



City of
Melville

AGENDA

ORDINARY COUNCIL MEETING

NOTICE OF MEETING

I respectfully bring to the attention of Elected Members that an Ordinary Meeting of the Council will be held in the Council Chambers, Melville Civic Centre, 10 Almondbury Road, Booragoon on Tuesday, 12 December 2023 commencing at 6:30pm.

Gail Bowman
Chief Executive Officer

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.

Use this link to [Register to attend the Ordinary Meeting of the Council Tuesday, 12 December 2023 electronically](#)



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



Making A Deputation

A deputation is a verbal presentation by one or more members of the public on a matter to be considered at the Council meeting. Deputations are made at the relevant Agenda Briefing Forum, held one week prior to the Ordinary Meeting of Council.

Information on making a deputation is available on the City's website. [Request to make a Deputation.](#)

Public Question Time

You can ask a question at a Council meeting during Public Question Time. Information on how to ask a question can be found on the City's website. [Public Question Time.](#)

Complex questions or those related to matters on the agenda and requiring a response at the meeting are "questions on notice" and should be submitted in writing, by the close of business the Tuesday prior to the meeting.

Disclaimer

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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	<i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
Executive	<i>The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
Legislative	<i>Includes adopting local laws, town planning schemes & policies.</i>
Review	<i>When the Council operates as a review authority on decisions made by Officers for appeal purposes.</i>
Quasi-Judicial	<i>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.</i>

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1 OFFICIAL OPENING

2 ATTENDANCE AND APOLOGIES

In Attendance

Councillors

Ward

Officers

Apologies

On Approved Leave of Absence

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

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

4 ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

Approved Deputations

Approved Written Submission

5 DISCLOSURE OF INTEREST

5.1 Financial or Proximity Interests

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

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)

6 PUBLIC QUESTION TIME

6.1 Questions Received with Notice

6.2 Questions Received at the Meeting

6.3 Questions Taken on Notice at Previous Meeting

6.3.1 Mr O'Neill, Citizens for Building Reform (Ordinary Meeting of Council 21 November 2023)

Mr O'Neill 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

- a) performed or called for a current level survey across the site?

Response

The City has requested access to undertake a levels survey. Notwithstanding, levels are detailed as part of the development approval and will be assessed for compliance at the appropriate time.

Question 2

- b) 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

The City is satisfied with the information, submitted by the applicant, in relation to the works adjacent to the site boundary, pursuant to *Section 18, Building Act 2011*.

Question 3

- c) 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

The City is satisfied with the independent Building Surveyor's certified documents submitted for assessment. The duty of care for the certification remains with the independent Building Surveyor, pursuant to *Section 144, Building Act 2011*.

Question 4

- d) 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

The Building Permit application assessment did not require a further land survey to be carried out, as the approved land levels as outlined in the development approval were not proposed to be amended.

The nominated Builder is required to carry out all approved works, as stated within the issued Building Permit plans and documents, pursuant to *Section 37, Building Act 2011*.

Question 5

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

Response

Development Approval has been granted for the basement ramps, which makes references to the site land levels, parking requirements and relevant Australian Standards.

The proposed building works have been assessed by the independent Building Surveyor regarding the Building Code of Australia and accessible parking requirements. These aspects of the working drawings have also been reviewed by the City.

7 AWARDS AND PRESENTATIONS

Nil

8 APPLICATIONS FOR NEW LEAVE OF ABSENCE

Nil

9 CONFIRMATION OF MINUTES**9.1 Ordinary Meeting Of The Council – 21 November 2023**

That the minutes of the Ordinary Council Meeting held on 21 November 2023 be confirmed as a true and accurate record.

9.2 Financial Management, Audit, Risk and Compliance Committee – 4 December 2023

That the minutes of the Financial Management, Audit, Risk and Compliance Committee Meeting held on 4 December 2023 be confirmed as a true and accurate record.

9.3 Agenda Briefing Forum – 5 December 2023

That the notes of the Agenda Briefing Forum held on 5 December 2023 be confirmed as a true and accurate record.

10 NEW BUSINESS OF AN URGENT NATURE

11 IDENTIFICATION OF MATTERS FOR WHICH MEETING MAY BE CLOSED

12 PETITIONS

12.1 **Petition - Review of the City's Path Policy & Compliance with the Commonwealth Disability Discrimination Act (1992)**

A petition signed by 25 residents of the City of Melville was submitted by Mr G Bolton of Alfred Cove on Monday, 20 November 2023. The petition reads as follows:

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

Unaware of any consultation regarding the recent changes to the city's footpath policy, we did not have a chance to discuss the up to 16% slope from the street to properties planned. Now aware that the council accepts it did not properly consider disability access in this policy, and is refusing to do so now, we respectfully support the reinstatement of the driveways for 54B & 56B Lamond St to be returned to the slope that they were prior to recent changes. Further we request the council complies with the Commonwealth Disability Discrimination Act (1992) by changing the policy and allow for all residents who require the same disability pedestrian access to their properties not to be denied (which in fact should be all properties because we do not wish the risk of harm to the vulnerable, or for the council to be liable for any incidents regarding falls at the front of these homes). We do not agree with the councils official position that these private properties should have disable parking installed like commercial premises, even if this was possible, and we do not agree that an over 300m to the council supplied access points would not cause hardship to a disabled person/so"

OFFICER RECOMMENDATION

That the Council acknowledge the petition bearing 25 signatures of residents and that a report be prepared for consideration by Council by the February 2024 Ordinary Meeting of Council.

13 ADOPTION OF RECOMMENDATIONS EN BLOC

14 REPORTS

14.1 Reports from Committees

Nil

14.2 Reports of the Chief Executive Officer

Management Services

Nil

Corporate Services

C23/93 Proposed City of Melville Parking Local Law 2023

File Number:	
Responsible Officer:	Head of Governance
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:	<ol style="list-style-type: none"> 1. Attachment 1- City of Melville Proposed Parking Law 2023 ↓ 2. Attachment 2- DLGSC Minor Suggestions ↓ 3. Attachment 3- City of Melville Public Submissions ↓

COUNCIL’S ROLE

Legislative: Includes adopting local laws, town planning schemes & policies.

<p>SUMMARY</p> <ul style="list-style-type: none"> • The current City of Melville Parking Local Law was adopted by Council on 20 September 2016. • Since this time, several changes to the Parking Local Law have been suggested by staff, Elected Members and the Department of Local Government Sport and Cultural Industries (DLGSC) to ensure alignment with contemporary parking context and the introduction of ticket-less machines within the City of Melville. • In response to this feedback and subsequent demands, the City instigated a full review of the Parking Local Law, resulting in a new proposed Parking Local Law. • At its Ordinary Meeting of Council on 20 June 2023, the Council adopted the officer’s recommendation to commence a six-week public consultation period on the proposed Parking Local Law, inviting public comment in accordance with section 3.12 of the <i>Local Government Act 1995</i>. • As such, the submission period for public notice and comment was undertaken between 29 June 2023 and 13 August 2023. • Following the consultation period and advice from the DLGSC, the City made a number of minor changes to the proposed Parking Local Law, which is presented for final adoption by the Council in order to make the proposed Parking Local Law.

OFFICER RECOMMENDATION

That the Council by absolute majority decision:

1. Gives notice that the purpose of the proposed *City of Melville Parking Local Law 2023* is to provide for the regulation, control and management of parking, vehicles and parking facilities within the local government;
2. Gives notice that the effect of the proposed *City of Melville Parking Local Law 2023* is to ensure that a person stopping or parking a vehicle within the City of Melville is to comply with these provisions; and
3. Makes the proposed *City of Melville Parking Local Law 2023* at Attachment 1, in accordance with section 3.12(4) of the *Local Government Act 1995* subject to the Chief Executive Officer:
 - o Publishing the proposed *City of Melville Parking Local Law 2023* in the *Government Gazette* in accordance with section 3.12(4) of the *Local Government Act 1995* and providing a copy to the Minister for Local Government; and
 - o Following Gazettal, providing local public notice in accordance with section 3.12(6) of the *Local Government Act 1995*, and providing a copy of the law and Explanatory Memorandum signed by the Mayor and Chief Executive Officer to the Western Australian Parliamentary Joint Standing Committee on Delegated Legislation.

PURPOSE

To consider adopting the proposed *City of Melville Parking Local Law 2023*, in accordance with section 3.12 of the *Local Government Act 1995*.

STRATEGIC ALIGNMENT

Priority	There are no applicable priorities in relation to this report.	
Outcome Indicator	6	Sustainable and Connected Transport
	Goal 2	Balancing Transport Priorities

BACKGROUND

At its Ordinary Meeting of Council on 20 June 2023, the Council resolved to provide public notice of the proposed *City of Melville Parking Local Law 2023* (Item C23/39). In accordance with section 3.12(3)(b) of the *Local Government Act 1995*, a copy of the proposed *City of Melville Parking Local Law 2023* was provided to the Department of Local Government, Sports and Cultural Industries (DLGSC) for review and comment.

The submission period for the public notice was between 29 June 2023 and 13 August 2023.

Minor changes have been made to the draft *Parking Local Law 2023* following consideration of public submissions and advice from the DLGSC.

CONSIDERATION

At its Ordinary Meeting of Council on 20 June 2023, Council adopted the officer's recommendation to commence a six-week public consultation period on the Proposed Parking Local Law, inviting public comment in accordance with section 3.12 of the *Local Government Act 1995* (the Act).

As such, local public notice of the proposed City of Melville Parking Local Law 2023 was given in accordance with section 3.12(3)(a) of the Act. Public notice and consultation on the proposed Parking Local Law included the following:

- A notice published in the PerthNow Newspaper on 29 June 2023;
- A notice published on the City's website (Local and Statewide Public Notices page);
- A consultation page displayed on the City's website (Parking Local Law 2023);
- Inclusion on notice boards at the City of Melville's Administration building and Libraries;
- A notice published in the City of Melville's electronic newsletter on 7 July 2023; and
- Promotion on the City of Melville's Facebook page.

A copy of the City of Melville Parking Local Law 2023 with tracked changes outlining the minor changes, is at Attachment 1. This includes modifications that were made following review of consultation submissions and comments obtained from the DLGSC. After including these amendments, the Parking Local Law is not significantly different to what was advertised, therefore it does not trigger the requirement to recommence the making of the local law under section 3.13 of the Act.

In accordance with section 3.12(3)(b) of the Local Government Act 1995, Administration provided the Minister for Local Government with a copy of the advertised proposed Parking Law. The DLGSC provided minor editing suggestions for the Local Law, and these can be found at Attachment 2. Administration have incorporated the Department's feedback into the proposed local law.

During the public consultation period, the City received 30 submissions which have been considered in the review. A copy of the submissions log can be found at Attachment 3.

If adopted, the proposed Parking Local Law would be gazetted and provided to the Western Australian Parliamentary Joint Standing Committee on Delegated Legislation (JSCDL). Whilst the local law has been prepared with legal consultation and advice from the DLGSC, the JSCDL may still exercise its discretion to disallow part or all of the Parking Local Law 2023.

Following Gazettal, the City will provide local public notice that the City of Melville *Parking Local Law 2023* has been published in the Government Gazette, in accordance with section 3.12(6) of the Local Government Act 1995. The notice would include the following details:

- The title of the local law;
- The purpose and effect of the local law;
- The day the local law comes into operation; and
- Advise that copies of the local law can be inspected and obtained from the City's office and website.

ENGAGEMENT

In accordance with section 3.12(3)(a) of the *Local Government Act 1995* and the City of Melville's Stakeholder Engagement Policy CP-002, a community consultation period with respect to the proposed Parking Local Law between 29 June 2023 and 13 August 2023. The City received 30 submissions which were taken into consideration.

The City was also required to provide a copy of the proposed Local Law to the Minister, who, through the DLGSC provided suggested minor changes.

All community submissions, along with the changes suggested by the DLGSC have been taken into consideration in the proposed Local Law.

SUSTAINABILITY IMPLICATIONS

To make a local law, the local government must follow the procedure detailed in section 3.12 of the *Local Government Act 1995*, in the sequence in which it is described. These steps, in order, are:

- (a) At a council meeting the person presiding must give notice to the meeting of the purpose and effect of the proposed local law by ensuring that the purpose and effect of the proposed local law is included in the agenda for that meeting and that the minutes of the meeting include the purpose and effect of the proposed local law.
- (b) The local government must then give local public notice that the local government proposes to make a local law, with the notice specifying the purpose and effect of the local law, where the local law can be inspected or obtained, and that submissions are invited for a period of six weeks.
- (c) As soon as the local public notice is given, a copy of the proposed local law and of the notice must be given to the Minister administering the *Local Government Act 1995*, and the Minister administering the Act under which the local law is proposed to be made (if the local law is not one that is made under the *Local Government Act 1995*).
- (d) After submissions have closed, the local government must consider any submissions made, and may, by absolute majority, make the local law as proposed or a local law not significantly different from what was proposed. If the local law is significantly different to what was proposed, the local government must recommence this procedure from the beginning.
- (e) After the local law is made, the local law must be published in *Government Gazette*.
- (f) Once the local law has been published in the *Government Gazette*:
 - a. a copy of the local law must be given to the Minister administering the *Local Government Act 1995*, and the Minister administering the Act under which the local law is proposed to be made (if the local law is not one that is made under the *Local Government Act 1995*); and
 - b. local public notice must be given of the title, purpose, effect and commencement date of the local law, and that a copy is published on the website and may be inspected or obtained from the local government's office.
- (g) Once the local public notice has been given, a copy of the local law, the notice and other required explanatory material must be given to the Joint Standing Committee for Delegated Legislation.

A failure to follow this process, in the sequence in which it is described, will likely result in the Joint Standing Committee for Delegated Legislation recommending that the local law be disallowed.

FINANCIAL IMPLICATIONS

There are nominal costs associated with making the local law, including advertising and Gazettal. These costs have been included in the City's adopted Budget for 2023-2024.

CONSEQUENCE

Whilst it is of low risk for the Council to adopt the proposed *City of Melville Parking Local Law 2023*, there are associated consequences if the Council choose not to adopt the Officer Recommendation. The *Local Government Act 1995* does not expressly prescribe a timeframe in which the procedural requirements for making local laws are to be completed, however such procedures should be undertaken with 'all convenient speed' in line with the *Interpretations Act 1984*.

The DLGSC advise that local law procedures that take more than a year could be subject to questions of legal validity, and if the local law process has had delays of more than one year, then the procedure for making a local law should be restarted. Furthermore, as the City of Melville has introduced ticket-less parking metres, the current Local Law is in-enforceable and therefore the need for the proposed Local law to be adopted.

C23/94 Investment Statements for October 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
<ul style="list-style-type: none"> This report presents the investment statements for the period ending 31 October 2023 for the Council’s information and noting.

OFFICER RECOMMENDATION

That the Council notes the Investment Report for the period ending 31 October 2023.

PURPOSE

To report on the performance of the City’s investment portfolio for October 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 5.00% to 5.04% which exceeds the benchmark three-month bank bill swap (BBSW) reference rate of 4.21%.

29% 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 32% in September 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

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 of 31 October 2023.

CITY OF MELVILLE STATEMENT OF INVESTMENTS FOR THE PERIOD ENDING 31 OCTOBER 2023		
SUMMARY BY FUND		
Municipal		\$63,461,476
Reserve		\$155,028,668
Trust		\$-
Citizen Relief		\$222,379
TOTAL		\$218,712,523
SUMMARY BY INVESTMENT TYPE		
11AM		\$13,889,221
31Days at Call		\$-
60Days at Call		\$2,000,000
90Days at Call		\$16,600,000
Term Deposit		\$186,223,302
TOTAL		\$218,712,523
SUMMARY BY CREDIT RATING		
AAA Category	AAA	
AA Category (AA+ to AA-)	AA-	\$127,139,705
	A+	\$38,272,819
A Category (A+ to A-)	A	
	A-	
BBB+ Category	BBB+	\$53,300,000
TOTAL		\$218,712,523

Exposure to an individual institution is limited according to Council policy and in October 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	11.80%	15.00%	✓
ING Bank	A-	A Category	\$ -	0.00%	25.00%	✓
Bendigo & Adelaide	BBB+	BBB+ Category	\$ 27,500,000	12.57%	15.00%	✓
CBA	AA-	AA Category	\$ -	0.00%	30.00%	✓
Macquarie	A+	A Category	\$ 2,072,819	0.95%	25.00%	✓
NAB	AA-	AA Category	\$ 62,298,145	28.48%	30.00%	✓
St George	AA-	AA Category	\$ -	0.00%	30.00%	✓
Suncorp	A+	A Category	\$ 36,200,000	16.55%	25.00%	✓
Westpac	AA-	AA Category	\$ 64,841,560	29.65%	30.00%	✓
TOTAL			\$ 218,712,523	100%		

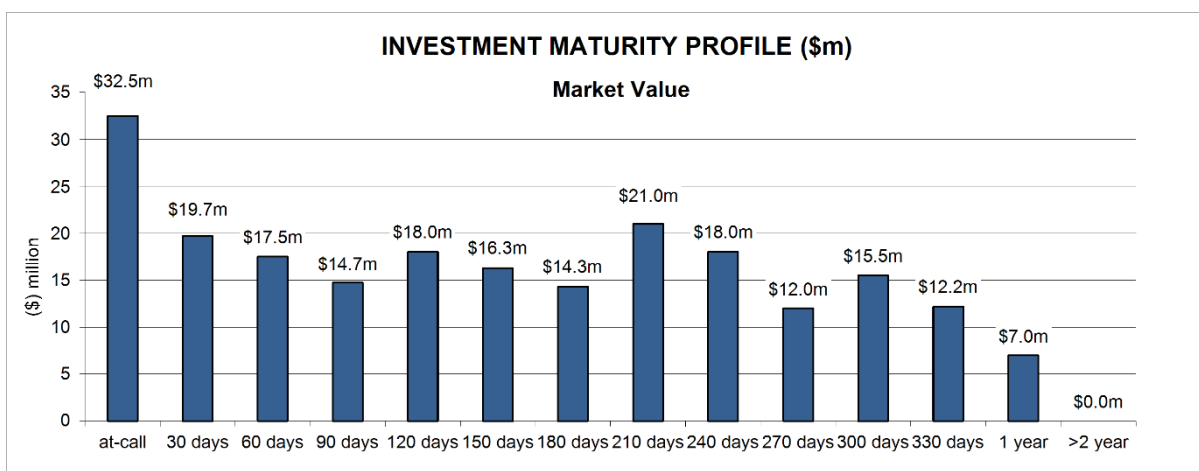
*Standard & Poor's ratings. Source: Policy No. CP-009: Investment of Funds

The City's investments were invested within the limits allowed within each category rating for October 2023.

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-)	\$ 127,139,705	58%	80%	✓
A Category (A+ to A-)	\$ 38,272,819	17%	50%	✓
BBB+ Category	\$ 53,300,000	24%	25%	✓
TOTAL	\$ 218,712,523	100%		

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

The graph below summarises the maturity profile of the City's investments at market value as of 31 October 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 above meets the liquidity requirements of the Council policy.

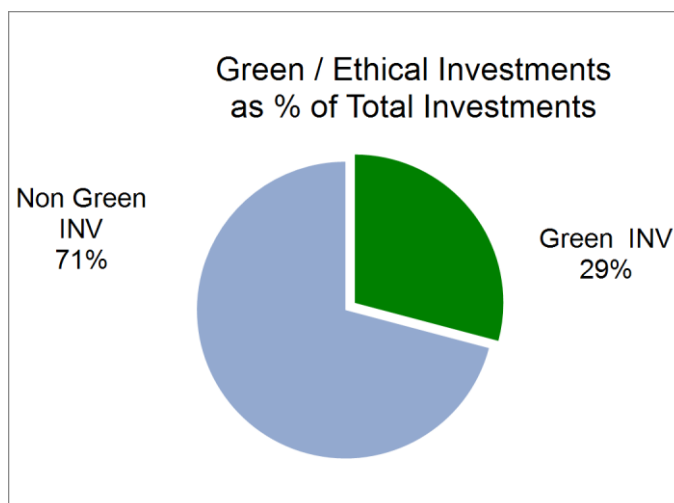


The City exercises a deliberative preference in favour of green/ethical investments. This preference will however only be exercised after the foremost investment considerations of credit rating, comparable rate and risk diversification are fully satisfied.

“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 31 October 2023 was \$63,700,000 or 29% of total investment holdings being in non-fossil fuels institutions, compared to \$68,700,000 (32%) in September 2023. The total investments holding for October and September were \$218,712,523 and \$214,412,523, respectively.



Green / Ethical Investment with financial institutions			
Institution	Credit Rating	Credit Rating Category	Funds held at period end
Bendigo & Adelaide	BBB+	BBB+ Category	\$ 27,500,000
CBA	AA-	AA Category	0
Suncorp	A+	A Category	\$ 36,200,000
TOTAL			\$ 63,700,000

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 of which the ESGTD investments with CBA have been withdrawn in full. Suncorp investments 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 as a result 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.

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 oversight 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*.

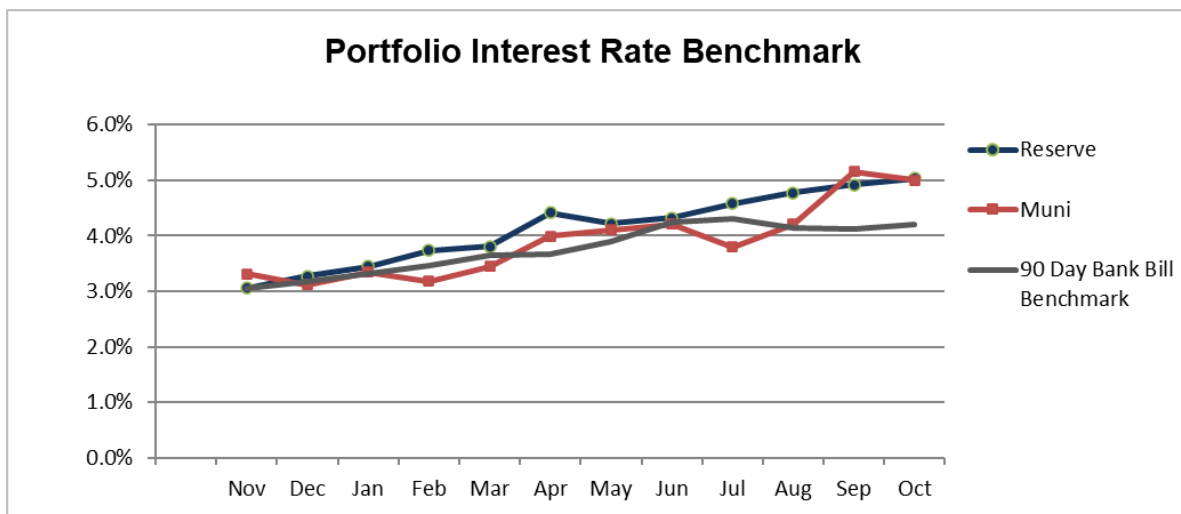
FINANCIAL IMPLICATIONS

For the period ending 31 October 2023:

- Investment earnings on Municipal and Trust Funds were \$867,092 against a year-to-date budget of \$800,000 representing a positive variance of \$67,092.

The weighted average interest rate for Municipal and Trust Fund investments as of 31 October 2023 was 5.00% which compares favourably to the benchmark three-month bank bill swap (BBSW) reference rate of 4.21%.

- Investment earnings on Reserve accounts were \$2,377,754 against a year-to-date budget of \$2,200,000 representing a positive variance of \$177,754.
- The weighted average interest rate for Reserve account investments as at 31 October 2023 was 5.04% which compares favourably to the benchmark three-month bank bill swap (BBSW) reference rate of 4.21%.



CONSEQUENCE

Not applicable as this report only presents information for nothing.

C23/95 Schedule of Accounts Paid for October 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:	<ol style="list-style-type: none"> Payment Details October 2023 ↓ Card Payment Details October 2023 ↓

COUNCIL’S ROLE

Information: For the Council / Committee to note.

<p>SUMMARY</p> <ul style="list-style-type: none"> This report presents the details of payments made under delegated authority to suppliers and purchase and credit card transactions for the period of October 2023 and recommends that the Schedule of Accounts Paid and card transactions be noted.

OFFICER RECOMMENDATION

That the Council notes the Schedule of Accounts paid and card transactions for the period October 2023 as approved by the Director Corporate Services in accordance with delegated authority DA-035 and detailed in the attachments to this report – Payment Details October 2023 (Attachment 1) and Card Payment Details October 2023 (Attachment 2).

PURPOSE

The Schedule of Payments for the month totals \$30,462,376, which is represented by \$13,162,376.59 in payments made from the Municipal Fund and \$17,300,000.00 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

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 \$8,766,595 direct creditor payments were paid during the month October 2023, of which, 19% of payments were paid to suppliers located within the City of Melville and 27% to suppliers within the South West Metropolitan Region, compared to 25% and 9% of total of \$15,740,773 direct creditor payments made over September 2023 respectively.

The biggest payment of \$1,206,110 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 October including Payment Register numbers, Cheques: 848-849, Electronic Funds Transfers batches: 860-863, Trust Payments, Card Payments and Payroll are attachments to this report.

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

SCHEDULE OF PAYMENTS MADE		
OCTOBER 2023		
<i>Payments made under Delegated Authority DA-035</i>		
MUNICIPAL FUNDS - DIRECT CREDITOR PAYMENTS		
Cheques	Chq Payment Register No. 848 and 849	\$1,062.79
	Chq Payment on Restricted Funds Register No.	
	Less Cancelled Chqs	-
Electronic Funds Transfers	EFT Payment Register No. 861 and 863	\$8,464,621.94
	EFT Payment on Restricted Funds Register No. 860, 862 and 137	\$125,802.55
	Less Cancelled EFTs	(\$7,256.49)
		\$8,584,230.79
Direct Debits	Bank Fees	\$42,810.12
	Ampol Fuel	\$128,606.80
Direct Payments		\$10,947.57
	Total Direct Creditor Payments	\$8,766,595.28
Payroll	Total Pay 8 and 9	\$4,294,582.66
	Total Payroll	\$4,294,582.66
Cards	Westpac Corporate Cards	\$18,114.71
	Westpac Purchase Cards	\$77,984.11
	American Express	\$5,099.83
	Total Card Payments	\$101,198.65
Total Direct Creditor Payments from Municipal Account		\$13,162,376.59

Schedule of Payments Made continued.

INTERFUND & INVESTMENT TRANSACTIONS		
<i>Interfund Transfers</i>		
Loan		\$0.00
Citizen Relief Trust		\$0.00
Citizen Relief Operating		\$0.00
Municipal		(\$6,556,666.00)
Reserve		\$6,556,666.00
Trust		
<i>Total Interfund Transfers</i>		\$0.00
<i>New Municipal Investments</i>		
Westpac Bank	2/10/2023	\$4,200,000.00
Westpac Bank	3/10/2023	\$3,500,000.00
Westpac Bank	5/10/2023	\$1,300,000.00
NAB Bank	6/10/2023	\$2,000,000.00
Westpac Bank	12/10/2023	\$1,900,000.00
Westpac Bank	19/10/2023	\$1,400,000.00
NAB Bank	27/10/2023	\$2,000,000.00
NAB Bank	27/10/2023	\$1,000,000.00
<i>Total New Investments</i>		\$17,300,000.00
Grand Total		\$30,462,376.59

Details of the payments are shown in Attachment 1.

Any payment over and above \$25,000.00 has been highlighted under the Payment Amount column in the Attachment 1.

A new Regulation (13A. of the Local Government (Financial Management) Regulations 1996 - Payments by Employees via Purchasing Cards) effective from 1 September 2023 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 and settled in October 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 noting.

C23/96 Statements of Financial Activity October 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:	<ol style="list-style-type: none"> 1. Statement Nature Type October 2023 ↓ 2. Rate Setting Program October 2023 ↓ 3. Rate Setting Nature Type October 2023 ↓ 4. Net Working Capital October 2023 ↓ 5. Reconciliation Net Working Capital October 2023 ↓ 6. Notes Rate Setting Statement October 2023 ↓ 7. Budget Amendments October 2023 ↓ 8. Summary Rate Debtors October 2023 ↓ 9. Rates Collections Graph October 2023 ↓ 10. General Debtors Aged 90 Days October 2023 ↓ 11. Amendments to Waste Fees and Charges 2023-2024 ↓

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.

<p>SUMMARY</p> <p>This report presents:</p> <ul style="list-style-type: none"> • The Statements of Financial Activity by Nature or Type and Rate Setting Statement by Program and Nature or Type, for the period ending 31 October 2023 and recommends that they be noted by the Council. • The variances for the month of 31 October 2023 and recommends that they be noted by the Council. • The Amendments to the Fees and Charges schedule and recommends that they be adopted by Absolute Majority decision of the Council. • The Budget amendments required for the month of 31 October 2023 and recommends that they be adopted by Absolute Majority decision of the Council. <p>Year-end processes are still underway and therefore the final figures may be different from what is presented in this report.</p>
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OFFICER RECOMMENDATION

1. That the Council notes the Rate Setting Statement and Statements of Financial Activity for the month ending 31 October 2023 as detailed in the following attachments:
 - Statement Nature Type October 2023
 - Rate Setting Program October 2023
 - Rate Setting Nature Type October 2023
 - Net Working Capital October 2023
 - Reconciliation Net Working Capital October 2023
 - Notes Rate Setting Statement October 2023
 - Budget Amendments October 2023
 - Summary Rate Debtors October 2023
 - Rates Collections Graph October 2023
 - General Debtors Aged 90 Days October 2023
 - Amendments to Waste Fees and Charges 2023-2024
2. That the Council by Absolute Majority Decision adopts the budget amendments, as detailed in Attachment 7 - Budget Amendment Reports for October 2023.
3. That the Council by Absolute Majority Decision adopts the changes to waste fees and charges, as detailed in Attachment 11 – Amendments to Waste Fees and Charges 2023-2024.

PURPOSE

The attached financial reports reflect a positive financial position of the City of Melville as at 31 October 2023.

STRATEGIC ALIGNMENT

Priority	5	Ensure long term financial sustainability
	P5/2	Advocate at National and State levels to maximise funding.
	P5/1	Undertake efficiency improvements to maximise cost effectiveness.
	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 31 October 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 October 2023 were \$219m of which the Municipal cash balance at the end of the month was \$63m and \$155m 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 31 October 2023 was \$63,700,000 or 29% of total investment holdings, compared to \$68,700,000 (32%) in September 2023. Green/Ethical investments were invested in the three banks, in accordance with the council credit rating policy. Suncorp is unable to accept new term deposit or process rollovers of existing Green /Ethical Investments which will be withdrawn in future. ESGTD investments with CBA have been withdrawn in full due to a lack of capacity on CBA's part.
- Total debtor collections for October 2023 equalled \$14.9m. The Rates collection target was 68.7% and the actual collection is tracking slightly higher at 69.1%, compared to 69.4% for the same period in 2022-2023. The total outstanding debtors (including all rates and sundry debtors) is \$41m as of 31 October 2023.
- End-of-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 the Resource Recovery Group (RRG). An extension for the late submission of its financial statements has been approved by the Department of Local government.

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

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

- 1 - Statement Nature Type October 2023: Rate Setting Statement by Nature or Type
- 6 - Notes Rate Setting Statement October 2023: Statement of Variances in Excess of \$100,000

Revenue

Rates raised as at October were \$102,138,134, compared to a year-to-date budget of \$102,062,525. The positive variance of \$75,609 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.

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	125,643,668	125,536,295	0%	119,582,899	5%
Payments Received	(89,787,207)	(75,377,815)	19%	(86,697,564)	4%
Closing Balance	40,344,277	54,646,296	-26%	38,338,900	5%

Total rate debtor collections for the month equalled \$14,409,393.

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	2,304,366	1,758,919	31%	3,020,992	-24%
Receipts	(2,458,945)	(1,999,928)	23%	(2,729,551)	-10%
Prepayments	4,042	(830)	-587%	5,907	-32%
Closing Balance	750,903	659,600	14%	940,227	-20%

Sundry debtor balances increased by \$91,303 over the course of October from \$659,600 to \$750,903 of which total 90-day sundry debtors over \$1,000 for the month is \$218,487, representing 29% of total sundry debtors.

Money Expended in an Emergency and Unbudgeted Expenditure

Not applicable for October 2023.

Budget Amendments

Details of Budget Amendments requested for the month of October 2023 that reflect effective changes to budgets are shown in attachment 7- Budget Amendments October 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 in October 2023 are highlighted in the attachment.

Amendments to Fees and Charges Schedule 2023-2024

It is proposed to introduce a FOGO service for commercial waste customers, giving them an option to divert their compostable waste from going to landfill. This service will make the Commercial

waste collection services offered by the City more consistent with the Residential waste service which already includes a FOGO collection.

It is also proposed that the whitegoods collection service currently offered be withdrawn and the associated fee deleted.

The proposed fee changes are detailed in Attachment 11 - Amendments to Waste Fees and Charges 2023-2024.

The proposed changes to the fees and charges, if approved will be advertised by way of public notice prior taking effect.

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 \$123.00 – Debtor 86428 Gym membership.

As the demand period with Recoveries Legal has expired and this debt is not considered financially viable to progress any further.

Write off \$347.00 – Debtor 50772 GIO Insurance.

As the demand period with Recoveries Legal has expired and this debt is not considered financially viable to progress any further.

Rate Debtors

There were no rate debts written off for the month of October 2023.

ENGAGEMENT

There are no applicable engagement considerations presented as part of 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.*

(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 subregulation (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 6- Notes Rate Setting Statement October 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.

C23/97 Council Meeting Schedule 2024

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
Attachments:	1. Council Meeting Schedule 2024 

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.

<p>SUMMARY</p> <ul style="list-style-type: none"> The Council is required to determine and advertise the meeting dates for Ordinary Meetings of Council each year. The Council holds Elected Member Engagement Sessions, Agenda Briefing Forums and Ordinary Meetings of Council in a set cycle each month, this report recommends the continuation of this cycle commencing in February 2024. This report as recommends that quarterly meeting dates for the Governance Committee and the Financial Management, Audit, Risk and Compliance Committee be set for 2024.
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OFFICER RECOMMENDATION

That the Council:

- Approves the Ordinary Meetings of Council to be held on the third Tuesday of each month, commencing in February 2024, with the exception of December 2024, where the meeting will be held on the second Tuesday of that month.**
- Approves the Agenda Briefing Forums to be held on the second Tuesday of each month, commencing in February 2024, with the exception of December 2024, where the meeting will be held on the first Tuesday of that month and be chaired by the Mayor or his delegate.**
- Directs that it will go into recess during January 2024 and that neither the Ordinary Meeting of Council nor a Council Agenda Briefing Forum will be scheduled during that month.**
- Endorses that Elected Member Engagement Sessions occur, as required, on any Tuesday evening that is not required for Ordinary Meetings of Council or Agenda Briefing Forums.**
- Requests the Chief Executive Officer to publish the Schedule of Council Meetings on the City of Melville Website in order to inform the community of the Council Meeting dates for 2024.**
- Notes that the quarterly meeting dates have been set for Governance Committee and Financial Management, Audit, Risk and Compliance Committee meetings in 2024.**

PURPOSE

The currently monthly Council Meeting Cycle has been in place for a number of year and it is proposed that this cycle be adopted with the intention of providing stable meeting dates for all Ordinary Meetings of Council and Agenda Briefing Forums for 2024.

In addition, the proposed meeting schedule include pre-set meeting dates for the Governance Committee and the Financial Management, Audit, Risk and Compliance Committee for 2024.

STRATEGIC ALIGNMENT

Priority	There are no applicable priorities in relation to this report.	
Outcome Indicator	5	Sense of Community Goal 2 Participation and Inclusion

BACKGROUND

The Council Meeting Cycle was reviewed in December 2021 where the Council resolved to amend the monthly meeting cycle to hold the Agenda Briefing Forum on the second week of the cycle.

The Council meeting cycle is as follows

- First Tuesday – Elected Member Engagement Session
- Second Tuesday – Agenda Briefing Forum
- Third Tuesday – Ordinary Council Meeting
- Fourth Tuesday – Elected Member Engagement Session
- Fifth Tuesday (where applicable) – Elected Member Engagement Session

This was a result of discussions with Elected Members as part of the Organisational Cultural Workshops in 2020 which highlighted a desire for different forms of collaboration between the Elected Member Group and the Administration and consideration given to amending the meeting structure to allow more time between the Agenda for Council meetings being released and the Agenda Briefing Forums.

Discussions during 2021 highlighted the importance of Elected Members meeting to gather information on topical issues and to have informal discussions around strategic direction, major projects and organisational priorities.

This has resulted in the amalgamation of Elected Member Information Sessions, Informal Meeting of Elected Members and Elected Member Workshops into a singular format being Elected Member Engagement Sessions.

CONSIDERATION

Ordinary Meetings of Council and the Council Agenda Briefing Forums both open to the public, held in the Council Chambers and broadcast live to the community. Formal decision making by the Council only takes place at the Ordinary Meeting of Council.

It is proposed to continue with the existing meeting schedule each month, with the exception of:

- January 2024 when the Council is in recess;
- December 2024 when meetings are brought forward to allow for the Council resolutions to be actioned in time to accommodate for the festive period.

A copy of the proposed 2024 meeting cycle calendar, based on this proposal is attached to this report.

The proposed meeting cycle calendar for 2024 provides for a January Recess and does not schedule formal meetings during this time, it should be noted that a Special Meeting of the Council may be called in January 2024 if there are any matters requiring a timely decision of the Council. The meeting dates for December 2024 have been brought forward to allow completion of the meeting cycle on the second Tuesday of December as has been the practice in recent years.

Special Meetings of Council may be called through 2024 on an as-needed basis in accordance with s5.4 of the *Local Government Act 1995*.

The Local Government Reform will require local governments to broadcast (live stream) the video and audio of its Council Meetings. As Class 1 Local Government, the City will be required to have the ability to livestream its Council meetings and for the video recording to be available publicly from 1 January 2025.

The City currently has the necessary hardware, software, and processes in place for the livestreaming of its Council meetings, and has been livestreaming its meetings for sometime in response to the COVID-19 Pandemic. The City is well placed to meet the new requirements well before the implementation date of 1 January 2025.

In addition to this, recent changes to the *Local Government Act 1995* allows for Elected Members to attend meetings electronically.

ENGAGEMENT

The City informs the public of the dates that Council meetings will be held through the media, press releases and notices at the Civic Centre, Libraries, and website. When adopted, the meeting schedule for 2024 will be advertised in a local newspaper.

SUSTAINABILITY IMPLICATIONS

There are no sustainability implications associated with this report.

LEGISLATIVE AND POLICY ALIGNMENT

The Local Government Act 1995, Section 5.3 - Ordinary and Special Council Meetings provides that:-

- (1) *A Council is to hold ordinary meetings and may hold special meetings.*
- (2) *Ordinary meetings are to be held not more than three months apart.*

The Council is to formally resolve its meeting schedule for the next 12 months and advertise the meeting details, including date, time and place. Should the Council resolve to adopt the proposed meeting cycle, Section 5.25(1) (g) of the Local Government Act 1995 requires that the City give public notice of the date and agenda for each Council meeting.

Regulation 12(2) of the Local Government (Administration) Regulations 1996 requires that the City, at the beginning of the year publish on its official website the details of Ordinary Meetings of the Council and any changes to the adopted meeting details.

The community will be informed of any Special Meetings of the Council in accordance with the requirements of Regulation 12(4) of the Local Government (Administration) Regulations 1996.

FINANCIAL IMPLICATIONS

A provision for the cost of conducting Meetings of the Council within the proposed schedule is included in the 2023-2024 adopted budget.

CONSEQUENCE

The current model provides for 11 scheduled meetings per annum with a provision to call Special Meetings of Council where a matter requires urgent attention.

There is an option to revert to a different model for meeting frequency, which may provide a more or less frequent cycle of Ordinary Meetings of Council, increasing or decreasing the amount of decision making opportunities for the Council.

Changes to the meeting cycle would have an impact on the resource allocations for this purpose.

Community Development

CD23/7 Better Together Melville Access and Inclusion Plan 2023 - 2028 and Social Justice (Access and Inclusion) Policy

File Number:	
Responsible Officer:	Acting Director Community Development
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	
Attachments:	<ol style="list-style-type: none"> 1. Better Together Melville Access and Inclusion Plan 2023 - 2028 ↓ 2. Social Justice (Access and Inclusion) Policy ↓ 3. Proposed Alternative Motion - Cr N Robins ↓

COUNCIL’S ROLE

Legislative: Includes adopting local laws, town planning schemes & policies.

<p>SUMMARY</p> <ul style="list-style-type: none"> • In accordance with the <i>WA Disability Services Act (1993)</i> (Amended 2004) the Better Together Melville Access and Inclusion Plan (AIP) 2023 – 2028 is attached (Attachment 1) for adoption by Council. The Act requires all local government authorities to develop and implement a plan that outlines the ways in which the authority will ensure that people with disabilities have equal access to its facilities and services. • The Better Together Melville AIP 2023 – 2028 goes further than the previous Disability Access and Inclusion Plan (DAIP) 2017 – 2022 by including all people who experience barriers to participation in community life. These include and are not limited to people with a disability and their family/carers, First Nations People, community members from diverse cultural backgrounds, those experiencing housing insecurity or homelessness and people who identify as lesbian, gay, bisexual, transgender, queer, intersex, asexual and other sexually or gender diverse (LGBTQIA +) • The AIP 2023 – 2028 is underpinned by the Social Justice (Access and Inclusion) Policy (Attachment 2) that replaces the previous Disability Access and Inclusion Policy CP-084.

OFFICER RECOMMENDATION

That the Council:

1. **Adopt the Better Together Melville Access and Inclusion Plan 2023 – 2028; and**
2. **Endorse the Social Justice (Access and Inclusion) Policy which replaces the Disability Access and Inclusion Policy CP-084.**

PURPOSE

The *WA Disability Services Act (1993)* (Amended 2004) requires all local government authorities to develop and implement a plan that outlines the ways in which the authority will ensure that people with disabilities have equal access to its facilities and services.

The Better Together Melville Access and Inclusion Plan (AIP) 2023 – 2028 has been developed with broad engagement and input from our community and as a result is more inclusive than prior plans, aiming to encompass all those members in our community who may experience barriers to participation and belonging. It received majority support via the Public Comment process.

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.
	P3/4	Enhance opportunities for civic engagement and building community capacity.
	P3/5	Strengthen online service delivery and respond to the digital divide by supporting improvements in digital literacy.
	4	Support healthy lifestyles and wellbeing
	P4/1	Invest strategically in local infrastructure and built environments that support physical activity and healthy lifestyles.
	P4/2	Increase advocacy and partnerships for identified needs relating to community health, safety and security.
	P4/3	Empower inclusive participation and support for sports and community groups.
	P4/4	Support National, State and community efforts to assist people in need.
	Outcome Indicator	5
	Goal 2	Participation and Inclusion
	Goal 5	Social Connectedness and Belonging

BACKGROUND

The *WA Disability Services Act (1993)* (Amended 2004) requires all local government authorities to develop and implement a plan that outlines the ways in which the authority will ensure that people with disabilities have equal access to its facilities and service. The Act is explicit that the process for development of a plan must include review of the previous plan and include public consultation, however the Department of Communities who regulate implementation of plans do not direct Local Governments in this regard.

Throughout the past few years there has been a growing trend across the sector to broaden out approaches to access and inclusion planning, taking into consideration the unique and shared barriers to participation in community life experienced by diverse groups. The Department of Communities have offered their support to this, given the requirements of the Act remain upheld. The Better Together Melville AIP 2023 – 2028 marks the beginning of this more inclusive approach at Melville and delivers on the City’s vision of embracing community diversity and making sure everyone has the chance to have a great life by building an inclusive, vibrant, and sustainable future for our community. A future where everyone feels they belong, are cared for, and their contribution valued.

CONSIDERATION

Delivery of strategies and actions outlined in the Better Together Melville AIP 2023 – 2028 relies on an understanding and commitment to principles of social justice as outlined in the Social Justice policy. Having formally acknowledged some of the diversity characteristics we are aware contribute to people experiencing barriers to equitable access and inclusion, it is vitally important that we continue to build our understanding of the diverse experiences of our community in upholding the intent of the plan. Known diversity characteristics include the following, or intersectionality of a range of these: disability, including invisible disability and chronic illness; gender, sex, race and ethnicity, colour, nationality, refugee or migrant background, language or literacy, religion, age, socio-economic status.

From October 2022 to August 2023, the City progressed three key stages of community engagement relevant to the review of the previous DAIP and development of this AIP under the title of Better Together Melville. The response through the engagement to broadening the AIP 2023 - 2028 to include the whole community was overwhelmingly supported, whilst specifically highlighting the importance of not minimising or neglecting the specific experiences of people living with disability.

The Social Justice (Access and Inclusion) Policy attached to this report outlines the objectives that underpin this approach.

Once endorsed and adopted by the Council a public document in Easy Read format will be created and include:

- Message from the Mayor,
- Message from the CEO
- Past achievements from the DAIP 2017 – 2022
- Relevant Demographics for the City of Melville

ENGAGEMENT

Better Together Melville was created as a community conversation providing various opportunities for the community to tell us what access, inclusion, belonging, and social justice meant to them. The Better Together Melville AIP 2023 - 2028 is a collation of what our diverse community told us were barriers to them feeling like they belonged, and what we could do better to enhance their participation in everyday community life.

The Better Together Melville Community Reference Group was established representative of the diversity within our community. They provided feedback at each stage of the engagement design and delivery and final development of the Better Together Melville AIP 2023 - 2028.

Key themes and priorities that emerged from the engagement process for the City to address include facilitating:

- Equitable access to services and events, specifically as related to facility and infrastructure improvements to enable participation, as well as employment opportunities.
- Improved community awareness of access and inclusion by encouraging understanding, awareness, and tolerance towards outcomes of belonging.
- Equitable access to information via enhanced our use of diverse formats for communication and engagement.

The completed engagement reports can be accessed on the Melville Talks website at the link below, with the Tabled Submissions report from the Public Comment period included as an attachment to this report. <https://www.melvillecity.com.au/our-city/connect-with-us/melville-talks/community-engagements/better-together-melville>

SUSTAINABILITY IMPLICATIONS

The Better Together Melville AIP 2023 – 2028 will have a positive impact on the health and wellbeing of the community by working towards reducing inequality.

The Better Together Melville approach acknowledges changing community expectation around the role Local Government plays in contributing to social return on investment or generating social value. It also enables demonstration of our leadership in community, connecting meaningfully and tangibly our commitment to the Sustainable Development Goals, including aspirations of gender equality, reduced inequalities, and peace, justice, and strong institutions. The narrative of getting “better together” situates the City in a strong position to continue to develop and improve our approach over time. Having actions included in the plan that commit us to building and maintaining investment in relationships with key stakeholders to partner with us in this work empowers our approach further into the future.

In addition to the direct positive impact of implementing a more inclusive plan, there also exists an opportunity cost. By electing not to pursue an approach that will develop a more nuanced understanding of the changing diversity characteristics and expectations of our community, we risk the ongoing perpetuation of discrimination and exclusion (whether intentional or not, actual, or perceived) that many institutions have come under scrutiny for in recent years. We will continue to lack relevance to cohorts of our community on issues that are important to them (highlighted by the engagement findings relevant to the development of our 2022 – 2025 Directions from Young People strategy). Both have potential to actively contribute to the ongoing degradation of community trust in public authorities.

LEGISLATIVE AND POLICY ALIGNMENT

The City has a legislative requirement under the WA Disability Services Act (1993) (Amended 2004) which requires all local government authorities to develop and implement a plan that outlines the ways in which the authority will ensure that people with disabilities have equal access to its facilities and services. The Better Together Melville AIP 2023 – 2028 delivers on this requirement.

FINANCIAL IMPLICATIONS

Current Access and Inclusion budgets are in place for improvements to building refurbishment; Cultural Development has a budget for events to ensure accessibility. Access and Inclusion improvements identified and beyond current budgets will be submitted as part of the annual budget process.

CONSEQUENCE

Adoption of the recommendation is in line with legislative requirements of the *WA Disability Services Act (1993) (Amended 2004)*.

CD23/10 Stakeholder Engagement External Audit Report

File Number:	
Responsible Officer:	Manager Cultural 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. Stakeholder Engagement Triennial Audit Report ↓

COUNCIL’S ROLE

Information: For the Council / Committee to note.

<p>SUMMARY</p> <ul style="list-style-type: none"> At the April 2020 Ordinary Meeting of Council, Council resolved to direct the CEO to continue to enhance community engagement processes, have those processes independently audited on a triennial basis and to report back to the Council on improvements made during the course each year. This report presents the external audit findings for the 2020-2023 period, and the improvements made during this period for the Council’s information and noting.

OFFICER RECOMMENDATION

That the Council notes the external Stakeholder Engagement Triennial Audit Report and documented process improvements.

PURPOSE

To report on the findings of the external engagement audit for the period of 2020-2023 and attached report for noting, and to document organisational stakeholder engagement process improvements over a three-year period.

The City of Melville’s is committed to engaging with its community to complement the decision-making role of the Council. Our community engagement process is guided by the International Association for Public Participation (IAP2) Public Participation Spectrum.

We aim to engage with our community whenever there is an opportunity for the community to influence a project or its outcome, or when required by legislation. How and when we do this depends on the public participation objective, lifecycle of the project, budget and timeframes provided by Council.

STRATEGIC ALIGNMENT

Priority	3	Empower the voices of our diverse community by strengthening engagement
	P3/5	Strengthen online service delivery and respond to the digital divide by supporting improvements in digital literacy.

	P3/4	Enhance opportunities for civic engagement and building community capacity.
	P3/2	Improve the mechanisms to make information flow easier to access and share, including optimising digital communications.
	P3/1	Increase co-design approaches that engage stakeholders in upfront designs and support issue resolution activities.
Outcome Indicator	5	Sense of Community
	Goal 2	Participation and Inclusion

BACKGROUND

In considering a motion carried at the 3 February 2020 Annual General Meeting of Electors, the Council at the April 2020 Ordinary Meeting of Council resolved:

to direct the CEO to continue to enhance community engagement processes, have those processes independently audited on a triennial basis and to report back to the Council on improvements made during the course of each year.

CONSIDERATION

External consultant, 361 Degrees, were procured in August 2023 to undertake an independent audit on the City’s engagement processes as outlined in the City of Melville April 2020 Council resolution.

The review was completed in three phases.

Phase 1	Identification and approval of the review assessment criteria with reference to recent Common Law decisions defining key engagement elements and the IAP2 Quality Assurance Standards for Community and Stakeholder Engagement. 29 separate review criteria were identified across 6 engagement domains.
Phase 2	<p>Identification of five projects to be reviewed. The guidance provided in the selection of projects included:</p> <p>Collectively, the projects should reflect a typical cross section of engagement activities undertaken by the City.</p> <p>To ensure currency, the projects must have started no earlier than January 2019 and have been completed no later the December 2022.</p> <p>The five projects selected for review were:</p> <p>Attadale Alfred Cove Foreshore Master Plan</p> <p>Cat Management Plan</p> <p>Dog Swim Area</p> <p>Project Robin Hood #5</p> <p>Webber Reserve Master Plan</p>
Phase 3	The collection and review of evidence provided by City staff including opportunities to seek clarification and request additional evidence.

Phase 4	The preparation of this report, including an opportunity for the City to consider and respond to the review’s findings and recommendations.
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The City performed exceptionally well across three of the seven engagement domains – pre-engagement, feedback and decision making. As a percentage across all 5 projects, 76% of activities met the criteria, opportunities for improvement were identified across 19% of activities and 5% of activities did not meet the criteria.

City Officers were invited to review the recommendations listed within the report and to provide comment. As the audit report reflects previous projects, it should be noted that majority of the recommendations listed within the report were implemented by the Stakeholder Engagement Team in 2021-2023 as part of their ongoing commitment to embed best practice stakeholder engagement principles into all aspects of project delivery across the organisational.

In addition to the external audit report, the following process improvements have been implemented during 2020-2023

2020-2021	2021-2022	2022-2023
<ul style="list-style-type: none"> • Mandatory offering of alternative method of engagement implemented to align with Disability Access and Inclusion Plan • Engagement project management software implemented for action planning • Community Feedback Panel established and deployed • Organisational focus to improve inclusivity by moving from digital engagement to combination of outreach in person and digital methods i.e.: workshops • Melville Talks review including the inclusion of advisory group information and development applications for transparency. • Internal service review to identify process improvement opportunities • Internal process review including - stakeholder mapping, lead times and 	<ul style="list-style-type: none"> • Internal process review including - stakeholder mapping, lead times, Engagement and Communication Plan and approval process. • Melville Talks content review • Engagement snapshot and reporting implemented • Evaluation framework implemented • Elected Member Briefing calendar implemented • Stakeholder Engagement monthly report implemented • Increased eNewsletter from bi-monthly to monthly • Online engagement software tool review 	<ul style="list-style-type: none"> • Internal process review including - stakeholder mapping, lead times, Engagement and Communication Plan and approval process (ongoing). • Melville Talks content review, including social media, moderation and privacy page • Evaluation framework review • Internal education campaign • Establishment of the Youth Steering Group and Business Pool • Melville Sounding Board planning • Online engagement software tool review • Internal service review to identify process improvement opportunities • External Communication and Engagement survey to identify process improvement and opportunities

<p>Engagement and Communication Plan.</p>		<ul style="list-style-type: none"> • Demographic indicators based on Australian Bureau of Statistics • Consolidation of all city surveys to one account for governance and quality assurance
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ENGAGEMENT

External consultant, 361 Degrees, consulted with the City’s Stakeholder Engagement team to identify the engagement projects that were reflective of the City’s engagement over the period of three years. In addition to this, 361 Degrees consulted project owners, and the Stakeholder Engagement and Communication team to review documentary evidence.

SUSTAINABILITY IMPLICATIONS

Not applicable as this report only presents information for noting.

LEGISLATIVE AND POLICY ALIGNMENT

- Stakeholder Engagement Policy CP-002
- Disability and Access Inclusion Policy CP-084
- IAP2 Quality Assurance Standards

FINANCIAL IMPLICATIONS

Cost of review only

Items	Costing
361 Degrees	\$8,800.00
City of Melville Officers in-kind support and engagement	\$4,500.00
Total	\$13,300.00

It is anticipated that the external cost to complete the 2026 triennial external audit review will increase to approximately \$15,000.00-\$20,000.00.

CONSEQUENCE

Not applicable as this report only presents information for noting.

CD23/11 Improving Community Safety and Security Notice of Motion 15.2

File Number:	
Responsible Officer:	Acting Director Community Development
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.

<p>SUMMARY</p> <ul style="list-style-type: none"> • This report is in response to the council resolution from ordinary council meeting 15 August 2023 • This item outlines the current activities and actions underway that relate to the council resolution, including the hire of multiple mobile CCTV units, the investigation into the ability of CSS to assist with Ranger tasks and the planned review of the City’s lighting policies and processes. • The item suggests an Elected Members Engagement Session in March 2024 where Officers can further outline the planning and timeframes suitable for the review of activities outlined in the resolution in line with the Safer Melville Plan.

OFFICER RECOMMENDATION

That the Council notes:

- 1. The operational activities undertaken to date and ongoing related to the implementation of the 2023-2027 Safer Melville Plan; and**
- 2. That a presentation will be provided to an Elected Member Engagement Session in March 2024 to update Elected Members on further progress related to the 2023-2027 Safer Melville Plan.**

PURPOSE

To outline planning activities and suitable timelines required to thoroughly review:

- lighting policies and processes
- investigate the ability for Community Safety Service to assist Rangers in after-hours tasks
- investigate the hiring of multiple mobile CCTV units
- to report findings to an Elected Member Engagement Session

STRATEGIC ALIGNMENT

Priority	There are no applicable priorities in relation to this report.	
Outcome Indicator	4	Safe and Secure Goal 2 People Feel Safe and Secure in All Places at All Times

BACKGROUND

At the 15 August 2023 Ordinary Meeting of Council, the Council considered a Notice of Motion and Officer Advice Note relating to improving community safety and security. The Council resolved:

That the Council:

1. *Notes the 2023-2027 Safer Melville Plan and the goals and actions identified therein, as endorsed by the Safer Melville Advisory Committee in March 2023; and*
2. *Requests that the Chief Executive Officer investigate:*
 - (a) Increasing the City’s budget for new/improved lighting in streets, parks and public accessways for the purpose of community safety and crime prevention; and*
 - (b) The size and scope of the City’s Community Safety Service, including options for improving the service; and*
 - (c) Opportunities for additional mobile or fixed CCTV, and the financial implications of doing so; and*
3. *Requests that a presentation on these matters is presented to an Elected Member Engagement Session and included in discussions on the Long-Term Financial Plan, prior to a report being prepared for the December meeting of Council*

CONSIDERATION

There are several activities currently underway that relate to the Council resolution including:

- the City has completed a procurement process and now has a contract in place for the hire of multiple mobile CCTV units which provides greater flexibility in moving CCTV from one location to another on a priority basis as needed.
- the City has commenced investigating the ability for CSS to assist with Rangers tasks after hours. Staff are currently working through the relevant industrial instrument, human and financial resource implications to progress this further and it is anticipated that this may take approximately 12 months due to complexity with the transition to the State Industrial Relations System.
- the 2023 – 2027 Safer Melville Plan acknowledges there will be a review of the City’s lighting policies and processes. Based on current priorities, human resources, and workload it is anticipated this review will be completed within 12 months.

The City recommends that further progress update be provided to Elected Members at an Elected Members Engagement Session in March 2024

ENGAGEMENT

Community and Stakeholder Engagement was undertaken to inform the review of the Safer Melville Plan 2023-2027 which has informed the activities in conjunction with operational processes.

FINANCIAL IMPLICATIONS

The financial impacts will be identified if required through a business case and form part of the budget for Council decision in 2024-2025 or in the relevant financial year.

Environment and Infrastructure

E23/27 Tender - Foreshore Revetment of Melville Beach Road and Heathcote West

File Number:	
Responsible Officer:	Director Environment & Infrastructure
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. Contract and Tender Advisory Minutes - Signed 06.11.2023 (confidential)

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
<ul style="list-style-type: none"> This report is presented to Council to recommend the acceptance of a submission for Foreshore Revetment of Melville Beach Road and Heathcote West

CTAU RECOMMENDATION

- That the Council accepts the recommendations as contained in the confidential attachment to this report, Foreshore Revetment of Melville Beach Road and Heathcote West Contract and Tender Advisory Unit Minutes; and**
- Upon resolution of the recommendation, directs that the successful respondents’ names be inserted below this point 2, awarded;**

PURPOSE

The City of Melville Foreshore Restoration Strategy 2019 identified Melville Beach Road and Heathcote West sites as priority locations for restoration, Heathcote West was also put forward as a pro-active location for foreshore erosion control. Approved Riverbank Grants exist for both locations.

The Contract and Tender Advisory Unit (CTAU) is satisfied that the recommended supplier meets the City’s qualitative requirements and represents value for money.

The CTAU’s recommendation is now being presented to Council for their approval.

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.

BACKGROUND

The City is seeking a suitability qualified and experienced contractor to undertake the construction of foreshore revetments that will utilise bioengineering approaches as the primary methodology for their formation. Beach access will be maintained through the formalisation of pathways and informal access ways will be closed off to prevent trampling and erosion.

Construction will involve the creation of formal beach access ways, shore stabilisation with the installation of brush walling, planting and infill of estuarine sedges, some shrubs, trees to improve the condition of existing foreshore vegetation and increase foreshore resilience against the current erosive pressures.

Detailed Designs, Project Summary and Technical Specifications were completed in late 2022 with approval by DBCA who have granted construction permits for implementation of the projects. An Aboriginal Cultural Heritage (ACH) Survey was conducted at the project sites on the 20th of June 2023 with the subsequent report submitted on the 30th of June to the Department of Planning, Lands and Heritage (DPLH) for section 18 approval under the Aboriginal Heritage Act 1972. The ACH approval for the projects is anticipated to be in place prior to December 2023.

The City invited Tenders in July 20203 receiving one submission, which was significantly higher than the budget allocated for this project.

As provided under *Local Government (Functions and General) Regulations 1996* pt 4, div 2, reg 11(2) (c) (i): *“Tenders do not have to be publicly invited according to the requirements of this Division if... the local government has, according to the requirements of this Division, publicly invited tenders for the supply of the goods or services but no tender was submitted that met the tender specifications or satisfied the value for money assessment.”*

On 18th September 2023 CTAU and the CEO approved the Evaluation Panel’s recommendation to decline all offers submitted for RFT222323 Foreshore Revetment of Melville Beach Road and Heathcote West and negotiate directly with the Respondent.

The City entered negotiations with the Respondent and was able to reach a commercially acceptable solution for both parties, by slightly adjusting the design of the three limestone stairs at Melville Beach Road. The agreed solution has provided a cost savings to the City in line with the allocated budget for the project.

The CTAU Meeting Minutes included as a confidential attachment to this report is additionally available to Elected Members on the Elected Members Portal.

CONSIDERATION

Responses was received from the following organisation:

- Natural Area Holdings Pty Ltd T/as Natural Area Consulting Management Services

The respondent properly addressed the Compliance and Disclosure Requirements and were processed through to Qualitative Assessment.

The City set the following qualitative criteria and weightings:

Demonstrated Experience	25%
Capacity to Deliver	20%
Environmental Sustainability	5%
Local Buy	5%
Aboriginal Business or Disability Enterprise	5%
Methodology	40%
Total	100%
Percentage to be shortlisted	60%
Price	Non-Weighted

The Respondent achieved a qualitative score of 84.44%

I. Demonstrated Experience

The Respondent provided the required information against this criterion. Examples provided were relevant to the services that will be delivered under this Contract, and they have experience with Local Government.

II. Capacity to Deliver

The Respondent provided the required information against this criterion.

The key personnel have relevant qualifications and a good level of experience in similar projects.

III. Environmental Sustainability

The Respondent provided the required information against this criterion.

They provided their certifications, environmental policy, good environmental initiatives, and actions to mitigate negative environmental impact.

IV. Local Buy

The Respondent provided the required information against this criterion.

They have employees residing in the City of Melville area.

V. Aboriginal Business or Disability Enterprise

The Respondent provides benefits to Aboriginal and Disability Enterprises.

VI. Methodology

The Respondent provided the required information against this criterion.

They satisfactorily addressed the entire methodology question, giving the Evaluation Panel confidence that they have a strong understanding of the scope of work required.

The Evaluation Panel reviewed the Respondents offer and prepared an Evaluation Report, agreeing that that the Respondent would be more than capable of carrying out this project to a high standard.

The recommendation was supported by the Contract and Tender Advisory Unit (CTAU) and is put forward as part of the recommendation to the Council.

The Evaluation Report and associated confidential attachments were distributed to Elected Members under confidential cover.

ENGAGEMENT

No community or external engagement has been required or undertaken as part of this submission process.

SUSTAINABILITY IMPLICATIONS

The Respondent has a strong background in the installation of environmentally sustainable erosion control reinforcements that are solid examples of the latest methodologies and best management practices of foreshore stabilisation using bioengineering. The proposal includes the addition of thousands of plants to bolster the shoreline and increase longer term biodiversity of the areas. The absence of erosion control in these areas may lead to further instability of the shorelines, resulting in habitat loss and increased risk to infrastructure.

LEGISLATIVE AND POLICY ALIGNMENT

This request has been considered with regards to the following policies and legislative requirements:

- CP-023 Procurement of Products and Services
- *Local Government (Functions and General) Regulations 1996 Section 3.57 11 (1)*
“A Local Government is required to invite tenders before it enters into a contract for another person to supply goods or services”.
- *Local Government (Functions and General) Regulations 1996 pt 4, div 2, reg 11(2) (c) (i)*
“Tenders do not have to be publicly invited according to the requirements of this Division if... the local government has, according to the requirements of this Division, publicly invited tenders for the supply of the goods or services but no tender was submitted that met the tender specifications or satisfied the value for money assessment.”

FINANCIAL IMPLICATIONS

Any relevant financial implications are detailed in the confidential attachment to this report.

CONSEQUENCE

No alternative options or consequences are presented as part of this report

Urban Planning

UP23/28 Neighbour Dispute Mediation Policy

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.
Application Number:	Not Applicable
Applicant:	Not Applicable
Owner:	Not Applicable
Proposal:	Neighbour Dispute Mediation Policy
Attachments:	Nil

COUNCIL’S ROLE

Legislative: Includes adopting local laws, town planning schemes & policies.

<p>SUMMARY</p> <ul style="list-style-type: none"> On the 15 August 2023, Council passed a Notice of Motion requesting a report be prepared and presented back to the December 2023 OMC, on the benefits and implications of establishing a Neighbour Dispute Mediation Policy. The Notice of Motion sought for the investigation to include the following: <ol style="list-style-type: none"> Policy purpose/statement. Details of matters for consideration. Governance considerations including an implementation framework, decisions, outcomes and reporting. Include research on other established policies within a local government context. The purpose of a mediation policy is to outline the circumstances where it may be appropriate for Council to invite neighbours to attend mediation to help facilitate an amicable outcome to a dispute, with the help of a qualified professional mediator. The City does not currently have a mediation policy. In addition to the investigation of a policy response, the City has recently updated its ‘Tips on Being a Friendly Neighbour’ webpage, to become ‘Getting to Know Your Neighbour and Managing Disputes’. The updated page includes information on resolving civil matters and references mediation services such as the Citizens Advice Bureau and the University of Western Australia (UWA). The purpose of this report is to provide Council with information regarding a Neighbour Dispute Mediation Policy. The report includes an analysis of how other Council’s assist in neighbour disputes, the options available for the City Melville (City) moving forward, and recommendations on the content of a Council policy.

OFFICER RECOMMENDATION

That Council requests the Chief Executive Officer prepare a Neighbour Mediation Council Policy in accordance with the recommendations outlined in this report.

PURPOSE

The purpose of this report is for Council to consider options for establishing a Neighbour Dispute Mediation Policy.

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.
	5	Ensure long term financial sustainability
	P5/1	Undertake efficiency improvements to maximise cost effectiveness.
Outcome Indicator	5 Goal 2	Sense of Community Participation and Inclusion

BACKGROUND

What is mediation?

Mediation is a structured negotiation process in which an independent person (known as the mediator), assists parties to identify and assess options and try to negotiate an agreement to resolve their dispute. The focus of mediation is always on the future relationship between the parties without attaching blame to either party or finding that one party is at fault.

How does mediation work?

Mediators are experienced and professionally qualified. They don't give advice or make any decisions for the parties. Their role is to help the parties to calmly focus on the issues in dispute, gain an understanding of the other party's point of view, and put forward options in an effort to reach an amicable outcome. If mediation is successful, the result is written down in the parties' own words.

Who provides mediation?

There are a range of options for mediation services. A list of some of the options is provided in the table below:

Citizen's Advice Bureau	Some branches offer a family, community and commercial mediation service.
Anglicare WA	Provides a range of counselling and mediation services. Staff mediate issues involving family relationships, neighbourhood disputes and employee relationship disputes
Relationships Australia WA	Provides a range of mediation services, including family relationship disputes, neighbourhood disputes, workplace disputes and family business disputes.
University of Western Australia	The University of Western Australia has a mediation clinic dedicated to mediation and dispute resolution.

CONSIDERATION

In August 2023, Council determined that a report on the benefits and implications of establishing a Neighbour Dispute Mediation Policy should be prepared. The investigations are to include a policy purpose / statement, details of matters for consideration, governance considerations and research on other established policies within a local government context.

Why Prepare a Policy?

The purpose of a mediation policy would be to establish that the Council is supportive of resolving a range of neighbourhood disputes and to put in place a framework to establish the City’s role in facilitating dispute resolution through independent mediation. The Policy would reference the City’s “Friendly Neighbour” initiatives but would also outline circumstances where it may be appropriate for disputes to be referred to an independent mediation service and establish whether such a service would be paid for by the City or the parties involved.

Policy Structure and Content

The policy would be structured in such a way that it mirrors the progression of a conflict, from the issue first being created, through to structured conflict resolution. To this effect, the policy would likely be structured as follows:

- Advice on simple steps that an individual can take to reduce their risk of creating neighbour conflict in the first place.
- Guidance on how someone might want to approach their neighbour where an issue has occurred or is occurring, and to do so in a way that is as constructive as possible.
- Advice on managing intractable issues, which may include approaching a suitable authority for advice or assistance (depending on the matter this might be the City or another agency).
- Introducing the concept of mediation, explaining when it’s appropriate and the services that exist. It may also detail the circumstances where the City would financially contribute towards the mediation.
- Finally where other options have failed to resolve the issue, and there is no regulatory authority capable of interceding, the policy would conclude with some basic information on the legal options available, particularly for civil matters.

Examples of issues that might be suitable for mediation include:

- Dividing fences
- Encroaching roots and branches
- Amenity issues from noise and odour
- Privacy issues
- Non-compliant developments
- Cars and parking issues
- Property damage
- Construction issues
- Building encroachments

In some of the listed examples, the City may have the ability as well as the responsibility to intervene through relevant legislation, but sometimes a mediated response might be able to achieve mutually beneficial outcomes in a more time and cost-effective manner.

Mediation may also be suitable in resolving disputes where the City's ability to intervene is limited, disproportional or when the matter falls outside of the regulatory process.

A mediated option provides the neighbours with an opportunity to develop their own solutions, open dialogue and may avoid disputes escalating into civil legal proceedings (and the subsequent breakdown in social capital).

Governance Considerations

Outside of its regulatory decision-making and statutory compliance functions, the City's role in dispute resolution is largely about providing information and assistance to the community. Adding an independent mediation service to the current suite of initiatives will have cost implications, both in terms of staff time and potentially financial costs to support the use of mediation services.

Costs would need to be assessed against the benefits of neighbourhood harmony and savings in occasionally avoiding a traditional compliance/enforcement approach. The type of independent mediation services available, the level of subsidy to access such a service and any guidance on the types of issues suitable for mediation would be established in the Council Policy.

What Are Other Council's Doing?

Local Government Authorities vary in the mediation services they offer. Currently, the City offers advice on a range of neighbour dispute issues including, but not limited to, information on parking etiquette, trees on private property, communication between neighbours and shared walls. The City does not currently recommend or provide further information past this point. As is discussed further below, the City's website has been updated with additional information on mediation services.

A breakdown of other Local Government and their approach to dispute handling is provided below:

MUNICIPALITY	SUMMARY OF MEDIATION SERVICE
Fremantle	<p>Local planning policy on Neighbour Mediation.</p> <p>The City will meet the costs of up to 3 mediation sessions for planning disputes.</p>
Canning	<p>Webpage provides information on how to resolve neighbour disputes and a list of contacts for matters like noise environmental pollution, food, unauthorised building and land development.</p> <p>If issues are not resolved, customers are advised to utilise mediation or legal services such as Legal Aid and the Perth Magistrates Court.</p>
Kwinana	<p>Webpage dedicated to community mediation. Customers are referred to the Citizens' Advice Bureau if disputes remain unsolved.</p> <p>The City will pay for up to 15 mediation services to ratepayers and residents of the City per year. A referral from the City is required.</p>
Rockingham	<p>Webpage dedicated to resolving disputes.</p> <p>If an issue is not resolved, the City advises that customers can approach the Citizens Advice Bureau's mediation services.</p> <p>This service is not paid for by City.</p>
Kalamunda	<p>General website information on a variety of common issues such as noise.</p> <p>A separate Neighbour Mediation Policy exists for council relevant matters. At the CEO's discretion, up to 3 mediation sessions will be paid for by the City, albeit only in certain circumstances.</p>
Joondalup	<p>Webpage dedicated to community mediation service. Community mediation service brochure provided in website.</p> <p>Mediation is provided to residents and ratepayers of the City of Joondalup free of charge. The service is provided by the Citizens Advice Bureau.</p>
Cambridge	<p>Website has information on Building Dispute Resolution and guidelines on other neighbourhood-related issues, such as noise concerns.</p> <p>There is no formal arrangement or reference to specific mediation services.</p>

The City has historically had a webpage dedicated to tips on being a friendly neighbour. It provided advice on a range of topics including:

- Introducing yourself to your neighbours;
- Consideration of your neighbours lifestyle;
- Shared walls;
- Air conditioner noise;
- Noisy residential equipment;
- Control of dogs;
- Cat considerations;
- Parking Etiquette;
- Party Alert;
- Putting rubbish out on the right day;
- Dividing fences;
- Trees on private property; and
- Communication with your neighbours.

The City has recently improved and expanded the information available on the City's webpage ([here](#)) to include:

- Guidance on how to approach your neighbour if you have a dispute,
- Information on the issues that can't be resolved by the City, including who the responsible agency is and how to contact them, and
- Mediation services that are available to the public if issues are not resolved.

If the City establishes of a mediation policy, a further update will be made to the website to include a link to the policy.

A mediation policy would support the updated content on the City's website. Disputes between neighbours are not always resolved and can often lead to disharmony, frustration and/or anger. While it is better to resolve issues between the parties openly and respectfully to find common ground or a solution to the problem, sometimes communication can break down or a matter cannot be resolved. In these situations, mediation may assist.

RECOMMENDED APPROACH

Does Council want a Mediation Policy?

It is recommended that the City draft a policy for Council's consideration. The purpose of preparing a mediation policy would be to establish that Council is supportive of resolving a range of neighbourhood disputes, and to put in place a framework, processes, and assistance to facilitate dispute resolution.

The policy would capture the range of "Friendly Neighbour" initiatives currently in place but would also outline circumstances where it may be appropriate for disputes to be referred to

an independent mediation service and establish whether such a service would be paid for by the City or by the parties involved.

Is the policy scope limited to Council-related matters (i.e. regulatory functions), or does it also cover civil matters between neighbours that are beyond the City's remit?

It's recommended that the policy scope include both regulatory and civil matters. The City has a responsibility to intervene through relevant legislation, but sometimes a mediated response might be able to achieve mutually beneficial outcomes in a more time and cost-effective manner. This doesn't mean the City will neglect its responsibilities to make decisions and resolve compliance matters. The policy can provide a framework for the City to do its best to potentially accommodate amicable outcomes between the affected parties.

Mediation may also be suitable in resolving disputes where the City's ability to intervene is limited, disproportional or when the matter falls outside of the regulatory process. A mediated option provides the neighbours with an opportunity to develop their own solutions, open dialogue and may avoid disputes escalating into civil legal proceedings which can lead to a breakdown in social capital.

What role does the City play in facilitating mediation between parties? Will the City be responsible for gauging interest from both parties?

The City can recommend that parties use mediation services as an effective way of resolving conflict, however, the City cannot compel neighbours to participate.

The intractable issues suitable for mediation are likely also defined by a lack of civility between the disputing parties, so much so that a significant barrier to mediation is the opportunity for both parties to be cordial enough to discuss the concept of mediation, agree on a suitable service provider and plan a date. It's recommended that the policy also define the City's role in assisting to gauge interest from both parties and connect them to the City's preferred mediation service provider.

Alternatively, it may be preferable for parties to take responsibility for approaching the person/s they're in conflict with to discuss the option of mediation.

Where the issue to be mediated relates to a matter that would otherwise warrant the City's intervention, i.e. an opportunity to avoid compliance action or streamlining the decision-making process, will the City-

- ***Contribute towards the costs associated with third party mediation?***
- ***If so, to what extent?***

Council will need to decide to what extent the City should be involved in not only recommending mediation, but also to what extent the City should commit resources to supporting it as an initiative. The table earlier in this report gave a snapshot about how other local government's manage dispute resolution and showed that some were willing to contribute towards the cost of mediation, acknowledging that in addition to communication barriers, cost may be another key reason why people don't consider mediation.

If the City was inclined to consider a more proactive facilitation role in mediation, this resource commitment would be reflected not only in terms of staff time, but potentially even a financial commitment, should Council determine to pay for, or subsidise the costs associated with neighbours attending mediation providers.

Some Councils pay for 3 sessions, some for 15, some provided unlimited sessions and others just refer parties to the mediation services. It's recommended that the City fund a limited number of sessions on a 'pay as you go' rate. UWA charge \$250 per party, per session and the CAB charge \$150, per party, per session (figure subject to change). The CAB require a pre mediation appointment in addition to the sessions at a cost of \$75 per party. The City could fund 3 of these sessions to assist parties to resolve disputes so they do not escalate further, after which any costs associated with the service would need to be borne by the parties involved.

ENGAGEMENT

Council Policies are not required to be advertised. Should Council decide there's merit in preparing the policy, the City will workshop the details of the policy with Council through Elected Member Engagement Sessions before formally presenting for adoption.

SUSTAINABILITY IMPLICATIONS

Updating the website with additional information on resolving disputes is in keeping with the Local Planning Strategy.

	Environmental	Social	Economic
Pros/Opportunities	Providing information on best practice for resolving disputes supports mediation on environmental / sustainability matters.	Providing information on best practice for resolving disputes helps to improve social cohesion in the community and lead to the building of social capital.	Providing information on best practice for resolving disputes avoids potentially expensive legal costs and saves the City money by avoiding staff involvement on civil matters.
Cons/Drawbacks	Nil	Nil	NA

LEGISLATIVE AND POLICY ALIGNMENT

Policies form part of the Governance and Policy Framework. Section 2.7 (2)(b) of the *Local Government Act 1995* states that the Council is to determine the local government's policies. Policies provide the Council and staff with the ability and direction to make decisions that are considered to be consistent and unbiased. A policy can also provide detail on the manner in which the City undertakes, or requires others to undertake, certain works or activities.

FINANCIAL IMPLICATIONS

If Council pursue the option of funding mediation sessions, a budget / limit for mediations will be established. All requests for mediation would be considered and a limited number of sessions per dispute would be approved. In addition, only matters linked to the City's decision-making and regulatory functions would be eligible to apply for financial support.

The preparation and administration of the policy can be accommodated within existing resources.

It's difficult to estimate the level of community interest in a paid mediation service, but with the City advocating for a pay-as-you-go service, there would be no cost to the City if the service wasn't

utilised. As a guide, the City has considered the resource cost if 5 disputes were to go through mediation in a 12-month period.

Assuming each was the subject of at least 3 mediation sessions (paid for by the City), the financial outlay over 5 separate disputes would be approximately \$7,500. In addition, the staff time commitment in supporting that number of disputes to go through mediation would be estimated to be between 20-25hrs per annum. Therefore, it would be appropriate for Council to consider setting a mediation budget of approx. \$10,000p/a.

The City would look to provide Council with an update on the efficacy of the policy via the EMB every 6 months for a 24-month period, including information on whether people are using the mediation service, which would allow Council to decide whether to continue funding the service, and/or adjust the budget.

The benefits of facilitating early intervention on matters so that they do not become significant issues is difficult to quantify as each issue has to be managed according to the particulars of the circumstance. Notwithstanding, there's significant evidence to suggest early intervention and, more specifically, mediation can and often does resolve conflicts that could have otherwise been noteworthy in terms of staff and Councillor time, direct costs, angst within the community and reputation.

CONSEQUENCE

If Council were unenthused about the prospect of a Council Policy or were not supportive of the City being involved in the process, be that coordinating mediation or financially supporting it, Council could alternatively request that the City simply focus on publicising the website content changes via the usual engagement channels in order to improve community awareness about mediation.

UP23/29 Modifications to Local Planning Policy 1.1 Planning Process and Decision Making

File Number:	20.150
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.
Application Number:	N/A
Applicant:	N/A
Owner:	N/A
Proposal:	N/A
Attachments:	1. Draft Modifications to LPP 1.1 ↓

COUNCIL’S ROLE

Legislative: Includes adopting local laws, town planning schemes & policies.

<p>SUMMARY</p> <ul style="list-style-type: none"> • The City of Melville continuously reviews and updates the local planning policy framework. • In 2020, Local Planning Policy 1.1 – Planning Process and Decision Making (LPP1.1) was updated to include mandatory consultation where discretion is sought on certain elements of the Residential Design Codes through the development application process. • In 2023, the City of Subiaco adopted modifications to Local Planning Policy similar to the City’s LPP1.1 which includes a pre-lodgement public consultation concession on application fees. • It is considered that a similar approach could have benefits to the City and the wider City of Melville community. • LPP1.1 is recommended to be amended as follows: <ul style="list-style-type: none"> ○ Revised phrasing and updating clauses to improve readability; and ○ A new section with associated clauses and supporting documents to reduce or partially refund standard Development Application (DA) fees where the proponent has pro-actively consulted on their plans with the relevant adjoining properties prior to lodgement. • The changes are designed to work with the statutory requirement for public consultation and presents benefits to the community and the City. • It’s recommended that the draft amended LPP 1.1 is advertised for a period not less than 21 days, and a further report be presented to Council to consider the outcomes of advertising.
--

OFFICER RECOMMENDATION

That the Council:

1. Pursuant to Clause 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015* adopt the amended Local Planning Policy 1.1 Planning Process and Decision Making as outlined in Attachment 1 for the purposes of public consultation for a period of not less than 21 calendar days;
2. Where no submissions in objection are received in response to the consultation undertaken, that the final adoption of amended Local Planning Policy 1.1 Planning Process and Decision Making shall be authorised by the Chief Executive Officer; and
3. Note that following adoption, the Chief Executive Officer will undertake a Local Planning Policy review and report relevant information to Council through the Elected Member Bulletin every 6 months from adoption for 24 months.

PURPOSE

The purpose of this report is for the Council to consider modifications to the existing LPP1.1 to formalise and encourage pre-lodgement consultation between applicants and neighbours.

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.
	P3/2	Improve the mechanisms to make information flow easier to access and share, including optimising digital communications.
	P3/4	Enhance opportunities for civic engagement and building community capacity.
Outcome Indicator	5	Sense of Community
	Goal 2	Participation and Inclusion
	Goal 4	Sense of Identity through Collective Memory
	Goal 5	Social Connectedness and Belonging

BACKGROUND

In May 2022, the Council resolved as follows:

That the Council directs the CEO to prepare a report to investigate the inclusion of a courtesy construction advice plan for adjacent neighbours, within the City of Melville’s residential planning and/or building policies.

The City investigated several avenues to enacting this sort of advice to neighbours in the event of construction activities occurring on adjoining land, however, it was not considered practicable due to the amount of correspondence that would need to be sent, complexity of required administration systems and variability between the time of notification and actual commencement of construction.

Existing notification of neighbours through current compliance and development application consultation procedures were also noted. Notwithstanding, the City has continued to consider options to achieve the Council's vision on this issue.

In early 2023, the City of Subiaco adopted modifications to their local planning policy framework to allow for development application fees to be reduced where an applicant can demonstrate that pre-lodgement consultation has been undertaken with adjoining landowners. These changes were adopted on the basis that they would encourage interaction and discussion of development application matters in the community, seek to resolve design concerns prior to DA lodgement, and save time in the development application process.

The City has considered these changes and concluded that their introduction in the City of Melville may be beneficial. Accordingly, updates to LPP1.1 to adopt these changes have been progressed. These modifications are the subject of this report.

In addition, the State Government has recently announced further planning reform initiatives which include changes to the consideration of applications for Single Houses and associated developments (additions, outbuildings, fencing, etc). Under these changes, decisions on these types of developments will only be able to be made by the Local Government CEO and delegated officers. Under these changes, development applications will not be able to be subject to the Council's consideration through the 'call up' procedure outlined in LPP1.1.

These reforms will remove the opportunity for neighbours to have issues associated with a development application to be discussed and determined in a Council forum. Under the reform proposals, consultation and pre-consultation associated with development applications will become increasingly important. Pre-lodgement consultation presents an opportunity to draw out issues with development proposals, allow them to be discussed and agreed upon between neighbours ahead of formal development application lodgement.

It is noted that should these changes to the planning framework be adopted by the State Government, further administrative updates to LPP1.1 will be required to note that Single Houses and associated developments will not be subject to the Council call-up process.

CONSIDERATION

A new section is proposed to be added to LPP1.1 establishing a pre-consultation concession on development application fees. The concession is optional for a standard development application that would be required to be advertised under LPP 1.1. A 25% reduction of DA fees is proposed to be available to applicants who provide evidence that they have consulted, or genuinely attempted to consult, with relevant adjoining property owners in accordance with the criteria outlined in LPP 1.1.

By creating opportunities for conversations between neighbours, the concession creates opportunities to develop relationships within the community. Fostering integrated community networks is beneficial for all stakeholders in the City and a key component of building social capital.

The additions to LPP1.1 in relation to incentives for pre-consultation, is not designed to replace or substitute the statutory requirement for public consultation to occur but rather complement it. In some instances where an applicant has consulted fully with their neighbours on all variations to the

planning framework they propose, formal consultation by the City may be waived (subject to satisfactory validation of the engagement). Notwithstanding, the City will continue to undertake public advertising in accordance with the City's advertising process for standard development applications in accordance with LPP 1.1.

The concession will apply to "standard" development applications rather than "major development" as defined in LPP 1.1. The reason for this is that proposals involve a much wider range of responses and require more in-depth consultation beyond neighbours.

The proposed pre-consultation initiative provides several benefits, which include but are not limited to:

1. *Humanising the application process*

Pre-consultation promotes initial discussions of proposals with neighbours to ensure they are informed before an application is lodged. This may reduce the level of surprise neighbours may have when receiving the City's standard statutory consultation letter.

2. *Resolving design issues prior to lodgement of an application*

Early consultation with neighbours provides an opportunity for design issues to be discussed and potentially resolved early in the planning stages of a proposal between neighbours. This may reduce the length of the application process by removing the need to mediate design issues with a development application under formal assessment.

3. *Save time during the application process*

By minimising City resources required to navigate neighbour disputes over design related issues, the efficiency of the application assessment and determination process may be improved. This can afford more time to staff to focus on other core business, including reviews to the planning framework and increase customer service delivery in other areas.

The proposed alternative and proactive consultation approach enables the City and the community to work together to not only expand/build upon local community networks, but also produce a higher standard of development outcomes which better respond to neighbour feedback and expectations.

As a part of the adoption of this change, the following matters would be addressed:

1. Staff training for front counter, planning and building administration, and statutory planners.
2. Clear and simple forms, guidelines and information sheets will be developed to support the process.
3. An advertising and social media campaign to promote the option to the community.

It is noted that some applicants already undertake pre-lodgement consultation with their neighbours. The proposed change will support and encourage this practice.

ENGAGEMENT

Should Council resolve to proceed to public advertise, amended LPP 1.1 will be advertised for not less than 21 days in accordance with the *Planning and Development (Local Planning Scheme) Regulations 2015* (LPS Regulations).

A notice will be placed in a local newspaper and information provided on the City's website. Following the conclusion of the public consultation period, a report will be presented to Council at

the next available Council meeting to consider the outcomes of consultation and finalising draft amended LPP 1.1. In the event no submissions are received in response to consultation, it is recommended that the amendments to LPP 1.1 be adopted without further referral to Council.

In addition, as part of a review and monitoring program, it is proposed that feedback be provided to Council by the CEO every 6 months for a 24-month period following adoption.

SUSTAINABILITY IMPLICATIONS

This change to the policy is considered to have a positive impact in relation to social sustainability, as implementing this concession provides a mechanism for residents to connect, and in some cases meet their neighbours.

Through establishing positive relationships, communication barriers can be broken down and future conflicts and neighbour disputes potentially mitigated which assists with the building of social capital. This has other benefits beyond process and planning which may benefit the City's other services and functions. For instance, it may allow neighbours to feel more comfortable in discussing other issues with their neighbours where they may have ordinarily sought the assistance or intervention of the City.

There would also be an overall reduction in administration undertaken by the City, as in some cases formal consultation through the development application process may not need to be undertaken.

LEGISLATIVE AND POLICY ALIGNMENT

The Residential Design Codes and the City's existing LPP 1.1 include provisions which encourage consultation with neighbours prior to the lodgement of a development application so as to negotiate acceptable outcomes ahead of formal lodgement.

Residential Design Codes 2.3.1

It is usually more productive, as well as courteous, to advise neighbours of development proposals as far in advance as possible and, where necessary, negotiate outcomes that are acceptable, before a formal application is lodged.

Residential Design Codes 2.3.2 Consultation Procedure

The suggested consultation procedure is [...] to advise proponents to first discuss proposals with adjoining owners and occupiers who may be affected by the development before the proposal is finalised and submitted to the decision-maker.

Local Planning Policy 1.1 (Existing) Cl 3.2

Informal consultation and communication between applicants and adjoining property owners is strongly encouraged prior to lodgement with the City. This more courteous, neighbourly approach will, in many situations enable an outcome to be achieved which best meets the interests of all parties involved.

The proposed methodology operates by leveraging the planning system in four ways to encourage greater consultation and connection between neighbours:

1. A LPP underpins the initiative, which would be advertised and adopted by Council.
2. The existing development application process will be utilised.
3. An additional optional step is added to the development application process (pre-consultation)
4. The City's standard DA processing functions administer the reduced application fee.

FINANCIAL IMPLICATIONS

The estimated range of foregone development application income from a 25 per cent pre-consultation concession varies depending on the uptake of the initiative.

It is estimated that an up take of the pre-consultation fee concession may be in the order of 10-20% of applicable applications which would represent a reduction in forecast fee revenue of between \$22,000 to \$44,000 per annum. This revenue loss is compensated by potential savings in staff time as well as intangible benefits of fostering greater community connection between neighbours and seeking to build social capital.

Whilst higher uptake scenarios are possible, lower uptake scenarios in the range estimated are more likely to occur, especially immediately following the LPP1.1 adoption. The City will monitor the uptake of the pre-consultation concession at regular intervals to establish if a review to the approach is required. Council can consider the continuation or otherwise of the initiative having regard for the information provided at the review intervals of every 6 months for a 24-month period following adoption.

The benefits of incentivising early engagement in a development context are primarily qualitative and are difficult to quantify in a financial sense. Notwithstanding, early engagement in a development application context is a more productive and courteous approach that can achieve design outcomes that best meet the interests of all parties involved.

CONSEQUENCE

The following options are available to Council:

1. Resolve to adopt, for public advertising, modifications LPP 1.1 as recommended;
2. Resolve to adopted a further modified version of LPP1.1 as revised by Council;
3. Resolve not to adopt modifications to LPP 1.1. This would mean that the provisions of the current LPP 1.1 will continue to have effect and apply.

15 MOTIONS WITH PREVIOUS NOTICE

15.1 Notice of Motion - Rates Levy Review

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

MOTION

That the Council resolves to direct the CEO to:

- 1. Immediately conduct a review of the residential rates that have been levied to clarify why rates notices have been issued with rate increases ranging from 6% to over 13% when the City has stated publicly that residential rates have only increased by 4.87%.**
- 2. Review the Rates Notice which shows that payments by instalment are the same amount as a single payment when the online payment system indicates that an additional fee applies for instalment payments.**
- 3. Provide a report to Council as to why the overall increase in rates from the previous year is 5.547% when the Council resolved that residential rates are to be capped at 5.0%**

OBJECTIVE, BENEFIT AND POTENTIAL RISKS TO BE CONSIDERED

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

REASONS FOR THE MOTION

1. A number of residents have raised concerns about the increase in rates being over the City’s announced rate increase of 4.87%.
2. The community relies on the City’s assurance that the rates increase is 4.87% and their trust is destroyed when they discover that the rate increase is greater than 4.87%.
3. The community also relies on the information provided on the Rates Notice that instalment payments do not increase the amount payable and again their trust is destroyed when they discover that is not correct.
4. Council’s resolution to limit the rate increase to 5.0% was clear and unambiguous. However, the Ratepayer Profile shows that the 2024 Rates levied increased by \$4,232,387 which is a 5.547% increase from the 2023 year.
5. The reference to a 4.87% increase is mathematically incorrect as the correct percentage is 4.88% and because that is the increase in the average rate amount it is not representative of the increases across the entire ratepayer base and is therefore misleading.
6. Some residents have already indicated that they are proposing to object against their Rates Notice on the basis that the rates actually levied exceeds the City’s publicly announced rate of 4.87%.
7. An influx of objections will not only create extra work but will further damage the City’s reputation and immediate action may avoid or minimise the damage to the City’s reputation.

16 MOTIONS WITHOUT PREVIOUS NOTICE (APPROVAL BY ABSOLUTE MAJORITY)

17 MATTERS FOR WHICH MEETING WAS CLOSED TO THE PUBLIC

Nil

18 DECISIONS MADE WHILE MEETING WAS CLOSED TO THE PUBLIC

19 CLOSURE

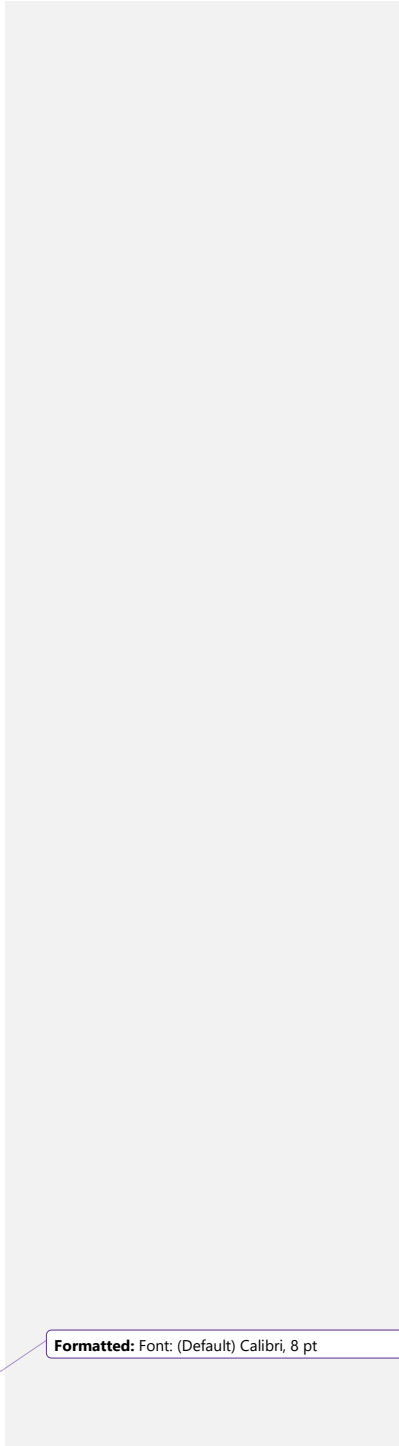
LOCAL GOVERNMENT ACT 1995

CITY OF MELVILLE

PARKING LOCAL LAW 2023

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LOCAL GOVERNMENT ACT 1995

CITY OF MELVILLE

PARKING LOCAL LAW 2023

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LOCAL GOVERNMENT ACT 1995

CITY OF MELVILLE

PARKING LOCAL LAW 2023

Under the powers conferred by the *Local Government Act 1995* and all other powers enabling it, the Council of the City of Melville resolved on DATE to make the following local law.

PART 1 – PRELIMINARY

1.1 Citation

This local law shall be cited as the *City of Melville Parking Local Law 2023*.

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1.2 Commencement

This local law comes into operation 14 days after the date of publication in the *Government Gazette*.

1.3 Repeal

The *City of Melville Parking Local Law 2016* published in the *Government Gazette* on 3 November 2016 is repealed on the day this local law comes into operation.

1.4 Application

- (1) Except as set out in this clause, this local law applies throughout the district.
- (2) This local law does not apply to —
 - (a) the approach and departure prohibition areas of all traffic control signal installations as determined by the Commissioner of Main Roads;
 - (b) the prohibition areas that apply to all bridges as determined by the Commissioner of Main Roads; or
 - (c) any road that comes under the control of the Commissioner of Main Roads unless the control of parking and parking facilities on that road is carried out subject to the control and direction of the Commissioner of Main Roads or has been delegated by the Commissioner to the local government.
- (3) This local law does not apply to a parking facility or a parking station that is not owned, managed or controlled by the local government, unless the local government and the owner or occupier of that facility or station have agreed in writing that this local law will apply to that facility or station.
- (4) An agreement referred to in subclause (3) may be made on such terms and conditions as the parties may agree.

1.5 Interpretation

In this local law unless the context requires otherwise —

Act means the *Local Government Act 1995*;

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appropriate fee means the fee appropriate to the period for which a vehicle has been parked;

authorised person means a person appointed by the CEO under section 9.10(2) of the Act to perform any of the functions of an authorised person under this local law;

authorised vehicle means a vehicle —
(a) authorised by the CEO or an authorised person, or by any written law, to stop or park in an area which is designated by signs for the parking of authorised vehicles only; or
(b) owned or controlled by the local government and being used for the purpose of undertaking a function of the local government;

bank note means an Australian note that is legal tender under section 36(1) of the *Reserve Bank Act 1959* (Cth);

bay includes a stall or space;

bicycle has the meaning given to it by the Code;

bicycle lane has the meaning given to it by the Code;

bus has the meaning given to it by the Code;

bus lane has the meaning given to it by the Code;

bus stop has the meaning given to it by the Code;

bus zone has the meaning given to it by the Code;

caravan has the meaning given to it in the *Caravan Parks and Camping Grounds Act 1995*;

carriageway has the meaning given to it by the Code;

centre, in relation to a carriageway, has the meaning given to it by the Code;

CEO means the Chief Executive Officer of the local government;

children's crossing has the meaning given to it by the Code;

Code means the *Road Traffic Code 2000*;

coin means a coin that is legal tender under the *Currency Act 1965* (Cth);

commercial vehicle has the meaning given to it in the City of Melville local planning scheme;

disability parking permit has the meaning given to it in the *Local Government (Parking for People with Disabilities) Regulations 2014*;

district means the district of the local government;

driver means any person driving, or in control of, a vehicle;

detection device means an electronic device placed in any position to detect or record the parking time of a vehicle on any road, parking facility or other public place and

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includes any instruments, display panels or transmitting apparatus associated with the device;

edge line has the meaning given to it by the Code;

electronic parking ticket means a parking ticket issued in an electronic form;

emergency vehicle has the meaning given to it by the Code;

entrance ticket means a ticket or token issued by a machine —
(a) installed at an entrance to a parking station; and
(b) which authorises the parking of a vehicle in a parking station, parking space or part of a parking station;

fee, or parking fee, means the prescribed amount of legal tender that the local government may, from time to time, determine and impose for the stopping or parking of a vehicle, under and in accordance with sections 6.16 to 6.19 of the Act;

footpath has the meaning given to it by the Code;

~~**Gold Card** means a Gold Card, Veterans Gold Card or Repatriation Health Card issued by the Department of Veterans' Affairs.~~

intersection has the meaning given to it by the Code;

keep clear marking has the meaning given to it by the Code;

kerb means the raised edge marking the boundary between a carriageway and the median strip or adjoining verge, whether any footpath has been constructed or not;

loading zone has the meaning given to it by the Code;

local government means the City of Melville;

local planning scheme means the local planning scheme, or each of the local planning schemes, made by the local government and in force from time to time under the *Planning and Development Act 2005*;

lot has the meaning given to it in the *Planning and Development Act 2005* or the *Strata Titles Act 1985*, according to context;

mail zone has the meaning given to it by the Code;

median strip has the meaning given to it by the Code;

metered space or **metered bay** means a section or part of a metered zone that is adjacent to a parking meter and that is marked or defined by painted lines or by metallic studs or similar devices for the purpose of indicating where a vehicle may be parked on payment of a fee or charge or otherwise;

metered zone means any thoroughfare or reserve or part of any thoroughfare or reserve in which parking meters or ticket issuing machines regulate parking of vehicles;

motorcycle has the meaning given to it by the Code;

motorised wheelchair has the meaning given to it by the Code;

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motor vehicle has the meaning given to it by the *Road Traffic (Administration) Act 2008*, but does not include a motorised wheelchair, motorised scooter, electric rideable device or electric personal transporter;

no parking area has the meaning given to it by the Code;

no stopping area has the meaning given to it by the Code;

obstruction has the meaning given to it by the Code;

occupier, where used in relation to land, has the meaning given to it by the Act;

on-demand passenger transport service has the meaning given to it by the *Transport (Road Passenger Services) Act 2018*;

on-demand rank or hail passenger transport service has the meaning given to it by the *Transport (Road Passenger Services) Act 2018*;

on-demand vehicle has the meaning given to it by the *Transport (Road Passenger Services) Act 2018*;

one-way carriageway has the meaning given to it by the Code;

owner —

- (a) where used in relation to a vehicle licensed under the *Road Traffic (Vehicles) Act 2012*, means the person in whose name the vehicle has been registered under that Act;
- (b) where used in relation to any other vehicle, means the person who owns, or is entitled to possession of that vehicle; and
- (c) where used in relation to land, has the meaning given to it by the Act;

painted island has the meaning given to it by the Code;

park has the meaning given to it by the Code;

parking app means a mobile or web application commissioned by the local government for the purpose of purchasing or obtaining an electronic parking ticket;

parking area has the meaning given to it by the Code;

parking facilities includes —

- (a) land, thoroughfares, reserves, buildings, shelters, parking stations, parking spaces or bays, metered zones, metered bays or spaces, and other facilities open to the public generally for the parking of vehicles, with or without charge; and
- (b) signs, notices, ticket issuing machines, parking meters, detection devices and other facilities or instruments used in connection with the parking of vehicles;

parking meter means a machine or device that, as a result of payment by any permitted means, indicates (with or without the issue of a parking ticket) the period during which it is lawful for a vehicle to remain parked in a metered space or bay to which the machine or device relates;

parking permit, or permit, means —

- (a) a parking permit issued under this local law; or
- (b) a parking permit issued under a repealed parking local law of the local government where the permit is in force immediately prior to the commencement of this local law under clause 1.3,

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but does not include a permit where any of the particulars recorded upon it have been altered, added to or defaced in any way;

parking region means the area to which this local law applies, as described in clause 1.4;

parking session means a transaction by which a person purchases or obtains an electronic parking ticket;

parking space means a section or part of a thoroughfare, reserve or parking station which is marked or defined by painted lines, metallic studs, coloured bricks or pavers or similar devices for the purpose of indicating where a vehicle may stop or be parked, whether on payment of a fee or charge or otherwise, but does not include a metered bay or space;

parking station means any land, building or other structure provided for the purpose of accommodating parked vehicles, but does not include a metered zone or a metered bay or space;

parking ticket means a ticket, whether printed or electronic, that —
(a) is issued from a ticket issuing machine;
(b) authorises the parking of a vehicle in a parking space, parking station or part of a parking station; and
(c) includes the date and time that the authorisation expires, whether or not the payment of a fee is required,

but does not include a ticket where any of the particulars recorded upon it have been altered, added to or defaced in any way;

path has the meaning given to it in the Code;

pay station means a machine or device that, after receipt of a payment of a parking fee in respect of a vehicle, either —

- (a) issues a ticket to activate an exit barrier in the parking station; or
- (b) otherwise enables the exit barrier of the parking station to be activated, so as to enable egress of the vehicle from the parking station;

pedestrian has the meaning given to it by the Code;

pedestrian crossing has the meaning given to it by the Code;

permitted payment means payment by Australian coins or bank notes, credit or debit card or any other method of payment approved by the local government as indicated on the parking meter or ticket issuing machine;

place of refuge for pedestrians includes any area or place which is open to or used by the public and not ordinarily intended for the stopping, parking or movement of vehicles, and also includes any physical provision or area demarcated by the marking of lines or otherwise identified by a sign;

property line means the boundary between the land comprising a thoroughfare, and the land that abuts the thoroughfare, whether that land is publicly or privately owned;

public bus has the meaning given to it by the Code;

public place includes —
(a) any thoroughfare or place which the public are allowed to use, whether or not the thoroughfare or place is on private property; and
(b) a reserve;

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regular passenger transport service has the meaning given to it in the *Transport (Road Passenger Services) Act 2018*;

reserve means any land —

- (a) which belongs to the local government;
- (b) of which the local government is the management body under the *Land Administration Act 1997*; or
- (c) which is an 'otherwise unvested facility' within section 3.53 of the Act;

residential parking permit means a permit issued by the local government pursuant to the provisions of clause 4.4;

right of way means a portion of land that is —

- (a) shown and marked 'Right of Way' or 'R.O.W', or coloured or marked in any other way to signify that the portion of land is a right of way on any plan or diagram deposited with the Registrar of Titles that is subject to the provisions of section 167A of the *Transfer of Land Act 1893*;
- (b) shown on a diagram or plan of survey relating to a subdivision that is created as a right of way and vested in the Crown under section 152 of the *Planning and Development Act 2005*; or
- (c) shown and marked as a right of way on a map or plan deposited with the Registrar of Titles and transferred to the Crown under the *Transfer of Land Act 1893*,

but does not include —

- (d) a private driveway; or
- (e) a right of way created by easement between two parties;

road has the meaning given to it in the *Road Traffic (Administration) Act 2008*;

road marking has the meaning given to it by the Code;

Schedule means a Schedule to this local law;

shared path has the meaning given to it by the Code;

shared zone has the meaning given to it by the Code;

sign includes a traffic sign, inscription, road marking, mark, structure or device on which may be shown words, numbers, expressions or symbols, that is —

- (a) approved by the local government; and
- (b) placed, marked or erected on, near or within a thoroughfare, reserve or parking station for the purpose of prohibiting, regulating, guiding, directing or restricting stopping or parking of vehicles;

special purpose vehicle has the meaning given to it by the Code;

stop, in relation to a vehicle, has the meaning given to it by the Code;

street has the same meaning as **thoroughfare**;

symbol includes any symbol specified by the *Road Traffic Code 2000* for use in the regulation of parking;

taxi has the meaning given to it by the Code;

taxi zone has the meaning given to it by the Code;

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thoroughfare has the meaning given to it by section 1.4 of the Act; and includes any carriageway, median strip, verge and path within the area bounded by the property lines of the lots abutting the thoroughfare;

ticket issuing machine in relation to a parking station or parking space, means a machine or device that issues a parking ticket, whether or not for payment of a fee, showing the period of time during which, or the expiry time before which, a vehicle may lawfully be parked in a parking space;

tour coach means a bus which is —
(a) used to provide a tourism passenger transport service; or
(b) hired or chartered for the specific purpose of sightseeing or tourism;

tourism passenger transport service has the meaning given to it in the *Transport (Road Passenger Services) Act 2018*;

trailer has the meaning given to it by the Code;

transit lane has the meaning given to it by the Code;

unattended, in relation to a vehicle, means that the driver has left the vehicle and is more than 3 metres from the closest point of the vehicle;

unexpired parking ticket means a ticket, whether paper or electronic, on which a date and expiry time is printed or displayed, and that time has not expired;

vehicle has the meaning given to it by the *Road Traffic (Administration) Act 2008*;

verge means the portion of a thoroughfare which lies between the boundary of a carriageway and the adjacent property line, but does not include a footpath;

Veteran Gold Card means a Gold Card, Veteran Gold Card or Repatriation Health Card issued by the Department of Veterans' Affairs;

visitor's parking permit means a permit issued by the local government pursuant to clause 4.4; and

wheeled recreational device has the meaning given to it in the Code.

1.6 Application of particular definitions

- (1) In this local law, unless the context requires otherwise, a reference to a thoroughfare, 'parking station', 'metered zone', 'parking facility' or 'reserve' includes a reference to, as the case may be, any part of a thoroughfare, parking station, metered zone, parking facility or reserve.
- (2) For the purpose of the application of the definitions 'bus zone', 'loading zone', 'mail zone', 'taxi zone', 'no parking area', 'no stopping area', 'parking area' and similar definitions, an arrow inscribed on a traffic sign erected at an angle to the boundary of the carriageway is deemed to be pointing in the direction in which it would point, if the sign were turned at an angle of less than 90 degrees until parallel with the boundary.
- (3) A reference to the wording of any sign in this local law shall also be deemed to include a reference to the corresponding symbol.

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(4) Unless the context otherwise requires, where a term is used, but not defined, in this local law, and that term is defined in the Act, the *Transport (Road Passenger Services) Act 2018*, the *Road Traffic Act 1974*, the *Road Traffic (Administration) Act 2008*, the *Road Traffic (Vehicles) Act 2012* or in the Code, then the terms shall have the meaning as in those Acts or the Code.

1.7 Part of thoroughfare to which a sign applies

(1) Where under this local law the use, driving, stopping, parking or leaving of vehicles in a thoroughfare is controlled by a sign, the sign shall be read as applying to that part of the thoroughfare which —

- (a) lies beyond the sign;
- (b) lies between the sign and the next sign; and
- (c) is on that side of the thoroughfare nearest to the sign.

1.8 Pre-existing signs

(1) A sign that —

- (a) was erected by the local government or the Commissioner of Main Roads before the commencement of this local law; and
- (b) relates to the parking of vehicles within the parking region,

shall be deemed for the purpose of this local law to have been erected by the local government under the authority of this local law.

~~(2) This local law applies to pre-existing signs as if they had been erected by the local government under the authority of this local law.~~

Commented [SC1]: Unnecessary duplicate of Clause 1.8(1)

1.9 Vehicle and driver classification

(1) For the purposes of this local law vehicles are divided into the following classes —

- (a) buses;
- (b) caravans and trailers;
- (c) motorcycles;
- (d) taxis and other on-demand passenger transport vehicles;
- (e) commercial vehicles;
- (f) tour coaches;
- (g) bicycles;
- (h) authorised, emergency and special purpose vehicles;
- (i) plug-in electric vehicles as defined in clause 7.1; and
- (j) all other vehicles not otherwise classified.

(2) For the purposes of this local law, drivers are divided into the following classes —

- (a) authorised persons;
- (b) employees of the local government;
- (c) customers or patrons of a shop, shopping centre, premises in which personal services are provided, facility or event;
- (d) persons who work in a shop, shopping centre or premises in which personal services are provided;
- (e) persons with special needs, including those relating to disability, age or care of infants; and
- (f) all other persons not otherwise classified.

1.10 Alternative methods of payment

(1) In this clause, **alternative method of payment** means a permit, invoice, ticket or pass issued electronically or otherwise by the local government in return for payment,

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authorising a person to park according to the terms and conditions of the authorisation.

- (2) A person who has been authorised by the local government to use an alternative method of payment for parking is exempt from paying fees at the relevant parking facility providing that he or she complies with the terms of the Alternative Method of Payment.
- (3) An alternative method of payment may not be used by any person other than the person who received authorisation by the local government.

PART 2 – PARKING STATIONS

2.1 Determination of parking spaces and parking stations

- (1) The local government may, by resolution, constitute, determine and vary —
 - (a) parking stations;
 - (b) parking spaces;
 - (c) permitted time and conditions of stopping or parking in parking spaces and parking stations, which may vary by locality;
 - (d) permitted classes of vehicles which may stop or park in parking spaces and parking stations;
 - (e) permitted classes of persons who may stop or park in parking spaces and parking stations; and
 - (f) the manner of stopping or parking in parking spaces and parking stations.
- (2) Where the local government makes a determination under subsection (1), it must erect signs to give effect to that determination.

2.2 Determination of parking fees for parking in a parking station

- (1) The local government may determine and impose a fee for the stopping or parking of a vehicle in a parking station, under and in accordance with sections 6.16 to 6.19 of the Act.
- (2) A reference in this Part to a ‘fee’ means a fee imposed in accordance with subclause (1).
- (3) The local government may, by resolution, waive the parking fee in a specified parking station —
 - (a) at certain days and times;
 - (b) for specified classes of person or vehicle; or
 - (c) for a specified period of time after the vehicle first enters the parking station (**‘fee free period’**).

2.3 Payment of fee to park in a parking station

- (1) Subject to clause 2.2(3), a person must not stop, park or permit a vehicle to remain parked in a parking station during any period ~~for which a fee is payable~~ unless —
 - (a) in the case of a parking station having an attendant on duty, the person ~~pays the appropriate fee~~ obtains a parking ticket, when demanded;
 - (b) in the case of a parking station equipped with a ~~ticket-issuing machine~~ pay by plate ticket machine, the person — obtains a valid

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~~unexpired parking ticket from the machine and places the ticket inside the vehicle in a position where the ticket is clearly visible to an authorised person examining the ticket from outside the vehicle, and parking session by any form of permitted payment at the parking meter, pay by plate ticket machine or by use of the parking app.~~

Commented [KH2]: Our parking metres no longer issue a physical tickets to be able to be displayed v the vehicle. Furthermore, the offence needed would require to include not obtaining a valid parking session to include the availability of obtaining a session from mobile app. Officers would be unable to infringe against this clause (whole of 2.3) as they are too specific referring to either parking metre "ticket" or mobile a parking session as well as not having to purchase parking during the allowable free ticket periods

Commented [SC3R2]: Have suggested alternative wording for your consideration.

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- (i) ~~immediately pays, by any form of permitted payment, the appropriate fee to the ticket issuing machine, and~~
- (ii) ~~obtains a parking ticket from the machine;~~
- (c) in the case of a parking station equipped with a pay station, the person —
 - (i) ~~immediately obtains an entrance ticket; and~~
 - (ii) ~~immediately where the payment of a fee is required, before the vehicle departs the parking station, pays, by any form of permitted payment, the appropriate fee to the paystation; or~~
- (d) in the case of a parking station where ~~the use of apayment via~~ parking app is permitted, the person —
 - (i) ~~immediately commences a parking session via the parking app;~~
 - (ii) receives confirmation from the parking app that parking session has commenced;
 - (iii) ensures the parking session remains active at all times while the vehicle is stopped or parked; and
 - (iv) ~~immediately before the vehicle is driven from where it has been stopped or parked, finishes the parking session, and receives confirmation that the appropriate fee has been paid.~~
- (2) ~~A parking ticket or electronic ticket. The payment of a fee referred to in subclause (1) entitles, entitles~~ a person to stop or park a vehicle in a parking space in a parking station for ~~the period stated on the ticket, —~~
 - (a) ~~in the case in which payment is made to an attendant or to a ticket issuing machine — the period stated on the parking ticket; or~~
 - (b) ~~in the case in which payment is made by a parking app — the period specified on the electronic ticket.~~
- (3) Where a parking fee is waived under clause 2.2(3)(c), a person must not, when the initial fee free period expires —
 - (a) immediately obtain another parking ticket or commence another parking session for the purpose of extending the total free time of parking; or
 - (b) move the vehicle within, or exit and return to the parking station, for the purpose of extending the total free time of parking, unless the vehicle has been removed from the parking station for a minimum of twelve hours.

2.4 Payment of fee does not authorise otherwise prohibited conduct

- (4) The payment of a fee referred to in clause 2.2 does not authorise the stopping or parking of a vehicle in a parking station where it is otherwise prohibited —
 - (a) under this local law;
 - (b) by a sign on a ticket issuing machine referable to the parking station; or
 - (c) by a sign referable to the parking space.

2.5 Time restrictions for stopping or parking in a parking station

- (1) A person must not stop, park or permit a vehicle to remain parked in a parking station for longer than the maximum period, if any, stated on a sign or a ticket issuing machine referable to the parking station.
- (2) Where the stopping or parking of vehicles in a parking station is permitted for a limited period of time, and a vehicle has been stopped or parked in that parking station for that length of time, a person must not stop or park that vehicle again in the parking station unless it has been removed from the parking station for at least one hour.

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2.6 General prohibitions on stopping or parking in a parking station

- (1) A person must not stop, park or permit a vehicle to remain parked in a parking station —
 - (a) if the stopping or parking of vehicles is prohibited by a sign;
 - (b) during a period in which the stopping or parking of vehicles is prohibited by a sign; or
 - (c) if a sign specifies that a parking space within the parking station is for the stopping or parking of vehicles —
 - (i) of a different class; or
 - (ii) driven by a person of a different class.

- (2) A person must not stop, park or permit a vehicle to remain parked in a parking station —
 - (a) so as to obstruct an entrance to, or exit from, a parking station, or an access way within a parking station;
 - (b) so that any portion of the vehicle is on or over a footpath or place of refuge for pedestrians; or
 - (c) otherwise than wholly within a parking space.

2.7 Display of tickets in parking stations

- (1) A person must not stop, park or permit a vehicle to remain parked in a parking station during any period for which a fee is payable unless —
 - (a) an unexpired parking ticket issued by a ticket issuing machine referable to the parking station is —
 - (i) displayed inside the vehicle; and
 - (ii) the date, expiry time and number (if any) on the ticket is clearly visible to, and able to be read by, an authorised person from outside the vehicle at all times while the vehicle is stopped or parked in the parking station.

- (2) Clause 2.7(1) only applies to payment made in accordance with clause 2.3(1)(b), where a hard copy parking ticket is issued.

2.8 Behaviour in parking stations

- (1) A person must not —
 - (a) drive in a parking station in a direction other than the direction indicated by a sign;
 - (b) unless otherwise authorised by a sign referable to the parking space — stop, park or permit a vehicle to remain parked in a parking space within a parking station if that parking space is occupied by another vehicle; or
 - (c) sell, hire, give away, offer or expose for sale or hire anything of any nature, unless that person has the prior written permission of the local government to do so.

PART 3 – METERED ZONES

3.1 Determination of metered spaces and metered zones

- (1) The local government may, by resolution, constitute, determine and vary —
 - (a) metered zones;
 - (b) metered spaces;
 - (c) permitted time and conditions of stopping or parking in metered spaces and metered zones, which may vary by locality;

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- (d) permitted classes of vehicles which may stop or park in metered spaces and metered zones;
- (e) permitted classes of persons who may stop or park in metered spaces and metered zones; and
- (f) the manner of stopping or parking in metered spaces and metered zones.

(2) Where the local government makes a determination under subsection (1) it must erect signs to give effect to that determination.

3.2 Determination of parking fees for parking in a metered zone

(1) The local government may determine and impose a fee for the stopping or parking of a vehicle in a metered zone, under and in accordance with sections 6.16 to 6.19 of the Act.

(2) A reference in this Part to a 'fee' means a fee imposed in accordance with subclause (1).

(3) The local government may, by resolution, waive the parking fee in a specified metered zone—

- (a) at certain days and times;
- (b) for specified classes of person or vehicle; or
- (c) for a specified period of time after the vehicle first enters the metered zone ('**fee free period**').

3.3 Payment of fee to park in a metered zone

(1) Subject to clause 3.2(3), a person must not stop, park or permit a vehicle to remain parked in a metered zone during any period ~~for which a fee is payable~~ unless —

~~(a) in the case of a metered zone equipped with a parking meter or ticket issuing machine, the person obtains a valid unexpired parking ticket from the meter or machine and places the ticket inside the vehicle in a position where the ticket is clearly visible to an authorised person examining the ticket from outside the vehicle, the person immediately pays, by any form of permitted payment, the appropriate fee to the parking meter.~~

~~(b) in the case of a metered zone equipped with a ticket issuing machine, the person —~~
~~(i) immediately pays, by any form of permitted payment, the appropriate fee to the ticket issuing machine, and~~
~~(ii) obtains a parking ticket from the machine; or~~

~~(c)~~(a) in the case of a metered zone where the use of a payment via a parking app is permitted, the person —
 (i) immediately commences a parking session via the parking app;
 (ii) receives confirmation from the parking app that parking session has commenced;
 (iii) ensures the parking session remains active at all times while the vehicle is stopped or parked; and
 (iv) immediately before the vehicle is driven from where it has been stopped or parked, finishes the parking session, and receives confirmation that the appropriate fee has been paid.

~~(2) The payment of a fee referred to in subclause (1) is a parking ticket or electronic~~

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ticket entitles a person to stop or park a vehicle in a metered space in a metered zone for the period indicated on the meter or the ticket.
~~(a) in the case in which payment is made to a parking meter — the period indicated on the meter;~~
~~(b) in the case in which payment is made to a ticket issuing machine — the~~

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~~— period stated on the parking ticket; or
(c) in the case in which payment is made by a parking app — the period specified on the electronic ticket.~~

- ~~(3)(2)~~ Where a parking fee is waived under clause 3.2(3)(c), a person must not, when the initial fee free period expires —
- (a) immediately obtain another parking ticket or commence another parking session for the purpose of extending the total free time of parking; or
 - (b) move the vehicle within, or exit and return to the metered zone, for the purpose of extending the total free time of parking, unless the vehicle has been removed from the metered zone for a minimum of twelve hours.

3.4 Payment of fee does not authorise otherwise prohibited conduct

- (1) The payment of a fee referred to in clause 3.2 does not authorise the stopping or parking of a vehicle in a metered zone where it is otherwise prohibited —
- (a) under this local law;
 - (b) by a sign on a parking meter or ticket issuing machine referable to the metered zone; or
 - (c) by a sign referable to the metered space.

3.5 Time restrictions for stopping or parking in a metered zone

- (1) A person must not stop, park or permit a vehicle to remain parked in a metered zone for longer than the maximum period, if any, stated on a sign, parking meter or a ticket issuing machine referable to the metered zone.
- (2) Where the stopping or parking of vehicles in a metered zone is permitted for a limited period of time, and a vehicle has been stopped or parked in the metered zone for that length of time, a person must not stop or park that vehicle again in the metered zone unless it has been removed from the metered zone for at least one hour.

3.6 General prohibitions on stopping or parking in a metered zone

- (1) A person must not stop, park or permit a vehicle to remain parked in a metered zone —
- (a) if the stopping or parking of vehicles is prohibited by a sign;
 - (b) during a period in which the stopping or parking of vehicles is prohibited by a sign; or
 - (c) if a sign specifies that a metered space within the metered zone is for the stopping or parking of vehicles —
 - (i) of a different class; or
 - (ii) driven by a person of a different class.
- (2) Unless otherwise authorised by a sign referable to the metered space, a person must not stop, park or permit a vehicle to remain parked within a metered space in a metered zone if that metered space is occupied by another vehicle.
- (3) Subject to subclause (4) a person must not stop, park or permit a vehicle to remain parked in a metered bay in a thoroughfare otherwise than —
- (a) parallel to and as close to the kerb as practicable; and
 - (b) wholly within the metered space.
- (4) Where a vehicle is too long or too wide to fit completely within a single metered bay and the bay is parallel to the kerb, then the person parking the vehicle may park across the minimum number of metered spaces needed to park the vehicle.

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- (5) Where subclause (4) applies, the person must pay the appropriate fee for each metered bay occupied and, where applicable, display each parking ticket in accordance with clause 3.7.

3.7 Display of tickets in metered zones

- (1) A person must not stop, park or permit a vehicle to remain parked in a metered zone during any period for which a fee is payable unless —
 - (a) an unexpired parking ticket issued by a ticket issuing machine referable to the parking station is —
 - (i) displayed inside the vehicle; and
 - (ii) the date, expiry time and number (if any) on the ticket is clearly visible to, and able to be read by, an authorised person from outside the vehicle at all times while the vehicle is stopped or parked in the metered zone.
- (2) Clause 3.7(1) only applies to payment made in accordance with clause 3.3(1)(b), where a hard copy parking ticket is issued.

PART 4 – PARKING PERMITS

4.1 Application of Part

- (1) This Part applies to —
 - (a) Residential parking permits;
 - (b) Visitor parking permits; and
 - (c) Veteran Total and Permanently Incapacitated (TPI) permits.

4.2 Eligibility for a parking permit

Residential parking permits

- (1) A person who is the owner or occupier of a dwelling in the district and who resides in the dwelling may apply in writing to the local government for the issue of a —
 - (a) residential permit in relation to a registered vehicle for which that person is the owner.

Visitor parking permits

- (2) A person who is the owner or occupier of a dwelling in the district and who resides in the dwelling may apply in writing to the local government for the issue of a —
 - (a) visitor’s permit.

Veteran Total and Permanently Incapacitated (TPI) permits

- (3) A person who resides in the district and who holds a valid Veteran Gold Card marked with the letters ‘TPI’ or words ‘Totally & Permanently Incapacitated’ may apply in writing to the local government for the issue of a —
 - (a) Veteran Total and Permanently Incapacitated (TPI) permit.

4.3 Application for a parking permit

- (1) An application for a parking permit must —
 - (a) be made in the form prescribed by the local government;
 - (b) be signed by the applicant;

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- (c) provide the information required by the form; and
 - (d) be accompanied by any fee determined and imposed by the local government under and in accordance with sections 6.16 to 6.19 of the Act.
- (2) The local government may require an applicant to, within 7 days, provide additional information reasonably related to an application before determining an application for a permit.
- (3) The local government may refuse to consider an application of a permit —
- (a) which is not made in accordance with subclause (1); or
 - (b) where the applicant has not provided any additional information required under subclause (2).

4.4 Decision on application for permit

- (1) The local government may, in respect of an application made under clause 4.3, —
- (a) approve it, whether unconditionally or subject to any conditions the local government considers appropriate; or
 - (b) refuse to approve it.
- (2) The local government must decide whether or not to grant a permit within 21 days.
- (3) Where the local government approves an application for a permit, it must issue the applicant a permit in the form prescribed by the local government.
- (4) Where the local government refuses to approve an application for a permit, it must give written notice of the decision, together with the grounds and reasons, to the applicant.
- (5) Where the local government has not made a decision within the time mentioned in subclause (2), it is taken to have refused to grant a permit, and any fee payable under clause 4.3(1)(d) is to be refunded to the applicant.
- (6) The local government may, at any time, amend a condition of approval, and the amended condition takes effect 14 days after written notice of it is given to the permit holder.

4.5 Form and content of parking permit

- (1) A parking permit issued under this Part must set out —
- (a) the permit number;
 - (b) the name of the thoroughfare to which the permit applies; and
 - (c) the date on which the permit expires.
- (2) Residential and Veteran Total and Permanently Incapacitated permits must also set out —
- (a) the registration of the vehicle.

4.6 Validity of a permit

- (1) A parking permit issued under this Part ceases to be valid upon —
- (a) the expiry date, if any, specified in the permit;
 - (b) the holder of the permit ceasing to be eligible for a permit;
 - (c) the revocation of the permit by the local government under clause 4.8; or
 - (d) the replacement of the permit by a new permit issued under clause 4.9.

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(2) Where a permit ceases to be valid, the permit holder must immediately —

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- ~~(a)~~(e) cease to use and display the permit; and
- ~~(b)~~(f) in the case where the permit holder has ceased to be eligible — notify the local government in writing that they have ceased to be eligible.

~~(4)~~(3) Where a parking permit becomes invalid under subclause (1)(a), the permit holder may apply for a renewal of their permit.

- ~~(2)~~(4) An application for a renewal of a parking permit under subclause (3) must —
- (a) be made in the form prescribed by the local government; ~~and~~
 - (b) be signed by the applicant;
 - (c) provide the information required by the form; and
 - (d) be accompanied by any fee determined and imposed by the local government under and in accordance with sections 6.16 to 6.19 of the Act.

4.7 Effect of parking permit

Residential and visitors parking permits

- (1) The holder of a residential or visitors parking permit issued under this Part is exempt from —
 - (a) a prohibition against the stopping or parking of vehicles on a thoroughfare for more than a specified period of time; and
 - (b) the requirement to pay a fee to stop or park a vehicle in a metered zone.
- (2) The exemption under subclause (1) applies only —
 - (a) to a thoroughfare or metered zone specified in the permit, except where it is adjacent to retail premises where the parking of all vehicles is subject to time restrictions;
 - (b) where the permit specifies a particular vehicle — to the vehicle specified in the permit;
 - (c) where the approval of the permit is subject to conditions — where those conditions are met;
 - (d) if the permit is displayed in the vehicle and is clearly visible to, and able to be read by, an authorised person from outside the vehicle at all times while the vehicle is stopped or parked in an area to which the permit relates; and
 - (e) if the permit is valid.

Veteran Total and Permanently Incapacitated (TPI) permits

- (3) The holder of a Veteran Total and Permanently Incapacitated (TPI) permit is exempt from the requirement to pay a fee to stop or park a vehicle in a metered zone or parking station.
- (4) The exemption under subclause (3) applies only —
 - (a) where the approval of the permit is subject to conditions — where those conditions are met;
 - (b) if the permit is displayed in the vehicle and is clearly visible to, and able to be read by, an authorised person from outside the vehicle at all times while the vehicle is stopped or parked in an area to which the permit relates; and
 - (c) if the permit is valid.

4.8 Revocation of a parking permit

- (1) The local government may, at any time, revoke a parking permit which has been

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issued under this Part if the permit holder breaches any of the conditions for its use or when the permit holder ceases to be eligible for a permit.

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- (2) Where the local government determines to revoke a parking permit under subclause (1), it must give written notice of the decision, together with the grounds and reasons, to the permit holder.
- (3) A revocation under subclause (1) takes effect 14 days after the written notice in subclause (2) is given to the permit holder.

4.9 Replacement of a permit

- (1) The local government may, upon written application by the permit holder, issue a replacement permit for parking permits which are lost, misplaced, destroyed or stolen.
- (2) The written application must —
 - (a) be made in the form prescribed by the local government;
 - (b) be signed by the applicant;
 - (c) provide the information required by the form; and
 - (d) be accompanied by any fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.
- (3) The local government may require an applicant to, within 7 days, provide additional information reasonably related to the application before determining an application for a permit.
- (4) The local government may refuse to consider an application —
 - (a) which is not made in accordance with subclause (2); or
 - (b) where the applicant has not provided any additional information required under subclause (3).

PART 5 – STOPPING AND PARKING GENERALLY

5.1 Power to prohibit and regulate

The local government may, by resolution, prohibit, restrict or regulate, by signs or otherwise, the stopping or parking of any vehicle, class of vehicle, or of any class of person or vehicle, or both, but must do so consistently with the provisions of this local law.

5.2 Authorised vehicle zones

- (1) The local government may, by the use of signs, set aside any parking station, parking space, metered zone or metered bay, for the parking of authorised vehicles only.
- (2) A person must not stop, park or permit a vehicle to remain parked in an area designated by a sign for the parking of 'Authorised Vehicles Only', unless —
 - (a) the vehicle is an authorised vehicle;
 - (b) a valid permit is displayed inside the vehicle; and
 - (c) the permit is clearly visible to, and able to be read by, an authorised person from outside the vehicle at all times while the vehicle is stopped or parked in the designated area.
- (3) Clause 5.2 has effect notwithstanding any other provision under this local law or any sign referable to the area.

5.3 Construction site work zones

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(1) In this clause, unless the context otherwise requires —

builder has the same meaning given to it in the *Building Services (Complaint Resolution and Administration) Act 2011*;

construction site means any land subject to development;

construction site vehicle means a commercial vehicle or heavy vehicle used on a construction site to facilitate development of the site;

development means the demolition, erection, construction, alteration of or addition to any building or structure on land or the carrying out on the land of any excavation or other works;

eligible person means an owner or occupier of a construction site or any builder carrying out work on a construction site;

heavy vehicle has the meaning given to it in the Code; and

work zone means any road or part of a road, whether or not marked as a metered space or parking space, set aside by the local government by the use of a sign, for a period specified on the sign, for the parking of construction site vehicles.

- (2) An eligible person seeking to establish a work zone adjacent to a construction site may apply in writing to the local government for approval.
- (3) The local government may, in respect of an application made under subclause (2)—
 - (a) approve it, whether unconditionally or subject to any conditions as the local government considers appropriate; or
 - (b) refuse to approve it.
- (4) The local government must decide whether or not to grant approval within 21 days.
- (5) Where the local government approves an application made under subclause (2), it must give the applicant written notice specifying —
 - (a) the portion of road approved for use as a work zone;
 - (b) the terms of the approval and the times during which the parking of construction site vehicles in the work zone is permitted;
 - (c) any conditions applicable to the approval;
 - (d) the amount of any establishment fee determined and imposed by the local government under and in accordance with sections 6.16 to 6.19 of the Act; and
 - (e) the amount of any daily fee determined and imposed by the local government under and in accordance with sections 6.16 to 6.19 of the Act.
- (6) Within 14 days from the date of the payment of any establishment fee, or from the date of the written notice when no establishment fee is to be paid, the local government is to set aside a work zone in accordance with the notice referred to in subclause (3).
- (7) The applicant must, in addition to the establishment fee, pay to the local government a daily fee for each day that a work zone is set aside.
- (8) The daily fee is payable in arrears, on the first day of each month.
- (9) Where the local government approves an application made under subclause (2), the

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- local government may cancel its approval by written notice to the applicant if —
- (a) the applicant, or any person authorised by the applicant to use the work zone, stops or parks a vehicle otherwise than in accordance with a term of approval or condition of approval specified in the notice issued to the applicant under subclause (5);
 - (b) the applicant fails to pay the daily fee as required under subclause (5); or
 - (c) the local government or an authorised person requires access to or near the place where the work zone is situated, for the purposes of carrying out works in or near that place.

(10) A revocation under subclause (9) takes effect 3 days after the written notice in subclause (9) is given to the permit holder.

- (11) A person must not park a vehicle in a work zone unless —
- (a) the vehicle is a construction site vehicle;
 - (b) the vehicle is parked during a time in which the parking of a construction site vehicle on that zone is permitted by a sign; and
 - (c) a person is continuously engaged in loading or unloading goods —
 - (i) to or from the construction site vehicle; and
 - (ii) to or from the construction site.

5.4 Temporary event parking

(1) A community or sporting organisation organising an event on a reserve may apply in writing to the local government for approval to allow patrons of the event to park in a specified part of that reserve.

(2) An application for temporary event parking approval must —

- (a) be made in the form prescribed by the local government; and
- (b) provide the information required by the form.

(3) The local government may, in respect of an application made under subclause (1) —

- (a) approve it, whether unconditionally or subject to any conditions as the local government considers appropriate; or
- (b) refuse to approve it.

(4) The local government must decide whether or not to grant approval within 21 days.

(5) Where the local government approves an application made under subclause (1), it must give the applicant written notice specifying —

- (a) the area within the reserve that may be used for the event parking;
- (b) the day and time period for which the approval is valid; and
- (c) conditions applying to the management of public parking at the event, including but not limited to —
 - (i) signage;
 - (ii) maximum number of vehicles allowed to park in the reserve;
 - (iii) pedestrian safety measures; and
 - (iv) requirements for managing the movement of vehicles between the event parking area and the nearest public road.

(6) An organisation granted approval to use part of a reserve for the purposes of event parking must not charge patrons a fee to park in the reserve.

5.5 Temporary parking restrictions

(1) The local government may, by the use of signs or other means, temporarily restrict or

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prohibit parking in any parking station, parking space, metered zone or metered bay for the purpose of carrying out urgent, essential or official functions of the local government.

- (2) Unless authorised by the local government, a person must not stop, park or permit a vehicle to remain parked in an area where temporary parking restrictions apply.
- (3) Clause 5.5 has effect notwithstanding any other provision under this local law or any sign referable to the area.

5.6 Parking in a parking space designated for the use of persons with disabilities

Unauthorised parking in a space designated for the use of persons with disabilities is dealt with in the *Local Government (Parking for People with Disabilities) Regulations 2014*.

5.7 Parking on private land

- (1) In this clause, a reference to 'land' does not include land which is —
 - (a) a reserve;
 - (b) the subject of an agreement referred to in clause 1.4(3); or
 - (c) a parking station or a metered zone.
- (2) A person must not stop, park or permit a vehicle to remain parked on land without the consent of the owner or occupier of the land on which the vehicle is parked.
- (3) Where the owner or occupier of the land, by a sign referable to that land or otherwise, consents to the parking of vehicles or drivers of a specified class or classes on the land for a limited period, a person must not park a vehicle on the land otherwise than in accordance with that consent.

5.8 Parking on reserves

- (1) A person must not stop, park or permit a vehicle to remain parked on a reserve, otherwise than within a parking station, unless the person —
 - (a) is an employee of the local government in the course of their duties; or
 - (b) has obtained prior written permission from the local government; or
 - (c) clause 5.4 applies.

5.9 Heavy and bulky vehicle parking

- (1) A person must not stop, park or permit a vehicle or any combination of vehicles that, together with anything in or on that vehicle or vehicles, exceeds a GVM of 4.5 tonnes
 - (a) on a thoroughfare for more than 4 hours consecutively; or
 - (b) on a thoroughfare for the purpose of repairing, servicing or cleaning that vehicle.

5.10 Over-length vehicle parking

- (1) A person must not stop, park or permit a vehicle or any combination of vehicles that, together with anything in or on that vehicle or vehicles, is more than 10 metres in length, on a carriageway for any period exceeding 1 hour during any 24-hour period.

5.11 Stopping in a taxi zone or bus zone

- (1) A driver must not stop, park or permit a vehicle to remain parked in a taxi zone unless the driver is driving an on-demand vehicle engaged in providing an on-demand rank or

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hail passenger transport service.

- (2) A driver must not stop, park or permit a vehicle to remain parked in a bus zone unless the driver is driving a public bus, or a bus of a type that is permitted to stop at the bus zone by information on or with the 'bus zone' sign applying to the bus zone.
- (3) In subclause (1), the driver of the vehicle must not leave the vehicle unattended.

5.12 Stopping in a bus lane, transit lane or bicycle lane

- (1) A driver must not stop, park or permit a vehicle to remain parked in —
 - (a) a bus lane;
 - (b) a transit lane; or
 - (c) a bicycle lane,
 unless the driver is driving a public bus or on-demand vehicle providing an on-demand rank or hail passenger transport service, and is dropping off, or picking up, passengers.

5.13 Stopping in a shared zone

- (1) A driver must not stop, park or permit a vehicle to remain parked in a shared zone unless —
 - (a) the driver stops at a place on a length of carriageway, or in an area, to which a sign applies, and the driver is permitted to stop at that place under this local law;
 - (b) the driver stops in a parking space and the driver is permitted to stop in the parking space under this local law;
 - (c) the driver is dropping off, or picking up, passengers or goods; or
 - (d) the driver is engaged in door-to-door delivery or collection of goods, or in the collection of waste or garbage.

5.14 Stopping in a loading zone

- (1) A person must not stop, park or permit a vehicle to remain parked in a loading zone unless it is —
 - (a) a motor vehicle used for commercial or trade purposes engaged in the delivery or collection of goods to commercial premises reasonably adjacent to the loading zone in which the vehicle is stopped or parked; or
 - (b) a motor vehicle used for commercial or trade purposes engaged in the delivery of goods to residential premises reasonably adjacent to the loading zone in which the vehicle is stopped or parked, but, in any event, must not remain in that loading zone —
 - (c) for longer than a time indicated on the 'loading zone' sign; or
 - (d) longer than 30 minutes (if no time is indicated on the sign).

5.15 Other limitations in zones

A person must not stop a vehicle in a zone to which a sign applies if stopping the vehicle would be contrary to any limitations with respect to the class of persons or vehicles, or the specific activity allowed, as indicated by additional words on the sign that applies to the zone.

5.16 Vehicles not to obstruct a public place

- (1) A person must not leave a vehicle, or any part of a vehicle, in a public place so that it obstructs the lawful use of any part of that public place, unless that person has the prior written permission of the local government or is otherwise authorised under any

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written law.

- (2) An authorised person may deem a vehicle to be obstructing the use of a public place where –
- (a) the vehicle is stopped or parked in a public place for a continuous period exceeding 24 hours.

PART 6 – STOPPING AND PARKING ON THOROUGHFARES

6.1 Restrictions on parking in thoroughfares

- (1) A person must not stop, park or permit a vehicle to remain parked on a thoroughfare —
- (a) if the stopping or parking of vehicles is prohibited by a sign;
 - (b) during a period in which the stopping or parking of vehicles is prohibited by a sign;
 - (c) if a sign specifies that the thoroughfare is for the stopping or parking of vehicles —
 - (i) of a different class; or
 - (ii) driven by a person of a different class;
 - (d) the side of which is marked with a continuous yellow edge line; or
 - (e) where the thoroughfare upon which the vehicle is stopped or parked is provided with parking spaces — other than wholly within a parking space.
- (2) Unless otherwise authorised by a sign referable to the thoroughfare, a person must not stop, park or permit a vehicle to remain parked within a parking space if that space is occupied by another vehicle.

6.2 Time restrictions for stopping or parking on a thoroughfare

- (1) A person must not stop, park or permit a vehicle to remain parked on a thoroughfare for longer than the maximum period, if any, stated on a sign referable to the thoroughfare, unless —
- (a) Clause 4.7 applies; or
 - (b) Regulation 174 of the Code applies.

6.3 Vehicles in motorcycle stalls

- (1) A person must not stop, park or permit a vehicle to remain parked in a parking space marked 'M/C' unless it is a motorcycle without a sidecar or trailer.

6.4 Parking a vehicle on a thoroughfare provided with marked parking spaces

- (1) A person must not stop, park or permit a vehicle to remain parked on a thoroughfare where parking spaces are marked otherwise than —
- (a) parallel to the kerb and as close to the kerb as practical; and
 - (b) headed in the direction of the movement of traffic on the part of the thoroughfare on which the vehicle is parked,
- unless otherwise exempted by the local government.
- (2) This clause does not apply to angled parking spaces.

6.5 Parking a vehicle on a carriageway where there are no marked parking spaces

- (1) Unless a sign referable to the parking area indicates otherwise, a person must not stop, park or permit a vehicle to remain parked on a carriageway not provided with

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marked parking space unless —

- (a) in the case of a two-way carriageway — the vehicle is as near as practicable to and parallel with, the left boundary of the carriageway and headed in the direction of the movement of traffic on the side of the thoroughfare on which the vehicle is parked;
 - (b) in the case of a one-way carriageway — the vehicle is as near as practicable to and parallel with either boundary of the carriageway and headed in the direction of the movement of traffic on the side of the thoroughfare on which the vehicle is parked;
 - (c) at least 3 metres of the width of the carriageway lies between the vehicle and the farther boundary of the carriageway, or any continuous dividing line, or dividing strip, or median strip, or between the vehicle and a vehicle parked on the farther side of the carriageway;
 - (d) the front or the rear of the vehicle respectively are not less than one metre from any other vehicle, except a motorcycle without a trailer, or a bicycle parked in accordance with this local law;
 - (e) the vehicle does not obstruct any vehicle on the carriageway; and
 - (f) no portion of the vehicle is on a median strip or painted island.
- (2) In this clause 'continuous dividing line' means —
- (a) a single continuous dividing line only;
 - (b) a single continuous dividing line to the left or right of a broken dividing line; or
 - (c) 2 parallel continuous dividing lines.

6.6 Parking a vehicle on a carriageway where angle parking applies

- (1) Subject to subclause (2), where a sign referable to a parking area is inscribed with the words 'angle parking' (or with an equivalent symbol depicting this purpose), a person stopping or parking a vehicle in the area must park the vehicle at an angle of approximately 45 degrees to the centre of the carriageway unless otherwise indicated by an inscription on the parking sign or by the marks on the carriageway.
- (2) This clause does not apply to —
- (a) a passenger vehicle or a commercial vehicle with a mass including any load, of more than 3 tonnes; or
 - (b) a person parking either a motorcycle without a trailer or a bicycle.

6.7 Parking near a fire hydrant or public post box

- (1) A person must not stop, park or permit a vehicle to remain parked on a thoroughfare so that any portion of the vehicle is within 1 metre of a fire hydrant or fire plug, or of any sign or mark indicating the existence of a fire hydrant or fire plug, unless —
- (a) the driver is driving a public bus, and the driver stops in a bus zone or at a bus stop and does not leave the bus unattended; or
 - (b) the driver is driving an on-demand vehicle engaged in providing an on-demand rank or hail passenger transport service, and the driver stops in a taxi zone and does not leave the vehicle unattended.
- (2) A person must not stop, park or permit a vehicle to remain parked on a thoroughfare so that any portion of the vehicle is within 3 metres of a public post box or within a mail zone, unless the vehicle is being used for the purpose of collecting postal articles from the post box.

6.8 Verge parking

- (1) A person must not stop, park or permit a vehicle to remain parked on a verge where a

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sign referable to that area prohibits the stopping or parking of vehicles on that verge.

- (2) A person must not drive, stop, park or permit a vehicle to remain parked on a verge in the absence of signs described in subclause (1) unless —
- (a) the person is the owner or the occupier of the lot abutting that portion of the verge;
 - (b) the person has the permission of the owner or the occupier of the lot abutting that portion of the verge;
 - (c) the person is an authorised person undertaking the duties for which they are authorised by the local government; or
 - (d) the person is acting under the authority of any written law.

6.9. Double parking

- (1) A person must not stop, park or permit a vehicle to remain parked on a carriageway so that any portion of the vehicle is between any stopped or parked vehicle and the centre of the carriageway.
- (2) This clause does not apply to —
- (a) a driver stopped in traffic; or
 - (b) a driver angle parking on the side of the carriageway in accordance with this local law.

6.10 Bus stops, pedestrian and children's crossing

- (1) A person must not stop or park a vehicle on a thoroughfare so that any portion of the vehicle is within 20 m of the approach side of a bus stop, or within 10 m of the departure side of a bus stop, unless the vehicle is a public bus stopped to take up or set down passengers.
- (2) A person must not stop, park or permit a vehicle to remain parked in a bus stop except for the purpose of taking up or setting down passengers to or from such vehicle.
- (3) A person must not stop or park a vehicle on a thoroughfare so that any portion of the vehicle is —
- (a) within 20 m of the approach side of pedestrian or children's crossing; or
 - (b) within 10 m of the departure side of pedestrian or children's crossing.
- (4) In this clause, distances are measured in the direction in which the driver is driving.

6.11 Keep clear markings

A driver must not stop on an area of a carriageway marked with a keep clear marking.

6.12 Movement of vehicles to avoid time limitation

Where the stopping or parking of vehicles on a thoroughfare is permitted for a limited period of time, and a vehicle has been stopped or parked on that thoroughfare for that length of time, a person must not stop or park that vehicle again on the thoroughfare unless it has been removed from the thoroughfare for at least one hour.

6.13 No parking of vehicles exposed for sale and other circumstances

- (1) A person must not park a vehicle on a thoroughfare —
- (a) for the purpose of exposing it for sale;
 - (b) if that vehicle is not licensed under the *Road Traffic Act 1974*;
 - (c) if that vehicle is a trailer or caravan unattached to a motor vehicle; or

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- (d) for the purpose of effecting repairs to it, other than the minimum repairs necessary to enable the vehicle to be moved to a place other than a thoroughfare.
- (2) Subclause (1)(c) does not apply –
 - (a) where the trailer or caravan is parked within the property abutting the verge and protrudes on to the verge in such a way that the part of the trailer or caravan located on the verge —
 - (i) protrudes no further than 2.5 metres beyond the property line;
 - (ii) no part of the trailer or caravan encroaches on to a path; and
 - (iii) no part of the trailer or caravan is closer to the kerb than 3 metres; or
 - (b) if the trailer or caravan is parked on the verge for the sole purpose of unloading or loading of the caravan or trailer, but, in any event for no longer than 72 hours.
- (3) In subclause (2), measurements are taken to apply from the outer edge of the contents of a trailer or of accessories attached to the trailer or caravan where those contents or accessories protrude beyond the dimensions of the trailer or caravan itself.

6.14 Traffic obstructions

- (1) Subject to any law relating to intersections with traffic control signals, a person must not stop, park or permit a vehicle to remain parked so that any portion of the vehicle is —
 - (a) in front of a right of way, crossover, passage or driveway, or so close to one as to deny vehicles reasonable access to, or egress from, the right of way, crossover, passage or driveway;
 - (b) upon an intersection, except adjacent to a carriageway boundary that is not broken by an intersecting carriageway;
 - (c) within 20 metres of the nearest kerb line of any thoroughfare intersecting the thoroughfare on the side on which the vehicle is stopped or parked where the intersection has traffic control signals installed;
 - (d) within 10 metres of the nearest kerb line of any thoroughfare intersecting the thoroughfare on the side on which the vehicle is stopped or parked, where the intersection does not have traffic-control signals installed;
 - (e) alongside any excavation, works, hoarding, scaffolding, obstacle or impediment to traffic, if the vehicle would obstruct traffic;
 - (f) on or over a footpath, or a place of refuge for pedestrians;
 - (g) in front of a crossing used by pedestrians to gain access to or from a path; or
 - (h) at the side of a carriageway marked with a continuous yellow edge line.
- (2) ~~Clause-Subclause~~ (1) does not apply where —
 - (a) stopping in that place is necessary due to stopped traffic or in the interests of safety, provided the vehicle is moved as soon as it is safe to do so; or
 - (b) the vehicle is stopped or parked in a parking space or metered bay.

PART 7 – ELECTRIC VEHICLE CHARGING STATIONS

7.1 Interpretation

In this Part —

battery electric vehicle means a plug-in electric vehicle that runs on an electric drive

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train powered exclusively by a battery.

electric vehicle charging station means a publicly available parking space served by electric vehicle supply equipment designed specifically to charge batteries within plug-in electric vehicles by permitting the transfer of electrical energy from an external source to a battery within the electric vehicle;

electric vehicle supply equipment means equipment installed at a premises specifically for the purpose of transferring electrical energy between the premises and a plug-in electric vehicle.

plug-in electric vehicle means a vehicle registered for use on public roads that is propelled by 1 or more motors driven by electrical energy stored in 1 or more batteries installed in the vehicle, and that is primarily recharged by connection to an external stationary electricity supply, and includes battery electric vehicles and plug-in hybrid electric vehicles; or

plug-in hybrid electric vehicle means a plug-in electric vehicle that runs on an electric drive train powered by both a battery and an internal combustion engine.

7.2 Determination of electric vehicle charging stations

- (1) The local government may, by resolution, designate as an electric vehicle charging station a parking space or metered bay that is owned by or under the control of the local government and at which is installed electric vehicle supply equipment.
- (2) Where the local government makes a determination under subsection (1) it must erect signs to give effect to that determination.

7.3 Electric vehicle charging stations for exclusive use of plug-in electric vehicles while charging

- (1) A person must not park a vehicle in a designated electric vehicle charging station at any time unless that vehicle —
 - (a) is a plug-in electric vehicle registered for use on public roads; and
 - (b) is physically connected to the electric vehicle supply equipment for the purposes of charging the vehicle.

7.4 Other conditions of using an electric vehicle charging station

- (1) Use of an electric vehicle charging station located within a parking station is, in addition to the provisions of clause 7.3, subject to the provisions of Part 2 of this local law, including payment of an appropriate fee, unless otherwise signed.
- (2) Use of an electric vehicle charging station that is in a metered zone is, in addition to the provisions of clause 7.3, subject to the provisions of Part 3, including payment of an appropriate fee, unless otherwise signed.
- (3) Unless otherwise signed, a person may not park in a designated electric vehicle parking station for longer than 2 continuous hours.

PART 8 – MISCELLANEOUS

8.1 Impersonation of authorised person

A person who is not an authorised person must not impersonate or purport to exercise the

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functions of an authorised person.

8.2 Authorised person may order vehicle to be moved

A driver of a vehicle stopped or parked in a parking station, metered zone, thoroughfare or reserve must immediately move the vehicle if any authorised person or police officer directs the driver to move it.

8.3 Authorised person may mark of tyres

- (1) An authorised person may mark the tyres of a vehicle with chalk or any other non-indelible substance for any purpose connected with or arising out of their duties and powers.
- (2) A person must not remove a mark made by an authorised person so the purpose of the affixing of such mark is defeated or likely to be defeated.

8.4 Interference and damage to parking facilities and associated infrastructure

A person must not interfere with, alter, affix any thing to, damage, deface, remove, misuse or obstruct the operation of any parking facilities or any local government property used in, or in connection with, a parking facility, or attempt to do any such act.

8.5 Unauthorised signs

A person must not, without the permission of the local government, place, mark or erect a sign purporting to be or resembling a sign placed, marked or erected by the local government under this local law.

8.6 No contravention of sign

An inscription or symbol on a sign operates and has effect according to its tenor and a person contravening the direction on a sign commits an offence.

8.7 General provisions about signs

- (1) For the purposes of this local law a sign may prohibit or regulate parking or stopping by the use of any symbol.
- (2) A sign is presumed, in the absence of evidence to the contrary, to be a sign placed, marked or erected under the authority of this local law.
- (3) Where an inscription or symbol on a sign relates to the stopping of vehicles, it shall be deemed for the purposes of this local law to operate and have effect as if it also related to the parking of vehicles.
- (4) The first three letters of any day of the week when used on a sign indicate that day of the week.

8.8 Removal of notice from vehicle

- (1) A person, other than the driver of the vehicle or a person acting under the direction of the driver of the vehicle, must not remove from the vehicle any notice put on the vehicle by an authorised person.
- (2) In this clause 'notice' means a notice referred to in section 9.13 of the Act or an infringement notice referred to in section 9.17 of the Act.

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8.9 Impounding of vehicles

The impounding of vehicles and other goods is dealt with in sections 3.37 to 3.48 of the Act and regulation 29 of the *Local Government (Functions and General) Regulations 1996*.

8.10 Person not to provide false information when using ticket machine or parking app

A person must not falsely represent the identity of a vehicle when submitting registration details via a parking app or when using a ticket issuing machine that requires the submission of that information.

8.11 Exemptions

- (1) A provision of Parts 2, 3, 5 and 6 of this local law does not apply to the driver of an emergency vehicle or a special purpose vehicle if, in the circumstances —
 - (a) the driver is taking reasonable care; and
 - (b) it is reasonable that the provision should not apply.
- (2) A provision of Parts 2, 3, 5 and 6 of this local law does not apply to a driver who is an authorised person appointed for the purposes of this or another written law applicable to the district who is driving a vehicle in the course of his or her duties if, in the circumstances —
 - (a) the driver is taking reasonable care; and
 - (b) ~~it~~ is reasonable that the provision should not apply.
- (3) A provision of Parts 2, 3, 5 and 6 of this local law does not apply to a person who is at the site of, and engaged in, roadworks or maintenance of the thoroughfare if, in the circumstances —
 - (a) it is not practical for the person to comply with the provision; and
 - (b) sufficient warning of the roadworks has been given to other road users.

PART 9 – ENFORCEMENT

9.1 Legal proceedings

Evidentiary provisions relating to offences involving vehicles are contained in Division 2 of Part 9 of the Act.

9.2 Offences and general penalty

- (1) Any person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing, commits an offence.
- (2) Any person who commits an offence under this local law ~~is be liable~~ shall be liable, upon conviction, to a penalty not exceeding \$5,000 and, if the offence is of a continuing nature, to an additional penalty not exceeding \$500 for each day or part of a day during which the offence has continued.
- (3) The process for prosecutions is dealt with by Part 9, Division 2 of the Act.

9.3 Modified penalties

- (1) In accordance with section 9.16 of the Act, an authorised person who has reason to believe that a person has committed an offence against this local law may, within 28

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days after the alleged offence is believed to have been committed, give a parking infringement notice to the alleged offender.

- (2) A person who does not contest an allegation that he or she has committed an offence against this local law may, within the time specified in an infringement notice or within such further time as may, in any particular case, be allowed by the CEO, pay the modified penalty for that offence which, in accordance with section 9.21 of the Act, has the effect of preventing the local government from commencing a prosecution for the alleged offence.
- (3) The amount appearing in the final column on Schedule 2 directly opposite a clause specified in that Schedule is the modified penalty for an offence against that clause.
- (4) An offence against any provision of this local law is a prescribed offence for the purposes of section 9.16(1) of the Act.

9.4 Forms of notices

- (1) For the purposes of this local law -
 - (a) the form of the notice referred to in section 9.13 of the Act is that of Form 1 in Schedule 1 of the *Local Government (Functions and General) Regulations 1996*;
 - (b) the form of infringement notice referred to in section 9.16 of the Act is that of Form 2 in Schedule 1 of the *Local Government (Functions and General) Regulations 1996*;
 - (c) the form of the infringement notice referred to in section 9.16 of the Act which incorporates the notice referred to in section 9.13 of the Act, is that shown in Schedule 3; and
 - (d) the form of the notice referred to in section 9.20 of the Act is that of Form 3 in Schedule 1 of the *Local Government (Functions and General) Regulations 1996*.

9.5 Objection and appeal rights

- (1) Division 1 of Part 9 of the Act applies to —
 - (a) a decision in relation to an application received —
 - (i) under clause 4.3 for a parking permit;
 - (ii) under clause 5.3(2) for a construction site work zone; and
 - (iii) under clause 5.4(1) for event parking approval;
 - (b) a decision —
 - (i) under clause 4.8 to revoke a parking permit;
 - (ii) under clause 4.9 to replace a parking permit; and
 - (iii) under clause 5.3(9) to revoke approval for a construction site work zone.

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Schedule 1 – Modified Penalties

Item	Clause (9.3)	Nature of Offence	Modified Penalty \$
1.	1.10	Unauthorised use of alternative method of payment.	\$90
2.	2.3(1)(a)	Failure to pay appropriate fee when demanded.	\$90
3.	2.3(1)(b)	Failure to obtain a parking ticket from a ticket issuing machine in a parking station valid parking session in a parking station by any form of permitted payment, including through a parking app.	\$90
4.	2.3(1)(c)	Failure to obtain an entrance ticket from a pay station or pay the appropriate fee prior to departure from a parking station.	\$90
5.	2.3(1)(d)	Failure to commence or keep active a parking session on a parking app in a parking station.	\$90
6.	2.3(3)(a)	Obtaining multiple parking tickets or commencing multiple parking sessions to extend initial fee free period.	\$100
7.	2.3(3)(b)	Moving a vehicle within a parking station to extend initial fee free period.	\$100
8.	2.3(3)(b)	Exiting and returning to a parking station to extend initial fee free period.	\$100
9.	2.5(1)	Parking in a parking station for more than the maximum period.	\$90
10.	2.5(2)	Returning to a parking station within 1 hour.	\$90
11.	2.6(1)(a)	Stopping or parking in a no stopping or no parking area in a parking station.	\$110
12.	2.6(1)(b)	Stopping or parking in a parking station during a prohibited period.	\$90
13.	2.6(1)(c)(i)	Parking in a parking space set aside for a different class of vehicle in a parking station.	\$90
14.	2.6(1)(c)(ii)	Parking in a parking space set aside for a different class of person in a parking station.	\$90
15.	2.6(2)(a)	Obstructing an entrance, exit or access way in a parking station.	\$110
16.	2.6(2)(b)	Stopping or parking across a footpath or place of refuge for pedestrians in a parking station.	\$110
17.	2.6(2)(c)	Parking outside a parking space in a parking station.	\$100
18.	2.7(1)(a)	Failing to display unexpired parking ticket in a parking station or valid parking session by any form of permitted payment, including through a parking app.	\$90
19.	2.8(a)	Driving in the wrong direction in a parking station.	\$100
20.	2.8(b)	Stopping or parking in a parking space which is already occupied by another vehicle.	\$100
21.	2.8(c)	Engaging in unauthorised activities in a parking station.	\$90
22.	3.3(1)(a)	Failure to pay appropriate fee to a parking meter, beyond a period of free parking.	\$90

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49.	5.8(1)	Stopping or parking on a reserve.	\$110
50.	5.9(1)(a)	Stopping or parking a heavy or bulky vehicle on a thoroughfare for more than 4 hours.	\$100
51.	5.9(1)(b)	Stopping or parking a heavy or bulky vehicle on a thoroughfare for the purposes of repairing, servicing or cleaning that vehicle.	\$100
52.	5.10(1)	Stopping or parking an overlength vehicle on a carriageway for more than 1 hour during any 4-hour period.	\$100
53.	5.11(1)	Stopping or parking a vehicle, other than an on-demand vehicle, in a taxi zone.	\$90
54.	5.11(2)	Stopping or parking a vehicle, other than a public bus or permitted bus, bus in bus zone.	\$90
55.	5.12(1)	Stopping or parking a vehicle, other than a public bus or an on-demand vehicle, in a bus lane, transit lane or bicycle lane.	\$90
56.	5.13(1)	Unauthorised stopping or parking in a shared zone.	\$90
57.	5.14(1)	Unauthorised stopping or parking in a loading zone.	\$90
58.	5.15	Stopping or parking contrary to a sign in a parking zone.	\$90
59.	5.16(1)	Stopping or parking a vehicle so as to obstruct a public place.	\$110
60.	6.1(1)(a)	Stopping or parking in a no stopping or no parking area on a thoroughfare.	\$110
61.	6.1(1)(b)	Stopping or parking on a thoroughfare during a prohibited period.	\$90
62.	6.1(1)(c)(i)	Parking on a thoroughfare set aside for a different class of vehicle.	\$90
63.	6.1(1)(c)(ii)	Parking on a thoroughfare set aside for a different class of person.	\$90
64.	6.1(d)	Stopping or parking contrary to a continuous yellow edge line.	\$110
65.	6.1(e)	Parking outside a parking space on a thoroughfare.	\$100
66.	6.1(2)	Stopping or parking in a parking space on a thoroughfare which is already occupied by another vehicle.	\$100
67.	6.2(1)	Parking on a thoroughfare for more than the maximum period.	\$90
68.	6.3(1)	Parking a vehicle, other than a motorcycle without a sidecar or trailer, in a motorcycle stall.	\$90
69.	6.4(1)(a)	Failure to park parallel and as close to the kerb as practicable on a thoroughfare marked with parking spaces.	\$90
70.	6.4(1)(b)	Parking facing oncoming traffic on a thoroughfare marked with parking spaces.	\$90
71.	6.5(1)(a)	Failure to park parallel and as close to the left boundary as practicable on a two-way carriageway not marked with parking spaces.	\$90
72.	6.5(1)(a)	Parking facing oncoming traffic on a two-way carriageway not marked with parking spaces.	\$90

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73.	6.5(1)(b)	Failure to park parallel and as close to the left boundary as practicable on a one-way carriageway not marked with parking spaces.	\$90
74.	6.5(1)(b)	Parking facing oncoming traffic on a <u>one</u> two-way carriageway not marked with parking spaces.	\$90
75.	6.5(1)(c)	Failure to leave at least 3 metres between the vehicle and the farther boundary of carriageway or a continuous dividing line, dividing strip, median strip or other vehicle.	\$90
76.	6.5(d)	Stopping or parking within one metre of another vehicle.	\$90
77.	6.5(e)	Stopping or parking in a way that obstructs another vehicle on the carriageway.	\$110
78.	6.5(f)	Stopping or parking on or across a median strip or painted island.	\$110
79.	6.6(1)	Failure to park at 45 degrees where angled parking applies.	\$100
80.	6.7(1)	Stopping or parking within 1 metre of a fire hydrant or fire plug.	\$110
81.	6.7(2)	Stopping or parking within 3 metres of a public post box or mail zone.	\$90
82.	6.8(1)	Stopping or parking on a verge contrary to a sign.	\$110
83.	6.8(2)	Stopping or parking on a verge without consent.	\$110
84.	6.9(1)	Double parking on a carriageway.	\$110
85.	6.10(1)	Stopping or parking within 20 metres of the approach side, or within 10 metres of the departure side, of a bus stop.	\$100
86.	6.10(2)	Unauthorised stopping or parking in a bus stop.	\$100
87.	6.10(3)	Stopping or parking within 20 metres of the approach side, or within 10 metres of the departure side, of a pedestrian or children's crossing.	\$100
88.	6.11	Stopping or parking contrary to keep clear marking.	\$110
89.	6.12	Returning to a thoroughfare within 1 hour.	\$90
90.	6.13(1)(a)	Exposing a vehicle for sale on a thoroughfare.	\$90
91.	6.13(1)(b)	Parking an unlicensed vehicle on a thoroughfare.	\$90
92.	6.13(1)(c)	Parking an unattached trailer or caravan on a thoroughfare.	\$90
93.	6.13(1)(d)	Stopping or parking on a thoroughfare for the purposes of repairing the vehicle.	\$90
94.	6.14(1)(a)	Stopping or parking in front of, or denying reasonable access to, or egress from, a right of way, crossover, passage or driveway.	\$110
95.	6.14(b)	Stopping or parking on an intersection.	\$110
96.	6.14(c)	Stopping or parking within 20 metres of an intersection with traffic control signals.	\$100
97.	6.14(d)	Stopping or parking within 10 metres of an intersection not controlled by traffic control signals.	\$100

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98.	6.14(e)	Stopping or parking alongside a traffic obstruction.	\$100
99.	6.14(f)	Stopping or parking across a footpath or place of refuge for pedestrians.	\$110
100.	6.14(a-g)	Stopping or parking at the side of a carriageway marked with a continuous yellow edge line.	\$110
101.	6.14(ah-h)	Stopping or parking in front of a crossing used by pedestrians to gain access to or from a path.	\$110
102.	7.3(1)(a)	Stopping or parking a vehicle, other than a registered plug-in electric vehicle, in an electric vehicle charging station.	\$90
103.	7.3(1)(b)	Stopping or parking a plug-in electric vehicle in an electric vehicle charging station when the vehicle is not in the process of charging.	\$90
104.	7.4(3)	Parking for longer than 2 continuous hours in an electric vehicle parking station.	\$90
105.	8.1	Impersonating an authorised officer.	\$250
106.	8.2	Failure to remove vehicle when directed by authorised person to move it.	\$250
107.	8.3	Removing mark of authorised person.	\$250
108.	8.4	Affixing things to, altering, defacing or misusing parking facilities or associated infrastructure.	\$250
109.	8.4	Obstructing the operation of, interfering, damaging or removing parking facilities or associated infrastructure.	\$500
110.	8.5	Placing, marking or erecting unauthorised signs.	\$250
111.	8.6	Contravening a direction on a sign.	\$90
112.	8.8	Unlawfully removing a notice placed on a vehicle.	\$100
113.	8.10	Providing false information or details when using a ticket issuing machine or parking app.	\$100
114.		All other offences not specified.	\$90

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Schedule 2 – Infringement Notice Forms

FORM 1
CITY OF MELVILLE PARKING LOCAL LAW
~~2016~~2023

Serial No. **INFRINGEMENT NOTICE**

Date :/...../.....

To: (1)

of (2)

It is alleged that on/...../..... at (3)

at (4)

in respect your vehicle:

make:

model:

registration:

was involved in the following offence-

(5)

.....

contrary to clause.....of the City of Melville Parking Local Law 2023.

The modified penalty for the offence is: \$

If you do not wish to have a complaint of the alleged offence heard and determined by a court, you may pay the amount of the modified penalty within 28 days after the giving of this notice to you.

Unless within 28 days after the giving of this notice to you—

(a) the modified penalty is paid; or

(b) you:

- (i) inform the Chief Executive Officer or an authorised person of the City of Melville as to the identity and address of the person who was the driver or person in charge of the above vehicle at the time the offence is alleged to have been committed; or
- (ii) satisfy the Chief Executive Officer of the City of Melville that the above vehicle had been stolen or was being unlawfully used at the time the offence is alleged to have been committed,

you will be deemed to have committed the above offence and court proceedings may be instituted against you.

Payment may be made either by posting this form together with the amount of the modified penalty to the Chief Executive Officer at the City of Melville or by delivering this form and paying the amount to an authorised person at the office of the City of Melville at Almondbury Road, Booragoon, WA, 6163.

If you take no action this matter may be registered with the Fines Enforcement Registry after which your driver's licence may be suspended, your vehicle licence may be suspended or cancelled; your details may be published on a website; your vehicle may be immobilised or have its number plates removed, and your property may be seized and sold. If the matter is registered with the registered with the Registry additional costs will also be payable.

.....
Name of authorised person giving the notice.

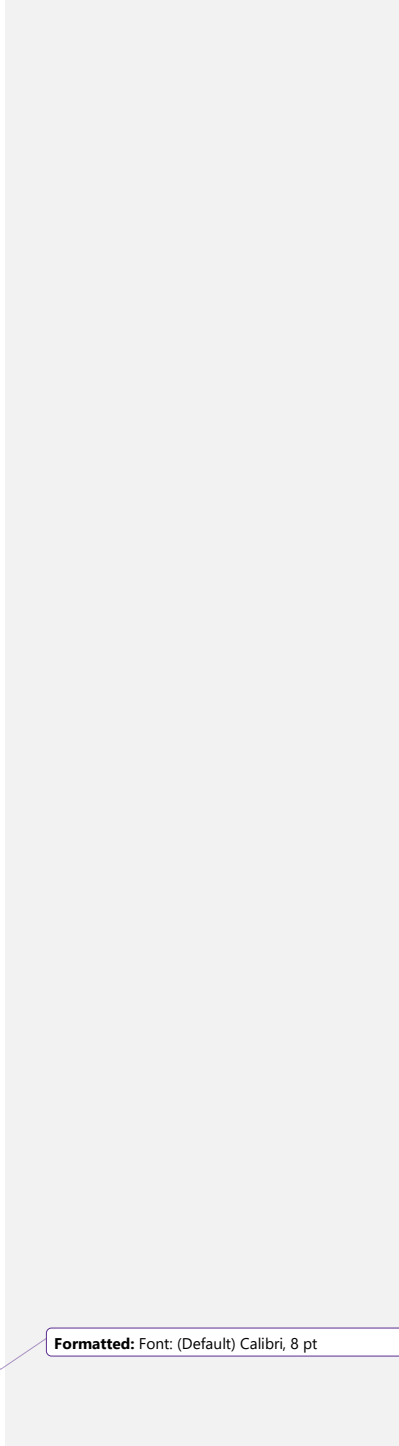
.....
Title of authorised person

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Signature of authorised person



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Insert -

- (1) Name of alleged offender [or "owner of (vehicle identification)" if given with a notice under section 9.13 of the Act].
- (2) Address of alleged offender [not required if given with a notice under section 9.13 of the Act].
- (3) Time at which offence allegedly committed.
- (4) Place at which offence allegedly committed.
- (5) Description of offence.

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Dated x of x 2023

The Common Seal of the
City of Melville was
affixed by authority of a
resolution of
the Council in the presence of:

XX

Mayor

XX

Chief Executive Officer

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Sam Curulli

From: Legislation <legislation@dlgsc.wa.gov.au>
Sent: Friday, 18 August 2023 8:44 AM
To: CEO-Office
Cc: Melville Information Officer
Subject: Comments - Review of City of Melville Parking Local Law 2023

This Message Is From an External Sender

This message came from outside your organization.

[Report Suspicious](#)

Good morning,

This email is regarding the City's proposed local law. The Department's comments are provided below.

Review of City of Melville Parking Local Law 2023**1. Minor edits**

The following minor amendments are suggested:

- **Table of Contents:**
 - remove full-stop after numbers 2.1, 2.2 and 6.9 for consistency
 - amend formatting of Part 4 by increasing space between number and title for consistency with other parts
 - include "9.3 Modified Penalties"
 - remove the word "of" between "mark" and "tyres" at number 8.3
- **Clause 1.1:** italicize "City of Melville Parking Local Law 2023"
- **Clause 1.3:** insert "2016" after "Parking Local Law"
- **Clause 1.4(2)(c):** replace semicolon with a full-stop
- **Clause 1.5:**
 - **bank note:** insert semicolon after "(Cth)"
 - **taxi:** insert semicolon after "Code"
 - **thoroughfare:** replace the semicolon after "Act" with a comma
 - **Veteran Gold Card:** replace the full stop after "Affairs" with a semicolon
- **Clause 1.7(1)(c):** insert full stop after "sign"
- **Clause 1.8(2):** appears to be an unnecessary duplicate of Clause 1.8(1) and, as such, can be deleted from the proposed local law.
- **Clause 1.9(1):** insert space between "classes" and em-dash
- **Clause 2.1:** In the clause title, remove full stop after "2.1"
 - **Subclause (2):** insert comma after "subsection (1)"
- **Clause 2.2:** In the clause title, remove full stop after "2.2"
- **Clause 2.3(1)(b):**
 - **Paragraph (i):** replace comma after "machine" with a semicolon
 - **Paragraph (ii):** insert "or" after "machine;"
- **Clause 2.4:** The designator "(1)" can be deleted as there are no other subclauses.
- **Clause 3.1:**
 - **Subclause (1)(f):** insert full stop after "zones"
- **Clause 3.3:**

- **Subclause (1)(a):** replace full stop after “the parking meter” with “; or”
 - **Subclause (1)(b)(i):** replace comma after “machine” with a semicolon
- **Clauses 4.1 – 4.9:** In the clause titles, increase formatted gap between number and titles for consistency
- **Clause 4.4(1):** remove comma after “clause 4.3”
- **Clause 4.5(2):**
 - insert “out” after “set”
 - Merge subclause (2) and paragraph (a) into one sentence.
- **Clause 4.6:** amend subsection numbering so they run consecutively from (1)-(4)
 - **Subclause (4)(a):** remove “and” after “government;”
- **Clause 4.7:** amend all references of “Total and Permanently Incapacitated (TPI) permit/s” to “Veteran Total and Permanently Incapacitated (TPI) permit/s”
- **Clause 4.9:**
 - **Subclause (3):** insert full stop after “permit”
 - **Subclause (4)(b):** insert full stop after “subclause (3)”
- **Clause 5.1:** replace the words “signs of otherwise” to “signs or otherwise”
- **Clause 5.3(3)(b):** insert full stop after “it”
- **Clause 5.3(5)(a):** replace “uses” with “use”
- **Clause 5.4:**
 - **Subclause (2)(b):** replace semicolon after “form” with full stop
 - **Subclause (5)(a):** replace comma after “parking” with semicolon
 - **Subclause (5)(b):** replace comma after “valid” with semicolon
- **Clause 5.8(1)(a):** replace the words “duties, or” with “duties; or”
- **Clause 5.14(1):** remove tab prior to the words “but, in any event” for clarity
- **Clause 6.14(2):** replace the word “Clause” with “Subclause”
- **Clause 7.1:**
 - **battery electric vehicle:** replace full stop after “battery” with semicolon
 - **electric vehicle supply equipment:** replace full stop after “vehicle” with semicolon
 - **plug-in electric vehicle:** replace full stop after “hybrid electric vehicles” with semicolon & insert word “or” after semicolon
- **Clause 7.3(1)(a):** replace comma after “roads” with semicolon
- **Clause 8.3:** In the clause title remove the word “of” between “mark” and “tyres”
- **Clause 8.11(2)(b):** amend capital I of “It” to lower case
- **Clause 9.2(2):** replace “is be liable” with “shall be liable”
- **Clause 9.3(2):** insert the word “an” after the word “committed”
- **Clause 9.4(1):** insert space between “local law” and em-dash
- **Clause 9.5:**
 - **Paragraph (1)(a)(i):** insert semicolon after “parking permit”
 - **Paragraph (1)(b)(i):** insert semicolon after “parking permit”
 - **Paragraph (1)(b)(iii):** insert full stop after “work zone”
- **Schedule 1:**
 - After the clause title, insert a bracket reference to clause 9.3.
 - The table includes a column for item numbers, but this column is currently blank.
 - **Clause 1.10, Nature of Offence:** insert full stop after “payment”
 - **Clause 2.3(3)(b), Nature of Offence:** insert full stop after “period”
 - **Clause 6.1(d), Nature of Offence:** insert full stop after “line”
 - **Clause 6.14(h), Nature of Offence:** insert full stop after “line”
 - **Clause 6.14(6), Nature of Offence:** insert full stop after “path”

- The local law makes interchangeable references to “Veteran Total and Permanently Incapacitated” and “Total and Permanently Incapacitated”. It is suggested that one of these terms be chosen and used consistently.
- If a clause has only one subclause, it is unnecessary for this single subclause to be designated “(1)” (e.g. clause 5.14). Likewise, it is unnecessary to split a clause into paragraphs if there is only going to be one paragraph (e.g. clause 5.16(2)).
- **Schedule 2:** Replace “City of Melville Parking Local Law 2016” in the heading with “City of Melville Parking Local Law 2023”

The City should also ensure that all references and cross references in the draft are checked for accuracy, particularly if any changes are made as a result of the Department’s comments.

Minister’s Directions – pursuant to s 3.12(7) of the Local Government Act 1995

Please note: once the City has published a local law in the *Government Gazette*, the City must comply with the requirements of the Minister’s *Local Laws Explanatory Memoranda Directions 2010*.

The City, within 10 working days of the Gazettal publication date, forward the signed Explanatory Memoranda material to the Committee at the current address:

Committee Clerk
Joint Standing Committee on Delegated Legislation
Legislative Council Committee Office
GPO Box A11
PERTH WA 6837
Email: delleg@parliament.wa.gov.au
Tel: 9222 7404
Fax: 9222 7805

A copy of the Explanatory Memoranda forms can be downloaded from the Department of Local Government, Sport and Cultural Industries website at www.dlgsc.wa.gov.au. Failure to comply with the Directions may render the local law inoperable.

Please note that my comments:

- have been provided to assist the City with drafting matters in relation to the local law;
- do not constitute legal advice;
- have been provided in good faith for the City’s consideration; and
- should not be taken as an approval of content.

The City should ensure that a detailed editorial analysis of the proposed local law has been undertaken and that the content of the local law is in accordance with the City’s policies and objectives.

Kind regards,

Madeleine Stevens

A/Legislation Officer



**Department of
Local Government, Sport
and Cultural Industries**

GOVERNMENT OF
WESTERN AUSTRALIA

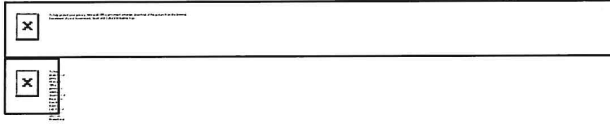
Department of Local Government, Sport and Cultural Industries

140 William Street, Perth 6000

Telephone 08 6552 1530

Email legislation@dlgsc.wa.gov.au

Web www.dlgsc.wa.gov.au





Submission number	Date received	Name	Permission to publish name? Y/N	Part or Clause feedback is directed to	Feedback	If changes suggested, how these changes would improve the local law	Officer Response
1	29 June	Resident A	N	Not specified	Keep cars and caravans off verges so we can walk. Actually enforce illegal parking. Increase penalties for parking on footpaths. It's damn dangerous for us. Create more No standing zones esp around schools. Increase penalties for these zones too and actually enforce them. Stop people parking in their driveways IF it protrudes onto the footpaths. There's too few paths, and half of them are blocked by cars	Not specified	Feedback noted. Rangers regularly patrol within the available resources and we encourage anyone who sees illegal parking to report it to the City.
2	29 June	Resident B	N	Clause 6.5	Many side streets have cars parked on both sides of the carriageway opposite each other, I am sure the 3mtr rule is compromised. I would like to see this enforced better. In some places the cars park on the footpath to open the space between the cars, this is not an optional solution. It would be better to restrict parking on the side with many driveways to allow passage of cars thru the road.	Not specified	Feedback noted. Rangers regularly patrol within the available resources and we encourage anyone who sees illegal parking to report it to the City.
3	29 June	Patrick Maher	Y	Not specified	The proposals seem to be well thought through and entirely manageable. This is a system-wide, Council-wide initiative. It is	Not specified	Feedback noted. Rangers regularly patrol within the available resources



					consistent and clear. The only thing I can add is that I could send photographs every day of cars multiple parked over pathways so that older people and people in wheelchairs have no choice but to walk or use a wheelchair on roadways. I would like to see that by-law enforced. It is a breach that could have serious consequences - even life-threatening consequences. The Council can manage foreseen consequences. It should.		and we encourage anyone who sees illegal parking to report it to the City.
4	3 July	Resident C	N	Not specified (caravan parking)	I would like to see a change so that RVs and caravans can be on the verge.	Not specified	Feedback noted. Changes to clause 6.13 will allow caravans and trailers to protrude onto verges. RVs with a GVM of less than 4.5 tonnes may park on the verge where the owner/occupier abutting the verge has given consent and there are no signage restrictions in place.
5	3 July	Hamish Turner	Y	Not specified	Hello and thanks for this opportunity.. The suggestion being to increase the Free parking time to 2 hours from the current one hour. Reasoning: Several walkers / bike riders /	Not specified	Feedback noted. The management of free parking is not within scope of this review and has



					casual social gatherings go on for at a minimum of 1 hour. Invariable these activities go on for 1.5 to 2 hours and these are activities which should be encouraged.		been passed on to the relevant team.
6	3 July	Clint Bray	Y	Not specified (caravan parking)	I agree with the proposal to allow for caravans to protrude onto verges. I would also extend it to boats. At teh end of the day if it is not obstructing a foot path, I do not see the harm. Plenty of people park their cars on verges for extended periods so why not extend it to a caravan.	Not specified	Feedback noted. This clause would apply to boats if they are on a trailer.
7	3 July	Greg Rickie	Y	Not specified	With the increase in flats and apartments, many more vehicles are taking on the street long term. Ordinarily a flat or apartment will have parking for one or two cars (not larger vehicles such as work vans or trucks). If an apartment or flat has 3 or 4 adults then one or more vehicles are displaced to the road. This should not be the issue of the road user. Motorists have to weave around the parked cars. Both potentially dangerous and inconvenient. The road is a thoroughfare on which to traverse, not a defacto parking area because owner/tenant did not consider this issue. A significant number of vehicles park on a permanent	Not specified	Feedback noted. If a car parked on the thoroughfare is causing an obstruction, the City, may, under section 6.14, issue an infringement. Rangers regularly patrol within the available resources and we encourage anyone who sees illegal parking to report it to the City.



					<p>basis. Similarly, with the considerable construction now being undertaken, tradespersons vehicles are parked on the roads, footpaths, and, anywhere convenient to them. Again dangerous and a problem. Many such issues present at main roads and intersections and already crowded and busy streets. The issue lies with the owner/builder.developer and not the ratepayer/motorist. By way of example - My father is a nonagenarian. He uses his mobility scooter to go from his home to Garden City. Someone parked on the footpath. He could not get past and came off the scooter will trying to get past. This disabled the scooter and he needed someone to help push the machine back to his house - all a bit taxing if you are nearly 96.</p>		
8	3 July	Resident D	N	Clause 6.14(1)(d)	<p>"...a person must not stop, park or permit a vehicle to remain parked so that any portion of the vehicle is ...within 10 metres of the nearest kerb line of any thoroughfare intersecting the thoroughfare on the side on which the vehicle is stopped or parked, where the intersection does not have traffic-control signals installed." Point Walter</p>	<p>Implement boundaries for Point Walter Road regarding the 10m intersection/kerb line rule for areas without traffic signals to ensure the full 10m boundary is honoured by drivers. The 2016 law issued</p>	<p>A driveway is not considered to be a thoroughfare and as such, here is no requirement for parked cars to be at least 10m away from them. Clause 6.14(1) provides that a</p>



					road northbound needs to be regulated on this. Average vehicle length: 5m. This means minimum 2 vehicle distance between a parked vehicle and the edge of a driveway, both sides. If the ducking and weaving between parked cars is any indication, we need increased signage & monitoring from the City. The near misses have been very concerning. It's a two lane road, not a one lane road. People come off Canning in a rush. Impatient behaviour will always exist as a byproduct but the systemic road parking issues are the root of the problem which need further intervention.	the same rule (3.11, A); motorists simply are not observing this rule. And the situation has not only worsened due to increased density, the City green lit the childcare centre (just up the road) and the City backflipped on its ruling to widen the road. We get motorists soaring over the speed bumps which have done little by way of traffic "calming".	parked car must not interfere with 'reasonable access' to a driveway, and if this occurs, the rangers team may issue an infringement.
9	3 July	Carla van Raay	Y	Not specified	I think that all the proposed changes are very sensible and reflect today's needs.	Not specified	Feedback noted.
10	4 July	Resident E	N	Clauses 6.8, 6.9, 6.13	Clause 6.8 Verge Parking; the owner or occupier should be able to give move on notice to unauthorised parked vehicles. Clause 6.9 Double Parking: Vehicles should not park directly opposite each other leaving no space in between for cars/truck to drive through. Residents should not park on roads if they have on site parking space. Clause 6.13 boats also need to be included not just caravans.	Clause 6.8 the change gives the home owner or occupier move on notice authority to protect its verge grass and reticulations from damage. Clause 6.9 would stop irresponsible drivers from parking opposite a parked car in narrow streets	Feedback noted. There is no legislative provision which allows the City to give residents to authority or power to issue move-on notices. Clause 6.5(c) provides that at least 3 metres must



						<p>leaving no gap for traffic movement. Parking on your property rather than the road allows free traffic flow in suburban streets. Clause 6.13 need to include boats. They are becoming a nuisance lately getting parked on verges and roads obstructing traffic flow especially in summer.</p>	<p>be lie between two vehicles parked on opposite sides of the road.</p> <p>Clause 6.13 would apply to boats if they are on a trailer.</p>
11	4 July	Resident F	N	Not specified (parking on verges, obstructing footpaths, parking contrary to signed parking restrictions)	To have all these parking regulations are great but unless they are policed, they are all a waste of time as is very evident with the continued parking of Leeming Senior High School teachers on Grady Close contrary to the signage.	Nothing wrong with the laws but for the laws to be effective council needs an effective compliance/policing regime, which it clearly does not have.	Feedback noted. Rangers regularly patrol within the available resources and we encourage anyone who sees illegal parking to report it to the City.
12	4 July	Anthony Muirson	Y	Not specified	Why was the parking arrangements in my street changed with no stakeholder engagement? Not one person was consulted when the end of my street was deemed no parking this has resulted in people parking around the corner on a blind corner causing myself to turn into oncoming traffic. I contacted the council about this and only received a	Not specified	Note: The City's Traffic and Road Safety Coordinator reached out to the resident to discuss their concerns.



					follow up call please email me your response		
13	5 July	Robert Simpson	Y	Not specified (enforcement of parking regulations)	I know that the Ranger Services do the best they can with regard to enforcing your parking regulations, however I suspect that they are severely under resourced. Parking on footpaths in Mt Pleasant has reached epidemic proportions. Pedestrians and the disabled are being forced to walk in the middle of busy roads as a result. Also, the car parking at Deepwater Point is being seriously abused. Vehicles without trailers are taking up most of the bays reserved for boat owners, and are not being infringed. The City of Melville needs to do two things. Parking fines need to be trebled, and more officers need to be on patrol. You might consider authorising your CSS officers to issue parking fines. Alternatively, employ two Parking Control Officers whose function would be purely parking enforcement. This would augment Ranger Services. I calculate that their salaries and costs would be paid for b the infringements that they issue.	Not specified	Feedback noted. Rangers regularly patrol within the available resources and we encourage anyone who sees illegal parking to report it to the City. Under clause 6.14(1)(f), no-one may park on or over a footpath. The allocation of duties to staff and the number of staff is not within scope of this review and has been passed on to the relevant team.
14	6 July	Michael McLean	Y	Clause 6.13(2)(b), 8.3	Recommend 72 hours be amended to 72 successive or consecutive hours Title of 8.3	The changes proposed are cosmetic in nature	Feedback noted. The Word 'of' has been removed.



					needs to change. Delete "of". Generally the draft is extremely lengthy		
15	11 July	Resident G	Not specified	Not specified (clause 6.13)	<p>It has been brought to my attention that the CoM is proposing some changes to their parking laws. One of the changes I find very concerning – the proposal to allow caravans and trailers to protrude 2.5 metres onto the verge. In addition to being concerned with the proposal I am also very disappointed with the language and communication associated with the proposed change.</p> <p>Most – if not all owners of caravans and trailers (often with boats) in the CoM know that they are not allowed to park these vehicles long term on the verge. I knew that and bought a short caravan that I could completely park on our block. As a consequence of knowing the law, most people make other arrangements in regard to caravans and trailers such as:</p> <ul style="list-style-type: none"> • paying to store them elsewhere, • buying ones that will fit on their property, or • simply doing without. <p>There are however some residents who have found that there has been no proactive enforcement of the parking law</p>	Not specified	<p>Feedback noted.</p> <p>The amendment was informed by community and Councillor feedback, and the intent of the amendment is to find a balance between competing uses of the verge.</p> <p>We take on board the feedback about the use of the word 'slight' – it was not City's intention to mislead the public. The City's intention was to advise that the trailer or caravan cannot be completely parked on the verge.</p> <p>We appreciate the time taken by the resident to provide such a thoughtful and well-worded submission.</p>



					<p>and have got away with illegal parking – often for many years. Their argument may be that the community doesn't care – so why not simply change the law? I disagree. They have been either been lucky that they have not been 'dobbed in' – or have had the parking inspector use his discretion and not enforce the law.</p> <p>Earlier this year I reported a few flagrant breaches to the CoM and some of the vehicles were moved. I am probably the one who stirred up the hornet's nest! I now see that there is a proposal to make some of those breaches legal. (The attached photo of 38A Lamond St in Melville is an example of one that might become legal).</p> <p>I am not sure the proposed change to this parking law has been thought through. Is the thinking that because few complaints had been made about the illegal parking that the community now accepts that permanently parking caravans and trailers and boats partly on the verge is acceptable? My guess is many don't really care much – but would they care if the number grew a lot, and the protrusion became significant? And what would those who have</p>		
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				<p>'done the right thing' say if they were asked? And what process was used in developing the proposed change - simply some feedback from some ratepayers and some Councillors?</p> <p>This is where my second – and also significant concern arises – the way in which this law change has been presented and communicated.</p> <ul style="list-style-type: none"> • It is only perchance that I became aware of this law change – despite twice this year reporting breaches. Surely that would have shown me to be a concerned citizen who would like to be personally informed of such a relevant law change? • And then to see in the fine detail that the proposed allowed protrusion would be 2.5 metres, and for that to be described as "slight". I suspect most people would think that slight would be up to say 0.5 metres not 5 times that amount. The City's summary of the proposed change simply states: "allowing caravans to slightly protrude onto verges where certain conditions are met." The detail is in Clause 6.13 of Page 30 of the draft of the new laws. <p>In my view a 2.5 metre protrusion is not slight. It is a</p>		
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					<p>lot. It is a major change to the law. Some would describe the communication as dishonest.</p> <p>And do we know the full ramifications of the change? My reading of the proposed new law would allow for a caravan like the one shown in the attached photo to be parked parallel to a boundary (particularly so on a corner block) provided some of it was on the resident's property – even just a millimetre. Would that be acceptable to the community? And what would happen if someone with a motorhome had it protruding 2.5 metres onto the verge. Would that be acceptable? Are there other anomalies? Has this matter really been thought through?</p> <p>I appreciate the fact that residential blocks in Melville are getting smaller and people want to park caravans and boats at home. I can also accept that a slight protrusion of a small proportion of a vehicle's footprint onto the verge or crossover has been acceptable to most people for a long time – but changing that to an allowable 2.5 metres plus a</p>		
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					<p>tolerance to perhaps 3.0 metres is not what residents would see as acceptable.</p> <p>In summary I believe this proposal should either be completely dropped, or at least not be presented to Council until it has been thoroughly considered – with any recommendations being the result of thorough research and community involvement.</p>		
16	13 July	Resident H	N	<p>Clauses 5.16(1),(2)(a), 6.5, 6.12, 6.13</p>	<p>I was glad to see that council removed the proposed 72hr parking limit on residential streets and reverted back to the original 24hrs as this would have created a number of issues and caused amenity loss to residents who would have been negatively affected by persons parking their vehicles in front of their neighbours for long period of time. Should 5.16 (2)(a) have further explanation regarding whether or not a public space includes residential streets with no parking signage. Should 6.5 include the 24hr parking clause and should it then include that the vehicle must not return for another 24hrs. Item 6.13 does not provide clarification on whether or not vehicles for sale can be</p>	<p>1. Written clarity on how long a vehicle must be removed from a non signed thoroughfare after parking for 24hrs will provide greater clarity for those impacted. 2. Greater clarity in regard to a thoroughfare being is or is not a public open space will assist understanding parking regulations.</p>	<p>Feedback noted. The definition of 'public place' includes a thoroughfare, which includes a street.</p> <p>There is no need to include the 24 hour parking clause in clause 6.5 because it is covered in clause 5.16(1).</p> <p>By implementing a 24-hour non return period that may result in people not being able to park or return to their own home.</p> <p>Clause 6.13 does provide that a</p>



					parked on verges outside a residents property?		vehicle for sale cannot be parked on a verge, as it is considered to be part of the thoroughfare.
17	22 July	Resident I	N	Part 9	Typo in clause 9.2 (2). readslocal law is be liable.....	Not specified	Feedback noted. The word 'be' has been removed.
18	22 July	Resident J	N	Not specified (parking signs and enforcement)	It should be made mandatory to anyone building a property (be it owner builder or a builder) that they are responsible to educate and inform any contractors working on a site of the local parking laws, with City of Melville to impose certain restrictions where applicable. For instance we often had instances of Cranes, trucks etc turning up at peak school time drop off/pick up times causing havoc, road blocks and kerb jumping causing danger to residents and kids. Any school areas should have mandatory off street parking for construction vehicles, with no road blockages during peak periods as part of the building approval process and sign off. The 6m rule of 1hr parking for	Not specified	Feedback noted. Rangers regularly patrol within the available resources and we encourage anyone who sees illegal parking to report it to the City.



					commercial vehicles is often ignored or not known and needs to be better educated to tradies and enforced.		
19	25 July	Alayna Hall	Y	Clause 6.13	This definitely needs to happen. Caravans, campervans and boats all need to be included in this clause. Especially as city of Melville beings to infill and blocks are getting smaller. People need areas to store their vehicles and trailers. It would also greatly help with the cost of living pressures as people wouldn't need to spend on private storage fees. It would also be nice to no longer receive parking fines for parking on the verge out the front of your property.	Not specified	Feedback noted.
20	25 July	Resident K	N	Clause 6.13	Agree with this change as more and more people are getting motorhomes/caravans and need to park somewhere so utilising a part of the verge is appropriate where it is not causing an obstruction.	Clarify what is allowed	Feedback noted.
21	25 July	John Norris	Y	Clause 6.13	While I have a caravan parked on my front lawn it is close to the verge but not over. As long as it is safe to do so and the caravan / Trailer does not impact any view or obstruction to any vehicles or complaints from Neighbours, then I agree with the proposed changes.	Not specified	Feedback noted.



22	25 July	Resident L	N	Clause 6.13	Specifically regarding parked RVs protruding slightly onto the verge. With current infill and 'grey nomads' downsizing, I think a little leniency on overhang is definitely a good idea.	Not specified	Feedback noted. RVs with a GVM of less than 4.5 tonnes may park on the verge where the owner/occupier abutting the verge has given consent and there are no signage restrictions in place.
23	25 July	Resident M	N	Not specified	Very happy to see the Council making a sensible adjustment to local laws. It's already happening and people should not have to be subject to the whims of their neighbours ie: whether or not the neighbour makes a complaint. It's clearly not causing any trouble except to neighbourly relations when someone chooses to complain. It is happening all over the suburbs now and it's just a fact of life. I congratulate the council on being proactive and hope that the change goes through.	Not specified	Feedback noted.
24	25 July	Glenys Campbell	Y	Clause 6.13	I support this change. It is already happening all over the city at the moment, with no ill effect. It has been happening for decades. It wastes Council rangers' time when neighbours complain and it should not be left open to individual neighbours to decide whether it	Not specified	Feedback noted.



					is all right for the parking to be allowed. Smaller blocks mean people do not have options other than storage/parking facilities which are quite expensive and inconvenient. Why the Council is involved in this situation at all is beyond understanding since people should be able to do what they want on their own property and there are many other bylaws that the Council could better spend time enforcing.		
25	25 July	Christine Ashton	Y	Clause 6.13	I support this change. Three of my close neighbours in Coverley Street had boats and a van and it didn't affect my property. If they are prepared to put up with a large item in their own front yard, then it's their choice. Many people park cars on their crossovers every night because garages are often full and they can't fit their cars, or they have younger family members and therefore have four plus cars per household. I think this is a sensible rule change that is actually overdue as it reflects the needs and common practice of householders within Melville City.	Not specified	Feedback noted.
26	4 August	Resident N	N	Clause 6.13	The proposal to allow caravans to protrude 2.5 m onto the verge is a major change to the law -	My suggested changes would not improve the local	See response to submission 15.



					and consequently should not take place without the benefit of thorough research and community consultation.	law. It would maintain the law as it stands.	
27	4 August	Resident O	N	Not specified	When considering the changes to laws around verges, I believe verge trees should be compulsory, and room must be maintained on all verges for a tree.	Not specified	Feedback noted. The City's approach to verges trees is not within the scope of the Parking Local Law 2023.
28	4 August	Resident P	N	Not specified	↔ Allowing caravans to slightly protrude onto verges where certain conditions are met : Feedback : I don't agree that caravans should be allowed to partly park on verges. In particular because the verges are the main green part of our road systems where trees and native plantings should be encouraged. We don't have enough trees in Melville yet, so our verges need to be kept for future plantings. ↔ Allowing community and sporting organisations to apply for temporary event parking on reserves : Feedback : I don't agree that cars should be allowed to park on reserves for many reasons, including damage to turf by the weight of modern cars and 4WDs, and possible contamination from oil and petrol. Also Melville needs to be planting more trees on	Not specified	Feedback noted.



					these reserves. If trees cant be planted in the middle, for example if it's used for sport, then trees can be planted around the outside so that there is shade for spectators. No cars, even occasionally!		
29	4 August	Madeleine Stocken	Y	Not specified (verge parking)	Please ensure in your clauses that parking allowances do not allow removal of excising trees and make verge trees to new homes compulsory ie you can't knock down an old house and trees and build 2 houses with no trees. . A ban on plastic verge lawns would help keep the region cooler. I would strongly like to see us adopt green area policy like that in Vienna Austria where homes cannot be built covering the entire block but and area for greenery is left.	Not specified	Feedback noted. The City's approach to verges trees or synthetic grass is not within the scope of the Parking Local Law 2023.
30	5 August	Resident Q	N	Not specified	No changes to existing parking law. I would like our street Nisbet Road, to have residents only parking, due to Heathcote visitor parking along our street when events are occurring. Also our POS Jack Howson, is full of parking all day and can't be used by residents when Heathcote events are on. Very difficult to reverse from our home drive safely due to oncoming traffic coming from around the close corner when there is congested cars parked	Not specified	Feedback noted. If a car parked on the thoroughfare is causing an obstruction, the City, may, under section 6.14, issue an infringement.



					along both sides of the road. Not satisfactory and unsafe parking permission by City.		
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**LISTING OF PAYMENTS MADE
UNDER DELEGATED AUTHORITY**

**FOR THE PERIOD OF
OCTOBER 2023
PRESENTED TO THE
ORDINARY MEETING OF COUNCIL
TO BE HELD ON DATE
ITEM C19/6001**

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.6979	1300 TEMPFENCE READY INDUSTRIES PTY LTD T/AS			\$ 2,188.56
.6979	Temporary fencing	31/10/2023	E115259	\$ 2,188.56
.8007	2 DEADLY FOOD AND FITNESS C.M D'ASCENZO & L.J OAKLEY T/AS			\$ 1,500.00
.8007	Catering services and supplies	17/10/2023	E114908	\$ 1,500.00
.9061	361 DEGREES STRATEGIC ENGAGEMENT AND COMMUNICATIONS ADVANCED CONSULTING AND SERVICES PTY LTD T/AS			\$ 8,800.00
.9061	Auditing services	31/10/2023	E115325	\$ 8,800.00
.3359	A PLUS TRAINING SOLUTIONS PTY LTD			\$ 275.00
.3359	External training courses	17/10/2023	E114753	\$ 275.00
.9086	AAAC TOWING PTY LTD			\$ 1,237.50
.9086	Vehicle towing	17/10/2023	E114956	\$ 742.50
.9086	Vehicle towing	31/10/2023	E115329	\$ 495.00
.7359	AARO GROUP PTY LTD			\$ 7,099.18
.7359	Drainage services	17/10/2023	E114880	\$ 7,099.18
.0366	ABAXA WH LOCATION SERVICES PTY LTD T/AS			\$ 2,200.00
.0366	Underground Service Location	31/10/2023	E115118	\$ 2,200.00
.5032	ABORIGINAL PRODUCTIONS AND PROMOTIONS THE RICHARD WALLEY FAMILY TRUST T/AS			\$ 275.00
.5032	Entertainers	17/10/2023	E114784	\$ 275.00
.2135	ABSOLUTE RETICULATION			\$ 1,739.10
.2135	Reticulation Reinstatement	17/10/2023	E114732	\$ 1,739.10
.5960	ACS SWAN EXPRESS PRINT			\$ 302.50
.5960	Business Card Printing	17/10/2023	E114807	\$ 302.50
.4888	ACTION GLASS & ALUMINIUM			\$ 1,077.89
.4888	Glazing supplies and services	17/10/2023	E114780	\$ 1,077.89
.6926	ACURIX NETWORKS PTY LTD			\$ 11,365.20
.6926	Telecommunication services	31/10/2023	E115257	\$ 11,365.20

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.2528	ADVAM PTY LTD			\$ 963.60
.2528	Cash collection services	17/10/2023	E114738	\$ 963.60
.4456	ADVANCE PRESS (2013) PTY LTD			\$ 3,212.00
.4456	Outsourced printing	17/10/2023	E114774	\$ 2,673.00
.4456	Outsourced printing	31/10/2023	E115201	\$ 539.00
.9048	ADVERTISING - MARKETFORCE SUBSIDIARY OF OMNICOM			\$ 7,130.78
.9048	Marketing and communication services	17/10/2023	E114949	\$ 365.75
.9048	Marketing and communication services	31/10/2023	E115323	\$ 6,765.03
.6138	AE HOSKINS BUILDING SERVICES THE TRUSTEE FOR M R HOSKINS FAMILY TRUST T/AS			\$ 3,091.77
.6138	Building construction materials and services	17/10/2023	E114812	\$ 3,091.77
.6855	AIR LIQUIDE AUSTRALIA LIIMITED			\$ 2,433.36
.6855	Gas	31/10/2023	E115252	\$ 2,433.36
.3259	ALAN HANCOCK			\$ 239.00
.3259	Melville Storylines - Panelist	31/10/2023	E115172	\$ 239.00
.2330	ALINTA ENERGY ALINTA SALES PTY LTD T/AS			\$ 3,465.60
.2330	Gas Charges	17/10/2023	E114735	\$ 3,465.60
.3350	ALL GARDENING SERVICES SCHNITTER, JOCHANAN SHANOAH T/AS			\$ 420.00
.3350	Landscaping services and supplies	17/10/2023	E114752	\$ 210.00
.3350	Landscaping services and supplies	31/10/2023	E115175	\$ 210.00
.6340	ALLFLOW INDUSTRIAL GOLDGEM INVESTMENTS PTY LTD T/AS			\$ 2,959.00
.6340	Water treatment services	31/10/2023	E115231	\$ 2,959.00
.9044	ALLIED PUMPS COMMERCIAL ALLIED CO COMMERCIAL PTY LTD			\$ 1,004.58
.9044	Water treatment services	17/10/2023	E114948	\$ 1,004.58
.3806	ALS LIBRARY SERVICES PTY LTD			\$ 964.36
.3806	Library Expenses	31/10/2023	E115183	\$ 964.36
.7418	AMALGAMATED MOVIES NON-THEATRICAL FILM DISTRIBUTORS SNELLS DISTRIBUTION PTY LTD T/AS			\$ 198.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.7418	Event equipment hire	17/10/2023	E114882	\$ 198.00
.2755	AMBIUS RENTOKIL INITIAL RENTOKIL INITIAL PTY LTD T/AS			\$ 2,904.85
.2755	Facilities management services	17/10/2023	E114743	\$ 2,904.85
.9049	AMCS AUSTRALIA PTY LTD			\$ 7,363.13
.9049	IT software/licensing and maintenance	17/10/2023	E114950	\$ 7,363.13
.3016	AMPOL PETROLEUM DISTRIBUTORS PTY LTD			\$ 4,778.40
.3016	Fuel	17/10/2023	E114747	\$ 4,778.40
.8719	ANNA HARRIS & ASSOCIATED PTY LTD ATF THE ANNA HARRIS TRUST T/AS			\$ 660.00
.8719	EAP Support	17/10/2023	E114940	\$ 660.00
.1149	APACE AID INCORPORATED			\$ 1,316.32
.1149	Nursery supplies	31/10/2023	E115138	\$ 1,316.32
.6938	APPARATUS: PUBLIC ART AND CULTURAL SERVICES PTY LTD			\$ 715.00
.6938	Artists and artworks	17/10/2023	E114859	\$ 715.00
.8783	AQUA L'EAU AUSTRALIA PTY LTD			\$ 640.20
.8783	Plumbing maintenance supplies and services	31/10/2023	E115313	\$ 640.20
.5333	AQUAMONIX PTY LTD			\$ 8,586.05
.5333	Irrigation and watering systems	17/10/2023	E114790	\$ 7,639.50
.5333	Irrigation and watering systems	31/10/2023	E115211	\$ 946.55
.6015	AQUATIC SERVICES WA PTY LTD			\$ 5,372.40
.6015	Swimming pool costs	17/10/2023	E114809	\$ 525.80
.6015	Swimming pool costs	31/10/2023	E115219	\$ 4,846.60
.3515	ARBOR CARBON PTY LTD			\$ 16,484.88
.3515	Environmental consultancy services	31/10/2023	E115178	\$ 16,484.88
.9081	ARBOR CENTRE GROUP PTY LTD			\$ 8,791.20
.9081	Environmental consultancy services	31/10/2023	E115328	\$ 8,791.20
.7422	ARCHAE-AUS PTY LTD			\$ 9,380.49

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.7422	Design consulting services - Attadale Village	17/10/2023	E114883	\$ 9,380.49
.7585	ART DISPLAY HIRE			\$ 3,432.00
.7585	Artists and artworks	17/10/2023	E114886	\$ 3,432.00
.0014	ARTEIL (WA) PTY LTD			\$ 3,924.80
.0014	Furniture and Fit Out	17/10/2023	E114674	\$ 1,173.70
.0014	Furniture and Fit Out	31/10/2023	E115108	\$ 2,751.10
.1150	ASB MARKETING PTY LTD			\$ 1,887.88
.1150	Marketing materials and promotional items	17/10/2023	E114711	\$ 1,887.88
.4313	ASPHALTECH PTY LTD			\$ 27,220.08
.4313	Roads and paving supplies - asphalt and bitumen	17/10/2023	E114771	\$ 27,220.08
.8833	ASPIRE PERFORMANCE TRAINING PTY LTD			\$ 31,942.74
.8833	Training services	31/10/2023	E115315	\$ 31,942.74
.8249	ATI-MIRAGE TRAINING AND BUSINESS SOLUTIONS PTY LTD			\$ 1,165.50
.8249	External training courses	17/10/2023	E114920	\$ 1,165.50
.9105	ATLAN STORMWATER SPEL ENVIRONMENTAL PTY LTD T/AS			\$ 4,372.50
.9105	Water treatment services	31/10/2023	E115334	\$ 4,372.50
.8197	ATTADALE GARDEN BAGS THE TRUSTEE FOR BOWDEN FAMILY TRUST T/AS			\$ 110.00
.8197	Waste collection and disposal	31/10/2023	E115296	\$ 110.00
.6797	ATTURRA BUSINESS APPLICATIONS GALAXY 42 PTY LTD T/AS			\$ 1,870.00
.6797	Training services	17/10/2023	E114850	\$ 1,870.00
.6724	AUSQ TRAINING THE TRUSTEE FOR AUSQ UNIT TRUST T/AS			\$ 840.00
.6724	Training services	31/10/2023	E115246	\$ 840.00
.5138	AUST WEST AUTO ELECTRICAL PTY LTD			\$ 11,034.90
.5138	Vehicle Repairs and Maintenance	17/10/2023	E114787	\$ 11,034.90
.1523	AUSTRALIA POST PERTH			\$ 16,559.24
.1523	Postage	17/10/2023	E114723	\$ 508.26

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.1523	Postage	31/10/2023	E115150	\$ 16,050.98
.4967	AUSTRALIAN GROWN THE TRUSTEE FOR THE MCKENNA FAMILY TRUST T/AS			\$ 435.61
.4967	Uniforms and corporate wardrobe	17/10/2023	E114783	\$ 65.78
.4967	Uniforms and corporate wardrobe	31/10/2023	E115207	\$ 369.83
.1804	AUSTRALIAN HVAC SERVICES AUSTRALIAN HVAC SERVICES PTY LTD T/AS			\$ 70,075.41
.1804	Air conditioning maintenance and services	17/10/2023	E114727	\$ 35,320.21
.1804	Air conditioning maintenance and services	31/10/2023	E115154	\$ 34,755.20
.6331	AUTOMATIC SOLUTIONS MABELLE NOMINEES PTY LTD T/AS			\$ 434.00
.6331	Fencing supplies and services	17/10/2023	E114821	\$ 434.00
.6272	BALSHAWS FLORIST ATF E.J BALSHAW & M.D BALSHAW & Z.F BALSHAW & B.M GIBB T/AS			\$ 637.00
.6272	Flowers and gifts and awards	17/10/2023	E114815	\$ 637.00
.9094	BANANA LEAF FILIPINO CUISINE VILLAR, ROBERTO FRANCISCO T/AS			\$ 1,065.50
.9094	Community events	17/10/2023	E114959	\$ 1,065.50
.7048	BBC ENTERTAINMENT THE TRUSTEE FOR NORTHBRIDGE ENTERPRISES UNIT TRUST T/AS			\$ 1,430.00
.7048	Entertainers	31/10/2023	E115263	\$ 1,430.00
.6652	BCE SURVEYING PTY LTD			\$ 13,585.00
.6652	Surveyors	31/10/2023	E115241	\$ 13,585.00
.5661	BEACON EQUIPMENT BEPASSEY NOMINEES PTY LTD T/AS			\$ 7,268.30
.5661	General hardware and tools	17/10/2023	E114801	\$ 6,497.80
.5661	General hardware and tools	31/10/2023	E115216	\$ 770.50
.0025	BEARING SERVICES PTY LTD			\$ 101.18
.0025	Plant purchase/Parts	31/10/2023	E115109	\$ 101.18
.2452	BEAUREPAIRES (MYAREE) GOODYEAR & DUNLOP TYRES (AUST) PTY LTD T/AS			\$ 5,126.26
.2452	Tyres	17/10/2023	E114737	\$ 440.32
.2452	Tyres	31/10/2023	E115161	\$ 4,685.94
.1073	BENARA NURSERIES THE TRUSTEE FOR THE QUITO UNIT TRUST T/AS			\$ 2,781.87
.1073	Nursery supplies	17/10/2023	E114707	\$ 2,025.87

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.1073	Nursery supplies	31/10/2023	E115134	\$ 756.00
.8400	BETTER RENT ACCEPTANCE PTY LTD			\$ 3,007.40
.8400	Rental fee - Car GPS devices	17/10/2023	E114930	\$ 1,806.20
.8400	Rental fee - Car GPS devices	31/10/2023	E115305	\$ 1,201.20
.8027	BETTY JOY RICHARDS			\$ 2,000.00
.8027	Creative services and graphic design	17/10/2023	E114910	\$ 2,000.00
.6556	BIN BATH BIN BATH CORPORATION PTY LTD T/AS			\$ 257.95
.6556	Waste expenses	17/10/2023	E114831	\$ 257.95
.0027	BLACKWOODS J BLACKWOOD & SON PTY LTD T/AS			\$ 2,930.56
.0027	General hardware and tools	17/10/2023	E114675	\$ 2,930.56
.8902	BLAK LINE INDUSTRIES PTY LTD			\$ 21,768.12
.8902	Creative services and graphic design	31/10/2023	E115316	\$ 21,768.12
.1364	BLUE GUM PARK TENNIS CLUB INC.			\$ 2,080.00
.1364	Sport and recreation subsidies	31/10/2023	E115146	\$ 2,080.00
.9053	BMH ELECTRICS PTY LTD THE TRUSTEE FOR EYELAND TRUST T/A			\$ 25,841.66
.9053	Solar power - bollard lighting	17/10/2023	E114951	\$ 25,841.66
.0187	BORAL CONSTRUCTION MATERIALS GROUP LTD			\$ 4,043.19
.0187	Pavement construction and streetscape services	17/10/2023	E114686	\$ 2,315.89
.0187	Pavement construction and streetscape services	31/10/2023	E115115	\$ 1,727.30
.8951	BRAD COLEMAN COLEMAN, BRADLEY JAMES			\$ 1,000.00
.8951	Creative services and graphic design	31/10/2023	E115319	\$ 1,000.00
.6739	BRIGHTMARK GROUP PTY LTD			\$ 18,565.21
.6739	Commercial cleaning	17/10/2023	E114846	\$ 18,565.21
.0399	BRITESHINE CLEANING SERVICES BRITESHINE CLEANING & MAINTENANCE SERVICES PTY LTD T/AS			\$ 91,694.65
.0399	Commercial cleaning	17/10/2023	E114691	\$ 62,824.57
.0399	Commercial cleaning	31/10/2023	E115119	\$ 28,870.08

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.6998	BROWNES DAIRY BROWNES FOODS OPERATIONS PTY LIMITED T/AS			\$ 684.68
.6998	Staff supplies	17/10/2023	E114864	\$ 128.44
.6998	Staff supplies	31/10/2023	E115260	\$ 556.24
.0137	BUCHER MUNICIPAL PTY LTD			\$ 3,911.68
.0137	Engineering consulting services	17/10/2023	E114683	\$ 3,911.68
.0004	BUILDING AND CONSTRUCTION INDUSTRIAL TRAINING BOARD			\$ 10,241.19
.0004	Regulatory fees and government charges	18/10/2023	E115075	\$ 10,241.19
.9995	BUILDING COMMISSION DEPARTMENT OF COMMERCE T/AS			\$ 35,761.36
.9995	Regulatory fees and government charges	18/10/2023	E115076	\$ 35,761.36
.7689	BUILDING SURVEYING SOLUTIONS PTY LTD			\$ 1,155.00
.7689	Surveyors	17/10/2023	E114893	\$ 1,155.00
.5511	BULL CREEK TENNIS CLUB INC.			\$ 1,260.00
.5511	Donations, Sponsorship & Contributions	17/10/2023	E114796	\$ 600.00
.5511	Donations, Sponsorship & Contributions	31/10/2023	E115214	\$ 660.00
.0036	BUNNINGS GROUP LIMITED			\$ 5,035.53
.0036	Building construction materials and services	17/10/2023	E114676	\$ 3,673.80
.0036	Building construction materials and services	31/10/2023	E115110	\$ 1,361.73
.3124	BUSINESS BASE OFFICEASY PTY LTD T/AS			\$ 1,499.00
.3124	Office Furniture	31/10/2023	E115169	\$ 1,499.00
.1750	BUSINESS NEWS BUSINESS NEWS PTY LTD T/AS			\$ 5,445.00
.1750	Advertising and media buy	31/10/2023	E115153	\$ 5,445.00
.6627	C&H SWEEPING PINESHORE HOLDINGS PTY LTD T/AS			\$ 1,188.00
.6627	Street sweeping services	17/10/2023	E114838	\$ 1,188.00
.8131	CABCHARGE PAYMENTS PTY LTD			\$ 653.35
.8131	Taxis	17/10/2023	E114913	\$ 653.35
.0965	CALIBRE COATINGS PTY LTD THE TRUSTEE FOR THE KIS TRUST T/AS			\$ 8,076.16
.0965	Painting supplies and services	17/10/2023	E114701	\$ 4,833.40

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.0965	Painting supplies and services	31/10/2023	E115130	\$ 3,242.76
.7201	CAR CARE ROCKINGHAM MARIO BAELI T/AS			\$ 910.00
.7201	Cleaning of City Vehicles	31/10/2023	E115266	\$ 910.00
.7265	CARDIA BIOPLASTICS CARDIA BIOPLASTICS (AUSTRALIA) PTY LTD T/AS			\$ 78,388.20
.7265	waste expenses - Bin Liners	31/10/2023	E115271	\$ 78,388.20
.8124	CARLA ADAMS ADAMS, CARLA MELITA			\$ 46.50
.8124	Artists and artworks	31/10/2023	E115293	\$ 46.50
.7640	CASCADE PTY LTD DAVID PRICE CONSULTING T/AS			\$ 3,300.00
.7640	Business and management consulting and services	17/10/2023	E114890	\$ 3,300.00
.8664	CASTELLI ESTATE PTY LTD			\$ 2,264.66
.8664	Food and beverages for resale	31/10/2023	E115312	\$ 2,264.66
.5663	CASTLEDEX PTY LTD			\$ 7,683.50
.5663	Records management services	31/10/2023	E115217	\$ 7,683.50
.0044	CASTROL AUSTRALIA PTY LIMITED			\$ 4,872.60
.0044	Greases and oils and lubricants	17/10/2023	E114677	\$ 4,872.60
.4237	CENTRECOURT RENOVATORS THE HARDINGHAM FAMILY TRUST T/AS			\$ 1,650.00
.4237	Sports field services	17/10/2023	E114766	\$ 1,650.00
.5677	CHAMPION COMPRESSORS SULLAIR AUSTRALIA PTY LTD T/AS			\$ 11,726.22
.5677	Maintenance and services	17/10/2023	E114802	\$ 10,721.37
.5677	Maintenance and services	31/10/2023	E115218	\$ 1,004.85
.7986	CHARMAINE BALL BALL, CHARMAINE PATRICE T/AS			\$ 450.00
.7986	Artists and artworks	17/10/2023	E114907	\$ 450.00
.5529	CHOICEONE PTY LTD			\$ 50,899.40
.5529	Temporary labour	17/10/2023	E114797	\$ 22,831.71
.5529	Temporary labour	31/10/2023	E115215	\$ 28,067.69
.1600	CITY OF MELVILLE - CASH ADVANCE			\$ -

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.1600	Internal transfers and accounting	17/10/2023	070885	\$ 300.00
.1600	Internal transfers and accounting	23/10/2023	070885	-\$ 300.00
.0001	CITY OF MELVILLE - PETTY CASH			\$ 162.79
.0001	Local Government	31/10/2023	070887	\$ 162.79
.8599	CLASSIC HIRE MILTOM PTY LTD T/AS			\$ 2,445.85
.8599	Event equipment hire	17/10/2023	E114934	\$ 611.60
.8599	Event equipment hire	31/10/2023	E115308	\$ 1,834.25
.7962	CLIVE ROSS COUNCILLOR			\$ 3,038.33
.7962	Councillor expenses	17/10/2023	E114904	\$ 3,038.33
.6922	CLPM PTY LTD			\$ 98,215.30
.6922	Building construction materials and services	17/10/2023	E114857	\$ 98,215.30
.7074	COMPLETE OFFICE SUPPLIES			\$ 20,767.29
.7074	Stationery	17/10/2023	E114873	\$ 20,767.29
.1187	COMPLETE PEST MANAGEMENT SERVICES THE TRUSTEE FOR LAWRENCE FAMILY TRUST T/AS			\$ 4,460.45
.1187	Pest & Weed Control	17/10/2023	E114712	\$ 3,536.45
.1187	Pest & Weed Control	31/10/2023	E115140	\$ 924.00
.1193	CONSCIOUS CREATION FOUNDATION			\$ 500.00
.1193	Artists and artworks	17/10/2023	E114713	\$ 500.00
.3935	CONTRA-FLOW PTY LTD			\$ 87,984.33
.3935	Traffic control services	17/10/2023	E114760	\$ 26,659.38
.3935	Traffic control services	31/10/2023	E115186	\$ 61,324.95
.9037	COOLROOM HIRE WA FGS CAPITAL TRADING PTY LTD T/AS			\$ 360.00
.9037	Event equipment hire	31/10/2023	E115322	\$ 360.00
.5158	CORELOGIC RP DATA PTY LTD			\$ 3,588.02
.5158	Data Services subscription	17/10/2023	E114788	\$ 3,588.02
.7070	CORSIGN WA PTY LTD			\$ 1,171.50
.7070	Road signs	17/10/2023	E114872	\$ 1,171.50

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.7250	COUNTRY CLUB INTERNATIONAL PTY LTD			\$ 344.30
.7250	Sport and recreation equipment	31/10/2023	E115269	\$ 344.30
.6831	COVS GPC ASIA PACIFIC T/AS			\$ 1,224.69
.6831	Plant purchase/Parts	31/10/2023	E115250	\$ 1,224.69
.9092	CRITTERS UP CLOSE THE TRUSTEE FOR CRITTERS TRUST T/AS			\$ 1,250.00
.9092	Community events	17/10/2023	E114958	\$ 1,250.00
.7859	CS LEGAL THE PIER GROUP PTY LTD T/AS			\$ 2,727.65
.7859	Debt collection services	17/10/2023	E114899	\$ 2,727.65
.1677	CSE CROSSCOM PTY LTD			\$ 1,855.10
.1677	Creative services and graphic design	17/10/2023	E114726	\$ 1,855.10
.4409	CUMMINS ENGINE CO PTY LTD CUMMINS SOUTH PACIFIC PTY LTD T/AS			\$ 450.98
.4409	Parts, maintenance and repairs	17/10/2023	E114773	\$ 450.98
.4005	CURTIN UNIVERSITY			\$ 88.00
.4005	External training courses	31/10/2023	E115189	\$ 88.00
.6969	CUSTOMER SCIENCE PTY LTD			\$ 15,675.00
.6969	Business and management consulting and services	17/10/2023	E114862	\$ 15,675.00
.7389	DAN MCCABE MCCABE, DANIEL T/AS			\$ 880.00
.7389	Photography	31/10/2023	E115274	\$ 880.00
.8188	DANIEL BOURKE			\$ 1,733.00
.8188	Artists and artworks	17/10/2023	E114915	\$ 1,500.00
.8188	Artists and artworks	31/10/2023	E115295	\$ 233.00
.2131	DATA#3 LIMITED			\$ 51,493.59
.2131	IT software/licensing and maintenance	17/10/2023	E114731	\$ 17,183.57
.2131	IT software/licensing and maintenance	31/10/2023	E115158	\$ 34,310.02
.8608	DAVID GOLF & ENGINEERING PTY LTD			\$ 5,702.40
.8608	Sport and recreation equipment	17/10/2023	E114936	\$ 5,702.40

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.0101	DAVID GRAY & CO PTY LTD			\$ 1,619.20
.0101	Bin supply	17/10/2023	E114681	\$ 1,619.20
.8346	DEB FITZPATRICK			\$ 2,100.00
.8346	Library Expenses	17/10/2023	E114927	\$ 2,100.00
.8545	DEMENTIA AUSTRALIA DEMENTIA AND ALZHEIMERS AUSTRALIA LIMITED T/AS			\$ 2,920.00
.8545	Workplace health and safety services	17/10/2023	E114932	\$ 2,920.00
.4051	DEPARTMENT OF FIRE AND EMERGENCY SERVICES			\$ 1,206,110.37
.4051	DFES - ESL	31/10/2023	E115190	\$ 1,206,110.37
.3857	DEPARTMENT OF PLANNING, LANDS AND HERITAGE			\$ 257.01
.3857	Regulatory fees and government charges	31/10/2023	E115184	\$ 257.01
.1918	DEPARTMENT OF TRANSPORT WA			\$ 57.20
.1918	Other vehicles and trailers	31/10/2023	E115155	\$ 57.20
.8141	DETAIL MARKETING COMMUNICATIONS PTY LTD DETAIL MARKETING & COMMUNICATIONS PTY LTD T/AS			\$ 8,250.00
.8141	Marketing and communication services	17/10/2023	E114914	\$ 8,250.00
.7784	DIANNE WOLFER			\$ 374.00
.7784	Community events	17/10/2023	E114896	\$ 374.00
.4256	DIRECT COFFEE SUPPLIES PTY LTD			\$ 375.00
.4256	Catering services and supplies	31/10/2023	E115194	\$ 375.00
.6541	DONOVAN PAYNE ARCHITECTS (A)POD PTY LTD T/AS			\$ 36,111.35
.6541	Architectural and design services	31/10/2023	E115237	\$ 36,111.35
.6336	DOWN TO EARTH TRAINING & ASSESSING THE TRUSTEE FOR BKB FAMILY TRUST T/AS			\$ 730.00
.6336	External training courses	31/10/2023	E115230	\$ 730.00
.3459	DOWNER EDI WORKS PTY LTD			\$ 81.09
.3459	Roads and paving supplies - asphalt and bitumen	17/10/2023	E114755	\$ 81.09
.6693	DOWSING GROUP PTY LTD			\$ 235,709.32

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.6693	Roads and paving supplies - quarry products and rubble	17/10/2023	E114843	\$ 153,252.33
.6693	Roads and paving supplies - quarry products and rubble	31/10/2023	E115244	\$ 82,456.99
.8474	DP STAMPALIA STAMPALIA, DARREN PHILLIP & DP EARTHMOVING WA T/AS			\$ 19,854.00
.8474	Plant hire	17/10/2023	E114931	\$ 19,854.00
.3309	DRAINFLOW SERVICES PTY LTD			\$ 227,691.75
.3309	Drainage services	17/10/2023	E114751	\$ 50,142.95
.3309	Drainage services	31/10/2023	E115173	\$ 177,548.80
.0011	DUNCAN MACPHAIL COUNCILLOR			\$ 957.33
.0011	Councillor expenses	17/10/2023	E114963	\$ 838.33
.0011	Councillor expenses	31/10/2023	E115338	\$ 119.00
.6794	DURACRAFT ACCIDENT REPAIR CENTRE DURACRAFT PTY LTD T/AS			\$ 1,803.05
.6794	Vehicle Repairs and Maintenance	17/10/2023	E114849	\$ 770.15
.6794	Vehicle Repairs and Maintenance	31/10/2023	E115248	\$ 1,032.90
.0986	E & MJ ROSHER PTY LTD			\$ 409.09
.0986	Repairs and parts	17/10/2023	E114703	\$ 409.09
.6654	ECLIPSE SOILS PTY LTD			\$ 10,495.10
.6654	Nursery supplies	17/10/2023	E114840	\$ 10,495.10
.9082	ECO ACTION PTY LTD			\$ 1,200.00
.9082	Community events	17/10/2023	E114955	\$ 1,200.00
.4756	ECO RESOURCES PTY LTD THE TRUSTEE FOR THE M & S UNIT TRUST T/AS			\$ 14,743.30
.4756	Landfill management services	31/10/2023	E115204	\$ 14,743.30
.2721	ECOBURBIA THE TRUSTEE FOR SOUTH BEACH ECO TRUST T/AS			\$ 935.00
.2721	External training courses	17/10/2023	E114742	\$ 935.00
.7240	ECOCYCLE PTY LTD			\$ 1,170.71
.7240	Waste expenses	17/10/2023	E114875	\$ 1,170.71
.6445	ELEMENT ADVISORY PTY LTD			\$ 1,359.88
.6445	Architectural and design services	17/10/2023	E114824	\$ 1,359.88

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.6230	ELITE LOCK SERVICE PERTH SECURITY SOLUTIONS ATF SIMS FAMILY TRUST T/AS			\$ 4,639.78
.6230	Locksmith supplies and services	17/10/2023	E114814	\$ 3,455.13
.6230	Locksmith supplies and services	31/10/2023	E115223	\$ 1,184.65
.7101	ELLIOTTS FILTRATION ELLIOTTS IRRIGATION PTY LTD T/AS			\$ 565.40
.7101	Irrigation and watering systems	17/10/2023	E114874	\$ 565.40
.8390	ELM WA PTY LTD			\$ 2,640.00
.8390	Landscape design and architecture services	17/10/2023	E114928	\$ 2,640.00
.1380	EMSO MAINTENANCE CRAB CLAW HOLDINGS P/L ATF EMSO INVESTMENT TRUST T/AS			\$ 115,370.51
.1380	Building construction materials and services	17/10/2023	E114719	\$ 41,905.37
.1380	Building construction materials and services	31/10/2023	E115147	\$ 73,465.14
.0091	ENGINE PROTECTION EQUIPMENT			\$ 7,689.95
.0091	Parts and repairs as required	17/10/2023	E114680	\$ 3,896.34
.0091	Parts and repairs as required	31/10/2023	E115113	\$ 3,793.61
.7316	ENSIGN SERVICES (AUST.) PTY. LTD			\$ 378.05
.7316	Laundering and dry cleaning	17/10/2023	E114878	\$ 378.05
.4541	ENVIRO SWEEP EWCS UNIT TRUST T/AS			\$ 1,089.00
.4541	Street sweeping services	17/10/2023	E114776	\$ 1,089.00
.6929	ES2 ES2 PTY LTD T/AS			\$ 2,983.75
.6929	Cloud services	17/10/2023	E114858	\$ 2,983.75
.6989	ESSENTIAL COFFEE PTY LTD			\$ 657.39
.6989	Facilities management services	17/10/2023	E114863	\$ 657.39
.6790	EVOLVE WA CLUB FED PTY LTD T/AS			\$ 850.00
.6790	Training services	17/10/2023	E114848	\$ 850.00
.6489	EXCEL KERBING PTY LTD TRUSTEE FOR EXCEL KERBING TRUST T/AS			\$ 2,182.40
.6489	Roads and paving supplies - other	17/10/2023	E114829	\$ 2,182.40
.0531	FEDEX EXPRESS AUSTRALIA PTY LTD			\$ 2,912.21

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.0531	Courier Expenses	17/10/2023	E114694	\$ 1,321.31
.0531	Courier Expenses	31/10/2023	E115120	\$ 1,590.90
.8026	FISKE ENTERPRISES PTY LTD EXPRESS CARD SERVICE T/AS			\$ 3,476.00
.8026	Library Stock	17/10/2023	E114909	\$ 3,476.00
.4774	FLEX FITNESS EQUIPMENT RUBY DISTRIBUTORS PTY LTD T/AS			\$ 4,558.52
.4774	Sport and recreation equipment	17/10/2023	E114779	\$ 668.52
.4774	Sport and recreation equipment	31/10/2023	E115205	\$ 3,890.00
.8338	FLEXI STAFF FLEXI STAFF GROUP PTY LTD			\$ 37,495.57
.8338	Temporary labour	17/10/2023	E114926	\$ 20,900.86
.8338	Temporary labour	31/10/2023	E115302	\$ 16,594.71
.0204	FLICK ANTICIMEX			\$ 343.20
.0204	Hygiene services	17/10/2023	E114687	\$ 343.20
.7256	FOCUS CONSULTING WA PTY LTD			\$ 1,320.00
.7256	Consulting services	31/10/2023	E115270	\$ 1,320.00
.4031	FORESTVALE TREES			\$ 187.00
.4031	Nursery supplies	17/10/2023	E114762	\$ 187.00
.8606	FORPARK AUSTRALIA 4PARK PTY LTD T/AS			\$ 65,743.70
.8606	Playground equipment and maintenance	17/10/2023	E114935	\$ 65,743.70
.5369	FOXTEL			\$ 350.00
.5369	Foxtel Subscription	17/10/2023	E114791	\$ 350.00
.7003	FREESTYLE NOW SHAUN TRAVIS JARVIS T/AS			\$ 1,320.00
.7003	Entertainers	31/10/2023	E115261	\$ 1,320.00
.8623	FRONT RUNNER AVL PTY LTD			\$ 8,471.05
.8623	Community events	31/10/2023	E115311	\$ 8,471.05
.9070	FRUITY FLAKES LOSADA GONZALEZ, VIVIANA T/AS			\$ 50.00
.9070	Community events	31/10/2023	E115327	\$ 50.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.1221	FUJI XEROX AUSTRALIA PTY LIMITED			\$ 214.39
.1221	Photocopying and scanning services	31/10/2023	E115142	\$ 214.39
.3227	FULTON HOGAN INDUSTRIES PTY LTD			\$ 110,892.70
.3227	Building construction materials and services	17/10/2023	E114750	\$ 39,250.05
.3227	Building construction materials and services	31/10/2023	E115171	\$ 71,642.65
.8817	GENIVO PTY LTD T/AS SIGNWAVE BELMONT			\$ 184.80
.8817	Landscape design and architecture services	17/10/2023	E114944	\$ 184.80
.7020	GEORGE GEAR MAYOR			\$ 11,913.41
.7020	Councillor expenses	17/10/2023	E114868	\$ 11,913.41
.8243	GFG CONSULTING GLEN FLOOD GROUP PTY LTD T/AS			\$ 1,475.10
.8243	Temporary labour	17/10/2023	E114919	\$ 1,475.10
.6824	GFG TEMP ASSIST GLENN FLOOD GROUP PTY LTD T/AS			\$ 22,067.52
.6824	Temporary labour	17/10/2023	E114853	\$ 8,043.62
.6824	Temporary labour	31/10/2023	E115249	\$ 14,023.90
.7017	GLYNIS BARBER COUNCILLOR			\$ 3,038.33
.7017	Councillor expenses	17/10/2023	E114867	\$ 3,038.33
.7615	GO2CUP PTY LTD			\$ 1,057.10
.7615	Catering services and supplies	31/10/2023	E115281	\$ 1,057.10
.7938	GOOD DRINKS AUSTRALIA			\$ 698.36
.7938	Catering services and supplies	31/10/2023	E115288	\$ 698.36
.5101	GRAFFITI SYSTEMS AUSTRALIA THE TRUSTEE FOR ROBTHOR UNIT TRUST T/AS			\$ 3,561.11
.5101	Graffiti removal services	17/10/2023	E114785	\$ 2,795.96
.5101	Graffiti removal services	31/10/2023	E115209	\$ 765.15
.6823	GREAT AUSSIE PATIOS THE TRUSTEE FOR THE FULKER FAMILY TRUST T/AS			\$ 171.65
.6823	Landscape design and architecture services	17/10/2023	E114852	\$ 171.65
.6293	GREEN WORKZ PTY LTD			\$ 3,316.50
.6293	Landscaping services and supplies	17/10/2023	E114818	\$ 3,316.50

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.6874	GREENHOUSE DESIGN STUDIOS ASHLEY JANE GREENHOUGH T/AS			\$ 3,696.00
.6874	Marketing and communication services	17/10/2023	E114855	\$ 3,696.00
.0535	GYMCARE GOLDPIN CORPORATION PTY LTD T/AS			\$ 952.64
.0535	Sport and recreation equipment	17/10/2023	E114695	\$ 438.72
.0535	Sport and recreation equipment	31/10/2023	E115121	\$ 513.92
.7756	HANSON CONSTRUCTION MATERIALS PTY LTD			\$ 1,083.26
.7756	Building construction materials and services	17/10/2023	E114894	\$ 1,083.26
.4312	HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY LTD			\$ 117,776.41
.4312	Temporary labour	17/10/2023	E114770	\$ 69,833.01
.4312	Temporary labour	31/10/2023	E115199	\$ 47,943.40
.0599	HEAVY AUTOMATICS PTY LTD			\$ 329.46
.0599	Maintenance and services	31/10/2023	E115122	\$ 329.46
.8821	HICKEY CONSTRUCTIONS PTY LTD			\$ 175,379.82
.8821	Building construction materials and services	31/10/2023	E115314	\$ 175,379.82
.7810	HILTON HARVEST COMMUNITY GARDEN INC			\$ 2,326.98
.7810	Park maintenance charges	31/10/2023	E115283	\$ 2,326.98
.6705	HODGE COLLARD PRESTON ARCHITECTS HODGE COLLARD PRESTON UNIT TRUST T/AS			\$ 28,624.20
.6705	Architectural and design services	17/10/2023	E114845	\$ 28,624.20
.1418	HOLCIM (AUSTRALIA) PTY LTD			\$ 5,260.73
.1418	Roads and paving supplies - concrete	17/10/2023	E114721	\$ 3,535.38
.1418	Roads and paving supplies - concrete	31/10/2023	E115149	\$ 1,725.35
.9015	HOLTY'S HIAB THE TRUSTEE FOR HOLT INVESTMENTS TRUST T/AS			\$ 1,056.00
.9015	Truck hire - Gola Post Removal reserves west	17/10/2023	E114947	\$ 1,056.00
.8295	HOOP HOOP HOORAY			\$ 757.20
.8295	Community events	17/10/2023	E114921	\$ 378.60
.8295	Community events	31/10/2023	E115300	\$ 378.60

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.5489	HORIZON WEST LANDSCAPE & IRRIGATION PTY LTD			\$ 85,776.85
.5489	Irrigation and watering systems	17/10/2023	E114795	\$ 59,784.95
.5489	Irrigation and watering systems	31/10/2023	E115213	\$ 25,991.90
.9062	HYDROQUIP PUMPS & IRRIGATION PTY LTD			\$ 3,630.00
.9062	Irrigation and watering systems	31/10/2023	E115326	\$ 3,630.00
.8748	ID CONSULTING PTY LTD			\$ 22,990.00
.8748	subscription	17/10/2023	E114941	\$ 22,990.00
.0114	INDUSTRIAL PROTECTIVE PRODUCTS (WA) JELLOR PTY LTD T/AS			\$ 3,786.89
.0114	General hardware and tools	17/10/2023	E114682	\$ 1,493.38
.0114	General hardware and tools	31/10/2023	E115114	\$ 2,293.51
.6016	INDUSTRIAL RECRUITMENT PARTNERS IRP PTY LTD T/AS			\$ 12,051.60
.6016	Temporary labour	17/10/2023	E114810	\$ 8,353.95
.6016	Temporary labour	31/10/2023	E115220	\$ 3,697.65
.6619	INFOR GLOBAL SOLUTIONS (ANZ) PTY LIMITED SUNSYSTEMS SOFTWARE T/AS			\$ 2,389.75
.6619	IT technical services	31/10/2023	E115239	\$ 2,389.75
.0009	INITIAL HYGIENE SOLUTIONS RENTOKIL INITIAL PTY LTD T/AS			\$ 475.38
.0009	Hygiene services	17/10/2023	E114673	\$ 475.38
.6658	INNOVYZE PTY LTD			\$ 2,722.50
.6658	IT software/licensing and maintenance	31/10/2023	E115242	\$ 2,722.50
.6615	INSTANT TOILETS & SHOWERS INSTANT PRODUCTS HIRE T/AS			\$ 252.67
.6615	Event equipment hire	17/10/2023	E114836	\$ 252.67
.0236	INSTANT WINDSCREENS			\$ 4,295.00
.0236	Vehicle Repairs and Maintenance	17/10/2023	E114688	\$ 2,200.00
.0236	Vehicle Repairs and Maintenance	31/10/2023	E115117	\$ 2,095.00
.4326	INTELIIFE GROUP LIMITED			\$ 4,895.67
.4326	Commercial cleaning	31/10/2023	E115200	\$ 4,895.67
.8392	ISAAC HUGGINS			\$ 1,650.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.8392	Artists and artworks	17/10/2023	E114929	\$ 1,650.00
.7417	IZZI VISUAL COMMUNICATION KRUGER, ISABEL T/AS			\$ 3,080.00
.7417	Creative services and graphic design	17/10/2023	E114881	\$ 3,080.00
.5119	JANA BRADDOCK COM EMPLOYEE			\$ 18.90
.5119	Other staff reimbursements	31/10/2023	E115210	\$ 18.90
.7967	JANE EDINGER COUNCILLOR			\$ 3,038.33
.7967	Councillor expenses	17/10/2023	E114905	\$ 3,038.33
.1406	JB HI FI COMMERCIAL JB HI-FI GROUP PTY LTD T/AS			\$ 27,769.00
.1406	IT hardware	17/10/2023	E114720	\$ 3,505.00
.1406	IT hardware	31/10/2023	E115148	\$ 24,264.00
.8045	JENNIFER GAYE AGENCIES JERVIS, JENNIFER GAYE T/AS			\$ 3,450.00
.8045	Artists and artworks	31/10/2023	E115291	\$ 3,450.00
.7971	JENNIFER SPANBROEK COUNCILLOR			\$ 3,038.33
.7971	Councillor expenses	17/10/2023	E114906	\$ 3,038.33
.8328	JESSICA TAN			\$ 1,862.00
.8328	Artists and artworks	17/10/2023	E114924	\$ 1,862.00
.8145	JOTTERBOOK FLOWERS WU, CARRISSA EN TING T/AS			\$ 998.25
.8145	Artists and artworks	31/10/2023	E115294	\$ 998.25
.8546	JULUWARLU GROUP ABORIGINAL CORPORATION			\$ 98.25
.8546	Artists and artworks	31/10/2023	E115307	\$ 98.25
.6279	KAREN WHEATLAND COUNCILLOR			\$ 3,038.33
.6279	Councillor expenses	17/10/2023	E114816	\$ 3,038.33
.6394	KENNARDS HIRE PTY LTD			\$ 4,103.60
.6394	Event equipment hire	17/10/2023	E114822	\$ 3,503.60
.6394	Event equipment hire	31/10/2023	E115232	\$ 600.00
.3971	KERI ZENKE COM EMPLOYEE			\$ 609.55

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.3971	staff reimbursements	31/10/2023	E115188	\$ 609.55
.8818	KING UPHOLSTERY SERVICES KING, KEITH BRIAN T/AS			\$ 1,540.00
.8818	Upholstered furniture	17/10/2023	E114945	\$ 1,540.00
.6770	KLEENIT PTY LTD			\$ 8,116.24
.6770	High pressure cleaning	17/10/2023	E114847	\$ 3,716.24
.6770	High pressure cleaning	31/10/2023	E115247	\$ 4,400.00
.8952	KWIK CUT & CORING KWIK CUT & CORING PTY LTD T/AS			\$ 6,600.00
.8952	Building construction materials and services	31/10/2023	E115320	\$ 6,600.00
.7064	KYOCERA DOCUMENT SOLUTIONS AUSTRALIA PTY LTD			\$ 5,617.45
.7064	Printers and multifunction devices	17/10/2023	E114871	\$ 1,784.20
.7064	Printers and multifunction devices	31/10/2023	E115264	\$ 3,833.25
.8660	LA PALETA			\$ 600.40
.8660	Food and beverages for resale	17/10/2023	E114939	\$ 600.40
.7292	LAMINAR CAPITAL PTY. LTD			\$ 550.00
.7292	Accounting and financial services	17/10/2023	E114876	\$ 550.00
.1115	LANDGATE WESTERN AUSTRALIA LAND INFORMATION AUTHORITY T/AS			\$ 7,433.66
.1115	Regulatory fees and government charges	17/10/2023	E114710	\$ 1,217.85
.1115	Regulatory fees and government charges	31/10/2023	E115136	\$ 6,215.81
.0688	LAUNDRY EXPRESS THE TRUSTEE FOR TEMA TRUST T/AS			\$ 1,801.49
.0688	Laundry and dry cleaning	17/10/2023	E114698	\$ 841.51
.0688	Laundry and dry cleaning	31/10/2023	E115125	\$ 959.98
.8312	LEONIE BRIALEY			\$ 11.25
.8312	Artists and artworks	31/10/2023	E115301	\$ 11.25
.7783	LESSEN WITH PEG - RETHINK WASTE			\$ 450.00
.7783	Other waste expenses	17/10/2023	E114895	\$ 450.00
.1544	LGIS BROKING JARDINE LLOYD THOMPSON PTY LTD T/AS			\$ 972,476.92
.1544	Insurance membership	31/10/2023	E115151	\$ 972,476.92

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.5975	LINDSAY MILES MILES, LINDSAY ROWENA T/AS			\$ 500.00
.5975	waste expenses	17/10/2023	E114808	\$ 500.00
.6451	LIVING TURF GREENSHED PTY LTD T/AS			\$ 55,863.50
.6451	Turf and Equipment	17/10/2023	E114826	\$ 6,759.50
.6451	Turf and Equipment	31/10/2023	E115235	\$ 49,104.00
.4152	LOCAL HEALTH AUTHORITIES ANALYTICAL COMMITTEE (LHAAC)			\$ 25,285.07
.4152	Analytical services	17/10/2023	E114763	\$ 25,285.07
.5475	LOCHNESS LANDSCAPE SERVICES LLS AUST. PTY LTD ATF THE LOCHNESS UNIT TRUST T/AS			\$ 55,437.91
.5475	Landscaping services and supplies	17/10/2023	E114794	\$ 45,433.41
.5475	Landscaping services and supplies	31/10/2023	E115212	\$ 10,004.50
.8031	LOGWIN AIR & OCEAN AUSTRALIA PTY. LTD.			\$ 528.87
.8031	waste expenses	17/10/2023	E114911	\$ 528.87
.7275	LUMEN IT LUMEN IT PTY LTD T/AS			\$ 70,131.60
.7275	Other IT and telecommunications expenses	31/10/2023	E115272	\$ 70,131.60
.1343	M P ROGERS & ASSOCIATES PTY LTD			\$ 2,256.60
.1343	Engineering consulting services	31/10/2023	E115145	\$ 2,256.60
.8605	MACKAY URBAN DESIGN FEED THE TIGER PTY LTD T/AS			\$ 847.00
.8605	Architectural and design services	31/10/2023	E115309	\$ 847.00
.3607	MAGNETISM ART & DESIGN DUGGAN, DANIEL ALLEN T/AS			\$ 2,934.75
.3607	Community events	31/10/2023	E115181	\$ 2,934.75
.0141	MAJOR MOTORS PTY LTD THE TRUSTEE FOR MAJOR MOTORS UNIT TRUST T/AS			\$ 522.79
.0141	Light Vehicle purchase	17/10/2023	E114684	\$ 522.79
.7015	MARGARET SANDFORD COUNCILLOR			\$ 3,038.33
.7015	Councillor expenses	17/10/2023	E114866	\$ 3,038.33
.6886	MARSHALL BEATTIE AUTOMATION MARSHALL BEATTIE PTY LTD T/AS			\$ 6,715.68
.6886	Vehicle Repairs and Maintenance	31/10/2023	E115255	\$ 6,715.68

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
4228	MASTEC AUSTRALIA PTY LTD			\$ 39,210.75
4228	Bin supply	17/10/2023	E114765	\$ 39,210.75
5232	MATTHEW WOODALL COUNCILLOR			\$ 3,038.33
5232	Councillor expenses	17/10/2023	E114789	\$ 3,038.33
.2678	MAXWELL AND ROBINSON AND PHELPS THE TRUSTEE FOR TEEKMAR FAMILY TRUST T/AS			\$ 1,582.42
.2678	Pest & Weed Control	17/10/2023	E114741	\$ 662.82
.2678	Pest & Weed Control	31/10/2023	E115164	\$ 919.60
.1276	MCINTOSH HOLDINGS PTY LTD MCINTOSH & SON T/AS			\$ 2,993.18
.1276	Building construction materials and services	17/10/2023	E114718	\$ 1,481.69
.1276	Building construction materials and services	31/10/2023	E115144	\$ 1,511.49
.1270	MCLEODS BARRISTERS & SOLICITORS BECKETT, DOUGLAS, GILLETT, GRGICH, MCLEOD & OTHERS T/AS			\$ 16,824.83
.1270	Legal and conveyancing services	17/10/2023	E114717	\$ 16,824.83
.7923	MEGAN BAKER			\$ 500.00
.7923	Artists and artworks	17/10/2023	E114901	\$ 500.00
.8616	MEI SWAN MEI SWAN LIM T/AS			\$ 1,733.00
.8616	Artists and artworks	17/10/2023	E114937	\$ 1,500.00
.8616	Artists and artworks	31/10/2023	E115310	\$ 233.00
.0879	MELVILLE HOLDEN MELVILLE MOTORS T/AS			\$ 48,340.35
.0879	Light Vehicle purchase - KIA Sorento	31/10/2023	E115128	\$ 48,340.35
.6638	MELVILLE TOYOTA SERVCO AUSTRALIA MELVILLE PTY LTD T/AS			\$ 31,071.46
.6638	Servicing and repairs	17/10/2023	E114839	\$ 905.33
.6638	Small Car Purchase - Toyota Carolla	31/10/2023	E115240	\$ 30,166.13
.1138	MESSAGENET PTY LTD			\$ 110.00
.1138	Telecommunication services	31/10/2023	E115137	\$ 110.00
.1603	MESSAGES ON HOLD MESSAGES ON HOLD AUSTRALIA PTY LTD T/AS			\$ 529.62
.1603	Marketing and communication services	17/10/2023	E114725	\$ 529.62

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
4899	METRO BEE SERVICES BEASLEY, DEAN GRAHAM T/AS			\$ 385.00
.4899	Pest & Weed Control	17/10/2023	E114781	\$ 385.00
.7898	METROPOLITAN FRAMING M.J DYE & S.L DYE T/AS			\$ 380.00
.7898	Artists and artworks	31/10/2023	E115287	\$ 380.00
.1480	MILES NOEL NOEL, MILES FELIX T/AS			\$ 1,364.00
.1480	Photography	17/10/2023	E114722	\$ 1,364.00
.6694	MINTERELLISON			\$ 31,616.75
.6694	Legal and conveyancing services	17/10/2023	E114844	\$ 31,616.75
.0086	MISS MAUD TOWN INN PTY LTD T/AS			\$ 590.60
.0086	Catering services and supplies	17/10/2023	E114679	\$ 455.40
.0086	Catering services and supplies	31/10/2023	E115112	\$ 135.20
.2865	MMM WA PTY LTD			\$ 29,818.92
.2865	Building construction materials and services	17/10/2023	E114744	\$ 24,735.05
.2865	Building construction materials and services	31/10/2023	E115166	\$ 5,083.87
.4987	MNG SURVEY MCMULLEN NOLAN GROUP PTY LTD T/AS			\$ 11,374.00
.4987	Surveyors	31/10/2023	E115208	\$ 11,374.00
.8768	MODE DESIGN CORP PTY LTD			\$ 9,476.50
.8768	Architectural and design services	17/10/2023	E114943	\$ 9,476.50
.9096	MONISSE, LAURA ROSE			\$ 200.00
.9096	Community events	17/10/2023	E114960	\$ 200.00
.4273	MT PLEASANT BOWLING CLUB			\$ 20,800.00
.4273	Accounting and financial services	17/10/2023	E114769	\$ 1,920.00
.4273	Accounting and financial services	31/10/2023	E115197	\$ 18,880.00
.0259	MYAREE CAR HIRE DAVIOT SC & SL PTY LTD T/AS			\$ 213.96
.0259	Car Hire	17/10/2023	E114689	\$ 213.96
.0866	MYRIAD IMAGES THE TRUSTEE FOR MYRIAD IMAGES TRUST T/AS			\$ 3,762.00
.0866	Creative services and graphic design	31/10/2023	E115127	\$ 3,762.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.5921	MYSTERY CUSTOMER UNDERCOVER CUSTOMER PTY LTD T/AS			\$ 508.20
.5921	Business and management consulting and services	17/10/2023	E114806	\$ 508.20
.4557	NATIVE ARC INC			\$ 770.00
.4557	Marketing materials and promotional items	17/10/2023	E114777	\$ 770.00
.6044	NATSYNC ENVIRONMENTAL THE TRUSTEE FOR THE PRODIGY TRUST T/AS			\$ 412.50
.6044	Animal management and pound expenses	17/10/2023	E114811	\$ 412.50
.7940	NATURAL AREA CONSULTING MANAGEMENT SERVICES NATUURAL AREA HOLDINGS PTY LTD			\$ 38,985.57
.7940	Bush regeneration	17/10/2023	E114902	\$ 38,985.57
.4477	NATURE PLAY SOLUTIONS PTY LTD			\$ 127,635.39
.4477	Landscape design and architecture services	17/10/2023	E114775	\$ 127,635.39
.6837	NETSTAR AUSTRALIA PTY LTD			\$ 1,576.08
.6837	Subscriptions	17/10/2023	E114854	\$ 1,576.08
.1230	NEVERFAIL SPRINGWATER LIMITED			\$ 107.86
.1230	Catering services and supplies	17/10/2023	E114716	\$ 44.85
.1230	Catering services and supplies	31/10/2023	E115143	\$ 63.01
.6698	NEVILLE JOSEPH COLLARD			\$ 500.00
.6698	Community events	31/10/2023	E115245	\$ 500.00
.1959	NICHOLAS PAZOLLI COUNCILLOR			\$ 1,538.33
.1959	Councillor expenses	17/10/2023	E114728	\$ 1,538.33
.2969	NICOLE ROBINS COUNCILLOR			\$ 3,038.33
.2969	Councillor expenses	17/10/2023	E114746	\$ 3,038.33
.1178	NOISE & VIBRATION MEASUREMENT SYSTEMS PTY LTD			\$ 1,094.50
.1178	Facilities management services	31/10/2023	E115139	\$ 1,094.50
.6515	NON-ADVERTISING MARKETFORCE PTY LTD			\$ 3,904.12
.6515	Advertising and media buy	31/10/2023	E115236	\$ 3,904.12

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.7658	NORDA ARCHITECTS PTY LTD NORDA ARCHITECTS PTY LTD T/AS			\$ 44,858.88
.7658	Architectural and design services	17/10/2023	E114891	\$ 35,001.65
.7658	Architectural and design services	31/10/2023	E115282	\$ 9,857.23
.8649	NORMAN DISNEY & YOUNG NDY MANAGEMENT PTY LTD T/AS			\$ 6,891.50
.8649	Engineering consulting services	17/10/2023	E114938	\$ 6,891.50
.3408	NORTHLAKE ELECTRICAL PTY LTD T/as NORTH LAKE ELECTRICAL PTY LTD			\$ 116,531.69
.3408	Electrical and lighting maintenance supplies and services	17/10/2023	E114754	\$ 89,090.21
.3408	Electrical and lighting maintenance supplies and services	31/10/2023	E115176	\$ 27,441.48
.5866	NRP ELECTRICAL SERVICES			\$ 3,883.00
.5866	Electrical and lighting maintenance supplies and services	17/10/2023	E114804	\$ 3,883.00
.7336	NUTRIEN AG SOLUTIONS LIMITED LANDMARK OPERATIONS LIMITED T/AS			\$ 3,084.24
.7336	Landscaping services and supplies	17/10/2023	E114879	\$ 3,084.24
.1020	NUTRIEN WATER TOTAL EDEN PTY LIMITED T/AS			\$ 12,186.77
.1020	Irrigation and watering systems	17/10/2023	E114705	\$ 12,186.77
.7208	OBAN GROUP PTY LTD			\$ 153,307.04
.7208	Asbestos maintenance and services	31/10/2023	E115267	\$ 153,307.04
.7543	ON TAP PLUMBING & GAS PTY LTD			\$ 69,544.04
.7543	Plumbing maintenance supplies and services	17/10/2023	E114885	\$ 33,797.56
.7543	Plumbing maintenance supplies and services	31/10/2023	E115278	\$ 35,746.48
.3187	ONE MUSIC AUSTRALIA APRA - AUSTRALASIAN PERFORMING RIGHT ASSOC LTD T/AS			\$ 4,801.47
.3187	Licences	31/10/2023	E115170	\$ 4,801.47
.7795	OPEN HANDS CREATIVE SCHAAFSMA, MORGAN T/AS			\$ 600.00
.7795	Artists and artworks	17/10/2023	E114897	\$ 600.00
.9108	OPTIFI COMMUNICATIONS BELL INT PTY LTD T/AS			\$ 3,575.00
.9108	Telecommunication services	31/10/2023	E115336	\$ 3,575.00
.7828	OTIUM PLANNING GROUP PTY LTD			\$ 14,838.45
.7828	Consulting services	17/10/2023	E114898	\$ 14,838.45

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.0181	P&G BODY BUILDERS P & G BODY BUILDERS PTY LTD T/AS			\$ 1,881.00
.0181	Streetscape Modifications	17/10/2023	E114685	\$ 1,881.00
.4577	PABLO HUGHES			\$ 200.00
.4577	Artists and artworks	31/10/2023	E115202	\$ 200.00
.2629	PAPERBARK TECHNOLOGIES PTY LTD			\$ 11,170.00
.2629	Nursery supplies	17/10/2023	E114739	\$ 5,340.00
.2629	Nursery supplies	31/10/2023	E115162	\$ 5,830.00
.6488	PARAMOUNT SECURITY SERVICES SILVERBACK ENTERPRISES PTY LTD T/AS			\$ 528.00
.6488	Security services	17/10/2023	E114828	\$ 528.00
.0082	PENSKE POWER SYSTEMS PTY LTD			\$ 12,787.89
.0082	Vehicle Repairs and Maintenance	17/10/2023	E114678	\$ 11,195.44
.0082	Vehicle Repairs and Maintenance	31/10/2023	E115111	\$ 1,592.45
.8339	PEOPLESENSE BY ALTIUS PEOPLESENSE PTY LTS T/AS			\$ 9,599.83
.8339	Workplace health and safety services	31/10/2023	E115303	\$ 9,599.83
.8200	PERDAMAN ADVANCED ENERGY PTY LTD			\$ 220.00
.8200	Telstra Recharge - Pt Walter 1yr	17/10/2023	E114917	\$ 220.00
.3681	PERFEKT PTY LTD THE TRUSTEE FOR BERTRIKA TRUST & OTHERS T/AS			\$ 3,314.66
.3681	IT technical services	17/10/2023	E114757	\$ 3,314.66
.6305	PERTH ENERGY PTY LTD			\$ 19,462.59
.6305	Gas	17/10/2023	E114819	\$ 19,462.59
.1079	PIRTEK (FREMANTLE) PTY LTD			\$ 2,167.84
.1079	Pipes and fittings services	17/10/2023	E114708	\$ 2,167.84
.0413	PLANTECH GROUNDS MAINTENANCE ATF BRANDON PROPERTY TRUST T/AS			\$ 410.70
.0413	Park maintenance charges	17/10/2023	E114692	\$ 410.70
.6598	PLAY CHECK THE REEDY FAMILY HYBRID DESCRETIONARY TRUST T/AS			\$ 1,540.00
.6598	Playground inspections	17/10/2023	E114832	\$ 1,540.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.0461	PORTER CONSULTING ENGINEERS THE TRUSTEE FOR THE CONSULTING ENGINEERING UNIT TRUST T/AS			\$ 14,850.00
.0461	Engineering consulting services	17/10/2023	E114693	\$ 14,850.00
.4755	PRO CRACK SEAL THE TRUSTEE FOR THE MILLER FAMILY TRUST T/AS			\$ 9,273.00
.4755	Pavement construction and streetscape services	17/10/2023	E114778	\$ 2,123.00
.4755	Pavement construction and streetscape services	31/10/2023	E115203	\$ 7,150.00
.3693	QED ENVIRONMENTAL SERVICES PTY LTD			\$ 1,716.00
.3693	Environmental consultancy services	31/10/2023	E115182	\$ 1,716.00
.0977	QUALITY PRESS THE TRUSTEE FOR ALBA UNIT TRUST T/AS			\$ 1,411.30
.0977	Outsourced printing	17/10/2023	E114702	\$ 753.50
.0977	Outsourced printing	31/10/2023	E115131	\$ 657.80
.6280	QUANTUM BUILDING SERVICES PTY LTD			\$ 50,974.31
.6280	Roofing services	17/10/2023	E114817	\$ 11,785.43
.6280	Roofing services	31/10/2023	E115225	\$ 39,188.88
.1090	RAECO CEI PTY LTD T/AS			\$ 78,831.50
.1090	Office equipment - Shelving	31/10/2023	E115135	\$ 78,831.50
.8371	REFACE INDUSTRIES PTY LTD			\$ 93.50
.8371	Electronic Equipment	31/10/2023	E115304	\$ 93.50
.7445	REINO INTERNATIONAL PTY LIMITED			\$ 12,260.87
.7445	Parking meters	17/10/2023	E114884	\$ 1,257.00
.7445	Parking meters	31/10/2023	E115275	\$ 11,003.87
.2002	RENT A FENCE PTY LTD THE TRUSTEE FOR THE RENT A FENCE AUSTRALIA TRUST T/AS			\$ 1,264.50
.2002	Fencing supplies and services	17/10/2023	E114729	\$ 1,193.22
.2002	Fencing supplies and services	31/10/2023	E115156	\$ 71.28
.7528	REPLAS WA REPEAT PLASTICS WA ATF THE HERBERT FAMILY TRUST T/AS			\$ 3,237.19
.7528	General recycling	31/10/2023	E115277	\$ 3,237.19
.2203	RESOURCE RECOVERY GROUP			\$ 696,293.48
.2203	waste expenses	17/10/2023	E114733	\$ 696,293.48

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.6853	RETRO ROADS TAGSAT PTY LTD T/AS			\$ 3,129.45
.6853	Road line marking	31/10/2023	E115251	\$ 3,129.45
.0703	RICOH AUSTRALIA PTY LTD			\$ 11.97
.0703	IT and telecommunications expenses	31/10/2023	E115126	\$ 11.97
.6939	ROAD AND TRAFFIC SERVICES PTY LTD			\$ 1,177.00
.6939	Road line marking	17/10/2023	E114860	\$ 495.00
.6939	Road line marking	31/10/2023	E115258	\$ 682.00
.1532	ROYAL LIFE SAVING SOCIETY WA INC			\$ 1,040.00
.1532	Lifegurds for Community events	17/10/2023	E114724	\$ 1,040.00
.3834	RYAN & RYAN BUS CHARTER			\$ 385.00
.3834	Bus and coach charter	17/10/2023	E114759	\$ 385.00
.9088	SACRED DRAGONFLY MARISA BOZANICH T/AS			\$ 600.00
.9088	office and workplace supplies	17/10/2023	E114957	\$ 600.00
.8915	SAI GLOBAL AUSTRALIA PTY LTD			\$ 620.57
.8915	Business and management consulting and services	17/10/2023	E114946	\$ 584.31
.8915	Business and management consulting and services	31/10/2023	E115317	\$ 36.26
.7878	SALLY BOWER			\$ 60.00
.7878	Community events	31/10/2023	E115285	\$ 60.00
.0615	SATELLITE SECURITY SERVICES			\$ 3,314.41
.0615	Security systems/Monitoring	17/10/2023	E114697	\$ 1,788.60
.0615	Security systems/Monitoring	31/10/2023	E115123	\$ 1,525.81
.2955	SAVI SOUND AUDIO VISUAL INTERGRATION SYSTEMS RISUCCI, DOMENIC T/AS			\$ 1,188.00
.2955	AV equipment and cameras	17/10/2023	E114745	\$ 1,188.00
.6160	SCAPE-ISM PTY LTD THE TRUSTEE FOR REES FAMILY TRUST T/AS			\$ 18,900.00
.6160	Artists and artworks	31/10/2023	E115221	\$ 18,900.00
.9059	SCIENCE ALIVE TRAVELLING SHOW MICHAEL J DOYLE & LINDA MCKELLAR-STEWART T/AS			\$ 616.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.9059	Entertainers	17/10/2023	E114952	\$ 616.00
.0911	SCOTT PRINTERS PTY LTD			\$ 7,980.50
.0911	Outsourced printing	17/10/2023	E114700	\$ 2,337.50
.0911	Outsourced printing	31/10/2023	E115129	\$ 5,643.00
.8207	SCOTT-PATRICK MITCHELL			\$ 374.00
.8207	Library Expenses	31/10/2023	E115297	\$ 374.00
.5632	SEAN AVERY AVERY, SEAN EDWARD T/AS			\$ 625.00
.5632	Library Expenses	17/10/2023	E114800	\$ 625.00
.6677	SECURITY MANAGMENT AUSTRALASIA PTY LTD			\$ 891.00
.6677	Security systems/Monitoring	17/10/2023	E114841	\$ 891.00
.7289	SERVO CLEAN DAVID BROWN T/AS			\$ 1,698.40
.7289	Graffiti removal services	31/10/2023	E115273	\$ 1,698.40
.8231	SHARON CALGARET			\$ 1,200.00
.8231	consulting services	17/10/2023	E114918	\$ 600.00
.8231	consulting services	31/10/2023	E115299	\$ 600.00
.6550	SHRED-X PTY LTD			\$ 44.26
.6550	Records management services	17/10/2023	E114830	\$ 44.26
.7882	SIFTING SANDS CHELLEW HAWLEY PTY LTD T/AS			\$ 48,518.59
.7882	Playground equipment and maintenance	17/10/2023	E114900	\$ 11,688.01
.7882	Playground equipment and maintenance	31/10/2023	E115286	\$ 36,830.58
.6447	SIGMA CHEMICALS CROMAG PTY LTD T/AS			\$ 8,880.18
.6447	Water chemicals	17/10/2023	E114825	\$ 7,556.88
.6447	Water chemicals	31/10/2023	E115234	\$ 1,323.30
.0871	SIGN ON GROUP PTY LTD			\$ 2,574.00
.0871	signage and sign writing	17/10/2023	E114699	\$ 2,574.00
.6919	SIGNARAMA MYAREE KOOLFRO PTY LTD T/AS			\$ 836.03
.6919	signage and sign writing	31/10/2023	E115256	\$ 836.03

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.5122	SIGNATURE PAVING AND EARTHWORKS PTY LTD			\$ 14,539.25
.5122	Building construction materials and services	17/10/2023	E114786	\$ 14,539.25
.6407	SLAVIN ARCHITECTS PTY LTD			\$ 51,640.68
.6407	Engineering consulting services	17/10/2023	E114823	\$ 49,028.18
.6407	Engineering consulting services	31/10/2023	E115233	\$ 2,612.50
.7031	SLIMLINE WAREHOUSE THE JESSEN GROUP PTY LTD T/AS			\$ 736.33
.7031	Marketing materials and promotional items	17/10/2023	E114869	\$ 736.33
.9097	SMEILY STUDIOS D.T NGUYEN & A.C OOI T/AS			\$ 1,000.00
.9097	Community events	31/10/2023	E115332	\$ 1,000.00
.6625	SOFT LANDING COMMUNITY RESOURCES LIMITED T/AS			\$ 38,240.40
.6625	Waste collection and disposal - Mattresses	17/10/2023	E114837	\$ 38,240.40
.4391	SOLUTION 4 BUILDING PTY LTD			\$ 42,559.40
.4391	Building construction materials and services	17/10/2023	E114772	\$ 42,559.40
.7595	SONIC HEALTHPLUS SONIC HEALTHPLUS PTY LTD			\$ 1,501.50
.7595	Medical expenses	17/10/2023	E114888	\$ 1,025.20
.7595	Medical expenses	31/10/2023	E115280	\$ 476.30
.6324	SOURCE SEPARATION SYSTEMS PTY LTD			\$ 3,959.51
.6324	Bin supply	31/10/2023	E115228	\$ 3,959.51
.5606	SOUTH METROPOLITAN TAFE			\$ 562.18
.5606	External training courses	17/10/2023	E114799	\$ 562.18
.6173	SOUTH SIDE WIRE SEAGRIM, PHILIP LESLIE T/AS			\$ 12,674.20
.6173	Temporary fencing	17/10/2023	E114813	\$ 11,299.20
.6173	Temporary fencing	31/10/2023	E115222	\$ 1,375.00
.3969	SPANDEX ASIA PACIFIC PTY LTD			\$ 978.22
.3969	signage and sign writing	17/10/2023	E114761	\$ 257.18
.3969	signage and sign writing	31/10/2023	E115187	\$ 721.04

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
6800	SPECIALIZED CLEANING GROUP SPECIALIZED CLEANING GROUP PTY LTD T/AS			\$ 13,626.12
.6800	Street sweeping services	17/10/2023	E114851	\$ 13,626.12
.7847	SPINELESS WONDERS KNOWLES, DAVID GRAEME T/AS			\$ 396.00
.7847	Environmental consultancy services	31/10/2023	E115284	\$ 396.00
.4153	SPORTSWORLD OF WA THE TRUSTEE FOR SPORTSWORLD UNIT TRUST T/AS			\$ 666.60
.4153	Sport and recreation equipment	31/10/2023	E115191	\$ 666.60
.5440	SPRAYLINE SPRAYING EQUIPMENT MATOPOS PTY LTD MALEMI UNIT TRUST T/AS			\$ 604.28
.5440	General hardware and tools	17/10/2023	E114792	\$ 604.28
.1220	ST JOHN AMBULANCE WESTERN AUSTRALIA LTD			\$ 810.00
.1220	External training courses	17/10/2023	E114715	\$ 810.00
.6476	STATEWIDE PUMP SERVICES			\$ 7,557.00
.6476	Sewerage expenses	17/10/2023	E114827	\$ 7,557.00
.7295	STEAMATIC FISCHER'S CLEANING PTY LTD T/AS			\$ 1,084.54
.7295	Commercial cleaning	17/10/2023	E114877	\$ 1,084.54
.7687	STEANN PTY LTD STEAN PTY LTD T/F THE GROOTE FAMILY TRUST T/AS			\$ 17,160.00
.7687	Building construction materials and services	17/10/2023	E114892	\$ 17,160.00
.8079	STEVE DAVIOT			\$ 130.50
.8079	Real estate and property management	31/10/2023	E115292	\$ 130.50
.3877	STONERIDGE QUARRIES LUNARD PTY LTD T/AS			\$ 5,702.78
.3877	Building construction materials and services	31/10/2023	E115185	\$ 5,702.78
.7635	STRATAGREEN STRATA CORPORATION PTY LTD T/AS			\$ 9,553.88
.7635	Landscaping services and supplies	17/10/2023	E114889	\$ 9,553.88
.3539	SUPERIOR PAK PTY LTD			\$ 67,149.64
.3539	Tailgate and Pack Sweep Panel Repairs	17/10/2023	E114756	\$ 61,308.94
.3539	Truck Repairs and Parts	31/10/2023	E115180	\$ 5,840.70
.5917	SURVEYTECH TRAFFIC SURVEYS PTY LTD			\$ 2,640.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.5917	Surveyors	17/10/2023	E114805	\$ 2,640.00
.3536	SWAN ESTUARY RESERVES ACTION GROUP INC (SERAG)			\$ 1,015.84
.3536	Environmental consultancy services	31/10/2023	E115179	\$ 1,015.84
.7941	SWAN RIVER PRINT STUDIO			\$ 6,495.00
.7941	Printed Materials	17/10/2023	E114903	\$ 550.00
.7941	Printed Materials	31/10/2023	E115289	\$ 5,945.00
.6605	SYNERGY ELECTRICITY GENERATION & RETAIL CORPORATION T/AS			\$ 69,772.11
.6605	Electricity	17/10/2023	E114834	\$ 58,312.25
.6605	Electricity	31/10/2023	E115238	\$ 11,459.86
.4270	TALIS CONSULTANTS THE TRUSTEE FOR TALIS UNIT TRUST T/AS			\$ 55,513.70
.4270	Parks and Natural Areas Survey and Consulting	17/10/2023	E114767	\$ 52,580.00
.4270	Parks and Natural Areas Survey and Consulting	31/10/2023	E115195	\$ 2,933.70
.8756	TANGO INFORMATION TECHNOLOGY PTY			\$ 14,300.00
.8756	IT project management and consultancy	17/10/2023	E114942	\$ 14,300.00
.8198	TARRYN GILL			\$ 1,200.00
.8198	Artists and artworks	17/10/2023	E114916	\$ 1,200.00
.6881	TASTY FRESH PTY LTD			\$ 184.80
.6881	Food and beverages for resale	17/10/2023	E114856	\$ 88.20
.6881	Food and beverages for resale	31/10/2023	E115254	\$ 96.60
.8917	TEAM GLOBAL EXPRESS PTY LTD			\$ 184.04
.8917	Couriers	31/10/2023	E115318	\$ 184.04
.7523	TELSTRA - MELBOURNE TELSTRA CORPORATION LIMITED T/AS			\$ 3,845.13
.7523	Mobile phone expenses	31/10/2023	E115276	\$ 3,845.13
.6307	TENDERLINK.COM ILLION AUSTRALIA PTY T/AS			\$ 874.50
.6307	Advertising and media buy	31/10/2023	E115226	\$ 874.50
.5572	TERRESTRIAL ECOSYSTEMS THE TRUSTEE FOR THOMPSON FAMILY TRUST T/AS			\$ 33,000.00
.5572	Pest & Weed Control	17/10/2023	E114798	\$ 33,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.0996	THE DANCE COLLECTIVE THE TRUSTEE FOR THE TDC TRUST T/AS			\$ 300.00
.0996	Entertainers	31/10/2023	E115132	\$ 300.00
.9100	THE FACTORY THE FACTORY (AUSTRALIA) PTY LTD T/AS			\$ 22,000.00
.9100	Community events	17/10/2023	E114962	\$ 22,000.00
.8337	THE FROG DOCTOR PREFUMO, JOHNNY ENRICO T/AS			\$ 2,252.00
.8337	Environmental consultancy services	17/10/2023	E114925	\$ 2,252.00
.9106	THE GROCER AND THE CHEF @ ROMANO'S FINOTTO & GERACITANO PTY LTD T/AS			\$ 7,460.00
.9106	Community events	31/10/2023	E115335	\$ 7,460.00
.9060	THE POSTER GIRLS THOMPSON, LEONIE HELEN T/AS			\$ 1,160.40
.9060	Outsourced printing	17/10/2023	E114953	\$ 205.90
.9060	Outsourced printing	31/10/2023	E115324	\$ 954.50
.8311	THE TRUSTEE FOR GPS GEO GUARD TRUST			\$ 3,049.20
.8311	Security services	17/10/2023	E114923	\$ 3,049.20
.2791	THE WORM SHED			\$ 550.00
.2791	Waste expenses	31/10/2023	E115165	\$ 550.00
.9075	THERMARATE PTY LTD			\$ 792.00
.9075	Environmental consultancy services	17/10/2023	E114954	\$ 792.00
.2076	TIGER TEK PTY LTD			\$ 1,238.16
.2076	General hardware and tools	17/10/2023	E114730	\$ 248.16
.2076	General hardware and tools	31/10/2023	E115157	\$ 990.00
.8538	TIM EVA'S NURSURY			\$ 242.00
.8538	Nursery supplies	31/10/2023	E115306	\$ 242.00
.8296	TIMOTHY PETER FREEGARD			\$ 1,650.00
.8296	Community events	17/10/2023	E114922	\$ 1,650.00
.1019	TITAN FORD PERTH AUTO ALLIANCE PTY LTD T/AS			\$ 3,454.90
.1019	Repairs and parts	17/10/2023	E114704	\$ 3,454.90

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.8598	TOESOX AUSTRALIA THE TRUSTEE FOR THE BURGESS FAMILY TRUST T/AS			\$ 511.69
.8598	Sport and recreation equipment	17/10/2023	E114933	\$ 511.69
.7007	TOMAS FITZGERALD COUNCILLOR			\$ 4,983.74
.7007	Councillor expenses	17/10/2023	E114865	\$ 4,983.74
.9099	TOTAL TOOLS O'CONNOR TOOLCO PTY LTD T/AS			\$ 6,494.00
.9099	General hardware and tools	17/10/2023	E114961	\$ 6,494.00
.2663	TOTALLY WORKWEAR FREMANTLE THE TRUSTEE FOR OMAC UNIT TRUST T/AS			\$ 7,023.93
.2663	Uniforms and corporate wardrobe	17/10/2023	E114740	\$ 4,625.07
.2663	Uniforms and corporate wardrobe	31/10/2023	E115163	\$ 2,398.86
.0214	T-QUIP TURF EQUIPMENT SOLUTIONS TOCOJEP A PTY LTD T/AS			\$ 3,080.00
.0214	Turf and Equipment	31/10/2023	E115116	\$ 3,080.00
.1113	TRAILER PARTS PTY LTD			\$ 480.51
.1113	Trailer Parts	17/10/2023	E114709	\$ 480.51
.7037	TREE CARE WA WESTWORKS GROUP PTY LTD AFT USSHERIDAN TRUST T/AS			\$ 129,875.84
.7037	Arborists and tree services	17/10/2023	E114870	\$ 86,820.38
.7037	Arborists and tree services	31/10/2023	E115262	\$ 43,055.46
.4271	TREE PLANTING & WATERING BARONESS HOLDINGS PTY LTD T/AS			\$ 96,906.26
.4271	Arborists and tree services	17/10/2023	E114768	\$ 32,218.18
.4271	Arborists and tree services	31/10/2023	E115196	\$ 64,688.08
.4158	TRITON ELECTRICAL CONTRACTORS PTY LTD			\$ 6,182.00
.4158	Electrical and lighting maintenance supplies and services	17/10/2023	E114764	\$ 1,078.00
.4158	Electrical and lighting maintenance supplies and services	31/10/2023	E115192	\$ 5,104.00
.7588	TRUCK CENTRE WA PTY LTD			\$ 11,802.01
.7588	Repairs and parts	17/10/2023	E114887	\$ 7,472.44
.7588	Repairs and parts	31/10/2023	E115279	\$ 4,329.57
.3034	TRUE BLUE CONTAINERS TRUE BLUE CONTAINERS (2005) PTY LTD T/AS			\$ 133.65
.3034	Sheds and storage equipment	31/10/2023	E115167	\$ 133.65

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.9027	TSA SURVEYS PTY LTD			\$ 10,450.00
.9027	Surveyors	31/10/2023	E115321	\$ 10,450.00
.9103	TUCKER BUSH AUSTRALIA PTY LTD			\$ 660.00
.9103	Nursery supplies	31/10/2023	E115333	\$ 660.00
.6320	TURNER & TOWNSEND PTY LTD			\$ 2,200.00
.6320	Business and management consulting and services	31/10/2023	E115227	\$ 2,200.00
.6275	TUTT BRYANT EQUIPMENT BT EQUIPMENT PTY LTD T/AS			\$ 221,100.00
.6275	Tractor Purchases	31/10/2023	E115224	\$ 221,100.00
.8070	UDLA UDLA PTY LTD ATF UDLA UNIT TRUST T/AS			\$ 12,848.00
.8070	Landscape design and architecture services	17/10/2023	E114912	\$ 12,848.00
.4960	ULTIMO CATERING & EVENTS PTY LTD			\$ 23,700.27
.4960	Catering services and supplies	17/10/2023	E114782	\$ 14,711.95
.4960	Catering services and supplies	31/10/2023	E115206	\$ 8,988.32
.5458	ULVERSCROFT LARGE PRINT BOOKS ULVERSCROFT LARGE PRINT (AUSTRALIA) PTY LTD T/AS			\$ 253.40
.5458	Library Stock	17/10/2023	E114793	\$ 253.40
.1592	UNITED FORKLIFT AND ACCESS SOLUTIONS UNITED EQUIPMENT PTY LIMITED T/AS			\$ 622.60
.1592	Repairs and parts	31/10/2023	E115152	\$ 622.60
.9087	VEOLIA RECYCLING & RECOVERY (PERTH) PTY LTD			\$ 82,071.78
.9087	General recycling	31/10/2023	E115330	\$ 82,071.78
.6683	VOCUS PTY LTD T/AS VOCUS COMMUNICATIONS			\$ 14,032.05
.6683	Data cabling services	17/10/2023	E114842	\$ 2,075.25
.6683	Data cabling services	31/10/2023	E115243	\$ 11,956.80
.4227	VORGEE PTY LTD			\$ 1,168.20
.4227	Swimming pool costs	31/10/2023	E115193	\$ 1,168.20
.3325	WA HINO SALES & SERVICE THE TRUSTEE FOR TRUCK UNIT TRUST T/AS			\$ 575.24
.3325	Repairs and parts	31/10/2023	E115174	\$ 575.24

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.0577	WA LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA			\$ 1,500.00
.0577	Regulatory fees and government charges	17/10/2023	E114696	\$ 1,500.00
.2334	WATER CORPORATION			\$ 34,079.97
.2334	Hydro	17/10/2023	E114736	\$ 19,597.09
.2334	Hydro	31/10/2023	E115160	\$ 14,482.88
.1195	WATTLEUP TRACTORS NANCY & SUSAN P ZUVELA T/AS			\$ 5,238.35
.1195	Plant maintenance	17/10/2023	E114714	\$ 1,690.09
.1195	Plant maintenance	31/10/2023	E115141	\$ 3,548.26
.3473	WC CONVENIENCE MANAGEMENT PTY LIMITED			\$ 1,945.54
.3473	maintenance and services	31/10/2023	E115177	\$ 1,945.54
.4281	WEBSITE WEED AND PEST (WA) PTY LTD			\$ 36,576.96
.4281	Park maintenance charges	31/10/2023	E115198	\$ 36,576.96
.0674	WEST COAST TURF SARATOGA HOLDINGS PTY LTD ATF THE JPD TRUST T/AS			\$ 32,672.20
.0674	Turf and Equipment	31/10/2023	E115124	\$ 32,672.20
.3112	WEST COAST WATERFILTER MAN			\$ 1,485.00
.3112	Catering services and supplies	17/10/2023	E114749	\$ 1,485.00
.9111	WESTCYCLE INCORPORATED			\$ 2,200.00
.9111	Travel management	31/10/2023	E115337	\$ 2,200.00
.6873	WESTERN AUSTRALIA POLICE			\$ 17.00
.6873	HR and workforce services	31/10/2023	E115253	\$ 17.00
.6610	WESTERN AUSTRALIAN BIRDS OF PREY CENTRE THE RAPTOR TRUST T/AS			\$ 1,250.00
.6610	Community events	17/10/2023	E114835	\$ 1,250.00
.2319	WESTERN AUSTRALIAN LOCAL GOV ASSOC			\$ 89,279.32
.2319	Local Government - WALGA Subscription	17/10/2023	E114734	\$ 88,779.32
.2319	Local Government - Legal advice	31/10/2023	E115159	\$ 500.00
.0311	WESTERN POWER ELECTRICITY NETWORKS CORPORATION T/AS			\$ 4,620.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.0311	Electricity	17/10/2023	E114690	\$ 4,620.00
.3782	WEST-SURE GROUP			\$ 919.00
.3782	Parking meters	17/10/2023	E114758	\$ 919.00
.6956	WINENERGY WINCONNECT PTY LTD T/AS			\$ 91.02
.6956	Electricity	17/10/2023	E114861	\$ 91.02
.7999	WJS TRAINING SAUNDERS, WAYNE JOHN T/AS			\$ 645.00
.7999	Training services	31/10/2023	E115290	\$ 645.00
.3080	WOODLANDS DISTRIBUTORS & AGENCIES PTY LTD			\$ 18,091.48
.3080	Landscaping services and supplies	31/10/2023	E115168	\$ 18,091.48
.7212	WORLDLEARN PTY LTD			\$ 23,100.00
.7212	IT software/licensing and maintenance	31/10/2023	E115268	\$ 23,100.00
.6328	WORMALD AUSTRALIA PTY LTD			\$ 21,885.98
.6328	Fire equipment and maintenance services	17/10/2023	E114820	\$ 16,823.07
.6328	Fire equipment and maintenance services	31/10/2023	E115229	\$ 5,062.91
.7103	WOW WIPES ATF LAWRENCE FAMILY & MACLACHLAN TRUST T/AS			\$ 1,963.50
.7103	Hygiene services	31/10/2023	E115265	\$ 1,963.50
.6603	WRIGHTS HEAVY RECOVERY SC & KM WRIGHT T/AS			\$ 550.00
.6603	Recovery of Melville Vehicles	17/10/2023	E114833	\$ 550.00
.8228	XTREME BOUNCE PARTY HIRE LA MOTTE, NICOLE PATRICIA T/AS			\$ 520.00
.8228	Event equipment hire	31/10/2023	E115298	\$ 520.00
.9090	YABINI KICKETT MCDOWELL, ESTHER MARY T/AS			\$ 2,822.50
.9090	Artists and artworks	31/10/2023	E115331	\$ 2,822.50
.5845	YOUTH AFFAIRS COUNCIL OF WA YOUTH AFFAIRS COUNCIL OF WESTERN AUSTRALIA INC. T/AS			\$ 300.00
.5845	Community services and respite	17/10/2023	E114803	\$ 300.00
.1045	ZIPFORM PTY LTD			\$ 4,173.18
.1045	Outsourced printing	17/10/2023	E114706	\$ 2,970.88

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
.1045	Outsourced printing	31/10/2023	E115133	\$ 1,202.30
.3023	ZIRCODATA PTY LTD			\$ 2,881.31
.3023	Document storage and archive	17/10/2023	E114748	\$ 2,881.31
19996	SUNDRY TRUST CREDITOR			\$ 79,800.00
19996	GMF Contractors Pty Ltd	Verge Bond Refund	11/10/2023	E114663 \$ 1,900.00
19996	Davley Building Pty Ltd	Verge Bond Refund	11/10/2023	E114664 \$ 1,900.00
19996	Davley Building Pty Ltd	Verge Bond Refund	11/10/2023	E114669 \$ 1,900.00
19996	Davley Building Pty Ltd	Verge Bond Refund	11/10/2023	E114670 \$ 1,900.00
19996	Mr H W Nelson	Verge Bond Refund	25/10/2023	E115078 \$ 1,900.00
19996	C U Building Group Pty Ltd	Verge Bond Refund	25/10/2023	E115085 \$ 1,900.00
19996	Mr M P Hewson	Verge Bond Refund	25/10/2023	E115088 \$ 1,900.00
19996	Quaine Constructions Pty Ltd	Verge Bond Refund	25/10/2023	E115090 \$ 1,900.00
19996	Andantino Pty Ltd T/A Outdoor World Wang	Verge Bond Refund	25/10/2023	E115093 \$ 1,900.00
19996	Freedom Pools & Spas	Verge Bond Refund	25/10/2023	E115094 \$ 1,900.00
19996	Granny Flats WA	Verge Bond Refund	25/10/2023	E115097 \$ 1,900.00
19996	Firma Homes Pty Ltd	Verge Bond Refund	25/10/2023	E115101 \$ 1,900.00
19996	North Beach Nominees Pty Ltd T/A JAG Dem	Verge Bond Refund	25/10/2023	E115103 \$ 1,900.00
19996	Abel Group	Verge Bond Refund	25/10/2023	E115104 \$ 1,900.00
19996	Civil Con Holdings Pty Ltd T/A Jag Demol	Verge Bond Refund	25/10/2023	E115107 \$ 1,900.00
19996	C U Building Group Pty Ltd	Verge Bond Refund	25/10/2023	E115084 \$ 1,900.00
19996	L Barrett	Verge Bond Refund	25/10/2023	E115086 \$ 1,900.00
19996	Davley Building Pty Ltd	Verge Bond Refund	11/10/2023	E114666 \$ 1,900.00
19996	Davley Building Pty Ltd	Verge Bond Refund	11/10/2023	E114671 \$ 1,900.00
19996	Classic Home & Garage Innovations Pty Lt	Verge Bond Refund	25/10/2023	E115096 \$ 1,900.00
19996	Civil Con Holdings Pty Ltd T/A Jag Demol	Verge Bond Refund	25/10/2023	E115105 \$ 1,900.00
19996	Mayor Building Group Pty Ltd	Verge Bond Refund	25/10/2023	E115106 \$ 1,900.00
19996	C U Building Group Pty Ltd	Verge Bond Refund	25/10/2023	E115081 \$ 1,900.00
19996	Broadway Homes Pty Ltd	Verge Bond Refund	25/10/2023	E115082 \$ 1,900.00
19996	Village Pools	Verge Bond Refund	25/10/2023	E115089 \$ 1,900.00
19996	Elite Compliance Pty Ltd	Verge Bond Refund	25/10/2023	E115098 \$ 1,900.00
19996	Tooltime Construction Pty Ltd	Verge Bond Refund	25/10/2023	E115091 \$ 1,900.00
19996	P McLaughlin	Verge Bond Refund	25/10/2023	E115095 \$ 1,900.00
19996	M A Pizzi	Verge Bond Refund	11/10/2023	E114665 \$ 1,900.00
19996	Lourve Shade	Verge Bond Refund	25/10/2023	E115102 \$ 1,900.00
19996	Freedom Pools	Verge Bond Refund	11/10/2023	E114672 \$ 1,900.00
19996	Residential Building WA Pty Ltd	Verge Bond Refund	11/10/2023	E114662 \$ 1,900.00

Supplier Number	Supplier Name - Description of Supply		Payment Date	Payment Reference		Payment Amount
19996	G & D House Strippers	Verge Bond Refund	25/10/2023	E115087	\$	1,900.00
19996	Davley Building Pty Ltd	Verge Bond Refund	11/10/2023	E114668	\$	1,900.00
19996	Andantino Pty Ltd T/A Outdoor World Wang	Verge Bond Refund	25/10/2023	E115099	\$	1,900.00
19996	Tangent Nominees Pty Ltd	Verge Bond Refund	25/10/2023	E115079	\$	1,900.00
19996	Mr T B Zuideveld	Verge Bond Refund	25/10/2023	E115077	\$	1,900.00
19996	Atrium Homes (WA) Pty Ltd	Verge Bond Refund	25/10/2023	E115080	\$	1,900.00
19996	Dale Alcock Homes Pty Ltd	Verge Bond Refund	25/10/2023	E115083	\$	1,900.00
19996	Davley Building Pty Ltd	Verge Bond Refund	11/10/2023	E114667	\$	1,900.00
19996	Mr P S Heron	Verge Bond Refund	25/10/2023	E115092	\$	1,900.00
19996	WA Insurance Builders Pty Ltd	Verge Bond Refund	25/10/2023	E115100	\$	1,900.00
19998	SUNDRY EFT CREDITOR				\$	127,075.10
19998	David Phillip Richardson	My Community Grant AD2304	17/10/2023	E114967	\$	1,045.20
19998	AM and CW Burton	Rates Refund - Rebate applied	17/10/2023	E114971	\$	586.90
19998	Ruth Alison Baker	DA-2023-620 - Application Withdrawn	17/10/2023	E114974	\$	960.00
19998	Janel Wong	Better Together Melville Reference 28/09	17/10/2023	E114975	\$	100.00
19998	Orlarne Marche	Better Together Melville Reference 28/09	17/10/2023	E114977	\$	100.00
19998	Barry Hodge	Age Friendly Melville Assistance AFM0117	17/10/2023	E114980	\$	300.00
19998	Margaret Woodward	Age Friendly Melville Assistance AFM0111	17/10/2023	E114982	\$	300.00
19998	Gwendolyn Anne Royle	Refund of Dog Registrations	17/10/2023	E114983	\$	80.00
19998	Jess Day	Final Artist fee Payment	17/10/2023	E114985	\$	1,500.00
19998	Tom Muller	Final Artist Fee Payment	17/10/2023	E114988	\$	1,500.00
19998	Zeenia Irani	Safer Melville Advisory Meeting 20/09	17/10/2023	E114991	\$	25.00
19998	Emma Young	Author in-conversation @ Bull Creek Lib.	17/10/2023	E114995	\$	313.00
19998	Joe Collard	Place Names Melville - 27/09/23	17/10/2023	E115000	\$	300.00
19998	John Hart	Place Names Melville - 27/09/23	17/10/2023	E115001	\$	300.00
19998	Narelle Ogilvie	Place Names Melville - 27/09/23	17/10/2023	E115002	\$	300.00
19998	Vickey Hill	Place Names Melville - 27/09/23	17/10/2023	E115005	\$	300.00
19998	Y Striders Incorporated	Activelink Voucher AL137	17/10/2023	E115007	\$	300.00
19998	Janine Ahola	Sustenance - Conferences	17/10/2023	E115013	\$	559.18
19998	Lauren Hardbottle	Youth steering Group Meeting Sep 2023	17/10/2023	E115016	\$	50.00
19998	William Krakouer	Youth steering Group Meeting Sep 2023	17/10/2023	E115020	\$	50.00
19998	Iain McBride	BA-2023-1253 - Application Withdrawn	17/10/2023	E115024	\$	61.65
19998	Mark Rule	Friendly Neighbourhood Grant - FNG239	17/10/2023	E115031	\$	150.00
19998	Kevin Ho	Compost Bin Rebate	17/10/2023	E115042	\$	39.99
19998	Matt Lavender	Compost Bin Rebate	17/10/2023	E115043	\$	50.00
19998	Jessica Chiu	Age Friendly Melville Assistance AFM0125	17/10/2023	E115047	\$	300.00
19998	Nicole Korner	Age Friendly Melville Assistance AFM0131	17/10/2023	E115050	\$	300.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
19998	Deaf Connect	17/10/2023	E115058	\$ 495.00
19998	Betty Garlett	17/10/2023	E115061	\$ 300.00
19998	FO Reg Seal Reserve Volunteer group	31/10/2023	E115341	\$ 266.40
19998	Veronica Cooper	31/10/2023	E115343	\$ 39.00
19998	Lydia Lange	31/10/2023	E115345	\$ 2,200.00
19998	Robert Dobson	31/10/2023	E115356	\$ 300.00
19998	Bruce Gliddon	31/10/2023	E115361	\$ 300.00
19998	Rebea Belcher	31/10/2023	E115367	\$ 135.00
19998	Richard Edward Eardley Read	31/10/2023	E115372	\$ 250.00
19998	Dorothy Winmar	31/10/2023	E115379	\$ 300.00
19998	Gerrard Shaw	31/10/2023	E115380	\$ 300.00
19998	Joseph Collard	31/10/2023	E115382	\$ 300.00
19998	Meizhu Chen	31/10/2023	E115390	\$ 50.00
19998	April Gifford	31/10/2023	E115394	\$ 88.00
19998	Stephen Pummer	31/10/2023	E115396	\$ 163.71
19998	Helen Jackson	31/10/2023	E115397	\$ 2,496.01
19998	John Frank Anderson	31/10/2023	E115402	\$ 299.00
19998	Catherine Cole	31/10/2023	E115404	\$ 300.00
19998	Jacqueline Frayling	31/10/2023	E115408	\$ 600.00
19998	Maxine McCreary	31/10/2023	E115409	\$ 300.00
19998	John Morgan	31/10/2023	E115411	\$ 300.00
19998	Todd Cahoon	31/10/2023	E115419	\$ 3,000.00
19998	Margaret Elizabeth Turner	31/10/2023	E115424	\$ 938.64
19998	Buildinglines Approvals Pty Ltd	31/10/2023	E115432	\$ 147.00
19998	Fiona Grieves	31/10/2023	E115434	\$ 50.00
19998	Gary Harty	31/10/2023	E115437	\$ 50.00
19998	Kate Burke	31/10/2023	E115439	\$ 50.00
19998	Catalano Seafood Ltd	31/10/2023	E115442	\$ 191.25
19998	P M Reid	31/10/2023	E115444	\$ 929.57
19998	James Edward Morrison	31/10/2023	E115445	\$ 1,928.49
19998	Lakshmi R. Kanchi	31/10/2023	E115453	\$ 239.00
19998	Gerrard Shaw	31/10/2023	E115468	\$ 300.00
19998	Fiona Palmer	31/10/2023	E115470	\$ 239.00
19998	Lorraine Horsley	31/10/2023	E115472	\$ 313.00
19998	Rachael Blair	31/10/2023	E115475	\$ 950.40
19998	Jacqui Walker	31/10/2023	E115477	\$ 300.00
19998	Jess Day	31/10/2023	E115479	\$ 233.00
19998	Judith Whittle	31/10/2023	E115413	\$ 45.00

Supplier Number	Supplier Name - Description of Supply		Payment Date	Payment Reference	Payment Amount
19998	Erin Madeley (Handmadeley)	Cancelled Payment	31/10/2023	E115357	\$ 41.25
19998	Bronwen Atkinson	Youth Sport Grant - Liam Atkinson	31/10/2023	E115339	\$ 200.00
19998	Michael David Lewis	BA-2023-247 - Fee Refund	17/10/2023	E114966	\$ 61.65
19998	C & K Guelfi	Rates Refund - Rebate applied	17/10/2023	E114972	\$ 136.27
19998	Nicola Joy Smith	Refund of Overpayment	17/10/2023	E114973	\$ 700.16
19998	Robert Bader	Age Friendly Melville Assistance AFM0113	17/10/2023	E114978	\$ 300.00
19998	Heather Johnston	Age Friendly Melville Assistance AFM0148	17/10/2023	E114981	\$ 300.00
19998	Akira Tamura	Final Artist Fee Payment	17/10/2023	E114984	\$ 1,500.00
19998	Tammy Ng	Refund of Dog Registration	17/10/2023	E114990	\$ 150.00
19998	Perth Rams	Bond Refund - Tompkins Park - 8-9/09/23	17/10/2023	E114994	\$ 326.00
19998	Charne Hayden	Place Names Melville - 27/09/23	17/10/2023	E114997	\$ 300.00
19998	Blue Gum Park Tennis Club	Activelink Vouchers x7	17/10/2023	E115006	\$ 2,070.00
19998	Gerrard Shaw	Place Names Transport Reimbursement	17/10/2023	E115012	\$ 33.32
19998	Geoff Edwards	Sustenance for Conference	17/10/2023	E115014	\$ 205.93
19998	Alyssa Godin	Youth steering Group Meeting Sep 2023	17/10/2023	E115015	\$ 50.00
19998	Sascha Finlay-Collins	Youth steering Group Meeting Sep 2023	17/10/2023	E115018	\$ 50.00
19998	Jie Yang	Compost Bin Rebate	17/10/2023	E115028	\$ 50.00
19998	Laurie Steed	In-Conversation at AH Bracks - 31/08	17/10/2023	E115030	\$ 313.00
19998	Silke Smith	Compost Bin Rebate	17/10/2023	E115036	\$ 75.00
19998	Alan Hughes	Compost Bin Rebate	17/10/2023	E115039	\$ 50.00
19998	Ethel De Pinto	Age Friendly Melville Assistance AFM0128	17/10/2023	E115048	\$ 300.00
19998	Peter Walsh	Age Friendly Melville Assistance AFM0127	17/10/2023	E115052	\$ 300.00
19998	Sheelah Walsh	Age Friendly Melville Assistance AFM0123	17/10/2023	E115053	\$ 300.00
19998	Veronica Cooper	CFW 2023 Prizes - Team Challenge	17/10/2023	E115054	\$ 168.12
19998	Chui Ying Yu	Compost Bin Rebate	17/10/2023	E115055	\$ 39.99
19998	Dorothy Winmar	Place Names Melville - 4/10/2023	17/10/2023	E115063	\$ 300.00
19998	Joe Collard	Place Names Melville - 4/10/2023	17/10/2023	E115065	\$ 300.00
19998	Narelle Ogilvie	Place Names Melville - 4/10/2023	17/10/2023	E115067	\$ 300.00
19998	Patrick Hughes	Reimbursment for parking 4&5/09	17/10/2023	E115069	\$ 28.26
19998	Trevor Walley	Place Names Melville - 4/10/2023	17/10/2023	E115071	\$ 300.00
19998	Isabel Hatswell	Youth Development Fund	17/10/2023	E115072	\$ 400.00
19998	Sama Samari	Youth Development Fund	17/10/2023	E115074	\$ 400.00
19998	Bronwen Atkinson	Cancelled Payment	19/10/2023	E114964	-\$ 200.00
19998	Sarah-Jane McMahon	Staff Reimbursements	31/10/2023	E115342	\$ 335.77
19998	Veronica Cooper	Staff Reimbursement - Morning Tea Food	31/10/2023	E115344	\$ 23.50
19998	Mama Kin	Workshop Delivery - Melville Stroylines	31/10/2023	E115346	\$ 550.00
19998	Bonnie L Waldron	Refund of Dog Registration	31/10/2023	E115347	\$ 30.00
19998	Megan Ward	Friendly Neighbourhood Grant - FNG240	31/10/2023	E115358	\$ 200.00

Supplier Number	Supplier Name - Description of Supply		Payment Date	Payment Reference	Payment Amount
19998	Don Green	Friendly Neighbourhood Grant - FNG241	31/10/2023	E115359	\$ 200.00
19998	Pamela Michell	Age Friendly Melville Assistance AFM0138	31/10/2023	E115364	\$ 254.89
19998	Albert Paull	Age Friendly Melville Assistance AFM0104	31/10/2023	E115365	\$ 300.00
19998	Scott Alexander	Payment for Heathcote Shop Sales	31/10/2023	E115370	\$ 106.00
19998	Gemma Farrell Music	Talent Fee - The Ville Podcast Episode 2	31/10/2023	E115371	\$ 250.00
19998	Bronwen Atkinson	Cancelled Payment	17/10/2023	E114964	\$ 200.00
19998	Janine Browne T/AS The Black Dog Project	Cancelled Payment	17/10/2023	E114970	\$ 6,313.00
19998	R & A Gosatti	Rates Refund Due to Rebate	31/10/2023	E115377	\$ 536.79
19998	John Hart	Place Names Melville - 11/10/2023	31/10/2023	E115381	\$ 300.00
19998	Jennifer Anne Croucher	Refund of Dog registration	31/10/2023	E115385	\$ 30.00
19998	Richard Walley	Place Names Melville - 11/10/2023	31/10/2023	E115386	\$ 300.00
19998	Greenhedge Bayview Pty Ltd	Refund due to interim Rates	31/10/2023	E115387	\$ 155.82
19998	Brodie Abrahams	Youth Steering Group Sept 2023	31/10/2023	E115388	\$ 50.00
19998	Fynn Stokes	Cancelled Payment	17/10/2023	E115010	\$ 143.49
19998	Preferred Demolition Pty Ltd	BA-2023-1489 - Refund	31/10/2023	E115391	\$ 171.65
19998	IGD Investments Pty Ltd	Rates Refund - Duplicate Payment	31/10/2023	E115400	\$ 12,304.84
19998	Takahiko Chiba	Age Friendly Melville Assistance AFM0151	31/10/2023	E115403	\$ 120.00
19998	Dorothea Ferrall	Age Friendly Melville Assistance AFM0137	31/10/2023	E115406	\$ 300.00
19998	Nigel Damien Krummel	Project Robin Hood Maintenance Fund	31/10/2023	E115414	\$ 380.28
19998	Peter Hughes	Sterilisation Refund	31/10/2023	E115416	\$ 150.00
19998	Pindan Capital Kardinya Pty Ltd	Rates Refund due to overpayment	31/10/2023	E115418	\$ 1,606.40
19998	Anglican Parish of Bull Creek Leeming	Sponsorship of Community Carols - 2023	31/10/2023	E115420	\$ 4,950.00
19998	Mel Maria Catholic Primary School	Bond Refund - Len Shearer - 13/10/2023	31/10/2023	E115426	\$ 326.00
19998	Alfred Trisula	Attendance MBA Master Plan - 18/10/23	31/10/2023	E115428	\$ 50.00
19998	Ewen Austin	Attendance MBA Master Plan - 18/10/23	31/10/2023	E115433	\$ 50.00
19998	Jason Burns	Attendance MBA Master Plan - 18/10/23	31/10/2023	E115438	\$ 50.00
19998	Kevin Green	Attendance MBA Master Plan - 18/10/23	31/10/2023	E115440	\$ 50.00
19998	Noelene Mantellato	Staff Reimbursement - Catering	31/10/2023	E115443	\$ 154.13
19998	Contemporary Design & Construction Pty	BA-2021-1210 - Refund	31/10/2023	E115451	\$ 2,000.00
19998	Betty Garlett	Place Names Melville - 11/10/2023	31/10/2023	E115461	\$ 300.00
19998	Charne Hayden	Place Names Melville - 11/10/2023	31/10/2023	E115462	\$ 300.00
19998	Terry Movich	Place Names Melville - 18/10/2023	31/10/2023	E115466	\$ 300.00
19998	Trevor Walley	Place Names Melville - 18/10/2023	31/10/2023	E115469	\$ 300.00
19998	Peter Johnston	Refund of Dog Registration	31/10/2023	E115473	\$ 30.00
19998	Lyndsey Poletti	Refund of Dog Registration	31/10/2023	E115474	\$ 30.00
19998	Carole Marshall	Age Friendly Melville Assistance AFM0158	31/10/2023	E115480	\$ 289.00
19998	Y Striders Incorporated	Activelink Voucher AL114 Grieve	31/10/2023	E115484	\$ 300.00
19998	Christine Young	Staff Reimbursement	31/10/2023	E115485	\$ 81.45

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
19998	Laura De Rossi	17/10/2023	E114968	\$ 33.00
19998	Janine Browne T/AS The Black Dog Project	31/10/2023	E115340	\$ 6,313.00
19998	Charlotte Griffin	17/10/2023	E114987	\$ 90.00
19998	Dorothy Winmar	17/10/2023	E114998	\$ 300.00
19998	Gerrard Shaw	17/10/2023	E114999	\$ 300.00
19998	Matthew and Jhodi Louise Jobe	17/10/2023	E115008	\$ 30.00
19998	Dr Peter Burke	17/10/2023	E115009	\$ 330.00
19998	St Columbas Catholic Primary School	17/10/2023	E115011	\$ 326.00
19998	Anita Yelash	17/10/2023	E115023	\$ 75.00
19998	Naiyyira Youssouf	17/10/2023	E115026	\$ 250.00
19998	Laura Rees	17/10/2023	E115029	\$ 75.00
19998	Jeremias Sosa	17/10/2023	E115032	\$ 250.00
19998	Marcia Walden	17/10/2023	E115033	\$ 300.00
19998	Phil Gazzone	17/10/2023	E115034	\$ 100.00
19998	Ben Lieschke	17/10/2023	E115040	\$ 50.00
19998	James Walster	17/10/2023	E115041	\$ 50.00
19998	Jericho Dale	17/10/2023	E115045	\$ 200.00
19998	Kam Yeung Chiu	17/10/2023	E115046	\$ 300.00
19998	Jacqueline Gak-May	17/10/2023	E115056	\$ 50.00
19998	Charne Hayden	17/10/2023	E115062	\$ 300.00
19998	John Hart	17/10/2023	E115066	\$ 300.00
19998	Ruma Garg	19/10/2023	E115049	-\$ 300.00
19998	Dixie Lee Coloper	31/10/2023	E115348	\$ 2,539.11
19998	Chui C Chong & Sung K Chiu	31/10/2023	E115349	\$ 2,076.01
19998	Kristi Anne Knight	31/10/2023	E115350	\$ 171.65
19998	Oscar Van Gass	31/10/2023	E115352	\$ 3,962.16
19998	Basil Hanna	31/10/2023	E115353	\$ 18.75
19998	Lucy Lam	31/10/2023	E115360	\$ 150.00
19998	Cheryl Greaves	31/10/2023	E115362	\$ 190.00
19998	Denise Ross	31/10/2023	E115368	\$ 300.00
19998	P O Fong Ying	31/10/2023	E115373	\$ 598.07
19998	Ruma Garg	17/10/2023	E115049	\$ 300.00
19998	Tindara Naso	31/10/2023	E115374	\$ 215.00
19998	Meisha Stirling	31/10/2023	E115375	\$ 30.00
19998	Felix Ross	31/10/2023	E115376	\$ 5.10
19998	Sonya Rosa Snellin	31/10/2023	E115384	\$ 30.00
19998	Clarissa Sandjaja	31/10/2023	E115389	\$ 50.00
19998	Elite Glass Design	31/10/2023	E115392	\$ 171.65

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
19998	Joanne Read	31/10/2023	E115393	\$ 150.00
19998	Sian Brown	31/10/2023	E115395	\$ 53.44
19998	Gaynor Margaret Heard	31/10/2023	E115399	\$ 727.65
19998	John Fletcher	31/10/2023	E115407	\$ 300.00
19998	Reba Trust Account (Mint Real estate)	31/10/2023	E115417	\$ 2,474.35
19998	Joan & Sidney Eddy	31/10/2023	E115422	\$ 916.87
19998	Mel Maria Catholic Primary School	31/10/2023	E115425	\$ 326.00
19998	Adam Castelli	31/10/2023	E115427	\$ 50.00
19998	Anthony Cenivivia	31/10/2023	E115429	\$ 50.00
19998	Craig Peterson	31/10/2023	E115431	\$ 50.00
19998	Gabby Locke	31/10/2023	E115435	\$ 50.00
19998	Gabriel Moreno	31/10/2023	E115436	\$ 50.00
19998	Laurence & Helen Gibb	31/10/2023	E115446	\$ 896.14
19998	Renata Taylor	31/10/2023	E115447	\$ 50.00
19998	Wayne Jones	31/10/2023	E115449	\$ 50.00
19998	Laurence Alexander Steed	31/10/2023	E115454	\$ 600.00
19998	Manveen Kohli	31/10/2023	E115455	\$ 239.00
19998	Natalie Damjanovich-Napoleon	31/10/2023	E115456	\$ 500.00
19998	Andrew Varano, Sweet Pea Arts Pty Ltd	31/10/2023	E115458	\$ 3,000.00
19998	Rafael E Gonzalez	31/10/2023	E115459	\$ 239.00
19998	William Yeoman	31/10/2023	E115460	\$ 271.00
19998	Betty Garlett	31/10/2023	E115464	\$ 300.00
19998	John Hart	31/10/2023	E115465	\$ 300.00
19998	Dorothy Winmar	31/10/2023	E115467	\$ 300.00
19998	Akira Tamura	31/10/2023	E115478	\$ 233.00
19998	Kerri and Lee Thompson	31/10/2023	E115481	\$ 150.00
19998	Barry J Walker	31/10/2023	E115482	\$ 300.00
19998	Todd Cahoon	31/10/2023	E115483	\$ 28.35
19998	Pete Stone	31/10/2023	E115488	\$ 52.82
19998	Lisa Marrington	31/10/2023	E115363	\$ 18.00
19998	Scott Devenish	17/10/2023	E114965	\$ 326.00
19998	Jill Ward	17/10/2023	E114969	\$ 2,897.05
19998	Katrina Davy	17/10/2023	E114976	\$ 100.00
19998	Stella Gurr	17/10/2023	E114979	\$ 300.00
19998	Natsumi De Dainous	17/10/2023	E114986	\$ 1,500.00
19998	Gilmore S J	17/10/2023	E114989	\$ 30.00
19998	Sophie Weatherhead	17/10/2023	E114992	\$ 100.00
19998	Tammy Whait	17/10/2023	E114993	\$ 100.00

Supplier Number	Supplier Name - Description of Supply		Payment Date	Payment Reference	Payment Amount
19998	Holly Subbs (Craig)	Author In-Conversation - The Shallows	17/10/2023	E114996	\$ 313.00
19998	Richard Walley	Place Names Melville - 27/09/23	17/10/2023	E115003	\$ 300.00
19998	Trevor Walley	Place Names Melville - 27/09/23	17/10/2023	E115004	\$ 300.00
19998	Ruby Smith	Youth steering Group Meeting Sep 2023	17/10/2023	E115017	\$ 50.00
19998	Taryn Lee	Youth steering Group Meeting Sep 2023	17/10/2023	E115019	\$ 50.00
19998	Amanda Fernihough	Worm Farm Rebate	17/10/2023	E115021	\$ 75.00
19998	Andy Quilty - Artist	Melville Art Award Selection Panel	17/10/2023	E115022	\$ 450.00
19998	Rebecca Orchard & Rupert Thomas	Erasers (Live Music Performance) 15/09	17/10/2023	E115025	\$ 800.00
19998	Nick McKenzie	Artist Payment - Live Sound Design	17/10/2023	E115027	\$ 437.50
19998	Richard Read	Art Lecture - Bonnards Doubt	17/10/2023	E115035	\$ 374.00
19998	Kendall Alexander Stanes	BA-2023-1468 - Withdrawn Application	17/10/2023	E115037	\$ 2,171.65
19998	Ambe Corporation Pty Ltd - R Ambalal	Refund - Annual Assessment Fee	17/10/2023	E115038	\$ 378.00
19998	Noor Asmath Fathima	Compost Bin Rebate	17/10/2023	E115044	\$ 75.00
19998	Margaret McGonigle	Age Friendly Melville Assistance AFM0132	17/10/2023	E115051	\$ 300.00
19998	Janet Armarego	Staff Reimbursement	17/10/2023	E115057	\$ 25.00
19998	Emma Hewitt	Catering for project meeting	17/10/2023	E115059	\$ 17.60
19998	Pip Mullins	Reimbursement - Newspaper AH Bracks	17/10/2023	E115060	\$ 13.00
19998	Gerrard Shaw	Place Names Melville - 4/10/2023	17/10/2023	E115064	\$ 300.00
19998	Patrick Hughes	Staff Reimbursement for Parking	17/10/2023	E115068	\$ 10.00
19998	Terry Movich	Place Names Melville - 4/10/2023	17/10/2023	E115070	\$ 300.00
19998	Mateen Samari	Youth Development Fund	17/10/2023	E115073	\$ 400.00
19998	Janine Browne T/AS The Black Dog Project	Cancelled Payment	19/10/2023	E114970	-\$ 6,313.00
19998	Fynn Stokes	Cancelled Payment	20/10/2023	E115010	-\$ 143.49
19998	Barratt Construction & Development (WA)	DA-2023-775 - Application withdrawn	31/10/2023	E115351	\$ 147.00
19998	Susan Campbell	Age Friendly Melville Assistance AFM0120	31/10/2023	E115354	\$ 145.99
19998	Harish Chopra	Age Friendly Melville Assistance AFM0141	31/10/2023	E115355	\$ 300.00
19998	Kim Pui	Age Friendly Melville Assistance AFM0133	31/10/2023	E115366	\$ 300.00
19998	Rebecca Orchard and Rupert Thomas	Payment for Heathcote Shop Sales	31/10/2023	E115369	\$ 33.75
19998	Lucy Peach Pty Ltd	Melville Storylines - Performance Fee	31/10/2023	E115378	\$ 6,600.00
19998	Narelle Ogilvie	Place Names Melville - 11/10/2023	31/10/2023	E115383	\$ 300.00
19998	Settlement Talk Trust Account	Rates Refund - previous owner rebate	31/10/2023	E115398	\$ 949.52
19998	Shane Croucher and Megan Croucher	Rates Refund - Overpayment	31/10/2023	E115401	\$ 1,319.34
19998	Gerald Collins	Age Friendly Melville Assistance AFM0147	31/10/2023	E115405	\$ 300.00
19998	Angela McIntosh	Age Friendly Melville Assistance AFM0155	31/10/2023	E115410	\$ 300.00
19998	Marie Ly	Staff Reimbursement - Team Day snacks	31/10/2023	E115412	\$ 54.22
19998	Katherine Esslemont	Sterilisation refund	31/10/2023	E115415	\$ 150.00
19998	Kerri Hamilton	Sterilisation Refund	31/10/2023	E115421	\$ 30.00
19998	G R & C Bell	rates refund - overpayment	31/10/2023	E115423	\$ 586.76

Supplier Number	Supplier Name - Description of Supply		Payment Date	Payment Reference		Payment Amount
19998	Bruce Wright	Attendance MBA Master Plan - 18/10/23	31/10/2023	E115430	\$	50.00
19998	Martyn Kavanagh	Attendance MBA Master Plan - 18/10/23	31/10/2023	E115441	\$	50.00
19998	Steve Gliosce	MBA Master Plan - Attendance - 18/10/23	31/10/2023	E115448	\$	50.00
19998	J Seducon	Bond Refund - Bicton Quarantine - 14/10	31/10/2023	E115450	\$	326.00
19998	Penelope Anne Mullumby	Poetry reading - Poetry @ the Pub	31/10/2023	E115452	\$	250.00
19998	Sandra West	Melville Art awards Staff Reimbursement	31/10/2023	E115457	\$	41.80
19998	Charne Hayden	Place Names Melville - 18/10/2023	31/10/2023	E115463	\$	300.00
19998	Hannah Katarski	Book Launch Session @ ASA Rates	31/10/2023	E115471	\$	313.00
19998	Charleyoga Pty Ltd ATAF Hickey Trust	Activelink Payment AL110	31/10/2023	E115486	\$	300.00
19998	Teresa Castorina	Catering for Safety Meetings	31/10/2023	E115487	\$	121.94
19998	Laura Kerry	Cancelled Payment	31/10/2023	E115476	\$	185.00
19999	SUNDRY CHEQUE CREDITOR				\$	600.00
19999	Daphne Dumonte	Age Friendly Melville Assistance AFM0159	31/10/2023	070888	\$	300.00
19999	Laurel Woolmington	Age Friendly Melville Assistance AFM0121	17/10/2023	070886	\$	300.00

Cancelled Payments	5	\$	7,256.49
Cheque Payments	4	\$	1,062.79
EFT Payments	827	\$	8,590,424.49
Total Payments	836	\$	8,584,230.79

Payroll Payments made for October 2023	
Pay 8	11/10/2023
Westpac Bank	\$1,416,345.30
Taxation	\$448,325.00
Creditors	\$310,340.74
Advances	\$0.00
<i>Total</i>	\$2,175,011.04
Pay 9	25/10/2023
Westpac Bank	\$1,380,083.77
Taxation	\$432,625.00
Creditors	\$306,862.85
Advances	\$0.00
<i>Total</i>	\$2,119,571.62
Total Pays	\$4,294,582.66

Direct Payments made for October 2023			
Payee	Description	Bank Reference	Payment Amount
Maxxia Pty Ltd	Input tax credits for October	124431739	\$ 440.94
EasiSalary	Input tax credits for October	124431861	\$ 1,602.63
Exclaimer Ltd	invoice 1418084 Cloud subscription	124445591	\$ 8,904.00
Total			\$ 10,947.57

Card Payments for October 2023	
Corporate Cards	
	Amount
Chief Executive Officer	8,453.76
Director Environment & Infrastructure	9,336.45
Director Community Development	324.50
Total Corporate Cards	18,114.71
Purchase Cards	
Project Lead Civil Construction	132.00
Business Support Administration Coordinator (Urban Planning)	3,378.80
Fleet Coordinator	543.31
Coordinator Customer Relations	73.68
Team Leader Library Systems & Support	7,359.67
Business Support Administration Coordinator (Technical Services)	1,457.30
Coordinator Community Safety Service	1,286.57
Business Support Administration Coordinator (Corporate Service)	615.54
Civic Facilities Officer	2,898.62
Neighbourhoods Coordinator	457.19
Civic Facilities Officer	3,349.60
Manager City Buildings	0.00
Head of Governance	829.80
Environmental Education Officer	1,565.33
Healthy Melville Coordinator	3,514.73
Healthy Melville Supervisor Aquatic Operations	0.00
Creative Lead & Gallery Curator	3,683.85
Natural Areas Supervisor	1,482.31
Creative Lead & Museums Curator	0.00
Coordinator Rangers & Emergency Management	2,616.16
Collection Development Librarian (Young People)	419.84
Cultural Programs Officer (Adult)	864.33
Team Leader Libraries (Civic Square Library)	105.61
Community Development Coordinator - People	394.29
Manager Natural Areas & Parks	2,087.42
Business Support Administration Coordinator (Community Development)	3,689.52
Collection Development Librarian	2,542.93
Coordinator Environmental Health	125.04
Business Support Officer Libraries	4,074.59
Healthy Melville Supervisor - Sales & Promotions	7,160.32
Environmental Officer	719.00
Creative Producer Arts & Cultural Development	963.88
Business Support Officer Libraries	553.56
Events & Programming	2,110.86
Events & Programming	983.50
Executive Assistant	357.30
Community Centre Supervisor (Willagee Community Centre)	154.50
Team Leader Libraries (AH Bracks Library)	7.90
Team Leader Libraries (Bull Creek Library)	0.00
Waste Education Officer	1,595.35
Assistant Team Leader (AH Bracks Library)	65.05
Assistant Team Leader (Civic Square Library)	408.41
Creative Learning Producer	4,546.13
Assistant Team Leader (Willagee Library)	1,115.32
Team Leader Libraries (Willagee Library)	2,388.28
Melville SES	2,422.87
Community Centre Supervisor (Blue Gum Community Centre)	307.96
Assistant Team Leader Libraries (Bull Creek Library)	404.90
Community Development Officer - Youth	129.50
Facilities Support Officer	0.00
Creative Learning Producer	307.70
Facility Duty Officer	1,733.79
Total Purchase Cards	77,984.11
American Express Card	
Chief Executive Officer	5,099.83
Director Corporate Service	0.00
Total American Express Card	5,099.83
Total	
Corporate Cards	\$ 18,114.71
Purchase Cards	\$ 77,984.11
American Express Card	\$ 5,099.83
	\$ 101,198.65

Credit Card and Purchasing Card payment details for the month October 2023

Payee	Description	Date	Amount
<u>Corporate Cards</u>			
Chief Executive Officer			
Google CLOUD JFG5Tz Sydney AU	Google storage	4/09/2023	\$ 223.12
WESTNET PERTH AU	Licence	4/09/2023	\$ 60.50
WWW.BUSINESSEXCELLENCE SYMONDSTON AU	Business Excellence	8/09/2023	\$ 2,700.00
ZOOM.US 888-799-9666 WWW.ZOOM.US US	Foreign Fee	13/09/2023	\$ 63.44
SOUTH OF PERTH YACHT APPLECROSS AU	Venue Booking Staff Training	14/09/2023	\$ 318.00
SOUTH OF PERTH YACHT APPLECROSS AU	Venue Booking Staff Training	14/09/2023	\$ 1,740.00
RIMPA BURLEIGH HEAD AU	Record & Information Management - Registrati	14/09/2023	\$ 504.90
DIMESION DATA LEARNING SYDNEY AU	Staff Training - Registration	15/09/2023	\$ 2,774.61
FS *JotForm fsprg.nl NL	Website Management Fee	27/09/2023	\$ 69.19
			\$ 8,453.76
Director Environment & Infrastructure			
COMPANY DIRECTOR SYDNEY AU	AICD Membership	4/09/2023	\$ 660.00
CAT CHARITY LTD MACHYNLLETH GB	Staff training	6/09/2023	\$ 1,133.69
PARKS & LEISURE AUS PORT ADELAIDE AU	Conference registration	7/09/2023	\$ 1,859.00
SAI GLOBAL PTY LTD SYDNEY AU	Staff training	7/09/2023	\$ 1,545.01
AIG Australia - AU	Conference Travel Insurance	7/09/2023	\$ 33.00
QANTAS AIRWA0812342565 NSW AU	Conference Travel	7/09/2023	\$ 984.53
QANTAS AIRWA0814406491 NSW AU	Conference Travel	7/09/2023	\$ 5.00
QANTAS AIRWA0814406491 NSW AU	Conference Travel	7/09/2023	\$ 5.00
WESTERN POWER PERTH AU	Hallam Close	7/09/2023	\$ 498.91
CPP COUNCIL HOUSE PERTH AU	Parking Fees	11/09/2023	\$ 11.11
Crowne Plaza Adelaide Adelaide AU	Conference Accommodation	12/09/2023	\$ 1,300.60
Crowne Plaza Adelaide Adelaide AU	Conference Accommodation	12/09/2023	\$ 1,300.60
			\$ 9,336.45
Director Community Development			
WA LOCAL GOVERNMENT WEST LEEDERVI AU	WALGA Training	11/09/2023	\$ 324.50
			\$ 324.50
	Total Corporate Cards payments		18,114.71
<u>Purchase Cards</u>			
Project Lead Civil Construction			
DMIRS - ONLINE PAYMENT PERTH AU	HRWL Renewal	11/09/2023	\$ 44.00
DMIRS - ONLINE PAYMENT PERTH AU	HRWL Renewal	11/09/2023	\$ 44.00
DMIRS - ONLINE PAYMENT PERTH AU	HRWL Renewal	18/09/2023	\$ 44.00
			\$ 132.00
Business Support Administration Coordinator (Urban Planning)			
PREZZEE/AU2BCE8544 SYDNEY AU	Service Recognition	6/09/2023	\$ 303.80
ST JOHN AMBULANCE AUST BELMONT AU	First Aid Refresher Training	7/09/2023	\$ 170.00
AUSTRALIAN INSTITUTE PYMBLE AU	AIBS Membership Renewal	15/09/2023	\$ 880.00
LOCAL GOVERNMENT MANA MT HAWTHORN AU	LG Professional Registration	15/09/2023	\$ 1,890.00
eBay O*19-10555-60969 Sydney AU	Office equipment	21/09/2023	\$ 135.00
			\$ 3,378.80
Fleet Coordinator			
AD ENGINEERING WELSHPOOL AU	Fleet	25/09/2023	\$ 543.31
			\$ 543.31

Payee	Description	Date	Amount
Coordinator Customer Relations			
MISS MAUD BOORAGOON AU	Team recognition	18/09/2023	\$ 36.70
TEMU.COM PARRAMATTA AU	Customer Service Week trophy	19/09/2023	\$ 36.98
			\$ 73.68
Team Leader Library Systems & Support			
PAYPAL *BIG W 4029357733 AU	library resources	4/09/2023	\$ 39.90
GOOGLE*GSUITE MELVILLE CC GOOGLE.COM AU	Advanced email service	4/09/2023	\$ 9.24
PAYPAL *EBAY AU 4029357733 AU	replacement scanners	4/09/2023	\$ 147.93
EASYPARK PAY BY PH PRAHRAN AU	Canning Bridge parking	5/09/2023	\$ 218.34
READINGS PTY LTD CARLTON AU	library resources	5/09/2023	\$ 26.99
PAYPAL *EBAY AU 4029357733 AU	library resources	6/09/2023	\$ 17.90
PAYPAL *BIG W 4029357733 AU	library resources	6/09/2023	\$ 45.90
AMAZON AU SYDNEY SOUTH AU	library resources	6/09/2023	\$ 41.13
AMAZON MARKETPLACE AU SYDNEY SOUTH AU	library resources	6/09/2023	\$ 71.26
AMAZON AU SYDNEY SOUTH AU	library resources	7/09/2023	\$ 25.77
AMAZON AU SYDNEY SOUTH AU	library resources	7/09/2023	\$ 27.99
AMAZON AU SYDNEY SOUTH AU	library resources	8/09/2023	\$ 153.48
PAYPAL *BIG W 4029357733 AU	library resources	11/09/2023	\$ 160.00
AMAZON AU SYDNEY SOUTH AU	library resources	11/09/2023	\$ 65.97
AMAZON AU SYDNEY SOUTH AU	library resources	11/09/2023	\$ 39.13
AMAZON MARKETPLACE AU SYDNEY SOUTH AU	library resources	11/09/2023	\$ 44.68
AMAZON AU SYDNEY SOUTH AU	library resources	11/09/2023	\$ 25.40
AMAZON AU SYDNEY SOUTH AU	library resources	11/09/2023	\$ 13.09
PAYPAL *BLACKWELLUK 35314369001 GB	library resources	11/09/2023	\$ 26.93
AMAZON AU SYDNEY SOUTH AU	library resources	12/09/2023	\$ 33.86
THE NILE AZ36-TFH5 NORTH SYDNEY AU	library resources	12/09/2023	\$ 162.15
PAYPAL *BLACKWELLUK 35314369001 GB	library resources	12/09/2023	\$ 38.39
PAYPAL *BLACKWELLUK 35314369001 GB	library resources	13/09/2023	\$ 58.83
AMAZON AU SYDNEY SOUTH AU	library resources	13/09/2023	\$ 29.96
AMAZON AU SYDNEY SOUTH AU	library resources	13/09/2023	\$ 58.49
PAYPAL *BLACKWELLUK 35314369001 GB	library resources	13/09/2023	\$ 39.87
PAYPAL *JB HI-FI 4029357733 AU	library resources	13/09/2023	\$ 27.27
PAYPAL *BOOKTOPIABO 4029357733 AU	library resources	13/09/2023	\$ 169.13
PAYPAL *BIG W 4029357733 AU	library resources	13/09/2023	\$ 57.90
AMAZON AU SYDNEY SOUTH AU	library resources	15/09/2023	\$ 119.16
THE NILE A9XZ-561Q NORTH SYDNEY AU	library resources	15/09/2023	\$ 123.36
PAYPAL *BIG W 4029357733 AU	library resources	18/09/2023	\$ 128.00
AMAZON AU SYDNEY SOUTH AU	library resources	18/09/2023	\$ 33.10
AMAZON AU SYDNEY SOUTH AU	library resources	18/09/2023	\$ 44.49
THE NILE AX9K-S2J6 NORTH SYDNEY AU	library resources	18/09/2023	\$ 508.00
AMAZON AU SYDNEY SOUTH AU	library resources	18/09/2023	\$ 12.99
PAYPAL *JB HI-FI 4029357733 AU	library resources	18/09/2023	\$ 37.27
PAYPAL *BOOKTOPIABO 4029357733 AU	library resources	18/09/2023	\$ 174.95
PAYPAL *BIG W 4029357733 AU	library resources	18/09/2023	\$ 192.00
AMAZON AU SYDNEY SOUTH AU	library resources	18/09/2023	\$ 88.14
PUBLIC LIBRARIES WA KARRINYUP AU	membership renewal	20/09/2023	\$ 1,017.80
PAYPAL *BLACKWELLUK 35314369001 GB	library resources	20/09/2023	\$ 29.46
AMAZON MARKETPLACE AU SYDNEY SOUTH AU	library resources	20/09/2023	\$ 37.80
HOMELESS TRAINING HTTPSWWW.HOME US	Homeless online training	20/09/2023	\$ 1,203.72
PAYPAL *BLACKWELLUK 35314369001 GB	library resources	21/09/2023	\$ 49.66
AMAZON MARKETPLACE AU SYDNEY SOUTH AU	library resources	22/09/2023	\$ 59.58
AMAZON AU SYDNEY SOUTH AU	library resources	22/09/2023	\$ 17.75
AMAZON AU SYDNEY SOUTH AU	library resources	22/09/2023	\$ 39.59
PAYPAL *EB SIRSIDYNIX 4029357733 AU	online conference	25/09/2023	\$ 118.52
AMAZON AU SYDNEY SOUTH AU	library resources	25/09/2023	\$ 16.00
PAYPAL *BLACKWELLUK 35314369001 GB	library resources	27/09/2023	\$ 54.21
PAYPAL *PODPAC PODS 4029357733 AU	Catering Supplies	28/09/2023	\$ 106.50
AMAZON AU SYDNEY SOUTH AU	library resources	28/09/2023	\$ 30.75
PAYPAL *BIG W 4029357733 AU	library resources	29/09/2023	\$ 122.00
AMAZON AU SYDNEY SOUTH AU	library resources	29/09/2023	\$ 156.18
THE NILE AZFH-X71R NORTH SYDNEY AU	library resources	29/09/2023	\$ 344.14
PAYPAL *BLACKWELLUK 35314369001 GB	library resources	29/09/2023	\$ 29.93

Payee	Description	Date	Amount
PAYPAL *BLACKWELLUK 35314369001 GB	library resources	29/09/2023	\$ 30.22
PAYPAL *BLACKWELLUK 35314369001 GB	library resources	29/09/2023	\$ 37.14
AMAZON AU SYDNEY SOUTH AU	library resources	2/10/2023	\$ 158.89
AMAZON AU SYDNEY SOUTH AU	library resources	2/10/2023	\$ 23.96
AMAZON MARKETPLACE AU SYDNEY SOUTH AU	library resources	2/10/2023	\$ 45.66
THE NILE ASLR-6YQC NORTH SYDNEY AU	library resources	2/10/2023	\$ 72.70
PAYPAL *KMARTAUSTRA 4029357733 AU	library resources	2/10/2023	\$ 28.00
PAYPAL *BIG W 4029357733 AU	library resources	2/10/2023	\$ 151.00
EVENTBRITE.COM ORG FEE HTTPSWWW.EVEN US	Monthly event charge	2/10/2023	\$ 40.17
			\$ 7,359.67

Business Support Administration Coordinator (Technical Services)

GREEN BUILDING COUNC SYDNEY AU	Staff Training	12/09/2023	\$ 85.80
WALL CANDY WPAPER HIGHGATE AU	Office supplies	13/09/2023	\$ 298.00
COLES 0332 BOORAGOON AU	Staff Recognition	22/09/2023	\$ 379.75
PAYPAL *NEWWATERWAY 4029357733 AU	Staff Training	25/09/2023	\$ 55.00
PAYPAL *NEWWATERWAY 4029357733 AU	Staff Training	25/09/2023	\$ 55.00
COLES 0332 BOORAGOON AU	Staff Recognition	2/10/2023	\$ 415.90
COLES 0332 BOORAGOON AU	Service Recognition x 3	2/10/2023	\$ 167.85
			\$ 1,457.30

Coordinator Community Safety Service

OMAC ENTERPRISES PTY MYAREE AU	New Officer uniforms	5/09/2023	\$ 309.41
LEEMING IGA LEEMING AU	Weekly culture catchup	7/09/2023	\$ 5.15
MCDONALDS MURDOCH MURDOCH AU	Weekly culture catchup	7/09/2023	\$ 32.50
MCDONALDS MURDOCH MURDOCH AU	Weekly culture catchup	14/09/2023	\$ 27.60
LEEMING IGA LEEMING AU	Weekly Culture catchup	15/09/2023	\$ 2.50
CENTRAL REGIONAL TAFE NORTHAM AU	Training	21/09/2023	\$ 845.26
MCDONALDS MURDOCH MURDOCH AU	Weekly culture catchup	21/09/2023	\$ 30.35
LEEMING IGA LEEMING AU	Weekly Culture catchup	22/09/2023	\$ 5.15
MCDONALDS MURDOCH MURDOCH AU	Weekly Culture catchup	28/09/2023	\$ 23.50
LEEMING IGA LEEMING AU	Weekly culture catchup	29/09/2023	\$ 5.15
			\$ 1,286.57

Business Support Administration Coordinator (Corporate Service)

PTA SMARTRIDER EAST PERTH AU	Travel	4/09/2023	\$ 30.00
PREZZEE/AUA72CD0ED SYDNEY AU	Intranet Naming Comp	5/09/2023	\$ 222.78
PREZZEE/AUBA7C475B SYDNEY AU	Monthly Safety Award Prize	6/09/2023	\$ 81.01
COLES 0332 BOORAGOON AU	Service Recognition	7/09/2023	\$ 105.95
WANESWDTI Osborne Park AU	Newspaper Delivery	20/09/2023	\$ 106.80
JB Hi-Fi Group Pty Ltd Southbank AU	Service Charge for Delivery	20/09/2023	\$ 12.00
ASIC SYDNEY AU	ASIC Document Search	21/09/2023	\$ 57.00
			\$ 615.54

Civic Facilities Officer

IDENTITY PEOPLE AUS LANE COVE AU	Catering	12/09/2023	\$ 261.80
CATCH BENTLEIGH EAS AU	Catering	12/09/2023	\$ 32.99
DAN MURPHYS ONLINE BELLA VISTA AU	Catering	14/09/2023	\$ 470.70
SP COFFEE BEANS PERTH MYAREE AU	Catering	15/09/2023	\$ 519.00
COLES 0332 BOORAGOON AU	Catering	20/09/2023	\$ 93.80
KMART 1162 BOORAGOON AU	Catering	20/09/2023	\$ 74.00
SQ *JESSIE'S CAFE & RO Booragoon AU	Catering	20/09/2023	\$ 15.00
COLES 0332 BOORAGOON AU	Catering	27/09/2023	\$ 344.65
RADHE KRISHNA VENTURE BOORAGOON AU	Catering	28/09/2023	\$ 12.90
BIGW ONLINE BELLA VISTA AU	Catering	28/09/2023	\$ 110.00
BIGW ONLINE BELLA VISTA AU	Catering	28/09/2023	\$ 358.00
COLES 0332 BOORAGOON AU	Catering	29/09/2023	\$ 331.31
KMART 1162 BOORAGOON AU	Catering	29/09/2023	\$ 24.00
SPUDSHED JANDAKOT AU	Catering	2/10/2023	\$ 68.47
ALLSPORTS TROPHIES BOORAGOON AU	Catering	2/10/2023	\$ 162.00
THE REJECT SHOP 601 BOORAGOON AU	Catering	2/10/2023	\$ 20.00
			\$ 2,898.62

Payee	Description	Date	Amount
Neighbourhoods Coordinator			
Jaylea's Patisserie Willagee AU	Catering - WCC event	18/09/2023	\$ 200.00
IGA WILLAGEE WILLAGEE AU	WCC event facilitator gift & equipment	20/09/2023	\$ 27.99
IGA WILLAGEE WILLAGEE AU	WCC event catering	20/09/2023	\$ 23.25
AP WILLAGEE CENTRAL WILLAGEE AU	Volunteer facilitator honorarium	21/09/2023	\$ 205.95
			\$ 457.19
Civic Facilities Officer			
RADHE KRISHNA VENTURE BOORAGOON AU	Catering	4/09/2023	\$ 59.40
RADHE KRISHNA VENTURE BOORAGOON AU	Catering	4/09/2023	\$ 9.90
EZI*Harvest Box Pty Lt Abbotsford AU	Catering	14/09/2023	\$ 345.00
GARDENFRESH BOORAGOON AU	Catering	19/09/2023	\$ 20.00
SQ *SARAH NOFAL 1800595310 AU	Catering	19/09/2023	\$ 1,125.00
MEGA MUSIC AUSTRALIA MYAREE AU	Catering	20/09/2023	\$ 90.00
ALTRONICS MYAREE AU	Catering	20/09/2023	\$ 21.90
RADHE KRISHNA VENTURE BOORAGOON AU	Catering	20/09/2023	\$ 119.00
J AND K HOPKINS WANGARA AU	Catering	20/09/2023	\$ 334.00
COLES 0332 BOORAGOON AU	Catering	21/09/2023	\$ 22.80
KOOKAS COUNTRY COOKIES DONALD AU	Catering	21/09/2023	\$ 152.60
SP BYRON BAY COOKIE BYRON BAY AU	Catering	21/09/2023	\$ 1,050.00
			\$ 3,349.60
Head of Governance			
ASANA.COM SYDNEY AU	Subscription	25/09/2023	\$ 829.80
			\$ 829.80
Environmental Education Officer			
SOIL SOLVER PTY LTD KENWICK AU	Landscaping materials	18/09/2023	\$ 550.00
GILBERTS FRESH HILTON HILTON AU	Catering for eco-expo event	21/09/2023	\$ 424.95
COLES 0332 BOORAGOON AU	Staff Training and catering	22/09/2023	\$ 61.64
SAI KRISHNA ENTERPRI BOORAGOON AU	Team meeting	22/09/2023	\$ 7.90
SPOTLIGHT MELVILLE MYAREE AU	Fabric markers and resource for expo	25/09/2023	\$ 81.20
KMART 1162 BOORAGOON AU	prizes and supplies for Eco-expo	2/10/2023	\$ 305.75
BUNNINGS 317000 MELVILLE AU	Prizes and materials for expo	2/10/2023	\$ 133.89
			\$ 1,565.33
Healthy Melville Coordinator			
COLES 0332 BOORAGOON AU	Material	4/09/2023	\$ 11.00
FACEBK 7LCYBTFLS2 fb.me/ads IE	Advertisement	5/09/2023	\$ 1,287.50
KMART MULGRAVE AU	Material	7/09/2023	\$ 125.00
TWILIO SENDGRID WWW.TWILIO.CO US	Material	8/09/2023	\$ 146.14
TICKETS*AUSACTIVE BELROSE AU	Material	13/09/2023	\$ 48.07
BIG W/KWINANA FWY & BE SUCCESS AU	Material	14/09/2023	\$ 56.50
THE GOOD APPLES UNIT ARDROSS AU	Material	18/09/2023	\$ 169.00
MYZONE* MYZONE WA AU	Material	18/09/2023	\$ 182.92
SILVER SPRINGS HOLDING BOORAGOON AU	Material	20/09/2023	\$ 40.00
COLES ONLINE HAWTHORN EAST AU	Material	25/09/2023	\$ 161.10
FACEBK 4W28MU3MS2 fb.me/ads IE	Advertisement	29/09/2023	\$ 1,287.50
			\$ 3,514.73
Creative Lead & Gallery Curator			
OTHERSIDE BREWING CO FREMANTLE AU	Catering	6/09/2023	\$ 692.00
SP OLDBRIDGECELLARS NORTH FREMANT AU	Catering	6/09/2023	\$ 1,305.20
ALTRONICS MYAREE AU	install equipment	15/09/2023	\$ 35.35
BUNNINGS 317000 MELVILLE AU	install materials	18/09/2023	\$ 150.92
BUNNINGS 317000 MELVILLE AU	install materials	18/09/2023	\$ 82.00
BUNNINGS 317000 MELVILLE AU	install materials	18/09/2023	\$ 64.14

Payee	Description	Date	Amount
BUNNINGS 453000 O'CONNOR AU	install materials	18/09/2023	\$ 106.40
BUNNINGS 317000 MELVILLE AU	install materials	21/09/2023	\$ 82.56
MEGA MUSIC AUSTRALIA MYAREE AU	Sound equipment	25/09/2023	\$ 996.00
SQ *TEETER BAKERY Applecross AU	Catering	25/09/2023	\$ 36.40
SQ *LAHORE ON WHEELS Applecross AU	Catering	25/09/2023	\$ 90.00
BUNNINGS 317000 MELVILLE AU	install materials	26/09/2023	\$ 111.16
PACK & SEND FREMANTL FREMANTLE AU	shipping	27/09/2023	\$ 60.00
			\$ 3,683.85

Natural Areas Supervisor

EZI*safetyxpress Scoresby AU	Materials	8/09/2023	\$ 778.43
SPRAYLINE SPRAYING E MIDVALE AU	Materials	11/09/2023	\$ 81.20
ALTRONICS MYAREE AU	Materials	13/09/2023	\$ 87.43
EZI*JOYA MEDICAL AUSTR FORTITUDE VAL AU	Materials	13/09/2023	\$ 50.60
OMAC ENTERPRISES PTY MYAREE AU	Materials	13/09/2023	\$ 74.25
TOOLMART AUSTRALIA P BELMONT AU	Materials	25/09/2023	\$ 269.00
OCONNOR L/MWR&C/SAW O CONNOR AU	Materials	28/09/2023	\$ 141.40
			\$ 1,482.31

Coordinator Rangers & Emergency Management

CLICKSEND.COM RECHARGE SOUTH PERTH AU	Animal renewal SMS	5/09/2023	\$ 1,500.00
AP BOORAGOON PS BOORAGOON AU	Reg post stickers	14/09/2023	\$ 407.40
ANIMAL ARK PTY LTD DUNCRAIG AU	Snake Capture equipment	20/09/2023	\$ 476.81
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Dog food and pound supplies	28/09/2023	\$ 17.00
COSTCO WHOLESALE AUSTR CASUARINA AU	Dog food and pound supplies	29/09/2023	\$ 214.95
			\$ 2,616.16

Collection Development Librarian (Young People)

AMAZON AU SYDNEY SOUTH AU	local stock purchase	4/09/2023	\$ 24.99
SP SCB.COM.AU PRINCES HILL AU	local stock purchase	15/09/2023	\$ 328.95
BOOKTOPIA PTY LTD RHODES AU	cancelled order refund	22/09/2023	-\$ 60.03
AMAZON AU SYDNEY SOUTH AU	local stock purchase	2/10/2023	\$ 35.55
AMAZON AU SYDNEY SOUTH AU	local stock purchase	2/10/2023	\$ 47.40
AMAZON AU SYDNEY SOUTH AU	local stock purchase	2/10/2023	\$ 23.70
Matterport.com 888-9938990 US	virtual tour	2/10/2023	\$ 19.28
			\$ 419.84

Cultural Programs Officer (Adult)

KMART MULGRAVE AU	Materials for library event	14/09/2023	\$ 70.00
COLES 0391 KARDINYA AU	Catering for library event	14/09/2023	\$ 36.00
KMART 1024 KARDINYA AU	Materials for library event	14/09/2023	\$ 136.00
WOOLWORTHS/CNR STOCK R MELVILLE AU	Catering for event	15/09/2023	\$ 40.14
AP HAMILTON HILL LPO HAMILTON HILL AU	Book sent for facilitator of panel	18/09/2023	\$ 12.19
UNDER THE SUN KARDINYA AU	Materials for library event	18/09/2023	\$ 39.90
KMART 1162 BOORAGOON AU	Materials for events	18/09/2023	\$ 35.00
BWS LIQUOR/CNR STOCK R MELVILLE AU	Catering for Library Event	21/09/2023	\$ 76.00
WOOLWORTHS/CNR STOCK R MELVILLE AU	Catering for event	21/09/2023	\$ 104.60
BIG W/ROCKINGHAM ROAD SPEARWOOD AU	Materials for event	22/09/2023	\$ 17.00
COLES 0352 MELVILLE AU	Catering for event	22/09/2023	\$ 228.85
WOOLWORTHS/254 ROCKING SPEARWOOD AU	Catering for event	22/09/2023	\$ 10.15
JACKSONS DRAWING SUP ALFRED COVE AU	Brushes for workshops	25/09/2023	\$ 58.50
			\$ 864.33

Team Leader Libraries (Civic Square Library)

WOOLWORTHS/GARDEN CITY BOORAGOON AU	Event catering	4/09/2023	\$ 36.95
KMART 1162 BOORAGOON AU	Puzzle Race	6/09/2023	\$ 8.00
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Milk	8/09/2023	\$ 5.90
COLES 0332 BOORAGOON AU	Event catering	13/09/2023	\$ 24.90
CPP STATE LIBRARY NORTHBRIDGE AU	Parking Fee	18/09/2023	\$ 17.16
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Batteries	20/09/2023	\$ 6.80
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Milk	27/09/2023	\$ 5.90
			\$ 105.61

Payee	Description	Date	Amount
Community Development Coordinator - People			
EB *Working with Local 801-413-7200 AU	Homelessness related PD	19/09/2023	\$ 99.00
GILBERTS FRESH HILTON HILTON AU	BTMRG Sep meeting catering	21/09/2023	\$ 249.97
FACEBK 7VF76V7CG2 fb.me/ads IE	Melville Youth Collective channel advert	2/10/2023	\$ 45.32
			\$ 394.29
Manager Natural Areas & Parks			
PAYPAL *QUANTIFIEDT 4029357733 AU	Quantified Tree Risk Assessment	18/09/2023	\$ 272.25
SCARFO'S MEATING PLC MYAREE AU	Reserve East Recognition	21/09/2023	\$ 168.00
WINTHROP GARDENS SUP WINTHROP AU	Reserve East Recognition	22/09/2023	\$ 69.14
PAYPAL *MAZEDISTRIB 4029357733 AU	Maze Rainwater Tank	22/09/2023	\$ 900.00
Parks and Leisure Au Norwood AU	Child Friendly Urban Design	22/09/2023	\$ 110.00
TM *TICKETMASTERAU MELBOURNE AU	Events	25/09/2023	\$ 216.55
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Catering	29/09/2023	\$ 74.65
SCARFO'S MEATING PLC MYAREE AU	Catering	29/09/2023	\$ 177.90
JB HI FI MYAREE HOME BOORAGOON AU	Office supplies	29/09/2023	\$ 34.95
SUPER CHEAP AUTO MYAREE AU	Supplies	2/10/2023	\$ 63.98
			\$ 2,087.42
Business Support Administration Coordinator (Community Development)			
GESHA COFFEE CO BIBRA LAKE AU	Supplies	6/09/2023	\$ 383.00
COLES 0332 BOORAGOON AU	Place names	6/09/2023	\$ 46.41
KMART 1162 BOORAGOON AU	Place names	6/09/2023	\$ 37.25
BIG LOAF PTY LTD O'CONNOR AU	Events	12/09/2023	\$ 147.50
MYAREE IGA/4/67 NORTH MYAREE AU	Events	12/09/2023	\$ 20.37
GILBERTS FRESH HILTO HILTON AU	Events	13/09/2023	\$ 10.55
GILBERTS FRESH HILTO HILTON AU	Events	13/09/2023	\$ 39.99
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Place names	19/09/2023	\$ 22.75
PREZZEE/AUB983F8F6 SYDNEY AU	Fee	19/09/2023	\$ 50.64
AP BOORAGOON PS BOORAGOON AU	Service Recognition	22/09/2023	\$ 285.95
AP BOORAGOON PS BOORAGOON AU	Service Recognition	22/09/2023	\$ 1,429.75
AP BOORAGOON PS BOORAGOON AU	Service Recognition	22/09/2023	\$ 280.00
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Youth event	25/09/2023	\$ 39.20
DiscPartySupp Reynella AU	Volunteer function	27/09/2023	\$ 243.51
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Place names	27/09/2023	\$ 82.59
SAI KRISHNA ENTERPRI BOORAGOON AU	Youth event	29/09/2023	\$ 7.00
COLES 0332 BOORAGOON AU	Youth event	29/09/2023	\$ 22.40
GESHA COFFEE CO BIBRA LAKE AU	Supplies	2/10/2023	\$ 540.66
			\$ 3,689.52
Collection Development Librarian			
12 MONTH SUBSCRIPTION: CRAWLEY AU	subscription	6/09/2023	\$ 45.00
BOLINDA PUBLISHING TULLAMARINE AU	library resources	11/09/2023	\$ 160.38
CAVAL LIMITED BUNDOORA AU	library resources	12/09/2023	\$ 153.61
CHINA BOOKS PTY LTD MELBOURNE AU	library resources	15/09/2023	\$ 1,210.00
BOLINDA PUBLISHING TULLAMARINE AU	library resources	21/09/2023	\$ 128.70
THE NILE AL7C-94VF NORTH SYDNEY AU	library resources	25/09/2023	\$ 225.75
BOOKTOPIA PTY LTD RHODES AU	library resources	25/09/2023	\$ 110.49
MYO*SMEDIA PTY LTD SOUTH YARRA AU	library resources	27/09/2023	\$ 509.00
			\$ 2,542.93
Coordinator Environmental Health			
BUNNINGS 317000 MELVILLE AU	Materials	7/09/2023	\$ 55.04
JB HI FI MYAREE HOME BOORAGOON AU	Materials	15/09/2023	\$ 70.00
			\$ 125.04
Business Support Officer Libraries			
AP CANNING BRIDGE LPO APPLECROSS AU	Postage	4/09/2023	\$ 18.25
AP CANNING BRIDGE LPO APPLECROSS AU	Postage	4/09/2023	\$ 106.27
W.A. LIBRARY SUPPLIES FORRESTDAL AU	Book Covering & labels	6/09/2023	\$ 1,997.45
SP JB HI-FI ONLINE SOUTHBANK AU	Nintendo for Get online week	7/09/2023	\$ 483.95
SP JB HI-FI ONLINE SOUTHBANK AU	Delivery	7/09/2023	\$ 285.99

Payee	Description	Date	Amount
IGA CANNING B/916 CANN APPLECROSS AU	Milk Canning Bridge Library	12/09/2023	\$ 2.99
AP CANNING BRIDGE LPO APPLECROSS AU	Postage RFID Labels to Aust Library Serv	13/09/2023	\$ 21.95
IGA CANNING B/916 CANN APPLECROSS AU	Milk Can Bridge Library	20/09/2023	\$ 3.39
Nintendo CA1058420383 Scoresby AU	Jackbox trilogy Get online week	22/09/2023	\$ 89.95
W.A. LIBRARY SUPPLIES FORRESTDAL AU	Label protectors and labels	25/09/2023	\$ 479.58
WANEWSDTI Osborne Park AU	West Newspapers MCS	28/09/2023	\$ 288.00
WANEWSDTI Osborne Park AU	West Newspapers Willagee Lib	28/09/2023	\$ 144.00
IGA CANNING B/916 CANN APPLECROSS AU	Band aids for Willagee Library First aid	2/10/2023	\$ 4.25
AP CANNING BRIDGE LPO APPLECROSS AU	Post Barcodes to Aust Library Services	2/10/2023	\$ 14.50
AP CANNING BRIDGE LPO APPLECROSS AU	Aust Post satchels x 10 country library	2/10/2023	\$ 106.27
WOOLWORTHS/80 LYON ROA ATWELL AU	Get online week snacks	2/10/2023	\$ 27.80
			\$ 4,074.59

Healthy Melville Supervisor - Sales & Promotions

Google ADS4949524643 Sydney AU	Advertising	4/09/2023	\$ 334.39
FACEBK Q5F9LUPLS2 fb.me/ads IE	Advertising	11/09/2023	\$ 1,287.50
FACEBK SPQCRITLS2 fb.me/ads IE	Advertising	14/09/2023	\$ 1,287.48
FACEBK SCV5FUBMS2 fb.me/ads IE	Advertising	18/09/2023	\$ 1,287.50
FACEBK A46HZUPLS2 fb.me/ads IE	Advertising	22/09/2023	\$ 1,287.50
FACEBK 7XT42UFLS2 fb.me/ads IE	Advertising	26/09/2023	\$ 1,287.50
FACEBK *7ZCHCUTLS2 fb.me/ads IE	Advertising	2/10/2023	\$ 388.45
			\$ 7,160.32

Environmental Officer

OFFICEWORKS BENTLEIGH EAS AU	A-frame chalkboard sign	8/09/2023	\$ 108.00
ESSENTIAL BRANDS FRANC Burleigh AU	Coffee, milk, choc PLEEC	20/09/2023	\$ 383.00
OFFICEWORKS BENTLEIGH EAS AU	Printed A0 maps	21/09/2023	\$ 78.00
SQ *MELVILLE GIRL GUID Winthrop AU	Donation for attending Eco Action Expo	2/10/2023	\$ 150.00
			\$ 719.00

Creative Producer Arts & Cultural Development

STATE LIBRARY OF WES PERTH AU	Purchase of Wireless Hill Photo	4/09/2023	\$ 25.00
CLICKSEND.COM RECHARGE SOUTH PERTH AU	Place names text recharge	5/09/2023	\$ 20.00
MARMION STREET FRESH MELVILLE AU	Catering	8/09/2023	\$ 396.00
PRINTINGBLUE.COM 630-2338595 US	printing boxes for Melvistories	8/09/2023	\$ 404.88
CLICKSEND.COM RECHARGE SOUTH PERTH AU	Place names text recharge	12/09/2023	\$ 20.00
OLD COURTHOUSE FREQ FREMANTLE AU	Accidental usage	12/09/2023	\$ 53.00
EB *Refund to buyer 801-413-7200 AU	Eventbrite ticket refund- photography wk.	19/09/2023	\$ 25.00
CLICKSEND.COM RECHARGE SOUTH PERTH AU	Place names text recharge	21/09/2023	\$ 20.00
			\$ 963.88

Business Support Officer Libraries

WANEWSDTI Osborne Park AU	library resources	6/09/2023	\$ 325.20
EDUCATIONAL ART SUPP NEDLANDS AU	library resources	14/09/2023	\$ 228.36
			\$ 553.56

Events & Programming

COLES 0332 BOORAGOON AU	Events	13/09/2023	\$ 80.58
MARMION STREET FRESH MELVILLE AU	Events	15/09/2023	\$ 374.83
MARMION STREET FRESH MELVILLE AU	Events	22/09/2023	\$ 402.34
Swan Taxis 0296114100 AU	Transport	28/09/2023	\$ 46.25
Swan Taxis 0296114100 AU	Transport	28/09/2023	\$ 17.89
Swan Taxis 0296114100 AU	Transport	28/09/2023	\$ 54.51
WA SPIT ROAST O'CONNOR AU	Events	28/09/2023	\$ 451.00
SWAN TAXIS PERTH SYDNEY AU	Transport	28/09/2023	\$ 55.66
MARMION STREET FRESH MELVILLE AU	Events	29/09/2023	\$ 396.00
COLES 0332 BOORAGOON AU	Card fee	2/10/2023	\$ 41.80
SQ *THE WELL RESTED BA Fremantle AU	Events	2/10/2023	\$ 160.00
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Events	2/10/2023	\$ 20.00
IGA WILLAGEE WILLAGEE AU	Events	2/10/2023	\$ 10.00
			\$ 2,110.86

Events & Programming

Payee	Description	Date	Amount
Canva* 03897-13700893 Sydney AU	Canva m/ship	5/09/2023	\$ 164.99
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Cleaning supplies - Atwell	21/09/2023	\$ 176.95
SP BRANDING EVOLUTION HEATHWOOD AU	Write Club supplies	28/09/2023	\$ 641.56
			\$ 983.50

Executive Assistant

MEGATIX.COM.AU PERTH AU	Business Development Event	15/09/2023	\$ 25.00
MEGATIX.COM.AU PERTH AU	Business Development Event	15/09/2023	\$ 25.00
SPACETOCO VENUE HIRE PERTH AU	Meeting Room Cirque	15/09/2023	\$ 16.75
LUCKYORANGE.COM 9137359032 US	Web analytics	21/09/2023	\$ 62.55
OFFICEWORKS BENTLEIGH EAS AU	Office equipment	21/09/2023	\$ 198.00
LOCAL GOVERNMENT MANA MT HAWTHORN AU	At Aware Super Award Breakfast	2/10/2023	\$ 30.00
			\$ 357.30

Community Centre Supervisor (Willagee Community Centre)

Woolworths Online BELLA VISTA AU	WCC programs catering	22/09/2023	\$ 154.50
			\$ 154.50

Team Leader Libraries (AH Bracks Library)

COLES 0352 MELVILLE AU	Milk	7/09/2023	\$ 7.90
			\$ 7.90

Waste Education Officer

BUNNINGS 317000 MELVILLE AU	Events	4/09/2023	\$ 37.25
DOLCE & SALATO BULL CR BULL CREEK AU	Events	11/09/2023	\$ 108.50
Woolworths Online BELLA VISTA AU	Events	12/09/2023	\$ 98.10
IMPECHABLE PANTRY PTY BICTON AU	Events	15/09/2023	\$ 820.00
SMALL FARMS WHOLEFOOD APPLECROSS AU	Events	15/09/2023	\$ 400.00
DOLCE & SALATO BULL CR BULL CREEK AU	Events	18/09/2023	\$ 131.50
			\$ 1,595.35

Assistant Team Leader (AH Bracks Library)

WOOLWORTHS/BULLCREEK S BULLCREEK AU	Milk	4/09/2023	\$ 5.65
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Milk	12/09/2023	\$ 2.95
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Outdoor broom for storm damage	14/09/2023	\$ 17.00
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Milk	19/09/2023	\$ 2.95
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Orange juice	22/09/2023	\$ 33.55
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Milk	22/09/2023	\$ 2.95
			\$ 65.05

Assistant Team Leader (Civic Square Library)

SPOTLIGHT MELVILLE MYAREE AU	Cushions for Storytime Tents	8/09/2023	\$ 168.00
WIZ PHY GARDEN 2 BOORAGOON AU	Splash Sal Solution - School Holiday Act	13/09/2023	\$ 23.45
RED DOT BULL CREEK AU	Reusable Containers- School Holiday Act	14/09/2023	\$ 35.96
COLES ONLINE HAWTHORN EAST AU	Material - School Holiday Program	14/09/2023	\$ 120.90
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Spoons - School Holiday Activity	22/09/2023	\$ 21.00
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Wipes for School Holiday Activity	29/09/2023	\$ 7.60
COLES 0352 MELVILLE AU	Yoghurt - Messy Play School Holiday Act	2/10/2023	\$ 31.50
			\$ 408.41

Assistant Team Leader (Willagee Library)

AP WILLAGEE CENTRAL WILLAGEE AU	Events	4/09/2023	\$ 105.95
IGA WILLAGEE WILLAGEE AU	Events	4/09/2023	\$ 27.20
Woolworths Online BELLA VISTA AU	Events	5/09/2023	\$ 153.04
Woolworths Online BELLA VISTA AU	Events	12/09/2023	\$ 216.70
IGA WILLAGEE WILLAGEE AU	Events	18/09/2023	\$ 3.39
Woolworths Online BELLA VISTA AU	Events	19/09/2023	\$ 176.25
IGA WILLAGEE WILLAGEE AU	Events	25/09/2023	\$ 8.54
Woolworths Online BELLA VISTA AU	Events	27/09/2023	\$ 214.70
IGA WILLAGEE WILLAGEE AU	Events	27/09/2023	\$ 7.49

Payee	Description	Date	Amount
IGA WILLAGEE WILLAGEE AU	Events	27/09/2023	\$ 18.46
Woolworths Online BELLA VISTA AU	Events	2/10/2023	\$ 183.60
			\$ 1,115.32

Team Leader Libraries (Willagee Library)

BIGPICTURE.ORG.AU MARRICKVILLE AU	Events	5/09/2023	\$ 162.47
IGA WILLAGEE WILLAGEE AU	Events	5/09/2023	\$ 9.00
WOOLWORTHS/CNR STOCK R MELVILLE AU	Events	8/09/2023	\$ 86.01
IGA WILLAGEE WILLAGEE AU	Events	8/09/2023	\$ 31.14
IGA WILLAGEE WILLAGEE AU	Events	11/09/2023	\$ 13.34
IGA WILLAGEE WILLAGEE AU	Events	12/09/2023	\$ 5.60
NAM HANG HOLDINGS PT WILLAGEE AU	Events	12/09/2023	\$ 34.40
INVESTMENT WEST PL MELVILLE AU	Events	13/09/2023	\$ 103.40
INVESTMENT WEST PL MELVILLE AU	Events	13/09/2023	\$ 104.45
IGA WILLAGEE WILLAGEE AU	Events	14/09/2023	\$ 24.28
IGA WILLAGEE WILLAGEE AU	Events	14/09/2023	\$ 14.00
SUPER BOWL PTY LTD MELVILLE AU	Events	15/09/2023	\$ 90.00
SUPER BOWL PTY LTD MELVILLE AU	Events	15/09/2023	\$ 162.40
WOOLWORTHS/CNR STOCK R MELVILLE AU	Events	15/09/2023	\$ 63.75
IGA WILLAGEE WILLAGEE AU	Events	18/09/2023	\$ 25.68
IGA WILLAGEE WILLAGEE AU	Events	19/09/2023	\$ 14.90
IGA WILLAGEE WILLAGEE AU	Events	21/09/2023	\$ 14.74
COLES 0391 KARDINYA AU	Events	22/09/2023	\$ 70.42
IGA WILLAGEE WILLAGEE AU	Events	22/09/2023	\$ 7.58
IGA WILLAGEE WILLAGEE AU	Events	22/09/2023	\$ 5.15
IGA WILLAGEE WILLAGEE AU	Events	25/09/2023	\$ 60.12
LaserCorps Bassendean AU	Events	27/09/2023	\$ 735.00
IGA WILLAGEE WILLAGEE AU	Events	27/09/2023	\$ 22.00
KMART 1024 KARDINYA AU	Events	28/09/2023	\$ 80.00
KMART 1024 KARDINYA AU	Events	28/09/2023	\$ 192.40
IGA WILLAGEE WILLAGEE AU	Events	28/09/2023	\$ 53.16
IGA WILLAGEE WILLAGEE AU	Events	28/09/2023	\$ 14.99
IGA WILLAGEE WILLAGEE AU	Events	28/09/2023	\$ 6.79
SQ *DJ'S WILLAGEE LUNC O'Connor AU	Events	28/09/2023	\$ 8.40
WOOLWORTHS/CNR STOCK R MELVILLE AU	Events	29/09/2023	\$ 46.18
LaserCorps Bassendean AU	Events	2/10/2023	\$ 35.35
COLES 0391 KARDINYA AU	Events	2/10/2023	\$ 83.20
IGA WILLAGEE WILLAGEE AU	Events	2/10/2023	\$ 7.98
			\$ 2,388.28

Melville SES

SP NUTWARE COULTA AU	Wheel Indicators	13/09/2023	\$ 164.48
BatteryWorld O'connor O'Connor AU	RAL Battery	19/09/2023	\$ 320.00
AAPG O'CONNOR AU	Recovery Kit and Bow shackles	19/09/2023	\$ 218.94
HIDRIVE GROUP GOULBURN AU	Rear folding step fitted to vehicle	20/09/2023	\$ 1,633.76
SQ *MOVAT PTY LTD ATF 1800595310 AU	SES SMS system	22/09/2023	\$ 51.33
CLARK RUBBER JANDAKOT JANDAKOT AU	Extrusion Moulding	22/09/2023	\$ 34.36
			\$ 2,422.87

Community Centre Supervisor (Blue Gum Community Centre)

COLES ONLINE HAWTHORN EAST AU	Catering	7/09/2023	\$ 97.55
BUNNINGS 317000 MELVILLE AU	Electric BBQ Grill	25/09/2023	\$ 139.00
COLES ONLINE HAWTHORN EAST AU	Catering	28/09/2023	\$ 71.41
			\$ 307.96

Assistant Team Leader Libraries (Bull Creek Library)

SPOTLIGHT MELVILLE MYAREE AU	zipper pulls for Beter Beginnings backpacks	13/09/2023	\$ 8.80
COLES 0352 MELVILLE AU	3l of full crem milk, 1 l of lite milk	15/09/2023	\$ 7.75
JB HI FI MYAREE HOME BOORAGOON AU	Office equipment	25/09/2023	\$ 69.00
SP JB HI-FI ONLINE SOUTHBANK AU	Office equipment	25/09/2023	\$ 299.00
COLES 0352 MELVILLE AU	Office supplies	28/09/2023	\$ 7.75
COLES 0352 MELVILLE AU	Office supplies	29/09/2023	\$ 12.60
			\$ 404.90

Payee	Description	Date	Amount
Community Development Officer - Youth			
SUBWAY PALMYRA PALMYRA AU	Event	19/09/2023	\$ 129.50
			\$ 129.50
Facility Duty Officer			
ST JOHN AMBULANCE AUST BELMONT AU	First Aid Refresher	22/09/2023	\$ 21.00
ABCO PRODUCTS BENTLEY AU	Event	2/10/2023	\$ 893.28
MYAREE IGA/4/67 NORTH MYAREE AU	Event	2/10/2023	\$ 819.51
			\$ 1,733.79
Creative Learning Producer			
SPOTLIGHT INNALOO INNALOO AU	School Holiday Materials	14/09/2023	\$ 16.72
SPOTLIGHT INNALOO INNALOO AU	School Holiday Materials	14/09/2023	\$ 92.12
KMART MULGRAVE AU	Order lost in post. Refunded in full.	20/09/2023	-\$ 50.00
COLES 0352 MELVILLE AU	School Holiday Materials	22/09/2023	\$ 106.36
SILVER SPRINGS HOLDING BOORAGOON AU	School Holiday Materials	25/09/2023	\$ 70.00
COLES 0347 YOKINE AU	School holiday materials	26/09/2023	\$ 39.70
COLES 0347 YOKINE AU	School Holiday Materials	27/09/2023	\$ 32.80
			\$ 307.70
Creative Learning Producer			
OFFICEWORKS 0616 O'CONNOR AU	Catering	7/09/2023	\$ 57.10
AMAZON AU SYDNEY SOUTH AU	Materials for ART SCHOOL	11/09/2023	\$ 40.56
EZI*A2B Storage Pty Lt Fortitude Val AU	Wireless Hill Storage	21/09/2023	\$ 273.82
EDUCATIONAL ART SUPP NEDLANDS AU	Materials for WRITE CLUB	2/10/2023	\$ 182.38
GILBERTS FRESH HILTON HILTON AU	Catering for WRITE CLUB Caralee	12/09/2023	\$ 189.98
SP THESYDNEYARTSTORE BOTANY AU	Materials for WRITE CLUB Caralee	14/09/2023	\$ 1,744.65
SP THESYDNEYARTSTORE BOTANY AU	Materials for WRITE CLUB Caralee	15/09/2023	\$ 403.20
SP THESYDNEYARTSTORE BOTANY AU	Materials for WRITE CLUB Caralee	20/09/2023	\$ 510.00
SCUTTI FRESH MARKETS APPLECROSS AU	Catering for Wireless Hill	20/09/2023	\$ 169.99
COLES 0332 BOORAGOON AU	Catering for Wireless Hill	21/09/2023	\$ 23.10
COLES 0332 BOORAGOON AU	Catering for Wireless Hill	21/09/2023	\$ 6.10
LIQUORLAND 3374 BOORAGOON AU	Catering for Wireless Hill	21/09/2023	\$ 24.00
WWW.SHERIDANS.COM.AU PERTH AU	Materials for First Nations CD	25/09/2023	\$ 774.40
Eckersleys Arts Crafts 0280361300 AU	Materials for ART CLUB	29/09/2023	\$ 72.85
SPOTLIGHT MELVILLE MYAREE AU	Materials for ART SCHOOL	2/10/2023	\$ 74.00
			\$ 4,546.13
	Total Purchase Cards Payments		77,984.11
American Express Card			
Chief Executive Officer			
THE ACCOMMODATION BROKE NARRABEEN	Conference accommodation	5/09/2023	\$ 981.12
QANTAS MASCOT	Travel	5/09/2023	\$ 846.41
SAFETYCULTURE TOWNSVILLE CITY	Safety Culture platform	6/09/2023	\$ 501.60
FACEBK*RS7DRSPNC2 DUBLIN	Facebook advertising	12/09/2023	\$ 1,250.00
PURE CHAT INC 00-080274 PORTLAND	Marketing	12/09/2023	\$ 1,520.70
			\$ 5,099.83
	Total Card Payment		101,198.65

6002A Nature Type

STATEMENT OF FINANCIAL ACTIVITY by Nature or Type
For the period 1 July 2023 to 31 October 2023

	October Actual \$	YTD Rev. Budget \$	YTD Actual \$	Variance \$	Variance %	Annual Rev. Budget \$
Revenue						
Rates	23,205	102,062,525	102,138,134	75,609	0%	102,333,192
Grants & Contributions	77,136	205,731	196,084	(9,647)	-5%	4,804,302
Fees & Charges	1,446,425	7,113,620	7,737,209	623,589	9%	14,929,174
Service Charges	448	2,616,960	2,619,645	2,685	0%	2,616,960
Interest Earnings	578,799	3,227,000	3,492,250	265,250		9,415,000
Other Revenue	160,251	492,212	430,580	(61,632)	-13%	1,231,008
	2,286,263	115,718,048	116,613,902	895,854	1%	135,329,635
Expenses						
Employee Costs	(4,785,799)	(20,615,838)	(19,107,194)	1,508,644	-7%	(61,521,932)
Materials & Contracts	(2,972,687)	(13,484,202)	(12,330,383)	1,153,819	-9%	(40,097,271)
Utilities	(278,004)	(1,404,941)	(1,259,558)	145,383	-10%	(4,218,352)
Insurance	(638,356)	(1,398,671)	(1,274,540)	124,132	-9%	(1,406,838)
Depreciation	(2,128,035)	(8,251,613)	(8,512,141)	(260,528)	3%	(24,559,250)
Finance Costs	0	(22,607)	(22,608)	(1)	0%	(54,922)
Other Expenditure	(46,161)	40,036	(4,717)	(44,754)	-112%	(1,644,178)
	(10,849,042)	(45,137,836)	(42,511,141)	2,626,695	-6%	(133,502,743)
	(8,562,779)	70,580,212	74,102,761	3,522,549	5%	1,826,892
Grants/Contributions for the Development of Assets						
Non-Operating Grants, Subsidies and Contributions	354,606	267,000	354,606	87,606	33%	7,400,449
(Profit)/Loss on Disposal of Assets						
Proceeds on Disposal	722	58,363	47,239	(11,125)	-19%	2,509,340
Net Book Value from Disposal of Assets	0	(35,258)	0	35,258	-100%	(423,090)
	722	23,106	47,239	24,133	104%	2,086,250
NET RESULT	(8,207,451)	70,870,318	74,504,606	3,634,288	5%	11,313,591
Other Comprehensive Income	-	-	-			-
Total Other Comprehensive Income	-	-	-			-
TOTAL COMPREHENSIVE INCOME	(8,207,451)	70,870,318	74,504,606			11,313,591

6002B Program

RATE SETTING STATEMENT_{by Program}
For the period 1 July 2023 to 31 October 2023

	October 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	4,000	-	4,366	4,366	100%	0	0
General Purpose Funding	588,880	3,296,832	3,563,117	266,285	8%	12,750,000	12,750,000
Law, Order, Public Safety	74,587	2,736,560	2,755,819	19,259	1%	2,865,660	2,865,660
Health	17,127	225,406	194,920	(30,487)	-14%	278,140	278,140
Education & Welfare	42,908	131,970	124,470	(7,500)	-6%	331,814	623,846
Housing	7,757	40,127	37,138	(2,989)	-7%	116,070	116,070
Community Amenities	165,329	2,295,459	2,264,453	(31,006)	-1%	3,837,613	3,837,613
Recreation and Culture	824,721	2,858,876	3,250,090	391,213	14%	7,581,486	7,701,224
Transport	172,603	452,713	568,562	115,849	29%	1,415,520	1,478,020
Economic Services	232,506	1,542,629	1,528,252	(14,377)	-1%	2,978,735	2,978,735
Other Property and Services	133,362	98,056	231,820	133,764	136%	334,635	2,453,386
	2,263,781	13,678,629	14,523,007	844,378		32,489,671	35,082,694
Expenditure from operating activities							
Governance	(540,229)	(2,114,276)	(1,858,208)	256,068	-12%	(6,431,439)	(6,654,561)
General Purpose Funding	(109,958)	(708,481)	(701,530)	6,951	-1%	(1,391,235)	(1,391,235)
Law, Order, Public Safety	(383,053)	(1,647,536)	(1,509,466)	138,070	-8%	(4,887,128)	(4,962,528)
Health	(97,769)	(456,559)	(385,206)	71,353	-16%	(1,278,975)	(1,278,975)
Education & Welfare	(211,881)	(781,689)	(733,091)	48,598	-6%	(2,386,002)	(2,860,965)
Housing	(10,671)	(55,746)	(46,059)	9,687	-17%	(122,949)	(122,949)
Community Amenities	(2,136,327)	(8,787,835)	(8,309,792)	478,043	-5%	(28,067,956)	(28,631,557)
Recreation and Culture	(3,907,021)	(14,534,170)	(14,006,624)	527,545	-4%	(41,278,590)	(41,765,328)
Transport	(1,843,591)	(7,419,169)	(7,260,931)	158,238	-2%	(23,972,722)	(24,060,837)
Economic Services	(227,250)	(1,018,430)	(913,951)	104,479	-10%	(3,031,771)	(3,051,571)
Other Property and Services	(1,381,290)	(7,613,944)	(6,786,283)	827,662	-11%	(18,316,775)	(18,722,236)
	(10,849,042)	(45,137,835)	(42,511,141)	2,626,694		(131,165,543)	(133,502,743)
Operating activities excluded from budget							
(Profit)/Loss on Asset Disposals	(722)	(23,106)	(47,239)	(24,133)	104%	-	(2,086,250)
Depreciation on Assets	2,128,035	8,251,612	8,512,141	260,529	3%	25,109,134	25,109,134
Plant Capital Charge	-	-	-	-	100%	-	-
Plant Investment Provision						235,305	235,305
Movement in Deferred Rates	20,367	-	75,137	75,137	100%	-	-
	2,147,680	8,228,506	8,540,040	311,534		25,344,439	23,258,189
Investing Activities							
Non-operating grants, subsidies and contributions	354,606	267,000	354,606	87,606		3,238,346	7,400,449
Proceeds from Carawatha Equity	0	-	0	-		-	-
Proceeds from Disposal of Assets	722	58,363	47,239	(11,125)	-19%	423,090	2,509,340
Purchase of Furniture & Equipment	(239,068)	(1,082,619)	(647,937)	434,682	-40%	(2,811,304)	(4,998,527)
Purchase of Plant & Equipment	(272,965)	(682,178)	(552,743)	129,436	-19%	(1,247,955)	(7,550,677)
Purchase of Land & Buildings	(763,159)	(2,118,051)	(1,932,867)	185,184	-9%	(22,891,707)	(29,404,896)
Purchase of Infrastructure Assets	(1,255,703)	(5,071,969)	(4,558,473)	513,496	-10%	(32,268,804)	(40,521,463)
	(2,175,566)	(8,629,454)	(7,290,175)	1,339,279		(55,558,334)	(72,565,774)
Financing Activities							
Repayment of Debentures	0	(67,482)	(67,481)	1	0%	(175,681)	(175,681)
Self-Supporting Loan Principal Revenue	11,789	74,828	74,827	(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	79,942,803
Carry Forward Funds	-	-	-	-	100%	-	-
	11,789	7,346	7,346	0		24,262,359	43,100,227
Estimated surplus / (deficit) - B/Fwd	84,418,283	-	432,917			2,294,216	2,294,216
Estimated (surplus) / deficit - C/Fwd	(75,840,129)	(70,209,717)	(75,840,129)				
Amount to be raised from general rates	(23,205)	(102,062,525)	(102,138,135)			(102,333,191)	(102,333,191)

6002B Nature Type

RATE SETTING STATEMENT by Nature or Type
For the period 1 July 2023 to 31 October 2023

	October 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	77,136	205,731	196,084	(9,647)	-5%	4,327,530	4,804,302
Fees & Charges	1,446,425	7,113,620	7,737,209	623,589	9%	14,929,174	14,929,174
Service Charges	448	2,616,960	2,619,645	2,685	0%	2,616,960	2,616,960
Investment Earnings	578,799	3,227,000	3,492,250	265,250	8%	9,415,000	9,415,000
Other Revenue	160,973	515,318	477,819	(37,499)		1,201,008	3,317,258
	2,263,781	13,678,629	14,523,007	844,378		32,489,671	35,082,694
Expenditure from operating activities							
Employee Costs	(4,785,799)	(20,615,838)	(19,107,194)	1,508,644	-7%	(61,464,748)	(61,521,932)
Materials & Contracts	(2,972,687)	(13,484,202)	(12,330,383)	1,153,819	-9%	(37,710,133)	(39,888,066)
Utilities	(278,004)	(1,404,941)	(1,259,558)	145,383	-10%	(4,218,352)	(4,218,352)
Insurance	(638,356)	(1,398,671)	(1,274,540)	124,132	-9%	(1,406,838)	(1,406,838)
Depreciation	(2,128,035)	(8,251,613)	(8,512,141)	(260,528)	3%	(24,768,455)	(24,768,455)
Finance Costs	0	(22,607)	(22,608)	(1)	0%	(54,922)	(54,922)
Other Expenditure	(46,161)	40,037	(4,717)	(44,754)	-112%	(1,542,096)	(1,644,178)
	(10,849,042)	(45,137,835)	(42,511,141)	2,626,694		(131,165,543)	(133,502,743)
Operating activities excluded from budget							
(Profit)/Loss on Asset Disposals	(722)	(23,106)	(47,239)	(24,133)	104%	-	(2,086,250)
Depreciation on Assets	2,128,035	8,251,612	8,512,141	260,529	3%	25,109,134	25,109,134
Plant Capital Charge	-	-	-	-	100%	-	-
Plant Investment Provision	-	-	-	-	-	235,305	235,305
Movement in Deferred Rates	20,367	-	75,137	75,137	100%	-	-
	2,147,680	8,228,506	8,540,040	311,534		25,344,439	23,258,189
Investing Activities							
Non-operating grants, subsidies and contributions	354,606	267,000	354,606	87,606		3,238,346	7,400,449
Proceeds from Carawatha Equity	0	-	0	-		-	-
Proceeds from Disposal of Assets	722	58,363	47,239	(11,125)	-19%	423,090	2,509,340
Purchase of Furniture & Equipment	(239,068)	(1,082,619)	(647,937)	434,682	-40%	(2,811,304)	(4,998,527)
Purchase of Plant & Equipment	(272,965)	(682,178)	(552,743)	129,436	-19%	(1,247,955)	(7,550,677)
Purchase of Land & Buildings	(763,159)	(2,118,051)	(1,932,867)	185,184	-9%	(22,891,707)	(29,404,896)
Purchase of Infrastructure Assets	(1,255,703)	(5,071,969)	(4,558,473)	513,496	-10%	(32,268,804)	(40,521,463)
	(2,175,566)	(8,629,454)	(7,290,175)	1,339,279		(55,558,334)	(72,565,774)
Financing Activities							
Repayment of Debentures	-	(67,482)	(67,481)	1	0%	(175,681)	(175,681)
Self-Supporting Loan Principal Revenue	11,789	74,828	74,827	(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	79,942,803
Carry Forward Funds	-	-	-	-	100%	-	-
	11,789	7,346	7,346	0		24,262,359	43,100,227
Estimated surplus / (deficit) - B/Fwd	84,418,283	-	432,917			2,294,216	2,294,216
Estimated (surplus) / deficit - C/Fwd	(75,840,129)	(70,209,717)	(75,840,129)				
Amount to be raised from general rates	(23,205)	(102,062,525)	(102,138,135)			(102,333,191)	(102,333,191)

**REPRESENTATION OF NET WORKING CAPITAL
AS AT 31 OCTOBER 2023**

Net Current Assets Represented by	31 OCTOBER 2023		30 SEPTEMBER 2023	
Current Assets				
Cash & Cash Equivalents				
Cash in Hand	2,996		3,122	
Cash at Bank/(Overdraft)	1,480,371		389,414	
Investments	218,490,145		214,190,145	
		219,973,512		214,582,680
Trade & Other Receivables				
Debtors - Rates	33,369,091		45,144,924	
Debtors - Security Charge	236,023		353,456	
Debtors - Pool Inspection Fee	42,765		69,220	
Debtors - Instalment Fee	39		58	
Debtors - UGP	232,838		254,882	
Debtors - Refuse	319,619		452,063	
FESA Levy Debtors	6,143,901		8,371,694	
Pensioner Rebates	1,559,613		1,566,863	
Sundry Debtors	750,903		659,600	
Less : Provision for Doubtful Debts	(166,508)		(166,508)	
		42,488,284		56,706,252
Inventories	175,328	175,328	174,522	174,522
Other Financial Assets				
Accrued Income	2,337,626		2,283,017	
Prepayments	437,388		437,388	
Other	0		0	
GST Claim (Net)	507,065		544,380	
		3,282,080		3,264,785
Total Current Assets		265,919,204		274,728,239
Current Liabilities				
Trade & Other Payables				
FESA Levy Payable	8,673,409		9,729,496	
Sundry Creditors	15,679,037		15,038,464	
Amount Received in Advance	673,305		513,365	
		25,025,750		25,281,325
Provisions				
Provision for Long Service Leave	5,101,392		5,072,229	
Provision for Annual Leave	4,839,112		4,858,637	
Accrued Wages	18,141		18,141	
		9,958,644		9,949,007
Total Current Liabilities		34,984,394		35,230,332
Net Current Assets		230,934,809		239,497,907
Less: Restricted Assets				
Reserves	155,077,911	155,077,911	156,521,245	156,521,245
End of year adjustment				(1,443,334)
Timing Difference		16,769		1,713
Net Working Capital		75,840,129		84,418,283

**NET WORKING CAPITAL RECONCILIATION
FOR THE MONTH OF OCTOBER 2023**

	<i>YTD Actual \$</i>
Net Result	74,504,606
Add:	
Surplus B/Fwd.	432,917
Proceeds on disposal of Assets	47,239
Carry Forward Reserve Transfers	-
Reserve: Funds to be Used	-
Self Supporting Loans - Principal (Net)	7,346
Depreciation Written back	8,512,141
Plant Capital Charge	-
(Profit)/Loss on Asset Disposal	(47,239)
Sub Total	83,457,010
Less:	
Acquisition of Fixed assets	3,133,546
Proceeds from Carawatha Equity	-
Expenditure on Infrastructure assets	4,558,473
Reserve: Funds to be Set Aside	-
Non Current Adjustments	(75,137)
Sub Total	7,616,882
Net Working Capital	75,840,129

**Statement of Variances in Excess of \$100,000 by Nature and Type
Financial Year-To-Date Ending 31 October 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 31 October 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 \$
		7,113,620	7,737,209
<i>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, resulting in positive variances across all LeisureFit membership types.</i>			302,020
<i>Fee income from Community Safety was higher than budgeted – this was mainly due to higher than expected Parking Fees of \$64,833, particularly in the Canning Bridge precinct and Parking Fines of \$52,667.</i>			130,027
<i>The remaining variance relates mainly to higher than budgeted income from golf course green fees of \$38,322, room and hall hire fees of \$44,839 and a positive timing variance of \$90,048 relating to administration fee income received from FESA.</i>			191,542

**Statement of Variances in Excess of \$100,000 by Nature and Type
Financial Year-To-Date Ending 31 October 2023**

Operating Revenue (cont.)

Investment Earnings	YTD Budget \$	YTD Actual \$	YTD Budget Variance \$
	3,227,000	3,492,250	265,250
<i>Investment Earnings – Municipal – showed a positive variance due to higher than expected interest rates.</i>			67,092
<i>Investment Earnings – Reserve – showed a positive variance due to higher than expected interest rates.</i>			177,754
<i>The remaining minor variances amount to a net positive variance.</i>			20,404

**Statement of Variances in Excess of \$100,000 by Nature and Type
Financial Year-To-Date Ending 31 October 2023**

Operating Expenditure			
Employee Costs	YTD Budget \$	YTD Actual \$	YTD Budget Variance \$
	(20,615,838)	(19,107,194)	1,508,644
<i>An element of the of the underspend in employment costs relates to the timing of annual leave, personal leave and lower than budgeted workers compensation insurance premiums. In addition, staff vacancies have also resulted in lower employee costs as identified below.</i>			
<i>Director Corporate Services – Positive variance due mainly to the workers compensation insurance premium being \$125,390 lower than expected.</i>			192,387
<i>Neighbourhood Development – Positive variance due to staff vacancies including the customer relations team ie Customer Experience (Lead) and a Customer Relations Officer role, and Community Centre Supervisor at Blue Gum Recreation Centre.</i>			178,452
<i>Natural Areas and Parks – Positive variance due to staff vacancies including the Environmental Education Support Officer, Turf Management Apprentice and Natural Areas Team Maintainer roles.</i>			178,164
<i>Building and Environmental Health Services – Positive variance due mainly to a staff vacancy in the Senior Building Surveyor role.</i>			153,195
<i>Resource Recovery and Fleet Services - Positive variance due mainly to staff vacancies in the Waste Collection Driver, Waste Technical Officer and Sustainable Resource Recovery Education roles.</i>			116,437
<i>People and Culture – Positive variance due to a staff vacancy in the Learning and Development Specialist role.</i>			112,661
<i>Healthy Melville – Negative variance due mainly to higher than budgeted staff costs at the LeisureFit Booragoon swimming pool.</i>			(100,712)
<i>The remaining variance relates mainly to lower employment costs in information technology, financial services, library services, governance and community safety combined with minor variances in various other service areas.</i>			678,060

**Statement of Variances in Excess of \$100,000 by Nature and Type
Financial Year-To-Date Ending 31 October 2023**

Operating Expenditure (cont.)			
Materials and Contracts	YTD Budget \$	YTD Actual \$	YTD Budget Variance \$
	(13,484,202)	(12,330,383)	1,153,819
<i>Natural Areas and Parks shows a positive variance relating to minor seasonal variances on contractors' budgets across the City's various parks and reserves.</i>			259,073
<i>City Buildings shows a positive variance relating to timing variances on contractors' budgets across the City's various buildings, the most significant locations being the Civic Centre (\$85,902), Operations Centre (\$25,037) and LeisureFit Melville (\$14,431).</i>			231,833
<i>Engineering shows a positive variance relating to minor timing variances on contractors' budgets across the City's various maintenance programs, including a positive variance of \$65,534 in Design Services, \$45,804 in Drainage Maintenance and other various minor positive and negative variances.</i>			140,605
<i>Neighbourhood Development shows a positive variance of \$119,495 including \$30,422 in Community Development Administration, \$26,558 in the Participatory Budgeting program and the balance made up of minor amounts.</i>			119,495
<i>The remaining variance relates to timing variances in various Library, Healthy Melville and Cultural Development programs, with minor variances in various other service areas.</i>			402,813
Utilities	YTD Budget \$	YTD Actual \$	YTD Budget Variance \$
	(1,404,941)	(1,259,558)	145,383
<i>Positive variance mainly in electricity charges, across the City's facilities, including street lighting.</i>			145,383
Insurance	YTD Budget \$	YTD Actual \$	YTD Budget Variance \$
	(1,398,671)	(1,274,540)	124,131
<i>Positive variance due to insurance premium (excluding workers compensation insurance) accounts being lower than expected. In particular, Motor Vehicle and Plant \$61,349, Public Liability \$21,068 and Property and Contents \$24,278.</i>			124,131

**Statement of Variances in Excess of \$100,000 by Nature and Type
Financial Year-To-Date Ending 31 October 2023**

Capital Expenditure			
Purchase of Furniture and Equipment	YTD Budget \$	YTD Actual \$	YTD Budget Variance \$
	(1,082,619)	(647,937)	434,682
<i>Positive timing variance on Software Upgrades due to project delays.</i>			138,447
<i>Positive timing variance on the Intranet Future Vision Project due to delays in the commencement of the project.</i>			126,815
<i>The remaining various positive and negative variances amount to a net positive variance.</i>			169,420
Purchase of Plant and Equipment	YTD Budget \$	YTD Actual \$	YTD Budget Variance \$
	(682,178)	(552,743)	129,435
<i>Positive timing variances on Heavy Vehicles due to longer than expected lead times on vehicles ordered.</i>			124,676
<i>The remaining various positive and negative variances amount to a net positive variance.</i>			4,759
Purchase of Land and Buildings	YTD Budget \$	YTD Actual \$	YTD Budget Variance \$
	(2,118,051)	(1,932,867)	185,184
<i>Net positive variance made up of minor amounts across the City's building program, of which approximately \$85,993 is due to the reversal of 2022-2023 financial year end adjustments.</i>			

**Statement of Variances in Excess of \$100,000 by Nature and Type
Financial Year-To-Date Ending 31 October 2023**

Capital Expenditure (cont.)			
Purchase of Infrastructure Assets	YTD Budget \$	YTD Actual \$	YTD Budget Variance \$
		(5,071,969)	(4,558,473)
<p><i>Approximately \$133,564 of the Purchase of Infrastructure Asset variance is due to the reversal of 2022-2023 financial year end adjustments.</i></p> <p><i>The remaining \$379,932 is made up of minor amounts across the Infrastructure program, which are shown below in the various asset categories below.</i></p>			
<i>Drainage</i>			\$14,699
<i>Environmental</i>			\$10,443
<i>Foreshore Facilities</i>			\$9,752
<i>Irrigation</i>			\$9,296
<i>Lighting</i>			\$29,173
<i>Parks Streetscapes Structures</i>			\$35,629
<i>Paths</i>			\$26,506
<i>Playgrounds</i>			\$9,966
<i>Roads – Timing variances noted for The Strand Road Improvement, Williamson Road (Gilbertson Road to Meadow Close) and Wrexham Street Traffic Island Installation projects.</i>			\$234,468

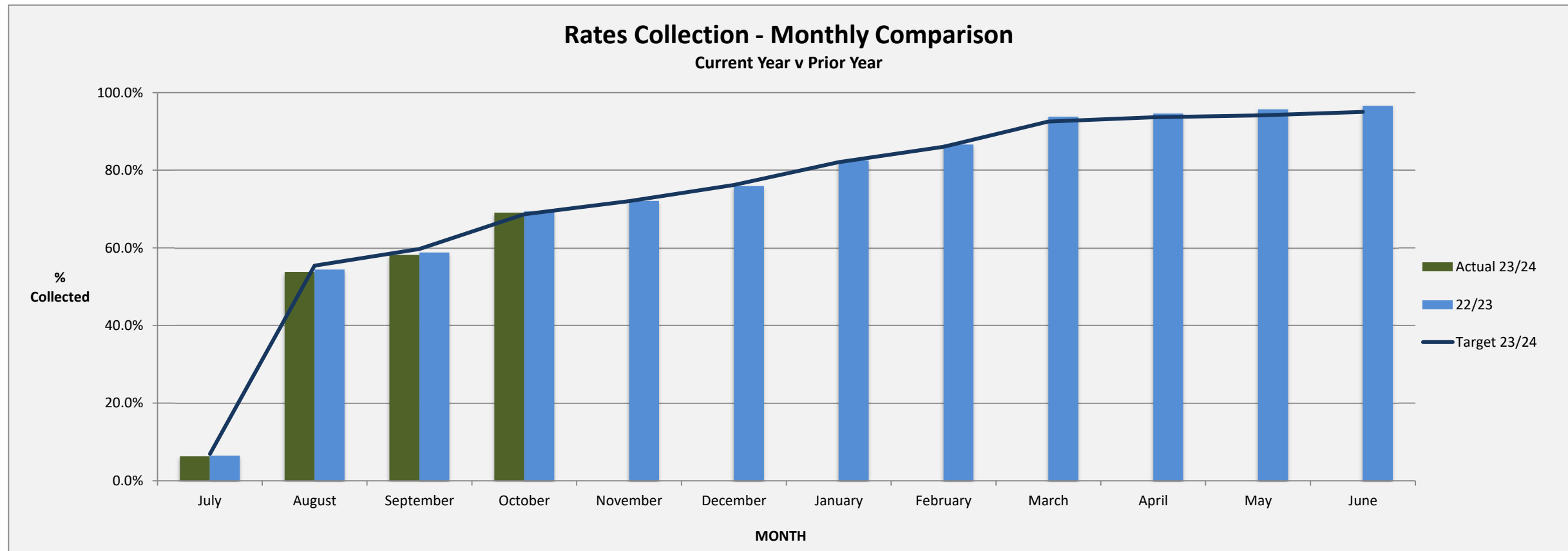
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**BUDGET AMENDMENTS
FOR THE MONTH OF OCTOBER 2023**

Budget Amendments							Budget Amendments >\$100,000	
Account Number	Description	Journal Number	Date	Amount Transferred From	Amount Transferred To	Total Amount	Comments	
492-85552-1545-000	Parks-Reserve Lighting				17,000	\$ 17,000		
492-85552-5225-000	Parks-Reserve Lighting	B02433	13/10/2023	17,000			Budget created to represent contribution from Leeming Netball Club for Peter Ellis Park lighting upgrade.	
490-80006-1525-000	New Library Cultural Centre				750,000	\$ 750,000		
490-80006-1525-000	New Library Cultural Centre			750,000			Consolidation of capital project budgets for New Library Cultural Centre.	
490-80006-1525-000	New Library Cultural Centre	B02434	13/10/2023		208,677	\$ 208,677		
277-28112-7888-000	Land and Property Reserve			208,677			Release funds quarantined in the Land & Property Reserve for New Library Cultural Centre project.	
484-22758-7120-000	The Esplanade Safe Active Street Feasibility Study				32,500	\$ 32,500		
484-22758-5205-000	The Esplanade Safe Active Street Feasibility Study	B02438	24/10/2023	32,500			Budget created to represent grant funding from Department of Transport for The Esplanade Safe Active Streets feasibility study.	
481-85553-1635-000	Environmental Projects				102,775	\$ 102,775		
481-85553-5220-000	Environmental Projects	B02440	27/10/2023	102,775			Budget created to represent grant funding from DBCA for Melville Beach Road Foreshore Restoration project.	
481-85553-1635-000	Environmental Projects				290,000	\$ 290,000		
277-28110-7888-000	Infrastructure Asset Management Reserve	B02441	27/10/2023	290,000			Release funds quarantined in the Infrastructure Asset Management Reserve for the Foreshore Restoration project.	
277-28116-7888-000	Public Open Space and Urban Forest Reserve				50,000	\$ 50,000		
491-85543-1635-000	Park Improvements	B02442	30/10/2023	50,000			Decrease to budgeted funds used from Public Open Space & Urban Forest Reserve for Bob Gordon Reserve Natural Area Renewal as funds are no longer required.	
453-85546-1555-000	Street and Park Furniture				140,000	\$ 140,000		
277-28110-7888-000	Infrastructure Asset Management Reserve	B02444	31/10/2023	140,000			Increase to budgeted funds used from Infrastructure Asset Management Reserve for Bus Shelter Disability Discrimination Act Compliance, as per Council approval C23/77 approved on 17 October 2023.	
442-21159-7126-000	Murdoch Drive: Lscpe Mtce				30,000	\$ 30,000		
442-21159-5992-000	Murdoch Drive: Lscpe Mtce	B02446	31/10/2023	30,000			Budget created to represent contribution from Main Roads for landscaping works at Murdoch Drive.	
372-26526-7120-000	Disability Awareness				1,000	\$ 1,000		
372-26526-5205-000	Disability Awareness	B02448	31/10/2023	1,000			Budget created to represent grant funding from Developmental Disability WA for the International Day of People with Disability event.	
				1,621,952	1,621,952	1,621,952		

**SUMMARY OF DEBTORS
FOR THE PERIOD ENDING : 31 October 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	102,451,135	102,356,677	0%	96,328,628	6%
Payments Received	(72,461,333)	(60,591,042)	20%	(68,973,622)	5%
Closing Balance	33,369,091	45,144,924	-26%	31,379,984	6%
REFUSE DEBTORS					
Opening Balance - 1 July	44,432	44,432	0%	55,131	-19%
Rates & Charges Raised	1,668,240	1,664,201	0%	1,653,204	1%
Payments Received	(1,393,054)	(1,256,570)	11%	(1,396,424)	0%
Closing Balance	319,619	452,063	-29%	311,910	2%
FESA DEBTORS					
Opening Balance - 1 July	650,906	650,906	0%	782,850	-17%
Rates & Charges Raised	18,391,290	18,382,850	0%	18,463,692	0%
Payments Received	(12,898,295)	(10,662,062)	21%	(13,330,105)	-3%
Closing Balance	6,143,901	8,371,694	-27%	5,916,437	4%
UNDERGROUND POWER DEBTORS					
Opening Balance - 1 July	304,028	304,028	0%	459,503	-34%
Rates Raised	19,488	19,063	2%	172,042	-89%
Payments Received	(90,678)	(68,209)	33%	(175,498)	-48%
Closing Balance	232,838	254,882	-9%	456,047	-49%
POOL DEBTORS					
Opening Balance - 1 July	16,677	16,677	0%	19,059	-12%
Rates & Charges Raised	492,724	492,916	0%	476,795	3%
Payments Received	(466,635)	(440,374)	6%	(454,338)	3%
Closing Balance	42,765	69,220	-38%	41,515	3%
SECURITY DEBTORS (SECL)					
Opening Balance - 1 July	92,407	92,407	0%	111,765	-17%
Rates & Charges Raised	2,620,787	2,620,584	0%	2,488,538	5%
Payments Received	(2,477,171)	(2,359,535)	5%	(2,367,430)	5%
Closing Balance	236,023	353,456	-33%	232,873	1%
INSTALMENT FEE DEBTORS					
Opening Balance - 1 July	77	77	0%	280	-73%
Rates & Charges Raised	4	4	0%	0	#DIV/0!
Payments Received	(42)	(22)	85%	(147)	-72%
Closing Balance	39	58	-33%	133	-71%



**SUMMARY OF GENERAL DEBTORS (over \$1,000) AGED 90 DAYS OR GREATER
FOR THE MONTH ENDED 31 OCTOBER 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 received.
Total of Accounts with Debt Collection Agent		\$ 17,290	
Payment arrangements			
832568	Individual	\$20,298	Payment Arrangement of \$200.00 per fortnight.
861732	Healthcare WA	\$11,462	Legal Action on hold - payment arrangement of \$50.00 per fortnight.
862342	Perth AFC Futsal Club	\$17,644	Payment plan of \$1,000.00 per month.
863209	Individual	\$1,170	Payment plan of \$200.00 per fortnight.
864132	Individual	\$9,967	Payment plan of \$130.00 per fortnight maintained since May 2021.
869693	Velovelum Pty Ltd T/As Mastro Pizza	\$9,282	Payment plan of \$130.00 per fortnight maintained since May 2021.
Total on Payment Arrangement		\$ 69,822	
Ordinary Debtors			
803957	Belgravia Health & Leisure Group Pty Ltd	\$13,025	Statement not sent. Reconciliation of debtor to be done
854034	Kwik Logistics	\$5,984	Company in liquidation. Claim submitted June 2022, waiting on settlement.
868927	Technogym Australia Pty Ltd	\$11,869	Emailed overdue invoices to alternate email address.
870535	Quattro Automotive Pty Ltd	\$68,000	Responsible officer emailed and phoned debtor with no response. Finance also emailed debtor 31 October 2023.
Total Ordinary Debtors		\$ 98,878	
Sporting & Community Organisations			
506014	Brentwood Karoonda Sporting Association	\$10,956	Contact from debtor advising payment will be made in 2 to 3 weeks.
508960	Melville Water Polo Club	\$2,640	Statement issued 2 October 2023 and customer emailed.
506048	Troy Park Sporting Association (Inc)	\$1,133	Emailed and posted overdue invoices 24 October 2023.
858134	Dynamic Flames Badminton Club Inc.	\$2,095	Emailed and posted overdue invoices 24 October 2023.
862151	South Perth Futsal Club	\$4,353	Emailed customer 24 October 2023. Payment of \$498.00 received 26 October 2023.
862573	Profutsal	\$1,622	Statement issued 1 November 2023 and contacted responsible officer.
869826	WA State Futsal League	\$9,699	Emailed debtor 20 October 2023.
Total Sporting & Community Organisations		\$ 32,497	

Amendments to Waste Services Fees and Charges 2023-2024

<i>Fee Description</i>	<i>Unit of Cost/%</i>	<i>New Year Rate 23-24</i>	<i>GST</i>	<i>Narration/Ref</i>
<i>New charge to be added</i>				
COMMERCIAL BIN SERVICES				
240L Commercial Mobile FOGO Bin	Per lift	\$11.65	GST Inc	Section 6.16 of the Local Government Act 1995
<i>Existing charge to be removed</i>				
OTHER CHARGES				
Whitegoods Collection	Per Service	\$111.20	GST Inc	Section 6.16 of the Local Government Act 1995

City of Melville		Council and Committees Meeting Cycle Calendar 2024																												Notes									
		Elected Members Engagement Session		Agenda Briefing Forum		Ordinary Meeting of the Council		Financial Management Audit, Risk and Compliance Committee		Governance Committee																													
		Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun								
Jan-24	January Recess			1 New Years Day	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26 Aus Day	27	28	29	30	31	January Recess	School Holidays 15/12/23 - 30/01/24			
Feb-24							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29				
Mar-24							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		School Holidays 29/03/24 - 14/04/24
Apr-24			1 Easter Monday	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25 ANZAC Day	26	27	28	29	30							
May-24					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31				
Jun-24		1	2	3 WA DAY	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30			School Holidays 29/06/24 - 14/07/24					
Jul-24			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31						
Aug-24							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		
Sep-24		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23 Kings B'day	24	25	26	27	28	29	30			School Holidays 21/09/24 - 06/10/24					
Oct-24			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31						
Nov-24						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30				
Dec-24		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25 Xmas Day	26 Box Day	27	28	29	30	31			School Holidays 13/12/24 - 04/02/25				

Document Owner: Head of Governance

Last Reviewed: 12/12/2023





Better Together Melville Access and Inclusion Plan 2023-2028

City of Melville
10 Almondbury Road, Booragoon WA 6154

General Telephone: 1300 635 845
Media Enquiries: (08) 9364 0245
TTY service: 133 677
National Relay Service: 1300 555 727

Email: melinfo@melville.wa.gov.au
Website: www.melvillecity.com.au

This publication is available in alternate formats on request such as: electronic format, by email, on the City of Melville's website, hard copy in large and standard print, braille, easy to read 'easy English' and audio format.





Acknowledgements

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

The City also gives thanks to the Better Together Melville Reference Group, the individuals and groups in the community who have provided input and feedback which has been invaluable in the preparation of this Access and Inclusion Plan.





Executive Summary

The Better Together Melville Access and Inclusion Plan (AIP) 2023 – 2028 replaces and expands on the Disability Access and Inclusion Plan (DAIP) 2017 – 2022. The AIP describes how the City will contribute to improvements to access and inclusion for our whole community.

The WA Disability Services Act (1993) (Amended 2004) requires all local government authorities to develop and implement a plan that outlines the ways in which the authority will ensure that people with disabilities have equal access to its facilities and services. The AIP 2023 – 2028 will go further than the previous DAIP by including all people with barriers to participation in community life.

The AIP 2023 – 2028 was developed through two key stages of engagement with internal and external stakeholders from October 2022 through to June 2023. The AIP also captures actions outlined in plans across the organisation aligned with the Strategic Community Plan 2020 – 2030 and relevant to access and inclusion.

The community response through the engagement process, known as Better Together Melville, supported broadening the approach to access and inclusion planning as outlined in the draft AIP 2023 - 2028.

Community feedback highlighted that people living with a disability should remain an important focus of the plan and that this should also include those living with invisible disability.

Feedback also acknowledged the shared and unique experiences of diverse groups in the community and the benefits from a plan that addresses access and inclusion barriers for all community members, including and not limited to people with a disability and their family, First Nations people, community members from diverse cultural backgrounds, those experiencing housing insecurity or homelessness and people who identify as lesbian, gay, bisexual, transgender, queer, intersex, asexual and other sexually or gender diverse (LGBTQIA+).





How We Created the Better Together Melville Access and Inclusion Plan (AIP) 2023 – 2028.

The Better Together Melville engagement project guided three key stages between October 2022 and August 2023. The process explored and supported the broader approach to access and inclusion planning, acknowledging the shared and unique experiences of diverse groups in the community. It also delivered on the legislative requirements under the Disability Services Act 1993 (Amended 2004) that requires local authorities to review and renew their DAIP every five years.

The engagement process and creation of the AIP 2023 - 2028 has been guided through consultation and feedback by the members of the Better Together Melville Reference Group. This group was recruited from across the community and made up of individuals who were as representative as possible of the diversity across our community.

The draft AIP 2023 – 2028 was presented to the Better Together Melville Reference Group, the Access Advisory Panel and made available for public comment from 7th August until 20th August 2023 on the Better Together Melville engagement platform through Melville Talks.

The complete Engagement Reports are available on the Melville Talks on-line engagement platform.

(<https://www.melvillecity.com.au/our-city/connect-with-us/melville-talks>)

All feedback gathered through engagement has contributed to the development of this final document, the Better Together Melville Access and Inclusion Plan (AIP) 2023 – 2028, with the vision for the plan developed collaboratively with the Better Together Melville Reference Group.

Our Vision for Better Together Melville

Our vision is an inclusive and connected community.

Through cultivation of respect and celebration of our diversity, our aim is for everyone to experience a sense of value and belonging, contributing towards a great life.

The Plan

The AIP 2023 – 2028 outlines how the City plans to respond to community feedback and deliver on the seven outcome areas which are aligned with the legislated requirements under the *WA Disability Services Act (1993) (Amended 2004)*

1. Equitable access to services, programs, and events
2. Equitable access to buildings and facilities





3. Equitable access to information
4. Equitable access to quality customer service
5. Equitable access to community engagement
6. Equitable access to employment and traineeship, and
7. Improved community awareness of access and inclusion

Outlined below are the Objectives, Strategies and Actions that state how the City will deliver on the outcomes captured from feedback through the Better Together Melville community engagement activities.

Outcome 1 – Equitable access to services, programs, and events.

Objective - People have the same opportunities to access the services of, and any events and programs, organised by the City of Melville.

Strategies:

Enhance opportunities for increased participation of services, programs, and events.

Support external groups to incorporate access and inclusion into services and events.

Promote and provide accessible information on services and events.

Actions:

Continue to develop and deliver increasingly accessible and inclusive programming, services, and events.

Enhance access to City of Melville facilities for programming and events.

Ensure community are aware of accessible communications relevant to services, programs and events.

Provide opportunities for enhanced social connection.

Support external groups to be more inclusive through partnerships and information sharing.

Provide information about services, programs, and events in alternate formats.

Strengthen online service delivery and respond to the digital divide.

Promote cultural events, facilities, and significant awareness days to increase inclusivity.

Examples:

Continue online access to Melville's unique museum and local history collections.

Provide information on services, programs, and events in alternate formats such as different languages, AUSLAN, audio loop, large print, braille, and closed captions.





Review four public events each year regarding access and inclusion requirements.

Customer Service staff are trained and supported in promoting and using interpreters and the National Relay Service.

Ensure City of Melville community facilities have up to date, accessible equipment, and technology.

Outcome 2 – Equitable access to buildings and facilities

Objective - People have the same opportunities to access the buildings and other facilities of the City of Melville.

Strategies:

Continue to upgrade City buildings, reserves, playgrounds, and associated facilities for increased accessibility.

Actions:

Eliminate barriers to using City of Melville facilities and accessing events.

Regularly inspect City of Melville sites/buildings/outdoor spaces for access and inclusion issues and identify opportunities to improve.

Ensure changing facility infrastructure is accessible to diverse user needs.

Examples:

Involve people with lived experience in the design process.

Provide and/or advocate for better public transport, cycling and walking infrastructure and responsive traffic management.

Develop and implement a staged funding plan for changing facility infrastructure including unisex, gender neutral and accessible facilities where possible.

Use symbols in signage for greater inclusivity.

Continue to deliver and annually review a Building Asset Management Plan which includes a dedicated budget for the Access and Inclusion Program to ensure compliance with its Access and Inclusion Plan.





Outcome 3 – Equitable access to Information

Objective - People receive information from the City of Melville in a format that will enable them easy access.

Strategies:

Provide up to date information in a variety of formats.

Provide staff training in alternative communication strategies.

Actions:

Promote access upgrades and developments through accessible communication channels.

Provide support or information for health and wellbeing in the City that people can access easily.

Continue to develop and implement strategies to ensure accessible communications methods are utilised.

Strengthen online service delivery and improve web accessibility.

Examples:

Update access improvements on the website, in eNews, on Melville Talks and other accessible communication channels on an annual basis.

Continue to develop work instructions, information sheets, internal communications, informing customer service training, style guide review and staff training.

Continue to improve web accessibility according to the latest Web Accessibility Guidelines (currently WCAG 2.2).

Provide support or information for health and wellbeing in the City that young people can access easily using relevant platforms.





Outcome 4 – Equitable access to quality customer service

Objective - People receive the same level and quality of service from the staff of the City of Melville and have the same opportunities to make complaints.

Strategies:

Empower staff with access and inclusion training, information, and resources.

Provide accessible opportunities for all community members to provide feedback on City services, products and processes.

Actions:

Investigate and implement accessible technology options to improve feedback from people experiencing barriers.

Access and inclusion training is continuously reviewed, expanded, and improved.

Continuously review and improve how feedback is received through complaints and compliments.

Increase knowledge and skills of staff to involve people with lived experience in their work.

Examples:

User testing with groups requiring reasonable adjustment to processes for accessibility.

Establish a Customer Relationship Management System (CRM) with one view of the customer.

Progress the City toward a Child Safe accreditation through the National Principles for Child Safe Organisations.

Advocate for increased choice and diversity in appropriate housing for older people.

Provide and promote training to build capacity of staff to better recognise and respond to online risks and abuse.





Outcome 5 – Equitable access to community engagement

Objective - People have the same opportunities to participate in any public consultation by the City of Melville.

Strategies:

Engage with local expertise and people with lived experience to gain feedback on access and inclusion matters.

Expand methods and techniques for engaging diverse groups in community engagement activities.

Actions:

Continue to provide opportunities for people to be meaningfully involved in City planning and decision making.

Increase co-design approaches that engage stakeholders in upfront designs and support issue resolution activities.

Enhance opportunities for inclusive civic engagement and building community capacity.

Examples:

Provide opportunities for young people to contribute to the design and implementation of youth projects, events, and facilities.

Consultation documents are available on the City website in accessible formats and alternative formats on request and reviewed annually.

Seek feedback from community members regarding access upgrades to buildings, new or redeveloped facilities, equipment or programs using a variety of methods.





Outcome 6 – Equitable access to Employment and traineeships

Objective - People have the same opportunities to obtain and maintain employment within the City of Melville.

Strategies:

Advocate for local business and organisations to diversify their workforce in the community.

Maintain City of Melville workforce diversity to reflect community representation.

Actions:

Deliver the City of Melville Diversity, Equity, Inclusion and Belonging Plan.

Enhance opportunities for people to build skills and create networks that lead to improved employment prospects.

Make relevant adjustment provisions to enable staff with needs to work effectively.

Examples:

Provide a safe and inclusive workplace and services for the LGBTQIA+ community.

Opportunities for work experience and employment of people with disability is actively promoted and supported.

Increase First Nations recruitment and retention and supplier diversity within the City.

Promote and support opportunities for work experience and employment of people with disability.





Outcome 7 – Improved community awareness

Objective - The community are informed and educated about access and inclusion, social justice, and equal opportunity.

Strategies:

Encourage community groups, businesses, and clubs to make our community more accessible.

Raise awareness of access and inclusion including invisible disabilities to make our community more accessible.

Partner with advocacy groups to increase awareness and education about access and inclusion.

Actions:

Promote equal opportunity, social justice and access and inclusion opportunities to businesses, clubs, schools, and community groups.

Develop initiatives that build understanding, awareness, and tolerance to improve people's sense of belonging.

Facilitate opportunities for awareness-raising, training, and capacity building in relation to diversity across community.

Develop initiatives that enable greater connection between the City and people who experience barriers to participation.

Advocate for greater access and inclusion and provision of good quality, appropriate and accessible community support and health services.

Examples:

Partner with community groups and other organisations to strengthen awareness and responses to Family Domestic Violence.

Advocate for accessible, innovative, and integrated transportation options to meet a wide range of community needs.

Identify and promote significant access and inclusion awareness days and campaigns through a variety of accessible channels.





Next Steps

The Better Together Melville AIP 2023 - 2028 Implementation Plan has been developed as an internal working document that accompanies this higher-level plan capturing the deliverable steps to accomplish the outcomes as outlined in the plan.

Achievements of the plan will be reported annually to the Department of Communities and via the City of Melville's Annual Report as per requirement of the Act.

The AIP 2023 – 2028 is underpinned by a Council Social Justice (Access and Inclusion) Policy.





Definitions

Access - is about ensuring all people can access information, services, and facilities.

Inclusion - occurs when a diversity of people feels valued and respected, have access to opportunities and resources, and can contribute their perspectives and talents with the broader community.

Disability - a disability results from the interaction between individuals with a continuing health condition with personal and environmental factors. Disability restricts everyday activities and can affect a person's capacity to get about independently, to communicate, interact with others and learn. It is usually permanent but may be episodic and some are not always visible (https://www.who.int/health-topics/disability#tab=tab_1/, World Health Organisation, July 2013)

Invisible disability - Invisible disability, or hidden disabilities, are disabilities that are not obvious. Some examples of invisible disability are people who live with chronic pain, chronic fatigue, mental illness, diabetes, and chronic dizziness.

Diversity - refers to the differences in individuals to the differences in individuals across a range of demographic and other factors.

Equality - means everyone is treated the same way, regardless of need or any other individual difference.

Equity - means everyone is provided with what they need to succeed. It is sometimes necessary to treat people differently to achieve equality.

Barriers - factors in a person's environment that, through their absence or presence, limit functioning and create disability.

LGBTQIA+ - Understanding and using the language/terminology associated with lesbian, gay, bisexual, transgender, intersex, queer, asexual and other sexually or gender diverse (LGBTQIA+) people helps to ensure that services and organisations are inclusive and respectful. There is no single LGBTQIA+ community, rather a plurality of identities and experiences (National LGBTI Health Alliance, 2013b).

First Nations - recognises Aboriginal and Torres Strait Islander people as the sovereign people of this land; further it recognises various language groups as separate and unique sovereign nations.



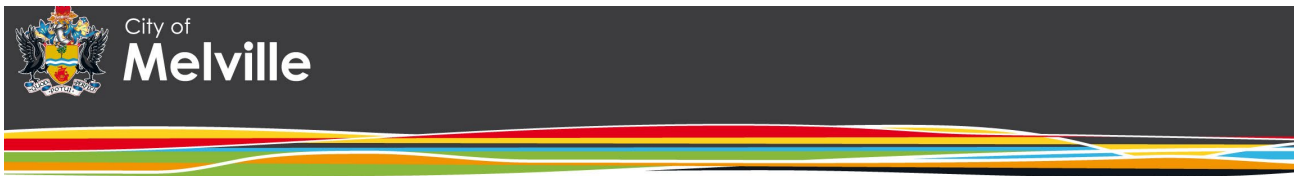


(<https://www.commonground.org.au/learn/aboriginal-or-indigenous> July 2019, CP – 109 City of Melville Cultural Awareness Policy 2019).

Intersectionality - refers to the ways in which different aspects of a person's identity can expose them to overlapping forms of discrimination and marginalisation (Diversity Council Australia, Diversity & Inclusion Definition, Sydney, Diversity Council Australia, 2017).

Lived and Living Experience - lived and living experience refers to the unique and first-hand knowledge and perspective of people based on their personal identity, and history, encounters, and learnings beyond professional or educational attainment accumulated through their own lived realities. It is acknowledged this provides a distinct understanding of the systemic, social, and personal implications of barriers and challenges.





Social Justice (Access and Inclusion) Policy

Policy Type: Council Policy Policy Owner: Director Community Development	Policy No. CP- Policy Number 084
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Policy Objectives

This policy is an update of the previous Disability and Inclusion Policy and ensures our compliance with the Disability Services Act (1993). The City is committed to making sure everyone in our community, including people with disabilities, have equal opportunities of access and community inclusion to Council services, products, facilities and information and are meaningfully engaged in decision making that affects their lives.

This policy outlines the City's commitment to the principles of access, inclusion and belonging across the City of Melville's general operations and broader community. The Policy formalises and supports the City's commitment to social justice by defining related principles to guide understanding and inform consistency in decision making relevant to services, products, facilities, information, and programs.

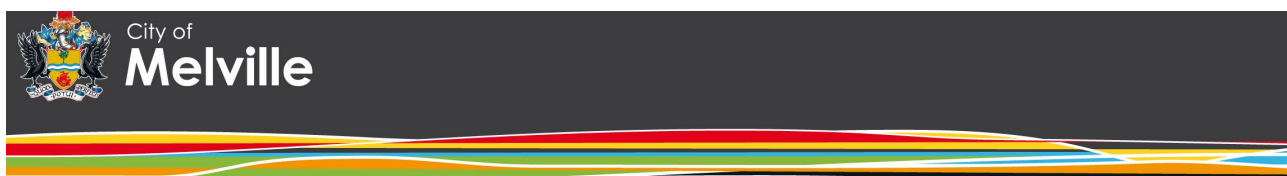
Policy Scope

The policy relates to all staff and Elected Members, volunteers and contractors.

Definitions / Abbreviations Used in Policy

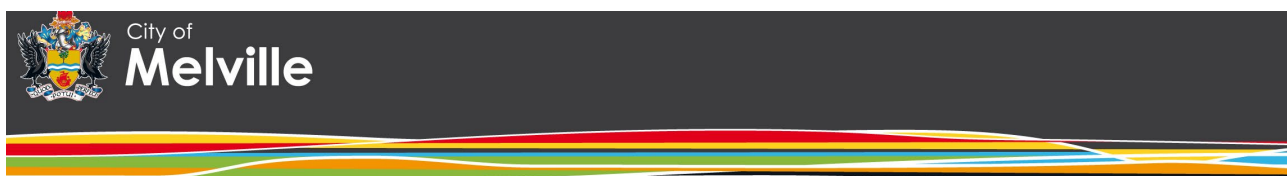
First Nations	Recognises Aboriginal and Torres Strait Islander people as the sovereign people of this land; further it recognises various language groups as separate and unique sovereign nations. (CP – 109 City of Melville Cultural Awareness Policy 2019).
Reconciliation	<p>Reconciliation is about strengthening relationships between Aboriginal and Torres Strait Islander peoples and non-Indigenous peoples, for the benefit of all Australians.</p> <p>Reconciliation is an ongoing journey that is based and measured on five dimensions of: race relations, equality and equity, institutional integrity, unity, and historical acceptance (https://www.reconciliation.org.au/reconciliation/what-is-reconciliation/, July 2023)</p>
Diversity	Diversity refers to the differences in individuals across a range of demographic and other factors.

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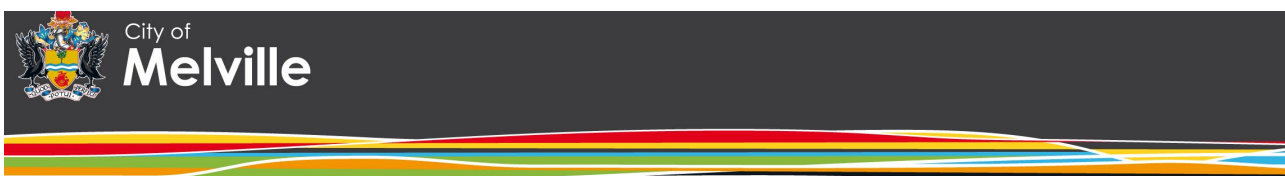
Access	Access is about ensuring all people are able to access information, services and facilities.
Inclusion	Occurring when a diversity of people feels valued and respected, have access to opportunities and resources, and can contribute their perspectives and talents with the broader community.
Equity	Is the distribution of economic, social and political resources in ways that are not restricted by an individual's diversity characteristics. It ensures fair and equal distribution of resources (according to need), opportunities, and access to decision-making processes.
Substantive equality	Is the means through which both equal opportunities and equitable outcomes are achieved. Substantive equality recognises that to achieve equal results, we cannot treat every individual equally. In this view, it is necessary to consider the effects of, for example, past discrimination, and recognise that rights, entitlements, opportunities, and access are not equally distributed through society. Achievement is facilitated through the adjustment or implementation of policy, procedure, and practice to meet the specific needs of certain groups in any given community, working to prevent systemic discrimination (WA Equal Opportunity Commission, 2014).
Formal equality	In direct opposition to substantive equality, refers to the prescription of equal treatment of all people regardless of their circumstance. Underlying the logic of formal equality is that by extending equal rights to all, inequality has been eliminated. Sameness of treatment is equated with fairness of treatment, not taking into account accumulated disadvantage of generations of discrimination or the disadvantage faced by groups by a system that fails to recognise different needs (WA Equal Opportunity Commission, 2014).
Intersectionality	Refers to the ways in which different aspects of a person's identity can expose them to overlapping forms of discrimination and marginalisation (Diversity Council Australia, Diversity & Inclusion Definition, Sydney, Diversity Council Australia, 2017).

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Human Rights	Refers to the basic rights and fundamental freedoms to which all human beings are entitled. The Universal Declaration of Human Rights includes civil and political rights, like the right to life, liberty, free speech, and privacy. It also includes economic, social, and cultural rights, like the right to social security, health and education (Australian Human Rights Commission 2019).
Social Justice	Social Justice is often used in conjunction with or in place of the term Human Rights, and while similar, there are important distinctions to be made. Social justice is commonly understood to be underpinned by principles of equality, equity, rights, and participation. It is specifically related to the removal of barriers that individuals and groups face, particularly based on structural factors outside their control.
Lived and Living Experience	Lived experience refers to the unique and first-hand knowledge and perspective of people based on their personal identity, and history, encounters, and learnings beyond professional or educational attainment accumulated through their own lived realities. It is acknowledged this provides a distinct understanding of the systemic, social, and personal implications of barriers and challenges.
Sex	<p>A person’s sex is based on their sex characteristics. This refers to a person’s physical sex features such as their chromosomes, hormones and reproductive organs.</p> <p>While typically based on sex characteristics observed and recorded at birth or infancy, a persons reported sex can change over their lifetime and may differ from their sex recorded at birth (Public Sector Commission, WA Government, 2023).</p>
Gender	<p>Gender is most often assumed based on sexual organs. The terms sex and gender are often used interchangeably in the general community but it is important to understand that sex and gender are 2 distinct concepts.</p> <p>Gender includes:</p> <ul style="list-style-type: none"> • Gender identity – who a person feels themselves to be • Gender expression – the way a person expresses their gender, typically through appearance, mannerisms and dress noting

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	<p>this may vary depending on the context (for instance expressing different genders at work and home)</p> <ul style="list-style-type: none"> • Gender experience – a person’s alignment with the sex recorded for them at birth <p>A person’s gender may stay the same or can change over the course of their lifetime (Public Sector Commission, WA Government, 2023).</p>
<p>Sexual orientation</p>	<p>Sexual orientation is how a person thinks of their own sexuality, the terms they identify with, and their romantic or sexual attraction to others. Sexual orientation or sexuality describes a person’s”</p> <ul style="list-style-type: none"> • sexual identity – how a person thinks of their sexuality and the terms they identify with • attraction – romantic or sexual interest in another person • behaviour – sexual behaviour. <p>A person’s sexuality can change over their lifetime and in different contexts (Public Sector Commission, WA Government, 2023).</p>

Policy Statement

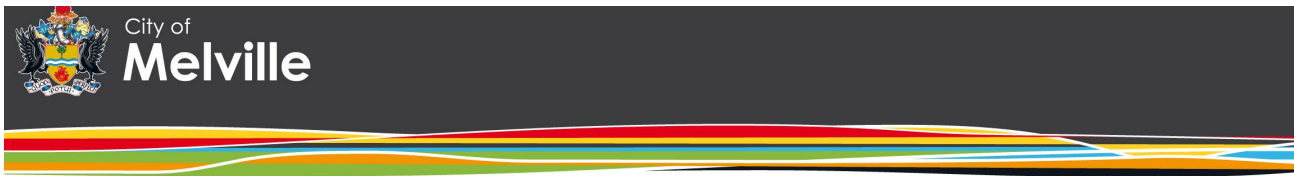
The City of Melville commits to advancing principles of social justice for the benefit of people living with disability and all groups in our community. We will celebrate our community’s diversity, as well as acknowledge the ways in which barriers, structural disadvantage, discrimination, and exclusion continue to exist and must be addressed.

The City recognises that respect for First Nations peoples, histories and cultures is key to the process of reconciliation. In promoting and facilitating equal opportunity and inclusion of all community members, the City acknowledges that genuine inclusion must begin with reconciliation with the First Nations Peoples.

We understand some of the diversity characteristics that have contributed to people experiencing barriers to equitable access and inclusion. These include (but are not limited to) any of the following: There may also be intersectionality in relation to these.

- Gender
- Sex
- Sexual Orientation
- Race and Ethnicity
- Colour
- Nationality
- Refugee or migrant background
- Language or literacy
- Religion

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- Age
- Disability (visible and invisible) and chronic illness
- Socio-economic status

This policy unites and strengthens a range of existing policies, strategies, and plans by adopting an understanding of intersectionality and the importance of valuing the shared and unique lived and living experiences and perspectives of diverse groups.

Underpinning this policy is a commitment to work towards a culture that:

- Views social wellbeing and cultural safety as a priority
- Ensures everyone has access to City of Melville resources and services
- Enables everyone in community to have an equal say in decision making that impacts on their life and their community

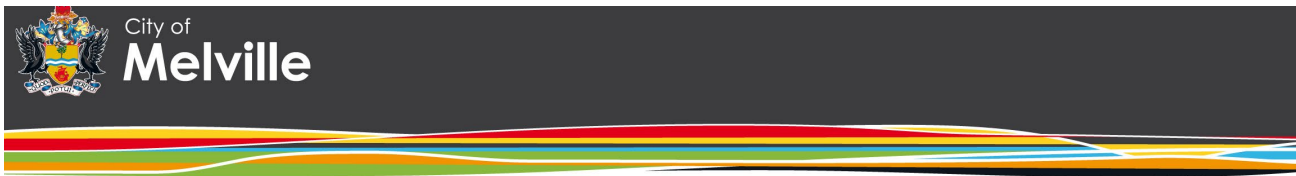
The City is committed to achieving the desired outcomes of the Better Together Melville Access and Inclusion Plan by taking all practicable measures to ensure effective implementation by its officers, employees, volunteers, and contractors.

By embracing community diversity, and making sure everyone has the chance to have a great life we can build an inclusive, vibrant and sustainable future for our community. A future where everyone feels they belong, are cared for, and their contribution valued.

References that may be applicable to this Policy

Legislative Requirements:	Racial Discrimination Act (1975) Human Rights and Equal Opportunity Commission Act (1986) Western Australian Disability Services Act (1993) Equal Opportunity Act 1984 Disability Discrimination Act (1992) Disability Services Act (1993) Fair Work Act (2009)
Procedures, Process Maps, Work Instructions:	Response to People experiencing Homelessness Directorate Procedure Working with Children Directorate Procedure Feedback Management Directorate Procedure Complaints Management Directorate Procedure Providing information in Alternative Formats Grievance Procedure Recruitment Selection and Onboarding Working with Children (Employment Guidelines)
Other Plans, Frameworks, Documents Applicable to Policy:	Better Together Melville Access and Inclusion Plan (2023 - 2028) Better Together Melville Access and Inclusion Implementation Plan City of Melville Stretch Reconciliation Action Plan 2017-2021 (under review) City of Melville Strategic Community Plan 2020-2030 Age Friendly Melville Plan 2022 – 2026 City of Melville Directions from Young People Strategy 2022-2025 2023-2027 Safer Melville Plan Healthy Melville Plan 2019-2023 (under review)

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Creative Melville Strategy
 Local Housing Strategy
 Active Reserves Infrastructure Strategy 2011-2030
 CP-109 Cultural Awareness Policy
 OP-022 Customer Feedback Management Policy
 CP-101 Complaints Management Policy
 CP-002 Stakeholder Engagement Policy
 OP-042 Managing Unreasonable Customer Behaviour Policy
 Our Customer First Approach
 Mental Health and Wellbeing Policy
 Equal Employment Opportunity (EEO) Management Plan
 - City of Melville - 2022-23

Delegated Authority No:

ORIGIN/AUTHORITY

Insert name of Council Meeting

Insert date of meeting

Item No.

Insert Item No.

Reviews

Insert name of Council Meeting

Insert date of meeting

Insert Item No.

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MOTION TO MEETING OF THE COUNCIL

Submitted in accordance with clause 7.3 of the City of Melville Local Government (Meeting Procedures) Local Law 2022

Please complete the sections in blue (use F11 to navigate quickly between fields) and upload your motion via the portal or email to Governance.Team@melville.wa.gov.au

Presented to	Ordinary Meeting of Council to be held 19 September 2023
Related to Item	CD23/7 Better Together Melville Access and Inclusion Plan 2023-2028 and Social Justice (Access and Inclusion) Policy
Submitted by	Cr Nicole Robins
Attachments	N/A

ALTERNATE MOTION

That the Council:

1. **Adopts the Better Together Melville Access and Inclusion Plan 2023 - 2028, subject to the following amendments:**
 - a) **Removal of the first action listed for Outcome 1**
 - b) **Replace the word “inclusive” with the word “accessible” in the fifth action listed for Outcome 1**
 - c) **Amend the last action listed for Outcome 1 to say “Promote cultural events and facilities.”**
 - d) **Adding the following words to the strategy for Outcome 2 “, having regard to the cost of doing so”**
 - e) **Removal of the first action listed for Outcome 6, until the Council has had the opportunity to review the Plan referred to**
 - f) **Removal of the final example for Outcome 7**

2. **Defers until the December 2023 Ordinary Meeting of Council consideration of the Social Justice (Access and Inclusion) Policy which replaces the Disability Access and Inclusion Policy CP-084**

REASONS FOR THE MOTION

It is considered that the policy needs further consideration by Elected Members, and this would be best done outside of the caretaker period. The plan must be adopted due to legislated timeframes and cannot be deferred, so several changes are suggested.

Reasons for suggested changes to the plan include cost implications, and a desire to focus on the intention of the Plan envisioned by the legislation, which is a focus on improving life for people with disabilities.

<input checked="" type="checkbox"/>	I have discussed this matter with Officers
<input type="checkbox"/>	I would like to discuss this matter with Officers



Stakeholder Engagement Triennial Audit Report

October 2023

Exploring New Boundaries

3619



Contact

Jamie Robertson

Jamie.robertson@361degrees.com.au

041 255 0745

Company Details

361 Degrees Strategic Engagement and Communications

ABN: 19 122 181 417

PO Box 61, Inglewood, WA, 6932

<https://www.361degrees.com.au>





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Reviewer



Jamie Robertson

Diploma of Project Management, Swinburne University of Technology

Bachelor of Arts (Hons), Latrobe University

Grad Certificate of Communications, Deakin University

Master of Arts (Research Thesis) University of Tasmania

Graduate, Australian Institute of Company Directors

Member, Australian Institute of Project Management

Jamie Robertson is an accomplished governance and stakeholder engagement specialist with over 20 years' experience as an engagement practitioner.

His engagement career is extensive and broad and includes the management of project communications for over \$1billion of civil infrastructure projects. Several years ago, he modified the local government Integrated Planning and Reporting Framework for use in the community sector and has used this template to deliver stakeholder driven strategic planning outcomes that inform annual business planning and budgeting cycles.

As a leading engagement practitioner, Jamie has undertaken independent audits of the delivery of community and stakeholder engagement activities using the Infrastructure Sustainability Council Rating Tool. He also prepares and reviews engagement plans for major projects that align with the Infrastructure Sustainability Council Rating Tool and the Quality Assurance Standard for Community and Stakeholder Engagement.

Over the last 15 years, Jamie has delivered professional development training in stakeholder engagement and innovation. This has included partnerships with Murdoch University Executive Education, the WA Public Sector Commission, and the Institute of Public Administration Australia (IPPA). In partnership with IPPA, Jamie currently delivers a creativity / innovation workshop focused on leveraging the benefits of stakeholder engagement to deliver innovation in service delivery and project outcomes.

In 2016, Jamie was appointed to B Labs' Global Standards Council as the representative for Australia and New Zealand. In this role he monitors and provides input into the global standard for commercial businesses seeking to independently certify their positive social, economic, and environmental credentials. He also adjudicates contentious applications for certification by global companies for B Corporation certification.

Jamie's governance experience includes serving on Management Boards of community organisations for eight years. This includes two years on the Board of the International Association for Public Participation (IAP2). In addition to serving as the Chair of the Governance and Finance sub-committee, Jamie was also one of two international consultants that reviewed and recommended a new international governance framework for IAP2.

Jamie is a Graduate of the Australian Institute of Company Directors and is an active contributor to local and international forums on stakeholder engagement and has authored industry articles on effective engagement and presented at industry conferences. Jamie is currently writing a practitioners' manual for engagement professionals delivering civil infrastructure projects.





Statement of independence

361 Degrees' Director Jamie Robertson has been nominated as the Reviewer. Jamie Robertson has no existing personal or commercial relationship with the City of Melville. A review of 361 Degrees' financial accounts indicates that in the last three years, there has been no direct engagement on a fee-for-service basis between the City of Melville and 361 Degrees.

In 2021, 361 Degrees was engaged by Stantec Australia Pty Ltd to engage stakeholders for the City of Melville's Ride and Walk Plan. This work was delivered exclusively by Claire Paddison. Claire is not involved in the review process.

361 Degrees and Jamie Robertson have had no direct or indirect participation in the delivery of the five projects reviewed in this report.

As engagement practitioners that share common professional interests, 361 Degrees' consultants maintain a professional relationship with City of Melville staff.

Review scope

361 Degrees was engaged by the City of Melville to undertake an independent review of the City's engagement processes. The review was completed in three phases.

Phase 1 Identification and approval of the review assessment criteria with reference to recent Common Law decisions defining key engagement elements and the IAP2 Quality Assurance Standards for Community and Stakeholder Engagement. 29 separate review criteria were identified across 6 engagement domains.

Phase 2 Identification of five projects to be reviewed. The guidance provided in the selection of projects included:

- Collectively, the projects should reflect a typical cross section of engagement activities undertaken by the City.
- To ensure currency, the projects must have started no earlier than January 2019 and have been completed no later the December 2022.

The five projects selected for review were:

- Attadale Alfred Cove Foreshore Master Plan
- Cat Management Plan
- Dog Swim Area
- Project Robin Hood #5
- Webber Reserve Master Plan

Phase 3 The collection and review of evidence provided by City staff including opportunities to seek clarification and request additional evidence.

Phase 4 The preparation of this report, including an opportunity for the City to consider and respond to the review's findings and recommendations.



Review criteria

Source explanation

- Common Law is relevant to engagement activities that are required to meet a statutory engagement requirement.
- QAS is IAP2 Quality Assurance Standards for Community and Stakeholder Engagement.

Domain	Criteria	Source
Pre-Engagement	A process to engage is captured	Common Law
Pre-Engagement	The engagement outcome was not predetermined	Common Law
Pre-Engagement	The engagement plan was approved by the project sponsor	QAS
Planning	An engagement plan was used to guide the engagement	QAS
Planning	The engagement objectives were defined	QAS
Planning	Negotiables and non-negotiables were defined	QAS
Planning	Engagement risks were considered prior to engaging with stakeholders	QAS
Planning	The roles and responsibilities of the engagement project team were articulated	QAS
Planning	Any statutory or regulatory requirements that applied to the engagement were identified	QAS
Planning	The resources required for the engagement activities were identified and allocated	QAS
Planning	There was an appreciation of social and political context	QAS
Planning	The engagement used the IAP2 Public Participation Spectrum to tailor engagement levels for different stakeholders	QAS
Planning	The timelines of the engagement were understood	QAS
Planning	The reporting requirements of the project were articulated	QAS
Mapping	The stakeholder mapping methodology was captured in the planning documents	Common Law
Mapping	Stakeholders were mapped according to their interests, values, and needs	Common Law
Tools	The tools for engagement were identified	QAS
Tools	The needs of stakeholders were considered in the choice of communication tools	QAS
Tools	Social media posts were moderated (where comments were permitted)	Common Law
Feedback	Feedback from consultations with stakeholders was recorded	Common Law
Feedback	Opportunities for contentious or opposing stakeholder input was provided	QAS
Feedback	Feedback was provided to stakeholders after decision makers had considered their input	QAS
Feedback	Personal information about stakeholders was managed according to internal requirements / external regulations	QAS
Decision Making	Feedback from stakeholders was considered by decision makers	Common Law
Decision Making	Decision makers were defined	QAS
Decision Making	Decision making process was defined	QAS
Evaluation	A process to evaluate the engagement was identified	QAS
Evaluation	The engagement process was evaluated	QAS
Evaluation	A process of ongoing performance monitoring was in place for projects of 12months + duration	QAS



Review outcome overview

The City performed exceptionally well across three of the seven engagement domains – Pre-Engagement, Feedback and Decision Making. As a percentage across all 5 projects, 76% of activities met the criteria, opportunities for improvement were identified across 19% of activities and 5% of activities did not meet the criteria.

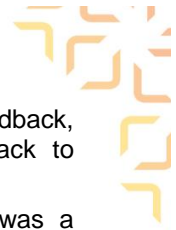
Area	Criteria	Cat Mngt Plan (2022)	Dog Swim Area (2022)	Robin Hood (2020)	Webber Reserve (2021)	Foreshore Master Plan (2021)
Pre-Engagement						
Pre-Engagement	A process to engage is captured	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria
Pre-Engagement	The engagement outcome was not predetermined	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria
Pre-Engagement	The engagement plan was approved by the project sponsor	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria
Planning						
Planning	An engagement plan was used to guide the engagement	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria
Planning	The engagement objectives were defined	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria
Planning	Negotiables and non-negotiables were defined	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria
Planning	Engagement risks were considered prior to engaging with stakeholders	Meets Criteria	Does not meet Criteria	Meets Criteria	Meets Criteria	Meets Criteria
Planning	The roles and responsibilities of the engagement project team were articulated	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria
Planning	Any statutory or regulatory requirements that applied to the engagement were identified	Meets Criteria	Opportunity for Improvement	Meets Criteria	Meets Criteria	Opportunity for Improvement
Planning	The resources required for the engagement activities were identified and allocated	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria
Planning	There was an appreciation of social and political context	Opportunity for Improvement	Does not meet Criteria	Meets Criteria	Meets Criteria	Meets Criteria
Planning	The engagement used the IAP2 Public Participation Spectrum to tailor engagement levels for different stakeholders	Opportunity for Improvement	Does not meet Criteria	Opportunity for Improvement	Opportunity for Improvement	Meets Criteria
Planning	The timelines of the engagement was understood	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria
Planning	The reporting requirements of the project were articulated	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria
Mapping						
Mapping	The stakeholder mapping methodology was captured in the planning documents	Opportunity for Improvement	Partial Compliant	Opportunity for Improvement	Opportunity for Improvement	Opportunity for Improvement
Mapping	Stakeholders were mapped according to their interests, values and needs	Opportunity for Improvement	Does not meet Criteria	Meets Criteria	Meets Criteria	Opportunity for Improvement
Tools						
Tools	The tools for engagement were identified	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria
Tools	The needs of stakeholders were considered in the choice of communication tools	Opportunity for Improvement	Does not meet Criteria	Opportunity for Improvement	Meets Criteria	Meets Criteria
Tools	Social media posts were moderated (where comments were permitted).	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria
Feedback						
Feedback	Feedback from consultations with stakeholders was recorded	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria
Feedback	Opportunities for contentious or opposing stakeholder input was provided	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria
Feedback	Feedback was provided to stakeholders after decision makers had considered their input	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria
Feedback	Personal information about stakeholders was managed according to internal requirements / external regulations	Opportunity for Improvement	Partial Compliance	Opportunity for Improvement	Opportunity for Improvement	Opportunity for Improvement
Decision Making						
Decision Making	Feedback from stakeholders was considered by decision makers	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria
Decision Making	Decision makers have been defined	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria
Decision Making	Decision making process has been defined	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria
Evaluation						
Evaluation	A process to evaluate the engagement was identified	Opportunity for Improvement	Does not meet Criteria	Does not meet Criteria	Opportunity for Improvement	Meets Criteria
Evaluation	The engagement process was evaluated	Opportunity for Improvement	Opportunity for Improvement	Opportunity for Improvement	Opportunity for Improvement	Opportunity for Improvement
Evaluation	A process of ongoing performance monitoring was in place for projects of 12months + duration	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable



General observations by engagement domain

Pre- Engagement	<p>Pre-engagement focuses on the activities and decision making that occurs when the City identifies a need for engagement.</p> <p>Pre-Engagement planning is a strength of the City and reflects an understanding of engagement as a process of dialogue rather than the reinforcement of a pre-determined outcome.</p>
Planning	<p>Planning is the process of making decisions about who will be engaged, how they will be engaged and confirming the areas that stakeholders can influence.</p> <p>The use of the City's <i>Engagement, Marketing and Communications Plan Template</i> is a strength. This template includes many key elements of the engagement planning process and would benefit from further development to prompt users to consider the following elements:</p> <ul style="list-style-type: none"> • the social and political context of the engagement • the effective use of the IAP2 Engagement Spectrum to identify the engagement levels of individual stakeholders rather than the project overall • the engagement risks • the regulatory environment of the project • the evaluation criteria to measure success
Mapping	<p>Stakeholder mapping is the process of identifying who the project stakeholders are, their interests in the project, their level of engagement in the process, and their needs to effectively participate in the process.</p> <p>The City has a stakeholder mapping tool however was inconsistent across the five projects. In addition to requiring the use of the stakeholder mapping tool, the tool can be improved by:</p> <ul style="list-style-type: none"> • defining the process that the City uses to map stakeholders. • mapping stakeholders according to their interests and values • Identifying any accessibility requirements to ensure the engagement process is accessible to all stakeholders. <p>Revising the City's mapping tool is particularly important where the engagement is linked to a statutory requirement. The first two changes are the minimum requirements a Court will rely upon should an engagement process be challenged by a stakeholder.</p>
Tools	<p>Tools focus on the communications methods that will be used to engage stakeholders.</p> <p>All projects identified the engagement tools to be used and social media was moderated in accordance with the City's Social Media Policy. City staff were able to provide verbal examples of the application of 6.2(B) of the City's Disability Access and Inclusion Plan 2017-2022 in the engagement process, but this was not consistently reflected in engagement planning documentation.</p>





Feedback	<p>Feedback is the process the project uses to capture stakeholder feedback, the management of this feedback, and the provision of feedback to stakeholders at the end of the engagement process.</p> <p>With one exception, the management of stakeholder feedback was a strength across all reviewed projects. Stakeholder feedback was recorded, multiple engagement methods that provided opportunities for dissenting voices to be heard and stakeholders were advised of the outcome of the engagement process. There are however mixed messages around the management of personal information, and there is an opportunity for the City to clarify the relationship between the Privacy Act (Cwth), FOI legislation (WA) and the City’s Privacy Statement (Local).</p>
Decision Making	<p>Decision making is the process used to consider the feedback of stakeholders in the decision-making process.</p> <p>The consideration of stakeholder feedback by decision makers was a strength across all five projects. The decision makers are Elected members with their role clearly defined by Local Government Act. Stakeholder feedback was analysed in internal reports and presented to Elected Members in publicly available agenda papers. The decisions of council are captured in meeting minutes that can be downloaded from the City’s webpage.</p>
Evaluation	<p>Evaluation is the process of reviewing the engagement process once it has been completed to determine if the objectives have been achieved and identify opportunities for improvement for future engagements.</p> <p>A weakness in the City’s engagement approach across all five projects is the evaluation of the engagement process. Where evaluation criteria were identified, this criterion was not referenced in the evaluation reports that were prepared. In four of the five projects, an evaluation report was completed. The City could consider defining standard evaluation criteria and creating an evaluation reporting template to guide staff in their evaluation of engagement projects. Ongoing evaluation was not required as none of the project’s engagement requirements extended beyond 12 months.</p>

Observations by project

Project Robin Hood #5 (2020)

79% Meets Criteria

18% Opportunities for Improvement

4 % Does not meet Criteria

This is a reoccurring project (bi-annual) and has a well-developed and tested framework to support engagement activities.

The areas identified for improvement are shared with other projects (captured in general observations).

The exception is the absence of evaluation criteria from the project’s engagement planning documents. This is inconsistent with the identification of a process to evaluate the engagement. The City did however complete a comprehensive review of the project, including lessons learnt for future projects.



**Webber Reserve Master Plan (2021)**

82% Meets Criteria

18% Opportunities for Improvement

0% Does not meet Criteria

The focus of this project was to develop a strategic approach to the use and management of Webber Reserve.

The areas identified for improvement are shared with other projects (captured in general observations).

Attadale Alfred Cove Foreshore Master Plan (2021)

82% Meets Criteria

18% Opportunities for Improvement

0% Does not meet Criteria

The engagement for this project was delivered by a contractor with oversight by the City. The focus was to create a single plan to strategically manage the future use and facilities for the foreshore area.

The areas identified for improvement are shared with other projects (captured in general observations).

This project included measurable evaluation criteria in the planning documentation, but an evaluation report assessing the criteria was not prepared. An engagement report was however prepared by the City, but this did not reference the engagement criteria.

Cat Management Plan (2022)

71% Meets Criteria

29% Opportunities for Improvement

0% Does not meet Criteria

The project focused on gaining feedback on how the City should manage feral and residential cats.

The areas identified for improvement are shared with other projects (captured in general observations).

Dog Swim Area (2022)

64% Meets Criteria

14% Opportunities for Improvement

21% Does not meet Criteria

The project focused on gaining feedback on the proposed location of an off-leash dog area.

This project performed poorly when compared to the others. The explanation provided by City staff is that the timeframes provided by the City of Melville Council were very tight. This did not allow time for the usual engagement planning processes to be implemented.

Areas where the project did not meet the criteria included:

- Consideration of engagement risks
- Appreciation of social and political context
- Use of the IAP2 Engagement Spectrum
- Stakeholder mapping according to interest values and needs
- Consideration of stakeholder needs in the election of communication tools
- A process of evaluation





Opportunities for improvement

The opportunities identified below were presented for the consideration of the City. The City was invited to respond to the opportunities identified below. The City’s response is identified under each opportunity in bold text.

1. Update the City’s *Engagement, Marketing and Communications Plan Template* to prompt users to consider the following elements:
 - the social and political context of the engagement
 - the effective use of the IAP2 Engagement Spectrum to identify the engagement levels of individual stakeholders rather than the project overall
 - the engagement risks
 - the regulatory environment of the project
 - the evaluation criteria to measure success

City of Melville engagement templates are continuously reviewed, updated, and improved in line with best practice, organisational needs and process improvements. The templates used in 2019-2022 were refreshed in 2022-2023 and now include the items listed above.

2. Update the City’s Stakeholder Mapping Tool to include the following elements.
 - defining the process that the City uses to map stakeholders
 - mapping stakeholders according to their interests and values
 - Identifying any accessibility requirements to ensure the engagement process is accessible to all stakeholders.

The City of Melville was trialling different methods of stakeholder mapping, analysis and social impact assessment during 2019-2022. In 2022-2023 the Stakeholder Analysis Matrix Model was integrated into the Engagement and Communication Plan template. The items listed above were included in the revised process.

3. Mandate the use of the City Stakeholder Mapping Tool in the engagement planning process.

As per above. In 2022-2023 the Stakeholder Analysis Matrix Model was incorporated as a mandatory requirement in the Engagement and Communication Plan Template. The item listed above was included in the revised process.

4. Review the City’s Engagement, Marketing and Communications Plan Template and Stakeholder Mapping Tool to incorporate the requirements of 6.2(B) of the City’s Disability Access and Inclusion Plan 2017-2022.

The City’s Disability Access and Inclusion Plan is referenced in the revised 2022-2023 Engagement and Communication Plan Template. Pending the City’s adoption / endorsement of the new Access and Inclusion Plan, the current Engagement and Communication Plan Template will be updated accordingly.





5. Clarify the relationship between the Privacy Act (Cwth), FOI legislation (WA) and the City's Privacy Statement (Local) and update the City's Privacy Statement to reflect how the City manages feedback collected from stakeholders across all engagement mediums.

The City of Melville will review the Privacy Act (Cwth), FOI legislation (WA) and the City's Privacy Statement (Local) and if required update the City's Privacy Statement accordingly.

6. Define standard evaluation criteria and create an evaluation reporting template to guide staff in their evaluation of engagement projects.

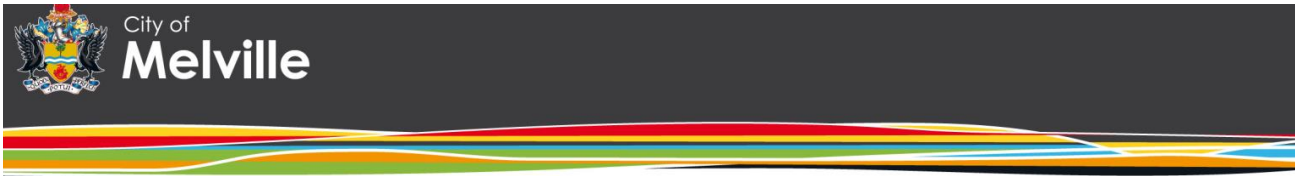
The City of Melville implemented an evaluation framework in 2023. This framework is reviewed and updated as required.

7. Require external consultants to include evaluation in their tender responses and provision the necessary resources to evaluate their engagement process.

The City of Melville will investigate updating the procurement process and tender documentation to include evaluation requirements in the consultant scope of works where it includes a stakeholder engagement component.

8. Consider creating a minimum engagement timeframe, from request to completion, to protect the quality and integrity of the City's engagement processes with its stakeholders.

Internal process mapping and lead times for stakeholder engagement was developed in 2022. Although these processes are embedded within the organisation, timeframes and methodology is influenced by Council resolutions, as well as organisational priorities. The current minimum timeframe is 6 weeks from brief to launch of a minor single staged - low impact project. For multiple staged engagements the minimum timeframe is 3 months.



Planning Process and Decision Making

Policy Type: Local Planning Policy Policy Owner: Director Urban Planning	Policy No. LPP 1.1 Last Review Date: 10 August 2023
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POLICY OBJECTIVES

- To promote a consistent approach by the City in the assessment and public advertising of development applications, local planning policies, subdivision referrals and other planning matters;
- To facilitate community input into the decision making process; and
- To provide information to Elected Members, the City administration, applicants and submitters regarding the process for dealing with planning matters.

POLICY SCOPE

This policy sets out the assessment and advertising processes relating to the assessment of applications for development approval and related matters.

The requirements for advertising of planning matters generally are set out in the *Planning and Development (Local Planning Schemes) Regulations 2015*.

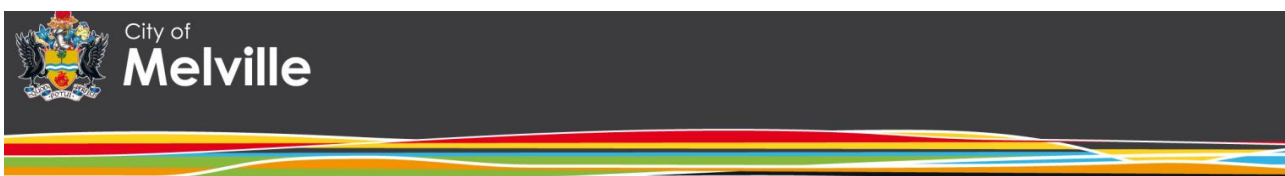
Clause 2.3 of State Planning Policy 7.3 'Residential Design Codes' Volume 1 (the R-Codes) outlines the requirements for consultation for residential development. This Local Planning Policy augments the provisions of Clause 2.3 of the R Codes by providing clarification on the consultation requirements for various development types. It also provides information regarding the extent of, and methods of, consultation which will be undertaken by the City.

DEFINITIONS AND ABBREVIATIONS USED IN POLICY

Definitions

Decision Maker

That body, organisation or authorised person legally vested with the power to make decisions, pursuant to relevant legislation and applicable planning policy frameworks.



Relevant and Non-Relevant Planning Matters

<i>Relevant Planning Matters</i>	<i>Non-Relevant Planning Matters</i>
a) Matters to be considered by the City under Clause 67 of Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> (the Regulations); and/or b) The requirements of Local Planning Scheme No.6 or applicable Planning Instrument (Activity Centre Plan, Structure Plan, Local Development Plan or Planning Policy) which requires the decision maker to exercise judgement; and/or c) Any development standard requiring the decision maker to exercise judgement against the Design Principles of the R-Codes.	a) Perceived loss of property value b) Private disputes between neighbours including access & egress and easements c) Dividing fence issues d) Matters that are usually dealt with by the building licence process e) Impact of construction work f) Trade competition concerns (in most circumstances) g) Personal morals or views about the applicant h) Matters that are controlled under other legislation

Major Development

For the purposes of this policy Major Development is defined as:

- (i) 10 or more grouped or multiple dwellings, and/or,
- (ii) 2,000 m² or more of commercial floor space.

An amendment to a previous planning approval, including a Form 2 JDAP application, is not classed as a major development, unless, the amendment increases the number of dwellings or commercial floor space in the planning approval of a development such that the amended development would meet the definition of a major development.

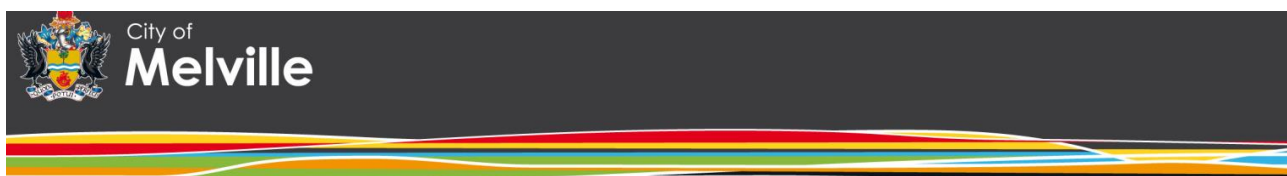
Standard Development

For the purposes of this policy a Standard Development includes all of the following;

- Residential development which requires a performance assessment against the Design Principles of State Planning Policy 7.3 Residential Design Codes Volume 1 and has a possible impact on the amenity of adjoining owners and occupiers.
- A development which is required to be advertised in accordance with the Zoning Table (Table 17) of LPS6.
- Non-residential development which does not meet the definition of major development.

Mixed Use Development

A development is classed as Mixed Use when it incorporates an element of residential development in the form of multiple dwellings, and an element of non-residential development such as an office.



Submitters

Parties who lodge a written comment on a planning application, whether in support or objection.

Abbreviations

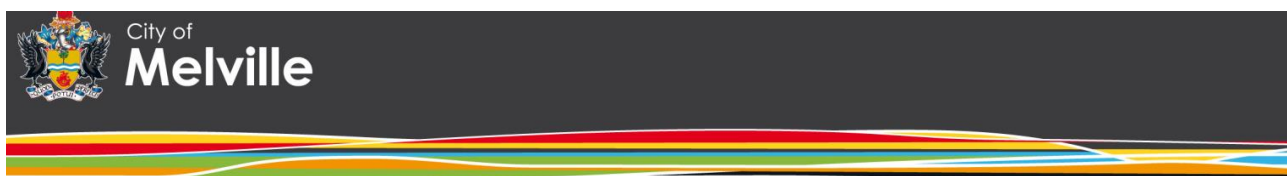
CEO	Chief Executive Officer – City of Melville
LPS6	City of Melville Local Planning Scheme No. 6
DAP	Development Assessment Panel
DAU	Development Advisory Unit
DPLH	Department of Planning, Lands and Heritage
EMB	Elected Members Bulletin
GNC	Geographic Names Committee of Landgate
MRS	Metropolitan Region Scheme (as amended)
PAW	Pedestrian Access Way
RAR	Responsible Authority Report
R-Codes	State Planning Policy 7.3 Residential Design Codes Volume 1 and Residential Design Codes Volume 2 - Apartments (as amended)
Regulations	<i>Planning and Development (Local Planning Schemes) Regulations 2015*</i>
DAP Regulations	<i>Planning and Development (Development Assessment Panels) Regulations 2011</i>
SAT	State Administrative Tribunal
WAPC	Western Australian Planning Commission

* Note: unless otherwise stated Clauses referred to are contained in Schedule 2 of the Regulations

POLICY STATEMENT

1. Applications for Development Approval

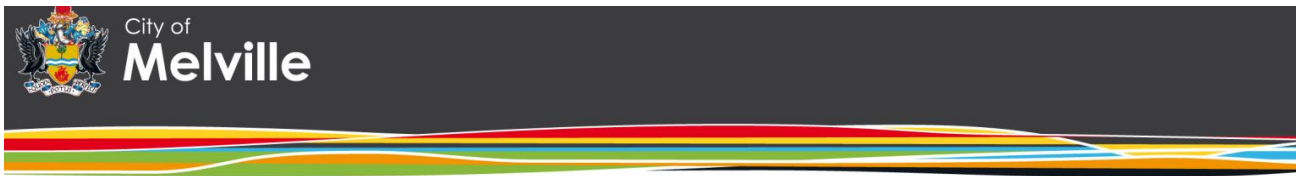
- 1.1 The *Planning and Development Act 2005* defines “development” as:
“development” means the development or use of any land, including –
- any demolition, erection, construction, alteration of or addition to any building or structure on the land;*
 - the carrying out on the land any excavation or other works;*
 - in the case of a place to which a Conservation Order made under section 59 of the Heritage of Western Australia Act 1990 applies, any act or thing that –*
 - is likely to change the character of that place or external appearance of any building; or*
 - would constitute an irreversible alteration of the fabric of any building.”*
- 1.2 Clause 60 of the Regulations states that all development requires approval prior to the commencement of works unless it is of a type referred to in Clause 61.
- 1.3 Clauses 62 and 63 of the Regulations outline the information required to be provided as a part of the application for development approval. The City has also prepared a checklist to assist applicants in this respect. All applications for development approval are to include (at a minimum) all of the relevant information as outlined by the development application checklist. Where all of this information is not provided at lodgement, the application may be returned to the applicant.



- 1.4 Once a preliminary assessment of the application has been undertaken, further information may be requested from the applicant to enable a complete or more detailed assessment to be undertaken.
- 1.5 Clause 75 of the Regulations states that the local government is to determine applications for development approval within 60 days of the receipt of the application or 90 days where the application requires consultation with the public or other authorities. This timeframe may be extended if agreed in writing by the applicant and local government. If a decision is not made before the expiry date, the local government can be taken to have refused the development application, and an application for review to the State Administrative Tribunal may be triggered.
- 1.6 For development applications which are to be determined by the JDAP, the timeframe for preparing and submitting an RAR is determined by the DAP Regulations.

2.0 Assessment

- 2.1 Development applications are assessed having regard to the development controls established by the planning framework including LPS6, state planning policies including the R-Codes, adopted structure plans, activity centre plans, local development plans, Council Policy and local planning policy provisions.
- 2.2 Where a development application requires an assessment against the relevant performance standards, the following (as applicable) will be taken into consideration:
- (a) For all applications
 - Whether Clause 34 of LPS6 provides the ability to consider the application.
 - The matters to be considered in Clause 67 of the Regulations.
 - Relevant planning documentation such as the Local Planning Strategy, Structure Plans, State Planning Policies and the like. Any other planning document adopted pursuant to LPS6.
 - (b) *For applications where an exercise of judgement is sought in relation to the development requirements in LPS6*
 - Whether the proposal satisfies the objectives of each zone
 - (c) For applications where an exercise of judgement is sought in relation to the development requirements in a Local Planning Policy or Council Policy
 - The objective of the policy
 - Any additional assessment criteria within the policy.
 - (d) For applications which require an exercise of judgement under the R-Codes
 - The objective(s) of the provision
 - The relevant Design Principle(s).
- Note: For clarification in respect of this, refer to the Explanatory Guidelines and/or the Frequently Asked Questions of the R-Codes
- (e) For applications which require an exercise of judgement under an adopted structure plans, activity centre plans or local development plans
 - The objectives of the plan; and
 - The Desired Outcome for the relevant Element in the Canning Bridge Activity Centre Plan (where assessment is required under this Activity Centre Plan).



- 2.3 Where Local Planning Policy – 1.2: Design Review Panel is applicable the development application should be referred to the City’s Design Review Panel for its assessment and comment.
- 2.4 Development applications may also be referred to other government departments for their assessment, comment and recommendation where required.
- 2.5 Where the City is not the final decision maker, the advertising requirements of LPS6, R-Codes and Council Policy must be met.
- 2.6 Where, after the grant of development approval, an amendment to a condition of approval or plans is sought, the City will reconsider the implications in accordance with the requirements of the foregoing Clauses 2.1 to 2.5.

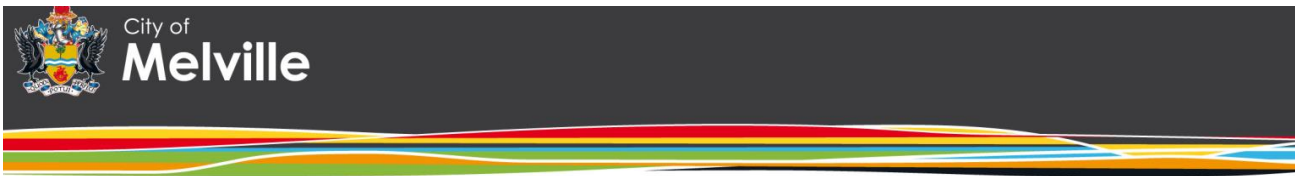
3.0 Advertising of Development Applications

The public consultation, or advertising process (as it is also referred to), is intended to facilitate community input into the decision making process. Consultation can take a number of forms including letters to adjoining landowners and occupiers, a sign on site and information on the City’s website. The written input received during the consultation process has an important role to play in the decision-making process however neighbour consultation is not designed to shift or replace the responsibility of the decision-maker. The decision maker is required to consider the comments received and balance these with a technical assessment when making a judgement on the merit of a proposal. The following clauses outline the process the City will follow in relation to the advertising of Development Applications.

- 3.1 The following table outlines the public consultation requirements for Development Applications

Application Type	Time Period (Calendar Days)	Sign on site	Written notification to owners and occupiers	City of Melville Website
Standard Development	14	No	Yes As per clause 3.8(b)	Yes
Mixed Use and Multiple Dwellings*	14	No	Yes As per diagrams in clause 3.8(c)	Yes
Major Development	21	Yes	Yes As per diagrams in clause 3.8(c)	Yes

*where the proposal does not meet the definition of a major development



- 3.2 Informal consultation and communication between the applicants and adjoining property owners is strongly encouraged prior to lodgement with the City. This more courteous, neighbourly approach will, in many situations enable an outcome to be achieved which best meets the interests of all parties involved.

The City will either reduce or refund 25% of the standard development application fee where:

- a) The proponent has pro-actively consulted on their plans with the adjoining properties as per diagrams 1 and 2 of clause 3.6 of this policy prior to development application lodgement; and
- b) The City has been provided with the necessary evidence at the time of lodgement that pre-lodgement public consultation has occurred. The City can provide the proponent with a list of adjoining property owner and occupier postal addresses consistent with diagrams 1 and 2 of clause 3.6 of this policy. The evidence of pre-lodgement consultation must be completed by the owner/occupier for the relevant property at the time of lodgement. This will be verified by the City; and
- c) The City reserves the right to vet any pre-lodgement public consultation and will undertake separate consultation to any owners/occupies in the surrounding area; and
- d) If no response from an adjoining owner/occupier is received within 14 days from the proponent requesting comment, the proponent can submit that an attempt at contact was made at lodgement. This will be accepted in lieu of evidence of pre-lodgement consultation for that specific property only, enabling the proponent to still qualify for the pre-consultation concession.

3.3 Advertising of land uses

- (a) The Zoning Table of LPS6 (see Clause 17 of LPS6) categorises land uses as follows:

- P use permitted; or
- D use not permitted unless the Council exercises discretion and grants planning approval; or
- A use not permitted unless the Council exercises discretion and grants planning approval after advertising in accordance with Clause 64 of the Regulations; or
- I use not permitted unless incidental to the predominant use as decided and approved by the Council; or
- X use not permitted.

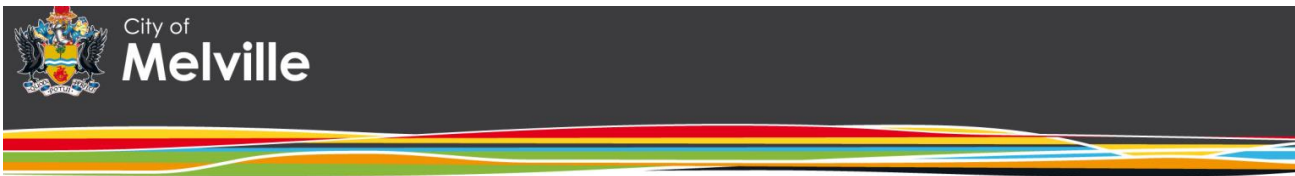
- (b) 'P' land uses are permitted uses in principle and therefore do not require advertising.

- (c) The advertising of 'D' or 'I' land uses is at the discretion of the City, taking into account whether the proposed use is likely to affect the amenity of adjoining or surrounding properties.

All 'A' uses are required to be advertised in accordance with the requirements of Clause 64 of the Regulations.

An application for a change of use will be advertised in accordance with the standard development requirements above unless wider consultation is considered necessary.

- (f) The advertising of a land use is generally only required to be undertaken where initial approval is sought to establish the use on a lot or within a tenancy. Where approval is sought for additions and/or alterations to an existing building, on a site on where approval for a use already exists, then further advertising would generally not be required.



- (g) The above clauses (a)-(e) relate to land use permissibility only. Where a development application seeks the exercise of judgement by the City, advertising may be required.
- (h) While a land use may not require formal advertising under the provisions of this Clause, the provisions of Clause 3.0 of this policy still apply'.

3.4 Advertising of standard development.

- (a) Any application which seeks a performance assessment against the following the Design Principles of the R-Codes (Volume 1):

Part B: Low Density

- (a) Clause 5.1.3 Lot boundary setback;
- (b) Clause 5.1.6 Building height;
- (c) Clause 5.3.7 Site works;
- (d) Clause 5.4.1 Visual privacy; and
- (e) Clause 5.4.2 Solar access for adjoining sites

Part C: Medium Density

- (a) Clause 3.2 Building height;
- (b) Clause 3.4 Lot boundary setbacks;
- (c) Clause 3.5 Site works and retaining walls;
- (d) Clause 3.9 Solar access for adjoining sites; and
- (e) Clause 3.10 Visual Privacy.

will be advertised to the adjoining owner(s) and occupier(s) as detailed in Clause 3.6(b) limited advertising below as these may have a possible impact on the amenity of adjoining owners and occupiers.

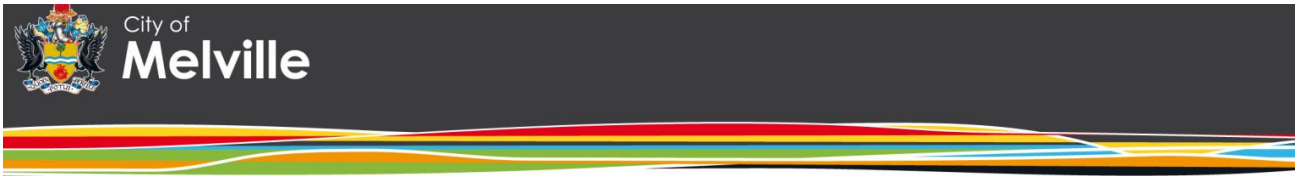
- (b) Applications which seek a performance assessment in relation to Design Principles, other than those listed above, may be advertised at the discretion of City officers if it is considered there may be a possible impact on the amenity of adjoining owners and occupiers.
- (c) Non-residential development which seeks the exercise of judgement having regard to the LPS6 provisions, Council Policy, a Local Planning Policy, adopted structure plans, activity centre plans or local development plans may be advertised at the discretion of City officers if it is considered there may be a possible impact on the amenity of adjoining owners and occupiers.

3.5 Advertising of Multiple Dwelling and Mixed Use Developments.

All applications for multiple dwelling and mixed use development proposals are required to be advertised in accordance with Clause 3.6 a-d below.

3.6 Extent of advertising

- (a) Where advertising is to be undertaken, an assessment as to the potentially affected properties is required. This assessment is to take into account:



- The size and configuration of the application site in relation to adjoining properties;
and
 - The property(s) which are likely to be impacted as a result of the proposed development.
- (b) Limited public consultation - where in the opinion of the City or in accordance with Clause 3.4 above, a proposed development application is required to be advertised, the extent of the advertising undertaken should be tailored to the perceived likely impacts. For example, where a development seeks a performance assessment in relation to the proposed lot boundary set back and all other aspects meet the deemed to comply provisions then advertising of the proposal would be limited to the relevant adjoining property(s) only.
- (c) Wider public consultation - where a proposal meets the definition of major development, or requires general advertisement in accordance with LPS6 or as required by Clause 3.5 above, the City will send letters to adjoining and nearby properties as shown in Diagram 1 and 2 below. In addition, a site notice will be installed for the duration of the consultation period and notification will be placed on the City's website as per the Table in Clause 3.1,
- (d) Where wider engagement is considered to be necessary, the details of the proposal may be provided on the City's social media platforms. In addition more property owners and occupiers may be consulted directly, and a press notice may be initiated.

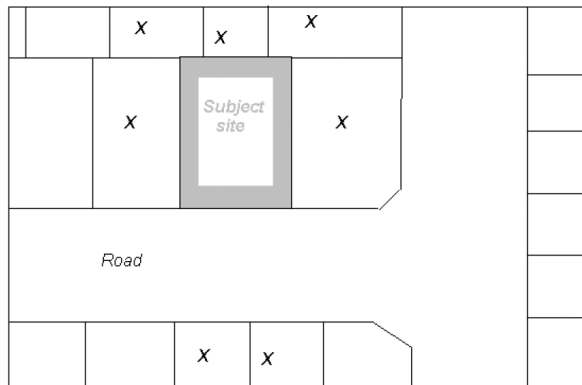
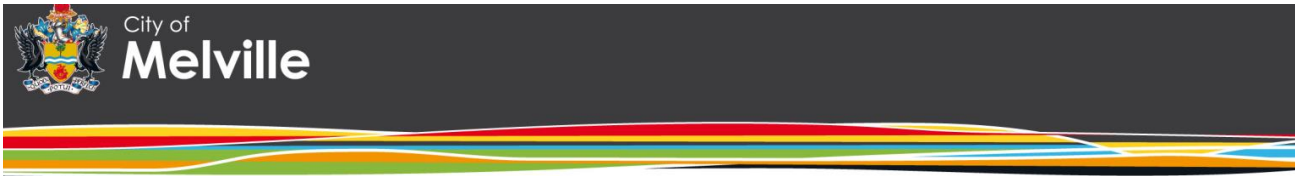


Diagram 1 – Typical ‘potentially affected’ properties for a development located within the middle of a street block.

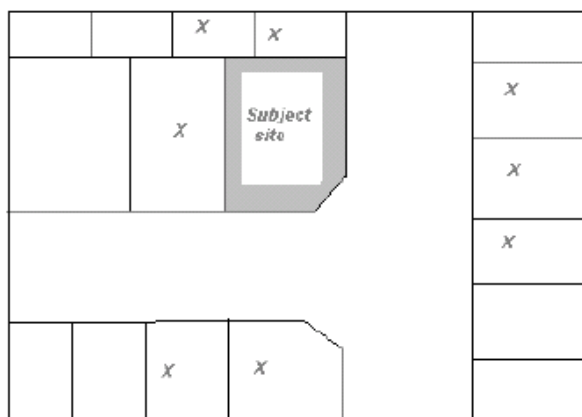


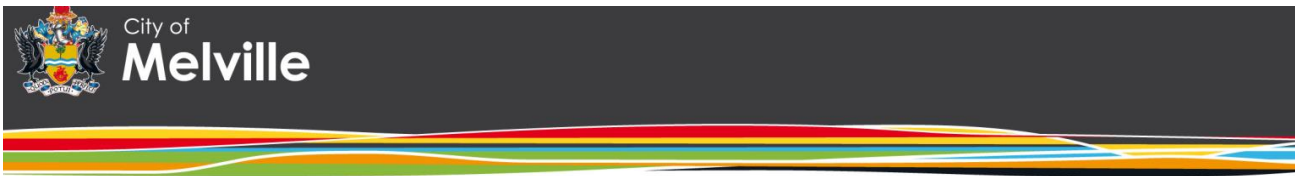
Diagram 2 – Typical ‘potentially affected’ properties for a development located within a corner property.

3.7 Advertising to owners and occupiers

Where advertising is undertaken, both the property owners and occupiers are consulted.

3.8 Timeframes

- (a) Advertising of a development application will be undertaken for a minimum of 14 calendar days. This will be extended to account for public holidays.
- (b) To enable the decision maker to achieve the statutory timeframes associated with the assessment of planning applications, formal requests for an extension to the advertising period will not generally be permitted. Relevant comments received after the closing date will however be taken into account where possible.

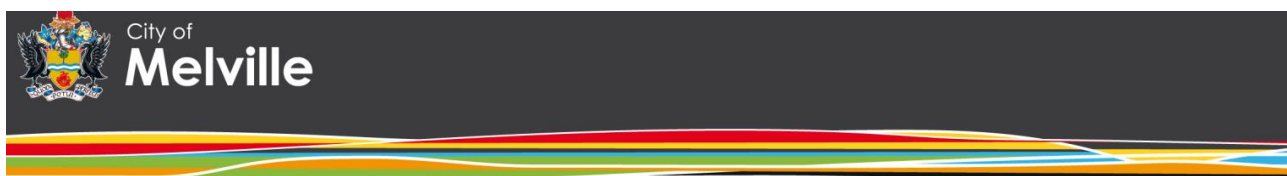


3.11 Advertising Process

- (a) Written correspondence will be provided via traditional post or via email.
- (b) Where the display of a sign on the property is required and/or a notice displayed in a local newspaper, these are to be undertaken by the applicant in accordance with the City's specifications. This advertising is undertaken at the applicant's cost.
- (c) Where a sign on site is required, the signage is to be displayed along each of the road frontages to the subject property. The sign shall be a minimum size of A1.
- (d) The content of advertising documentation should include:
 - (i) The description of the proposed development including its application reference number, property street address and any name associated with the property; and
 - (ii) Details of the development provisions requiring an exercise of judgement by the decision maker which have resulted in the application being advertised, and
 - (iii) How and where the details of the application can be viewed; and
 - (iv) Details of how and to whom submissions should be made, and
 - (v) The deadline for submissions.

3.12 Amended Plans

- (a) During the course of the assessment of a planning application, the applicant may submit amended plans.
- (b) Where an application has previously been advertised and amended plans are received post-advertising, the amended plans are to be the subject of a further consultation period where, in the opinion of the decision maker:
 - (i) The amended plans represent a significantly different proposal to that which was previously advertised; or
 - (ii) The proposed amendment(s) will potentially have a greater amenity impact; or
 - (iii) Where the development results in any additional exercise of judgement which may in the opinion of the City have an adverse impact upon the amenity of adjoining property owners and occupiers.
- (c) Where amended plans reduce the impact of a proposed development and/or where amended plans are lodged in order to address relevant planning related concerns as expressed by submitters, the amended plans need not be the subject of re-advertising.
- (d) Where amended plans are required to be the subject of re-advertising, the consultation process followed should be in accordance with Part 3.7 of this Policy.



3.13 Modifications to Planning Approvals

- (a) Where approval is sought to modify an existing condition of planning approval or to amend previously approved plans, and where that development application was the subject of advertising, further consultation will be required in accordance with Part 3.0 of this Policy, unless the proposed amendments:
 - (i) are minor; and
 - (ii) will not result in any additional impact upon any adjoining properties or the surrounding area.

4. Submissions and Petitions

4.1 Submissions

- (a) Shall be submitted via letter, email, fax or via the City's website, by fax, letter or email only.
- (b) Submissions should address 'relevant planning matters' (as defined in this policy) only.

4.2 Petitions

- (a) Where a petition is received in relation to a planning application currently being considered by the City, the petition will be reported to the next available Council meeting. Where appropriate, petitions may then be reported to the DAU meeting, a further Council meeting and/or the DAP.
- (b) The lead petitioner (or all signatories to the petition where determined by Council) will receive advice in respect to the above and of the final decision.

4.3 Consideration of Submissions & Petitions

- (a) The content of all submissions received will be considered prior to the determination of the development application.
- (b) Only relevant planning related matters in submissions can be taken into account. In its consideration of any application, the decision maker has a duty to properly balance its consideration of all relevant factors in an objective and impartial manner.
- (c) Details of all submissions are confidential, and will not be released to an applicant or any other third party, unless required to by law. However, a written summary of the key issues raised within the submissions will be provided to the applicant upon request. The summary will not include the personal details of the submitter(s).
- (d) For applications which are to be determined by the DAU, Council or DAP, the Officer report will include a summary of the issues raised in all of the submissions. This summary will not include identification or personal details of the submitter(s), however full copies of the submissions may be provided to Elected Members upon request.
- (e) All persons who lodge submissions will receive advice of the final determination of the application. In addition, where the application is referred to a DAU meeting, Council



meeting or DAP meeting for endorsement or determination; submitters will receive further notification by the City of those specific meeting dates and details.

5. Other Planning Matters

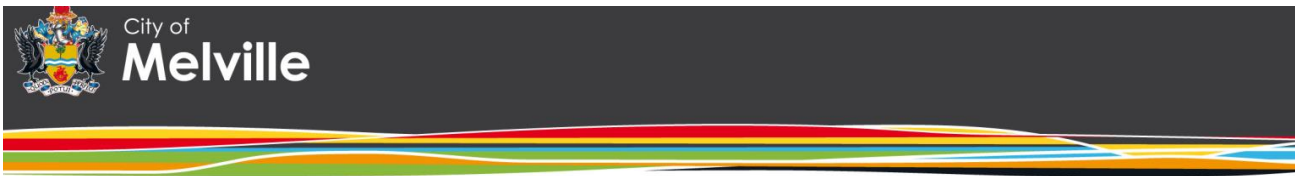
- 5.1 In addition to applications for planning approval, the City also receives, assesses, and/or determines a number of other application types.
- 5.2 When such applications are lodged for the determination of the City, they should include (at a minimum) all of the relevant information as outlined by the associated Planning Application checklist. Incomplete applications may be returned to the applicant.
- 5.3 Once a preliminary assessment of the application has been undertaken, further information may be requested from the applicant.
- 5.4 In general, the assessment and consideration of these other applications will be similar to that detailed in Part 1 of this Policy, although in a number of cases, there are some differences that result. In view of this, and unless stated to the contrary below, the following application types will follow the same process as outlined in Part 1 above.

6. Survey Strata and Green Title Subdivision

- 6.1 Applications for survey strata and green title subdivisions are lodged with the DPLH which then consults the City and any other relevant government agencies and service authorities.
- 6.2 The City's role is to make a recommendation to the DPLH taking into account all those matters outlined in Part 2.2 above (where applicable).
- 6.3 Where a proposed subdivision will result in the creation of ten or more green title or survey strata lots (not including lots designated solely for access), the City will advertise the application to the potentially affected adjoining property owners and occupiers following the principles set out in Part 3.7 above. The application may also be referred to the City's Design Review Panel for consideration in accordance with Local Planning Policy – 1.2.
- 6.4 Applications for the creation of less than ten green title or survey strata lots and all applications for built strata subdivision will not be advertised for public comment.
- 6.5 Where any submissions are received, they will be forwarded to the DPLH along with the City's comments and recommendations.
- 6.6 The City is required to respond to the DPLH within 42 calendar days of the date of the referral.

7. Metropolitan Region Scheme (MRS) Referrals

- 7.1 Applications for development on MRS zoned or reserved land are submitted to the City with all of the information required by the Planning Application checklist in addition to a completed MRS Form 1 application form.
- 7.2 There are no applicable planning fees for these applications.



7.3 The City's role is to make a recommendation to the DPLH within 42 calendar days taking into account all those matters outlined in Part 2.2 above (where applicable) and the intent of the MRS reservation or zoning.

8. Council and Local Planning Policy

8.1 Proposals to amend revoke or introduce new Council and local planning policies are to be advertised in accordance with Clause 4 of the Regulations.

8.2 Where amendments are made following the advertising period, which significantly alter the intent of any of the policy provisions, the revised Policy will be re-advertised in accordance with Clause 4 of the Regulations.

9. Scheme Amendments

9.1 Proposals to amend the wording of LPS6 and/or to change the zoning of any property can be initiated by an interested 3rd party or by the City.

9.2 All proposals to amend LPS6 are presented to Council to determine whether the proposal has merit or not. If the proposal has merit, the Council will resolve to initiate the proposal to allow public consultation and referral to relevant agencies to occur. If the endorsement of the Council is not given, the process will terminate.

9.3 Part 5 of the Regulations provides detailed guidance with respect to the process to be undertaken in relation to scheme amendments. This Part outlines the process for basic, standard and complex scheme amendments. Once a scheme amendment is initiated, the City is required to follow the process outlines in Part 5 of the Regulations

9.4 The advertising of a scheme amendment, where required, is undertaken via:

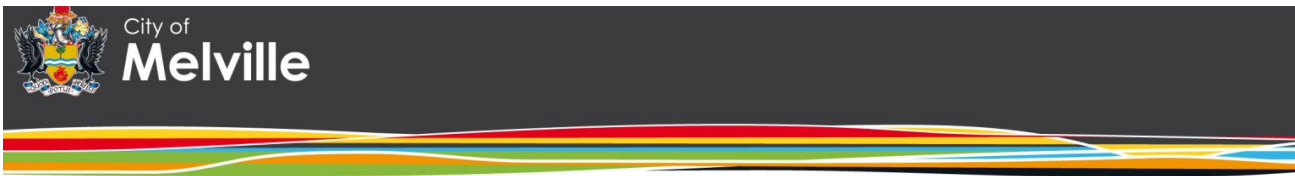
- (a) An advertisement in a local newspaper circulating within the District; and
- (b) Details on the City's website and social media platforms; and
- (c) Where the scheme amendment relates to specific properties, a sign on site and letters to adjacent residents are also required.

10. Pedestrian Access Way (PAW) closures

10.1 A proposal to close an existing PAW can be submitted by an external party or can be initiated by the City.

10.2 Applications for the closure of PAW's are assessed in accordance with the Department of Planning's Procedure for the Closure of Pedestrian Access Ways – Planning Guidelines (October 2009).

10.3 All proposals are presented to Council to determine whether they have merit or not. If the proposal has merit, the Council will resolve to initiate the proposal to allow public consultation and referral to relevant agencies to occur. If the endorsement of the Council is not given, the proposal will not proceed further.



- 10.4 Where Council resolves to endorse a PAW closure proposal for advertising, the application will be the subject of community consultation for a minimum of 30 calendar days as follows:
- (a) Letters sent to the owners and occupiers of all properties within a 100 metre radius of the subject PAW.
 - (b) The applicant is required to display signage at each of the entrances to the PAW to Council specifications.
 - (c) The applicant is to place an advert in a local newspaper circulating within the District to Council specifications.
 - (d) Details of the proposed closure will be posted to the City's website and social media platforms.
- 10.5 Following advertising and referral to any relevant service agencies or government authorities, the proposal is re-presented to Council with a recommendation to endorse or not endorse the closure. The Officer report will include a summary of all submissions received.
- 10.6 Following consideration by Council, the proposed amendment is forwarded to the DPLH to approve or refuse the proposal.

11. Street Numbering

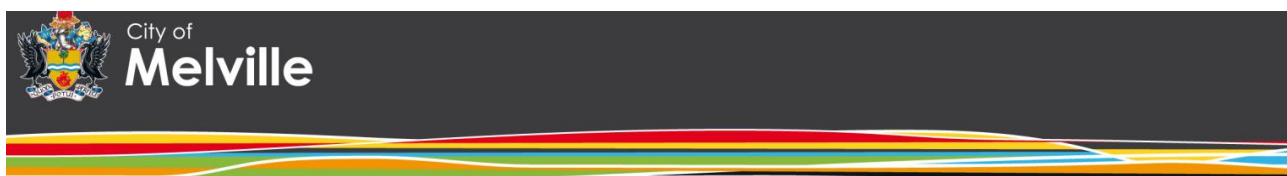
- 11.1 Street numbering proposals are assessed in accordance with Council Policy – 068: Street Numbering.
- 11.2 Where the City is considering re-numbering existing properties or the City receives an application for re-numbering which may impact upon properties other than the applicant's property, the City will consult the owners and occupiers of the affected properties for a period of not less than 14 calendar days.

12. Restrictive Covenants

- 12.1 Applications to modify or remove restrictive covenants are generally not advertised as they are only supported where the modification or removal is consistent with the requirements of LPS6, the R-Codes and Council Policy.

13. Determination of All Matters

- 13.1 All applications for Planning Approval and related matters are determined in accordance with the City's delegation requirements, LPS6, the R-Codes and Council Policy.
- 13.2 The consideration and determination of all applications is to be in accordance with Council Policy – 052: Quasi-Judicial Role.



14. Amendments to Planning Approvals

14.1 All applications which seek to modify a condition of Planning Approval or alter the previously approved plans are to be determined at the same level of delegation to which the previous determination was made, unless the modification:

- (a) Is minor; and,
- (b) Will not result in any additional significant impacts upon adjoining property owners and/or occupiers.

14.2 Where an application is received to vary a JDAP determination, be it via a Form 2 or standard application form, which requires the exercise of judgement, consultation may be required under Clause 3.0 of this policy.

14.3 Further to clause 14.2 no consultation will be undertaken where a proposal complies with the relevant planning framework.

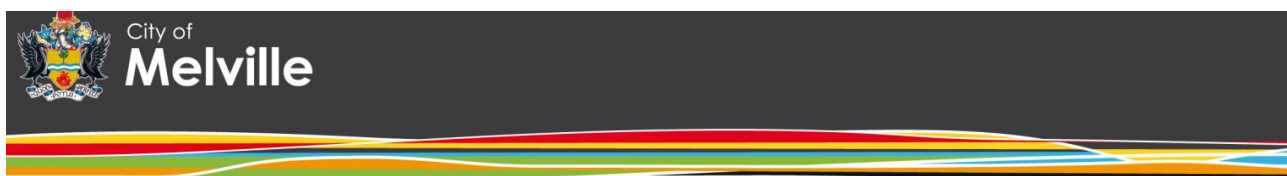
15. Refusal of applications without advertising

Any planning proposal where it is not considered to satisfy the requirements of LPS6, the R-Codes or Council policy may be refused under delegated authority without first being advertised.

16. Development Advisory Unit (DAU)

16.1 Membership and Meetings

- (a) The DAU consists of:
 - (i) Presiding Member, being the Manager Statutory Planning (or in their absence, the Planning Services Coordinator);
 - (ii) Planning Services Coordinator;
 - (iii) Manager Building Services or Building Services Coordinator;
 - (iv) Senior Statutory Planning Officers;
 - (v) A representative from Health Services (if required); and
 - (vi) A representative from Technical Services (if required).
- (b) The DAU will generally convene on Tuesday each week as necessary, but may meet more regularly, or on an alternative day, as determined by the Presiding Member.
- (c) The DAU will consider and make recommendations on planning applications referred to it under the provisions of this policy.



16.2 Matters to be considered by the DAU

- (a) The following applications are to be referred to the DAU:
 - (i) Where an application is recommended for approval and an objection raising relevant planning matters has been received.
 - (ii) Other proposals which in the opinion of the CEO or Director Urban Planning should be referred to the DAU for recommendation.
 - (iii) Where the Mayor requests the CEO to exercise his/her discretion under 16.2(a)(ii) to refer a development application to the DAU for recommendation.

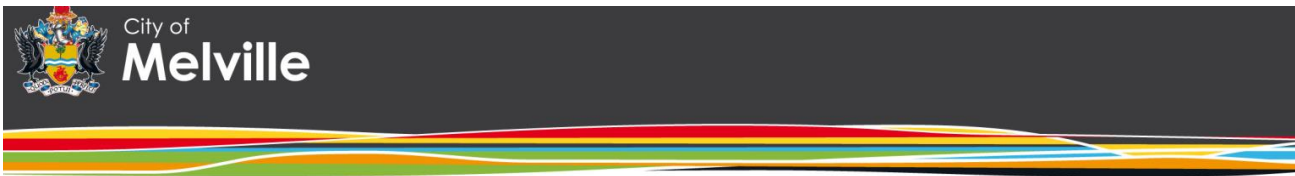
Note: where a submitter resolves to withdraw their relevant objection, the proposed development will not be referred to the DAU.

16.3 Recommendations and report

- (a) The DAU may recommend that a proposal be approved with or without conditions, refused, or referred to Council for determination. Any recommendation for approval or refusal must set out the reasons for the recommendation.
- (b) Where submissions have been received, the DAU report is to include a summary of the relevant planning matters raised and whether the concern is upheld by the DAU or not, and the reasons for this decision.
- (c) Elected Members are provided with a copy of the DAU minutes by email, on or before, the Friday following the DAU meeting.
- (d) The DAU minutes are published where possible, to the City of Melville website, by the Friday following the meeting.

16.4 'Call Up' of DAU applications for consideration by Council

- (a) Where any of the following apply, the DAU application is to be referred to Council for determination:
 - (i) An Elected Member requests that the CEO refer the application to Council for determination. Any call up request to the CEO shall be made using the Call Up Request Form.
 - (ii) Where any member of the DAU has a financial or proximity interest as defined in Sections 5.60, 5.61 and 5.62 of the *Local Government Act 1995*, the matter is required to be referred to Council for determination.
 - (iii) Any Major Development (whether or not referred to the DAU) can be called up by an Elected Member. Such requests shall be made via the CEO's office using the Call Up Request Form.
- (b) The "call-up" request in (i) above, must be received by the CEO's office prior to midday on the second Monday following the DAU meeting, or Tuesday if a Public Holiday occurs on the Monday.



- (c) Where an application is successfully 'called up', the application will be considered at the next appropriate meeting of Council.
- (d) Where an application is successfully 'called-up' the applicant and any submitters will be advised of this decision in writing, including details of the Council meeting schedule and details.

16.5 Determination where an application is not 'Called Up'

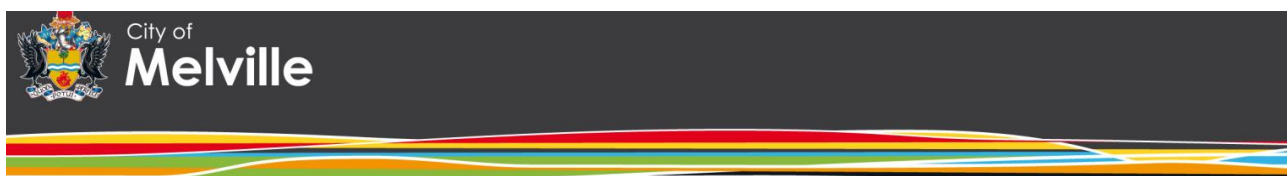
- (a) Subject to Clause 16.4 above, no sooner than midday on the second Monday after the DAU meeting, or Tuesday in the event of a Public Holiday on the Monday, the application may be determined in accordance with the DAU recommendation.
- (b) Where additional technical information is received after the DAU has made its recommendation, the Presiding Member of the DAU may refer the application back to the DAU for reconsideration.
- (c) Where, negotiations take place during the "call-up" period which result in modifications to the proposed plans or recommended conditions of approval, the amended proposal is to be represented to the next available DAU meeting for reconsideration.

17. Council determination

- 17.1 All meetings of Council are open to the public unless otherwise notified.
- 17.2 Public statements, questions and deputations in relation to planning applications may be made at meetings of Council in accordance with the City of Melville Meeting Procedures Local Law 2017 at the discretion of the CEO. Requests to make a public statement, ask a question or make a deputation should be made in writing to the City's Governance Team by 9.00am of the Monday prior to the meeting.
- 17.3 For applications which are to be determined by the Council, the City will notify both the applicant and any submitters of the meeting details and the subsequent decision of Council.
- 17.4 The agendas and minutes of all meetings are available on the City's website and at City of Melville libraries.

18. Development Assessment Panel (DAP) applications

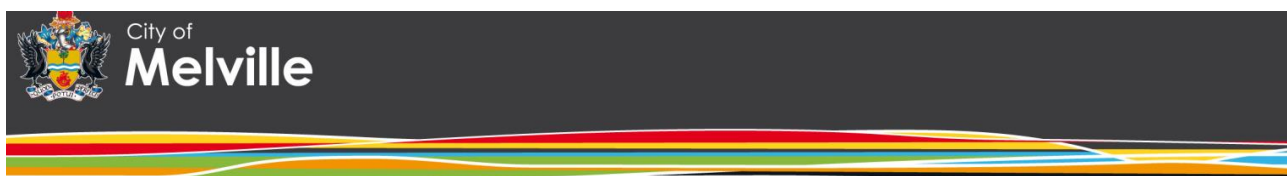
- 18.1 DAPs are governed by the *Planning and Development Act 2005* and the *Planning and Development (Development Assessment Panel) Regulations 2011* (the Regulations).
- 18.2 The Metro Inner-South Joint Development Assessment Panel (DAP) is the decision-making body responsible for determining all City of Melville DAP applications.
- 18.3 For all DAP applications, the City's Officers are required to prepare a Responsible Authority Report (RAR) to the DAP. This report outlines the proposal, the assessment undertaken, a summary of any submissions received and a recommendation.



- 18.4 The DAP determines the application in the place of the City of Melville or other decision maker, taking into account all of the relevant provisions within LPS6, the R-Codes, Council Policies and any other relevant planning document.
- 18.5 Elected Members will be made aware of the details of DAP applications via the Elected Members Bulletin (EMB). At the appropriate time, further detail will also be provided at a Major Development Briefing and via a link to the Melville Talks page on the City's website.
- 18.6 To facilitate Council involvement in the DAP process, Elected Members can request that an RAR be referred to the Council for information and consideration, where:
- (a) The DAP application has been the subject of public consultation and submissions have been received; and/or
 - (b) The DAP application relates to a site within the Canning Bridge or Melville City Centre Activity Centre Plan areas, and requires consideration of proposed 'community benefits' in association with bonus building height.
- 18.7 At the completion of the public advertising period Elected Members will be provided with a summary of the submissions received via the weekly EMB. Following publication of the EMB, Elected Members have until midday the Wednesday following the publication of the Bulletin to request that the RAR be referred to a meeting of Council. Any such request is to be provided to the CEO's Executive Assistant, using the appropriate Call Up Request Form.
- 18.8 Where a RAR is called up, the City's officers are to prepare the RAR in accordance with the statutory framework and submit it to an Ordinary Council Meeting or Special Meeting of Council as appropriate for comment in sufficient time to meet the requirements of the JDAP statutory time period for the application.
- 18.9 Where an RAR is called up to a meeting of the Council prior to its formal consideration by the JDAP, the CEO may not submit the RAR to the JDAP without the Council endorsement. Once the CEO has received this endorsement the RAR and the minutes of the Council meeting, will be provided to the JDAP Note: The DAP may choose to proceed without the RAR if the RAR is not provided in accordance with the DAP timetable.
- 18.10 Where the RAR is called up to a meeting of the Council, the applicant and any submitters will be advised in writing as such and advised that the appropriate opportunity to make a deputation on the application will be at the JDAP meeting where the decision is made. Additionally, deputations may be made at the Council meeting as well; when the matter is called up.
Note: The JDAP is the decision maker on DAP development applications and makes the final decision on DAP development applications.
- 18.11 If a development application to be determined by the JDAP is not called up, the RAR may be prepared and submitted under delegated authority by the CEO in accordance with DA-020.

19. Applications for Review

- 19.1 Where a decision maker refuses an application, or where the applicant objects to a particular condition of planning approval, the applicant has a right to lodge an application for review to the SAT.
- 19.2 Third parties (submitters and other interested parties) do not have a right of appeal to the SAT.



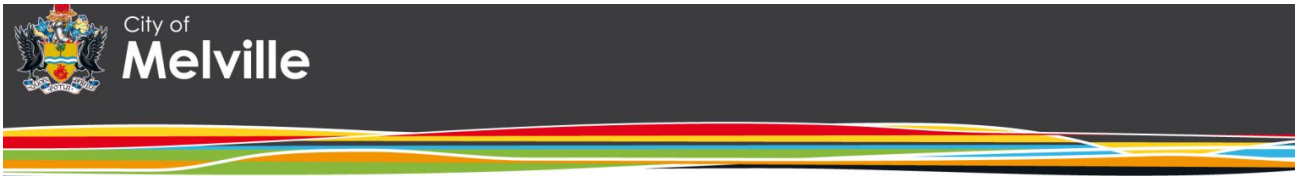
- 19.3 Once an application for review has been lodged with the SAT, the process is no longer within the control of Council; however Council officers are in the majority of circumstances party to the process.
- 19.4 Where the SAT invites the City or the JDAP to reconsider an application under Section 31 of the *State Administrative Tribunal Act 2004* the City will not undertake further public consultation unless directed to do so by the SAT.
- 19.5 When reconsidering the application the City will take into account the views expressed during the original neighbour consultation period. In addition the City will inform submitters of all relevant events such as the Agenda Briefing Forum, Ordinary Council Meeting or JDAP meeting. Submitters will be permitted to make a deputation to the decision maker.

References that may be applicable to this Policy

Legislative Requirements:	Planning and Development Act 2005 State Administrative Tribunal Act 2004 Planning and Development (Development Assessment Panel) Regulations 2011 Strata Titles Act 1995 Town Planning Regulations 1967 Planning and Development (Local Planning Schemes) Regulations 2015
Procedure, Process Maps, Work Instructions:	Planning Application Procedure Subdivision Procedure Pedestrian Access Way Closure Application Procedure Naming of Roads and Parks Procedure Scheme Amendment Procedure Development Assessment Panel Work Instruction Development Assessment Panel Process Map
Other Plans, Frameworks, Documents Applicable to Policy:	Local Planning Scheme No. 6 State Planning Policies including the State Planning Policy 7.3 Residential Design Codes Volume 1 and Residential Design Codes Volume 2 – Apartments All Council Planning Policies Local Commercial Strategy Structure Plans or Local Development Plans City of Melville Road and Park Names WAPC Planning Bulletins Department of Planning Procedure for the Closure of Pedestrian Access Ways – Planning guidelines (October 2009).
Delegated Authority No:	DA-020: Planning and Related Matters

ORIGIN/AUTHORITY		ITEM NO.
Ordinary Meeting of Council	19 June 2007	P07/1004
REVIEWS		
Special Meeting of Council	9 November 2011	P10/3178
Ordinary Meeting of Council	21 October 2014	P14/3560
Ordinary Meeting of Council	18 November 2014	P14/3560
Ordinary Meeting of Council	15 September 2015	P15/3658
Ordinary Meeting of Council	21 June 2016	P16/3711

UNCONTROLLED DOCUMENT WHEN PRINTED - THIS VERSION: 27/11/2023 10:14 AM **Page 19 of 20**
 Please refer to the City of Melville website (Public) or BMS (Internal) for the latest version.



Ordinary Meeting of Council Administrative Review (Council Resolution 18/6/2019)	21 March 2017 6/8/2019	P17/3747
Ordinary Meeting of Council Administrative Review In response to changes to the R-Codes	20 October 2020 10 August 2023	P20/3874



OFFICER ADVICE NOTE
 Submitted in accordance with the
Local Government (Administration) Regulations 1996

Presented to	Ordinary Meeting of Council to be held on 19 September 2023
Related to Item	Notice of Motion – City of Melville Rates Levy
Submitted by	Acting Director Corporate Services
Attachments	Nil

This Advice Note has been prepared in response to a Notice of Motion that will be considered by Council at the 19 September Ordinary Meeting of Council.

That the Council resolves to direct the CEO to:

- 1. Immediately conduct a review of the residential rates that have been levied to clarify why rates notices have been issued with rate increases ranging from 6% to over 13% when the City has stated publicly that residential rates have only increased by 4.87%.**
- 2. Review the Rates Notice which shows that payments by instalment are the same amount as a single payment when the online payment system indicates that an additional fee applies for instalment payments.**
- 3. Provide a report to Council as to why the overall increase in rates from the previous year is 5.547% when the Council resolved that residential rates are to be capped at 5.0%**

In response to this motion, officers provide the following information:

1. Rate notices have been issued with rate movements ranging from a reduction through to an increase greater than 15%, when compared to the previous year. However, the average rate increase for residential properties was 4.87%. An analysis has shown that 52.63% of properties received a rate increase of 4.87% or lower. During a revaluation year, the City is unable to ensure every property receives the same increase and therefore an average increase is applied. The average increase in residential Gross Rental Valuations was 14.15%, however some were materially higher and others materially lower. During the 2023-2024 rate setting, the differential rate for residential unimproved properties was also removed. As a result, these properties may have received an increase greater than the average.
2. Officers are aware of some rate notices, approximately 1,000, that do not correctly show the cost for the instalment option. A number of notices have been corrected and some ratepayers have already paid in full. Officers will communicate with the remaining ratepayers to ensure they are not disadvantaged by this administrative error.
3. The overall rate revenue from residential properties did increase by 5.547% when compared to the 2022-2023 Adopted Budget. This is greater than 4.87% due to growth in the number of rateable properties and therefore rateable values during the 2022-2023 financial year.