 2. Ongoing tree maintenance costs if retained

LEGISLATIVE AND POLICY ALIGNMENT

Environmental Policy CP-030 – Policy Statement states:

"The City aims to prevent, manage and minimise environmental impacts associated with its activities, while conserving and enhancing the City of Melville's biodiversity and environmental quality, thereby maintaining and creating healthy surroundings for the community."

Tree Policy CP-029 – Policy Statement states:

> *"All trees are assets of the City that contribute to the well-being of the community and to the natural environment. The City recognises and values the significance of trees within the urban setting for the many social, economic and environmental benefits they provide. The City is committed to protecting, maintaining and increasing its tree population".*

Urban Forest and Green Space Policy CP-102 – Policy Statement states:

> *"To protect, preserve and enhance the aesthetic character of the City of Melville.*
>
> *To realise the social, environmental and economic benefits of trees and other vegetation as an integral element of the urban environment.*
>
> *To contribute to community wellbeing by integrating and aligning the efficient provision of physical, social and green infrastructure and management of natural areas to achieve community wellbeing today and tomorrow.*
>
> *To encourage a sense of shared responsibility and balance individual and community rights to equitably distribute the costs and the benefits of a greener City.*

CONFIRMED

To ensure that the urban forest and green spaces that are integral to the City's sense of place are not compromised in areas of increased residential density."

FINANCIAL IMPLICATIONS

The cost to procure the independent arboriculture report was approximately $350. If retention of the tree is the decision of the Council, future arboriculture reports and maintenance would be required at an estimated cost of between $500 to $1000 per year.

If the decision to remove the tree is approved by the Council, all costs associated with the removal and replacement is to be paid for by the person seeking the removal (applicant) as if the tree was authorised for removal under Clause 6.4 of Tree Policy CP-029 as outlined below.

In the event a tree is authorised for removal as part of a development application, (including planning, building, demolition, and crossover application), the following will occur:

- The applicant will pay the invoice provided by the City for:
    - Tree removal.
    - Stump grinding to min 300mm below ground level.
    - Traffic management cost as required.
    - Two replacement trees.
    - Establishment of replacement trees for 3 years.
- Upon receipt of this payment the City will arrange:
    - Tree removal and stump grinding
    - Tree replacement during the next planting season after development works have been completed.
- A minimum of one street tree shall be replaced on the verge adjacent to the development, where sufficient space.
- Where sufficient space additional trees may be placed on the verge at the City's discretion.

The City would manage the removal and replacement process utilising the City's tree pruning contract, Supply of Tree Pruning Services. The contracted rates have been market tested and are very competitive.

The removal cost for the tree is $1,855 which includes stump grinding. As per the Tree Policy, two trees would need to be purchased as replacements for the tree removed. Each tree will cost $400 for a total of $800. A total of $2,655 would be invoiced to the applicant.

CONFIRMED

CONSEQUENCE

Specific aspirations in the City of Melville's Strategic Community Plan 2020 – 2030 include reference to the importance of trees through:

- Clean and Green - We want our pathways, well-shaded for when temperatures soar and a place where people are encouraged to be physically and mentally healthy in an attractive outdoor environment.
- Healthy Lifestyle - Opportunities for a healthy lifestyle both indoors and outdoors and about in local parks and suburbs walking, running, cycling and exercising individually or in groups.

Verges are one of the key locations outside of parks and bushlands where the City can not only protect trees, but can add to the urban forest tree canopy cover.

Removing a healthy mature tree may resolve resident concerns associated with this request, however the multiple benefits that the tree has provided (e.g., shade, amenity, heat reduction, habitat, oxygen generation, contribution to visual streetscape) will be lost. If removed, it will take many years to replace this tree's current contribution towards the City's climate change adaptation and urban forest targets.

As the City continues to plant more trees on verges, the urban forest will continue to mature resulting in larger trees which will inevitably drop debris including leaves. Leaf debris build up on roofs will increase as the urban forest continues to develop, which may result in increased requests to remove trees. A risk to consider is that if this tree is removed, due to a build of leaf litter, the City will need to be mindful of similar requests being submitted to the City for consideration to ensure equity in decision making, which may lead to further loss of mature healthy trees.

In addition, there is a reputational risk for the Council in removing healthy trees as this goes against its Climate Emergency Declaration and Carbon Neutral commitments, and is also inconsistent with its sustainability, environmental and urban forest policies.

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (E23/23)

At 8:10pm Cr K Wheatland moved, seconded Cr T Fitzgerald

That the Council:

1. Not support the request for the removal and replacement of the Eucalyptus camaldulensis (River Red Gum) verge tree at 25 Purdie Avenue, Ardross; and

2. Request the CEO to advise the applicant of the Council decision.

At 8:43pm the Presiding Member declared the motion.

CARRIED BY ABSOLUTE MAJORITY (9/4)

Yes (9): Crs Tomas Fitzgerald, Glynis Barber, Nicole Robins, Karen Wheatland, Matthew Woodall, Daniel Lim, Soo Hong, Scott Green and Terry Lee

No (4): Mayor Katy Mair, Crs Jane Edinger, Clive Ross and Jennifer Spanbroek

E23/24 Traffic Investigation for Bombard Street and Surrounds, Mount Pleasant

This item was brought forward earlier in the agenda for the convenience of those in the public gallery – please see page 22.

CONFIRMED

Urban Planning

At 8:44 pm, Cr J Edinger left the meeting.

UP23/27 Deferral of Consideration of Public Open Space Strategy Scoping Report

File Number:	
Responsible Officer:	Director Planning
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	No Officer involved in the preparation of this report has a declarable interest in the matter
Attachments:	Nil

COUNCIL'S ROLE

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

SUMMARY

- At the Ordinary Meeting of Council (OMC) in May 2023, Council resolved to pass a Notice of Motion (UIP23/4030) to *"Investigate further provision of public open space where there is an identified deficiency".*
- At the subsequent June 2023 OMC, Council expanded on this with a second Notice of Motion requesting the CEO prepare a report for Council's consideration by November 2023, regarding the scope and resourcing requirements for investigations to ensure the City's localities are provided with public open space (POS) in accordance with community expectations and contemporary State Government planning policy and guidelines.
- Following the recent Council elections, there have been a number of important matters that required prioritising at the late October 2023 Elected Members Engagement Sessions (EMES). As a result, the POS Scope Report was not able to be presented for strategic direction and guidance ahead of the November 2023 OMC.
- This report seeks to defer this matter for consideration at the February 2024 OMC to enable the draft scope to be workshopped and presented at a November 2023 EMES, affording the opportunity for further refinement.

PURPOSE

The purpose of this report is to advise the Council why it's appropriate to defer the Public Open Space Scoping Report to the February 2024 OMC. To do so would enable Elected Members to deal with matters associated with the recent election and enable this matter to be considered at a future EMES.

STRATEGIC ALIGNMENT

Priority	**There are no applicable priorities in relation to this report.**
Outcome Indicator	There are no applicable outcome indicators in relation to this report.

CONFIRMED

BACKGROUND

At the Ordinary Meeting of Council in May 2023 Council resolved Notice of Motion (UIP23/4030) to:

"Investigate further provision of public open space where there is an identified deficiency".

At the subsequent June 2023 OMC Council expanded on this with a second Notice of Motion requesting the CEO prepare a report for Council's consideration by November 2023, regarding the scope and resourcing requirements for investigations to ensure the City's localities are provided with public open space (POS) in accordance with community expectations and contemporary State Government planning policy and guidelines.

CONSIDERATION

The City had planned to present on the POS Scope Report at the 31 October EMES, but other matters have taken precedent (namely inductions related to the recent Council elections). Acknowledging the value of the EMES in providing an opportunity for Council input on this important strategic matter prior to the matter being formally considered at an OMC, the City is recommending the matter be deferred until the February 2024 OMC.

ENGAGEMENT

No engagement with the City's community is required in regard to this matter.

SUSTAINABILITY IMPLICATIONS

There are no sustainability implications associated with the deferral of this item.

LEGISLATIVE AND POLICY ALIGNMENT

There are no legislative or policy implications associated with the deferral of this item.

FINANCIAL IMPLICATIONS

There are no financial implications associated with the deferral of this item.

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (UP23/27)

At 8:44pm Cr K Wheatland moved, seconded Cr C Ross

That the Council notes the deferral of the Public Open Space Strategy Scoping Report to be presented at the February 2024 Ordinary Meeting of Council.

At 8:44pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (12/0)

.

CONFIRMED

15 MOTIONS WITH PREVIOUS NOTICE

At 8:45 pm, Cr N Robins left the meeting.

At 8:46 pm, Cr J Edinger returned to the meeting

15.1 Notice of Motion - Applecross Town Centre Appointment of Community Consultation Group

File Number:	
Related to Item:	Not applicable
Elected Member:	Cr Clive Ross
Attachments	1. Officer Advice Note - Applecross Town Centre Appointment of Community Consultation Group ⇩

OBJECTIVE, BENEFIT AND POTENTIAL RISKS TO BE CONSIDERED

There are no objectives, benefits or potential risks presented as part of this motion.

Motion

That the Council resolves to direct the CEO to:

1. **Form a Town Centre Community Consultation Reference Group (TCCCRG) to provide leadership in managing and conducting community consultation activities in collaboration with City staff to explore ideas and suggestions for the development of the Town Centre at the corner of Moreau Mews and Kishorn Road;**
2. **Develop a Draft Terms of Reference for the TCCRG for discussion at an EMES;**
3. **Advertise and call for volunteers through a public Expression of Interest Process to join the Town Centre Community Consultation Reference Group by March 2024;**
4. **Advertise community consultation sessions and activities and provide appropriate facilities, times and methods of community engagement in consultation with the TCCRG members;**
5. **Present a report to Council on all the community consultation outcomes by October 2024.**

REASONS FOR THE MOTION

1. The development of the Town Centre is an opportunity to involve the community and build excitement and support for the project.
2. In the past the City has engaged consultants at great expense and the consultants have consistently failed to listen to the community.
3. Involvement in a genuine consultation process conducted by fellow residents will give the community a greater sense of ownership and involvement and will result is an outcome which the community will find difficult to criticise.
4. The process will build community confidence in the City.

CONFIRMED

At the Ordinary Meeting of Council held on Tuesday, 15 August 2023 the Council resolved to defer the motion to the November meeting. At the time of deferral:

- Cr C Ross had moved the motion.
- Former Cr M Sandford had seconded the motion.
- Cr C Ross (mover) had spoken on the motion.

COUNCIL RESOLUTION

At 8:32pm Cr C Ross moved, seconded Cr M Sandford (15 August 2023 OMC)

That the Council resolves to direct the CEO to:

1. **Form a Town Centre Community Consultation Reference Group (TCCCRG) to provide leadership in managing and conducting community consultation activities in collaboration with City staff to explore ideas and suggestions for the development of the Town Centre at the corner of Moreau Mews and Kishorn Road;**
2. **Develop a Draft Terms of Reference for the TCCRG for discussion at an EMES;**
3. **Advertise and call for volunteers through a public Expression of Interest Process to join the Town Centre Community Consultation Reference Group by March 2024;**
4. **Advertise community consultation sessions and activities and provide appropriate facilities, times and methods of community engagement in consultation with the TCCRG members;**
5. **Present a report to Council on all the community consultation outcomes by October 2024.**

COUNCIL RESOLUTION

Amendment

At 8:51pm Cr G Barber moved, seconded Cr J Edinger (21 November 2023)

That point 1 be amended to read

1. **Form a Town Centre Community Consultation Reference Group (TCCCRG) to provide community consultation activities in collaboration with City staff to explore ideas and suggestions for the development of the Town Centre at the corner of Moreau Mews and Kishorn Road;**

At 9:00pm the Presiding Member declared the motion. (21 November 2023)

LOST (4/9)

Yes (4): Crs Glynis Barber, Jane Edinger, Clive Ross and Terry Lee

No (9): Mayor Katy Mair, Crs Tomas Fitzgerald, Jennifer Spanbroek, Karen Wheatland, Matthew Woodall, Daniel Lim, Soo Hong, Cr Robins and Scott Green

CONFIRMED

COUNCIL RESOLUTION (15.1)

At 8:32pm Cr C Ross moved, seconded Cr M Sandford (15 August 2023 OMC)

That the Council resolves to direct the CEO to:

1. **Form a Town Centre Community Consultation Reference Group (TCCCRG) to provide leadership in managing and conducting community consultation activities in collaboration with City staff to explore ideas and suggestions for the development of the Town Centre at the corner of Moreau Mews and Kishorn Road;**
2. **Develop a Draft Terms of Reference for the TCCRG for discussion at an EMES;**
3. **Advertise and call for volunteers through a public Expression of Interest Process to join the Town Centre Community Consultation Reference Group by March 2024;**
4. **Advertise community consultation sessions and activities and provide appropriate facilities, times and methods of community engagement in consultation with the TCCRG members;**
5. **Present a report to Council on all the community consultation outcomes by October 2024.**

At 9:15pm the Presiding Member declared the motion (21 November 2023 OMC).

LOST (2/11)

Yes (2): Crs Jane Edinger and Clive Ross

No (11): Mayor Katy Mair, Crs Tomas Fitzgerald, Glynis Barber, Nicole Robins, Jennifer Spanbroek, Karen Wheatland, Matthew Woodall, Daniel Lim, Soo Hong, Scott Green and Terry Lee

CONFIRMED

At 9:15pm, the Presiding Member advised Council that an Officer Advice Note has been received in relation to Motion 15.2 Council Policy – Leasing of City Property for the Purpose of Sporting, Recreation, Cultural and Community Uses.

At 9:16 pm, Cr M Woodall left the meeting.

15.2 Council Policy - Leasing of City Property for the purpose of Sporting, Recreation, Cultural and Community Uses

File Number:	
Related to Item:	
Elected Member:	Cr Clive Ross
Attachments	1. Officer Advice Note

REASONS FOR THE MOTION

It is a common problem that City property leased or rented to Sporting, Recreational, Cultural and Community Associations are poorly maintained and often not fit for purpose.

Clubs and Associations often do not have adequate or any facilities for the disabled, such as ramps or disabled toilets. Facilities including change rooms and toilets for different ages and genders are inadequate or non-existent.

The recent High Court decision against the Northern Territory Government shows that landlords have a legal responsibility to provide premises that are fit for purpose and properly maintained and may be required to pay compensation as well as rectify any breaches of implied conditions in the lease agreement.

A Charter of Rights that has been created as a result of a group consultation between the Sporting, Recreational, Cultural and Community Associations and with wider Community consultation will provide certainty and remove the lack of bargaining power that Clubs and Associations, particularly smaller Clubs and Associations have when negotiating a lease with the City.

A Charter which includes rights to:

a. Premises that are up to date and fit for purpose.
b. Maintained and upgraded annually.
c. Premises that are completely free from asbestos.
d. Are compliant with the National Building Code.
e. Have solar or other renewable energy sources and facilities.
f. Are energy efficient with adequate insulation, LED lighting and energy efficient appliances.
g. Have disability access and toilets.
h. Have adequate change rooms and toilets to meet the increase in numbers of girls and women participating in every sport.
i. Are consistently future proofed to meet growth and trends;

will provide certainty to Clubs and Associations and will instruct the terms and conditions of the City's leases and evidence that the City is a "model" landlord that provides facilities that are properly maintained and fit for purpose.

The City's consistent maintenance of facilities will ensure that facilities are up to date and will not need major re-construction and major cost outlays in the future.

CONFIRMED

Motion

That the Council directs the CEO to:

(1) Prepare a draft Charter of Rights for Sporting, Recreation, Cultural and Community Associations which will instruct and guide the Council Policy and terms and conditions of the leases of City Property;
(2) Consult with Sporting, Recreation, Cultural and Community Associations in preparing the draft Charter of Rights;
(3) Conduct a community consultation process on the draft Charter of Rights as approved by Council.
(4) Present the draft Charter of Rights prepared in accordance with paragraph (2) above to Council for preliminary approval to the April 2024 Ordinary Meeting of Council.

COUNCIL RESOLUTION

Procedural Motion

At 9:18pm Cr J Edinger moved, seconded Cr C Ross

That the motion be deferred until the Ordinary Meeting of Council February 2024

.At 9:19pm the Presiding Member declared the motion.

LOST (5/8)

Yes (5):	Crs Glynis Barber, Jane Edinger, Clive Ross, Soo Hong and Terry Lee
No (8):	Mayor Katy Mair, Crs Tomas Fitzgerald, Nicole Robins, Jennifer Spanbroek, Karen Wheatland, Matthew Woodall, Daniel Lim and Scott Green

Motion

That the Council directs the CEO to:

(1) Prepare a draft Charter of Rights for Sporting, Recreation, Cultural and Community Associations which will instruct and guide the Council Policy and terms and conditions of the leases of City Property;
(2) Consult with Sporting, Recreation, Cultural and Community Associations in preparing the draft Charter of Rights;
(3) Conduct a community consultation process on the draft Charter of Rights as approved by Council.
(4) Present the draft Charter of Rights prepared in accordance with paragraph (2) above to Council for preliminary approval to the April 2024 Ordinary Meeting of Council.

CONFIRMED

Alternative Motion With Notice

COUNCIL RESOLUTION (15.2)

At 9:21pm Cr N Robins moved, seconded Cr M Woodall

That the Council:

1. **Request the CEO to consider, when drafting "Council Policy - Leasing of City Property for the Purpose of Sporting, Recreation, Cultural & Community Uses" and the associated report to Council, Cr Ross's request for the development of a Charter of Rights. Consideration should include options such as adopting a Charter such as what is recommended in the reasons for Cr Ross's motion, adopting a Charter including components of Cr Ross's suggestions, incorporating components of what is recommended by Cr Ross into the Policy, or proceeding with the Policy as a standalone document as drafted by officers.**

2. **Request a workshop at a future EMES (prior to presentation of the Policy to Council) on the Policy and, if recommended by officers, the Charter of Rights.**

At 9:28pm the Presiding Member declared the motion.

CARRIED (10/3)

Yes (10): Crs Glynis Barber, Jane Edinger, Nicole Robins, Clive Ross, Karen Wheatland, Matthew Woodall, Daniel Lim, Soo Hong, Scott Green and Terry Lee

No (3): Mayor Katy Mair, Crs Tomas Fitzgerald and Jennifer Spanbroek

At 9:18 pm, Cr M Woodall returned to the meeting.

CONFIRM

16 MOTIONS WITHOUT PREVIOUS NOTICE (APPROVAL BY ABSOLUTE MAJORITY)

Nil

17 MATTERS FOR WHICH MEETING WAS CLOSED TO THE PUBLIC

COUNCIL RESOLUTION

At 9:28pm Cr K Wheatland moved, seconded Cr G Barber

That the Council considers the confidential report(s) listed below behind closed doors in accordance with Section 5.23(2) of the Local Government Act 1995:

M23/20 Confidential Statutory Authorisations CSA_Local-01

This matter is considered to be confidential under Section 5.23(2) - (d) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting.

E23/26 Report on the Review of the Resource Recovery Group and Regional Resource Recovery Centre in Canning Vale

This matter is considered to be confidential under Section 5.23(2) - (c) and (d) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with 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 legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting.

At 9:28pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (13/0)

At 9:28pm, the Presiding Member adjourned the meeting.

At 9:39pm, the Presiding Member resumed the meeting.

COUNCIL RESOLUTION

At 10:05pm Cr J Edinger moved, seconded Cr G Barber

That the meeting come out from behind closed doors.

At 10:05pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (13/0)

18 DECISION MADE WHILE MEETING WAS CLOSED TO THE PUBLIC

At 10:06pm the Presiding Member advised Council that the following items were discussed behind closed doors:

1. M23/20 Confidential Statutory Authorisations CSA_Local-01

COUNCIL RESOLUTION

At 9:39pm Cr S Green moved, seconded Cr D Lim

That the Council note the Confidential Officers Report and confidential legal advice relating to Statutory Authorisation: CSA-Local-01 - Persons Authorised by Council to Sign Documents on Behalf of the City, and take no further action in relation to amending the authorisation in the manner contemplated by the motion.

At 9:46pm the Presiding Member declared the motion.

CARRIED (11/2)

Yes (11):	Mayor Katy Mair, Crs Tomas Fitzgerald, Glynis Barber, Nicole Robins, Jennifer Spanbroek, Karen Wheatland, Matthew Woodall, Daniel Lim, Soo Hong, Scott Green and Terry Lee
No (2):	Crs Jane Edinger and Clive Ross

2. E23/26 Report on the Review of the Resource Recovery Group and Regional Resource Recovery Centre in Canning Vale

COUNCIL RESOLUTION

At 9:47pm Cr K Wheatland moved, seconded Cr G Barber

That the Council:

1. **Accept the Resource Recovery Group and Regional Resource Recovery Centre (RRRC) Review Report - Confidential Attachment and the recommendation to withdraw from the RRG and all associated Projects.**
2. **Request the Chief Executive Officer to provide notice to the Resource Recovery Group of the City of Melville Council decision to withdraw from the Resource Recovery Group (as a Member) and from all Projects (as a Participant), effective from 1 July 2025.**
3. **Notes the City continuing to work with the Resource Recovery Group, City of Fremantle, Town of East Fremantle and City of Canning to utilise the Materials Recovery Facility (MRF), Food Organics Garden Organics (FOGO) processing and Green Waste processing operations at the RRRC site or an alternative site should this be feasible from environmental and economic perspectives.**
4. **Be provided with regular updates through existing communication methods.**

At 10:04pm the Presiding Member declared the motion.

CARRIED (10/3)

Yes (10):	Mayor Katy Mair, Crs Glynis Barber, Nicole Robins, Clive Ross, Jennifer Spanbroek, Karen Wheatland, Matthew Woodall, Soo Hong, Scott Green and Terry Lee
No (3):	Crs Tomas Fitzgerald, Jane Edinger and Daniel Lim

19 CLOSURE

There being no further business to discuss, the Presiding Member declared the meeting closed at 10:06pm

CONFIRMED

City of Melville

LISTING OF PAYMENTS MADE UNDER DELEGATED AUTHORITY

FOR THE PERIOD OF SEPTEMBER 2023 PRESENTED TO THE ORDINARY MEETING OF COUNCIL TO BE HELD ON TUESDAY 17TH NOVEMBER 2023 ITEM C19/6001

CONFIRMED

					Over $25,000.00
Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.6531	**A1 POOLS THE A1 UNIT TRUST**			**$**	**1,961.65**
.6531	Building construction materials and services	15/09/2023	E114078	$	1,961.65
.7359	**AARO GROUP PTY LTD**			**$**	**46,792.11**
.7359	Drainage services	15/09/2023	E114117	$	46,792.11
.0366	**ABAXA WH LOCATION SERVICES PTY LTD T/AS**			**$**	**12,931.88**
.0366	Underground Service Location	15/09/2023	E113954	$	12,931.88
.8987	**ABM LANDSCAPING MIKEVIE PTY LTD T/AS**			**$**	**57,337.50**
.8987	Landscaping services and supplies	15/09/2023	E114172	$	57,337.50
.7419	**ACOR CONSULTANTS (WA) PTY LTD THE TRUSTEE FOR THE ACOR WA UNIT TRUST T/AS**			**$**	**18,747.85**
.7419	Engineering consulting services	15/09/2023	E114119	$	1,320.00
.7419	Engineering consulting services	29/09/2023	E114509	$	17,427.85
.4888	**ACTION GLASS & ALUMINIUM**			**$**	**6,038.61**
.4888	Glazing supplies and services	15/09/2023	E114039	$	1,439.82
.4888	Glazing supplies and services	29/09/2023	E114444	$	4,598.79
.2528	**ADVAM PTY LTD**			**$**	**3,506.25**
.2528	Cash collection services	29/09/2023	E114402	$	3,506.25
.9048	**ADVERTISING - MARKETFORCE SUBSIDARY OF OMNICOM**			**$**	**10,043.72**
.9048	Marketing and communication services	15/09/2023	E114174	$	10,043.72
.6855	**AIR LIQUIDE AUSTRALIA Limited**			**$**	**128.48**
.6855	Gas	15/09/2023	E114093	$	128.48
.7444	**AIR LIQUIDE HEALTHCARE PTY LTD**			**$**	**83.40**
.7444	Workplace health and safety services	29/09/2023	E114510	$	83.40
.2330	**ALINTA ENERGY ALINTA SALES PTY LTD T/AS**			**$**	**4,867.25**
.2330	Gas	15/09/2023	E113999	$	37.35
.2330	Gas	29/09/2023	E114398	$	4,829.90

CONFIRMED

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.3350	**ALL GARDENING SERVICES SCHNITTER, JOCHANAN SHANOAH T/AS**			**$**	**210.00**
.3350	Landscaping services and supplies	29/09/2023	E114416	$	210.00
.8301	**ALLCOM COMMUNICATIONS ALLCOM HOLDINGS (WA) PTY LIMITED T/AS**			**$**	**3,811.61**
.8301	Marketing and communication services	15/09/2023	E114148	$	3,811.61
.3806	**ALS LIBRARY SERVICES PTY LTD**			**$**	**6,080.07**
.3806	Library Expenses	15/09/2023	E114021	$	1,994.11
.3806	Library Expenses	29/09/2023	E114422	$	4,085.96
.2755	**AMBIUS RENTOKIL INITIAL RENTOKIL INITIAL PTY LTD T/AS**			**$**	**239.89**
.2755	Facilities management services	29/09/2023	E114407	$	239.89
.3016	**AMPOL PETROLEUM DISTRIBUTORS PTY LTD**			**$**	**3,558.88**
.3016	Fuel	15/09/2023	E114005	$	712.20
.3016	Fuel	29/09/2023	E114410	$	2,846.68
.5333	**AQUAMONIX PTY LTD**			**$**	**50,083.00**
.5333	Irrigation and watering systems	15/09/2023	E114046	$	44,851.40
.5333	Irrigation and watering systems	29/09/2023	E114450	$	5,231.60
.6015	**AQUATIC SERVICES WA PTY LTD**			**$**	**1,051.60**
.6015	Swimming pool costs - Monthly Filtration Services	15/09/2023	E114058	$	525.80
.6015	Swimming pool costs - Monthly Filtration Services	29/09/2023	E114463	$	525.80
.7585	**ART DISPLAY HIRE**			**$**	**1,573.00**
.7585	Artists and artwork hire	29/09/2023	E114515	$	1,573.00
.5787	**ARTCOM FABRICATION THE TRUSTEE FOR ARTCOM UNIT TRUST T/AS**			**$**	**4,537.50**
.5787	Manufacture, Supply and Install Artwork	15/09/2023	E114055	$	4,537.50
.0014	**ARTEIL (WA) PTY LTD**			**$**	**1,049.40**
.0014	Furniture and Fit Out	29/09/2023	E114343	$	1,049.40
.5738	**ARTIST'S CHRONICLE DICIERO, LYNETTE PATRICE T/AS**			**$**	**940.00**
.5738	Advertising and media buy	15/09/2023	E114054	$	940.00
.8833	**ASPIRE PERFORMANCE TRAINING PTY LTD**			**$**	**40,240.56**

CONFIRMED

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.8833	Training services	29/09/2023	E114544	$	40,240.56
.7647	**ASSETVAL MARSH PTY LTD T/AS**			**$**	**6,600.00**
.7647	Valuation services	29/09/2023	E114519	$	6,600.00
.8197	**ATTADALE GARDEN BAGS THE TRUSTEE FOR BOWDEN FAMILY TRUST T/AS**			**$**	**220.00**
.8197	Waste collection and disposal	29/09/2023	E114530	$	220.00
.2301	**ATUL GARG**			**$**	**21.00**
.2301	Community services and respite	15/09/2023	E113997	$	21.00
.6724	**AUSQ TRAINING THE TRUSTEE FOR AUSQ UNIT TRUST T/AS**			**$**	**840.00**
.6724	Training services	29/09/2023	E114487	$	840.00
.5138	**AUST WEST AUTO ELECTRICAL PTY LTD**			**$**	**4,165.68**
.5138	Vehicle Electrical Repairs and Maintenance	15/09/2023	E114043	$	4,165.68
.1523	**AUSTRALIA POST PERTH**			**$**	**18,991.19**
.1523	Postage	15/09/2023	E113988	$	6,820.71
.1523	Postage	29/09/2023	E114388	$	12,170.48
.1804	**AUSTRALIAN HVAC SERVICES AUSTRALIAN HVAC SERVICES PTY LTD T/AS**			**$**	**29,803.80**
.1804	Air conditioning maintenance and services	15/09/2023	E113991	$	26,793.67
.1804	Air conditioning maintenance and services	29/09/2023	E114392	$	3,010.13
.8381	**AUSTRALIAN MEDICAL SUPPLIES AUSMED SUPPLIES PTY LTD T/AS**			**$**	**1,295.25**
.8381	Medical supplies	15/09/2023	E114154	$	1,295.25
.6510	**BAY CONCRETE GRINDING KELEKE PTY LTD T/AS**			**$**	**9,625.00**
.6510	Paving supplies and services	29/09/2023	E114476	$	9,625.00
.5661	**BEACON EQUIPMENT BEPASSEY NOMINEES PTY LTD T/AS**			**$**	**46,001.45**
.5661	General hardware supplies and tools	15/09/2023	E114052	$	39,305.15
.5661	General hardware supplies and tools	29/09/2023	E114456	$	6,696.30
.2452	**BEAUREPAIRES (MYAREE) GOODYEAR & DUNLOP TYRES (AUST) PTY LTD T/AS**			**$**	**31,202.79**
.2452	Tyre supplies	15/09/2023	E114001	$	13,981.52
.2452	Tyre supplies	29/09/2023	E114401	$	17,221.27

CONFIRMED

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.3098	**BEE ADVICE NEWCOMBE, MICHAEL ROY T/AS**			**$**	**250.00**
.3098	Bee Hive Removal	15/09/2023	E114009	$	250.00
.1073	**BENARA NURSERIES THE TRUSTEE FOR THE QUITO UNIT TRUST T/AS**			**$**	**4,141.72**
.1073	Nursery supplies	15/09/2023	E113973	$	4,141.72
.2096	**BENERIN ELECTRICAL SERVICES BENERIN (2004) PTY LTD T/AS**			**$**	**995.50**
.2096	Building construction materials and services	15/09/2023	E113996	$	995.50
.8027	**BETTY JOY RICHARDS**			**$**	**3,750.00**
.8027	Creative services and graphic design	15/09/2023	E114140	$	1,750.00
.8027	Creative services and graphic design	29/09/2023	E114527	$	2,000.00
.6556	**BIN BATH BIN BATH CORPORATION PTY LTD T/AS**			**$**	**163.24**
.6556	Waste expenses	29/09/2023	E114478	$	163.24
.1364	**BLUE GUM PARK TENNIS CLUB INC.**			**$**	**3,205.00**
.1364	Sport and recreation subsidies	29/09/2023	E114382	$	3,205.00
.7815	**BODY-BIKE AUSTRALIA PTY LTD**			**$**	**125,285.60**
.7815	Sport and recreation equipment	15/09/2023	E114132	$	125,285.60
.0187	**BORAL CONSTRUCTION MATERIALS GROUP LTD**			**$**	**2,658.70**
.0187	Pavement construction and streetscape services	15/09/2023	E113947	$	2,391.67
.0187	Pavement construction and streetscape services	29/09/2023	E114352	$	267.03
.1075	**BOYA EQUIPMENT PTY LTD**			**$**	**278.53**
.1075	Plant maintenance	15/09/2023	E113974	$	278.53
.8771	**BRIDGE42 PTY LTD T/AS BRIDGE42**			**$**	**1,435.50**
.8771	IT project management and consultancy	15/09/2023	E114163	$	1,435.50
.6739	**BRIGHTMARK GROUP PTY LTD**			**$**	**18,719.21**
.6739	Commercial cleaning	29/09/2023	E114488	$	18,719.21
.0399	**BRITESHINE CLEANING SERVICES BRITESHINE CLEANING & MAINTENANCE SERVICES PTY LTD T/AS**			**$**	**98,970.09**
.0399	Commercial cleaning	15/09/2023	E113955	$	65,354.51

CONFIRMED

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.0399	Commercial cleaning	29/09/2023	E114358	$	33,615.58
.6998	**BROWNES DAIRY BROWNES FOODS OPERATIONS PTY LIMITED T/AS**			**$**	**846.04**
.6998	Staff supplies	15/09/2023	E114098	$	427.80
.6998	Staff supplies	29/09/2023	E114496	$	418.24
.8215	**BRUNO OLIVER BOOTH**			**$**	**1,200.00**
.8215	Artists and artworks	15/09/2023	E114145	$	1,200.00
.0137	**BUCHER MUNICIPAL PTY LTD**			**$**	**48,574.09**
.0137	Repair and Parts for Sweeper	15/09/2023	E113946	$	48,170.17
.0137	Repair and parts for other vehicles	29/09/2023	E114350	$	403.92
.0004	**BUILDING AND CONSTRUCTION INDUSTRIAL TRAINING BOARD**			**$**	**22,008.20**
.0004	Regulatory fees and government charges	19/09/2023	E114320	$	22,008.20
9995	**BUILDING COMMISSION DEPARTMENT OF COMMERCE T/AS**			**$**	**53,689.40**
9995	Regulatory fees and government charges	19/09/2023	E114321	$	53,689.40
.5511	**BULL CREEK TENNIS CLUB INC.**			**$**	**1,060.00**
.5511	Donations, Sponsorship & Contributions	29/09/2023	E114453	$	1,060.00
.8332	**BULLIVANTS BULLIVANTS PTY LIMITED T/AS**			**$**	**850.08**
.8332	Lifting and height and other safety apparatus	15/09/2023	E114151	$	328.00
.8332	Lifting and height and other safety apparatus	29/09/2023	E114534	$	522.08
.0036	**BUNNINGS GROUP LIMITED**			**$**	**4,774.17**
.0036	Building construction materials and services	15/09/2023	E113941	$	2,669.34
.0036	Building construction materials and services	29/09/2023	E114344	$	2,104.83
.7201	**CAR CARE ROCKINGHAM MARIO BAELI T/AS**			**$**	**140.00**
.7201	Car Detailing	15/09/2023	E114106	$	140.00
.8124	**CARLA ADAMS ADAMS, CARLA MELITA**			**$**	**67.50**
.8124	Artists and artworks	15/09/2023	E114142	$	67.50
.5677	**CHAMPION COMPRESSORS SULLAIR AUSTRALIA PTY LTD T/AS**			**$**	**3,118.23**
.5677	maintenance and services	15/09/2023	E114053	$	3,118.23

CONFIRMED

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.5529	**CHOICEONE PTY LTD**			**$**	**66,495.52**
.5529	Temporary labour	15/09/2023	E114050	$	34,734.82
.5529	Temporary labour	29/09/2023	E114454	$	31,760.70
.6215	**CHS HEALTHCARE PTY LTD**			**$**	**4,364.40**
.6215	Community services and respite	29/09/2023	E114466	$	4,364.40
.0056	**CITY OF COCKBURN**			**$**	**16,608.72**
.0056	LED Streetlighting project and Long Service Leave Liability	29/09/2023	E114345	$	16,608.72
.0001	**CITY OF MELVILLE - PETTY CASH**			**$**	**39.60**
.0001	Petty Payment	15/09/2023	070879	$	39.60
.1277	**CITY OF SOUTH PERTH**			**$**	**6,019.18**
.1277	Cat Impound Fees	15/09/2023	E113983	$	5,634.18
.1277	Cat Impound Fees	29/09/2023	E114381	$	385.00
.7962	**CLIVE ROSS COUNCILLOR**			**$**	**3,038.33**
.7962	Councillor expenses	15/09/2023	E114136	$	3,038.33
.6922	**CLPM PTY LTD**			**$**	**256,386.86**
.6922	Civic Main Hall Refurbishment	5/09/2023	E113939	$	130,564.72
.6922	Civic Main Hall Refurbishment	15/09/2023	E114096	$	125,822.14
.0754	**COCKBURN CEMENT LIMITED**			**$**	**1,804.44**
.0754	Building construction materials and services	15/09/2023	E113962	$	852.72
.0754	Building construction materials and services	29/09/2023	E114367	$	951.72
.4194	**COMMERCIAL CLEANING EQUIPMENT THE TRUSTEE FOR THE EASDEN FAMILY TRUST NO 2 T/AS**			**$**	**291.50**
.4194	Janitorial and cleaning products	15/09/2023	E114025	$	291.50
.7567	**COMMON GROUND TRAILS PTY LTD**			**$**	**38,336.76**
.7567	Point Walter MTB Project Progress Claim 4	15/09/2023	E114125	$	38,336.76
.1187	**COMPLETE PEST MANAGEMENT SERVICES THE TRUSTEE FOR LAWRENCE FAMILY TRUST T/AS**			**$**	**4,173.77**
.1187	Pest & Weed Control	15/09/2023	E113979	$	1,134.00
.1187	Pest & Weed Control	29/09/2023	E114378	$	3,039.77

CONFIRMED

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.3935	**CONTRA-FLOW PTY LTD**			**$**	**111,139.34**
.3935	Traffic control services	15/09/2023	E114023	$	65,158.46
.3935	Traffic control services	29/09/2023	E114423	$	45,980.88
.7070	**CORSIGN WA PTY LTD**			**$**	**1,012.00**
.7070	Road signs	29/09/2023	E114499	$	1,012.00
.7250	**COUNTRY CLUB INTERNATIONAL PTY LTD**			**$**	**760.10**
.7250	Sport and recreation equipment	15/09/2023	E114111	$	344.30
.7250	Sport and recreation equipment	29/09/2023	E114503	$	415.80
.6831	**COVS GPC ASIA PACIFIC T/AS**			**$**	**4,683.90**
.6831	Plant purchase/Parts	15/09/2023	E114090	$	4,683.90
.7325	**CRISTY BURNE**			**$**	**1,604.00**
.7325	Library Stock	15/09/2023	E114113	$	1,604.00
.2612	**CUSTOMER SERVICE INSTITUTE OF AUSTRALIA**			**$**	**3,987.50**
.2612	External training courses	29/09/2023	E114403	$	3,987.50
.5736	**CUSTOMERS OF SIRSIDYNIX AUSTRALASIA**			**$**	**149.00**
.5736	Memberships	29/09/2023	E114457	$	149.00
.4386	**DA CHRISTIE PTY LTD**			**$**	**527.12**
.4386	Outdoor furniture and shades and exercise equipment	15/09/2023	E114030	$	527.12
.7389	**DAN MCCABE MCCABE, DANIEL T/AS**			**$**	**550.00**
.7389	Photography	15/09/2023	E114118	$	550.00
.8608	**DAVID GOLF & ENGINEERING PTY LTD**			**$**	**7,073.00**
.8608	Sport and recreation equipment	15/09/2023	E114159	$	7,073.00
.8346	**DEB FITZPATRICK**			**$**	**4,300.00**
.8346	Library Expenses	15/09/2023	E114153	$	2,200.00
.8346	Library Expenses	29/09/2023	E114536	$	2,100.00
.4671	**DEBBIE WHYTE COM EMPLOYEE**			**$**	**1,272.00**

CONFIRMED

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.4671	staff reimbursement	29/09/2023	E114440	$	1,272.00
.4051	**DEPARTMENT OF FIRE AND EMERGENCY SERVICES**			**$**	**8,402,454.98**
.4051	ESL Remittance - August 2023	29/09/2023	E114425	$	8,402,454.98
.3107	**DEPARTMENT OF PARKS AND WILDLIFE WA**			**$**	**2,200.00**
.3107	2023-2024 Fishing Line Bin Program	15/09/2023	E114010	$	2,200.00
.1918	**DEPARTMENT OF TRANSPORT WA**			**$**	**87.30**
.1918	Disclosure of information fees	29/09/2023	E114393	$	87.30
.8141	**DETAIL MARKETING COMMUNICATIONS PTY LTD DETAIL MARKETING & COMMUNICATIONS PTY LTD T/AS**			**$**	**16,940.00**
.8141	Marketing and communication services	15/09/2023	E114143	$	9,130.00
.8141	Marketing and communication services	29/09/2023	E114528	$	7,810.00
.4256	**DIRECT COFFEE SUPPLIES PTY LTD**			**$**	**1,050.00**
.4256	Catering services and supplies	29/09/2023	E114431	$	1,050.00
.3459	**DOWNER EDI WORKS PTY LTD**			**$**	**38,129.72**
.3459	Roads and paving supplies - asphalt and bitumen	15/09/2023	E114015	$	37,698.75
.3459	Roads and paving supplies - asphalt and bitumen	29/09/2023	E114419	$	430.97
.6693	**DOWSING GROUP PTY LTD**			**$**	**251,439.76**
.6693	Concrete Works and Repairs	15/09/2023	E114085	$	192,476.50
.6693	Concrete Works and Repairs	29/09/2023	E114486	$	58,963.26
.8474	**DP STAMPALIA STAMPALIA, DARREN PHILLIP & DP EARTHMOVING WA T/AS**			**$**	**7,524.00**
.8474	Bobcat hire	15/09/2023	E114156	$	7,524.00
.3309	**DRAINFLOW SERVICES PTY LTD**			**$**	**60,387.25**
.3309	Drainage services	15/09/2023	E114012	$	15,672.25
.3309	Drainage services	29/09/2023	E114414	$	44,715.00
0011	**DUNCAN MACPHAIL COUNCILLOR**			**$**	**838.33**
0011	Councillor expenses	15/09/2023	E114177	$	838.33
.6794	**DURACRAFT ACCIDENT REPAIR CENTRE DURACRAFT PTY LTD T/AS**			**$**	**900.90**
.6794	Vehicle Repairs and Maintenance	29/09/2023	E114489	$	900.90

CONFIRMED

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.7544	**DUSHONG ART KICKETT, ROHIN PATRICK T/AS**			**$**	**250.00**
.7544	Artists and artworks	15/09/2023	E114124	$	250.00
.0986	**E & MJ ROSHER PTY LTD**			**$**	**431.96**
.0986	Plant purchase/Parts	29/09/2023	E114371	$	431.96
.4756	**ECO RESOURCES PTY LTD THE TRUSTEE FOR THE M & S UNIT TRUST T/AS**			**$**	**12,889.80**
.4756	Landfill management services	15/09/2023	E114036	$	8,189.50
.4756	Landfill management services	29/09/2023	E114442	$	4,700.30
.7816	**ECOBLUE INTERNATIONAL ECOLBLUE INTERNATIONAL PTY LTD ATF ECOBLUE UNIT TRUST**			**$**	**4,708.00**
.7816	Fuel	29/09/2023	E114523	$	4,708.00
.7240	**ECOCYCLE PTY LTD**			**$**	**3,487.54**
.7240	Waste expenses	15/09/2023	E114110	$	3,487.54
.6445	**ELEMENT ADVISORY PTY LTD**			**$**	**26,006.26**
.6445	Consultancy Services	15/09/2023	E114072	$	26,006.26
.6230	**ELITE LOCK SERVICE PERTH SECURITY SOLUTIONS ATF SIMS FAMILY TRUST T/AS**			**$**	**4,268.88**
.6230	Locksmith supplies and services	15/09/2023	E114060	$	2,115.08
.6230	Locksmith supplies and services	29/09/2023	E114467	$	2,153.80
.8390	**ELM WA PTY LTD**			**$**	**34,716.00**
.8390	SUMP and PAW Maintenance	15/09/2023	E114155	$	34,716.00
.1380	**EMSO MAINTENANCE CRAB CLAW HOLDINGS P/L ATF EMSO INVESTMENT TRUST T/AS**			**$**	**52,913.10**
.1380	Building construction materials, services and maintenance	15/09/2023	E113984	$	23,119.88
.1380	Building construction materials, services and maintenance	29/09/2023	E114383	$	29,793.22
.0091	**ENGINE PROTECTION EQUIPMENT**			**$**	**4,650.01**
.0091	Vehicle parts and supplies	15/09/2023	E113944	$	243.09
.0091	Vehicle parts and supplies	29/09/2023	E114347	$	4,406.92
.7316	**ENSIGN SERVICES (AUST.) PTY. LTD**			**$**	**378.05**
.7316	Laundering and dry cleaning	15/09/2023	E114112	$	378.05

CONFIRMED

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.4541	**ENVIRO SWEEP EWCS UNIT TRUST T/AS**			**$**	**9,506.75**
.4541	Street sweeping services	15/09/2023	E114034	$	968.00
.4541	Street sweeping services	29/09/2023	E114439	$	8,538.75
.8255	**ENVIROCARE SYSTEMS ENVIROCARE SYSTEMS PTY LTD T/AS**			**$**	**381.15**
.8255	Janitorial and cleaning products	29/09/2023	E114532	$	381.15
.4493	**ENVIRONMENTAL HEALTH AUSTRALIA (NSW) INCORPORATED**			**$**	**1,100.00**
.4493	Subscriptions to professional organisations	15/09/2023	E114033	$	1,100.00
.6611	**ERECTIONS (WA) LIGHTFORCE ASSET PTY LTD T/AS**			**$**	**1,826.00**
.6611	Road signs	29/09/2023	E114481	$	1,826.00
.7227	**ERIN COATES**			**$**	**26.25**
.7227	Library Expenses	15/09/2023	E114107	$	26.25
.7503	**ERTECH PTY LTD**			**$**	**7,406.00**
.7503	Building construction materials and services	29/09/2023	E114512	$	7,406.00
.6929	**ES2 ES2 PTY LTD T/AS**			**$**	**17,325.00**
.6929	Cloud services	29/09/2023	E114493	$	17,325.00
.6989	**ESSENTIAL COFFEE PTY LTD**			**$**	**738.31**
.6989	Facilities management services	15/09/2023	E114097	$	738.31
.6489	**EXCEL KERBING PTY LTD TRUSTEE FOR EXCEL KERBING TRUST T/AS**			**$**	**1,663.20**
.6489	Roads and paving supplies - other	15/09/2023	E114076	$	1,663.20
.0235	**EXTERIA AND MODUS AUSTRALIA LANDMARK ENGINEERING & DESIGN PTY LTD T/AS**			**$**	**6,616.50**
.0235	Outdoor furniture and shades and exercise equipment	29/09/2023	E114356	$	6,616.50
.7234	**FAT FROG CONSULTING THE TRUSTEE FOR LIVING STREAMS TRUST T/AS**			**$**	**6,781.00**
.7234	Sustainability services	29/09/2023	E114502	$	6,781.00
.0531	**FEDEX EXPRESS AUSTRALIA PTY LTD**			**$**	**3,078.37**
.0531	Courier Charges	15/09/2023	E113959	$	1,537.34
.0531	Courier Charges	29/09/2023	E114362	$	1,541.03

CONFIRMED

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.8966	**FILMBITES THE TRUSTEE FOR THE ONEIRIC TRUST T/AS**			**$**	**1,705.00**
.8966	Community events	15/09/2023	E114170	$	1,705.00
.7335	**FLEET FITNESS O'SHAUGHNESSY FAMILY TRUST T/AS**			**$**	**227.70**
.7335	Sport and recreation equipment	15/09/2023	E114115	$	227.70
.4774	**FLEX FITNESS EQUIPMENT RUBY DISTRIBUTORS PTY LTD T/AS**			**$**	**1,729.00**
.4774	Sport and recreation equipment	15/09/2023	E114037	$	1,729.00
.8338	**FLEXI STAFF FLEXI STAFF GROUP PTY LTD**			**$**	**15,545.45**
.8338	Temporary labour	15/09/2023	E114152	$	5,931.86
.8338	Temporary labour	29/09/2023	E114535	$	9,613.59
.0204	**FLICK ANTICIMEX**			**$**	**343.20**
.0204	Hygiene services	29/09/2023	E114353	$	343.20
.4031	**FORESTVALE TREES**			**$**	**495.00**
.4031	Nursery supplies	29/09/2023	E114424	$	495.00
.5369	**FOXTEL**			**$**	**350.00**
.5369	Cloud services	15/09/2023	E114047	$	350.00
.1221	**FUJI XEROX AUSTRALIA PTY LIMITED**			**$**	**357.28**
.1221	Photocopying and scanning services	15/09/2023	E113981	$	357.28
.3227	**FULTON HOGAN INDUSTRIES PTY LTD**			**$**	**304,597.77**
.3227	Mobilisation - Conveyer Profiler	29/09/2023	E114412	$	304,597.77
.9014	**GEMMA LOUISE FITZPATRICK**			**$**	**5,640.00**
.9014	Business and management consulting and services	29/09/2023	E114546	$	5,640.00
.8817	**GENIVO PTY LTD T/AS SIGNWAVE BELMONT**			**$**	**165.00**
.8817	Landscape design and architecture services	29/09/2023	E114543	$	165.00
.7020	**GEORGE GEAR MAYOR**			**$**	**11,913.41**
.7020	Councillor expenses	15/09/2023	E114102	$	11,913.41
.6824	**GFG TEMP ASSIST GLENN FLOOD GROUP PTY LTD T/AS**			**$**	**17,731.18**

CONFIRMED

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.6824	Temporary labour	15/09/2023	E114089	$	8,806.88
.6824	Temporary labour	29/09/2023	E114491	$	8,924.30
.9072	**GLOBAL MARINE ENCLOSURES PTY LTD**			**$**	**90,219.58**
.9072	Shark Barrier Installation	29/09/2023	E114551	$	90,219.58
.7017	**GLYNIS BARBER COUNCILLOR**			**$**	**3,038.33**
.7017	Councillor expenses	15/09/2023	E114101	$	3,038.33
.5245	**GPS LINE MARKING THE TRUSTEE FOR LANE FAMILY TRUST T/AS**			**$**	**825.00**
.5245	Road line marking	15/09/2023	E114045	$	825.00
.5101	**GRAFFITI SYSTEMS AUSTRALIA THE TRUSTEE FOR ROBTHOR UNIT TRUST T/AS**			**$**	**2,042.32**
.5101	Graffiti removal services	29/09/2023	E114447	$	2,042.32
.6874	**GREENHOUSE DESIGN STUDIOS ASHLEY JANE GREENHOUGH T/AS**			**$**	**220.00**
.6874	Marketing and communication services	15/09/2023	E114094	$	220.00
.0102	**GREENS HIAB SERVICES**			**$**	**528.00**
.0102	Vehicle Hire	29/09/2023	E114348	$	528.00
.2391	**GREENSTEAM AUSTRALIA PTY LTD**			**$**	**4,950.00**
.2391	Landscaping services and supplies	29/09/2023	E114400	$	4,950.00
.6708	**GROUP MAINTENANCE (1982) PTY LTD**			**$**	**275.00**
.6708	Kitchen fixtures and installation	15/09/2023	E114086	$	275.00
.1022	**HALLITE TRANSEALS HALLITE SEALS AUSTRALIA PTY LTD T/AS**			**$**	**255.00**
.1022	General hardware and tools	15/09/2023	E113970	$	116.60
.1022	General hardware and tools	29/09/2023	E114374	$	138.40
.7569	**HATCH PTY LTD**			**$**	**17,200.00**
.7569	Architectural and design services	15/09/2023	E114126	$	17,200.00
.4312	**HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY LTD**			**$**	**117,552.59**
.4312	Temporary labour	15/09/2023	E114028	$	69,872.33
.4312	Temporary labour	29/09/2023	E114436	$	47,680.26

CONFIRMED

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.8821	**HICKEY CONSTRUCTIONS PTY LTD**			**$**	**219,379.48**
.8821	Mt Pleasant Bowling Club Refurbishment works	15/09/2023	E114165	$	219,379.48
.1418	**HOLCIM (AUSTRALIA) PTY LTD**			**$**	**5,249.28**
.1418	Roads and paving supplies - concrete	15/09/2023	E113986	$	2,807.56
.1418	Roads and paving supplies - concrete	29/09/2023	E114385	$	2,441.72
.5489	**HORIZON WEST LANDSCAPE & IRRIGATION PTY LTD**			**$**	**96,460.10**
.5489	Irrigation and watering systems	15/09/2023	E114049	$	44,537.90
.5489	Irrigation and watering systems	29/09/2023	E114452	$	51,922.20
.9062	**HYDROQUIP PUMPS & IRRIGATION PTY LTD**			**$**	**63,901.20**
.9062	Irrigation and watering systems	15/09/2023	E114176	$	27,261.30
.9062	Irrigation and watering systems	29/09/2023	E114550	$	36,639.90
.0114	**INDUSTRIAL PROTECTIVE PRODUCTS (WA) JELLOR PTY LTD T/AS**			**$**	**4,749.75**
.0114	General hardware and tools	15/09/2023	E113945	$	3,247.98
.0114	General hardware and tools	29/09/2023	E114349	$	1,501.77
.6016	**INDUSTRIAL RECRUITMENT PARTNERS IRP PTY LTD T/AS**			**$**	**13,780.58**
.6016	Temporary labour	15/09/2023	E114059	$	7,754.78
.6016	Temporary labour	29/09/2023	E114464	$	6,025.80
.6619	**INFOR GLOBAL SOLUTIONS (ANZ) PTY LIMITED SUNSYSTEMS SOFTWARE T/AS**			**$**	**19,362.75**
.6619	IT technical services	29/09/2023	E114483	$	19,362.75
.0009	**INITIAL HYGIENE SOLUTIONS RENTOKIL INITIAL PTY LTD T/AS**			**$**	**993.09**
.0009	Hygiene services	15/09/2023	E113940	$	960.09
.0009	Hygiene services	29/09/2023	E114342	$	33.00
.6615	**INSTANT TOILETS & SHOWERS INSTANT PRODUCTS HIRE T/AS**			**$**	**275.88**
.6615	Event equipment hire	15/09/2023	E114083	$	275.88
.4326	**INTELIFE GROUP LIMITED**			**$**	**7,854.91**
.4326	Commercial Barbecue cleaning	15/09/2023	E114029	$	2,659.34
.4326	Commercial Barbecue cleaning	29/09/2023	E114437	$	5,195.57
.0424	**ISENTIA PTY LIMITED**			**$**	**3,300.00**

CONFIRMED

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.0424	Media monitoring	15/09/2023	E113956	$	1,650.00
.0424	Media monitoring	29/09/2023	E114360	$	1,650.00
.7967	**JANE EDINGER COUNCILLOR**			**$**	**3,038.33**
.7967	Councillor expenses	15/09/2023	E114137	$	3,038.33
.6349	**JANINE SHEEN PHOTOGRAPHY AND FILMS SHEEN, JANINE RENEE T/AS**			**$**	**3,000.00**
.6349	Photography	15/09/2023	E114067	$	3,000.00
.0717	**JAYLEA'S PATISSERIE & LUNCH BAR COOKE & CHEF PTY LTD T/AS**			**$**	**1,400.00**
.0717	Catering services and supplies	29/09/2023	E114366	$	1,400.00
.1406	**JB HI FI COMMERCIAL JB HI-FI GROUP PTY LTD T/AS**			**$**	**6,522.44**
.1406	IT hardware	15/09/2023	E113985	$	3,012.44
.1406	IT hardware	29/09/2023	E114384	$	3,510.00
.7971	**JENNIFER SPANBROEK COUNCILLOR**			**$**	**3,038.33**
.7971	Councillor expenses	15/09/2023	E114138	$	3,038.33
.8546	**JULUWARLU GROUP ABORIGINAL CORPORATION**			**$**	**193.50**
.8546	Artists and artworks	15/09/2023	E114158	$	193.50
.6279	**KAREN WHEATLAND COUNCILLOR**			**$**	**3,038.33**
.6279	Councillor expenses	15/09/2023	E114061	$	3,038.33
.6394	**KENNARDS HIRE PTY LTD**			**$**	**1,141.48**
.6394	Event equipment hire	15/09/2023	E114069	$	1,141.48
.6302	**KIRBY SWIM MELVILLE PTY LTD**			**$**	**300.00**
.6302	Subsidy payment	29/09/2023	E114470	$	300.00
.6770	**KLEENIT PTY LTD**			**$**	**3,563.12**
.6770	Graffiti removal services	15/09/2023	E114088	$	3,563.12
.7193	**KNOSYS SOLUTIONS PTY LTD**			**$**	**7,260.00**
.7193	IT software/licensing and maintenance	29/09/2023	E114501	$	7,260.00
.7064	**KYOCERA DOCUMENT SOLUTIONS AUSTRALIA PTY LTD**			**$**	**4,913.61**

CONFIRMED

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.7064	Printers and multifunction devices	15/09/2023	E114104	$	1,952.31
.7064	Printers and multifunction devices	29/09/2023	E114498	$	2,961.30
.7292	**LAMINAR CAPITAL PTY. LTD**			**$**	**1,100.00**
.7292	Accounting and financial services	29/09/2023	E114505	$	1,100.00
.1115	**LANDGATE WESTERN AUSTRALIA LAND INFORMATION AUTHORITY T/AS**			**$**	**1,904.93**
.1115	Regulatory fees and government charges	29/09/2023	E114377	$	1,904.93
.4955	**LEISURE INSTITUTE OF WA AQUATIC**			**$**	**6,039.00**
.4955	External training courses	15/09/2023	E114040	$	6,039.00
.8312	**LEONIE BRIALEY**			**$**	**11.25**
.8312	Artists and artworks	15/09/2023	E114150	$	11.25
.4311	**LESLIE'S CURTAINS & BLINDS LESLIE'S CURTAINS PTY LTD T/AS**			**$**	**14,530.00**
.4311	Roller Blind Installations - Dandalup Murray House	29/09/2023	E114435	$	14,530.00
.8651	**LESTER BLADES EXECUTIVE SEARCH & BOARD ADVISORY ADL FAMILY TRUST & THE TRUSTEE FOR GEOFF BLADES FAMILY T/AS**			**$**	**14,583.80**
.8651	HR and workforce services	15/09/2023	E114160	$	14,583.80
.4841	**LFA FIRST RESPONSE PTY LTD THE TRUSTEE FOR LFA UNIT TRUST T/AS**			**$**	**643.22**
.4841	Workplace health and safety services	29/09/2023	E114443	$	643.22
.0490	**LGISWA**			**$**	**5,847.94**
.0490	Membership Renewal	15/09/2023	E113958	$	847.94
.0490	Insurance premiums	29/09/2023	E114361	$	5,000.00
.7768	**LIFELINE WA LIVING STONE FOUNDATION INC T/AS**			**$**	**3,168.00**
.7768	Training services	29/09/2023	E114520	$	3,168.00
.7334	**LIMITLESS PROMOTIONS THE TRUSTEE FOR BRAGG FAMILY TRUST T/AS**			**$**	**7,275.00**
.7334	Marketing materials and promotional items	15/09/2023	E114114	$	7,275.00
.6451	**LIVING TURF GREENSHED PTY LTD T/AS**			**$**	**24,893.00**
.6451	Turf and Equipment	15/09/2023	E114074	$	2,178.00
.6451	Turf and Equipment	29/09/2023	E114475	$	22,715.00

CONFIRMED

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.5475	**LOCHNESS LANDSCAPE SERVICES LLS AUST. PTY LTD ATF THE LOCHNESS UNIT TRUST T/AS**			**$**	**42,830.48**
.5475	Landscaping services and supplies	15/09/2023	E114048	$	35,922.48
.5475	Landscaping services and supplies	29/09/2023	E114451	$	6,908.00
.8031	**LOGWIN AIR & OCEAN AUSTRALIA PTY. LTD.**			**$**	**481.25**
.8031	Other waste expenses	15/09/2023	E114141	$	481.25
.7275	**LUMEN IT LUMEN IT PTY LTD T/AS**			**$**	**503,390.80**
.7275	IT and telecommunications expenses	29/09/2023	E114504	$	503,390.80
.0340	**MACRI PARTNERS THE TRUSTEE FOR THE MACRI PARTNERS TRUST T/AS**			**$**	**935.00**
.0340	Auditing services	15/09/2023	E113953	$	935.00
.1723	**MAIN ROADS WA**			**$**	**2,750.00**
.1723	Pavement construction and streetscape services	29/09/2023	E114391	$	2,750.00
.0141	**MAJOR MOTORS PTY LTD THE TRUSTEE FOR MAJOR MOTORS UNIT TRUST T/AS**			**$**	**661.58**
.0141	Light Vehicle purchase	29/09/2023	E114351	$	661.58
.8795	**MALCOLM DUNCAN COM EMPLOYEE**			**$**	**47.54**
.8795	Other staff reimbursements	15/09/2023	E114164	$	47.54
.7015	**MARGARET SANDFORD COUNCILLOR**			**$**	**3,038.33**
.7015	Councillor expenses	15/09/2023	E114100	$	3,038.33
.4228	**MASTEC AUSTRALIA PTY LTD**			**$**	**35,649.70**
.4228	Bin supplies	29/09/2023	E114430	$	35,649.70
.5232	**MATTHEW WOODALL COUNCILLOR**			**$**	**3,038.33**
.5232	Councillor expenses	15/09/2023	E114044	$	3,038.33
.2678	**MAXWELL AND ROBINSON AND PHELPS THE TRUSTEE FOR TEEKMAR FAMILY TRUST T/AS**			**$**	**499.00**
.2678	Pest & Weed Control	15/09/2023	E114003	$	195.00
.2678	Pest & Weed Control	29/09/2023	E114406	$	304.00
.1270	**MCLEODS BARRISTERS & SOLICITORS BECKETT, DOUGLAS, GILLETT, GRGICH, MCLEOD & OTHERS T/AS**			**$**	**31,764.43**
.1270	Legal and conveyancing services	15/09/2023	E113982	$	24,059.45
.1270	Legal and conveyancing services	29/09/2023	E114380	$	7,704.98

CONFIRMED

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.9040	**ME ENGINEERING GROUP HERU HOLDINGS PTY LTD T/AS**			**$**	**63,761.50**
.9040	Airconditioning Services and repairs	15/09/2023	E114173	$	19,269.80
.9040	Airconditioning Services and Repairs	29/09/2023	E114547	$	44,491.70
.8616	**MEI SWAN MEI SWAN LIM T/AS**			**$**	**1,500.00**
.8616	Artists and artworks	29/09/2023	E114540	$	1,500.00
.6638	**MELVILLE TOYOTA SERVCO AUSTRALIA MELVILLE PTY LTD T/AS**			**$**	**935.32**
.6638	Car Servicing and repairs	29/09/2023	E114484	$	935.32
.1138	**MESSAGENET PTY LTD**			**$**	**110.00**
.1138	Telecommunication services	15/09/2023	E113978	$	110.00
.8928	**METRO STEEL SERVICES DIAMOND FIELD PTY LTD T/AS**			**$**	**1,178.20**
.8928	Welders and metal fabrication products and services	15/09/2023	E114169	$	1,178.20
.8399	**MICHAEL O'ROURKE**			**$**	**150.00**
.8399	Entertainers	29/09/2023	E114539	$	150.00
.9054	**MIDLAND MINI CRETE HIGGO NOMINEES PTY LTD T/AS**			**$**	**1,390.00**
.9054	Roads and paving supplies - concrete	15/09/2023	E114175	$	471.00
.9054	Roads and paving supplies - concrete	29/09/2023	E114549	$	919.00
.5755	**MIGARA RAMANAYAKE**			**$**	**678.00**
.5755	Community events	29/09/2023	E114458	$	678.00
.1480	**MILES NOEL NOEL, MILES FELIX T/AS**			**$**	**726.00**
.1480	Photography	29/09/2023	E114387	$	726.00
.8264	**MILLENNIUM LINE MARKING LYDON ROBERT HODGKISS T/AS**			**$**	**88.00**
.8264	Road line marking	15/09/2023	E114147	$	88.00
.8969	**MILLIYAAN ABORIGINAL SERVICES YARRAN, CYRIL T/AS**			**$**	**1,483.90**
.8969	Artists and artworks	15/09/2023	E114171	$	1,483.90
.0086	**MISS MAUD TOWN INN PTY LTD T/AS**			**$**	**23.95**
.0086	Catering services and supplies	15/09/2023	E113943	$	23.95

CONFIRMED

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.2865	**MMM WA PTY LTD**			**$**	**3,936.60**
.2865	Building construction materials and services	29/09/2023	E114408	$	3,936.60
.8768	**MODE DESIGN CORP PTY LTD**			**$**	**23,078.00**
.8768	Architectural and design services	15/09/2023	E114162	$	23,078.00
.4273	**MT PLEASANT BOWLING CLUB**			**$**	**1,700.00**
.4273	Subsidy payments	15/09/2023	E114027	$	900.00
.4273	Subsidy payments	29/09/2023	E114433	$	800.00
.0259	**MYAREE CAR HIRE DAVIOT SC & SL PTY LTD T/AS**			**$**	**78.60**
.0259	Vehicle Hire	15/09/2023	E113951	$	78.60
.0866	**MYRIAD IMAGES THE TRUSTEE FOR MYRIAD IMAGES TRUST T/AS**			**$**	**858.00**
.0866	Creative services and graphic design	15/09/2023	E113963	$	726.00
.0866	Creative services and graphic design	29/09/2023	E114368	$	132.00
.5921	**MYSTERY CUSTOMER UNDERCOVER CUSTOMER PTY LTD T/AS**			**$**	**1,247.40**
.5921	Business and management consulting and services	29/09/2023	E114462	$	1,247.40
.7940	**NATURAL AREA CONSULTING MANAGEMENT SERVICES NATUURAL AREA HOLDINGS PTY LTD**			**$**	**93,361.64**
.7940	Bush regeneration	15/09/2023	E114135	$	60,855.62
.7940	Bush regeneration	29/09/2023	E114526	$	32,506.02
.4477	**NATURE PLAY SOLUTIONS PTY LTD**			**$**	**127,635.39**
.4477	Piney Lakes Amphitheatre Upgrade	15/09/2023	E114032	$	127,635.39
.6837	**NETSTAR AUSTRALIA PTY LTD**			**$**	**9,197.76**
.6837	Website Subscription	15/09/2023	E114091	$	9,197.76
.5801	**NETWORK BROKERS INTERNATIONAL**			**$**	**9,828.50**
.5801	IT hardware	29/09/2023	E114459	$	9,828.50
.1230	**NEVERFAIL SPRINGWATER LIMITED**			**$**	**44.55**
.1230	Water Supplies	29/09/2023	E114379	$	44.55
.8913	**NICHE DIVING SERVICES VERNON, JAMES RICHARD LLEWELLYN T/AS**			**$**	**6,579.54**

CONFIRMED

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.8913	Swimming pool costs - Pool Tile Repairs	15/09/2023	E114166	$	6,579.54
.1959	**NICHOLAS PAZOLLI COUNCILLOR**			**$**	**1,538.33**
.1959	Councillor expenses	15/09/2023	E113993	$	1,538.33
.2969	**NICOLE ROBINS COUNCILLOR**			**$**	**3,038.33**
.2969	Councillor expenses	15/09/2023	E114004	$	3,038.33
.6515	**NON-ADVERTISING MARKETFORCE PTY LTD**			**$**	**4,459.87**
.6515	Advertising and media buy	15/09/2023	E114077	$	4,459.87
.8649	**NORMAN DISNEY & YOUNG NDY MANAGEMENT PTY LTD T/AS**			**$**	**16,500.00**
.8649	Heathcote Reserve - Fire Detection System Upgrade	29/09/2023	E114541	$	16,500.00
.3408	**NORTHLAKE ELECTRICAL PTY LTD T/as NORTH LAKE ELECTRICAL PTY LTD**			**$**	**144,831.82**
.3408	Electrical and lighting maintenance supplies and services	15/09/2023	E114014	$	37,437.14
.3408	Electrical and lighting maintenance supplies and services	29/09/2023	E114417	$	107,394.68
.5866	**NRP ELECTRICAL SERVICES**			**$**	**2,772.00**
.5866	Electrical and lighting maintenance supplies and services	15/09/2023	E114056	$	1,386.00
.5866	Electrical and lighting maintenance supplies and services	29/09/2023	E114460	$	1,386.00
.7336	**NUTRIEN AG SOLUTIONS LIMITED LANDMARK OPERATIONS LIMITED T/AS**			**$**	**2,923.80**
.7336	Landscaping services and supplies	15/09/2023	E114116	$	2,871.00
.7336	Landscaping services and supplies	29/09/2023	E114506	$	52.80
.1020	**NUTRIEN WATER TOTAL EDEN PTY LIMITED T/AS**			**$**	**17,769.56**
.1020	Irrigation and watering systems	15/09/2023	E113969	$	1,674.36
.1020	Irrigation and watering systems	29/09/2023	E114373	$	16,095.20
.3729	**OCE-AUSTRALIA LIMITED (CANON GROUP)**			**$**	**929.56**
.3729	Printer ink and toner	15/09/2023	E114019	$	464.78
.3729	Printer ink and toner	29/09/2023	E114421	$	464.78
.7543	**ON TAP PLUMBING & GAS PTY LTD**			**$**	**33,104.89**
.7543	Plumbing maintenance supplies and services	15/09/2023	E114123	$	16,764.13
.7543	Plumbing maintenance supplies and services	29/09/2023	E114514	$	16,340.76

CONFIRMED

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.0278	**OPTUS BILLING SERVICES PTY LIMITED**			**$**	**9,356.95**
.0278	Mobile phone expenses	15/09/2023	E113952	$	9,356.95
.3439	**OTIS ELEVATOR COMPANY PTY LTD**			**$**	**2,228.68**
.3439	Lift maintenance and services	29/09/2023	E114418	$	2,228.68
.8281	**PAPER BIRD CHILDREN'S BOOKS AND ARTS BIRDBOOKS PTY LTD T/AS**			**$**	**3,689.40**
.8281	Library Expenses	29/09/2023	E114533	$	3,689.40
.2629	**PAPERBARK TECHNOLOGIES PTY LTD**			**$**	**2,785.00**
.2629	Nursery supplies	15/09/2023	E114002	$	1,370.00
.2629	Nursery supplies	29/09/2023	E114404	$	1,415.00
.6091	**PAUL MOLONY COM EMPLOYEE**			**$**	**204.12**
.6091	staff reimbursements	29/09/2023	E114465	$	204.12
.0082	**PENSKE POWER SYSTEMS PTY LTD**			**$**	**5,281.92**
.0082	Vehicle Repairs and Maintenance	15/09/2023	E113942	$	272.36
.0082	Vehicle Repairs and Maintenance	29/09/2023	E114346	$	5,009.56
.8200	**PERDAMAN ADVANCED ENERGY PTY LTD**			**$**	**364.00**
.8200	Telstra Sim Card Recharge - Willagee and Bull Creek	15/09/2023	E114144	$	364.00
.6305	**PERTH ENERGY PTY LTD**			**$**	**18,025.86**
.6305	Gas	15/09/2023	E114063	$	18,025.86
.1079	**PIRTEK (FREMANTLE) PTY LTD**			**$**	**1,305.92**
.1079	Pipes and fittings services	15/09/2023	E113975	$	1,305.92
.0413	**PLANTECH GROUNDS MAINTENANCE ATF BRANDON PROPERTY TRUST T/AS**			**$**	**5,084.89**
.0413	Park maintenance charges	29/09/2023	E114359	$	5,084.89
.6416	**PLANTRITE PLANT FORCE INVESTMENT PTY LTD T/AS**			**$**	**1,578.50**
.6416	Nursery supplies	15/09/2023	E114071	$	1,578.50
.0461	**PORTER CONSULTING ENGINEERS THE TRUSTEE FOR THE CONSULTING ENGINEERING UNIT TRUST T/AS**			**$**	**3,850.00**
.0461	Engineering consulting services	15/09/2023	E113957	$	3,850.00

CONFIRMED

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.4755	**PRO CRACK SEAL THE TRUSTEE FOR THE MILLER FAMILY TRUST T/AS**			**$**	**6,380.00**
.4755	Pavement construction and streetscape services	15/09/2023	E114035	$	3,575.00
.4755	Pavement construction and streetscape services	29/09/2023	E114441	$	2,805.00
.6558	**PROFESSIONAL SEARCH GROUP AUSTRALIA - PSG PROFESSIONAL SEARCH GROUP PTY LTD T/AS**			**$**	**14,185.95**
.6558	Temporary labour	15/09/2023	E114081	$	3,088.10
.6558	Temporary labour	29/09/2023	E114479	$	11,097.85
.3693	**QED ENVIRONMENTAL SERVICES PTY LTD**			**$**	**5,489.00**
.3693	Environmental consultancy services	15/09/2023	E114018	$	2,068.00
.3693	Environmental consultancy services	29/09/2023	E114420	$	3,421.00
.0977	**QUALITY PRESS THE TRUSTEE FOR ALBA UNIT TRUST T/AS**			**$**	**2,626.80**
.0977	Outsourced printing	15/09/2023	E113966	$	2,299.00
.0977	Outsourced printing	29/09/2023	E114370	$	327.80
.6280	**QUANTUM BUILDING SERVICES PTY LTD**			**$**	**30,771.68**
.6280	Roofing services	15/09/2023	E114062	$	9,915.06
.6280	Roofing services	29/09/2023	E114469	$	20,856.62
.1090	**RAECO CEI PTY LTD T/AS**			**$**	**3,058.00**
.1090	Office equipment	15/09/2023	E113976	$	3,058.00
.7236	**RAWLINSONS (W.A) RAWLINSON ROBERTS & PARTNERS UNITTRUST T/AS**			**$**	**1,782.00**
.7236	Surveyors	15/09/2023	E114109	$	1,782.00
.8371	**REFACE INDUSTRIES PTY LTD**			**$**	**720.17**
.8371	Electronic Equipment	29/09/2023	E114537	$	720.17
.7445	**REINO INTERNATIONAL PTY LIMITED**			**$**	**24,941.28**
.7445	Parking meters	15/09/2023	E114120	$	1,061.50
.7445	Parking meters	29/09/2023	E114511	$	23,879.78
.2002	**RENT A FENCE PTY LTD THE TRUSTEE FOR THE RENT A FENCE AUSTRALIA TRUST T/AS**			**$**	**147.30**
.2002	Fencing supplies and services	15/09/2023	E113994	$	73.65
.2002	Fencing supplies and services	29/09/2023	E114394	$	73.65
.2203	**RESOURCE RECOVERY GROUP**			**$**	**786,738.44**

CONFIRMED

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.2203	Waste expenses	29/09/2023	E114397	$	786,738.44
.6853	**RETRO ROADS TAGSAT PTY LTD T/AS**			**$**	**7,693.84**
.6853	Road line marking	15/09/2023	E114092	$	7,693.84
.7232	**RICHARD OFFEN**			**$**	**50.00**
.7232	Library Expenses	15/09/2023	E114108	$	50.00
.0234	**RICHGRO GARDEN PRODUCTS A RICHARDS PTY LTD T/AS**			**$**	**2,914.90**
.0234	Landscape design and architecture services	15/09/2023	E113950	$	1,923.80
.0234	Landscape design and architecture services	29/09/2023	E114355	$	991.10
.6939	**ROAD AND TRAFFIC SERVICES PTY LTD**			**$**	**4,936.80**
.6939	Road line marking	29/09/2023	E114494	$	4,936.80
.0867	**ROBOWASH PTY LTD**			**$**	**33,000.00**
.0867	Water treatment services - R3 Model Robowash	15/09/2023	E113964	$	33,000.00
.7776	**ROMEO PLUMBING PTY LTD**			**$**	**16,230.00**
.7776	Plumbing maintenance supplies and services	15/09/2023	E114131	$	7,426.00
.7776	Plumbing maintenance supplies and services	29/09/2023	E114521	$	8,804.00
.7535	**ROSMECH SALES & SERVICES PTY LTD**			**$**	**4,080.71**
.7535	Vehicle Repairs and parts	15/09/2023	E114122	$	4,080.71
.0592	**ROTARY CLUB OF APPLECROSS INC**			**$**	**25,000.00**
.0592	Jacaranda Festival Sponsorship 2023	29/09/2023	E114363	$	25,000.00
.1532	**ROYAL LIFE SAVING SOCIETY WA INC**			**$**	**1,235.00**
.1532	Community events	29/09/2023	E114389	$	1,235.00
.3834	**RYAN & RYAN BUS CHARTER**			**$**	**330.00**
.3834	Bus and coach charter	15/09/2023	E114022	$	330.00
.8915	**SAI GLOBAL AUSTRALIA PTY LTD**			**$**	**51.62**
.8915	Business and management consulting and services	15/09/2023	E114167	$	51.62
.7878	**SALLY BOWER**			**$**	**41.25**

CONFIRMED

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.7878	Community events	15/09/2023	E114133	$	41.25
.6758	**SAM SILVA UMESH AJITHSEMBUKUTTIGE COM EMPLOYEE**			**$**	**30.80**
.6758	staff reimbursements	15/09/2023	E114087	$	30.80
.0615	**SATELLITE SECURITY SERVICES**			**$**	**4,893.23**
.0615	Security systems/Monitoring	15/09/2023	E113960	$	2,767.46
.0615	Security systems/Monitoring	29/09/2023	E114364	$	2,125.77
.2955	**SAVI SOUND AUDIO VISUAL INTERGRATION SYSTEMS RISUCCI, DOMENIC T/AS**			**$**	**3,612.07**
.2955	AV equipment and cameras	29/09/2023	E114409	$	3,612.07
.0911	**SCOTT PRINTERS PTY LTD**			**$**	**4,341.70**
.0911	Outsourced printing	15/09/2023	E113965	$	1,570.80
.0911	Outsourced printing	29/09/2023	E114369	$	2,770.90
.8686	**SEAVIEW ORTHOTICS PTY LTD**			**$**	**2,644.70**
.8686	Street Smart Litter Grabber	29/09/2023	E114542	$	2,644.70
.6677	**SECURITY MANAGMENT AUSTRALASIA PTY LTD**			**$**	**253.00**
.6677	Security systems/Monitoring	29/09/2023	E114485	$	253.00
.7375	**SHANTI VIBE YOGA HEALING PIERAVANTI, CHIARA T/AS**			**$**	**360.00**
.7375	Library Expenses	29/09/2023	E114507	$	360.00
.8231	**SHARON CALGARET**			**$**	**600.00**
.8231	consulting services	15/09/2023	E114146	$	300.00
.8231	consulting services	29/09/2023	E114531	$	300.00
.7407	**SHOREWATER MARINE PTY LTD S&A WILLIAMSON TRUST T/AS**			**$**	**22,342.32**
.7407	Environmental consultancy services - Ladders at Bicton Jetty	29/09/2023	E114508	$	22,342.32
.6550	**SHRED-X PTY LTD**			**$**	**22.13**
.6550	Records management services	15/09/2023	E114079	$	22.13
.7882	**SIFTING SANDS CHELLEW HAWLEY PTY LTD T/AS**			**$**	**19,220.33**
.7882	Playground equipment and maintenance	15/09/2023	E114134	$	5,082.53
.7882	Playground equipment and maintenance	29/09/2023	E114525	$	14,137.80

CONFIRMED

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.6447	**SIGMA CHEMICALS CROMAG PTY LTD T/AS**			**$**	**2,916.07**
.6447	Water chemicals	15/09/2023	E114073	$	378.40
.6447	Water chemicals	29/09/2023	E114474	$	2,537.67
.5122	**SIGNATURE PAVING AND EARTHWORKS PTY LTD**			**$**	**44,333.19**
.5122	Building construction materials and services	15/09/2023	E114042	$	38,693.49
.5122	Building construction materials and services	29/09/2023	E114448	$	5,639.70
.6314	**SKIDS SWIMWEAR**			**$**	**400.40**
.6314	Swimming pool costs	15/09/2023	E114065	$	400.40
.4214	**SLATER GARTRELL SPORTS ATF GARTRELL FAMILY TRUST T/AS**			**$**	**547.80**
.4214	Sport and recreation equipment	29/09/2023	E114428	$	547.80
.6407	**SLAVIN ARCHITECTS PTY LTD**			**$**	**4,908.75**
.6407	Engineering consulting services	15/09/2023	E114070	$	4,908.75
.4934	**SOILS AINT SOILS SPLENDID ENTERPRISES PTY LTD T/AS**			**$**	**188.50**
.4934	Landscaping services and supplies	29/09/2023	E114445	$	188.50
.4391	**SOLUTION 4 BUILDING PTY LTD**			**$**	**34,697.66**
.4391	Winthrop Reserve Changerooms Claim 9	15/09/2023	E114031	$	34,697.66
.7595	**SONIC HEALTHPLUS SONIC HEALTHPLUS PTY LTD**			**$**	**1,548.80**
.7595	Medical expenses	15/09/2023	E114128	$	774.40
.7595	Medical expenses	29/09/2023	E114517	$	774.40
.6324	**SOURCE SEPARATION SYSTEMS PTY LTD**			**$**	**2,116.31**
.6324	Bin supply	29/09/2023	E114471	$	2,116.31
.5606	**SOUTH METROPOLITAN TAFE**			**$**	**6,030.00**
.5606	External training courses	15/09/2023	E114051	$	1,435.50
.5606	External training courses	29/09/2023	E114455	$	4,594.50
.9080	**SOUTH OF PERTH YACHT CLUB INC.**			**$**	**18,358.00**
.9080	Community events - Room Hire and Catering	29/09/2023	E114552	$	18,358.00

CONFIRMED

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.5327	**SOUTH SHORE SWIMMING CLUB INC.**			**$**	**12,739.62**
.5327	Swim Coaching Services	29/09/2023	E114449	$	12,739.62
.3291	**SOUTHSIDE BMX CLUB INC.**			**$**	**2,000.00**
.3291	Donations, Sponsorship & Contributions	29/09/2023	E114413	$	2,000.00
.6800	**SPECIALIZED CLEANING GROUP SPECIALIZED CLEANING GROUP PTY LTD T/AS**			**$**	**43,625.11**
.6800	Street sweeping services	29/09/2023	E114490	$	43,625.11
.4153	**SPORTSWORLD OF WA THE TRUSTEE FOR SPORTSWORLD UNIT TRUST T/AS**			**$**	**808.50**
.4153	Sport and recreation equipment	29/09/2023	E114426	$	808.50
.7808	**STANTEC AUSTRALIA PTY LTD**			**$**	**7,150.00**
.7808	Creative services and graphic design	29/09/2023	E114522	$	7,150.00
.6617	**STATE WIDE TURF SERVICES JERRA NOMINEES PTY LTD & NB NORRISH PTY LTD T/AS**			**$**	**7,480.00**
.6617	Turf and Equipment	15/09/2023	E114084	$	1,595.00
.6617	Turf and Equipment	29/09/2023	E114482	$	5,885.00
.6476	**STATEWIDE PUMP SERVICES**			**$**	**737.00**
.6476	Sewerage expenses	15/09/2023	E114075	$	737.00
.1472	**STILES ELECTRICAL & COMMUNICATION SERVICES STILES ELECTRICAL & COMMUNICATION SERVICES PTY LTD T/AS**			**$**	**38,955.83**
.1472	Bill Ellson Reserve Floodlighting Claim 6	15/09/2023	E113987	$	31,897.00
.1472	Beasley Reserve Floodlighting Claim 5	29/09/2023	E114386	$	7,058.83
.7635	**STRATAGREEN STRATA CORPORATION PTY LTD T/AS**			**$**	**393.70**
.7635	Landscaping services and supplies	29/09/2023	E114518	$	393.70
.1956	**STRUCTERRE CONSULTING ENGINEERS YOUNG PURICH & HIGHAM UNIT TRUST T/AS**			**$**	**7,126.90**
.1956	Engineering consulting services	15/09/2023	E113992	$	7,126.90
.4408	**SUNLIM PTY LTD**			**$**	**31,369.80**
.4408	IT technical services	29/09/2023	E114438	$	31,369.80
.5875	**SUPERCRANE SERVICE PARTS & TRAINING PTY LTD**			**$**	**506.00**
.5875	Plant maintenance	15/09/2023	E114057	$	253.00
.5875	Plant maintenance	29/09/2023	E114461	$	253.00

CONFIRMED

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.3539	**SUPERIOR PAK PTY LTD**			**$**	**806.67**
.3539	Trucks	15/09/2023	E114017	$	806.67
.6605	**SYNERGY ELECTRICITY GENERATION & RETAIL CORPORATION T/AS**			**$**	**339,686.58**
.6605	Electricity	15/09/2023	E114082	$	243,190.85
.6605	Electricity	29/09/2023	E114480	$	96,495.73
.4270	**TALIS CONSULTANTS THE TRUSTEE FOR TALIS UNIT TRUST T/AS**			**$**	**1,434.40**
.4270	Auditing services - Valuation Review	29/09/2023	E114432	$	1,434.40
.1719	**TANGENT NOMINEES PTY LTD T/A SUMMIT HOMES GROUP TANGENT NOMINEES PTY LTD ATF SUMMIT HOMES GROUP TRUST T/AS**			**$**	**1,028.29**
.1719	Building construction materials and services	29/09/2023	E114390	$	1,028.29
.8756	**TANGO INFORMATION TECHNOLOGY PTY**			**$**	**14,734.50**
.8756	IT project management and consultancy	15/09/2023	E114161	$	14,734.50
.8021	**TASHI HALL HALL, TASHI ANNE T/AS**			**$**	**400.00**
.8021	Photography	15/09/2023	E114139	$	400.00
.6881	**TASTY FRESH PTY LTD**			**$**	**256.20**
.6881	Food and beverages	15/09/2023	E114095	$	163.80
.6881	Food and beverages	29/09/2023	E114492	$	92.40
.8917	**TEAM GLOBAL EXPRESS PTY LTD**			**$**	**172.99**
.8917	Couriers	15/09/2023	E114168	$	172.99
.6341	**TECHNOGYM AUSTRALIA PTY LTD**			**$**	**310.13**
.6341	Sport and recreation Machine Maintenance	29/09/2023	E114473	$	310.13
.7523	**TELSTRA - MELBOURNE TELSTRA CORPORATION LIMITED T/AS**			**$**	**6,325.07**
.7523	Mobile phone expenses	15/09/2023	E114121	$	95.70
.7523	Mobile phone expenses	29/09/2023	E114513	$	6,229.37
.8393	**TENDER IS THE NIGHT LOUIS AND THE HONKYTONK T/AS**			**$**	**10,000.00**
.8393	Entertainers	29/09/2023	E114538	$	10,000.00
.6307	**TENDERLINK.COM ILLION AUSTRALIA PTY T/AS**			**$**	**1,029.70**

CONFIRMED

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.6307	Advertising and media buy	15/09/2023	E114064	$	1,029.70
.0996	**THE DANCE COLLECTIVE THE TRUSTEE FOR THE TDC TRUST T/AS**			**$**	**300.00**
.0996	Entertainers	15/09/2023	E113967	$	300.00
.9042	**THE TIVOLI CLUB OF WA INC.**			**$**	**2,595.00**
.9042	Venue hire	29/09/2023	E114548	$	2,595.00
.8311	**THE TRUSTEE FOR GPS GEO GUARD TRUST**			**$**	**4,356.00**
.8311	Security services	15/09/2023	E114149	$	4,356.00
.2076	**TIGER TEK PTY LTD**			**$**	**8,176.64**
.2076	General hardware and tools	15/09/2023	E113995	$	3,355.00
.2076	General hardware and tools	29/09/2023	E114396	$	4,821.64
.6553	**TIM DAVIES LANDSCAPING PTY LTD**			**$**	**295,850.62**
.6553	Landscaping services and supplies - Murdoch Drive	15/09/2023	E114080	$	11,299.75
.6553	Landscaping services and supplies - Murdoch Drive	29/09/2023	E114477	$	284,550.87
.8538	**TIM EVA'S NURSURY**			**$**	**1,045.00**
.8538	Nursery supplies	15/09/2023	E114157	$	1,045.00
.1019	**TITAN FORD PERTH AUTO ALLIANCE PTY LTD T/AS**			**$**	**99,749.74**
.1019	Vehicle Repairs and parts	15/09/2023	E113968	$	320.75
.1019	Light Vehicle purchase	29/09/2023	E114372	$	99,428.99
.7007	**TOMAS FITZGERALD COUNCILLOR**			**$**	**4,983.74**
.7007	Councillor expenses	15/09/2023	E114099	$	4,983.74
.2663	**TOTALLY WORKWEAR FREMANTLE THE TRUSTEE FOR OMAC UNIT TRUST T/AS**			**$**	**4,347.11**
.2663	Uniforms and corporate wardrobe	29/09/2023	E114405	$	4,347.11
.8151	**TOVA CALGARET**			**$**	**300.00**
.8151	Community events	29/09/2023	E114529	$	300.00
.1793	**TOWN OF CAMBRIDGE**			**$**	**15,372.97**
.1793	Long Service Leave Liability	15/09/2023	E113990	$	15,372.97

CONFIRMED

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.0214	**T-QUIP TURF EQUIPMENT SOLUTIONS TOCOJEPA PTY LTD T/AS**			**$**	**4,743.68**
.0214	Turf and Equipment	15/09/2023	E113948	$	2,938.13
.0214	Turf and Equipment	29/09/2023	E114354	$	1,805.55
.1113	**TRAILER PARTS PTY LTD**			**$**	**896.18**
.1113	Trailer Parts	15/09/2023	E113977	$	151.86
.1113	Trailer Parts	29/09/2023	E114376	$	744.32
.7037	**TREE CARE WA WESTWORKS GROUP PTY LTD AFT USSHERIDAN TRUST T/AS**			**$**	**229,822.78**
.7037	Arborists and tree services	15/09/2023	E114103	$	133,727.80
.7037	Arborists and tree services	29/09/2023	E114497	$	96,094.98
.4271	**TREE PLANTING & WATERING BARONESS HOLDINGS PTY LTD T/AS**			**$**	**49,673.10**
.4271	Arborists and tree services	15/09/2023	E114026	$	49,673.10
.7880	**TRISKELE LABS GLOBAL UNIT TRUST ATF TRISKELE LABS GLOBAL UNIT TRUST T/AS**			**$**	**15,015.00**
.7880	IT software/licensing and maintenance	29/09/2023	E114524	$	15,015.00
.4158	**TRITON ELECTRICAL CONTRACTORS PTY LTD**			**$**	**6,058.80**
.4158	Electrical and lighting maintenance supplies and services	15/09/2023	E114024	$	3,395.70
.4158	Electrical and lighting maintenance supplies and services	29/09/2023	E114427	$	2,663.10
.7588	**TRUCK CENTRE WA PTY LTD**			**$**	**8,606.58**
.7588	Truck Repairs and Parts	15/09/2023	E114127	$	4,267.25
.7588	Truck Repairs and Parts	29/09/2023	E114516	$	4,339.33
.3034	**TRUE BLUE CONTAINERS TRUE BLUE CONTAINERS (2005) PTY LTD T/AS**			**$**	**148.50**
.3034	Storage Container Hire	15/09/2023	E114007	$	148.50
.2075	**TURF CARE WA PTY LTD**			**$**	**1,122.00**
.2075	Turf and Equipment	29/09/2023	E114395	$	1,122.00
.6275	**TUTT BRYANT EQUIPMENT BT EQUIPMENT PTY LTD T/AS**			**$**	**605.80**
.6275	Plant purchase/Parts	29/09/2023	E114468	$	605.80
.4960	**ULTIMO CATERING & EVENTS PTY LTD**			**$**	**10,819.55**
.4960	Catering services and supplies	15/09/2023	E114041	$	8,626.60
.4960	Catering services and supplies	29/09/2023	E114446	$	2,192.95

CONFIRMED

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.1592	**UNITED FORKLIFT AND ACCESS SOLUTIONS UNITED EQUIPMENT PTY LIMITED T/AS**			**$**	**386.65**
.1592	Repairs and Parts	15/09/2023	E113989	$	386.65
.7674	**UNIVERUS SOFTWARE PTY LTD**			**$**	**14,513.03**
.7674	IT software/licensing and maintenance	15/09/2023	E114130	$	14,513.03
.4227	**VORGEE PTY LTD**			**$**	**1,458.60**
.4227	Swimming pool costs	29/09/2023	E114429	$	1,458.60
.3325	**WA HINO SALES & SERVICE THE TRUSTEE FOR TRUCK UNIT TRUST T/AS**			**$**	**1,270.23**
.3325	Trucks	15/09/2023	E114013	$	464.08
.3325	Trucks	29/09/2023	E114415	$	806.15
.2334	**WATER CORPORATION**			**$**	**44,159.24**
.2334	Water Supply	15/09/2023	E114000	$	16.27
.2334	Water Supply	29/09/2023	E114399	$	44,142.97
.4848	**WATERLOGIC AUSTRALIA PTY LTD**			**$**	**408.38**
.4848	Catering services and supplies	15/09/2023	E114038	$	408.38
.1195	**WATTLEUP TRACTORS NANCY & SUSAN P ZUVELA T/AS**			**$**	**254.90**
.1195	Plant maintenance	15/09/2023	E113980	$	254.90
.3473	**WC CONVENIENCE MANAGEMENT PTY LIMITED**			**$**	**1,945.54**
.3473	Other maintenance and services	15/09/2023	E114016	$	1,945.54
.4281	**WEBSITE WEED AND PEST (WA) PTY LTD**			**$**	**990.00**
.4281	Park maintenance charges	29/09/2023	E114434	$	990.00
.1031	**WEMBLEY CEMENT HUMES CONCRETE PRODUCTS & HOLCIM (AUSTRALIA) PTY LTD T/AS**			**$**	**2,198.33**
.1031	Pipes and fittings services	15/09/2023	E113971	$	2,198.33
.0674	**WEST COAST TURF SARATOGA HOLDINGS PTY LTD ATF THE JPD TRUST T/AS**			**$**	**23,645.60**
.0674	Turf and Equipment	15/09/2023	E113961	$	2,893.00
.0674	Turf and Equipment	29/09/2023	E114365	$	20,752.60
.3112	**WEST COAST WATERFILTER MAN**			**$**	**447.00**

CONFIRMED

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.3112	Catering services and supplies	15/09/2023	E114011	$	227.00
.3112	Catering services and supplies	29/09/2023	E114411	$	220.00
.2319	**WESTERN AUSTRALIAN LOCAL GOV ASSOC**			**$**	**324.50**
.2319	Preparation Program	15/09/2023	E113998	$	324.50
.0311	**WESTERN POWER ELECTRICITY NETWORKS CORPORATION T/AS**			**$**	**41,735.00**
.0311	Electricity - Karlup Ceramics	29/09/2023	E114357	$	41,735.00
.6382	**WESTERN RESOURCE RECOVERY PTY LTD**			**$**	**605.00**
.6382	Waste collection and disposal	15/09/2023	E114068	$	605.00
.3782	**WEST-SURE GROUP**			**$**	**919.00**
.3782	Parking meters	15/09/2023	E114020	$	919.00
.6956	**WINENERGY WINCONNECT PTY LTD T/AS**			**$**	**132.82**
.6956	Electricity	29/09/2023	E114495	$	132.82
.3080	**WOODLANDS DISTRIBUTORS & AGENCIES PTY LTD**			**$**	**14,790.60**
.3080	Drink Station - Shirley Strickland Reserve	15/09/2023	E114008	$	14,790.60
.0225	**WORK CLOBBER WORKCLOBBER TRUST & LINDAL FAMILY TRUST T/AS**			**$**	**209.43**
.0225	Uniforms and corporate wardrobe	15/09/2023	E113949	$	209.43
.6328	**WORMALD AUSTRALIA PTY LTD**			**$**	**22,542.16**
.6328	Fire equipment and maintenance services	15/09/2023	E114066	$	16,313.70
.6328	Fire equipment and maintenance services	29/09/2023	E114472	$	6,228.46
.7103	**WOW WIPES ATF LAWRENCE FAMILY & MACLACHLAN TRUST T/AS**			**$**	**2,618.00**
.7103	Hygiene services	15/09/2023	E114105	$	1,963.50
.7103	Hygiene services	29/09/2023	E114500	$	654.50
.7633	**WREN OIL THE TRUSTEE FOR WREN FAMILY TRUST T/AS**			**$**	**16.50**
.7633	Waste collection and disposal for oil	15/09/2023	E114129	$	16.50
.8906	**YAKETY YAK FURNITURE INSTINCT FURNITURE AUSTRALIA LTD T/AS**			**$**	**11,986.70**
.8906	Library Furniture	29/09/2023	E114545	$	11,986.70

CONFIRMED

Supplier Number	Supplier Name - Description of Supply		Payment Date	Payment Reference		Payment Amount
.1045	**ZIPFORM PTY LTD**				**$**	**18,714.62**
.1045	Outsourced printing		15/09/2023	E113972	$	2,941.38
.1045	Outsourced printing		29/09/2023	E114375	$	15,773.24
.3023	**ZIRCODATA PTY LTD**				**$**	**2,917.77**
.3023	Document storage and archive		15/09/2023	E114006	$	2,917.77
9996	**SUNDRY TRUST CREDITOR**				**$**	**81,700.00**
9996	Ashmy Pty Ltd	Verge Bond Refund	14/09/2023	E114299	$	1,900.00
9996	101 Residential Pty Ltd	Verge Bond Refund	14/09/2023	E114300	$	1,900.00
9996	Black Pearl Homes	Verge Bond Refund	14/09/2023	E114305	$	1,900.00
9996	Blueprint Homes (WA) Pty Ltd	Verge Bond Refund	14/09/2023	E114306	$	1,900.00
9996	Mrs A N Jarvis	Verge Bond Refund	14/09/2023	E114309	$	1,900.00
9996	KRC Holdings Pty Ltd	Verge Bond Refund	14/09/2023	E114315	$	1,900.00
9996	Praxis Build Pty Ltd	Verge Bond Refund	14/09/2023	E114312	$	1,900.00
9996	Carcione Nominees Pty Ltd	Verge Bond Refund	27/09/2023	E114327	$	1,900.00
9996	Praxis Build Pty Ltd	Verge Bond Refund	27/09/2023	E114332	$	1,900.00
9996	Softwoods Timberyards Pty Ltd	Verge Bond Refund	27/09/2023	E114333	$	1,900.00
9996	Mr M W Paton	Verge Bond Refund	27/09/2023	E114336	$	1,900.00
9996	Mr J K C Chan	Verge Bond Refund	27/09/2023	E114337	$	1,900.00
9996	North Beach Nominees Pty Ltd T/A JAG Dem	Verge Bond Refund	27/09/2023	E114339	$	1,900.00
9996	North Beach Nominees Pty Ltd T/A JAG Dem	Verge Bond Refund	27/09/2023	E114340	$	1,900.00
9996	Dale Alcock Homes Pty Ltd	Verge Bond Refund	27/09/2023	E114330	$	1,900.00
9996	Mr V O Rios Vera	Verge Bond Refund	14/09/2023	E114308	$	1,900.00
9996	Andantino Pty Ltd T/A Outdoor World Wang	Verge Bond Refund	14/09/2023	E114316	$	1,900.00
9996	Kingman Signs	Verge Bond Refund	14/09/2023	E114319	$	1,900.00
9996	Persona Group Pty Ltd	Verge Bond Refund	14/09/2023	E114298	$	1,900.00
9996	Blueprint Homes (WA) Pty Ltd	Verge Bond Refund	14/09/2023	E114303	$	1,900.00
9996	Plunkett Homes (1903) Pty Ltd	Verge Bond Refund	27/09/2023	E114325	$	1,900.00
9996	Mrs B L Dysart	Verge Bond Refund	27/09/2023	E114338	$	1,900.00
9996	L Penello	Verge Bond Refund	14/09/2023	E114318	$	1,900.00
9996	Aveling Homes	Verge Bond Refund	14/09/2023	E114296	$	1,900.00
9996	Blueprint Homes (WA) Pty Ltd	Verge Bond Refund	27/09/2023	E114326	$	1,900.00
9996	Persona Group Pty Ltd	Verge Bond Refund	27/09/2023	E114328	$	1,900.00
9996	Mr C J Day	Verge Bond Refund	14/09/2023	E114310	$	1,900.00
9996	Mr S H Paschburg	Verge Bond Refund	14/09/2023	E114311	$	1,900.00
9996	Spinifex Sheds	Verge Bond Refund	27/09/2023	E114334	$	1,900.00
9996	Summit Homes	Verge Bond Refund	27/09/2023	E114323	$	1,900.00

CONFIRMED

Supplier Number	Supplier Name - Description of Supply		Payment Date	Payment Reference		Payment Amount
9996	Mr S J Ellison	Verge Bond Refund	27/09/2023	E114324	$	1,900.00
9996	Ashmy Pty Ltd	Verge Bond Refund	14/09/2023	E114301	$	1,900.00
9996	Ashmy Pty Ltd	Verge Bond Refund	27/09/2023	E114329	$	1,900.00
9996	Mr T R Tidman	Verge Bond Refund	27/09/2023	E114331	$	1,900.00
9996	N D Heinrich	Verge Bond Refund	14/09/2023	E114313	$	1,900.00
9996	Praxis Build Pty Ltd	Cancelled Payment	20/09/2023	E114312	-$	1,900.00
9996	Mrs J Y Yoon	Verge Bond Refund	14/09/2023	E114297	$	1,900.00
9996	Freedom Pools & Spas	Verge Bond Refund	14/09/2023	E114307	$	1,900.00
9996	K Ward	Verge Bond Refund	27/09/2023	E114341	$	1,900.00
9996	Tangent Nominees Pty Ltd	Verge Bond Refund	27/09/2023	E114322	$	1,900.00
9996	Linfilcon Pty Ltd	Verge Bond Refund	14/09/2023	E114302	$	1,900.00
9996	Black Pearl Homes	Verge Bond Refund	14/09/2023	E114304	$	1,900.00
9996	Mr J M Whitehead	Verge Bond Refund	14/09/2023	E114314	$	1,900.00
9996	MCI Building Company Pty Ltd	Verge Bond Refund	27/09/2023	E114335	$	1,900.00
9996	Perth Patio Magic	Verge Bond Refund	14/09/2023	E114317	$	1,900.00
9998	**SUNDRY EFT CREDITOR**				**$**	**108,409.32**
9998	Erin Madeley (Handmadeley)	Cancelled Payment	5/09/2023	E113863	-$	26.25
9998	Ryen Osorio	Youth Sport Grant - Alessandro Osorio	15/09/2023	E114180	$	200.00
9998	Erin Madeley (Handmadeley)	Payment for July Shop Sales - Heathcote	15/09/2023	E114183	$	26.25
9998	Justine Kelli Featherstone	Working with children check application	15/09/2023	E114186	$	129.47
9998	Hayley Murfit	Cloth Nappy Rebate & workshop refund	15/09/2023	E114191	$	105.00
9998	Madhavi Rangaiah	Cloth Nappy Rebate & workshop refund	15/09/2023	E114192	$	78.87
9998	Bobby Tan	Youth Sport Grant - Hugh Tan	15/09/2023	E114194	$	200.00
9998	Sandra West	Reimbursement Parking fee - State Lib.	15/09/2023	E114200	$	10.10
9998	Janel Wong	Participation Better Together Group 3108	15/09/2023	E114202	$	100.00
9998	Allen Peterson	Age Friendly Melville Assistance AFM077	15/09/2023	E114211	$	400.00
9998	Meizhu Chen	Youth Steering Group Meeting August 2023	15/09/2023	E114227	$	50.00
9998	Sascha Finlay-Collins	Youth Steering Group Meeting August 2023	15/09/2023	E114229	$	50.00
9998	Taryn Lee	Youth Steering Group Meeting August 2023	15/09/2023	E114230	$	50.00
9998	Stuart Tomlinson	Staff Reimbursement	15/09/2023	E114232	$	61.80
9998	Li Wei	Compost Bin Rebate	15/09/2023	E114237	$	50.00
9998	Matthew Conroy	Compost Bin Rebate	15/09/2023	E114238	$	50.00
9998	Rachel and Mark MacKenzie	Rates Refund due to incorrect charge	15/09/2023	E114242	$	414.00
9998	Star International	Refund Due to overpayment	15/09/2023	E114244	$	1,021.63
9998	Beatrice Chong	Youth Development Fund	15/09/2023	E114253	$	300.00
9998	Simon Hancock	Freedom of information App. - Withdrawn	15/09/2023	E114261	$	30.00
9998	Margaret Muller	Age Friendly Melville Assistance AFM083	15/09/2023	E114264	$	269.00

CONFIRMED

Supplier Number	Supplier Name - Description of Supply		Payment Date	Payment Reference		Payment Amount
19998	Christine Seah	Age Friendly Melville Assistance AFM080	15/09/2023	E114269	$	165.00
19998	Rachel Truter	Cloth Nappy Rebate - Workshop Refund	15/09/2023	E114270	$	105.00
19998	Donald Raston	Age Friendly Melville Assistance AFM091	15/09/2023	E114286	$	300.00
19998	Darren & Yuette Murray	Rates Refund Due to extra Payment	15/09/2023	E114292	$	1,152.34
19998	Ann Palermo	Rates Refund - Sellers Rebate Credit	15/09/2023	E114294	$	190.69
19998	Bronwen Atkinson	Cancelled Payment	19/09/2023	E114197	-$	200.00
19998	Onah May Lawn	Rates Refund Palmyra	29/09/2023	E114558	$	829.25
19998	Francesca Press	Sustainability Rebate	29/09/2023	E114565	$	50.00
19998	Sandra Fordham	BA-2023-1287 - Application Withdrawn	29/09/2023	E114568	$	171.65
19998	Katie Miller	Youth Development Fund	29/09/2023	E114570	$	420.00
19998	Rachel Ellen Wedgwood	Sterilisation Refund	29/09/2023	E114571	$	30.00
19998	Jennifer Michelle Edel	Sterilisation Refund	29/09/2023	E114573	$	30.00
19998	Beverley Byrne	Age Friendly Melville Assistance AFM096	29/09/2023	E114579	$	300.00
19998	Saeed Tebyanian	Age Friendly Melville Assistance AFM085	29/09/2023	E114582	$	150.00
19998	Macy Parker	Youth Sport Grant - Macy Parker	29/09/2023	E114584	$	200.00
19998	Laurence Terlick	Rates Refund - Overpayment	29/09/2023	E114589	$	2,000.00
19998	Tiyan Baker	Deposit for Digital Art Program Com.	29/09/2023	E114590	$	7,000.00
19998	Betty Garlett	Place Names Melville - 13/09/2023	29/09/2023	E114594	$	300.00
19998	Dorothy Winmar	Place Names Melville - 13/09/2023	29/09/2023	E114597	$	300.00
19998	Richard Walley	Place Names Melville - 13/09/2023	29/09/2023	E114602	$	300.00
19998	Trevor Walley	Place Names Melville - 13/09/2023	29/09/2023	E114604	$	300.00
19998	Stuart Bell Sails	BA-2023-1196 - Application Withdrawn	29/09/2023	E114611	$	171.65
19998	Alwin Varghese & Elaina Piscetek	Rates Refund - Overpayment by buyer	29/09/2023	E114614	$	77.95
19998	Cheryl Adrian Dsouza	Sustainability Rebate	29/09/2023	E114617	$	40.53
19998	Joe Collard	Place Names Melville - 20/09/2023	29/09/2023	E114624	$	300.00
19998	John Hart	Place Names Melville - 20/09/2023	29/09/2023	E114625	$	300.00
19998	A and S Phillips	Rates Refund - Direct Debit	29/09/2023	E114631	$	1,008.59
19998	Valda Wilson	Age Friendly Assistance AFM0108	29/09/2023	E114640	$	300.00
19998	Elaine Hart	CARG Payment for September 2023	29/09/2023	E114645	$	50.00
19998	Hazel Waugh	CARG Payment for September 2023	29/09/2023	E114647	$	50.00
19998	Michele Howard	CARG Payment for September 2023	29/09/2023	E114656	$	50.00
19998	Steve Klyen	June 2023 Neighbourhood Watch Honorarium	15/09/2023	E114179	$	200.00
19998	D and A Dutton	Age Friendly Assistance AFM064 065	15/09/2023	E114181	$	600.00
19998	Lisa Marrington	Payment for July Shop Sales - Heathcote	15/09/2023	E114184	$	6.00
19998	Natalie Rees	Cloth Nappy Rebate - Workshop refund	15/09/2023	E114193	$	104.00
19998	Katrina Davy	Participation in Better Together 3108	15/09/2023	E114203	$	100.00
19998	D Lim	Age Friendly Melville Assistance AFM027	15/09/2023	E114204	$	184.00
19998	Kerry Lake	Age Friendly Melville Assistance AFM060	15/09/2023	E114209	$	225.00

CONFIRMED

Supplier Number	Supplier Name - Description of Supply		Payment Date	Payment Reference		Payment Amount
19998	Leah Bromilow	Youth Sport Grant - E Bromilow	15/09/2023	E114219	$	200.00
19998	Gemma Glass	Youth Sport Grant - A Glass	15/09/2023	E114221	$	200.00
19998	Alyssa Godin	Youth Steering Group Meeting August 2023	15/09/2023	E114225	$	50.00
19998	Lauren Hardbottle	Youth Steering Group Meeting August 2023	15/09/2023	E114226	$	50.00
19998	Helen Brown	Refund of Previous Owner Rebate	15/09/2023	E114241	$	995.50
19998	Paula Venter	Staff Reimbursement - Parking Fees	15/09/2023	E114252	$	36.45
19998	Krystyna Jurewicz	DA-2023-677 - Lodged in error	15/09/2023	E114256	$	147.00
19998	Yik Choo	Age Friendly Melville Assistance AFM097	15/09/2023	E114276	$	300.00
19998	Hagen Holdings Pty Ltd	Rate Refund Yeovil Cres Bicton	29/09/2023	E114556	$	1,674.46
19998	Gerard Thomas Drysdale	Sterilisation Refund	29/09/2023	E114575	$	30.00
19998	Fong Loan Dalley	Rates - Refund payment after settlement	29/09/2023	E114577	$	1,959.95
19998	Ready to Work Inc T/AS Dress for Success	My community Grant A22-2353	29/09/2023	E114630	$	4,896.10
19998	Cameron Smith	Australia Post and parking Refund	29/09/2023	E114641	$	37.89
19998	Kevin Cornwell	CARG Payment for September 2023	29/09/2023	E114650	$	50.00
19998	Matyas Zmitilo	CARG Payment for September 2023	29/09/2023	E114653	$	50.00
19998	Michael Paterson	CARG Payment for September 2023	29/09/2023	E114655	$	50.00
19998	Smith Blaxell	CARG Payment for September 2023	29/09/2023	E114660	$	50.00
19998	Janice Worsfold	Age Friendly Melville Assistance AFM056	15/09/2023	E114207	$	300.00
19998	Davley Building Pty Ltd	BA-2023-809 - Applicant Lodged a BAC	15/09/2023	E114216	$	110.00
19998	Leah Bromilow	Youth Sport Grant - I Bromilow	15/09/2023	E114220	$	200.00
19998	Stuart Tomlinson	Staff Reimbursement	15/09/2023	E114233	$	77.67
19998	David Mikkelsen	Compost Bin Rebate	15/09/2023	E114235	$	50.00
19998	Sophie Doughty	Compost Bin Rebate	15/09/2023	E114247	$	50.00
19998	Sarah Carey	Youth Development Fund	15/09/2023	E114255	$	500.00
19998	Emma Buswell	Payment for Aug Heathcote Shop Sales	15/09/2023	E114259	$	150.00
19998	Scott Alexander	Payment for Aug Heathcote Shop Sale	15/09/2023	E114267	$	57.75
19998	A H S Dagg	Rates - Refund Credit due to rebate	15/09/2023	E114272	$	680.05
19998	Charne Hayden	Place Names Melville - 6/09/2023	15/09/2023	E114275	$	300.00
19998	Diana Ponton	Place Names Melville - 6/09/2023	15/09/2023	E114278	$	300.00
19998	Marilena Paterniti	Age Friendly Melville Assistance AFM086	15/09/2023	E114285	$	300.00
19998	Soon Chye Tan	Age Friendly Melville Assistance AFM092	15/09/2023	E114287	$	300.00
19998	Trevor Walley	Place Names Melville - 6/09/2023	15/09/2023	E114288	$	300.00
19998	Sharadha Menon	Sterilisation Refund	29/09/2023	E114572	$	30.00
19998	Sticky Prick Bee Haven	Bee Educational Incursion at Bull Creek	29/09/2023	E114578	$	440.00
19998	Coralanne Cranston	Age Friendly Melville Assistance AFM088	29/09/2023	E114580	$	300.00
19998	Fitness Resultes Unit Trust	Acitvelink Vouchers AL123 and AL124	29/09/2023	E114585	$	600.00
19998	Y Striders Incorporated	Activelink Voucher AL115	29/09/2023	E114587	$	300.00
19998	Woodleigh Home Improvements Pty Ltd	BA-2023-1019 - Application Withdrawn	29/09/2023	E114592	$	442.31

CONFIRMED

Supplier Number	Supplier Name - Description of Supply		Payment Date	Payment Reference		Payment Amount
19998	Diana Ponton	Place Names Melville - 20/09/2023	29/09/2023	E114620	$	300.00
19998	Terry Morich	Place Names Melville - 20/09/2023	29/09/2023	E114627	$	300.00
19998	Kaye Baylis	Age Friendly Melivlle Assistance AFM0109	29/09/2023	E114633	$	300.00
19998	Aw Seng Ong	Age Friendly Assistance AFM107	29/09/2023	E114636	$	300.00
19998	Denise Watson	CARG Payment for September 2023	29/09/2023	E114644	$	50.00
19998	Geoff Corrick	CARG Payment for September 2023	29/09/2023	E114646	$	50.00
19998	Jonathan Wherrett	CARG Payment for September 2023	29/09/2023	E114648	$	50.00
19998	Travis Kirke	CARG Payment for September 2023	29/09/2023	E114661	$	50.00
19998	Cynthia Ann Ashdown	Cancelled Payment	5/09/2023	E113845	-$	736.08
19998	Kit Ping Loo	Youth Sport Grant - Kayla Marie X Yi Bak	15/09/2023	E114195	$	200.00
19998	Ana Lopes	Youth Sport Grant - Adele Cunningham	15/09/2023	E114196	$	200.00
19998	Olivia Gleeson	Youth Sport Grant - Tom Ryan	15/09/2023	E114198	$	200.00
19998	Kenneth Man Hon Mo	Rates Refund - Extra Payments made	15/09/2023	E114199	$	1,131.51
19998	TNT Cheer Pty Ltd	Activelink voucher AL61 - I Adams	15/09/2023	E114213	$	300.00
19998	Sophie Weatherhead	Participation in Better Together 3108	15/09/2023	E114215	$	100.00
19998	Ruby Smith	Youth Steering Group Meeting August 2023	15/09/2023	E114228	$	50.00
19998	Clayton Gardner	Staff Reimbursement - Travel Expenses	15/09/2023	E114239	$	78.02
19998	Russell Perring	Double Payment from both agents	15/09/2023	E114245	$	2,918.25
19998	Janine Browne T/A the Black Dog Project	Purchase of Clunk and Jam Books	15/09/2023	E114250	$	105.00
19998	Dimuthu Karunaratne	Management Accounting - Internal Survey	15/09/2023	E114251	$	25.00
19998	Brodie Abrahams	Youth Steering Group CMF August Meeting	15/09/2023	E114254	$	50.00
19998	Barbara Ruth Woods	Heathcote Shop Book Purchase	15/09/2023	E114260	$	148.50
19998	Rebeka Belcher	Payment for Aug Heathcote Shop Sales	15/09/2023	E114265	$	45.00
19998	Denise Coad	Age Friendly Melville Assistance AFM084	15/09/2023	E114277	$	300.00
19998	Dorothy Winmar	Place Names Melville - 6/09/2023	15/09/2023	E114279	$	300.00
19998	Renee Grizia	Age Friendly Melville Assistance AFM093	15/09/2023	E114282	$	200.00
19998	Leny Julianti	Rates Refund Due to Extra payment made	15/09/2023	E114293	$	1,785.13
19998	G and Y Gazzone	DA-2023-712 overpayment refund	29/09/2023	E114554	$	32.00
19998	Ian Hugh Sinclair	BA-2023-597 - Application Relodged	29/09/2023	E114560	$	61.65
19998	Ashmy Pty Ltd	BA-2023-1325 - Amendment to Dimensions	29/09/2023	E114562	$	138.51
19998	Dimple Banerjee	Refund - Annual Fee - 2762/MED	29/09/2023	E114569	$	340.20
19998	Adrian Lomma	Sterilisation Refund	29/09/2023	E114574	$	30.00
19998	GoodLife Operations Pty Ltd	Activelink Voucher Choo, Murphy, Chan	29/09/2023	E114586	$	900.00
19998	Impact Seed Partnerships Limited	My Community Grant A23-2405 WASEC	29/09/2023	E114588	$	2,172.94
19998	Lynna Matthews	Sterilisation Refund	15/09/2023	E114178	$	30.00
19998	Amalia Allen	Swim School Consumables	29/09/2023	E114593	$	13.00
19998	Michael Palmer	Ex Gratia Payment - Refund	29/09/2023	E114606	$	462.00
19998	D and R Johnston	Rates Refund Due to direct debit	29/09/2023	E114607	$	1,365.12

CONFIRMED

Supplier Number	Supplier Name - Description of Supply		Payment Date	Payment Reference		Payment Amount
19998	Melanie Ho	Sustainability rebate	29/09/2023	E114618	$	50.00
19998	Narelle Ogilvie	Place Names Melville - 20/09/2023	29/09/2023	E114626	$	300.00
19998	Trevor Walley	Place Names Melville - 20/09/2023	29/09/2023	E114628	$	300.00
19998	Julianne Frith	Sustainability Rebate	29/09/2023	E114632	$	41.38
19998	Michael Bremner	Age Friendly Assistance AFM0110	29/09/2023	E114634	$	300.00
19998	Leon Cranston	Age Friendly Assistance AFM089	29/09/2023	E114635	$	300.00
19998	Louise Liu	CARG Payment for September 2023	29/09/2023	E114652	$	50.00
19998	Murray Baker	CARG Payment for September 2023	29/09/2023	E114657	$	50.00
19998	Cynthia Ann Ashdown	Rates Refund due to pensioner rebate	15/09/2023	E114182	$	736.08
19998	Lisa Marrington	Cancelled Payment	5/09/2023	E113865	-$	6.00
19998	Katie Stewart	Childrens Book Week 2023 x 3 21/08	15/09/2023	E114187	$	677.00
19998	John Roff	Age Friendly Melville Assistance AFM071	15/09/2023	E114206	$	300.00
19998	Kim Cheng Lee	Age Friendly Melville Assistance AFM079	15/09/2023	E114210	$	300.00
19998	Shirley Vander Brugghen	Age Friendly Melville Assistance AFM072	15/09/2023	E114212	$	300.00
19998	Sarah Young	sustainability Rebate	15/09/2023	E114214	$	50.00
19998	Phil Gazzone	BA-2023-1240 - Application Withdrawn	15/09/2023	E114218	$	171.65
19998	William Krakouer	Youth Steering Group Meeting August 2023	15/09/2023	E114231	$	50.00
19998	Brendon W Poon	Refund of Dog registration	15/09/2023	E114234	$	100.00
19998	Jing Chen	Friendly Neighbourhood Grant FNG238	15/09/2023	E114240	$	200.00
19998	Ceniviva Garces and De Pinto	Rates Refund due to extra Payment	15/09/2023	E114243	$	7,946.00
19998	Saberali Akbar	Compost Bin Rebate	15/09/2023	E114246	$	50.00
19998	Poh Eng Lee	Previous Owner Rebate	15/09/2023	E114271	$	953.15
19998	Glenys Yarran	Place Names Melville - 6/09/2023	15/09/2023	E114281	$	300.00
19998	Stephen Wade	Age Friendly Melville Assistance AFM094	15/09/2023	E114290	$	300.00
19998	Rosamund Brennan	Writing and Editing Ville Spring/Summer	15/09/2023	E114295	$	4,480.00
19998	Lynna Matthews	Cancelled Payment	19/09/2023	E114178	-$	30.00
19998	Peter John Edmonds	BA-2022-1394 - Application withdrawn	29/09/2023	E114567	$	2,203.70
19998	Bronwen Atkinson	Youth Sport Grant	15/09/2023	E114197	$	200.00
19998	Charne Hayden	Place Names Melville - 13/09/2023	29/09/2023	E114595	$	300.00
19998	Glenys Yarran	Place Names Melville - 13/09/2023	29/09/2023	E114598	$	300.00
19998	Narelle Ogilvie	Place Names Melville - 13/09/2023	29/09/2023	E114601	$	300.00
19998	Tharren Kickett	Place Names Melville - 13/09/2023	29/09/2023	E114603	$	300.00
19998	M & S Candlish	Rates Refund - Direct Debit	29/09/2023	E114609	$	2,241.49
19998	Carter Associates	Consultant Fee	29/09/2023	E114612	$	1,985.50
19998	Leeming SHS ESC	Graduation Award Sponsorship	29/09/2023	E114613	$	100.00
19998	G P Ryan H E Fleming	Crossover Subsidy	29/09/2023	E114615	$	495.00
19998	Glenys Yarran	Place Names Melville - 20/09/2023	29/09/2023	E114623	$	300.00
19998	Sean Anderson	Safer Melville Advisory Meeting	29/09/2023	E114643	$	25.00

CONFIRMED

Supplier Number	Supplier Name - Description of Supply		Payment Date	Payment Reference		Payment Amount
9998	Ms S Khattat	Bond Refund - Bicton Quarantine 18/08	15/09/2023	E114185	$	326.00
9998	Federation of Indian Associations WA	My Community Grant A23-2402	15/09/2023	E114188	$	3,500.00
9998	Reclink Australia	My Community Grant A23-2401	15/09/2023	E114189	$	5,500.00
9998	Huey Ming Koo	Sustainability Rebate	15/09/2023	E114201	$	45.62
9998	Llewellyn Harries	Age Friendly Melville Assistance AFM075	15/09/2023	E114208	$	100.00
9998	Lorraine Horsley	Supplies for Pirate Event - Library	15/09/2023	E114222	$	27.62
9998	Janene Sproul	Friendly Neighbourhood Grant FNG237	15/09/2023	E114223	$	100.00
9998	Parnell Family Trust	Rates Refund due to Duplicate of Payment	15/09/2023	E114224	$	2,003.66
9998	Julia Crook	Heathcote Shop Book Purchases	15/09/2023	E114262	$	165.00
9998	Tia Tokic	Payment for Aug Heathcote Shop Sales	15/09/2023	E114263	$	183.75
9998	Samrand Khalei	HA-2022-182 - Refund of overpayment	15/09/2023	E114266	$	55.00
9998	Graham Mills	Rates refund rebate credit	15/09/2023	E114273	$	222.75
9998	Betty Garlett	Place Names Melville - 6/09/2023	15/09/2023	E114274	$	300.00
9998	Gerrard Shaw	Place Names Melville - 6/09/2023	15/09/2023	E114280	$	300.00
9998	John McGuire	Place Names Melville - 6/09/2023	15/09/2023	E114283	$	300.00
9998	Lucy Keig	Parking Fee Refund	15/09/2023	E114291	$	5.84
9998	H Meijer and S J Meijer	Rates Refund Bull Creek	29/09/2023	E114557	$	610.50
9998	Angelina Blakeway	Sustainability Rebate	29/09/2023	E114559	$	50.00
9998	Jemma Francis	Cloth Nappy Rebate - Workshop Refund	29/09/2023	E114566	$	105.00
9998	Florence Read	Age Friendly Melville Assistance AFM099	29/09/2023	E114581	$	300.00
9998	Julie Lane	Youth Sport Grant - Lara Lane	29/09/2023	E114583	$	200.00
9998	Loren Kronemeyer	Digital Art Program Judging Fee	29/09/2023	E114591	$	440.00
9998	Joe Collard	Place Names Melville - 13/09/2023	29/09/2023	E114599	$	300.00
9998	Johnie Hart	Place Names Melville - 13/09/2023	29/09/2023	E114600	$	300.00
9998	Brooke Fraser-Dewar	Youth Sport Grant - Ned Dewar	29/09/2023	E114605	$	200.00
9998	Lynette Merrifield Tinsley	Rates Refund - Duplicate Payment	29/09/2023	E114610	$	165.06
9998	Charne Hayden	Place Names Melville - 20/09/2023	29/09/2023	E114619	$	300.00
9998	Dorothy Winmar	Place Names Melville - 20/09/2023	29/09/2023	E114621	$	300.00
9998	Gerrard Shaw	Place Names Melville - 20/09/2023	29/09/2023	E114622	$	300.00
9998	Vickey Hill	Place Names Melville - 20/09/2023	29/09/2023	E114629	$	300.00
9998	Christopher Hughes	Age Friendly Assistance AFM0100	29/09/2023	E114638	$	300.00
9998	Colleen Ledwith	Age Friendly Assistance AFM101	29/09/2023	E114639	$	234.30
9998	Joseph Loveday	CARG Payment for September 2023	29/09/2023	E114649	$	50.00
9998	Leah Rheinberger	CARG Payment for September 2023	29/09/2023	E114651	$	50.00
9998	Michael Andrewartha	CARG Payment for September 2023	29/09/2023	E114654	$	50.00
9998	Sam Thomas	CARG Payment for September 2023	29/09/2023	E114659	$	50.00
9998	C S Chang	Rates Refund Due to extra payment made	29/09/2023	E114553	$	414.55
9998	D and A Dutton	Cancelled Payment	5/09/2023	E113839	-$	600.00

CONFIRMED

Supplier Number	Supplier Name - Description of Supply		Payment Date	Payment Reference		Payment Amount
9998	South of the River Potter's Club	My Community Grant AD2306	15/09/2023	E114190	$	2,461.00
9998	Le Eng Lim	Age Friendly Melville Assistance AFM026	15/09/2023	E114205	$	236.50
9998	Samantha Jilian Helliwell	BA-2023-976 - Application Withdrawn	15/09/2023	E114217	$	171.65
9998	Joo Hoon Tan	Compost Bin Rebate	15/09/2023	E114236	$	50.00
9998	Stella Wong	Compost Bin Rebate	15/09/2023	E114248	$	50.00
9998	Yebo Liu	Compost Bin Rebate	15/09/2023	E114249	$	50.00
9998	Jacqueline Soraine	Sustainability Rebate	15/09/2023	E114257	$	41.97
9998	Ashley Ramsey	Payment for Aug Heathcote Shop Sales	15/09/2023	E114258	$	30.00
9998	Ian Scott	Age Friendly Melville Assistance AFM090	15/09/2023	E114268	$	300.00
9998	Narelle Ogilvie	Place Names Melville - 6/09/2023	15/09/2023	E114284	$	300.00
9998	Vickey Hill	Place Names Melville - 6/09/2023	15/09/2023	E114289	$	300.00
9998	ROGER SHAW	Staff Reimbursement	29/09/2023	E114555	$	60.83
9998	Engineering on Demand (WA) Pty Ltd	BA-2023-1122 - Application Withdrawn	29/09/2023	E114561	$	61.65
9998	Coastview Australia Pty Ltd	BA-2023-1447 - Adjustment to dimensions	29/09/2023	E114563	$	160.56
9998	Oswald Homes (1972) Pty Ltd	DA-2023-71 - Application Withdrawn	29/09/2023	E114564	$	295.00
9998	Xiaoyan Pu	Rates Refund - Overpayment	29/09/2023	E114576	$	10.62
9998	Diana Ponton	Place Names Melville - 13/09/2023	29/09/2023	E114596	$	300.00
9998	Chiara Gadaleta and Michael Hawkins	Rates Refund - Direct Debit	29/09/2023	E114608	$	1,096.54
9998	S A Brindle	Bond Refund - Pt Walter Reserve 2/09/23	29/09/2023	E114616	$	326.00
9998	Geok Lean Foo	Age Friendly Assistance AFM106	29/09/2023	E114637	$	300.00
9998	Sarah Janali Consulting	Review of Neighbourhood Watch Program	29/09/2023	E114642	$	4,840.00
9998	Rebecca Gorman	CARG Payment for September 2023	29/09/2023	E114658	$	50.00
9999	**SUNDRY CHEQUE CREDITOR**				**$**	**1,250.50**
9999	Barry Walden	Age Friendly Melville Assistance AFM082	15/09/2023	070881	$	300.00
9999	Michele Mawer	Age Friendly Melville Assistance AFM066	15/09/2023	070882	$	300.00
9999	Robert More	Age Friendly Melville Assistance AFM067	15/09/2023	070883	$	300.00
9999	Maria Senzio	Age Friendly Assistance AFM105	29/09/2023	070884	$	300.00
9999	Ms Beryl Long	Rates Refund Due to Reversal of Charges	15/09/2023	070880	$	50.50

Cancelled Payme	7	-$	3,498.33
Cheque Payments	6	$	1,290.10
EFT Payments	723	$	15,588,571.31
Total Payments	736	$	15,586,363.08

CONFIRMED

Card Payments for September 2023

Corporate Cards	**Amount**
Chief Executive Officer	7,156.82
Director Environment & Infrastructure	1,074.25
Director Community Development	9,727.99
Total Corporate Cards	**17,959.06**
Purchase Cards	
Project Lead Civil Construction	2,175.08
Business Support Administration Coordinator (Urban Planning)	3,676.99
Fleet Coordinator	1,874.23
Coordinator Customer Relations	1,693.86
Team Leader Library Systems & Support	4,910.05
Business Support Administration Coordinator (Technical Services)	14,938.04
Coordinator Community Safety Service	2,437.08
Business Support Administration Coordinator (Corporate Service)	3,283.62
Civic Facilities Officer	4,874.55
Neighbourhoods Coordinator	212.00
Civic Facilities Officer	2,574.37
Manager City Buildings	15.00
Head of Governance	899.70
Environmental Education Officer	1,433.90
Healthy Melville Coordinator	5,995.68
Healthy Melville Supervisor Aquatic Operations	15.00
Creative Lead & Gallery Curator	687.03
Natural Areas Supervisor	1,727.53
Creative Lead & Museums Curator	15.00
Corordinator Rangers & Emergency Management	1,633.69
Collection Development Librarian (Young People)	2,221.70
Cultural Programs Officer (Adult)	1,246.71
Team Leader Libraries (Civic Square Library)	430.74
Community Development Coordinator - People	86.70
Manager Natural Areas & Parks	1,699.20
Business Support Administration Coordinator (Community Development)	4,336.57
Collection Development Librarian	769.57
Coordinator Environmental Health	250.92
Business Support Officer Libraries	1,619.86
Healthy Melville Supervisor - Sales & Promotions	6,786.73
Environmental Officer	915.49
Creative Producer Arts & Cultural Development	5,050.02
Business Support Officer Libraries	1,252.50
Events & Programming	475.92
Events & Programming	1,342.60
Executive Assistant	78.15
Community Centre Supervisor (Willagee Community Centre)	310.90
Team Leader Libraries (AH Bracks Library)	172.91
Team Leader Libraries (Bull Creek Library)	15.00
Waste Education Officer	3,925.06
Assistant Team Leader (AH Bracks Library)	203.75
Assistant Team Leader (Civic Square Library)	29.90
Creative Learning Producer	2,760.65
Assistant Team Leader (Willagee Library)	3,640.33
Team Leader Libraries (Willlagee Library)	912.91
Melville SES	114.77
Community Centre Supervisor (Blue Gum Community Centre)	265.89
Assistant Team Leader Libraries (Bull Creek Library)	15.00
Community Development Officer - Youth	42.19
Facilities Support Officer	15.00
Creative Learning Producer	456.37
Facility Duty Officer	685.50
Total Purchase Cards	**97,201.91**
American Express Card	
Chief Executive Officer	962.33
Director Corporate Service	0.00
Total American Express Card	**962.33**

(Note: American Express Card is used predominantly for expenses for Training, Membership Fees and Travel).

CONFIRMED

Payroll Payments made for September 2023		
Pay 6		**13/09/2023**
Westpac Bank		$1,394,273.88
Taxation		$436,454.00
Creditors		$309,993.62
Advances		$2,552.78
	Total	**$2,143,274.28**
Pay 7		**27/09/2023**
Westpac Bank		$1,390,936.56
Taxation		$434,770.00
Creditors		$305,999.47
Advances		$355.00
	Total	**$2,132,061.03**
Total Pays		**$4,275,335.31**

Direct Payments made for September 2023

Payee	Description	Bank Reference	Payment Amount
Maxxia Pty Ltd	Input tax credits for September	123685065	$ 467.42
EasiSalary	Input tax credits for September	123685641	$ 1,486.68
		Total	**$ 1,954.10**

CONFIRMED

Credit Card and Purchasing Card payment for the month of September 2023

Payee	Description	Date	Amount
Corporate Cards			
Chief Executive Officer			
WA LOCAL GOVERNMENT WEST LEEDERVI AU	Elected Member Registration LG Convention	14/08/2023	1,524.30
RIMPA BURLEIGH HEAD AU	Record & Information Management - Registration	14/08/2023	198.90
Google CLOUD 99HTBW Sydney AU	Cloud fee	3/08/2023	135.59
TRANSLINK SMARTTICKET QLD AU	Train Fare - Study Tour	4/08/2023	10.00
WESTNET PERTH AU	Westnet	4/08/2023	103.17
ZOOM.US 888-799-9666 WWW.ZOOM.US US	Foreign Fee	14/08/2023	63.44
SOUTH OF PERTH YACHT APPLECROSS AU	Venue Booking Staff Training	14/08/2023	1,690.00
TRYBOOKING*WALGA SOUTH YARRA AU	Elected Member Registration ALGA WA	21/08/2023	90.50
TEAMSOFTWARE SOLUTIONS 5074001169 US	Foreign Fee	22/08/2023	404.23
ATI MIRAGE TRAINING PERTH AU	Staff Training - Registration	25/08/2023	1,295.00
FS *JotForm fsprg.nl NL	Website Form Management	28/08/2023	69.44
QT Gold Coast OPI	Conference Accommodation	29/08/2023	777.00
CARD FEE	Card Fee	3/09/2023	18.25
QT GOLD COAST OPI	Conference Accommodation	1/09/2023	777.00
			7,156.82
Director Environment & Infrastructure			
WILSON PARKING AUSTRAL PERTH AU	Parking Fee	18/08/2023	26.00
A I L A BRADDON AU	Conference Registration	28/08/2023	1,030.00
CARD FEE	Card Fees	3/09/2023	18.25
			1,074.25
Director Community Development			
Reconciliation WA Crawley AU	RCWA Membership annual	11/08/2023	2,787.13
Mailchimp 678-9990141 US	Credits	24/08/2023	3,149.61
LIFELINE WA NORTHBRIDGE AU	Half cost Promotion & Safer Melville	25/08/2023	2,288.00
PARKS & LEISURE AUS	SS award/ Sustainable Conference Rego	29/08/2023	1,485.00
CARD FEE	Card fee	3/09/2023	18.25
			9,727.99
	Total Corporate Cards payments		**17,959.06**
Purchase Cards			
Project Lead Civil Construction			
TITAN FORD MELVILLE AU	Floor Mats #16123	3/08/2023	77.25
INSTITUTE OF PUBLIC WO PERTH AU	IPWEA Registration	4/08/2023	1,015.00
CLARK RUBBER JANDAKOT JANDAKOT AU	Insertion rubber #16123	9/08/2023	99.90
ELITE LOCK SERVICE BOORAGOON AU	Key Cutting	10/08/2023	11.00
CLARK RUBBER JANDAKOT JANDAKOT AU	Insertion rubber #16123	14/08/2023	74.93
IPY*SEVENOAKSCATERIN East Victoria AU	Catering Training	24/08/2023	494.00
IPY*SEVENOAKSCATERIN East Victoria AU	Catering Training	24/08/2023	494.00
IPY*SEVENOAKSCATERIN East Victoria AU	Catering Training	24/08/2023	494.00
IPY*SEVENOAKSCATERIN East Victoria AU	Catering Training	30/08/2023	-300.00
IPY*SEVENOAKSCATERIN East Victoria AU	Catering Training	30/08/2023	-300.00
CARD FEE	Card Fee	3/09/2023	15.00
			2,175.08
Business Support Administration Coordinator (Urban Planning)			
LOCAL GOVERNEMENT MANA MT HAWTHORN AU	ESP Webinar Registration	7/08/2023	50.00
BUSINESS NEWS PTY LT PERTH AU	BN Event - Professional Development	9/08/2023	300.00
LOCAL GOVERNEMENT MANA MT HAWTHORN AU	ESP Webinar - Registration	9/08/2023	50.00
UDIAWA SUBIACO AU	UDIA Event - Professional Development	9/08/2023	628.32
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Service Recognition	10/08/2023	211.90
PLANNING INSTITUTE OF BARTON AU	PIA Event Registration	15/08/2023	235.00
LOCAL GOVERNEMENT MANA MT HAWTHORN AU	LG Prof Registration	16/08/2023	945.00
LOCAL GOVERNEMENT MANA MT HAWTHORN AU	LG Prof Webinar - Registration	18/08/2023	50.00
PREZZEE/AU488AB0E2 SYDNEY AU	Reward and Recognition	18/08/2023	101.27
THE GOOD GUYS OCONNOR AU	Replacement Toaster & Radio	21/08/2023	224.00
PLANNING INSTITUTE OF BARTON AU	PIA Study Tour - Planning	23/08/2023	70.00
PLANNING INSTITUTE OF BARTON AU	PIA Study Tour - Planning	24/08/2023	70.00
PLANNING INSTITUTE OF BARTON AU	PIA Study Tour - Planning	24/08/2023	70.00
PLANNING INSTITUTE OF BARTON AU	PIA Study Tour - Planning	24/08/2023	70.00
CARD FEE	Credit Card Fee	3/09/2023	15.00
CAFE CORPORATE (AUST MYAREE AU	Repairs to Coffee Machine	1/09/2023	586.50
			3,676.99
Fleet Coordinator			
RAC INSURANCE GATEWA WEST PERTH AU	Insurance Payment	15/08/2023	1,254.23

CONFIRMED

Payee	Description	Date	Amount
DAVIOT SC & SL PTY LTD MYAREE AU	Vehicle Hire - Road Resurfacing Program	17/08/2023	229.50
WING HING BBQ BULL CREEK AU	Catering - Service recognition	17/08/2023	142.85
CALTEX BENTLEY BENTLEY AU	Used wring service supplier	18/08/2023	144.65
CARD FEE	Card Fee	3/09/2023	15.00
REPCO MYAREE AU	Safety crane straps store	1/09/2023	88.00
			1,874.23
Coordinator Customer Relations			
MJ* NATIONALLOCALGOVER ST IVES AU	National Local Gov CS Network	4/08/2023	546.76
OFFICEWORKS BENTLEIGH EAS AU	Vinyl banner - Officeworks	7/08/2023	358.00
THE TELECOM SHOP ERINA AU	3 phone headsets CRT	11/08/2023	113.45
Dominos E-store Applecr dominos.com.a AU	Team recognition	21/08/2023	71.55
MISS MAUD BOORAGOON AU	Team recognition	21/08/2023	36.70
NSW Ombudsman's Office Sydney AU	Staff training	22/08/2023	552.40
CARD FEE	Monthly fee	3/09/2023	15.00
			1,693.86
Team Leader Library Systems & Support			
PAYPAL *BIG W 4029357733 AU	Library resources	3/08/2023	469.00
AMAZON MARKETPLACE AU SYDNEY SOUTH AU	Library resources	3/08/2023	131.04
THE NILE AZ7H-QXP4 NORTH SYDNEY AU	The Nile - Order Confirmation	3/08/2023	55.17
Google GSUITE_melville Sydney AU	Evanced email service	3/08/2023	9.24
EASYPARK PAY BY PH PRAHRAN AU	Canning Bridge parking	3/08/2023	136.30
AMAZON AU SYDNEY SOUTH AU	Library resources	4/08/2023	37.65
AMAZON AU SYDNEY SOUTH AU	Library resources	4/08/2023	149.00
THE NILE A3J7-9T51 NORTH SYDNEY AU	Library resources	7/08/2023	67.31
AMAZON AU SYDNEY SOUTH AU	Library resources	7/08/2023	287.73
PAYPAL *BIG W 4029357733 AU	Refund non supply of resource	7/08/2023	-10.00
PAYPAL *JB HI-FI 4029357733 AU	Library resources	7/08/2023	126.90
AMAZON AU SYDNEY SOUTH AU	Library resources	7/08/2023	24.99
AMAZON AU SYDNEY SOUTH AU	Library resources	7/08/2023	13.90
PAYPAL *BIG W 4029357733 AU	Library resources	7/08/2023	208.00
PAYPAL *BLACKWELLUK 35314369001 GB	Library resources	7/08/2023	26.30
AMAZON AU SYDNEY SOUTH AU	Library resources	9/08/2023	30.00
PAYPAL *BLACKWELLUK 35314369001 GB	Library resources	9/08/2023	40.34
PAYPAL *BOOMERANGBO 4029357733 AU	Library resources	14/08/2023	24.99
PAYPAL *BIG W 4029357733 AU	Library resources	14/08/2023	59.90
AMAZON AU SYDNEY SOUTH AU	Library resources	14/08/2023	79.00
PAYPAL *BLACKWELLUK 35314369001 GB	Library resources	14/08/2023	36.84
PAYPAL *OFFICEWORKS 4029357733 AU	Holiday activity supplies	14/08/2023	30.53
AMAZON MARKETPLACE AU SYDNEY SOUTH AU	Library resources	16/08/2023	58.21
THE NILE AHRK-Q6G2 NORTH SYDNEY AU	Library resources	16/08/2023	118.36
PAYPAL *BOOKTOPIABO 4029357733 AU	Library resources	17/08/2023	172.92
PAYPAL *JB HI-FI 4029357733 AU	Library resources	17/08/2023	53.29
IGA CANNING B/916 CANN APPLECROSS AU	Catering Suppplies	18/08/2023	9.84
AMAZON AU SYDNEY SOUTH AU	Library resources	21/08/2023	61.17
AMAZON AU SYDNEY SOUTH AU	Library resources	21/08/2023	18.75
AMAZON AU SYDNEY SOUTH AU	Library resources	21/08/2023	24.00
THE NILE ALCQ-547V NORTH SYDNEY AU	Library resources	21/08/2023	474.09
THE NILE A4GH-RPF3 NORTH SYDNEY AU	Library resources	21/08/2023	117.74
PAYPAL *BIG W 4029357733 AU	Library resources	21/08/2023	43.90
PAYPAL *BOOKTOPIABO 4029357733 AU	Library resources	21/08/2023	195.35
AMAZON AU SYDNEY SOUTH AU	Library resources	21/08/2023	13.85
PAYPAL *BIG W 4029357733 AU	Library resources	21/08/2023	128.00
PAYPAL *BLACKWELLUK 35314369001 GB	Library resources	22/08/2023	56.98
PAYPAL *BLACKWELLUK 35314369001 GB	Library resources	22/08/2023	55.74
AMAZON AU SYDNEY SOUTH AU	Library resources	23/08/2023	212.42
AMAZON AU SYDNEY SOUTH AU	Library resources	25/08/2023	59.16
THE NILE A2TR-8FJ3 NORTH SYDNEY AU	Library resources	28/08/2023	165.26
AMAZON MARKETPLACE AU SYDNEY SOUTH AU	Library resources	28/08/2023	34.06
PAYPAL *BIG W 4029357733 AU	Library resources	28/08/2023	95.90
PAYPAL *BOOKTOPIABO 4029357733 AU	Library resources	28/08/2023	139.25
AMAZON AU SYDNEY SOUTH AU	Library resources	28/08/2023	131.75
AMAZON AU SYDNEY SOUTH AU	Library resources	28/08/2023	22.99
AMAZON AU SYDNEY SOUTH AU	Library resources	28/08/2023	124.03
Kinokuniya Book Stores Singapore AU	Library resources	29/08/2023	114.10
AMAZON AU SYDNEY SOUTH AU	Library resources	29/08/2023	38.74
AMAZON AU SYDNEY SOUTH AU	Library resources	30/08/2023	40.40
AMAZON AU SYDNEY SOUTH AU	Library resources	30/08/2023	22.00
THE NILE A2TR-8FJ3 NORTH SYDNEY AU	Refund non supply of resource	30/08/2023	-46.17
CARD FEE	Card fee	3/09/2023	15.00
THE NILE AL8P-TSQZ NORTH SYDNEY AU	Library resources	1/09/2023	104.84
			4,910.05
Business Support Administration Coordinator (Technical Services)			
EZI*Aha! Consulting North Perth AU	Staff Training	3/08/2023	1,031.23

CONFIRMED

Payee	Description	Date	Amount
Aust Institute of Ma Perth AU	Staff Training	3/08/2023	1,382.00
ST JOHN AMBULANCE AUST BELMONT AU	First Aid Training	4/08/2023	170.00
SOUTH OF PERTH YACHT APPLECROSS AU	Aspire Workshop - Room Hire and Catering	7/08/2023	1,500.00
WA LOCAL GOVERNMENT AS WEST LEEDERVI AU	Delegate Registration	7/08/2023	1,524.30
MAIN ROADS WA DON AITK EAST PERTH AU	Course Subscription	7/08/2023	495.00
KMART 1162 BOORAGOON AU	Stationery	8/08/2023	18.00
DDLS AUSTRALIA PTY LTD SYDNEY AU	Staff IT training	8/08/2023	1,870.00
DDLS AUSTRALIA PTY LTD SYDNEY AU	Staff IT training	8/08/2023	1,870.00
BOOKTOPIA PTY LTD RHODES AU	PMBOK Book	9/08/2023	95.74
WESTERN POWER PERTH AU	Murdoch Drive Shared Path	10/08/2023	1,329.64
AMAZON MARKETPLACE AU SYDNEY SOUTH AU	PMBOK Books for Project Management Course	14/08/2023	950.00
MAIN ROADS WA DON AITK EAST PERTH AU	Course Subscription - Main Roads	14/08/2023	979.00
SOUTH OF PERTH YACHT APPLECROSS AU	Aspire Workshop - Room Hire & Catering	16/08/2023	360.00
ST JOHN AMBULANCE AUST BELMONT AU	First Aid Training x 4	16/08/2023	680.00
ST JOHN AMBULANCE AUST BELMONT AU	First Aid Training	16/08/2023	170.00
COLES 0332 BOORAGOON AU	Catering	18/08/2023	22.75
RENT A FENCE PTY LTD KINGSTON AU	Mesh Panels - RentaFence	21/08/2023	21.38
Court Data Australia 0734203333 AU	Access to Court Data Database	23/08/2023	13.20
COLES 0332 BOORAGOON AU	Service Recognition x 3	24/08/2023	317.85
EDIBLE BLOOMS PTY LTD KESWICK AU	Staff Recognition - Waste	28/08/2023	122.95
CARD FEE	Card Fees	3/09/2023	15.00
			14,938.04
Coordinator Community Safety Service			
MCDONALDS MURDOCH MURDOCH AU	Weekly team culture catchup	3/08/2023	21.65
LEEMING IGA LEEMING AU	Weekly team culture catch	4/08/2023	4.25
CBD COLLEGE PTY LTD SYDNEY AU	SR - 1st aid training	7/08/2023	129.00
GESHA COFFEE CO BIBRA LAKE AU	Hire fees for Coffee machine	7/08/2023	879.08
MCDONALDS MURDOCH MURDOCH AU	Weekly team culture catchup	10/08/2023	25.00
FIRST AID ADELAIDE AU	SR - 1st aid training	15/08/2023	97.00
MCDONALDS MURDOCH MURDOCH AU	Weekly team culture catchup	17/08/2023	27.65
LEEMING IGA LEEMING AU	Weekly team culture catchup	18/08/2023	5.15
OMAC ENTERPRISES PTY MYAREE AU	Name badges - generic	22/08/2023	115.50
MCDONALDS MURDOCH MURDOCH AU	Weekly team culture catchup	24/08/2023	25.90
LEEMING IGA LEEMING AU	Weekly team culture catchup	25/08/2023	4.25
OMAC ENTERPRISES PTY MYAREE AU	New starters uniforms	29/08/2023	962.85
FIRST AID ADELAIDE ADELAIDE AU	SR - 1st aid training	30/08/2023	97.00
MCDONALDS MURDOCH MURDOCH AU	Weekly team culture catchup	31/08/2023	22.65
CARD FEE	Bank Fees	3/09/2023	15.00
LEEMING IGA LEEMING AU	Weekly team culture catchup	1/09/2023	5.15
			2,437.08
Business Support Administration Coordinator (Corporate Service)			
GRILLD PTY LTD - APPLE APPLECROSS AU	Winners Local Business Voucher	3/08/2023	100.00
OHS ALERT SYDNEY AU	12 month Subscription OHS Alert	8/08/2023	969.00
ALL FOR HEALTH PTY. LT BOORAGOON AU	Monthly Safety Award prize	9/08/2023	100.00
COLES 0332 BOORAGOON AU	Monthly Safety Award Prize	9/08/2023	150.00
COLES 0332 BOORAGOON AU	Monthly Safety Award Vouchers	9/08/2023	250.00
COLES 0332 BOORAGOON AU	Voucher Monthly Safety Award	9/08/2023	50.00
iStock.com New York AU	Marketing Images	9/08/2023	136.40
HEALTH KICK BOORAGOON AU	Monthly Safety Award Vouchers	10/08/2023	100.00
DOCUMENT DYNAMIX EIGHT MILE PL AU	Drill Bits for Elec Punch	14/08/2023	430.32
KMART MULGRAVE AU	Earphones for IT	24/08/2023	135.00
WA LOCAL GOVERNMENT WEST LEEDERVI AU	Inducting New Elected Members - Training	30/08/2023	649.00
RIMPA BURLEIGH HEAD AU	Surcharge	31/08/2023	198.90
CARD FEE	Card Fee	3/09/2023	15.00
			3,283.62
Civic Facilities Officer			
COLES 0332 BOORAGOON AU	Catering	8/08/2023	531.40
TEMU.COM PARRAMATTA AU	Catering	9/08/2023	80.96
COLES 0332 BOORAGOON AU	Catering	11/08/2023	149.25
COLES 0332 BOORAGOON AU	Catering	11/08/2023	79.60
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Catering	11/08/2023	71.70
BIOPAK PTY LTD BONDI JUNCTIO AU	Catering	16/08/2023	837.76
SP JUST A GLASS AUST YARRAVILLE AU	Catering	16/08/2023	357.00
EZI*Just Wines Austral Wetherill Par AU	Catering	17/08/2023	213.99
METCASH TRADING LIMITE MACQUARIEPARK AU	Catering	18/08/2023	420.70
eBay O*25-10430-84186 Sydney AU	Catering	22/08/2023	491.00
eBay O*25-10430-84187 Sydney AU	Catering	22/08/2023	972.36
TEMU.COM PARRAMATTA AU	Catering	24/08/2023	292.46
SQ *MONSTERBALL AMUSEM 1800595310 AU	Catering	25/08/2023	168.85
BIG W/206 WARNBRO SOUN WARNBRO AU	Catering	25/08/2023	60.70
PARTYSOURCE Canning Vale AU	Catering	25/08/2023	131.82
CARD FEE	Card fee	3/09/2023	15.00

CONFIRMED

Payee	Description	Date	Amount
			4,874.55
Neighbourhoods Coordinator			
JB Hi-Fi Group Pty Ltd Southbank AU	IT equipment for WCC staff meeting room	11/08/2023	197.00
CARD FEE	Card Fee	3/09/2023	15.00
			212.00
Civic Facilities Officer			
SLIMLINE WAREHOUSE D BROADMEADOWS AU	Catering	7/08/2023	110.39
SLIMLINE WAREHOUSE BROADMEADOWS AU	Catering	7/08/2023	484.00
MARKETPLACE SUPPLIES KEWDALE AU	Catering	7/08/2023	170.75
LIQUORLAND 3374 BOORAGOON AU	Catering	8/08/2023	158.00
MYO*CHEFMASTER AUSTRAL MADDINGTON AU	Catering	8/08/2023	122.69
TEMU.COM PARRAMATTA AU	Catering	9/08/2023	282.79
SQ *SARAH NOFAL 1800595310 AU	Catering	24/08/2023	1,125.00
COLES 0332 BOORAGOON AU	Catering	31/08/2023	50.45
CARD FEE	Card fee	3/09/2023	15.00
COLES 0332 BOORAGOON AU	Catering	1/09/2023	55.30
			2,574.37
Manager City Buildings			
CARD FEE	Card fee	3/09/2023	15.00
			15.00
Head of Governance			
CV CHECK OSBORNE PARK AU	CV Check	7/08/2023	54.90
ASANA.COM SYDNEY AU	Subscription	24/08/2023	829.80
CARD FEE	Card fee	3/09/2023	15.00
			899.70
Environmental Education Officer			
EZI*Direct Pet Supplie Carlisle South AU	Supplies	8/08/2023	339.90
MYAREE IGA/4/67 NORTH MYAREE AU	Community event catering	10/08/2023	690.00
KMART 1024 KARDINYA AU	Supplies	28/08/2023	20.00
KMART 1024 KARDINYA AU	Supplies	28/08/2023	69.00
FRIDGE AND WASHER CITY O'CONNOR AU	Office equipment	28/08/2023	300.00
CARD FEE	Card fee	3/09/2023	15.00
			1,433.90
Healthy Melville Coordinator			
RENTOKIL INITIAL PL LIDCOMBE AU	Material	3/08/2023	562.61
FACEBK FV343TBMS2 fb.me/ads IE	Material	4/08/2023	1,287.50
TWILIO SENDGRID WWW.TWILIO.CO US	Material	7/08/2023	142.65
SOUTHSIDE FITNESS MT GRAVATT EA AU	Material	8/08/2023	586.03
PAYPAL *SOLO2PTYLTD 4029357733 AU	Material	9/08/2023	294.83
SEA CONTAINERS WATTLEUP AU	Material	9/08/2023	272.80
SEA CONTAINERS WATTLEUP AU	Material	9/08/2023	2.05
TOMPKINS ALFRED COVE AU	Material	9/08/2023	322.82
COLES 0352 MELVILLE AU	Material	10/08/2023	13.50
GROUPLEAVINGCARDS.COM BEACONSFIELD GB	Material	11/08/2023	7.72
SPOTLIGHT MELVILLE MYAREE AU	Material	15/08/2023	156.23
MYZONE* MYZONE WA AU	Material	17/08/2023	182.92
THE REJECT SHOP 601 BOORAGOON AU	Material	23/08/2023	20.00
IKEA PTY LTD AU	Material	23/08/2023	208.00
BUNNINGS 317000 MELVILLE AU	Material	24/08/2023	430.90
SILVER SPRINGS HOLDING BOORAGOON AU	Material	24/08/2023	165.00
OFFICEWORKS BENTLEIGH EAS AU	Material	25/08/2023	399.00
SILVER SPRINGS HOLDING BOORAGOON AU	Material	31/08/2023	165.00
CARD FEE	Card fee	3/09/2023	15.00
FACEBK XDM3CTTLS2 fb.me/ads IE	Material	1/09/2023	761.12
			5,995.68
Healthy Melville Supervisor Aquatic Operations			
CARD FEE	Card fee	3/09/2023	15.00
			15.00
Creative Lead & Gallery Curator			
BUNNINGS GROUP LTD HAWTHORN EAST AU	Install equipment	7/08/2023	73.95
IGA CANNING B/916 CANN APPLECROSS AU	Catering	9/08/2023	18.49
PERTH FROZEN FOODS P KEWDALE AU	Catering	21/08/2023	419.15
BUNNINGS 317000 MELVILLE AU	Install supplies	21/08/2023	108.56
BUNNINGS 317000 MELVILLE AU	Install supplies	28/08/2023	51.88
CARD FEE	Card Fee	3/09/2023	15.00
			687.03
Natural Areas Supervisor			
SUPER CHEAP AUTO O'CONNOR AU	Grease	3/08/2023	17.98
UNITED HAMILTON HILL HAMILTON HILL AU	Fuel for rental vehicle	4/08/2023	44.00
OMAC ENTERPRISES PTY MYAREE AU	Protective Clothing	9/08/2023	167.86

CONFIRMED

Payee	Description	Date	Amount
JB HI FI BOORAGOON BOORAGOON AU	Replacement keyboard mouse combo	11/08/2023	169.00
SPRAYER SPARES PTY L BALCATTA AU	Seal kits for spray guns	11/08/2023	101.31
ASPECTS OF KINGS PARK WEST PERTH AU	Books for crews	14/08/2023	387.75
WILDFLOWER SOCIETY OF FLOREAT AU	Books for crews	17/08/2023	54.00
PIRTEK FREMANTLE P OCONNOR AU	Trial replacement guns and fittings	17/08/2023	299.90
BIG W/ROCKINGHAM ROAD SPEARWOOD AU	Cords and cables for crews	21/08/2023	60.00
SUPER CHEAP AUTO MYAREE AU	Fuses	21/08/2023	7.98
ALDI STORES - SPEARWOO SPEARWOOD AU	Lights for sea containers	22/08/2023	160.75
WORK CLOBBER O'CONNOR AU	Protective Clothing	24/08/2023	242.00
CARD FEE	Card fee	3/09/2023	15.00
			1,727.53
Corordinator Rangers & Emergency Management			
DEPT OF JUSTICE-CTG PA PERTH AU	Lodgement of court documents Gorjy	7/08/2023	171.70
DEPT OF JUSTICE-CTG PA PERTH AU	Lodgement of court documents Brennan	10/08/2023	171.70
DEPT OF JUSTICE-CTG PA PERTH AU	Lodgement of court documents Martin	10/08/2023	171.70
THE HOYTS CORPORATIO BOORAGOON AU	Hoyts Gift card	11/08/2023	50.00
STATE LAW PUBLISHER WEST PERTH AU	Bushfire Gazettal Notice publication	14/08/2023	187.20
COSTCO WHOLESALE AUSTR CASUARINA AU	Dog food and pound supplies	17/08/2023	65.97
EB *Working with Local 801-413-7200 AU	Homelessness training Safer Melville	21/08/2023	99.00
PALMYRA VETERINARY HOS PALMYRA AU	Euthanasia of impounded dog	21/08/2023	287.15
OFFICEWORKS 0620 JANDAKOT AU	Refill water bottles - Rangers Office Op	24/08/2023	99.84
OFFICEWORKS BENTLEIGH EAS AU	Kraft bags - Pups in the park event	28/08/2023	30.96
PETBARN NORTH RYDE AU	Dog gifts - Pups in the Park event	28/08/2023	115.50
BUCKINGBULLBOORAGOON Booragoon AU	Catering for Ranger training	30/08/2023	92.97
PALMYRA VETERINARY HOS PALMYRA AU	Microchipping of impounded dog	31/08/2023	75.00
CARD FEE	Card fee	3/09/2023	15.00
			1,633.69
Collection Development Librarian (Young People)			
AMAZON AU SYDNEY SOUTH AU	Local stock purchase	7/08/2023	16.00
OPEN BOOK Mosman Park AU	Local stock purchase	16/08/2023	615.00
DSF Literacy-Clinical 0892172500 AU	Local stock purchase	29/08/2023	974.35
Matterport.com 888-9938990 US	Virtual tour	31/08/2023	19.35
EB *Celebrate Reading 801-413-7200 AU	Celebrate Reading	31/08/2023	550.00
CARD FEE	Card fee	3/09/2023	15.00
KMART 1162 BOORAGOON AU	Local stock purchase	1/09/2023	32.00
			2,221.70
Cultural Programs Officer (Adult)			
WOOLWORTHS/CNR STOCK R MELVILLE AU	Catering	7/08/2023	96.30
ZLR*Morrison's Public Canning Vale AU	Microphone purchase for PA	14/08/2023	383.56
DOME EAST FREMANTLE EAST FREMANTL AU	Meeting re: podcast prep	16/08/2023	12.00
COLES 0332 BOORAGOON AU	Catering for library event	23/08/2023	86.22
LIQUORLAND 3374 BOORAGOON AU	Catering for library event	23/08/2023	72.00
EB *Celebrate Reading 801-413-7200 AU	Attendance at conference	25/08/2023	330.00
DOME KALAMUNDA KALAMUNDA AU	Meeting for TV exhibition brief	30/08/2023	15.55
CARD FEE	Card fee	3/09/2023	15.00
COLES 0352 MELVILLE AU	Catering for library event	1/09/2023	137.08
LIQUORLAND 2469 BICTON AU	Catering for library event	1/09/2023	99.00
			1,246.71
Team Leader Libraries (Civic Square Library)			
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Milk	4/08/2023	29.80
KMART 1162 BOORAGOON AU	Puzzle Race	8/08/2023	30.00
KMART 1024 KARDINYA AU	Puzzle Race	8/08/2023	40.00
KMART 1278 E VICTORIA PK AU	Puzzle Race	9/08/2023	100.00
KMART 1057 MADDINGTON AU	Puzzle Race	11/08/2023	20.00
KMART 1162 BOORAGOON AU	Puzzle Race	14/08/2023	-30.00
KMART 1162 BOORAGOON AU	Puzzle Race	14/08/2023	-30.00
KMART 1162 BOORAGOON AU	Puzzle Race	14/08/2023	-10.00
COLES 0332 BOORAGOON AU	Event catering	16/08/2023	34.35
LIQUORLAND 3374 BOORAGOON AU	Event catering	16/08/2023	91.00
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Catering	22/08/2023	18.30
COLES 0332 BOORAGOON AU	Milk	23/08/2023	5.90
WOOLWORTHS/GARDEN CITY BOORAGOON AU	CBW fruit	24/08/2023	12.11
OFFICEWORKS 0616 O'CONNOR AU	A1 photocopies	28/08/2023	9.00
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Milk	28/08/2023	19.40
OFFICEWORKS BENTLEIGH EAS AU	Rechargeable C size batteries	28/08/2023	35.90
KMART 1162 BOORAGOON AU	Puzzle Race	29/08/2023	10.00
KMART 1024 KARDINYA AU	Puzzle Race	29/08/2023	20.00
KMART 1018 BELMONT AU	Puzzle Race	29/08/2023	10.00
KMART 1162 BOORAGOON AU	Puzzle Race	30/08/2023	-20.00
KMART 1162 BOORAGOON AU	Puzzle Race	30/08/2023	-10.00
KMART 1162 BOORAGOON AU	Puzzle Race	30/08/2023	-10.00

CONFIRMED

Payee	Description	Date	Amount
Games World Booragoon Booragoon AU	Puzzle Race	30/08/2023	39.98
CARD FEE	Card Fee	3/09/2023	15.00
			430.74
Community Development Coordinator - People			
CARD FEE	Card Fee	3/09/2023	15.00
MYAREE IGA/4/67 NORTH MYAREE AU	BTMRG Aug meeting catering	1/09/2023	71.70
			86.70
Manager Natural Areas & Parks			
MYO*THE ROWING CLUB MOUNT PLEASAN AU	Hall Hire - Landscape Tech	8/08/2023	1,499.00
DOLCE & SALATO BULL CR BULL CREEK AU	Catering	11/08/2023	185.20
CARD FEE	Card Fee	3/09/2023	15.00
			1,699.20
Business Support Administration Coordinator (Community Development)			
SAI KRISHNA ENTERPRI BOORAGOON AU	LTAR S 2	3/08/2023	14.70
SAI KRISHNA ENTERPRI BOORAGOON AU	Internal Survey Meta CD Admin	3/08/2023	14.70
KMART 1162 BOORAGOON AU	Placenames Lock	3/08/2023	6.00
COLES 0332 BOORAGOON AU	Internal Survey Meta	3/08/2023	9.50
COLES 0332 BOORAGOON AU	LTAR S2	3/08/2023	32.55
MISS MAUD BOORAGOON AU	Internal Survey Meta	4/08/2023	37.35
Westfield Booragoon Booragoon AU	LW Service Recognision and Resignation	8/08/2023	302.95
LOCAL GOVERNEMENT MANA MT HAWTHORN AU	GB LGPro membership	9/08/2023	531.00
MARMION STREET FRESH MELVILLE AU	AAP Catering	10/08/2023	334.90
ORBIT FITNESS BOORAGOON AU	Sit to Fit class	10/08/2023	47.98
COLES 0332 BOORAGOON AU	LTAR S 3	17/08/2023	7.50
SAI KRISHNA ENTERPRI BOORAGOON AU	LTAR S3	17/08/2023	14.70
ULTIMO CATRNG&EVEN P CLAREMONT AU	NHW Meeting	23/08/2023	206.95
PLANNING INSTITUTE OF BARTON AU	PIA State Conference Study Tour SUP	25/08/2023	70.00
ULTIMO CATRNG&EVEN P CLAREMONT AU	NHW Meeting	25/08/2023	12.50
SAI KRISHNA ENTERPRI BOORAGOON AU	LTAR S 4	30/08/2023	14.70
COLES 0332 BOORAGOON AU	LTAR S4	31/08/2023	38.84
REMIX SUMMITS AU	Remix Summit - mult staff	31/08/2023	1,650.00
SAI KRISHNA ENTERPRI BOORAGOON AU	PN Youth meeting	31/08/2023	6.90
COLES 0332 BOORAGOON AU	PN Youth meeting	31/08/2023	24.35
CARD FEE	Bank Fee	3/09/2023	15.00
REMIX SUMMITS AU	Remix Summit - mutli staff	1/09/2023	412.50
LOCAL GOVERNEMENT MANA MT HAWTHORN AU	Association Membership	1/09/2023	531.00
			4,336.57
Collection Development Librarian			
CHINA BOOKS MELBOURNE AU	Library Stock	10/08/2023	167.96
OPEN BOOK Mosman Park AU	Library Stock	16/08/2023	382.38
BOOKTOPIA PTY LTD RHODES AU	Library Stock	18/08/2023	204.23
CARD FEE	Card Fee	3/09/2023	15.00
			769.57
Coordinator Environmental Health			
AUSTRALIAN GROWN WILLETTON AU	Corporate Wear	8/08/2023	116.38
CHIM LAM PTY LTD WINTHROP AU	Micro Food Sampling	9/08/2023	10.10
Zushibento Aust Booragoon AU	Micro Food Sampling	9/08/2023	8.22
FOOD ODYSSEY OPERATION BOORAGOON AU	Micro Food Sampling	10/08/2023	16.76
Zushibento Aust Booragoon AU	Micro Food Sampling	14/08/2023	15.23
GOOD GROCER/39 ARDROSS APPLECROSS AU	Micro Food Sampling	18/08/2023	19.88
Sensations En Ardross Ardross AU	Micro Food Sampling	18/08/2023	28.25
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Staff Recognition Resignation	25/08/2023	21.10
CARD FEE	Card Fee	3/09/2023	15.00
			250.92
Business Support Officer Libraries			
AP CANNING BRIDGE LPO APPLECROSS AU	Postage to Busselton Library	7/08/2023	10.60
AP CANNING BRIDGE LPO APPLECROSS AU	Parcel satchels country post libraries	14/08/2023	106.27
WANEWSDTI Osborne Park AU	West Aust Newspapers Can B library	18/08/2023	106.80
IGA CANNING B/916 CANN APPLECROSS AU	Milk Can Bridge Library	28/08/2023	2.99
THE BRAINARY MOOLAP AU	Spare Kubo tiles	31/08/2023	137.71
REMIX SUMMITS GEELONG AU	Remix Summit tks x 3	31/08/2023	1,237.50
CARD FEE	Card Fee	3/09/2023	15.00
IGA CANNING B/916 CANN APPLECROSS AU	Milk Can Bridge Library	1/09/2023	2.99
			1,619.86
Healthy Melville Supervisor - Sales & Promotions			
Google ADS4949524643 Sydney AU	Advertising	3/08/2023	334.25
FACEBK *TMJWLSTLS2 fb.me/ads IE	Advertising	8/08/2023	1,287.50
FACEBK P7MHMSFLS2 fb.me/ads IE	Advertising	14/08/2023	1,287.50

CONFIRMED

Payee	Description	Date	Amount
FACEBK RVTTWTPLS2 fb.me/ads IE	Advertising	21/08/2023	1,287.48
FACEBK NWH5YTKLS2 fb.me/ads IE	Advertising	24/08/2023	1,287.50
FACEBK CFEKLT3MS2 fb.me/ads IE	Advertising	28/08/2023	1,287.50
CARD FEE	Card Fee	3/09/2023	15.00
			6,786.73
Environmental Officer			
SP THE LOCK SHOP BLACKBURN AU	Lock Box PLEEC	3/08/2023	177.00
SP HAPPYVALLEYSEEDS RIVERSTONE AU	Seeds for community garden plot	15/08/2023	124.12
OFFICEWORKS BENTLEIGH EAS AU	Thank you cards PLEEC hirers	16/08/2023	31.00
COLES 0332 BOORAGOON AU	Coles catering for Turtle evening	17/08/2023	44.18
COSTCO WHOLESALE AUSTR CASUARINA AU	Turtle volunteer evening - catering	18/08/2023	105.42
COSTCO WHOLESALE AUSTR CASUARINA AU	Turtle volunteer evening catering	18/08/2023	47.97
UNDER THE SUN KARDINYA AU	Card	21/08/2023	5.00
ESSENTIAL BRANDS FRANC Burleigh AU	Coffee, milk, choc PLEEC	23/08/2023	365.80
CARD FEE	Card fee	3/09/2023	15.00
			915.49
Creative Producer Arts & Cultural Development			
THE NATIONAL TRUST OF WEST PERTH AU	Subscription	3/08/2023	443.00
QUARTERLY ESSAY 1Y COLLINGWOOD AU	Subscription	3/08/2023	99.99
EB *Refund to buyer 801-413-7200 AU	Refund for Art Starters event	4/08/2023	213.08
MEGA MUSIC AUSTRALIA MYAREE AU	Broadcast studio microphones	15/08/2023	1,598.00
RTRFM LTD PAYMENT MT LAWLEY AU	Subscription	16/08/2023	280.00
STACKWOOD FREMANTLE AU	Meeting 2024 COM events	23/08/2023	9.60
DOME DEEP WATER POINT MOUNT PLEASAN AU	Place Names elders meeting	24/08/2023	550.60
CITYMELVILLE CIVIC BOORAGOON AU	Liquor licence event WH	25/08/2023	32.00
OFFICEWORKS 0616 OCONNORWA AU	Monthly planner frames	28/08/2023	108.75
CARD FEE	Card fee	3/09/2023	15.00
REMIX SUMMITS GEELONG AU	REMIX training	1/09/2023	1,650.00
SP MINUS18 COLLINGWOOD AU	Rainbow pride flag	1/09/2023	50.00
			5,050.02
Business Support Officer Libraries			
REMIX SUMMITS GEELONG AU	Remix Summit	31/08/2023	412.50
REMIX SUMMITS GEELONG AU	Remix Summit	31/08/2023	825.00
CARD FEE	Card fee	3/09/2023	15.00
			1,252.50
Events & Programming			
MEGATIX.COM.AU PERTH AU	CD - EIA conference	15/08/2023	180.40
IGA CANNING B/916 CANN APPLECROSS AU	SPONS - TITN expense	28/08/2023	115.50
KMART 1162 BOORAGOON AU	WH - vacuum cleaner	31/08/2023	129.00
REV.COM 8883690701 US	C LEARNING - text to spch	31/08/2023	36.02
CARD FEE	Card fee	3/09/2023	15.00
			475.92
Events & Programming			
IKEA PERTH INNALOO AU	Furniture & crockery - Atwell	11/08/2023	501.00
KMART 1162 BOORAGOON AU	Cleaning products - Atwell	14/08/2023	110.00
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Cleaning and kitchen supplies - Atwell	14/08/2023	282.40
STACKWOOD FREMANTLE AU	Plants - Atwell	14/08/2023	90.00
MISTER MINIT - BOORAGO BOORAGOON AU	Keys -Atwell	17/08/2023	132.50
CARD FEE	Card Fee	3/09/2023	15.00
KMART 1162 BOORAGOON AU	Kitchen supplies - Atwell	1/09/2023	32.00
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Kitchen supplies - Atwell	1/09/2023	179.70
			1,342.60
Executive Assistant			
LUCKYORANGE.COM 9137359032 US	Web analytics	21/08/2023	63.15
CARD FEE	Card fee	3/09/2023	15.00
			78.15
Community Centre Supervisor (Willagee Community Centre)			
Woolworths Online BELLA VISTA AU	WCC programs catering	4/08/2023	222.40
Woolworths Online BELLA VISTA AU	WCC programs catering	9/08/2023	73.50
CARD FEE	Card fee	3/09/2023	15.00
			310.90
Team Leader Libraries (AH Bracks Library)			
MARMION STREET FRESH MELVILLE AU	Milk	7/08/2023	9.60
FRESH PROVISIONS BICTO BICTON AU	Milk	14/08/2023	8.50
COLES 0352 MELVILLE AU	Milk	16/08/2023	13.50
COLES 0332 BOORAGOON AU	Cutlery	17/08/2023	77.82
COLES 0352 MELVILLE AU	Milk	25/08/2023	13.50

CONFIRMED

Payee	Description	Date	Amount
CARD FEE	Card Fee	3/09/2023	15.00
Typeface Books Applecross AU	Book Purchase	1/09/2023	34.99
			172.91
Team Leader Libraries (Bull Creek Library)			
CARD FEE	Card Fee	3/09/2023	15.00
			15.00
Waste Education Officer			
ZANTHORREA PTY LTD MAIDA VALE AU	Natives	7/08/2023	478.40
ZANTHORREA PTY LTD MAIDA VALE AU	Herbs x 4	7/08/2023	40.00
DOLCE & SALATO BULL CR BULL CREEK AU	Safety Meeting Catering	17/08/2023	114.00
LEEMING IGA LEEMING AU	Catering	17/08/2023	35.48
EVENT AND CONFERENCE C WENBLEY AU	Waste Conference Tickets	24/08/2023	548.10
EVENT AND CONFERENCE C WENBLEY AU	Waste conference tickets	24/08/2023	1,948.80
BCF MYAREE MYAREE AU	Hooks	25/08/2023	139.99
SUPER CHEAP AUTO MYAREE AU	Tyre repair kits	25/08/2023	75.58
IMPECHABLE PANTRY PTY BICTON AU	Plastic habits survey prize	28/08/2023	27.20
BUNNINGS 317000 MELVILLE AU	Paint for verge trucks	28/08/2023	192.57
BUNNINGS 317000 MELVILLE AU	Plastic Habits Survey Prize	28/08/2023	79.94
SQ *MIRANDA CUMMINGS Winthrop AU	Repair Lab catering	28/08/2023	230.00
CARD FEE	Card fee	3/09/2023	15.00
			3,925.06
Assistant Team Leader (AH Bracks Library)			
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Catering for event	8/08/2023	5.90
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Catering for event	9/08/2023	14.00
RED DOT BULL CREEK AU	Items for school holidays display	11/08/2023	14.00
WWC-COMMUNITIES EAST PERTH AU	Working with children check renewal	11/08/2023	87.00
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Catering for event	11/08/2023	56.20
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Catering for event	14/08/2023	2.70
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Catering for event	24/08/2023	2.95
CARD FEE	Card fee	3/09/2023	15.00
RED DOT BULL CREEK AU	Glue for display	1/09/2023	6.00
			203.75
Assistant Team Leader (Civic Square Library)			
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Milk	18/08/2023	2.95
KMART MULGRAVE AU	Acrylic Pens	24/08/2023	9.00
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Milk	30/08/2023	2.95
CARD FEE	Card Fee	3/09/2023	15.00
			29.90
Creative Learning Producer			
BUDGET SCREEN PRINTING WARANA AU	Write club Caralee materials	3/08/2023	525.25
EZI*AVERY PRODUCTS PTY CASTLE HILL AU	Write club Caralee materials	4/08/2023	41.51
OFFICEWORKS BENTLEIGH EAS AU	Write club Caralee materials	7/08/2023	66.87
SP RIOT CREATPL CHELTENHAM AU	Materials	7/08/2023	16.75
COLES 0332 BOORAGOON AU	Art Club materials	7/08/2023	2.50
Budget Screenprinting Warana AU	Write club Caralee materials	8/08/2023	142.73
GILBERTS FRESH HILTON HILTON AU	Write club launch	8/08/2023	79.99
FREMANTLE PRESS FREMANTLE AU	Write club Caralee materials	8/08/2023	618.34
SAI KRISHNA ENTERPRI BOORAGOON AU	Catering	16/08/2023	8.00
COLES 0332 BOORAGOON AU	Catering	16/08/2023	46.40
THE REJECT SHOP 601 BOORAGOON AU	Transcription Write Club Caralee	23/08/2023	22.50
GILBERTS FRESH HILTON HILTON AU	Write club Caralee materials	25/08/2023	189.98
CARD FEE	Card fee	3/09/2023	15.00
GILBERTS FRESH HILTON HILTON AU	Write club Caralee materials	1/09/2023	189.98
BIG LOAF PTY LTD O'CONNOR AU	WRITE CLUB launch catering Brentwood	8/08/2023	630.00
COLES 0332 BOORAGOON AU	Catering	10/08/2023	164.85
			2,760.65
Assistant Team Leader (Willagee Library)			
IGA WILLAGEE WILLAGEE AU	Library resources	4/08/2023	5.50
IGA WILLAGEE WILLAGEE AU	Library resources	7/08/2023	3.29
Woolworths Online BELLA VISTA AU	Library resources	7/08/2023	171.00
COLES 0391 KARDINYA AU	Library resources	8/08/2023	26.85
KMART 1024 KARDINYA AU	Library resources	8/08/2023	44.15
SPOTLIGHT MELVILLE MYAREE AU	Library resources	9/08/2023	80.00
IGA WILLAGEE WILLAGEE AU	Library resources	9/08/2023	9.95
IGA WILLAGEE WILLAGEE AU	Library resources	9/08/2023	14.85
AP WILLAGEE CENTRAL WILLAGEE AU	Library resources	9/08/2023	55.95
Hart Sport Pty Ltd Aspley AU	Library resources	10/08/2023	1,913.60
JACKSONS DRAWING SUP BALCATTA AU	Library resources	11/08/2023	297.90
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Library resources	11/08/2023	65.33
IGA WILLAGEE WILLAGEE AU	Library resources	14/08/2023	6.79

CONFIRMED

Payee	Description	Date	Amount
IGA WILLAGEE WILLAGEE AU	Library resources	14/08/2023	14.14
IGA WILLAGEE WILLAGEE AU	Library resources	14/08/2023	3.29
IGA WILLAGEE WILLAGEE AU	Library resources	15/08/2023	22.16
Woolworths Online BELLA VISTA AU	Library resources	15/08/2023	171.24
Jaylea's Patisserie Willagee AU	Library resources	15/08/2023	42.00
IGA WILLAGEE WILLAGEE AU	Library resources	16/08/2023	8.34
IGA WILLAGEE WILLAGEE AU	Library resources	17/08/2023	21.00
Woolworths Online BELLA VISTA AU	Library resources	22/08/2023	167.44
JACKSONS DRAWING SUP BALCATTA AU	Library resources	28/08/2023	307.82
Woolworths Online BELLA VISTA AU	Library resources	29/08/2023	172.74
CARD FEE	Library resources	3/09/2023	15.00
			3,640.33
Team Leader Libraries (Willlagee Library)			
MAGIC HAND CAR WASH RICHMOND AU	Library resources	15/08/2023	300.00
IGA WILLAGEE WILLAGEE AU	Library resources	16/08/2023	35.23
WOOLWORTHS/CNR STOCK R MELVILLE AU	Library resources	18/08/2023	72.08
IGA WILLAGEE WILLAGEE AU	Library resources	18/08/2023	7.20
IGA WILLAGEE WILLAGEE AU	Library resources	18/08/2023	6.00
IGA WILLAGEE WILLAGEE AU	Library resources	21/08/2023	9.17
WOOLWORTHS/CNR STOCK R MELVILLE AU	Library resources	25/08/2023	54.02
IGA WILLAGEE WILLAGEE AU	Library resources	25/08/2023	8.49
IGA WILLAGEE WILLAGEE AU	Library resources	25/08/2023	9.00
IGA WILLAGEE WILLAGEE AU	Library resources	25/08/2023	9.98
IGA WILLAGEE WILLAGEE AU	Library resources	28/08/2023	13.24
IGA WILLAGEE WILLAGEE AU	Library resources	28/08/2023	25.67
SQ *JUST BECAUSE COOKI 1800595310 AU	Library resources	30/08/2023	265.00
IGA WILLAGEE WILLAGEE AU	Library resources	31/08/2023	4.50
CARD FEE	Library resources	3/09/2023	15.00
IGA WILLAGEE WILLAGEE AU	Library resources	1/09/2023	78.33
			912.91
Melville SES			
SQ *MOVAT PTY LTD ATF 1800595310 AU	SES SMS system	11/08/2023	25.77
COLES 0391 KARDINYA AU	Refreshments and catering SES	28/08/2023	74.00
CARD FEE	Card fee	3/09/2023	15.00
			114.77
Community Centre Supervisor (Blue Gum Community Centre)			
SPACETOCO VENUE HIRE PERTH AU	Catering	7/08/2023	73.50
SPACETOCO VENUE HIRE PERTH AU	Catering	8/08/2023	-73.50
COLES ONLINE HAWTHORN EAST AU	Catering	10/08/2023	93.29
CLEVER PATCH BERESFIELD AU	Catering	14/08/2023	104.93
COLES ONLINE HAWTHORN EAST AU	Card fee	14/08/2023	-0.04
COLES ONLINE HAWTHORN EAST AU	Catering	24/08/2023	52.71
CARD FEE	Card fee	3/09/2023	15.00
			265.89
Team Leader Libraries (Bull Creek Library)			
CARD FEE	Card Fee	3/09/2023	15.00
			15.00
Community Development Officer - Youth			
GILBERTS FRESH HILTO HILTON AU	Catering	21/08/2023	27.19
CARD FEE	Card Fee	3/09/2023	15.00
			42.19
Facilities Support Officer			
CARD FEE	Card Fee	3/09/2023	15.00
			15.00
Creative Learning Producer			
REBEL MELVILLE MELVILLE AU	Sensory Storytime materials	7/08/2023	40.00
REBEL MELVILLE MELVILLE AU	Sensory Storytime materials - refunded	7/08/2023	70.00
REBEL MELVILLE MELVILLE AU	Refund - incorrect price	7/08/2023	-70.00
KMART 1162 BOORAGOON AU	Sensory Storytime Materials	7/08/2023	30.00
GARDEN CITY NEWS BOORAGOON AU	Sensory Storytime materials	7/08/2023	3.10
SPOTLIGHT MELVILLE MYAREE AU	Sensory Storytime materials	8/08/2023	24.00
CLEVER PATCH BERESFIELD AU	School Holiday and Storytime Materials	9/08/2023	235.32
KMART MULGRAVE AU	School holiday Materials - refunded	18/08/2023	50.00
SP CBCA MERCHANDISE SOUTH BRISBAN AU	Book Week Printable artwork	21/08/2023	25.00
SCARLETT MUSIC FOOTSCRAY AU	Sensory Storytime Materials	23/08/2023	33.95
CARD FEE	Card Fee	3/09/2023	15.00
			456.37

CONFIRMED

Payee	Description	Date	Amount
Facility Duty Officer			
Jaycar Electronics O'Connor AU	Event expenses	4/08/2023	233.40
COLES 0332 BOORAGOON AU	Event expenses	10/08/2023	86.80
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Event expenses	10/08/2023	37.20
CARD FEE	Event expenses	3/09/2023	15.00
ST JOHN AMBULANCE AUST BELMONT AU	Event expenses	1/09/2023	313.10
			685.50
Assistant Team Leader Libraries (Bull Creek Library)			
CARD FEE	Card fee	3/09/2023	15.00
			15.00
	Total Purchase Cards Payments		**97,201.91**

American Express Card

Chief Executive Officer			
Hootsuite	Social media fee	21/08/2023	133.25
Facebook Inc:	Facebook Advertising	31/08/2023	829.08
			962.33

CONFIRMED

STATEMENT OF FINANCIAL ACTIVITY by Nature or Type
For the period 1 July 2023 to 30 September 2023

	September Actual $	*YTD Rev. Budget* $	*YTD Actual* $	*Variance* $	*Variance* %	*Annual Rev. Budget* $
Revenue						
Rates	75,434	102,028,692	102,114,929	86,238	0%	102,333,192
Grants & Contributions	1,643	126,395	118,948	(7,446)	-6%	4,770,802
Fees & Charges	1,146,512	5,922,287	6,290,784	368,498	6%	14,929,174
Service Charges	1,120	2,616,960	2,619,197	2,237	0%	2,616,960
Interest Earnings	1,522,370	2,640,000	2,913,450	273,450		9,415,000
Other Revenue	89,346	346,845	270,330	(76,516)	-22%	1,201,008
	2,836,426	113,681,179	114,327,639	646,460	1%	135,266,135
Expenses						
Employee Costs	(4,617,602)	(15,858,357)	(14,321,395)	1,536,962	-10%	(61,521,932)
Materials & Contracts	(3,236,415)	(10,355,834)	(9,357,696)	998,138	-10%	(40,029,271)
Utilities	(356,719)	(1,071,409)	(981,555)	89,854	-8%	(4,218,352)
Insurance	(6,233)	(1,398,403)	(636,184)	762,219	-55%	(1,406,838)
Depreciation	(2,128,035)	(6,175,039)	(6,384,106)	(209,067)	3%	(24,559,250)
Finance Costs	(243)	(22,607)	(22,608)	(1)	0%	(54,922)
Other Expenditure	(26,845)	886,710	41,444	(845,266)	-95%	(1,648,678)
	(10,372,094)	(33,994,939)	(31,662,099)	2,332,840	-7%	(133,439,243)
	(7,535,668)	**79,686,239**	**82,665,540**	**2,979,301**	**4%**	**1,826,892**
Grants/Contributions for the Development of Assets						
Non-Operating Grants, Subsidies and Contributions	-	-	-	0	100%	7,280,674
(Profit)/Loss on Disposal of Assets						
Proceeds on Disposal	20,224	56,898	46,516	(10,381)	-18%	2,509,340
Net Book Value from Disposal of Assets	0	(35,258)	0	35,258	-100%	(423,090)
	20,224	21,640	46,516	24,876	115%	2,086,250
NET RESULT	**(7,515,444)**	**79,707,879**	**82,712,056**	**3,004,177**	**4%**	**11,193,816**
Other Comprehensive Income	-	-	-			-
Total Other Comprehensive Income	-	-	-			-
TOTAL COMPREHENSIVE INCOME	**(7,515,444)**	**79,707,879**	**82,712,056**			**11,193,816**

CONFIRMED

RATE SETTING STATEMENT by Program
For the period 1 July 2023 to 30 September 2023

	September Actual $	*YTD Rev. Budget $*	*YTD Actual $*	*Variance $*	*Variance %*	*Annual Budget $*	*Annual Rev. Budget $*
OPERATING ACTIVITIES							
Revenue from operating activities (excluding rates and non-operating grant, subsidies and contributions)							
Governance	0	-	366	366	100%	0	0
General Purpose Funding	1,529,761	2,706,832	2,974,237	267,405	10%	12,750,000	12,750,000
Law, Order, Public Safety	30,009	2,673,260	2,681,233	7,973	0%	2,865,660	2,865,660
Health	23,841	220,140	177,793	(42,347)	-19%	278,140	278,140
Education & Welfare	14,660	84,485	81,562	(2,923)	-3%	331,814	622,846
Housing	9,860	30,802	29,381	(1,421)	-5%	116,070	116,070
Community Amenities	194,426	2,096,636	2,099,123	2,487	0%	3,837,613	3,837,613
Recreation and Culture	709,560	2,138,720	2,425,369	286,649	13%	7,581,486	7,701,224
Transport	143,001	326,130	395,959	69,829	21%	1,415,520	1,415,520
Economic Services	101,754	1,319,096	1,295,745	(23,350)	-2%	2,978,735	2,978,735
Other Property and Services	24,343	78,027	98,458	20,431	26%	334,635	2,453,386
	2,781,216	11,674,127	12,259,226	585,099		32,489,671	35,019,194
Expenditure from operating activities							
Governance	(443,741)	(1,520,280)	(1,317,979)	202,301	-13%	(6,431,439)	(6,650,061)
General Purpose Funding	(99,984)	(596,215)	(591,572)	4,643	-1%	(1,391,235)	(1,391,235)
Law, Order, Public Safety	(381,807)	(1,245,074)	(1,126,412)	118,661	-10%	(4,887,128)	(4,962,528)
Health	(96,493)	(348,935)	(287,437)	61,498	-18%	(1,278,975)	(1,278,975)
Education & Welfare	(196,721)	(579,975)	(521,210)	58,765	-10%	(2,386,002)	(2,859,965)
Housing	(20,322)	(41,598)	(35,388)	6,211	-15%	(122,949)	(122,949)
Community Amenities	(2,090,728)	(6,663,488)	(6,173,465)	490,023	-7%	(28,067,956)	(28,631,557)
Recreation and Culture	(3,478,479)	(10,771,521)	(10,099,603)	671,918	-6%	(41,278,590)	(41,769,828)
Transport	(2,003,601)	(5,605,052)	(5,417,340)	187,712	-3%	(23,972,722)	(23,998,337)
Economic Services	(234,242)	(757,713)	(686,700)	71,012	-9%	(3,031,771)	(3,051,571)
Other Property and Services	(1,321,325)	(5,865,089)	(5,404,992)	460,096	-8%	(18,316,775)	(18,722,236)
	(10,367,444)	(33,994,939)	(31,662,099)	2,332,840		(131,165,543)	(133,439,243)
Operating activities excluded from budget							
(Profit)/Loss on Asset Disposals	(20,224)	(21,640)	(46,516)	(24,876)	115%	-	(2,086,250)
Depreciation on Assets	2,128,035	6,175,039	6,384,106	209,067	3%	25,109,134	25,109,134
Plant Capital Charge	-	-	-	-	100%	-	-
Plant Investment Provision						235,305	235,305
Movement in Deferred Rates	10,938	-	54,770	54,770	100%	-	
	2,118,749	6,153,399	6,392,360	238,961		25,344,439	23,258,189
Investing Activities							
Non-operating grants, subsidies and contributions	0	-	0	-		3,238,346	7,280,674
Proceeds from Carawatha Equity	0	-	0	-		-	-
Proceeds from Disposal of Assets	20,224	56,898	46,516	(10,381)	-18%	423,090	2,509,340
Purchase of Furniture & Equipment	(239,174)	(800,244)	(408,869)	391,375	-49%	(2,811,304)	(4,961,527)
Purchase of Plant & Equipment	(159,961)	(413,162)	(279,778)	133,384	-32%	(1,247,955)	(7,550,677)
Purchase of Land & Buildings	(749,389)	(1,368,139)	(1,169,708)	198,431	-15%	(22,891,707)	(29,233,219)
Purchase of Infrastructure Assets	(1,793,801)	(3,565,219)	(3,302,770)	262,449	-7%	(32,268,804)	(40,021,688)
	(2,922,100)	(6,089,867)	(5,114,609)	975,258		(55,558,334)	(71,977,097)
Financing Activities							
Repayment of Debentures	(1,614)	(67,482)	(67,481)	1	0%	(175,681)	(175,681)
Self-Supporting Loan Principal Revenue	-	63,039	63,038	(1)	0%	188,199	188,199
Funds to be Set Aside	-	-	-	-	100%	(36,855,094)	(36,855,094)
Funds to be Used	-	-	-	-	100%	61,104,935	79,354,126
Carry Forward Funds	-		-	-	100%		
	(1,614)	(4,443)	(4,443)	-		24,262,359	42,511,550
Estimated surplus / (deficit) - B/Fwd	92,734,041	-	432,917			2,294,216	2,294,216
Estimated (surplus) / deficit - C/Fwd	(84,418,283)	**(79,766,969)**	(84,418,283)				
Amount to be raised from general rates	**(75,434)**	**(102,028,691)**	**(102,114,930)**			**(102,333,191)**	**(102,333,191)**

CONFIRMED

RATE SETTING STATEMENT by Nature or Type
For the period 1 July 2023 to 30 September 2023

	September Actual $	*YTD Rev. Budget $*	*YTD Actual $*	*Variance $*	*Variance %*	*Annual Budget $*	*Annual Rev. Budget $*
OPERATING ACTIVITIES							
Revenue from operating activities (excluding rates and non-operating grant, subsidies and contributions)							
Grants & Contributions	1,643	126,395	118,948	(7,446)	-6%	4,327,530	4,770,802
Fees & Charges	1,146,512	5,922,287	6,290,784	368,498	6%	14,929,174	14,929,174
Service Charges	1,120	2,616,960	2,619,197	2,237	0%	2,616,960	2,616,960
Investment Earnings	1,522,370	2,640,000	2,913,450	273,450	10%	9,415,000	9,415,000
Other Revenue	109,570	368,485	316,846	(51,639)		1,201,008	3,287,258
	2,781,216	11,674,127	12,259,226	585,099		32,489,671	35,019,194
Expenditure from operating activities							
Employee Costs	(4,617,602)	(15,858,357)	(14,321,395)	1,536,962	-10%	(61,464,748)	(61,521,932)
Materials & Contracts	(3,236,415)	(10,355,834)	(9,357,696)	998,138	-10%	(37,710,133)	(39,820,066)
Utilities	(356,719)	(1,071,409)	(981,555)	89,854	-8%	(4,218,352)	(4,218,352)
Insurance	(6,233)	(1,398,403)	(636,184)	762,219	-55%	(1,406,838)	(1,406,838)
Depreciation	(2,128,035)	(6,175,039)	(6,384,106)	(209,067)	3%	(24,768,455)	(24,768,455)
Finance Costs	(243)	(22,607)	(22,608)	(1)	0%	(54,922)	(54,922)
Other Expenditure	(22,195)	886,711	41,444	(845,266)	-95%	(1,542,096)	(1,648,678)
	(10,367,444)	(33,994,939)	(31,662,099)	2,332,840		(131,165,543)	(133,439,243)
Operating activities excluded from budget							
(Profit)/Loss on Asset Disposals	(20,224)	(21,640)	(46,516)	(24,876)	115%	-	(2,086,250)
Depreciation on Assets	2,128,035	6,175,039	6,384,106	209,067	3%	25,109,134	25,109,134
Plant Capital Charge	-	-	-	-	100%	-	-
Plant Investment Provision						235,305	235,305
Movement in Deferred Rates	10,938	-	54,770	54,770	100%	-	
	2,118,749	6,153,399	6,392,360	238,961		25,344,439	23,258,189
Investing Activities							
Non-operating grants, subsidies and contributions	-	-	-	-		3,238,346	7,280,674
Proceeds from Carawatha Equity	-	-	-	-		-	-
Proceeds from Disposal of Assets	20,224	56,898	46,516	(10,381)	-18%	423,090	2,509,340
Purchase of Furniture & Equipment	(239,174)	(800,244)	(408,869)	391,375	-49%	(2,811,304)	(4,961,527)
Purchase of Plant & Equipment	(159,961)	(413,162)	(279,778)	133,384	-32%	(1,247,955)	(7,550,677)
Assets	0	(1,368,139)	0	1,368,139	-100%	(22,891,707)	(29,233,219)
Allocations	(90,502)	-	(152,249)	(152,249)	100%	-	-
Expenditure	(658,887)	-	(1,017,459)	(1,017,459)	100%	-	-
					100%		
Purchase of Land & Buildings	(749,389)	(1,368,139)	(1,169,708)	198,431	-15%	(22,891,707)	(29,233,219)
Purchase of Infrastructure Assets	(1,793,801)	(3,565,219)	(3,302,770)	262,449	-7%	(32,268,804)	(40,021,688)
	(2,922,100)	(6,089,867)	(5,114,609)	975,258		(55,558,334)	(71,977,097)
Financing Activities							
Repayment of Debentures	- 1,614	(67,482)	(67,481)	1	0%	(175,681)	(175,681)
Self-Supporting Loan Principal Revenue	-	63,039	63,038	(1)	0%	188,199	188,199
Funds to be Set Aside	-	-	-	-	100%	(36,855,094)	(36,855,094)
Funds to be Used	-	-	-	-	100%	61,104,935	79,354,126
Carry Forward Funds	-		-	-	100%		
	(1,614)	(4,443)	(4,443)	0		24,262,359	42,511,550
Estimated surplus / (deficit) - B/Fwd	92,734,041	-	432,917			2,294,216	2,294,216
Estimated (surplus) / deficit - C/Fwd	(84,418,283)	**(79,766,969)**	(84,418,283)				
Amount to be raised from general rates	**(75,434)**	**(102,028,691)**	**(102,114,930)**	**86,239**		**(102,333,191)**	**(102,333,191)**

CONFIDENTIAL

REPRESENTATION OF NET WORKING CAPITAL
AS AT 30 SEPTEMBER 2023

Net Current Assets Represented by	*30 SEPTEMBER 2023*		*31 AUGUST 2023*	
Current Assets				
Cash & Cash Equivalents				
Cash in Hand	3,122		3,122	
Cash at Bank/(Overdraft)	389,414		4,231,564	
Investments	214,190,145		218,578,969	
		214,582,680		222,813,655
Trade & Other Receivables				
Debtors - Rates	45,144,924		49,591,883	
Debtors - Security Charge	353,456		513,122	
Debtors - Pool Inspection Fee	69,220		105,241	
Debtors - Instalment Fee	58		58	
Debtors - UGP	254,882		264,822	
Debtors - Refuse	452,063		593,802	
FESA Levy Debtors	8,371,694		8,994,853	
Pensioner Rebates	1,566,863		3,380,782	
Sundry Debtors	659,600		1,208,706	
Less : Provision for Doubtful Debts	(166,508)		(166,508)	
		56,706,252		64,486,762
Inventories	174,522	174,522	174,208	174,208
Other Financial Assets				
Accrued Income	2,283,017		2,436,756	
Prepayments	437,388		421,765	
Other	0		0	
GST Claim (Net)	544,380		432,891	
		3,264,785		3,291,412
Total Current Assets		**274,728,239**		**290,766,036**
Current Liabilities				
Trade & Other Payables				
FESA Levy Payable	9,729,496		18,083,991	
Sundry Creditors	15,038,464		14,535,733	
Amount Received in Advance	513,365		449,974	
		25,281,325		33,069,699
Provisions				
Provision for Long Service Leave	5,072,229		5,021,310	
Provision for Annual Leave	4,858,637		4,848,694	
Accrued Wages	18,141		18,141	
		9,949,007		9,888,144
Total Current Liabilities		**35,230,332**		**42,957,843**
Net Current Assets		**239,497,907**		**247,808,193**
Less: Restricted Assets				
Reserves	156,521,245		156,521,245	
		156,521,245		156,521,245
End of year adjustment		(1,443,334)		(1,443,334)
Timing Difference		1,713		(3,759)
Net Working Capital		**84,418,283**		**92,734,041**

CONFIRMED

NET WORKING CAPITAL RECONCILIATION

FOR THE MONTH OF SEPTEMBER 2023

	***YTD Actual* $**
Net Result	**82,712,056**
Add:	
Surplus B/Fwd.	432,917
Proceeds on disposal of Assets	46,516
Carry Forward Reserve Transfers	-
Reserve: Funds to be Used	-
Self Supporting Loans - Principal (Net)	(4,443)
Depreciation Written back	6,384,106
Plant Capital Charge	-
(Profit)/Loss on Asset Disposal	(46,516)
Sub Total	**89,524,637**
Less:	
Acquisition of Fixed assets	1,858,355
Proceeds from Carawatha Equity	-
Expenditure on Infrastructure assets	3,302,770
Reserve: Funds to be Set Aside	-
Non Current Adjustments	(54,770)
Sub Total	**5,106,355**
Net Working Capital	**84,418,283**

CONFIRMED

Statement of Variances in Excess of $100,000 by Nature and Type
Financial Year-To-Date Ending 30 September 2023

This report provides commentary on the year-to-date variances identified in attachment 6002B – Rate Setting Statement by Nature and Type, for the period ended 30 September 2023.

In accordance with Regulation 34(5) of the Local Government (Financial Management) Regulations 1996, a local government is required each financial year, to adopt a percentage or value to be used in statements of financial activity for the reporting of material variances. The City's Accounting Policy CP-025, indicates that this will occur each year when adopting the annual budget. When adopting the 2023-2024 Annual Budget, a level of 10% or $100,000 (whichever is the greater) was adopted for the reporting of material variances for the 2023-2024 financial year. Variances less than 10% or $100,000 are not considered material and are not detailed in this report.

Variances are based on 'Actual' income raised and expenditure incurred, compared to the Year-to-Date Revised Budget and are shown in the Year-to-Date Budget Variance column in the tables below. The main reasons for the variances are outlined in this report.

In the tables below, positive variances are shown in black coloured font, and negative variances are shown in both parentheses and in red coloured font, i.e. (XXX.XX). These tables refer to the applicable nature and type variance.

Operating Revenue

Fees and Charges	YTD Budget $	YTD Actual $	YTD Budget Variance $
	5,922,286	6,290,784	368,498
Fee income from the Healthy Melville service area was higher than budgeted – this was mainly due to differences in activity levels particularly in services offered at Leisurefit Booragoon thereby resulting in positive variances across all LeisureFit membership types.			***228,001***
The remaining variance relates mainly to higher income from infringement penalties, parking fees, golf course green fees and lower income from planning fees and health licenses.			***140,497***

Investment Earnings	YTD Budget $	YTD Actual $	YTD Budget Variance $
	2,640,000	2,913,450	273,450
Investment Earnings – Municipal – shows a positive variance due to higher than expected interest rates.			***56,075***
Investment Earnings – Reserve – showed a positive variance due to higher than expected reserve balances.			***207,135***
The remaining various positive and negative variances amount to a net positive variance.			***10,240***

CONFIRMED

Statement of Variances in Excess of $100,000 by Nature and Type
Financial Year-To-Date Ending 30 September 2023

Operating Expenditure

Employee Costs	YTD Budget $	YTD Actual $	YTD Budget Variance $
	(15,858,357)	**(14,321,395)**	**1,536,962**
An element of the of the underspend in employment costs relate to timing of annual leave, personal leave and the pending leave adjustments scheduled for the end of November. In addition, staff vacancies and timing have also resulted in lower employee costs as identified below.			
Director Corporate Services – Positive variance due mainly to the workers compensation insurance account second instalment not being received in September as expected.			*372,384*
Natural Areas and Parks – Positive variance due to staff vacancies.			*179,391*
Neighbourhood Development – Positive variance due to staff vacancies, mainly in the customer services team.			*132,206*
Building and Environmental Health Services – Positive variance due to staff vacancies.			*112,558*
People and Culture – Positive variance due to staff vacancies.			*108,402*
The remaining variance relates mainly to lower employment costs in financial services, resource recovery and fleet services, governance and community safety combined with minor variances in various other service areas.			*632,021*

CONFIRMED

Statement of Variances in Excess of $100,000 by Nature and Type
Financial Year-To-Date Ending 30 September 2023

Operating Expenditure (cont.)

Materials and Contracts	YTD Budget $	YTD Actual $	YTD Budget Variance $
	(10,355,834)	**(9,357,696)**	**998,138**
Natural Areas and Parks show a positive variance relating to seasonal variances on contractors' budgets across various parks and reserves. In particular, street tree planting is underspent by $109,253, and the remaining underspend $401,416 is made up of minor amounts.			*510,669*
City Buildings show a positive variance relating to timing variances on contractors' budgets across the City's various buildings, the most significant locations being the Civic Centre, Operations Centre and Leisurefit Melville.			*291,387*
Engineering shows a positive variance relating to minor timing variances on contractors' budgets across the City's various maintenance programs, including a positive variance in Design Services, Drainage Maintenance and Bike Plan.			*134,809*
Information Technology shows a negative variance of $425,340, with $483,367 related to licensing costs being paid ahead of budget, and the remaining net positive variance of $58,027 made up of minor amounts.			*(425,340)*
The remaining variance relates to timing variances in various Neighbourhood Development programs, lower waste disposal costs, stores and material costs and plant and vehicles costs in Resource Recovery and Fleet combined with minor variances in various other service areas.			*486,613*

Insurance	YTD Budget $	YTD Actual $	YTD Budget Variance $
	(1,398,403)	**(636,184)**	**762,219**
Positive variance due to insurance (excluding workers comp insurance) account not being received in September as expected. Public Liability $344,729, Property and Contents $184,604, Motor Vehicle and Plant $162,543.			*762,219*

CONFIRMED

Statement of Variances in Excess of $100,000 by Nature and Type
Financial Year-To-Date Ending 30 September 2023

Operating Expenditure (cont.)

Other Expenditure	YTD Budget $	YTD Actual $	YTD Budget Variance $
	886,711	**41,444**	**(845,266)**
Majority of the negative variance is linked to the timing of the actual receipt of the invoice for the second insurance instalment, thereby impacting the insurance related internal allocations and recoveries.			*(814,322)*
The remaining variance are related to timing in Healthy Melville discounts and concessions combined with other minor variances.			*(30,943)*

Capital Expenditure

Purchase of Furniture and Equipment	YTD Budget $	YTD Actual $	YTD Budget Variance $
	(800,244)	**(408,869)**	**391,375**
Positive timing variance on Software Upgrades due to project delays.			*140,620*
Positive timing variance on the Intranet Future Vision Project due to delays in the commencement of the project.			*129,528*
The remaining various positive and negative variances amount to a net positive variance.			*121,227*

Purchase of Plant and Equipment	YTD Budget $	YTD Actual $	YTD Budget Variance $
	(413,162)	**(279,778)**	**133,384**
Positive timing variances on Heavy Vehicles due to longer than expected lead times on vehicles ordered.			*124,851*
The remaining various positive and negative variances amount to a net positive variance.			*8,533*

CONFIRMED

Statement of Variances in Excess of $100,000 by Nature and Type
Financial Year-To-Date Ending 30 September 2023

Capital Expenditure (cont.)

Purchase of Land and Buildings	YTD Budget $	YTD Actual $	YTD Budget Variance $
	(1,368,139)	(1,169,708)	198,431
Net positive variance made up of minor amounts across the City's building program, of which approximately $114,003 is due to the reversal of 2022-2023 financial year end adjustments.			

Purchase of Infrastructure Assets	YTD Budget $	YTD Actual $	YTD Budget Variance $
	(3,565,219)	(3,302,770)	262,449
Net positive variance made up of minor amounts across the Infrastructure program, of which approximately $160,058 is due to the reversal of 2022-2023 financial year end adjustments.			

CONFIRMED

BUDGET AMENDMENTS

FOR THE MONTH OF SEPTEMBER 2023

Budget Amendments

Account Number	Description	Journal Number	Date	Amount Transferred From	Amount Transferred To	Budget Amendments >$100,000 Total Amount	Comments
490-26238-7900-000	City Buildings	B02423	20/09/2023		15,800	$ 15,800	Budget created to represent $15,800 of the 2021 Election Promise grant funding for Mount Pleasant Bowling Club Improvements being provided directly to the club.
490-26238-5205-000	City Buildings			15,800			
532-26244-7126-000	Community Security	B02426	26/09/2023		75,400	$ 75,400	Increase to budgeted funds used from the Community Surveillance & Security Reserve for lease of rapid deployment video surveillance security systems.
277-28122-7888-000	Community Surveillance & Security Reserve			75,400			
378-26525-7120-000	Christmas Lights	B02430	30/09/2023		48,000	$ 48,000	Increase to budgeted funds used from the Rates Equalisation Reserve for Christmas Lights Display as per Council approval CD23/8 approved on 19 September 2023.
277-28129-7888-000	Rates Equalisation Reserve			48,000			
				139,200	**139,200**	**139,200**	

CONFIRMED

Account Number	Description	Journal Number	Date	Amount Transferred From	Amount Transferred To	Total Amount	Comments

CONFIRMED

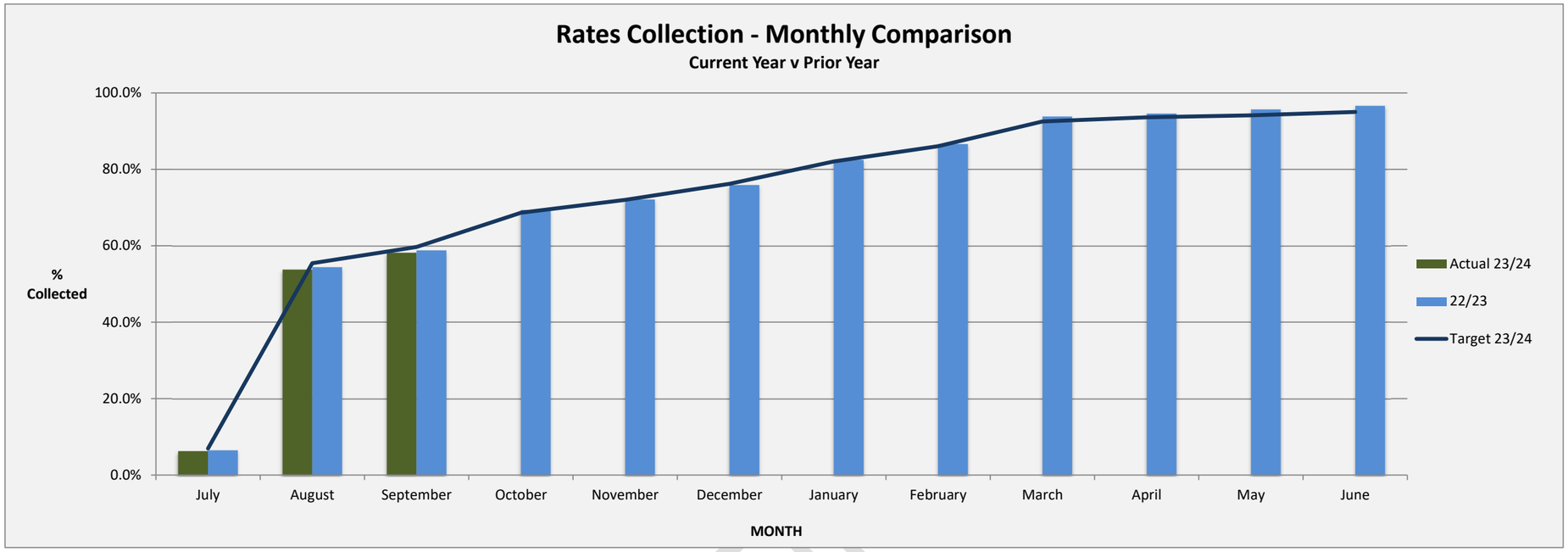
City of Melville

SUMMARY OF DEBTORS

FOR THE PERIOD ENDING : 30 September 2023

Detail	Actuals Current Month YTD	Actuals Previous Month YTD	*% Diff Current Mth to Previous Mth*	Actuals This Month Last Year YTD	*% Diff Current Mth to Current Mth Last Yr*
RATE DEBTORS					
Opening Balance - 1 July	3,379,289	3,379,289	*0%*	4,024,978	*-16%*
Rates & Charges Raised	102,356,677	102,055,225	*0%*	95,992,568	*7%*
Payments Received	(60,591,042)	(55,842,631)	*9%*	(57,915,118)	*5%*
Closing Balance	45,144,924	49,591,883	*-9%*	42,102,428	*7%*
REFUSE DEBTORS					
Opening Balance - 1 July	44,432	44,432	*0%*	55,131	*-19%*
Rates & Charges Raised	1,664,201	1,651,844	*1%*	1,655,516	*1%*
Payments Received	(1,256,570)	(1,102,474)	*14%*	(1,290,979)	*-3%*
Closing Balance	452,063	593,802	*-24%*	419,668	*8%*
FESA DEBTORS					
Opening Balance - 1 July	650,906	650,906	*0%*	782,850	*-17%*
Rates & Charges Raised	18,382,850	18,332,779	*0%*	18,448,325	*0%*
Payments Received	(10,662,062)	(9,988,831)	*7%*	(11,027,193)	*-3%*
Closing Balance	8,371,694	8,994,853	*-7%*	8,203,982	*2%*
UNDERGROUND POWER DEBTORS					
Opening Balance - 1 July	304,028	304,028	*0%*	459,503	*-34%*
Rates Raised	19,063	18,499	*3%*	174,094	*-89%*
Payments Received	(68,209)	(57,705)	*18%*	(145,665)	*-53%*
Closing Balance	254,882	264,822	*-4%*	487,931	*-48%*
POOL DEBTORS					
Opening Balance - 1 July	16,677	16,677	*0%*	19,059	*-12%*
Rates & Charges Raised	492,916	492,376	*0%*	477,069	*3%*
Payments Received	(440,374)	(403,812)	*9%*	(426,736)	*3%*
Closing Balance	69,220	105,241	*-34%*	69,392	*0%*
SECURITY DEBTORS (SECL)					
Opening Balance - 1 July	92,407	92,407	*0%*	111,765	*-17%*
Rates & Charges Raised	2,620,584	2,616,349	*0%*	2,485,144	*5%*
Payments Received	(2,359,535)	(2,195,633)	*7%*	(2,243,938)	*5%*
Closing Balance	353,456	513,122	*-31%*	352,971	*0%*
INSTALMENT FEE DEBTORS					
Opening Balance - 1 July	77	77	*0%*	280	*-73%*
Rates & Charges Raised	4	0	*0*	0	*#DIV/0!*
Payments Received	(22)	(18)	*22%*	(146)	*-85%*
Closing Balance	58	58	*0%*	134	*-56%*

COPY


Rates Collection - Monthly Comparison
Current Year v Prior Year
100.0%
80.0%
60.0%
40.0%
20.0%
0.0%
% Collected
July
August
September
October
November
December
January
February
March
April
May
June
MONTH
Actual 23/24
22/23
Target 23/24

CONFIRMED

SUMMARY OF GENERAL DEBTORS (over $1,000) AGED 90 DAYS OR GREATER
FOR THE MONTH ENDED 30 SEPTEMBER 2023

Debtor Number	Debtor Name	Amount	Comments and subsequent events
Accounts with Debt Collection			
851022	Opal Aged Care - Murdoch	$17,290	Sent to Recoveries Legal. Balance reduced - payment of $6,781 made 26 May 2023. Recoveries Legal are drafting a letter to be sent October 2023.
	Total of Accounts with Debt Collection Agent	**$ 17,290**	
Payment arrangements			
832568	Individual	$20,498	Payment Arrangement of $200.00 per fortnight.
861732	Healthcare WA	$11,562	Legal Action on hold - payment arrangement of $50.00 per fortnight.
862342	Perth AFC Futsal Club	$19,644	Payment plan of $1,000.00 per month.
863209	Indivdual	$1,083	Payment plan of $200.00 per fortnight.
864132	Individual	$10,227	Payment plan of $130.00 per fortnight maintained since May 2021.
869693	Velovelum Pty Ltd T/As Mastro Pizza	$9,482	Payment plan of $130.00 per fortnight maintained since May 2021.
	Total on Payment Arrangement	**$ 72,496**	
Ordinary Debtors			
803957	Belgravia Health & Leisure Group Pty Ltd	$13,025	Statement issued 2 October 2023. Investigating overdue invoices, reconciliation to be done.
843128	South West Aboriginal Land & Sea Council	$22,000	Statement issued 2 October 2023. Responsible Officer to contact debtor.
854034	Kwik Logistics	$5,984	Company in liquidation. Claim submitted June 2022, waiting on settlement.
868927	Technogym Australia Pty Ltd	$11,869	Statement issued 2 October 2023 and customer emailed.
870535	Quattro Automotive Pty Ltd	$68,000	Statement issued 2 October 2023. Responsible Officer to contact debtor.
	Total Ordinary Debtors	**$ 120,878**	
Sporting & Community Organisations			
505693	Melville Sporting Association	$9,308	Statement issued 2 October 2023 and customer emailed.
505727	Murdoch University Melville Football Club	$1,696	Statement issued 2 October 2023 and customer emailed.
506014	Brentwood Karoonda Sporting Association	$6,790	Statement issued 2 October 2023 and customer emailed.
508960	Melville Water Polo Club	$2,640	Statement issued 2 October 2023 and customer emailed.
840421	Melville Ameteur Football Club	$6,663	Statement issued 2 October 2023 and customer emailed.
841957	Striker Indoor Sports and Fitness	$2,954	Statement issued 2 October 2023 and customer emailed.
848085	Brentwood Booragoon Footbal Club	$7,248	Statement issued 2 October 2023 and customer emailed.
858134	Dynamic Flames Badminton Club Inc.	$2,095	Statement issued 2 October 2023 and customer emailed.
862151	South Perth Futsal Club	$4,851	Statement issued 2 October 2023 and customer emailed.
862573	Profutsal	$1,622	Statement issued 2 October 2023 and customer emailed.
869826	WA State Futsal League	$9,699	Statement issued 2 October 2023 and customer emailed.
	Total Sporting & Community Organisations	**$ 55,564**	

CONFIRMED

Charter for Financial Management, Audit, Risk and Compliance Committee

(Terms of Reference)

1. Operation

The Committee will operate in accordance with the requirements of the Local Government Act 1995 (the Act) and Regulations, City of Melville policies, Australian Accounting, Audit and relevant best practice standards.

2. Objectives/Terms of Reference

To provide guidance and assistance to the Council as to matters under Part 7 – Audit - of the Local Government Act 1995 including:-

- The composition, delegation and decision of an audit committee
- The appointment of auditors
- The conduct of an audit
- The duties of local Government with respect to audits

To also provide guidance and assistance to the Council in relation to a range of other financial and risk management matters including:-

- Engaging and monitoring the performance of internal and external audit firms;
- Agreeing the scope of works of the internal and external audit programmes with the respective auditors;
- Safeguarding the independence of the audit firms;
- Ensuring that Elected Members are provided with financial and non-financial information that is of high quality and relevant to the judgements to be made by them;
- Ensuring that controls are established and maintained in order to safeguard the City of Melville's financial and physical resources;
- Ensuring that systems or procedures are in place so that the City of Melville complies with relevant statutory and regulatory requirements;
- Assessing enterprise risks arising from the City of Melville's operations and considering the adequacy of measures taken to treat or insure against those risks;
- Acting as the principal line of communication between Elected Members, the City of Melville's External and Internal Auditors.

CONFIRMED

3. Membership

- In accordance with Section 7.1A (2) of the Local Government Act 1995 members of the Committee will be appointed by absolute majority decision of the Council;
- The Committee will comprise at least four persons of which at least three are to be Elected Members of the City of Melville and one other member who will be an independent person;
- Independent members will have no association with the Council either as a member, an officer or closely associated person;
- Where possible the majority of members shall have experience in business and/or financial and management reporting and risk management;
- The independent member shall be selected on the basis of their skills and experience in the financial and/or risk management environment;
- The CEO and designated City of Melville employees, whilst not permitted to be members of this Committee, will when requested be required to attend meetings of the Committee to provide advice and guidance to the committee;
- Membership of the Committee will be reviewed after every Local Government Election.

4. Meetings

- The Chairperson will call and conduct meetings of the Committee in accordance with the City of Melville's Standing Orders and the Local Government Act 1995 and Regulations;
- The Committee will meet at least four times per annum, with the timing of each meeting coinciding with the conduct of particular aspects of the City of Melville's audit, risk management and financial reporting cycle;
- An agenda, and written reports on the business to be conducted at the meeting, will be prepared and distributed to Committee members at least 72 hours prior to the meeting;
- Minutes of the Committee meeting proceedings and recommendations will be taken and submitted to Council for decision ;
- The External and Internal auditors will be invited to attend at least one meeting per calendar year, but may be invited at any time to address the Committee on any issues the Committee believes necessary.

5. Reporting

Reports and recommendations of each Committee meeting shall be presented to the next ordinary meeting of the Council. The Committee may make recommendations to the Council on any aspect of the Committee's responsibilities.

CONFIRMED

6. Responsibilities

The Committee will consider any matters relating to the financial, audit, internal controls, statutory compliance and risk management practices of the City as it considers relevant.

Specific responsibilities will include:-

- **Financial reporting**
  - Overseeing compliance with statutory responsibilities relating to financial disclosure;
  - Reviewing the adequacy of financial management reporting to the Council;
  - Ensuring that Elected Members are provided with financial and non-financial information that is of high quality and relevant to the judgements to be made by them;
  - Reviewing the draft annual financial report and all publicly published financial statements, focusing on:
    - significant changes in accounting policies;
    - significant adjustments to the financial report arising from the audit process;
    - compliance with accounting standards and other reporting requirements.

- **Accounting Policies**
  - Reviewing any changes to accounting standards and policies and their impact on financial statements.

- **Internal Controls, Risk and Insurance**
  - Reviewing the City of Melville's enterprise risk management framework;
  - Reviewing and assessing the City of Melville's approach to the management of risks to ensure that risks are appropriately managed and where economical and practicable to do so, residual risks are appropriately insured;
  - Ensuring that opportunities to better manage risks are identified and if feasible, implemented;
  - Ensuring business continuity and disaster recovery plans are in place and causing such plans to be tested on a periodic basis;
  - Ensuring that controls are established and maintained in order to safeguard the City of Melville's financial and physical resources;
  - Reviewing and assessing management programs and policies in relation to internal controls over the financial and reporting systems including delegations of authority.

CONFIRMED

- **Audit**
  - Providing guidance and assistance to the Council in relation to:
    - The process for the selection and appointment of external auditor;
    - Recommending to the Council the person to be appointed as auditor;
    - Develop and recommend to the Council a written agreement for the appointment of the auditor including conditions;
  - Reviewing the annual audit plan with the external and internal auditors to consider its scope and effectiveness;
  - Reviewing the information and recommendations provided by external and internal auditors including the responses of management;
  - Reviewing any unresolved issues between management and the external and internal auditors and actions planned to obtain resolution;
  - Reviewing the performance of external and internal auditors.

- **Compliance**
  - Ensuring that the procedures established to monitor compliance with statutory requirements, regulations and contractual obligations are appropriate;
  - Reviewing the annual Statutory Compliance Audit Return and make recommendations to the Council on acceptance and any actions identified as a result of the Return.

Other References Applicable to this Charter

Delegated Authority Nos: No delegated authorities exist for this Committee

ORIGIN/AUTHORITY		**Item No.**
Ordinary Meeting of Council	18 July 2006	C06/6022
REVIEWS		
Ordinary Meeting of Council	19 September 2006	C06/5024
Special Meeting of Council	22 November 2011	C11/5210
Ordinary Meeting of Council	18 November 2014	M14/5399

CONFIRMED

GOVERNANCE COMMITTEE CHARTER

1. Operation

The Committee will operate in accordance with the requirements of *the Local Government Act 1995 (the Act)* and Regulations, City of Melville policies, procedures, delegations and relevant best practice standards and guidelines.

2. Objectives/Terms of Reference

To provide guidance and assistance to the Council on matters of Corporate Governance other than Financial Management, Audit, Risk and Compliance issues, as these will be monitored by the Financial Management, Audit, Risk & Compliance Committee.

The Governance Committee is to ensure that appropriate standards are applied by the Elected Members of the Council and its various Committees as well as the Officers of the Council when performing the functions delegated to them, or for which they are specifically made responsible for by *the Local Government Act 1995* .The Committee will promote excellence in governance within the City of Melville by:-

- Nurturing a positive culture within the Council that promotes openness and honesty, in which appropriate questioning is encouraged and accountability is clear;
- Ensuring there is clarity about the roles of the Elected Members and Officers and that the statutory separation of powers and roles, as articulated in the Local Government Act 1995, and its regulations, is enforced;
- Fostering effective working relationships within and between the Mayor, Councillors, the Chief Executive Officer (CEO) and other officers of the City;
- Ensuring that appropriate professional development is available to Elected Members and that the new Elected Member induction program is relevant;
- Ensuring there are effective decision-making processes in place that reflect the transparency and accountability principles which underpin excellence in governance;
- Ensuring that effective delegations are implemented and maintained;
- Ensuring that the City of Melville has a documented approach to the governance of the City ;
- Ensuring that there is an active organisational performance management system in place that enables Elected Members and Officers to be openly accountable for their performance;
- Conducting an annual performance review of the City's and CEO's performance;

CONFIRMED

- Ensuring that internal structures are established that provide for independent review of processes and decision-making to assist the City of Melville to meet its accountability obligations to its stakeholders;
- Ensuring that the City of Melville has a documented approach to stakeholder relationship management in the City
- Applying the City of Melville Code of Conduct and determining matters in relation to Elected Members and the CEO;
- Making recommendations to the Council concerning the payment of contested and/or claims beyond allowances or reimbursement of expenses to Elected Members;
- Exercising oversight of the Council policies relating to Civic and Ceremonial Functions and Elected Members Allowances and Claims for Expenses and Conference Attendance.

3. Membership

- In accordance with Section 5.8 of the *Local Government Act 1995*, members of the Committee will be appointed by absolute majority decision of the Council;
- The Committee will comprise at least the Mayor, Deputy Mayor and four Councillors of the City of Melville;
- In accordance with section 5.11 of the *Local Government Act 1995* membership of the Committee will be reviewed following each Ordinary Election day i.e. once every two years, or upon the cessation of office by any member or the resignation from the Committee by a member.

4. Meetings

- The Chairperson will call and conduct meetings of the Committee in accordance with the City of Melville's Standing Orders and the *Local Government Act 1995* and Regulations;
- The Committee will meet at as required, with the timing of each meeting coinciding with the conduct of particular aspects of the City of Melville's business planning and performance reporting cycle;
- An agenda, and written reports on the business to be conducted at the meeting, will be prepared and distributed to Committee members at least 72 hours prior to the meeting;

CONFIRMED

- Minutes of the Committee meeting proceedings and recommendations made will be taken and submitted to the next Ordinary Meeting of the Council for decision;

5. Reporting

Reports and recommendations of each Committee meeting shall be presented to the next Ordinary Meeting of the Council.

Last Review Date 18 November 2014 – Ordinary Meeting of the Council – Item M14/5397
Document owner: Governance & Compliance Program Manager

CONFIRMED

These Terms of Reference apply exclusively to the City of Melville Conduct Committee which is a formal committee established under section 5.8 of the *Local Government Act 1995* ("*the Act*").

PREAMBLE

Appropriate conduct and behaviour of Elected Members is pertinent to the effectiveness of the governance of the City's affairs, including Council and Council committee meetings.

The Council has resolved by absolute majority to establish the City of Melville Conduct Committee ("Committee") in accordance with the terms of these Terms of Reference.

COMMITTEE FUNCTION

The Conduct Committee is a Committee of the Council established in accordance with s5.8 of the *Local Government Act 1995* (*the Act*) for the purpose of dealing with Behaviour Complaints made under Division 3 of the City of Melville Code of Conduct for Elected Members, Committee Members and Candidates (Code of Conduct).

The purpose of the Conduct Complaints Committee is to recommend to the Council:

- that a Conduct Complaint be dismissed in accordance with clause 13(1) of the Code of Conduct, and provide the reasons for doing so; or
- that a Finding be made as to whether an alleged complaint (breach) has or has not occurred, based on the evidence submitted with the complaint and the response from the person who the complaint relates to, and provide the reasons for doing so; and

Where a Finding is made that a breach has occurred, the Committee must make a recommendation to the Council to:

- take no further action, and provide the reasons for doing so; or
- outline a plan to be implemented, in accordance with clause 12(4)(b) of the Code of Conduct, to address the conduct of the person to whom the complaint relates to, and provide the reasons for doing so.

MEMBERSHIP

The Committee is a Committee of Council Members (only) in accordance with s.5.9(2)(a) of *the Act*. Membership of the Committee will comprise the Mayor and six Elected Members, one from each Ward, appointed by the Council in accordance with s.5.10 of *the Act*. In addition, Deputy Committee Members, one from each Ward, will be appointed by the Council in accordance with s.5.11A of *the Act*:

(i) if an appointed Committee Member is either a complainant or a respondent to a Complaint being dealt with by the Committee, or is otherwise materially implicated in such a Complaint or other matter under consideration by the Committee, they are to recuse themselves from the Committee's deliberations on that matter and are to be replaced during and with respect to such deliberations by their designated Deputy Committee Member, or if such Deputy Committee Member is also materially implicated or conflicted, then by another Deputy Committee Member selected by the majority of the Committee Members.

(ii) if a Committee Member is unable or unwilling to attend any Committee meeting, then that Committee Member's designated Deputy Committee Member (or if such Deputy Committee Member is also unable or unwilling to attend such Committee meeting, then another Deputy Committee Member selected by the majority of the Committee Members.

	Member	Deputy
Mayor	Mayor Gear	
Elected Member	Cr C Ross	Cr N Pazolli
Elected Member	Cr N Robins	Cr D Macphail
Elected Member	Cr J Edinger	Cr G Barber
Elected Member	Cr M Woodall	Cr J Spanbroek
Elected Member	Cr K Mair	Cr M Sandford
Elected Member	Cr K Wheatland	Cr T Fitzgerald

There is no external membership associated with this Group.

TERM OF MEMBERSHIP

(a) Each Committee Member's and Deputy Committee Member's term of Membership of the Committee will be for one year, expiring in October each year. The new Committee will be appointed by absolute majority decision

(b) The Council may by absolute majority resolve the composition of the Committee effective from the expiry date of the term of the existing Committee incumbents. Retiring Committee Members and their Deputy Committee Members are eligible for reappointment.

PRESIDING MEMBER

The Committee Members shall elect a Presiding Member and a Deputy Presiding Member from the Committee membership as required. In the circumstance that the Presiding Member and the Deputy Presiding Member are not available, the Committee shall elect a Presiding Member from the Committee Members available.

MEETING SCHEDULE

Meetings are to be called as determined by the Committee Presiding Member, or on the motion of 2 Committee members, in consultation with the CEO.

DELEGATED AUTHORITY

There is no delegated authority (under s5.16 of *the Act*) associated with this Committee.

COMMITTEE GOVERNANCE

(a) Committee meetings will be convened by the CEO, as required by the Meeting Schedule above;

(b) Committee deliberations will be resolved by simple majority vote with each Committee member being entitled to one vote. The Presiding Member of the Committee will not have a casting vote in addition to his/her deliberative vote in the case of an equality of votes for and against a motion.

(c) A quorum for the Committee is 7.

ADMINISTRATION

Conduct Complaints Officer under the direction of the CEO will:

- be responsible for coordinating meetings;
- circulate an agenda before each Committee meeting to Committee Members;
- be available to take minutes of the meeting (except for such periods as they may be invited by resolution of the Committee for the meeting to be held without City officers present) and register such Minutes in the City's Document Management System.

CONFIRMED

Level 1 /183 Great Eastern Hwy
Belmont, WA 6104
1300 523 555
enquiries@midcitygroup.com.au

NRMA Insurance Make Safe Report

Job Details

DATE	23 Jun 2023
INSURED	Nino
PROPERTY ADDRESS	23 Purdie Ave Ardross WA 6153
POLICY NUMBER	HOMN0000079721
CLAIM NUMBER	NRP235012465
MIDCITY REFERENCE	25470-Q1

Following NRMA Insurance instructions received on the 06 Jun 2023, we confirm having carried out a make safe repair at 23 Purdie Ave Ardross WA 6153 on 06/06/2023.

As per insurer's instructions, Midcity Group arranged attendance to secure...

roof and electrics

We attended the property as requested and completed the following:

Callout to secure property as a result of storm damages.
Trades attended site and found sagging and water staining to the theatre room ceiling.
Trades noted water dripping through the projector and disconnected.
Trades inspected the roof and suspect possible cause of water ingress to be from valley overflow during rain event as there was a lot of leaf debris from the gumtree found along the valleys.
Trades noted valley guards were present however its possible the water can travel back due to the amount of leaf debris.
Trades cleared the leaf debris from the valley removed wet insulation found in the roof space . Trades installed timbers and ply plates to secure the affected ceiling. The related debris was removed from site and disposed of appropriately

Electrician attended Disconnected 2 downlights and checked wiring and projector

Hire Items in place:

Midcity Group

CONFIRMED

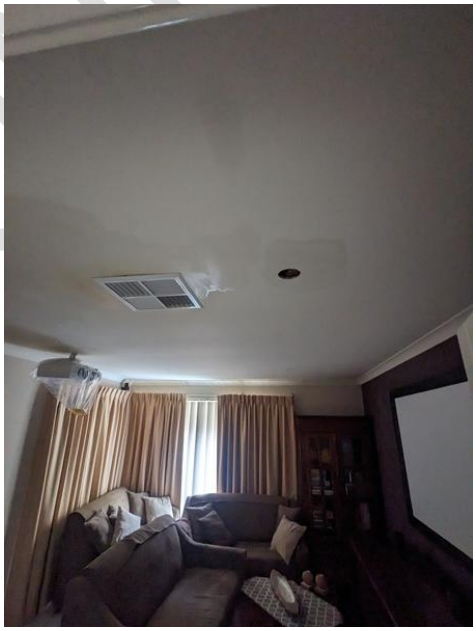
Level 1 /183 Great Eastern Hwy
Belmont, WA 6104
1300 523 555
enquiries@midcitygroup.com.au

Relevant Photos

- 1 - 07/06/2023



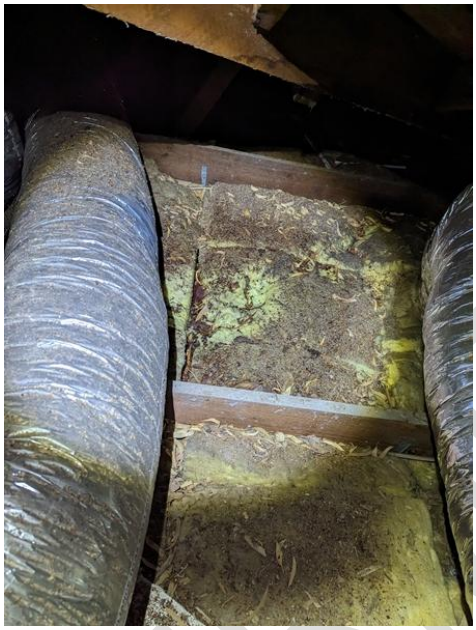
- 2 - 07/06/2023



CONFIRMED

Level 1 /183 Great Eastern Hwy
Belmont, WA 6104
1300 523 555
enquiries@midcitygroup.com.au

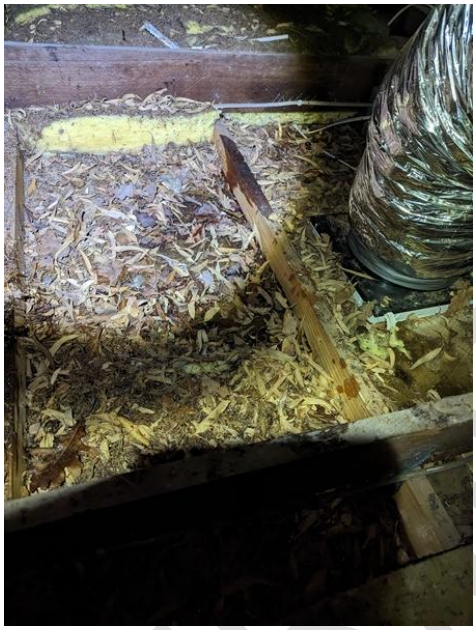
- 3 - 07/06/2023



CONFIRMED

Level 1 /183 Great Eastern Hwy
Belmont, WA 6104
1300 523 555
enquiries@midcitygroup.com.au

- 4 - 07/06/2023



CONFIRMED

Level 1 /183 Great Eastern Hwy
Belmont, WA 6104
1300 523 555
enquiries@midcitygroup.com.au

- 5 - 07/06/2023



CONFIRMED

Level 1 /183 Great Eastern Hwy
Belmont, WA 6104
1300 523 555
enquiries@midcitygroup.com.au

- 6 - 07/06/2023



CONFIRMED

Level 1 /183 Great Eastern Hwy
Belmont, WA 6104
1300 523 555
enquiries@midcitygroup.com.au

- 7 - 07/06/2023



CONFIRMED

Level 1 /183 Great Eastern Hwy
Belmont, WA 6104
1300 523 555
enquiries@midcitygroup.com.au

- 8 - 07/06/2023



CONFIRMED

Level 1 /183 Great Eastern Hwy
Belmont, WA 6104
1300 523 555
enquiries@midcitygroup.com.au

- 9 - 07/06/2023



CONFIRMED

Level 1 /183 Great Eastern Hwy
Belmont, WA 6104
1300 523 555
enquiries@midcitygroup.com.au

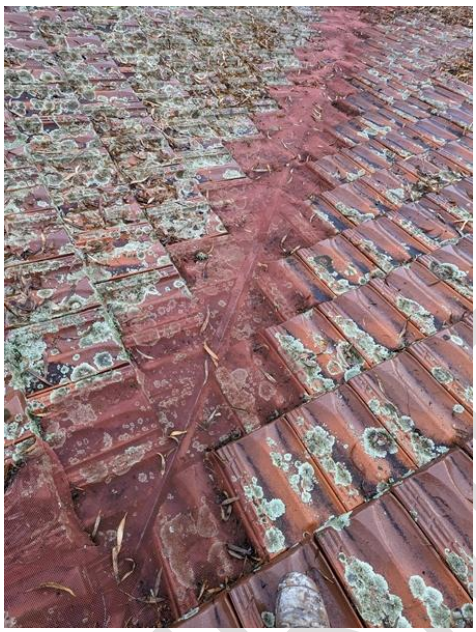
- 10 - 07/06/2023



CONFIRMED

Level 1 /183 Great Eastern Hwy
Belmont, WA 6104
1300 523 555
enquiries@midcitygroup.com.au

- 11 - 07/06/2023



CONFIRMED

Level 1 /183 Great Eastern Hwy
Belmont, WA 6104
1300 523 555
enquiries@midcitygroup.com.au

- 1 - 10/06/2023



CONFIRMED

Level 1 /183 Great Eastern Hwy
Belmont, WA 6104
1300 523 555
enquiries@midcitygroup.com.au

- 2 - 10/06/2023



CONFIRMED

Level 1 /183 Great Eastern Hwy
Belmont, WA 6104
1300 523 555
enquiries@midcitygroup.com.au

- 3 - 10/06/2023

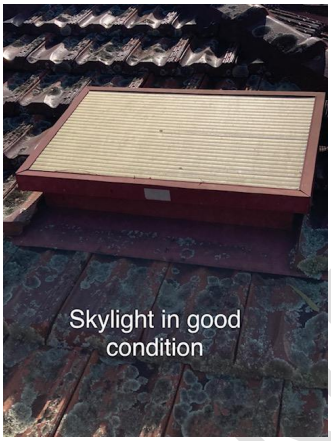


CONFIRMED

Level 1 /183 Great Eastern Hwy
Belmont, WA 6104
1300 523 555
enquiries@midcitygroup.com.au













CONFIRMED

August 2023

Arboricultural Report – 25 Purdie Avenue, Ardross



Paperbark Technologies Pty Lt

Arboricultural Consultants

PO Box 1116 Scarborough WA 6922

www.paperbarktechnologies.com.au

zana@paperbarktechnologies.com.au

Mob: 0401 817 551

Mobile: 0401 817 551 • PO Box 1116, Scarborough WA 6922 • Email: zana@paperbarktechnologies.com.au • www. paperbarktechnologies.com.au

16th August 2023

Nick Gillon
City of Melville
Bramanti Road
Murdoch WA 6150

Dear Nick

RE: ARBORICULTURAL REPORT AT 25 PURDIE AVENUE, ARDROSS

With reference to the above, please find attached the Arboricultural Report on the *Eucalyptus camaldulensis* (River Red Gum) situated within the verge at the above location.

If you require clarification of any point, please contact me.

Yours sincerely

Zana Sheary

CONFIRMED

This document cannot be reproduced in any format without written consent from *Paperbark Technologies.*

TABLE OF CONTENTS — PAGE NUMBER

Reason for Assessment	3
Tree Observations	3
Ground Level Inspection	4
Trunk Inspection	4
Crown Inspection	4
QTRA	5
Helliwell Valuation	5 - 6
Conclusions	6
Recommendations	6
Method of Assessment	6
Limitation of Liability	7
Photos	8 – 13
Glossary and References	14 - 16

CONFIRMED

This document cannot be reproduced in any format without written consent from *Paperbark Technologies.*

Paperbark Technologies Pty Ltd
ISA Certified Arborist AU0039A/AU0341A
QTRA Licensed user 1082&3442
Dip. Horticulture/Arboriculture
PO Box 1116
Scarborough WA 6922
Mob: 0401 817 551

Arboricultural Inspection Report for City of Melville

Date inspected: 14th August 2023

Location: 25 Purdie Avenue, Ardross

Tree species: *Eucalyptus camaldulensis* (River Red Gum)

1. Reason for Assessment

1.1. In accordance with your instructions, I confirm that you have employed this consultant to carry out an inspection of the *Eucalyptus camaldulensis* (River Red Gum) situated within the Local Authority verge adjacent the above property due to concerns regarding the current health and structural condition of the tree.

1.2. The purpose of this report is to assess the tree's current health and mechanical structural condition, to identify potential hazards in relation to the targets beneath the tree and provide recommendations accordingly.

1.3. A Quantified Tree Risk Assessment (QTRA) and a valuation of this tree using the Helliwell method have also been included in this report.

1.4. This consultant confirms that a site visit to inspect the tree situated at the above location was carried out on the 14th of August 2023.

1.5. This tree was previously inspected from ground level in August 2021 and an aerial inspection was carried out in August 2022.

2. Tree Observations

2.1. This mature *Eucalyptus camaldulensis* (River Red Gum) has a clinometer height reading of 21.8m with a canopy spread of up to 15.0m north/south & 14.0m east/west and a trunk diameter of 84cm taken at 1.4m from ground level (Figure 1).

2.2. The base of the tree is located 2.5m from the road, approximately 2.4m from the property boundary and approximately 4.0m from the crossover entering the adjacent property.

This document cannot be reproduced in any format without written consent from *Paperbark Technologies.*

3. Ground Level Inspection

3.1. This tree displays a suitable basal flare and has developed a sound buttress root system, with no visual signs of harmful root pathogens, root movement, soil heave or displacement, confirming the tree to be structurally root firm at this time (Figure 2).
3.2. There was no evidence of decay or cavity formation at the base of the tree.
3.3. Exposed surface roots were evident within the planted verge close to the roadway and some lifting and cracking of the adjacent kerb section appeared likely due to these roots (Figure 3).
3.4. Visible damage to a section of the concrete driveway within no. 25 Purdie Avenue appeared most probably due to roots of a mature *Tamarix aphylla* (Tamarisk) within the property (Figure 4).

4. Trunk Inspection

4.1. An inspection of the trunk found it to be in a mechanically and structurally sound condition at this time with no visible signs of significant decay.
4.2. A small mid-stem cavity opening visible within the trunk approximately 6.0m from ground level remains evident and markings indicate that the hollow is utilised by wildlife (Figures 5 & 6).
4.3. Aerial inspection in August 2022 found no evidence of significant fungal decay or termite activity associated with this cavity.
4.4. The trunk extends to a height of approximately 9.0m where codominant stems have developed to support the main canopy structure.
4.5. The main codominant union is partially obscured by foliage from the adjacent tree however appears to remain sound and adequately supported by adaptive secondary growth viewed from ground level.
4.6. Aerial inspection in August 2022 found the union to be sound with minor damage due to parrots and an earlier pruning wound well occluded and no cracking, splitting or separation of the union was visible (Figure 7).

5. Crown Inspection

5.1. The tree displays an upright form with limited lateral branching and a suitable cover of healthy foliage due predominantly to the persistent smaller diameter lateral and epicormic growth that has developed throughout the crown (Figures 1 & 7 - 12).
5.2. Second and third order branches forming the crown structure were found to remain soundly attached with no splitting or separation of branch forks visible from ground level and no branch subsidence indicative of excessive loading was evident. (Previous aerial inspection in August 2022 also found no evidence of compromised branch forks).
5.3. Previous pruning to reduce lateral branches and to remove deadwood was evident, while some larger branch removal was also visible and some of this earlier pruning may have been undertaken in response to branch failure.
5.4. Periodic minor branch failure (<100mm diameter) from the crown was evident and appeared consistent with failure under excessive wind loads.
5.5. There was no evidence of recent significant limb failure from this tree.
5.6. Minor deadwood held in the crown was not considered of a size and weight to represent a hazard.

CONFIRMED

This document cannot be reproduced in any format without written consent from *Paperbark Technologies.*

6. Quantified Tree Risk Assessment (QTRA)
(refer also to the Assessment form accompanying this document)

6.1. QTRA assessment is based upon the likelihood of failure within the next 12 months.

6.2. For this tree, the lateral branches and deadwood 25mm – 100mm in diameter held over the roadway and verge were considered the most significant limbs most likely to fail within the next 12 months.

6.3. Probability of failure within the next 12 months' time was considered to be within range 2 or 1 /10 - >1/100.

6.4. The targets of human occupancy beneath the tree of 2 – 14 mins per day and/or 48 – 470 vehicles passing beneath the tree per day were applied.

This tree was considered to present a low and tolerable risk to people and property with a QTRA Risk of Harm calculation of 1/500,000.

7. Helliwell Visual Amenity Valuation

7.1. The **Helliwell System** is a system used worldwide for assessing the **Amenity Value** of a tree. This system assesses the contribution each tree makes to the urban forest by evaluating the size of tree, the health and condition, the species and suitability for the location. This method allows us to attach a monetary value to each tree which is considered a valuable community asset to be enjoyed by all.

7.2. Seven standard factors are identified for the tree. For each of the factors the tree is given a score of up to 8 points, the scores for all the factors are then multiplied together to give an assessment of the amenity value of the tree, which is then multiplied by the conversion rate.

7.3. The value per point rate for the assessment is currently assigned at **$71.13** which has been calculated using the appropriate conversion exchange rates.

Factors and scores for this tree:

Factor	Points									
	0	0.5	1	2	3	4	5	6	7	8
Size of tree (Canopy size)	Less than 2m2	2-5m2	5-10m2	10-20m2	20-30m2	30-50m2	50-100m2	100-150m2	150-200m2	over 200m2
Useful life expectancy	Less than 2 years		2-5 years	5-40 years	40 -100 years	100+ years				
Importance of position in the landscape	No importance	Very little importance	Little importance	Some importance	Considerable importance	Great importance				
Presence of other trees		Woodland	Many	Some	Few	None				
Relation to the setting	Totally unsuitable	Moderately unsuitable	Just suitable	Fairly suitable	Very suitable	Particularly suitable				
Form		Ugly	Average or indifferent	Good						
Special factors			None	One	Two Three					

CONFIRMED

This document cannot be reproduced in any format without written consent from *Paperbark Technologies.*

The *Eucalyptus camaldulensis* (River Red Gum) in question has been assessed as follows:

Factor	Comments	Score
Size of the tree (Crown area)	177m2 (11.8 x 15)	7
Useful Life Expectancy	40 - 100years	3
Importance of position in the landscape	Considerable importance (prominent in this location)	3
Presence of other trees	Some	2
Relation to the setting	Fairly suitable (Aust. Native species providing habitat in urban areas)	2
Form	Average form	1
Special Factors	None	1

Total score = 7x3x3x2x2x1x1 = 252 x $71.13 = $17,924.76.

The Helliwell valuation for this tree is calculated to be $17,924.76.
(Note: This method of assessment only takes account of the amenity value of a tree and does not attempt to assess any costs which may be incurred in growing or maintaining the tree.)

8. Conclusions

8.1. This mature *Eucalyptus camaldulensis* (River Red Gum) was found to be in good health and predominantly sound structural condition and appears substantially unchanged since previous inspections in 2021 and 2022.

8.2. This tree was considered likely to be 30 – 40 years mature and may persist in good health and in predominantly sound structural condition for a further 40 years more.

8.3. Despite some evidence of the shedding of minor lateral branches and deadwood, there has been no recent significant branch failures from this tree.

8.4. The QTRA risk of harm evaluation determined an outcome of 1/500,000 and the tree was therefore considered to present a low and tolerable level of risk to people and property at this time.

8.5. This tree provides an aesthetic, environmental and amenity value to the streetscape and there was found to be no arboricultural justification for tree removal or reduction pruning at this time.

9. Recommendations

9.1. Continue to inspect this tree on annual basis and undertake aerial inspection every 2 – 3 years to monitor the condition of major forks.

10. Method of Assessment

This consultant has made recommendations based upon the following criteria:

- The characteristics of the species.
- The existing health and condition of the tree.
- The structural integrity of major limbs.
- The level of risk that the tree represents to property and to persons.
- The aesthetic quality and amenity value that the tree provides to the surrounding precinct.

CONFIRMED

This document cannot be reproduced in any format without written consent from *Paperbark Technologies.*



Andrew Morrissey - Arboricultural Consultant
Paperbark Technologies Pty Ltd
PO Box 1116
Scarborough WA 6922
Mob: 0401 817 551/0403 805 084
Diploma of Arboriculture & Horticulture
ISA Certified Arborist AU-0341A
QTRA Licensed User no. 3442
zana@paperbarktechnologies.com.au
andrew@paperbarktechnologies.com.au
www.paperbarktechnologies.com.au

Limitation of liability

Trees can be managed, but they cannot be controlled. To live or work near a tree involves a degree of risk. This report only covers identifiable defects present at the time of inspection. Paperbark Technologies accepts no responsibility and cannot be held liable for any structural defect or unforeseen event/situation or adverse weather conditions that may occur after the time of inspection. Paperbark Technologies cannot guarantee that the tree/s contained within this report will be structurally sound under all circumstances and is not able to detect every condition that may possibly lead to the structural failure of a tree. Paperbark Technologies cannot guarantee that the recommendations made will categorically result in the tree being made safe. Unless specifically mentioned this report will only be concerned with above ground inspections, as such all observations have been visually assessed from ground level. Trees are living organisms and as such cannot be classified as safe under any circumstances. Trees fail in ways that the arboriculture industry does not fully understand. The recommendations are made on the basis of what can be reasonably identified at the time of inspection therefore Paperbark Technologies accepts no liability for any recommendations made.

All care has been taken to obtain information from reliable sources, however Paperbark Technologies can neither guarantee nor be responsible for the accuracy of information provided by others. In the event that reinspection of the tree/s is recommended it is the client's responsibility to make arrangements with Paperbark Technologies.

CONFIRMED

This document cannot be reproduced in any format without written consent from *Paperbark Technologies.*

11. Photos



Figure 1 Displaying the *Eucalyptus camaldulensis* (River Red Gum) located within the Local Authority verge adjacent no. 25 Purdie Ave, Ardross.

This document cannot be reproduced in any format without written consent from *Paperbark Technologies.*





Figures 2 & 3 Displaying the base of the tree and visible damage to the crossover that does not appear consistent with root encroachment beneath the structure.

This document cannot be reproduced in any format without written consent from *Paperbark Technologies.*

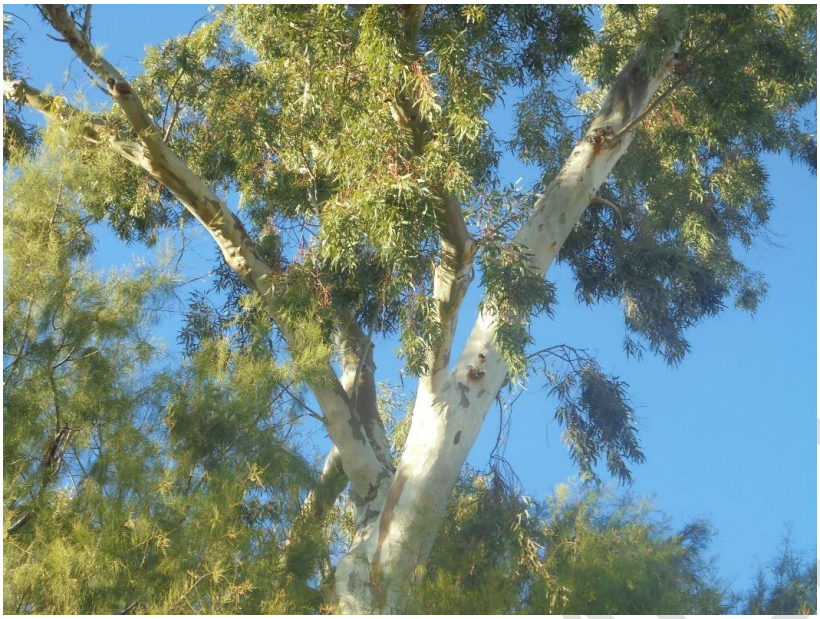


Figure 4 Displaying damage to the driveway within no. 25 Purdie Ave considered most likely due to roots of the *Tamarix aphylla* (Tamarisk) within the property.



Figures 5 & 6 Displaying the trunk of the tree and indicating a small cavity opening at a height of approximately 6m and providing a closeup of that cavity from the aerial inspection in 2022.

This document cannot be reproduced in any format without written consent from *Paperbark Technologies.*

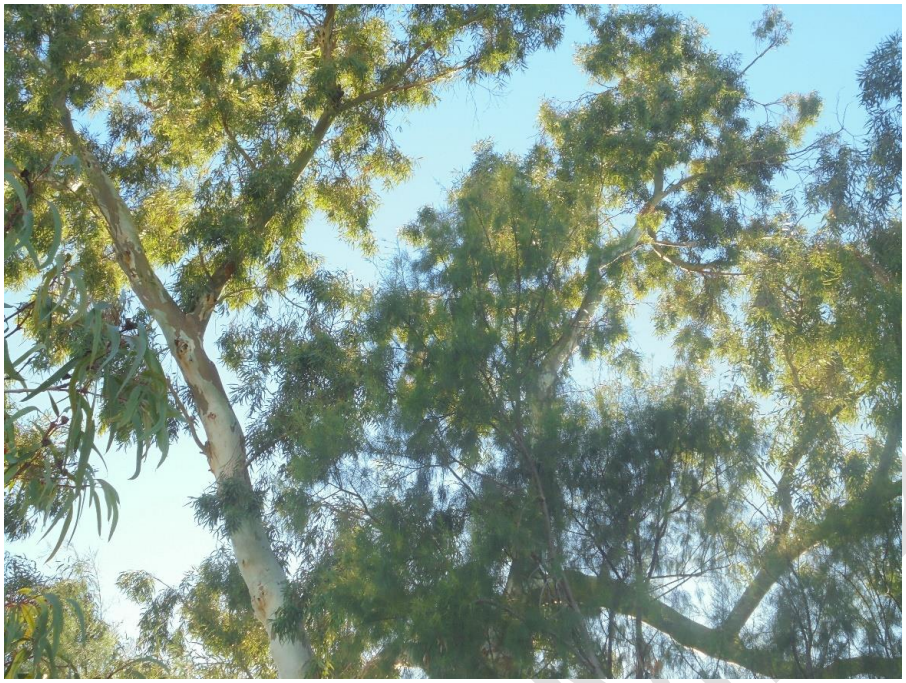






Figures 7 – 9 Displaying the attachment of the codominant stems and lower branches viewed from ground level (top) and two images of the same forks taken during the aerial inspection in 2022. Note that previous branch removal is also evident with the stub almost fully occluded.

This document cannot be reproduced in any format without written consent from *Paperbark Technologies.*





Figures 10 &11 Displaying the extension and attachment of upper branches viewed from the roadway with evidence of previous pruning visible.

This document cannot be reproduced in any format without written consent from *Paperbark Technologies.*



Figure 12 Displaying the crown of the tree viewed from the northern side.

This document cannot be reproduced in any format without written consent from *Paperbark Technologies.*

11. Glossary

Branch attachment The structural union of a lateral limb to the trunk or another branch.

Branch bark ridge Enlarged area of bark tissue on the upper side of a branch junction; a normal pattern of development.

Branch collar Wood which forms around a branch attachment, frequently more pronounced below the branch.

Canker A localised area of dead tissue on a stem or branch, caused by fungal or bacterial organisms.

Cavity An open wound, characterized by the presence of decay and resulting in a hollow.

Central leader The main stem of the tree.

Chlorotic Lacking chlorophyll, typically yellow in colour.

Codominant Equal in size and relative importance, usually associated with either the trunks/stems or scaffold limbs/branches in the crown.

Crack Longitudinal split in the stem, involving bark, cambium and xylem; may be vertical and horizontally oriented.

Crotch The point at which two branches (or branch and leader) meets.

DBH Diameter breast height. Diameter of the trunk, measured at breast height - 1.4 m above ground level.

Decay Process of degradation of woody tissues by fungi and bacteria through the decomposition of cellulose and lignin.

Decurrent Referring to the growth habit of the tree being rounded or spreading.

Defect Any structural weakness or deformity.

Dieback Progressive death of twigs and small branches, generally from tips.

Dripline The width of the crown, as measured by the lateral extent of foliage.

End Weight The concentration of the foliage at the distal ends of branches.

Epicormic shoot Shoot that arises from latent or adventitious buds that occur on stems and from poorly pruned branches.

Excurrent Tree growth habit with pyramidal crown and a central leader.

Flush cut Pruning technique where both branch and stem tissue are removed; Flush cutting usually is a poor practice.

Fork Bifurcation of branches, usually equal in size and occurring at a narrow angle.

CONFIRMED

This document cannot be reproduced in any format without written consent from *Paperbark Technologies.*

Girdling roots Roots that grow around the trunk in a circular manner, constricting other roots or restricting trunk growth.

Growth crack Longitudinal split in the bark due to normal expansion of cambium and xylem; not considered a defect.

Hanger Both partially attached (but clearly broken) and unattached, lodged branches in the crown.

Heart rot Decay in the centre (heartwood) of a branch, trunk, or large root.

Included bark Pattern of development at branch junctions where bark is turned inward and embedded in a crotch between branches or stems causing a weakened structure.

Lion tailing The removal of excessive number of inner laterals and foliage. This practice displaces foliar weight to the ends of the branches and may result in sunburned bark tissue, water sprouts, reduced branch taper, weakened branch structure and breakage from wind exposure.

Necrotic Localised death of tissue in a living organism.

pH A measure of the acidity or alkalinity of a soil. pH of 7.0 is neutral, acidic soil has a pH less than 7.0, and alkaline soil is greater the 7.0.

Pollard Pruning technique where young trees or branches are initially lopped, then re-lopped on an annual basis without disturbing the callus.

Scaffold limb Primary structural branch of the crown.

Structural Root Zone (SRZ) The area required for tree stability. The SRZ radius is calculated by the diameter at root flare using the following formula ($D \times 50)^{0.42} \times 0.64$.

Stub Short length of branch remaining following pruning or limb failure.

Suppressed Trees which have been overtopped by adjacent trees and whose crown development is restricted from above.

Topping Pruning technique to reduce a trees height, heading of large branches. Generally considered poor practice.

Tree Protection Zone (TPZ) The tree protection zone is the principal means of protecting trees on development sites. It is an area isolated from construction disturbance, so that the tree remains viable. The radius of the TPZ is calculated for each tree by multiplying its DBH x 12.

CONFIRMED

This document cannot be reproduced in any format without written consent from *Paperbark Technologies.*

12. References

Lonsdale David, (1999) *Principles of Tree Hazard Assessment and Management.* London TSO (The Stationery Office).

Mattheck, C & Breloer H, (1994) *The body language of trees, a handbook for failure analysis.* London TS (The Stationery Office).

Mattheck, Claus, (2007) Updated Field Guide for Visual Tree Assessment. Karlsruhe, Karlsruhe Research Centre.

Hayes, Ed (2007) *Evaluating Tree Defects, second edition.* Safetrees Rochester.

Australian Standard 4373-2007 *Pruning of amenity trees.*

CONFIRMED

This document cannot be reproduced in any format without written consent from *Paperbark Technologies.*

August 2023

QTRA – 25 Purdie Avenue, Ardross



Paperbark Technologies Pty Ltd

Arboricultural Consultants

www.paperbarktechnologies.com.au

zana@paperbarktechnologies.com.au

Mob: 0401 817 551

DETAILED INDIVIDUAL TREE RISK INSPECTION

SITE:	25 PURDIE AVENUE, ARDROSS					**SURVEYOR:**	ANDREW MORRISSEY
CLIENT:	CITY OF MELVILLE					**ASSESSMENT DATE:**	14TH AUGUST 2023
BRIEF:	SPECIFIC		GENERAL		DETAILED	X	**VIEWING CONDITIONS:**	SUNNY, LIGHT NW WIND
	ASSESS TREE IN RELATION TO SURROUNDING TARGETS. THE TREE IS LOCATED WITHIN THE LOCAL AUTHORITY VERGE ADJACENT THE ABOVE PROPERTY,						**JOB REFERENCE:**	

PAGE: 1

	SPECIES	AGE RANGE	HEIGHT (M)	CROWN SPREAD (M)	STEM DIA (MM)	BASAL DIA (MM)	VITALITY	ASPECT	SOIL TYPE AND MOISTURE	LEAN DEGREE AND DIRECTION	MOST SIGNIFICANT PART	TARGET	TARGET RANGE	SIZE RANGE (MM)	PROB FAILURE RANGE	RISK INDEX	REVIEW
	Eucalyptus camaldulensis (River Red Gum)	M	21.8	15	840	-	G	LEVEL OPEN	SAND MOIST	-	2ND/3RD ORDER BRANCHES & DEADWOOD	HUMAN OCCUPANCY VEHICLES	2 (15MIN – 2.4HR/DAY) 480 – 4700 VEH. /DAY	4 (25-100MM)	3 (1/100 ->1/1K	500K	1

QTRA RISK OF HARM: 1/500,000 – this tree was found to represent a tolerable risk to persons and property at this time.

(Please refer to the full report)

Andrew Morrissey - Arboricultural Consultant
Quantified Tree Risk Assessor - 3442
Paperbark Technologies Pty Ltd
PO Box 1116
Scarborough WA 6922
Mob: 0401 817 551/0403 805 084
andrew@paperbarktechnologies.com.au
zana@paperbarktechnologies.com.au

MANAGEMENT OPTIONS:

- **Please refer to the full report**

CONFIRMED

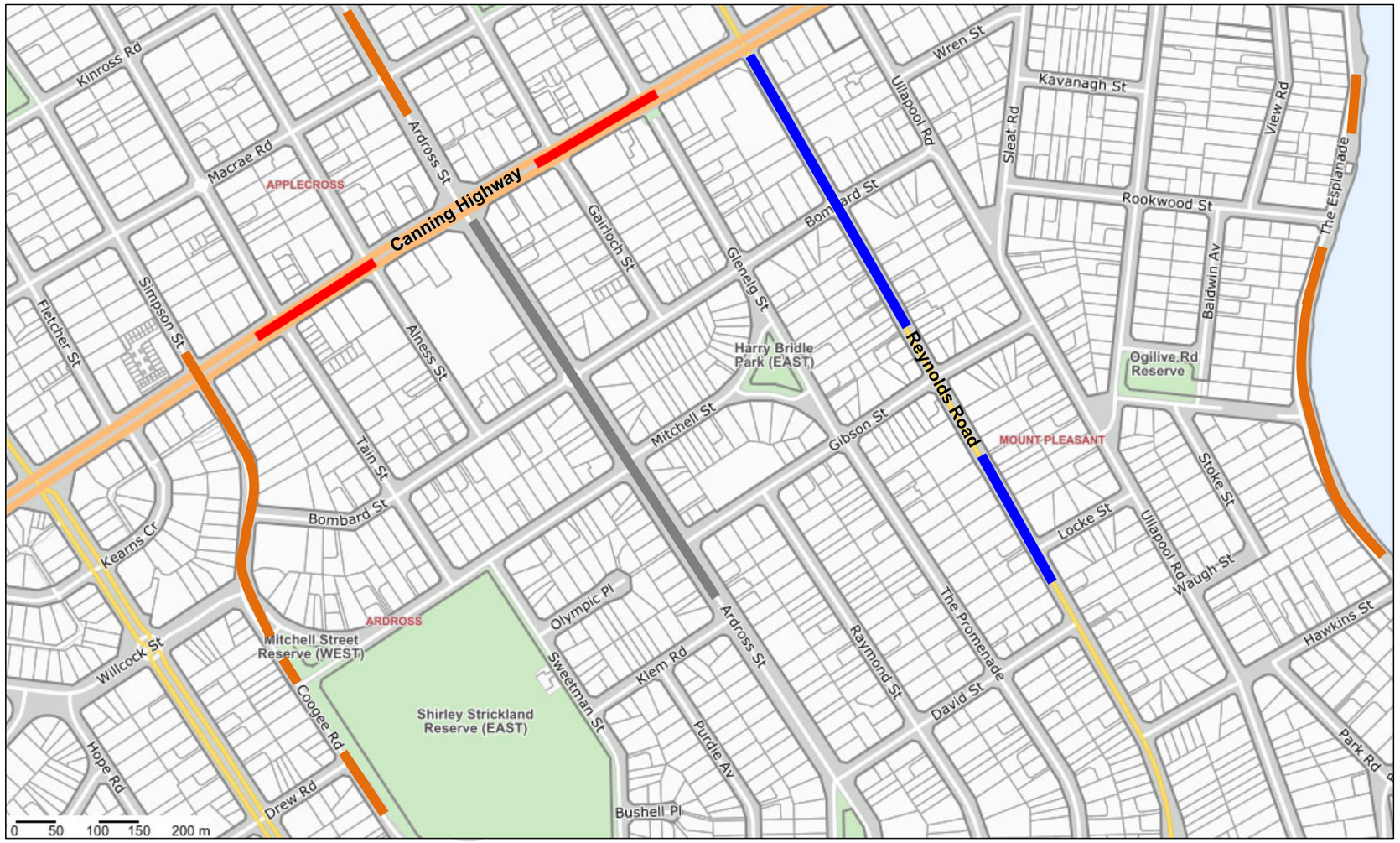
HEADINGS & ABBREVIATIONS

REF:	TREE REFERENCE
AGE RANGE:	Y = YOUNG, SM = SEMI MATURE, EM = EARLY MATURE, M = MATURE, PM = POST MATURE
HEIGHT:	OTHER THAN WHERE THE HEIGHT OF A TREE IS CRITICAL TO THE OUTCOME OF THE RISK ASSESSMENT, APPROXIMATELY 1 IN 10 TREES ARE MEASURED AND THE REMAINDER ARE ESTIMATED AGAINST THE MEASURED TREES
CROWN SPREAD:	MEASURED OR ESTIMATED DIAMETER OF CROWN AT THE WIDEST POINT
STEM DIA:	STEM DIAMETER MEASURED AT A HEIGHT OF APPROXIMATELY 1.3 METRES
BASAL DIA:	BASAL DIAMETER OF STEM MEASURED ONLY WHERE DETAILED ASSESSMENT OF CAVITIES OR ROOT-PLATE STABILITY IS REQUIRED
VITALITY:	A MEASURE OF PHYSIOLOGICAL CONDITION. D = DEAD, MD = MORIBUND, P = POOR, M = MODERATE, G = GOOD
SIZE RANGE:	SIZE CATEGORY OF MOST SIGNIFICANT PART CONSIDERED LIKELY TO FAIL. SELECTED FROM A RANGE OF 1-5 1 = LARGE, 5 = SMALL PART IDENTIFIED IN COLUMN 12
PROB FAILURE RANGE:	PROBABILITY OF FAILURE WITHIN 12 MONTHS. RANGES 1-5 OR A USER DEFINED RATIO. 1 (HIGH) - 5
TARGET RANGE:	HIGHEST VALUE TARGET (IDENTIFIED IN COLUMN 13) THAT THE MOST SIGNIFICANT PART LIKELY TO FAIL COULD STRIKE SELECTED FROM A RANGE OF 1-6. 1 = HIGH, 6 = LOW VALUE/OCCUPANCY OR A USER DEFINED RATIO
REDUCED MASS %:	WHERE THE MASS OF A TREE OR BRANCH IS REDUCED BY DEGRADATION. THE RISK INDEX IS MULTIPLIED TO REFLECT THE PERCENTAGE OF MASS REDUCTION
RISK INDEX:	RISK OF SIGNIFICANT HARM ÷ 1,000 = RISK INDEX (E.G. RISK INDEX 20 = RISK OF SIGNIFICANT HARM 1 IN 20,000) AN ADDITIONAL FIGURE IN BRACKETS MAY BE SUFFIXED EITHER T OR F REPRESENTING 'F' THE RATE OF FAILURES OVER THE YEAR, AND 'T' THE RATE OF MULTIPLE OCCUPATION OVER THE YEAR, E.G. 1(10T)/10,000 REPRESENTS A RISK OF HARM 1/10,000 TO 10 OCCUPANTS OR AN EQUIVALENT MONETARY VALUE SUFFIXES: (M) = FOR GENERAL ARBORICULTURAL OR SILVICULTURAL MANAGEMENT; (S) = TO REMOVE OR REDUCE THE RISK OF DIRECT DAMAGE TO A FIXED STRUCTURE BY MEANS OF CIRCUMFERENTIAL GROWTH
REVIEW:	PERIOD (YEARS) TO NEXT INSPECTION
ITALIC TEXT:	SURVEY DATA FROM PREVIOUS ASSESSMENT

ASPECT:	S, SW, SSW = COMPASS BEARING H=HOLLOW; L=LEVEL; R=RIDGE; SL=SLOPE; SSL=STEEP SLOPE GREATER THAN 10 DEGREES;
SOIL:	B=BEDROCK; C=CLAY; CH=CHALK; F=FLINTS; L=LOAM; MS=MUDSTONE; P=PEAT; S=SAND; SH=SHALLOW; D=DEEP; /=OVER. EG. SH, W, L/C=SHALLOW WATERLOGGED LOAM OVER CLAY

CONFIRMED

Road Hierarchy





Traffic Survey Locations ★

Location	Year	Average Daily Traffic (vehicles per day)	Peak Hour traffic (vehicles per hour)	Peak Hour Time	85th Percentile Speed (km/h)	50th percentile Speed (km/h)	Percentage of Commercial Vehicles %
Bombard St 20m west of Alness St	May 2023	2,128	350	8:00 AM	47	39	3.1
	April 2021	1,918	257	8:00 AM	51	43	2.5
Bombard St 50m West of Ardross St	May 2023	2,076	326	8:00 AM	43	37	2.4
	March 2016	1,945	244	8:00 AM	49	42	1.3
Bombard St 60m East of Gairloch St	May 2023	2,338	276	8:00 AM	52	44	1.6
	April 2021	2,404	267	8:00 AM	53	45	2.6
Bombard St 70m West of Reynolds Rd	May 2023	2,727	306	5:00 PM	50	42	3.2
	June 2016	1,886	227	5:00 PM	50	43	1.9
Bombard St 50m East of Reynolds Rd	May 2023	1,718	221	5:00 PM	43	37	3.3
	April 2021	1,725	228	5:00 PM	48	41	3.5
Mitchell St 50m West of Ardross St	May 2023	1,399	226	8:00 AM	45	38	2.2
Mitchell St 30m East of Sweetman St	May 2023	1,233	169	8:00 AM	54	46	3.6
	May 2017	1,421	202	8:00 AM	56	48	2.3
Mitchell St 120m East of Ardross St	May 2023	456	49	8:00 AM	46	37	4.0
	May 2017	506	73	8:00 AM	46	36	2.3
Reynolds Rd 150m South of Canning Hwy	June 2023	6,380	730	8:00 AM	47	40	4.4
Reynolds Rd 100m South of Gibson St	June 2023	5,227	614	8:00 AM	59	52	4.7
Reynolds Rd 110m North of Coogee Rd	June 2023	5,535	671	8:00 AM	54	48	2.8
	June 2018	4,933	531	8:00 AM	48	43	4.5

CONFIRMED

Reynolds Rd 120m South of Coogee Rd	June 2023	4,489	524	8:00 AM	56	50	4.3
	June 2018	5,989	656	8:00 AM	56	51	4.1
Sleat Rd 20m North of Helm St	May 2023	6,087	525	8:00 AM	44	35	4.4
	June 2017	5,321	478	5:00 PM	49	36	4.2
Sleat Rd 30m South of Helm St	May 2023	5,105	473	5:00 PM	50	38	3.2
Ullapool Rd 70m North of Coogee Rd	May 2023	2,481	302	8:00 AM	47	41	4.0
Ullapool Rd 40m North of Hawkins St	May 2023	2,585	321	8:00 AM	58	50	3.6
Ullapool Rd 40m North of Ogilvie Rd	May 2023	2,622	315	7:00 AM	58	50	3.1
	April 2021	2,665	262	7:00 AM	58	50	3.7
Ullapool Rd 80m North of Waugh St	May 2023	2,672	323	8:00 AM	57	50	3.5
Ardross St 140m South of Canning Hwy	May 2023	2,038	316	8:00 AM	48	41	2.8
	May 2016	2,733	400	8:00 AM	52	44	2.0
Ardross St 50m North of Bombard St	May 2023	2,053	320	8:00 AM	45	39	3.0
Ardross St 40m South of Bombard St	May 2023	1,903	284	8:00 AM	48	42	2.8
	March 2019	2,228	263	8:00 AM	50	44	3.0
Ardross St 50m North of David St	May 2023	1,452	216	8:00 AM	55	48	3.3

CONFIRMED

Presented to	Ordinary Meeting of Council to be held on 21 November 2023
Related to Item	E23/12 Traffic Investigation for Bombard Street and Surrounds, Mount Pleasant
Submitted by	Mick McCarthy - Director Environment and Infrastructure
Attachments	Nil

The City of Melville has been investigating and responding to resident requests to reduce the volume and speed of traffic on Bombard Street, Mount Pleasant since approximately 2018.

The Council resolved at its Ordinary Meeting of 18 and 19 April 2023 that traffic treatments on Bombard Street be investigated. A petition was also received at the Ordinary Council Meeting of 20 June 2023 regarding speed concerns on Mitchell Street Mount Pleasant, which runs parallel to Bombard Street.

The City has carried out a traffic investigation of Bombard Street, Mitchell Street, and surrounding streets. This investigation included collecting traffic volume and speed data and carrying out Traffic Warrant Assessments to reveal how the roads are functioning and whether any traffic treatments are needed.

At the Ordinary Meeting of Council held on 18 July 2023, the Council resolved to defer the matter to the Ordinary Council Meeting of November 2023.

A further petition was received by the City on the 31 October 2023 relating to traffic volumes and speeds on Bombard and Mitchell streets Mount Pleasant. The City Officers responses are included below to each request from the petition, noting that this petition was received on 31 October 2023 and therefore it was only possible to provide preliminary advice.

We, the undersigned, all being electors of the City of Melville, respectfully request that the Council:

1. ***Lower the Speed limit to 30 km/h for Bombard Street and Mitchell Street in Ardross and Mt Pleasant to create a safe community precinct for pedestrians, cyclists, residents and motorists.***

Preliminary Response: The Traffic Management Warrant System analysis for Bombard Street and Mitchell Street indicated that additional traffic treatments were not needed at this stage and the traffic should be surveyed again in two years (2025).

Recorded traffic speeds in Bombard Street (85th percentile) range from 43km/h – 52km/h and this speed range is considered acceptable given the road classification. The City has a list of 90 locations identified for the placement of our Your Everyday Speed (YES) sign (Smiley / Frowny LED speed sign) where 85th percentile speeds are higher than on Bombard Street.

CONFIRMED

It is unlikely that Main Roads would support a speed reduction because traffic treatments installed to date have addressed crashes that were occurring, and bike rider and pedestrian numbers are relatively low, therefore a speed reduction to 30km/h could not be justified.

2. Establish a Safe Active Street in Bombard Street, from Simpson Street to Reynolds Road.

Preliminary Response: Bombard Street is a local route on the City's' Long Term Cycling Network (LTCN) and the Department of Transport (DOT) has indicated that it could be considered for some form of Safe Active Street (SAS) if this was a priority for the City.

LTCN Local routes, such as Bombard Street, would use treatments such as shared paths, bi-directional protected bike lanes, protected on road bike lanes and Safe Active Streets. The DOT accepts applications from local governments each year for possible SAS's. Typically DOT indicate that SAS's should be on roads with volumes below 1,500 vehicles per day and Bombard Street exceeds this. Notwithstanding this, DOT have indicated that they would consider support for the concept of a possible route following Bombard Street linking the Riseley Centre with St Benedict's School and the Canning Bridge precinct or the Swan River.

It should be noted that a SAS on Bombard Street is likely to reduce speeds but is unlikely to make much change to traffic volumes which is a key concern of residents. Speeds are also unlikely to be affected during any periods of congestion. It should also be noted that there are other cycling links within the LTCN that could be considered to have a higher priority than Bombard Street for the construction of an SAS route.

The City completed a SAS on Links Road, Ardross, in 2021. The cost of this project was considerable with costs in the range of $1,400 to $3,200 per linear metre. For the DOT to consider a SAS along Bombard Street, it would need to link the Riseley Centre, St Benedict's Primary School and either Canning Bridge precinct or the Swan River. This would make the SAS link approximately 2,000 metres long.

Using the indicative costs from the Links Road SAS suggests that a SAS along Bombard street could be expected to cost between $2,800,000 and $6,400,000. Funding of this nature has not been included in the City's current Long Term Financial Management Plan.

CONFIRMED

The DOT might provide a few hundred thousand dollars toward a SAS, if successful in a funding application, and road resurfacing funding could be diverted from other projects to contribute toward such an initiative, however the remainder would either need to be taken from an existing prioritised and funded project or through additional funding provided from the City's Reserves or funded through a rate increase. Further financial analysis would be required to determine feasibility and funding sources.

3. *Establish a Safe Active Street in Mitchell Street, from Coogee Road to Glenelg St.*

Preliminary Response: The Department of Transport (DOT) is not likely to consider applications for a SAS on Mitchell Street because it is not featured on the Long Term Cycle Network. If a SAS was considered for Mitchell Street, it could be expected to be of a very similar length to the one on Bombard Street (2,000 metres long), cost between $2,800,000 and $6,400,000 and need to link to destinations previously mentioned.

4. Lobby Main Roads to add "right turn arrows" on the traffic lights at the corner of Ardross Street/Canning Highway on both sides of the highway, namely the Ardross side and Applecross side.

Preliminary Response: Crash analysis shows there have been two right angle crashes on Canning Highway at the intersection of Ardross Street in the past five years.

This crash rate is significantly lower than other signalised intersections within the City. It should be noted that providing a right turn arrow at Canning Highway and Ardross Street is likely to attract more traffic on both Bombard and Ardross streets. Notwithstanding this, the City could seek Main Roads WA consideration for the installation of the requested upgrade if required.

CONFIRMED

5. ***Close Alness Street at the corner of Canning Highway to facilitate safe school entry and exit at peak times and reduce traffic queuing on Bombard Street.***

Preliminary Response: Closing Alness Street is not recommended because:

- this treatment would reduce access to and from the school, further concentrating traffic.
- All drivers using Alness Street would need to drive the length of Alness Street twice. This would encourage drivers to complete three-point turns and reversing manoeuvres, along the length of Alness Street where students are being dropped off. Vehicle speeds are already low during school pick-up and drop-off making reversing and unpredictable movements from drivers key traffic dangers to students.
- To provide a cul-de-sac requires 18m of road reserve plus road reserve for a path and there is only 20m width available.
- This would potentially result in the diversion of traffic to other roads in the network and may aggrieve affected residents.

Research and Investigation

Since the July 2023 Ordinary Council Meeting, the City also carried out video surveys of Bombard Street at the intersections of Tain Street, Ardross Street and Reynolds Road. When doing video surveys, the City tries to avoid Mondays and Fridays, extreme weather and school holidays which can be unrepresentative of normal traffic conditions. Video surveys were recorded for Tuesday 12 September, Wednesday 13 September and Thursday 14 September 2023.

Unfortunately, drainage works and associated traffic management in the vicinity were extended into this period, meaning that only video data and turning movements could be used for Wednesday 13 September which had wet weather.

During wet weather there is typically an increase in numbers of students being driven to school and a preliminary look at the video shows the intersections at Bombard Street, Ardross Street, Bombard Street and Reynolds Road flowing well. However, it is clear that school traffic from Alness Street was queuing on Bombard Street. This queuing is short term, primarily associated with school pick-ups and is not dissimilar to the situation at other schools within the City.

The traffic report included in the July 2023 Council agenda summarises the traffic situation in this area. The officer recommendation remains the same being that the existing traffic treatments are working well to manage the traffic volume, speed and address road safety.

In addition, a SAS on Bombard Street is unlikely to achieve the outcome required by residents and would not be considered to be a priority for the City at the moment.

CONFIRMED

OFFICER ADVICE NOTE
Submitted in accordance with the
Local Government (Administration) Regulations 1996

Presented to	Ordinary Meeting of Council 15 August 2023
Related to Item	15.3 Notice of Motion – Applecross Town Centre Appointment of Community Consultation Group
Submitted by	Manager Neighbourhood Development
Attachments	1. IAP2 Quality Assurance Standard 2015 2. Stakeholder Engagement Standard

This Advice Note is in relation to the following Motion put forward by Councillor Ross.

MOTION

That the Council resolves to direct the CEO to:

1. ***Advertise and call for volunteers for the formation of a Town Centre Community Consultation Group (TCCCG) to manage and conduct community consultation sessions to explore ideas and suggestions for the development of the Town Centre at the corner of Moreau Mews and Kishorn Road; and***
2. ***To advertise community consultation sessions and to provide appropriate facilities and times in consultation with the TCCCG members; and***
3. ***Present the TCCCG report to Council on the consultation outcomes together with an Officer report.***

Officer Comments
The City of Melville has aligned our engagement approach for more than 10 years with international best practice standards (International Association for Public Participation – IAP2), the IAP2 Quality Assurance Standard (*Attachment 1*) and AA100 Stakeholder Engagement Standard 2015 (*Attachment 2*) to ensure consistency in quality and support those carrying out the engagement process. Both these Standards are referenced in the current Stakeholder Engagement Council Policy – CP-002 (to be further reviewed following outcome of State government proposed legislative changes).

City staff have expertise in methods and management of community engagement to ensure the best possible inclusive opportunity for residents, the community, and other stakeholders (e.g., business owner/operators, visitors, people with disability, CaLD community members) to participate in having a say about the development of a Town Centre space at this location. It is therefore important that staff are involved in the design and management of the community engagement process, and they can work in a collaborative community led approach in conjunction with the Reference Group.

Opportunities to participate as part of a consultative group should be open to all people who may work, live, or recreate in the vicinity with the selection process ensuring representation from our diverse community. In addition, aligned with best practice, clear terms of reference should be established prior to the recruitment process for the group with further clarification opportunities once the group membership is confirmed.

An open call for expressions of interest could be undertaken to participate as part of this Reference Group. Once established it would be recommended that a process to document the engagement strategy for the broader community and other stakeholders be developed in collaboration with the Reference Group and the community engagement staff, rather than a Reference Group managing and conducting the consultation.

CONFIRMED

A well-planned engagement strategy will ensure multiple opportunities for engagement including face to face meetings, on-line or other written submissions and interactive opportunities to ensure an inclusive approach for people of all ages and capabilities to contribute rather than only consultation sessions. It is therefore recommended that scope be broadened to include the option of other community engagement activities.

It is recommended that the final report to Council should include information obtained from all the various engagement strategies including the perspectives/priorities that may emerge from community members and other stakeholders as well as the Reference Group. This ensures the Council is well-informed from all engagement processes provided to the community and other stakeholders to assist in the final decision making.

As per the past resolution of Council for a Triennial audit review of community engagement practice by the City – this project may be utilised as a project for review at the next audit period. It is therefore important that all projects that include stakeholder engagement are in line with current standards, Council Policy, and best practice principles.

Financial Implications
Additional community engagement staffing resources will be required – estimated 0.5 FTE at Level 5 for 12-month period (approx. cost $45,000) to support and facilitate engagement for this project.

CONFIRMED

City of Melville

OFFICER ADVICE NOTE
Submitted in accordance with the
Local Government (Administration) Regulations 1996

Presented to	Ordinary Meeting of Council to be held on 21 November 2023
Related to Item	6.4.1 – Council Policy – Leasing of City Property for the purpose of Sporting, Recreation, Cultural and Community Uses
Submitted by	Director Environment and Infrastructure
Attachments	1. Consultant Brief – RFQ232416

This Advice Note has been prepared in response to a Notice of Motion that will be considered by Council at the 21 November 2023 Ordinary Meeting of Council and effectively addresses the directives outlined in the Notice of Motion and each aspect has been individually considered and responded to, outlining the proposed actions and anticipated outcomes in alignment with the motion's intentions.

That the Council directs the CEO to:

(1) Prepare a draft Charter of Rights for Sporting, Recreation, Cultural and Community Associations which will instruct and guide the Council Policy and terms and conditions of the leases of City Property;

(2) Consult with Sporting, Recreation, Cultural and Community Associations in preparing the draft Charter of Rights;

(3) Conduct a community consultation process on the draft Charter of Rights as approved by Council.

(4) Present the draft Charter of Rights prepared in accordance with paragraph (2) above to Council for preliminary approval to the April 2024 Ordinary Meeting of Council.

The Notice of Motion directed that a draft Charter of Rights for Sporting, Recreation and Cultural and Community Associations be developed. Officers have responded to the individual items requested below.

a. Premises that are up to date and fit for purpose.

Response:

The Active Reserves Infrastructure Strategy (ARIS) was established to identify fit for purpose requirements for active sports infrastructure and to develop a staged renewal/upgrade schedule and cost estimates. The ARIS was developed through a comprehensive consultation process with key user groups and has been used as a key input into clubroom, changeroom and other upgrades (e.g. lighting) to our sporting facilities in the capital works program and long-term financial plan.

The guiding principles developed in the ARIS included:

- Wherever practical, ensuring the resident population of the City has equality of access to active reserve infrastructure.
- The critical outcomes of the plan are based on the needs of the community for recreational and community-based sporting outcomes on active reserves.
- Developing a sound evidence base to identify both perceived and normative need through ongoing engagement with clubs, the community, and key stakeholders.
- Ensuring that, wherever possible, the capacity of existing active reserves and associated infrastructure is maximised having regard to design and operational limitations.
- Ensuring that, wherever possible, the co-location of complementary users is maximised to ensure effective use of limited financial resources.
- Ensuring active reserve infrastructure is planned and delivered in a timely manner which is flexible to changing demographic and development profiles.
- Providing the optimum level of provision relevant to the functionality and use by the City of Melville Community.

CONFIRMED

The City is also progressively updating and ensuring facilities are fit for purpose through our Building Asset Management Plan including community, cultural and recreational assets. This plan involves audits and condition assessments of all the City's buildings as well as consideration of changes in sporting or other community needs and demographics.

Council endorsed a Cultural Infrastructure Strategy which involved consultation and engagement with arts and cultural groups across the City of Melville. This involved both groups and individuals that lease/hire community spaces and the City's Cultural assets, being libraries, museums, and heritage buildings. This consultation also included the broader community to help guide the plan identifying the needs of cultural infrastructure for the next 20 years.

b. Maintained and upgraded annually.

Response:

Upgrading of existing facilities is guided by building audits, condition assessments, community and user needs assessments and changes in trends and demographics. It is not feasible for the City to maintain and upgrade facilities annually as it would be cost prohibitive and impractical from a workload perspective.

In addition, maintenance of some of the leased facilities is the responsibility of the lessee, not the City.

c. Premises that are completely free from asbestos.

Response: The City has identified all of City buildings with asbestos containing material (ACM) and developed as asbestos register and asbestos management plan (refer to EMB 10 November 2023 edition for full details on the City's progress regarding this matter).

Building refurbishments are subject to the removal of asbestos as part of the scope of works. All other Capital Works building refurbishments also include dilapidation inspection reporting which involve re-checks for any possibility of asbestos remnant, or any other forms of hazardous substance. If found, it will then be swiftly rectified with utmost priority by a licensed removalist.

It is not practical and would be cost prohibitive for the City to remove all asbestos from its buildings and facilities. The City is not legally required to remove asbestos but does so if it is accessible and required from a public safety perspective taking into account risk exposure.

d. Are compliant with the National Building Code.

Response:

The City's buildings were built to meet the building codes and standards at the time of construction. These codes and standards change over time and when buildings are subject to renewal or upgrades, they are brought in line to comply with the required standards.

Building refurbishments are subject to a Building Permit Application (BA1), prior to works commencing and receives an Occupancy Permit upon Completion. All Capital Works building refurbishments, including Disability Access and Improvement Plan (DAIP) improvements, also comply with statutory regulations including the Building Code of Australia and Australian Standards and are strictly assessed by third-party Building Surveyors. Compliance is granted in the form of issuance of Certificate of Design Compliance.

CONFIRMED

e. Have solar or other renewable energy sources and facilities.

Response:

Solar photovoltaic infrastructure has been installed in a handful of community buildings where they are frequented by Customers in daytime. These buildings include but are not limited to:

- Bull Creek Library and Community Centre
- Willagee Community Centre
- Tompkins Park Function Centre
- Point Walter/Attadale Toy Library
- Leisurefit Melville Recreation Centre
- Leisurefit Booragoon Aquatic Centre (which also has an evacuated tube hot water system).

The City is currently working with Murdoch University on the Zero Emission's Renewable Energy Microgrid Project across all City buildings to identify the costs associated with an optimised solar PV and battery storage system designed to reach net zero emissions. This work is due to be delivered early next financial year. Outcomes of this project and the City's budget will inform the City's plan to expand its renewable energy generation portfolio between 2024-2030. It should be noted that Western Power are working to decarbonize the electricity network by 80% with renewable energy sources by 2030.

f. Are energy efficient with adequate insulation, LED lighting and energy efficient appliances.

Response:

All Building refurbishments receive upgraded insulation as part of the compliance with BCA and all lighting upgraded to LED fittings as part of the works. As they are replaced, ground lighting is replaced with more energy efficient LED lighting.

In all other Capital Works building refurbishments, whereby new design layouts are required and new materials are used, the specification always incorporate more sustainable options that are available on the market at that point of time. For instance, with Willagee Library refurbishment that is taking place, it is in the scope to replace existing CFC air-conditioning with a new system that instead, takes in fresh air from the exterior. Other improvements include changing incandescent lamps to LED types; as well as adding thermal insulation and pliable membrane into new double brick wall cavities. New windows will also be tinted to reduce heat accumulation during summer.

In addition, the City is undertaking the following:

- Green Building Council of Australia (Green Star Audits) against a cross section of City Buildings to benchmark these buildings and identify opportunities to improve utility conservation, carbon footprint and resilience against climate change. This is expected to help inform capital upgrades and future builds across the entire portfolio.

- Carbon budgeting to establish site-specific, practical, and achievable actions to improve the building's utility consumption, carbon emissions and resilience. Building user guides are also being written in collaboration with Facility/Site Managers to inform efficient building operation (e.g. demand/load management guide). These will be tailored to new builds once complete.

The City will continue to implement energy efficiency, LED lighting and a range of other sustainability measures in builds taking into account cost benefit analysis.

CONFIRMED

g. Have disability access and toilets.

Response:

All building refurbishments and new builds as part of BCA have upgraded toilet facilities which include compliant UAT, and ambulant disabled toilets for facility users and visitors.

The City also has a Disability Access Inclusion Plan building improvement programme that runs for multiple years. Scope includes audit of the building facilities by a third-party Access Consultant who then provides recommendations on items to be modified in which is then perused by the Projects Team and implemented in-situ. New toilet facilities are also designed to meet UAT requirements.

h. Have adequate change rooms and toilets to meet the increase in numbers of girls and women participating in every sport.

Response:

All Clubroom refurbishments and new builds following the Changeroom Standard drafted by the City in 2018, have fully gender-neutral change rooms which supply equal numbers of facilities to both male and female. The gender neutral Changeroom Upgrade program identified in the ARIS has also been accelerated to try and meet the growing number of girls and women participating in sports.

i. Are consistently future proofed to meet growth and trends.

Response:

As indicated above, the ARIS and the Cultural Infrastructure Strategy took into account future needs in proposing upgrades to the City's active sports facilities and cultural facilities. To be well informed about future requirements for the sporting, recreation, cultural and community areas, the City is currently sourcing an external consultant to investigate and document a Social Infrastructure Strategy to identify other types of social and community infrastructure priorities needed for the future. To consider community infrastructure priorities holistically there is a need to review a suite of other informing documents including the current ARIS, Building Asset Management Plan, DAIP Audit Improvements and Cultural Infrastructure Strategy. This combined information will contribute to a future looking overarching Community Infrastructure Plan which will consider all Community Infrastructure planning to be presented to Council next year for consideration.

j. Stakeholder and Community Engagement

Response:

To engage with all relevant stakeholders to provide input to the development of a Charter of Rights, the City would require the support of an external community engagement consultant at a cost of between $30,000 - $40,000 in addition to staff time estimated to be approx. $10,000 - $15,000 for a project of this scale. To enable opportunities for participation of all interested stakeholders would require 8-10 weeks from project planning to implementation and evaluation. The City had also communicated to sporting club stakeholders that there will be stakeholder and public engagement on the draft Sporting and Community Leasing and Licensing Policy once Council had endorsed the draft. The City generally recommends not consulting with the community during mid to late December and early in January which likely to cause a delay in having a report ready for the April Council meeting.

k. Financial Implications

Response:

Information about the financial and human resource implications or other implications of potentially accelerating programmes of work such as asbestos removal, disability access upgrades and change room upgrades is unknown at this time. This would therefore need to be financially modelled and considered as part of the long term financial plan review and Council's existing priorities.

CONFIRMED

Appendix 1
Consultant Brief

RFQ232416 Social Infrastructure Strategy

CONFIRMED

City of Melville Social Infrastructure Strategy 2024 - 2044

1.1 Introduction

The City of Melville (the 'City') is seeking to engage a suitably qualified and experienced consultant to develop and deliver our Social Infrastructure Strategy. Services may be provided by a single consultant, or alternatively by a principal consultant who engages and manages sub consultants.

The successful consultancy will preferably have a strong presence and base in Perth, Western Australia and will have relevant experience and skills aligned to the City's upcoming strategy project.

Upon appointment, the City of Melville will meet with the consultancy to plan the delivery of the project to ensure timeframes are realistic for all parties. It is important to note that the strategy document (once finalised) will be a public document as Officers will be seeking Council adoption of the strategy and its associated recommendations that will guide the provision of community infrastructure for the next 20 years.

1.2 Background

The City of Melville (the City) is a Metropolitan Local Government with a current population of approximately 106,845. The City of Melville services the localities of Alfred Cove, Applecross, Ardross, Attadale, Bateman, Bicton, Booragoon, Brentwood, Bull Creek, Kardinya, Leeming, Melville, Mount Pleasant, Murdoch, Myaree, Palmyra, Willagee, and Winthrop.

The City of Melville is located eight kilometres from the Perth Central Business District, in an area of 52,720 square kilometres. The City is divided into six wards, connected by over 1,200km of local, arterial, and major roads. City residents enjoy 210 parks and reserves comprising 600 hectares of public open space (11.4% of total area), together with 300 hectares of bushland.

Social infrastructure that is functional and well located is essential for healthy, connected communities. The City's multipurpose community centres, spaces and halls provide opportunities for people to connect over structured and semi-structured activities and mutual interests; contribute assets and skills to their community through volunteering; access services and support; and build connections with the broader community.

The City manages five community centres/spaces: Blue Gum Community Centre, Bull Creek Community Centre, Canning Bridge Community Space, Kadidjiny Park Hall, and Willagee Community Centre. These centres host arts, sports and cultural groups, adult learning, playgroups, as well as direct service provision. The City also owns community buildings such as family centres, community halls, Scout halls and Guide halls that are managed by not-for-profit organisations on behalf of the City. These spaces also form the social infrastructure that is the subject of this project.

Through this project the City wishes to have strategic guidance for current and future provision of social infrastructure within the City of Melville and to ensure resources are effectively and efficiently used. The strategy will include a proposed schedule/cost plan of priority investment / focus areas and will be presented to the Council for consideration.

UNCONFIRMED

The need for this strategy is driven by the following:

- The lack of a guiding strategy that prioritises the upgrade of existing, or the development of well-located new social infrastructure across the City.
- Management licenses on a number of community buildings are held by organisations with varying levels of capacity, resulting in inconsistencies in accessibility for the community.
- Some organisations have had management licences for many years, generating a sense of ownership beyond the boundaries of the agreement.
- There is inconsistency in costs for organisations, with some on management licences paying a small administrative fee, some paying peppercorn rent, and others on commercial rent arrangements.
- Community Hubs Policy objectives: To ensure a consistent approach to Neighbourhood Development to gain the greatest community benefit through the facilitation or provision of:
    - Appropriately located community facilities owned by the City.
    - Services to support and develop community groups and.
    - Facilities consolidated into identified community hubs – which aim to provide:
        - effective and efficient service coordination and delivery;
        - place making and place activation;
        - community building - a localised approach to the delivery of services;
        - financial sustainable community assets.

The City also has an Infrastructure Strategy which provides high level guidance on the provision of local, district and regional level community facilities within the City based on input from the Strategic Community and Corporate plans as well as other internal stakeholders. The Social Infrastructure Strategy will explore requirements in more detail and provide a clean plan along with operating models and costs for future investment.

Community Infrastructure

In addition, the City would like to develop a Community Infrastructure Strategy that will be an overarching document, integrating the Social, Cultural and Active Reserve Infrastructure Strategies along with other community use City buildings. This document will combine the strategies and goals of specific infrastructure needs, to highlight opportunities for colocation, and the creation of community hubs, taking into account community interests, current and future needs, and existing buildings and land.

Both documents are underpinned by the following principles:

- Services are collocated in multifunctional hubs to activate our neighbourhoods
- Community infrastructure is accessible
- Community facilities are welcoming spaces where diversity is embraced
- Neighbourhoods have equitable access to facilities

1.3 Scope of Project

1.3.1 Project 1: Social Infrastructure Strategy

This project is the development of the City of Melville's Social Infrastructure Strategy 2024 - 2044. Social infrastructure is defined as City owned buildings that house activities or services that contribute to the social and community fabric of the City of Melville.

These include community centres and halls, scout and guide halls, special purpose buildings

CONFIRMED

such as senior's centres and playgroup spaces. Excluded from this project are cultural and sporting infrastructure, and City buildings housing businesses.

The consultant will provide recommendations based on evidence, research, and best practice to guide the City of Melville on:

- prioritising current community assets for retention and renewal;
- current and future needs analysis ;
- the identification of neighbourhood hubs that can guide delivery of new community infrastructure projects;
- a best practice model for the management of community infrastructure.

The project will include the following phases:

1. Stakeholder Engagement

Collaborate with the City to design and deliver stakeholder engagement in accordance with the City's Stakeholder Engagement Policy and IAP2 principles.

Engagement Task	Consultant	City of Melville
Stakeholder analysis (internal and external)	X	X
Engagement plan including purpose, objective, method of delivery, measures, risk management and key messaging	X	
Design of engagement tools	X	
Delivery of engagement plan		X
Data analysis, engagement evaluation and report	X	
Report back to community on findings (close the loop)	X	X

2. Community Infrastructure Planning

a. Literature review of City strategies relevant to social infrastructure such as Age Friendly Melville, Reconciliation Action Plan, Directions From Young People; as well as infrastructure plans such as the Active Reserve Infrastructure Strategy and Cultural Infrastructure Strategy, situating this project within the broader context under the overall banner of community infrastructure.

b. Map and provide a snapshot of current social infrastructure:
   i. Bookings/activities
   ii. Number of community groups using the spaces
   iii. Strengths and weaknesses of current infrastructure
   iv. Accessibility of location
   v. Building condition

CONFIRMED

c. Research and describe the benefit that social infrastructure has on local communities

d. Undertake population forecasting to predict future population growth and social infrastructure needs, for example quantity, location, function (multi-purpose or targeted use).

e. Following on from above, undertake a current and future needs analysis for social infrastructure, identifying gaps.

f. Provide benchmarking against other LGAs on social infrastructure provision.

g. Working within the context of the Community Hubs Policy, and stakeholder engagement results, identify which hubs or activity centres should be prioritised as areas for community spaces.

h. Identify opportunities for partnering with government, community organisations or developers to meet future demand for community services and infrastructure.

i. Consider implications/improvements for existing key Council/Operational Policies in relation to the recommended Social Infrastructure Strategy, ie, provide comment on required documentation to support the Strategy.

j. Determination of future social infrastructure requirements and recommendations.

k. Map of proposed locations of new or changed/ relocated facilities and assets.

l. Prioritise works / projects and provide a 20yr plan of when works / upgrades should ideally occur.

m. Costs associated with delivery of the Strategy.

n. Identification of potential capital funding opportunities and partnerships.

3. Leases and licenses

a. Investigate the efficiency and equity of the current model of leases and licenses held by external groups managing City owned buildings.

b. Investigation into other LGA models of management.

c. Provide financial modelling to reflect a continuation of current leases and licences and other sustainable options.

d. Provide a model of management for City buildings based on best practice, financial sustainability and equitable access.

4. Deliverables

a. Detailed report outlining process, research findings, engagement report, outcomes, recommendations.

b. Develop separate graphically designed summary report for marketing and communications purposes.

c. Cost projections including capital costs, operations and maintenance costs over the lifetime of the assets.

The following list of 27 buildings will be in scope:

City run community buildings	
Blue Gum Community Centre	33 Moolyeen Road, Brentwood
Bull Creek Community Centre (includes Chorus Inc)	Cnr Hassell Cres & Leichhardt St, Bull Creek
Canning Bridge Community Space	1/63 Kishorn Road, Mount Pleasant
Kadidjiny Park Hall	70/72 Curtis Rd, Melville
Willagee Community Centre (includes Willagee Child Health Clinic)	41 Winnacott St (cnr Archibald St), Willagee
Leased City owned buildings	
Booragoon Occasional Child Care Centre	529 Marmion Street Booragoon
Kulungah Myah Family Centre	136 le Souef Drive Kardinya
Blue Gum early Learning and Childcare Centre	33 Moolyeen Road Mount Pleasant
Melville Guide Hall	Cnr Stock & Kitchener Rds, Melville
Attadale Scout Hall	21a Lawlor Road Attadale
Bateman/Winthrop Scout Hall	27 Sicklemore Street Booragoon
Bullcreek/Leeming Scout Hall	Bull Creek Drive Bull Creek
Willagee Scout Hall	90 Garling Street Willagee
Baden Powell Scout Hall	41A Mccallum Crescent ARDROSS
Waylen Bay Scouts	The Strand Applecross
Palmyra Kindy	43 Zenobia Street, Palmyra
Leeming Family Centre	55 Farrington Rad, Leeming
City buildings under a management license	
Attadale Playgroup	1 Carroll Drive Bicton
Brentwood Child Health Clinic	33 Moolyeen Rd Brentwood
Bicton Child Health Clinics	294 Canning Hwy, Bicton

CONFIRMED

Kids are Kids (former kindy site)	26 Parry Avenue Bateman
Kardinya Community Centre	51 Williamson Road Kardinya
Melville Cares	21, 23, 27 Hammad Street, Palmyra
Men's Shed	1/12 Hayden Ct, Myaree
Southern Districts (Seniors and Melville Cares)	1 Archibald Street Willagee
Mandala Hall	13 Mandala Crescent Bateman
Leeming Heights Community Hall	18F Westall Terrace, Leeming

1.3.2 Project 2: Community Infrastructure Strategy

This project is the development of the City of Melville's Community Infrastructure Strategy 2024 - 2044. Community infrastructure includes all facilities included in the Social Infrastructure Strategy, Active Reserve Infrastructure Strategy, and Cultural Infrastructure Strategy, with the addition of Piney Lakes Environmental Education Centre, Civic Centre public meeting rooms, and Point Walter Golf Course. Excluded from this project are Point Walter Recreation and Conference Centre and City buildings housing businesses engaged in land leases.

The consultant will provide recommendations based on evidence, research and best practice to guide the City of Melville on:

- future needs;
- the identification of neighbourhood hubs that can guide delivery of community hubs suited to colocation of services and users;
- opportunities for economies of scale in merging aligned goals.

The project will include the following elements:

1. Stakeholder Engagement

Collaborate with the City to design and deliver stakeholder engagement in accordance with the City's Stakeholder Engagement Policy and IAP2 principles.

Engagement Task	Consultant	City of Melville
Stakeholder analysis (internal and external)	X	X
Engagement plan including purpose, objective, method of delivery, measures, risk management and key messaging	X	
Design of engagement tools	X	
Delivery of engagement plan	X	X
Data analysis, engagement evaluation	X	

CONFIRMED

and report		
Report back to community on findings (close the loop)	X	X

2. Community Infrastructure Planning

a. Literature review of City strategies relevant to community infrastructure such as the Active Reserve Infrastructure Strategy and Cultural Infrastructure Strategy.

b. Research and describe the role of local government in the provision of community infrastructure.

c. Audit and map current community infrastructure.

d. Present above as floor space, comparing it with best practice benchmarking for community infrastructure.

e. Working within the context of the Community Hubs Policy, and stakeholder engagement results, identify which hubs or activity centres should be prioritised as areas for community spaces and associated activity.

f. Identify opportunities for partnering with government, community organisations or developers to meet future demand for community services and infrastructure.

g. Consider implications/improvements for existing key Council/Operational Policies in relation to the recommended Community Infrastructure Strategy, ie, provide comment on required documentation to support the Strategy.

h. Determination of future community infrastructure requirements and recommendations based in the City's existing buildings.

i. Mapping, overlaying the priorities associated with the Social, Active Reserve and Cultural Infrastructure Strategies and other included facilities.

j. Identify opportunities for colocation of services/facilities.

k. Prioritise works / projects and provide a 20yr plan of when works / upgrades should occur.

l. Costs associated with delivery of the Strategy.

m. Identification of potential capital funding opportunities and partnerships.

3. Deliverables

a. Detailed report outlining process, research findings, engagement report. outcomes, recommendations.

b. Develop separate graphically designed summary report for marketing and communications purposes.

c. Cost projections including capital costs, operations, and maintenance costs over the lifetime of the assets.

It is expected that both projects will take approximately 12 months.

CONFIRMED

1.4 Meetings and Frequency

- Regularly meet with the project team or members from the project team, every 3 weeks, on average either in person or virtually.
- Allow 2 x Meetings of Council (1 x Elected Members Information Session/Workshops and 1 x Agenda Briefing Forum).
- Meetings / sessions / workshops / presentations with stakeholder groups and community should be specifically addressed in Methodology – Stakeholder Engagement Plan.

CONFIRMED