



SHIRE OF PEPPERMINT GROVE

ATTACHMENTS

Ordinary Council Meeting

27th June 2023

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Ordinary Council Meeting

8.1.1 Lot 1 12 Bungalow Court

Our Ref: Bungalow Court 12, Peppermint Grove
Shire of Peppermint Grove
 1 Leake Street
 Peppermint Grove 6011
 PO Box 221
 Cottesloe 6911
admin@peppermintgrove.wa.gov.au

Developed Property Pty Ltd
 ABN: 62 624 180 310
 1/294-296 Rokeby Road
 Subiaco WA 6008
info@developedproperty.com.au
www.developedproperty.com.au

Dear Sir / Madam,

Development Application Cover Letter | Proposed Retaining Wall and Brick Wall (Fence) on Bungalow Court 12, Peppermint Grove

Developed Property Pty Ltd is pleased to provide the following cover letter to accompany the development application. Please note a planning justification report may also be relevant. Below outlines the basic planning controls for the subject site.

PLANNING FRAMEWORK CRITERIA	
METROPOLITAN REGION SCHEME ZONING	Urban
LOCAL GOVERNMENT	Shire of Peppermint Grove
LOCAL PLANNING SCHEME ZONING	LPS4
LOT AREA	1,042m ²
BUSHFIRE PRONE LAND	No
HERITAGE	No
Other SPP:	Residential Design Codes
ACTIVITY CENTRE PLAN	n/a
STRUCTURE PLAN	n/a
LOCAL DEVELOPMENT PLAN	n/a
USE PERMISSIBILITY	n/a
APPLICABLE LOCAL PLANNING POLICIES	Multiple, see Local Government website
DEVELOPMENT CONTRIBUTION AREA	n/a
SPECIAL CONTROL AREA	n/a

Application context

Our understanding is an existing mirror like approval exists, which was lodged by the neighbour (Mr Rodgers), the application was approved by the Shire however the wall has still to be erected. Our client seeks to erect such a wall, however to facilitate the outcome we are requesting planning approval to construct the wall within HN12's boundary. Our intent is to ensure the top of that wall is to be identical to the height of the laneway boundary wall (22.240) as shown on our drawing set.



If you have any queries or require further clarification or justification regarding the above matters to approve the application, please do contact us via telephone (08) 6119 9175 or email planning@developedproperty.com.au

Yours sincerely,

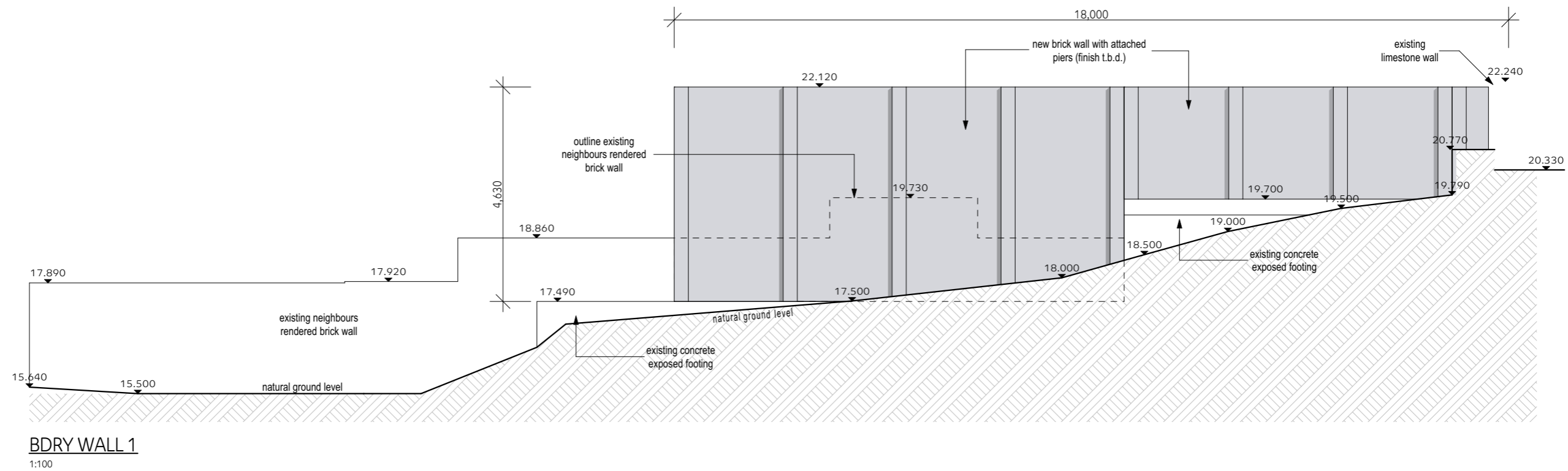
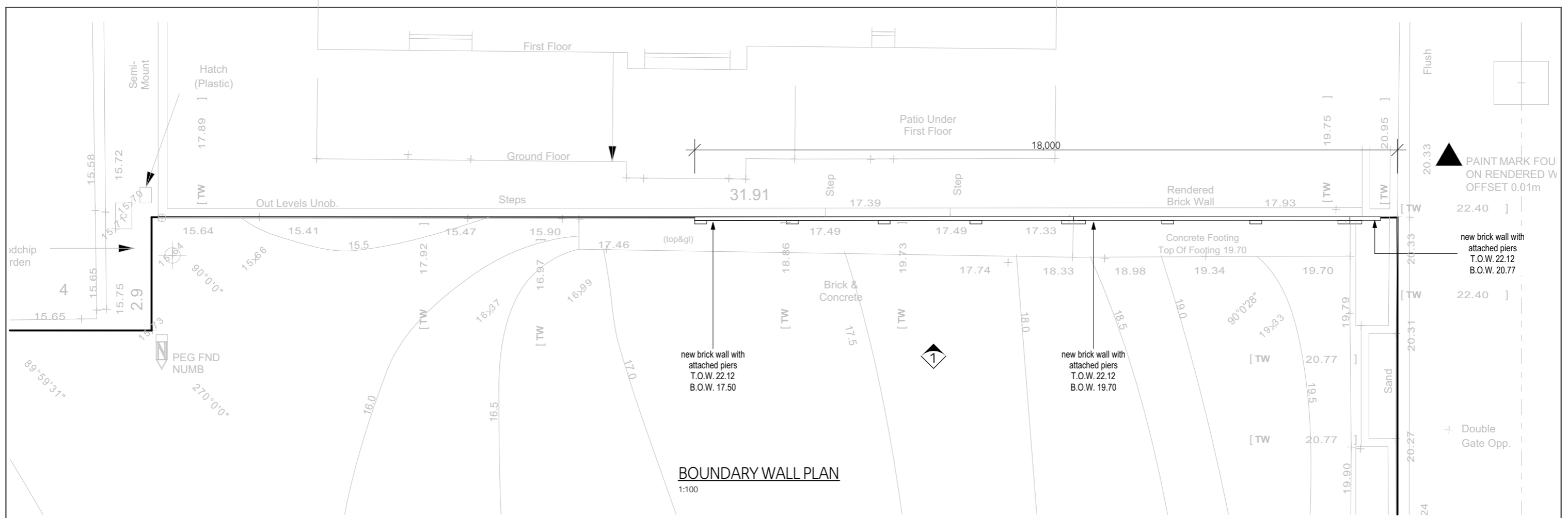


Ryan Soerja Djanegara

Planning Consultant

(08) 6119 9175





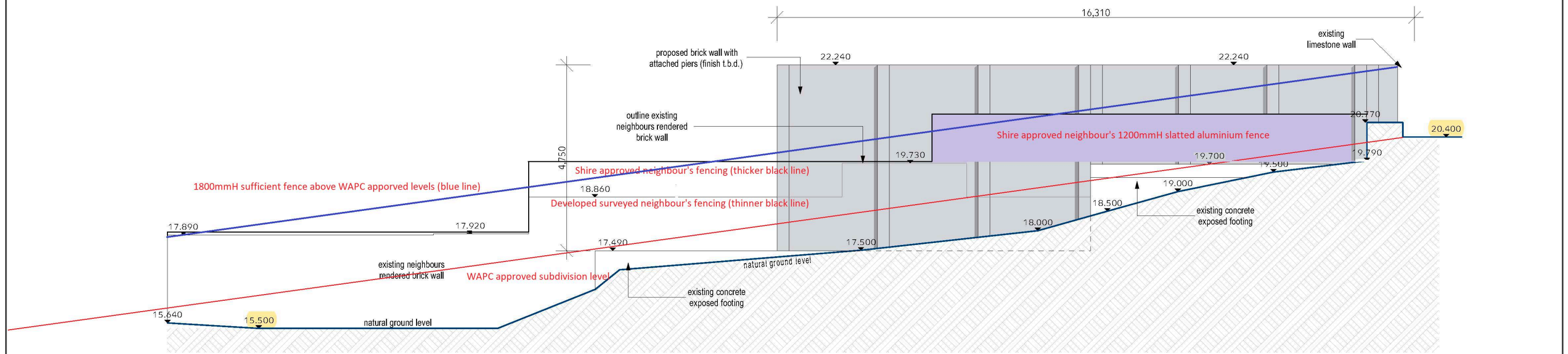
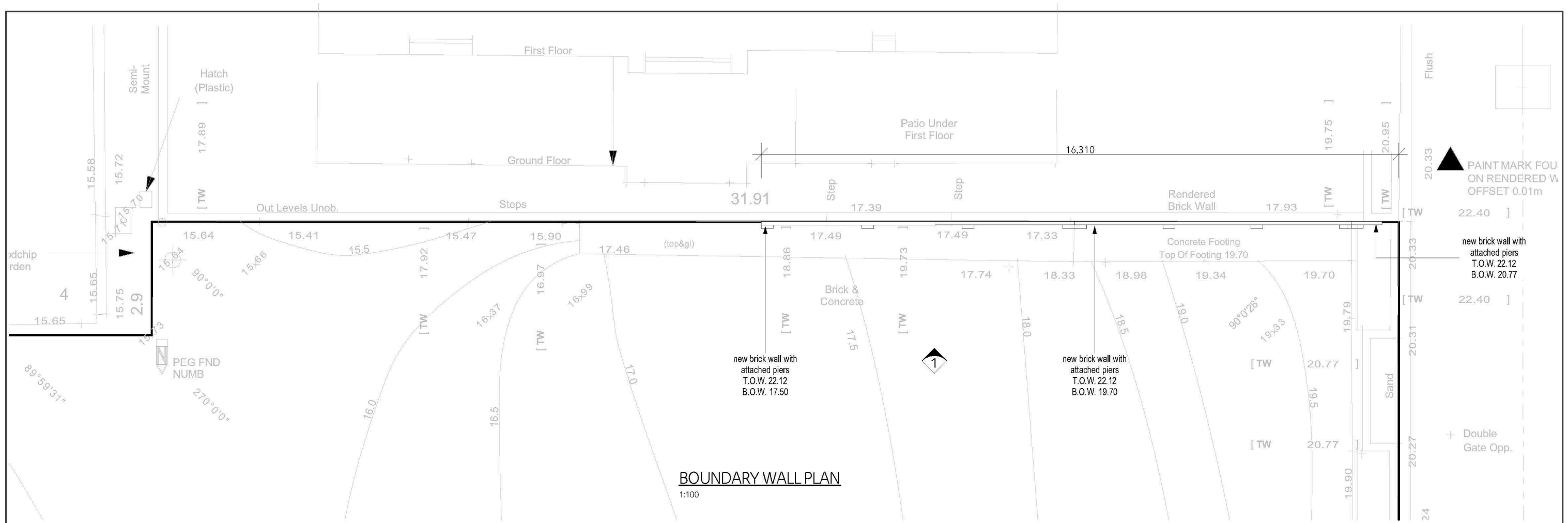
client: Landowner	REVISION DESCRIPTION	REV	REV. DATE	reference:	sheet no:	scale:
	Initial Design plan	00	08-03-23	BOUNDARY WALL PLAN	A-00	1:100 @ A3
address: #12 Bungalow Court, Peppermint Grove						date drawn: 8/03/2023
				A: 1/294-296 Rokeby Road, Subiaco WA 6008 P: PO http://www.developedproperty.com.au/ Box 662, Subiaco WA 6008 W: www.developedproperty.com.au Property People Advisory Strategy Town Planning Project Management Surveying Strata Services		



Brick, stone or concrete fence

A fence constructed of brick, stone or concrete, which satisfies the following requirements and specifications—

- (a) a site classification is to be provided by a professional engineer in accordance with AS 2870-2011 Residential slabs and footings (as amended);
- (b) the footing is to be designed in accordance with AS 2870-2011 Residential slabs and footings as amended;
- (c) footings of minimum 225mm x 150mm concrete 15MPa or 300mm x 175mm brick laid in cement mortar;
- (d) fences to be offset a minimum of 200mm at maximum 3000mm centres or 225mm x 100mm engaged piers to be provided at maximum 3000mm centres;
- (e) expansion joints in accordance with the manufacturer's written instructions; and
- (f) the height of the fence to be 1800mm except with respect to the front set back area for which there is no minimum height but which is subject to clause 2.2.



client:
Developed
 address:
**#40 Keane Street
 Peppermint Grove**

REVISION DESCRIPTION	REV	REV. DATE
Initial Design plan	00	08-03-23
overlay neighbours structure	01	01-05-23

reference: **BOUNDARY WALL PLAN**
 sheet no: **A-00**
 scale: **1:100 @ A3**
 date drawn: **3/05/2023**

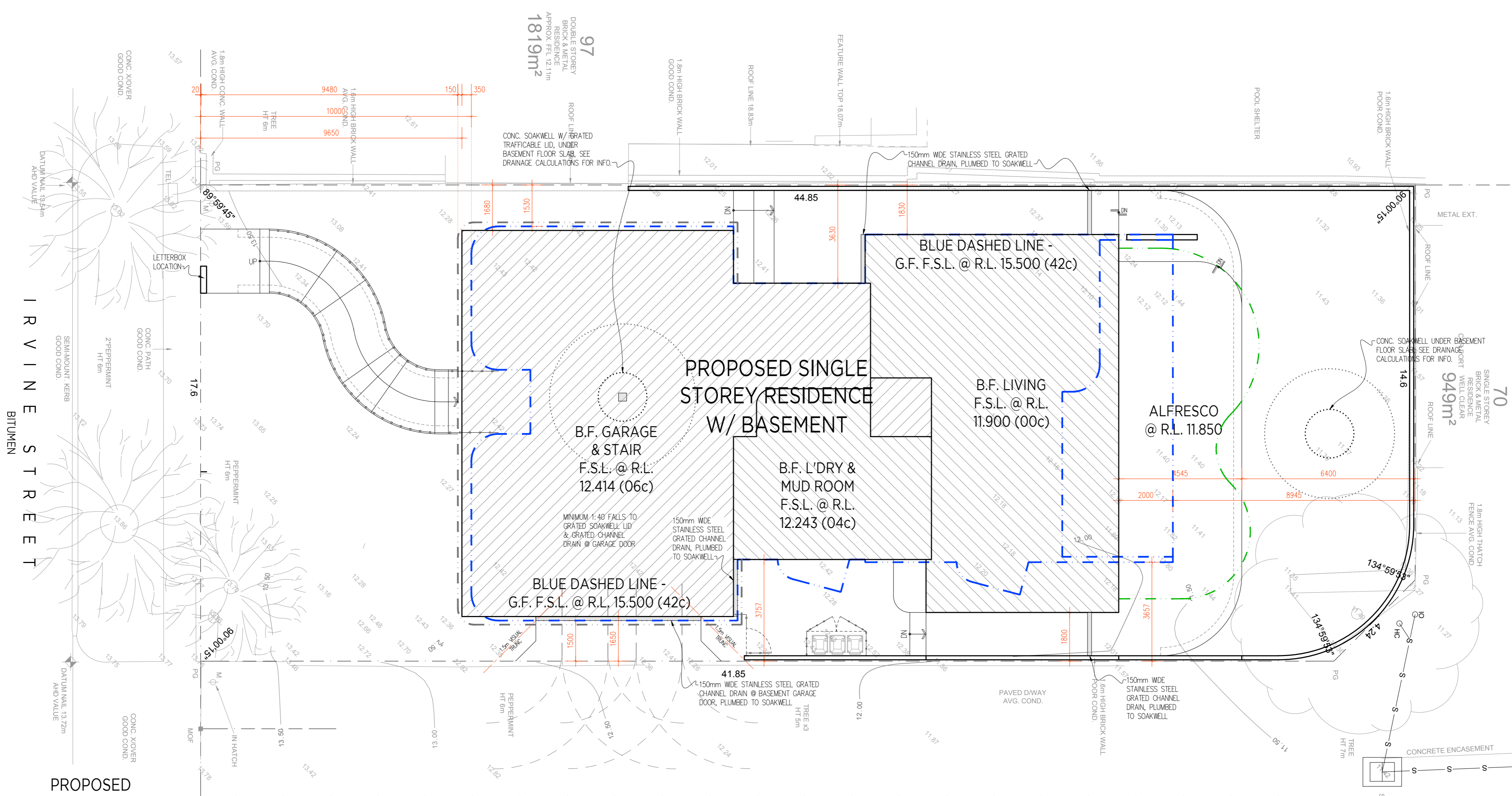
DEVELOPED
 A: 1/294-296 Rokeby Road, Subiaco WA 6008 | P: PO http://www.developedproperty.com.au/
 Box 662, Subiaco WA 6008 | W: www.developedproperty.com.au
 Property People | Advisory | Strategy | Town Planning |
 Project Management | Surveying | Strata Services

job no: **M0287**

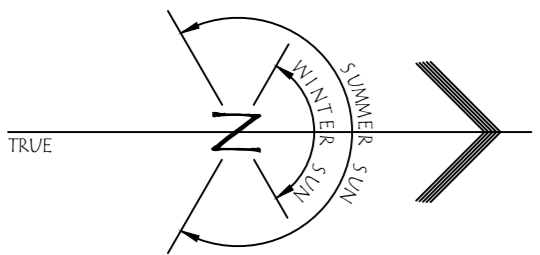


Ordinary Council Meeting

8.1.2 25 Irvine Street



PROPOSED SITE PLAN
SCALE 1:100



AREA CALCULATIONS	
LOT AREA	785.00 m ²
ALLOWABLE SITE COVER (R12.5) (45.00%)	353.25 m ²
TOTAL PROPOSED SITE COVER (41.84%)	328.46 m²
BASEMENT FLOOR: (BELOW NATURAL GROUND LEVEL)	
MAIN RESIDENCE	176.06 m ²
GARAGE/STORE	152.40 m ²
REAR ALFRESCO	74.30 m ²
GROUND FLOOR	
MAIN RESIDENCE	286.76 m ²
BALCONIES	98.68 m ²
TOTAL (MAIN RESIDENCE BASEMENT & GROUND)	462.82 m²

DRAINAGE CALCULATIONS	
MAIN RESIDENCE ROOF CATCHMENT AREA	375.06m ²
REAR CONC. ALFRESCO CATCHMENT AREA	56.82m ²
IMPERVIOUS DRIVEWAY/PAVING CATCHMENT AREA	90.68m ²
COMBINED AREA FOR DRAINAGE	522.56m²
SOAKWELL VOLUME CAPACITY REQUIRED	6.53m³
SOAKWELLS PROVIDED:	
ONE OFF. 1800ø x 1500D SOAKWELL	(3.82m ³)
ONE OFF. 1800ø x 1200D SOAKWELL	(3.05m ³)
SOAKWELL VOLUME CAPACITY PROVIDED	6.87m³

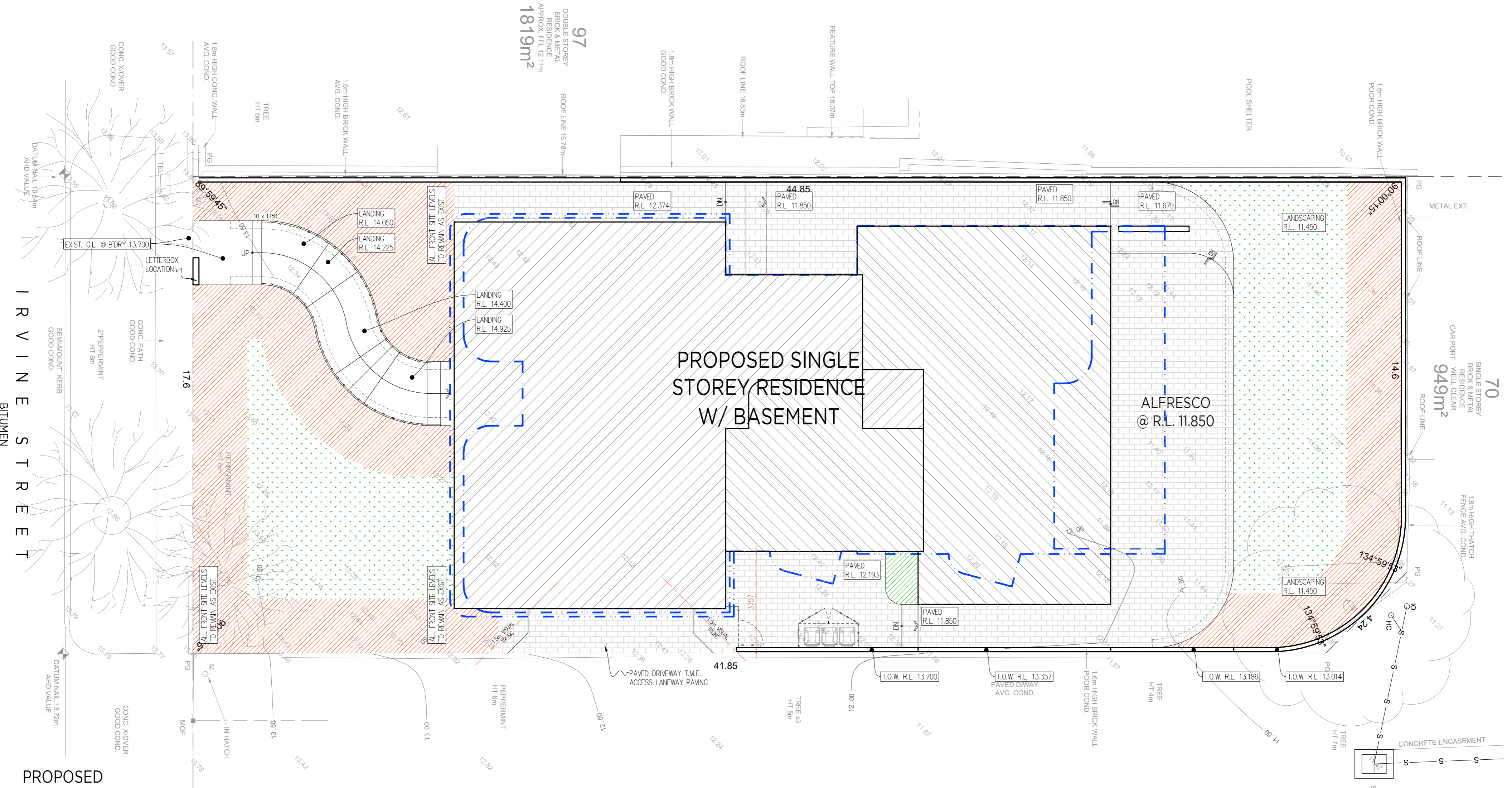
NOTE: ALL DRAWINGS TO BE READ IN CONJUNCTION WITH NOTES ON DRAWING A000

PROJECT: SINGLE STOREY RESIDENCE W/ BASEMENT
AT: LOT 69 / #25 IRVINE STREET
PEPPERMINT GROVE W.A. 6011
TITLE: PROPOSED SITE PLAN

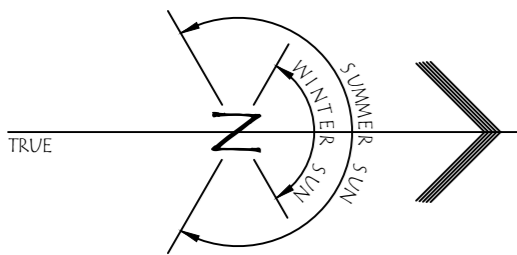


REV	DATE	DESCRIPTION	DATE
L	05/04/23	REVISED FOR PLANNING APPROVAL SUBMISSION	
K	17/02/23	REVISED & RE-ISSUED FOR PLANNING APPROVAL	05/04/23
J	16/01/23	REVISED & ISSUED FOR PLANNING APPROVAL	
I	13/12/22	REVISED FOR DTC / PLANNING APPLICATION	
CLIENT:	MAEK PTY LTD		
JN:	21.038 MAEK - 25IRVINEST		

SCALE:	PAGE SIZE:	DRAWING No.:	REV.:
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PROPOSED LANDSCAPING PLAN
SCALE 1:100



DEEP SOIL PLANT AREA INFO

- LANDSCAPING TOTAL SITE AREA -	237.52m ²
- DEEPSOIL PLANTING REQUIRED - (20.00%)	47.50m ²
- DEEPSOIL PLANTING PROVIDED - (58.16%)	138.14m ²

RED DIAGONALLY HATCHED AREAS INDICATE EXTENTS OF DEEP SOIL PLANTING AREAS.

LANDSCAPING HATCH LEGEND

	GRASSED AREA		PROPOSED PAVED AREA (AS SELECTED)
	DEEP SOIL PLANTING AREA		LOW LEVEL SOIL PLANTING AREA (INDICATIVE ONLY)

PRELIMINARY ONLY

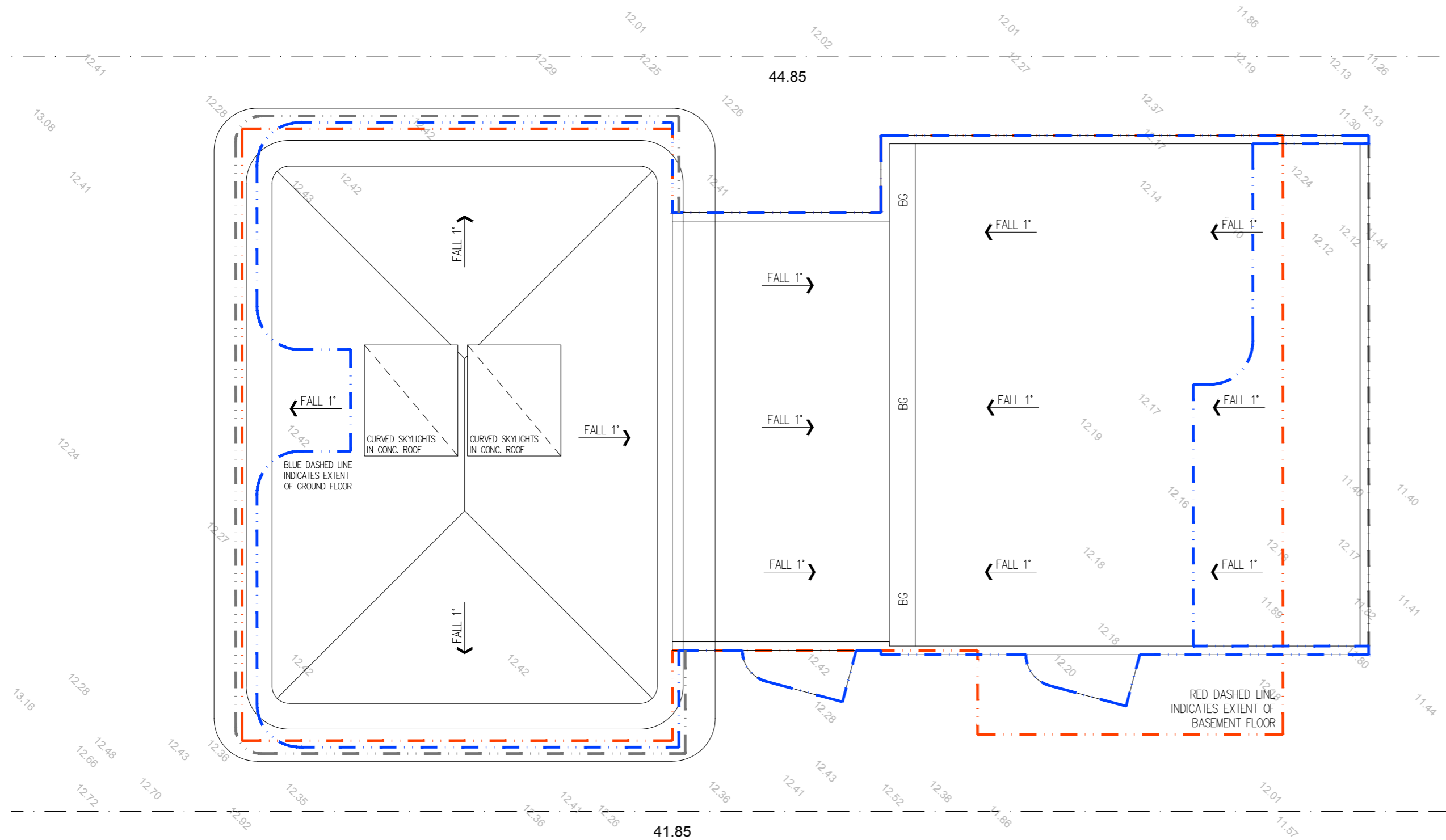
NOTE: ALL DRAWINGS TO BE READ IN CONJUNCTION WITH NOTES ON DRAWING A000

PROJECT: SINGLE STOREY RESIDENCE W/ BASEMENT
AT: LOT 69 / #25 IRVINE STREET
PEPPERMINT GROVE W.A. 6011
TITLE: PROPOSED LANDSCAPING PLAN

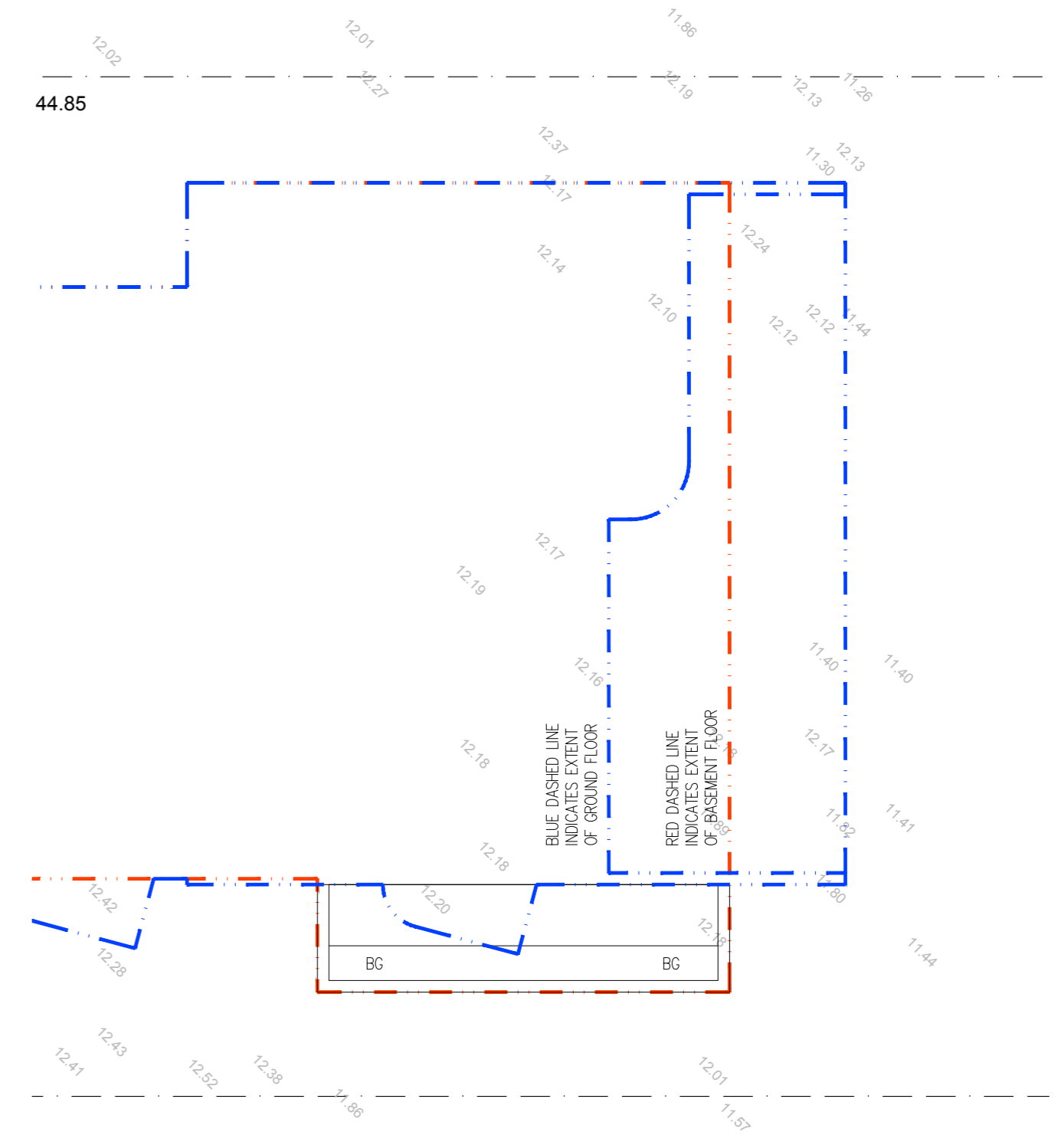
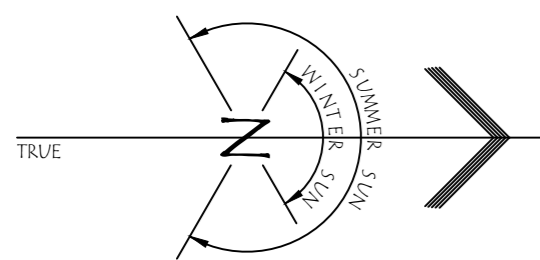


L	05/04/23	REVISED FOR PLANNING APPROVAL SUBMISSION	DATE:	05/04/23
K	17/02/23	REVISED & RE-ISSUED FOR PLANNING APPROVAL	CLIENT:	MAEK PTY LTD
J	16/01/23	REVISED & ISSUED FOR PLANNING APPROVAL	JN: 21.038	MAEK - 25IRVINEST
I	13/12/22	REVISED FOR DTC / PLANNING APPLICATION		
REV	DATE	DESCRIPTION		

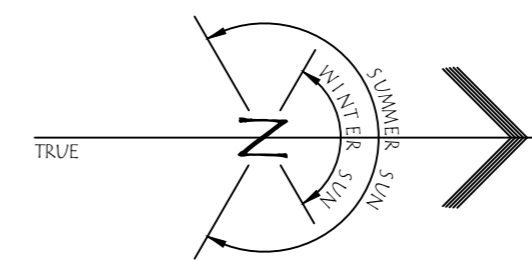
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1:100	A2	A102	L



PROPOSED GROUND FLOOR ROOF PLAN
SCALE 1:100



PROPOSED BASEMENT FLOOR ROOF PLAN
SCALE 1:100



PRELIMINARY ONLY

NOTE: ALL DRAWINGS TO BE READ IN CONJUNCTION WITH NOTES ON DRAWING A000

PROJECT : SINGLE STOREY RESIDENCE W/ BASEMENT
AT : LOT 69 / #25 IRVINE STREET
PEPPERMINT GROVE W.A. 6011
TITLE : BASEMENT & GROUND FLOOR ROOF PLANS

REV	DATE	DESCRIPTION	DATE :
L	05/04/23	REVISED FOR PLANNING APPROVAL SUBMISSION	05/04/23
K	17/02/23	REVISED & RE-ISSUED FOR PLANNING APPROVAL	
J	16/01/23	REVISED & ISSUED FOR PLANNING APPROVAL	
I	13/12/22	REVISED FOR DTC / PLANNING APPLICATION	

CLIENT:
MAEK PTY LTD
JN : 21.038 MAEK - 25IRVINEST



Ordinary Council Meeting

8.3.1 List of Accounts Paid May 2023

Accounts Paid - May 2023

Payment / Invoice	Date Description	Amount
EFT Payment		
EFT Payment - EFT00519		
109 - Professional PC Support Pty Ltd (PPS)		
25497 PO03166	13/04/23 replacement hardware	325.04
	Total 109	325.04
162 - Western Metropolitan Regional Council		
M-2303326	15/03/23 Green PASS Waste Management 01-15 March 2023	5,335.00
M-2304226	31/03/23 BULK PASS Waste Management 16-31 March 2023	4,045.91
VV230331-4	31/03/23 Verge Valet - March 2023	1,948.80
VV230228-4	01/03/23 Verge Valet - March 23	5,901.90
M-2303126	28/02/23 GREEN PASS Waste Management - 16-30 Feb 2023	3,294.25
	Total 162	20,525.86
1861 - Rockwater Pty Ltd		
17400	31/03/23 Groundwater monitoring & annual reporting	11,542.41
	Total 1861	11,542.41
2414 - Open Systems Technology Pty Ltd (Council First)		
SI007707	03/04/23 STP Trans - Mar 23	33.00
SI007718	05/04/23 Jet reports - April 2023	374.00
SI007716	05/04/23 Avepoint Cloud backup - April 2023	111.38
SI007722	14/04/23 CF Subscription - May 2023	6,859.84
SI007724	18/04/23 Office 365 - May 2023	1,288.34
SI007740	19/04/23 IT Services - March 2023	6,462.50
SI007712	04/04/23 Microsoft Azure - March 2023	831.58
SI007719	05/04/23 Antivirus - April 23	93.29
	Total 2414	16,053.93
300 - VEOLIA RECYCLING & RECOVERY (PERTH) PTY LTD		
52791676	31/03/23 Depot Waste - Skip Bin	573.03
166718	31/03/23 Residential Waste - MSW collection	19,510.14
	Total 300	20,083.17
3002 - Winc Australia Pty Ltd		
9042224509 PO03187	18/04/23 Stationery as per online order	239.05
	Total 3002	239.05
3013 - Heritage Tree Surgeons		
30725 PO03072	14/04/23 Venn, Columba, View, Bay View, Harvey, Esplanade, Lilla	7,260.00
30726 PO03073	14/04/23 McNeil St and various clearance pruning	2,035.00
	Total 3013	9,295.00
3027 - PORT PRINTING		
INV087220 PO03169	14/04/23 2000 DL Window Envelopes CMYK logo	759.55
	Total 3027	759.55
3044 - DU Electrical Pty Ltd		
17466 PO03151	31/03/23 MHP and PGTC bore meter/sub meter replacement	5,495.60
	Total 3044	5,495.60
3047 - PERTH IRRIGATION CENTRE (PIC)		
I0292	28/03/23 Retic spare parts - Rainbird SS-5000	960.00
I0347	05/04/23 Leake St median - retic	99.10
	Total 3047	1,059.10

Accounts Paid - May 2023

Payment / Invoice	Date Description	Amount
3051 - TEMPTATIONS CATERING		
E28078 PO02841	11/04/23 ABF/OCM Council Meetings Catering 2022-23	459.36
E28089 PO02841	18/04/23 ABF/OCM Council Meetings Catering 2022-23	393.60
	Total 3051	852.96
3055 - STRATA GREEN		
153747 PO03180	18/04/23 Weedstop matting - Leake St median island CAPEX project	190.82
153804 PO03176	19/04/23 Fertiliser (Stoller Zinc & Iron)	809.33
	Total 3055	1,000.15
3057 - CTI Couriers		
4568795	01/04/23 Courier Library Van - March	512.82
	Total 3057	512.82
3061 - DOT OPERATING ACCOUNT (DEPT OF TRANSPORT - DOI REGO SEARCHES)		
8042962	05/04/23 DOI Fees x7 searches - March 2023	28.70
	Total 3061	28.70
3099 - Bee Advice		
250423 PO03190	25/04/23 Beehive removal - Shire Admin Building walkway	180.00
	Total 3099	180.00
3106 - MIZCO PTY LTD		
446425	31/03/23 BMS airconditioning system fault correction	396.00
446471	06/04/23 VSD connectivity resolution	396.00
	Total 3106	792.00
3134 - Sunny Sign Company Pty Ltd		
496470 PO03156	14/04/23 Roadworks and river signs	1,445.40
	Total 3134	1,445.40
3166 - ST JOHN AMBULANCE WA LTD		
SHOPINV00274920	03/04/23 Depot Defibrillator	2,559.95
	Total 3166	2,559.95
3221 - NAPOLEON PAPIER & CO		
2293	31/03/23 magazines as selected	25.95
2562,2571,2596	31/03/23 magazines as selected	359.85
	Total 3221	385.80
3301 - PAPERBARK TECHNOLOGIES PTY LTD		
00007540	01/04/23 Annual VTA report and works list	3,075.00
	Total 3301	3,075.00
3429 - DONALD BURNETT E005		
230426		
REIMBURSEMENT	26/04/23 230426 Reimbursement DB CEO DATA & MOBILE	429.02
DB CEO		
	Total 3429	429.02
3431 - Salary Packaging Australia Pty Ltd (SPA)		
17042023	17/04/23 Novated DB 17042023	10.54
	Total 3431	10.54
3443 - CITY TOYOTA		
JC2B096308		
1HNK782	20/02/23 Toyota Hilux 1HNK782 20K service	491.94
	Total 3443	491.94
3604 - Officeworks		
606848172	01/04/23 Lime manilla Foolscap folder pack of 25	204.57
606917381 PO03174	06/04/23 Split key rings 25mm pack of 10	121.97
	Total 3604	326.54

Accounts Paid - May 2023

Payment / Invoice	Date Description	Amount
3611 - MICHAEL COSTARELLA E0005		
REIMBURSEMENT MC E0005 230403	03/04/23 Reimbursement MC E0005 230403 PHONE & DATA	359.34
	Total 3611	359.34
3621 - QTM PTY LTD		
INV-32158 PO03139	13/04/23 TMP for Esplanade speed hump repairs	1,210.00
	Total 3621	1,210.00
3660 - Iconic Property Services		
PSI026968	01/04/23 Cleaning of Depot Building	10,955.56
	Total 3660	10,955.56
3735 - Vocus Ltd		
P988997	01/04/23 Library Site A wifi - April 23	526.90
P990435	01/04/23 Public Site A wifi - April 23	1,043.90
	Total 3735	1,570.80
3764 - Waterlogic Australia Pty.Ltd.		
CD-3516906	03/04/23 Water cooler install & servicing	217.87
	Total 3764	217.87
3786 - Profounder Turfmaster Pty Ltd		
INV-0965	28/03/23 Mowing - Manners Hill Park	5,775.00
	Total 3786	5,775.00
3872 - JDA Consultant Hydrologists		
14955 PO03154	31/03/23 Johnston St sump monitoring	187.00
	Total 3872	187.00
3878 - Market Creations Technology Pty Ltd T/as Intergrated ICT		
26203	01/04/23 Lease of PC for Library to 30 June 2023	910.25
26606	31/03/23 Lease of PC for Library to 30 June 2023	794.75
26643	18/04/23 Lease of PC for Library to 30 June 2023	869.00
26202 PO02992	22/03/23 Lease of PC for Library to 30 June 2023	1,669.25
26642 PO02992	18/04/23 Lease of PC for Library to 30 June 2023	1,705.00
	Total 3878	5,948.25
3886 - Marcelo Barone Iglesias T/as MBI Painting and Solutions		
220	21/03/23 Public carpark, ramp and foyer painting	12,180.00
	Total 3886	12,180.00
3892 - Telstra Limited		
4074199292 T311 10 APR 23	10/04/23 TW Depot to 09 April 2023	109.98
	Total 3892	109.98
3906 - ATI-Mirage Training & Business Solutions		
INV-3080 PO03118	14/04/23 Microsoft Excel Intro. 19/04/23 PA	387.00
INV-3011 PO03118	05/04/23 Microsoft word intro training - PA 11/4/23	387.00
	Total 3906	774.00
3915 - Argonaut Limited		
REFUND ARGONAUT LTD	27/04/23 REFUND ARGONAUT LTD 310331MHP Bond	1,000.00
	Total 3915	1,000.00
448 - LANDGATE		
383225	12/04/23 GRV Schedule No.G2023/01 12/11/22-31/03/23	71.80
	Total 448	71.80
598 - PHIL JOHNSON PLUMBING & GAS		

Accounts Paid - May 2023

Payment / Invoice	Date Description	Amount
00016808 PO03170	19/04/23 Keanes Point cistern repair	149.00
	Total 598	149.00
660 - WORMALD Australia		
8883623	08/02/23 Contract 162777-01 Service equip.	412.50
	Total 660	412.50
693 - Clean City Group Pty Ltd		
1520 PO02819	03/04/23 Residential Waste - Bin Return Service	825.00
1521 PO02819	11/04/23 Residential Waste - Bin Return Service	825.00
INV 1524 PO02820	11/04/23 Park Inspection Services - MHP	1,072.50
1525 PO02819	16/04/23 Residential Waste - Bin Return Service	825.00
	Total 693	3,547.50
883 - FujiFilm Business Innovations Australia PtyLtd		
CV531121	31/03/23 AP7C6673-T Ser.250981 01/01/23-31/03/23	376.55
	Total 883	376.55
	Total EFT00519	142,314.68
EFT Payment - EFT00520		
3000 - SuperChoice AwareWASuperannuation		
PJ000770	06/04/23 FORTNIGHT 2023-20 - From Payroll	4,178.46
PJ000774	20/04/23 FORTNIGHT 2023-21 - From Payroll	4,135.19
APRIL 2023	30/04/23 Superannuation Contribution	21,388.77
	Total 3000	29,702.42
	Total EFT00520	29,702.42
EFT Payment - EFT00521		
1 - Australia Post		
1012393193	03/05/23 Mail & postage - April 23	134.52
	Total 1	134.52
162 - Western Metropolitan Regional Council		
M-2304426	16/04/23 GREEN PASS Waste Management - 01-15 April 2023	3,892.65
M-2305126	01/05/23 GREEN PASS Waste Management - 17-30 April 2023	3,734.82
VV230430-4	30/04/23 Verge Valet collection - April 23	2,718.63
	Total 162	10,346.10
2414 - Open Systems Technology Pty Ltd (Council First)		
SI007755	04/05/23 STP - April 2023	33.00
SI007749	04/05/23 Avepoint Cloud Backup - May 23	111.38
SI007750	04/05/23 Jet Reports Subscription - May/Jun	374.00
SI007751	04/05/23 Anti-virus Monthly fee - May 23	93.29
SI007761	05/05/23 Microsoft Azure - April 23	817.54
	Total 2414	1,429.21
300 - VEOLIA RECYCLING & RECOVERY (PERTH) PTY LTD		
53180607	30/04/23 Depot Waste - Skip Bin	458.44
166769	30/04/23 Residential Waste - MSW collection	14,969.96
	Total 300	15,428.40
3012 - Bunnings Trade		
2433 00739869	04/05/23 Linemarking paint, paint pens, batteries	141.68
	Total 3012	141.68
3013 - Heritage Tree Surgeons		
30726 PO02863	02/05/23 Tree audit works - stage 1	6,050.00
32001 PO03200	04/05/23 Leake, Lilla, Johnston St, View, Irvine removals	2,420.00

Accounts Paid - May 2023

Payment / Invoice	Date Description	Amount
Total 3013		8,470.00
3048 - Western Australian Local Government Assoc. (WALGA)		
SI-004676 PO03178	19/04/23 Practices for good governance outcomes	638.00
SI-004677 PO02952	19/04/23 Delegations and Authorisations	324.50
Total 3048		962.50
3050 - ENVIRO SWEEP PTY LTD (EWCS)		
108990 PO02822	30/04/23 Contract Road Sweeping	1,416.25
Total 3050		1,416.25
3051 - TEMPTATIONS CATERING		
E28079 PO02841	09/05/23 ABF/OCM Council Meetings Catering 2022-23	459.36
Total 3051		459.36
3057 - CTI Couriers		
CISC4577074	30/04/23 Library Courier Van - April	433.84
Total 3057		433.84
3061 - DOT OPERATING ACCOUNT (DEPT OF TRANSPORT - DOI REGO SEARCHES)		
8043812	03/05/23 DOI Info fees x1 - April 23	4.10
Total 3061		4.10
3135 - Envisionware Pty Ltd		
AU-5777	17/01/23 Annual Renewal - expires 30 April	4,436.55
Total 3135		4,436.55
3221 - NAPOLEON PAPIER & CO		
2606 2623 2636	30/04/23 magazines as selected	180.62
Total 3221		180.62
3357 - Fasta Couriers & Taxi Trucks		
279783	31/03/23 Courier agenda to Subiaco 24/03/23	48.27
280442	15/04/23 Courier to Subiaco - 14/04/2023	57.95
Total 3357		106.22
340 - TOWN OF COTTESLOE		
14509	26/04/23 Ranger Svcs - 01 Jan to 31 Mar 2023	7,649.99
14508	26/04/23 Health Services 01 Jan to 31 Mar 2023	2,351.25
Total 340		10,001.24
3431 - Salary Packaging Australia Pty Ltd (SPA)		
PJ000776	04/05/23 FORTNIGHT 2023-22 - From Payroll	358.35
01052023	01/05/23 Novated DB 01052023	10.54
Total 3431		368.89
3436 - Sports Surf Technology		
INV-3735 PO03141	10/05/23 Groundwater abstraction monitoring	1,828.75
INV-3736 PO03208	10/05/23 DWER Groundwater monitoring and reporting	192.50
INV-3737 PO03209	10/05/23 Admin bore monitoring and reporting	96.25
Total 3436		2,117.50
3453 - SHRED-X PTY LTD		
01990657	31/03/23 Security bin - April 23	13.00
02008104	30/04/23 Security bin swap/ rent - April/May 23	61.62
Total 3453		74.62
3532 - UNICARD SYSTEMS PTY LTD		
INV-73580 PO03155	18/04/23 WSLG Membership cards (5,500 pcs)	2,372.70
Total 3532		2,372.70
3550 - Connect Call Centre Services		
00114196	15/04/23 Overcalls fee CA0435- March 2023	17.16

Accounts Paid - May 2023

Payment / Invoice	Date Description	Amount
Total 3550		17.16
3594 - Moore Australia Audit (WA)		
3317 PO03132	28/02/23 2023 Annual Budget Workshop 10 March	1,155.00
Total 3594		1,155.00
3621 - QTM PTY LTD		
INV-32689 P03137	30/04/23 TMP Leake St median CAPEX project - clearing old vegetation	446.82
Total 3621		446.82
3660 - Iconic Property Services		
PSI027482	01/05/23 Cleaning of Depot Building	10,955.56
PSI027656	31/03/23 Consumables for 1 Leake Street- Office	164.40
Total 3660		11,119.96
3735 - Vocus Ltd		
P989463	01/04/23 Council Site A wifi - April 23	603.90
81094-030423	03/04/23 Yealink phones - March 23	592.27
P1000560	01/05/23 Library Site A WIFI - May 2023	526.90
P1001955	01/05/23 Public Site A WIFI - May 2023	1,043.90
P1001070	01/05/23 Council Site A WIFI - May 2023	603.90
81094-0404523	04/05/23 Yealink phones - April 2023	592.02
Total 3735		3,962.89
3783 - Chellew Hawley Pty Ltd t/as Sifting Sands		
INV-1562 PO03184	03/05/23 Keanes Point playground sand cleaning	896.50
Total 3783		896.50
3868 - Dugite Earthmoving Pty Ltd T/as J&V Earthmoving		
INV-0460 PO02963	24/04/23 Leake St / View St roundabout repairs	10,808.22
INV-0461 PO03138	24/04/23 CAPEX - Leake St median vegetation clearing	4,124.45
Total 3868		14,932.67
3878 - Market Creations Technology Pty Ltd T/as Intergrated ICT		
27029 PO02992	28/04/23 Lease of PC for Library to 30 June 2023	888.25
27027 PO02992	28/04/23 Lease of PC for Library to 30 June 2023	1,795.75
Total 3878		2,684.00
3892 - Telstra Limited		
K032904111-9	08/04/23 Depot NBN - 08 April 23	64.99
4074199284 3T11 - 10 APR 23	10/04/23 Foreshore Parks & Enviro. to 09 April 23	94.02
Total 3892		159.01
3906 - ATI-Mirage Training & Business Solutions		
INV-2450 PO03105	06/02/23 Microsoft Sharepoint End Users - Group Training 7/2/23	3,205.00
Total 3906		3,205.00
3912 - Greg Rowe Pty Ltd		
9673A-004 PO03182	18/04/23 Scheme Amendment No. 2 report drafting	1,100.00
Total 3912		1,100.00
448 - LANDGATE		
1265420	02/04/23 copy of Transfer of Land Act doc. 14/3/23	28.20
Total 448		28.20
516 - McLeods Barristers & Solicitors		
129670	28/04/23 Matter: 50923 Street set backs LPS 4	1,378.85
Total 516		1,378.85
52 - Iron Mountain Australia Group Pty Ltd		
AUD259637	31/03/23 Storage and Archive - April 23	14.82

Accounts Paid - May 2023

Payment / Invoice	Date Description	Amount	
AUD276612	30/04/23 Archive and storage - May 23	14.82	
	Total 52	29.64	
693 - Clean City Group Pty Ltd			
1527 PO02819	01/05/23 Residential Waste - Bin Return Service	825.00	
1528 PO02819	08/05/23 Residential Waste - Bin Return Service	825.00	
	Total 693	1,650.00	
Total EFT00521		101,650.00	
EFT Payment - EFT00522			
3000 - SuperChoice AwareWASuperannuation			
SUPER MARCH 2023	09/05/23 Returned funds from SuperChoice (March) - RE-SENT 18/05/23	30,085.39	
	Total 3000	30,085.39	
Total EFT00522		30,085.39	
EFT Payment - EFT00523			
3029 - Australian Taxation Office			
PJ000770	06/04/23 FORTNIGHT 2023-20 - From Payroll	17,787.00	
PJ000774	20/04/23 FORTNIGHT 2023-21 - From Payroll	17,160.00	
	01/05/23 GST Settlement	350.00	
	01/05/23 GST Settlement	19,169.00	-\$ 19,169.00
7138527343318 - 01 MAY 2023	01/05/23 CR/Adj Note CR to FBT Account 1/5/23	1,086.68	-\$ 1,086.68
	Total 3029	15,041.32	
Total EFT00523		15,041.32	
EFT Payment - EFT00524			
1933 - KONE ELEVATORS PTY LTD			
193920397	17/05/23 Service Fee - 01/07 to 30/09/2023	1,353.00	
	Total 1933	1,353.00	
2414 - Open Systems Technology Pty Ltd (Council First)			
SI007790	17/05/23 IT Services - April 2023	9,952.25	
	Total 2414	9,952.25	
3002 - Winc Australia Pty Ltd			
9042487521	22/05/23 Stationery as order online	376.42	
	Total 3002	376.42	
3050 - ENVIRO SWEEP PTY LTD (EWCS)			
109854 PO02822	10/05/23 Contract Road Sweeping	1,416.25	
	Total 3050	1,416.25	
3051 - TEMPTATIONS CATERING			
E28090 PO02841	23/05/23 ABF/OCM Council Meetings Catering 2022-23	393.60	
	Total 3051	393.60	
3055 - STRATA GREEN			
154837 PO03227	23/05/23 Tree stakes and supplies	901.36	
	Total 3055	901.36	
3060 - BENARA NURSERIES			
445094 PO03087	28/02/23 Plants	537.90	
	Total 3060	537.90	
3114 - WEST COAST SHADE PTY LTD			
12636 PO03161	16/05/23 Keanes Point playground shade sail removal and repairs	1,804.00	
	Total 3114	1,804.00	
3141 - TOTALLY WORKWEAR - CANNING VALE			

Accounts Paid - May 2023

Payment / Invoice	Date Description	Amount
CV81322 PO03226	23/05/23 Depot PPE	256.38
	Total 3141	256.38
3230 - Sontec Integrated Systems		
19665 PO03211	18/05/23 Staff access gates software diagnosis	325.88
	Total 3230	325.88
3239 - ASSET INFRASTRUCTURE MANAGEMENT		
INV-0687 PO02905	24/05/23 Asset Inspection as per your quote	2,420.00
	Total 3239	2,420.00
3241 - Fire Shield Services		
INV33346	11/05/23 Ampac Fire Finder bell & box replacement	357.50
INV33415 PO EXEMPT	16/05/23 Emergency works - NO PO AVAIL - Fault on main panel a/h	247.50
	Total 3241	605.00
3267 - ARBORWEST TREE FARM		
INV-1605	11/05/23 Street Tree Purchases	1,320.00
	Total 3267	1,320.00
3357 - Fasta Couriers & Taxi Trucks		
281775	15/05/23 Courier to Subiaco - 05/05/23	48.27
	Total 3357	48.27
3376 - METAL ARTWORK CREATIONS		
94465 PO03230	23/05/23 name badges	96.91
	Total 3376	96.91
340 - TOWN OF COTTESLOE		
14516	03/05/23 2022-23 Q1 & Q2 Project costs	4,512.02
14517	03/05/23 Reimbursement ANZAC Day wreath	99.00
	Total 340	4,611.02
3431 - Salary Packaging Australia Pty Ltd (SPA)		
15052023	15/05/23 Novated DB 15052023	10.54
PJ000778	18/05/23 FORTNIGHT 2023-23 - From Payroll	358.35
	Total 3431	368.89
3604 - Officeworks		
607264599	02/05/23 Cables male to male v1.4 8K 1m	163.55
307300490	04/05/23 Keji 50L Storage boxes translucent white	275.25
	Total 3604	438.80
3662 - OBJECTIVE CORPORATION LTD		
AUS017101	15/05/23 Objective Trapeze annual licence	874.47
	Total 3662	874.47
3786 - Profounder Turfmaster Pty Ltd		
INV-1014 PO02821	03/05/23 Mowing - Manners Hill Park	3,465.00
	Total 3786	3,465.00
3805 - Kurt Viskovich		
230523 REIMBURSEMENT	23/05/23 230523 REIMBURSEMENT KV E0010 - Parking	51.49
	Total 3805	51.49
3867 - Property Care Numan Enterprises		
00024577 PO02968	03/05/23 Library Storeroom Mould Mitigation	10,892.00
	Total 3867	10,892.00
3880 - Go Doors Pty Ltd		
107692 PO03077	17/05/23 Go Doors maintenance agreement	338.24

Accounts Paid - May 2023

Payment / Invoice	Date Description	Amount	
	Total 3880	338.24	
3891 - Form Building A State of Creativity Inc.			
00002491	11/05/23 Project: Manners Hill Park	12,749.00	
	Total 3891	12,749.00	
3892 - Telstra Limited			
K394185711-0	08/05/23 Depot NBN - 08 May 2023	64.99	
4074199284 T311 - 10 MAY 23	10/05/23 Foreshore Parks & Enviro. to 09 May 23	93.99	
4074199292 T311 - 10 MAY 23	10/05/23 TW Depot - up to 09 May 23	109.98	
	Total 3892	268.96	
3893 - 4Park PtyLtd T/as Forpark Australia			
61076 PO03062	25/05/23 Playground replacement parts - fasteners and tools	352.00	
	Total 3893	352.00	
3913 - Delivering Outcomes Pty Ltd			
INV-0006 PO03188	19/05/23 WHS advice and risk assessments	4,752.00	
	Total 3913	4,752.00	
3916 - AusQ Training / The Trustee for AUSQ Unit Trust			
8441 PO03197	08/05/23 Generic TMPs	260.15	
	Total 3916	260.15	
3917 - AV Media Systems WA			
139056 PO03216	16/05/23 Display screens as per Quote #27922	7,261.45	
	Total 3917	7,261.45	
693 - Clean City Group Pty Ltd			
1530 PO02819	15/05/23 Residential Waste - Bin Return Service	825.00	
	Total 693	825.00	
804 - DEPT OF FIRE & EMERGENCY SERVICES (DFES)			
155628	21/05/23 ESLB QTR 4 Contribution - 2022/23	42,748.89	
	Total 804	42,748.89	
867 - Dept of Mines Industry Regulation & Safety (DMIRS)			
BSL JULY 2021 - NOV 2022 PART1	30/11/22 BSL JULY 2021 - NOV 2022 PART1	8,844.27	
BSL JULY 2021 - NOV 2022 PART2	25/05/23 BSL JULY 2021 - NOV 2022 PART2	31,020.00	
BSL - DEC 22 TO MAY 23	25/05/23 BSL - DEC 22 TO MAY 23	7,884.67	
	Total 867	47,748.94	
909 - HAVILAH LEGAL			
46105	04/05/23 Debt Recovery - March 2023	667.50	
46106	04/05/23 Prof. Fees Debt Recovery - Mar/Apr 2023	932.90	
46104	05/05/23 Prof Fees. Ref: 28655 Debt Recovery	1,641.40	
	Total 909	3,241.80	
	Total EFT00524	163,055.32	Sub-total EFT
	Grand Total - EFT Payment	481,849.13	\$ 481,849.13
DD00412	Reversed (April)		
DD00421	Synergy - April payment \$33.84		
DD00422 (REPLACED DD00412)	Synergy - April payment \$3361.51		

Other

Accounts Paid - May 2023

Payment / Invoice	Date Description	Amount	
Other - DD00423			
123 - Synergy			
2029801978	14/04/23 Library/ Shire -10 Mar to 13 Apr 23	3,470.10	
	Total 123	3,470.10	
	Total DD00423	3,470.10	
Other - DD00424			
123 - Synergy			
3000198353	24/04/23 Depot - 28 Jan to 29 Mar 23	1,977.39	
	Total 123	1,977.39	
	Total DD00424	1,977.39	
Other - DD00425			
123 - Synergy			
2033818624	27/04/23 Shire - 24 Jan to 26 Mar 2023	329.75	
	Total 123	329.75	
	Total DD00425	329.75	
Other - DD00426			
123 - Synergy			
2073795447	02/05/23 Streetlights (2) - 28 Mar to 27 Apr 2023	37.46	
	Total 123	37.46	
	Total DD00426	37.46	
Other - DD00427			
123 - Synergy			
2073795610	02/05/23 Streetlights - 25 Mar to 24 Apr 2023	3,493.03	
	Total 123	3,493.03	
	Total DD00427	3,493.03	
Other - DD00428			
3062 - WATER CORPORATION			
9001300655 0111	08/05/23 Tennis Courts - 08 Mar to 05 May 23	211.54	
	Total 3062	211.54	
	Total DD00428	211.54	
Other - DD00429			
3062 - WATER CORPORATION			
9016499388 0074	08/05/23 Shire building Leake St - 08 Mar to 05 May 2023	1,441.64	
	Total 3062	1,441.64	
	Total DD00429	1,441.64	
			Sub-total D/D
			\$ 10,960.91
Other - CCP00039			
3084 - Shire Credit Cards -NAB Visa flexi purchase			
ALS LH VISA 29	12/05/23 ALS LH VISA 29 MAR TO 28 APR 2023	871.11	
MAR TO 28 APR			
CEO DB VISA 29	12/05/23 Dining & Refreshments	64.15	
MAR TO 28 APR			
FEES VISA 29 MAR	12/05/23 FEES VISA 29 MAR TO 28 APR 2023	110.00	
TO 28 APR 2023			
MDS JG 29 MAR TO	12/05/23 MDS JG 29 MAR TO APR 2023	579.88	
APR 2023			
CLS SF 29 MAR TO	12/05/23 CLS SF 29 MAR TO 28 APR 2023	1,961.79	
28 APR 2023			
DEPOT RY 29 MAR	12/05/23 DEPOT RY 29 MAR TO 28 APR 2023	407.65	
TO 28 APR 2023			
DEPOT TW 29 MAR	12/05/23 DEPOT TW 29 MAR TO 28 APR 2023	735.59	
TO 28 APR 2023			

Accounts Paid - May 2023

Payment / Invoice	Date Description	Amount	
MCCS MC 29 MAR TO 29 APR 2023	12/05/23 MCCS MC 29 MAR TO 29 APR 2023	4,980.72	
MIS DN 29 MAR TO 28 APR	12/05/23 MIS DN 29 MAR TO 28 APR	1,612.73	
	Total 3084	11,323.62	
	Total CCP00039	11,323.62	
			\$ 11,323.62
Other - BPAY297			
3177 - ALINTA ENERGY			
110001397 - 05 APR 23	05/04/23 Gas - 24 Dec 22 to 04 Apr 23	41.65	
	Total 3177	41.65	
	Total BPAY297	41.65	
			\$ 41.65
	Grand Total - Other	22,326.18	\$ 22,326.18
	Grand TOTAL Payments - May 2023		\$ 504,175.31



**FlexiPurchase
Account Statement**

Statement for NAB

Statement Period: 29 Mar 2023 to 28 Apr 2023
Cardholder Name: Lance Hopkinson



JSKR VISA Purchasing Card (Client Expenses)

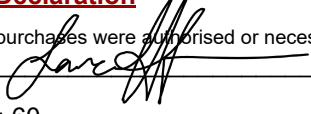
Date	Details			Approval	Receipt Amount (\$AUD)	
	GL Code	CC Code	Department	Net	Tax	Gross
28 Mar 2023	Woolworths/Cottesloe Grov Cottesloe			Approval Req'd	<input checked="" type="checkbox"/>	\$9.60
	28770	139	1106	\$8.73	\$0.87	\$9.60
	Purchase Woolworths/Cottesloe Grov KITCHEN					
28 Mar 2023	Conde Nast Publications London			Approval Req'd	<input checked="" type="checkbox"/>	\$110.19
	27180	139	1106	\$110.19	\$0.00	\$110.19
	Purchase (GBP 59.00) Conde Nast Publications VANITY FAIR SUBSCRIPTION (annual)					
01 Apr 2023	Peppermint News Agc Peppermint Gr			Approval Req'd	<input checked="" type="checkbox"/>	\$278.10
	27180	139	1106	\$252.82	\$25.28	\$278.10
	Purchase Peppermint News Agc MONTHLY NEWSPAPERS					
14 Apr 2023	Adobe Creative Cloud Sydney			Approval Req'd	<input checked="" type="checkbox"/>	\$43.99
	28545	139	1005	\$39.99	\$4.00	\$43.99
	Purchase Adobe Creative Cloud ADOBE SUITE					
16 Apr 2023	Woolworths/Cottesloe Grov Cottesloe			Approval Req'd	<input checked="" type="checkbox"/>	\$3.00
	27180	139	1106	\$2.73	\$0.27	\$3.00
	Purchase Woolworths/Cottesloe Grov SUNDAY TIMES					
14 Apr 2023	Woolworths/Cottesloe Grov Cottesloe			Approval Req'd	<input checked="" type="checkbox"/>	\$9.60
	28770	139	1106	\$8.73	\$0.87	\$9.60
	Purchase Woolworths/Cottesloe Grov KITCHEN					
18 Apr 2023	Woolworths/Cottesloe Grov Cottesloe			Approval Req'd	<input checked="" type="checkbox"/>	\$22.83
	28770	139	1106	\$20.75	\$2.08	\$22.83
	Purchase Woolworths/Cottesloe Grov JP SUPPLIES AND CLEANING					
19 Apr 2023	Cafe Zamia Kings Par Kings Park			Approval Req'd	<input checked="" type="checkbox"/>	\$29.00
	28770	139	1106	\$26.36	\$2.64	\$29.00
	Purchase Cafe Zamia Kings Par WSLG MANAGERS MEETING					
22 Apr 2023	Woolworths/Cottesloe Grov Cottesloe			Approval Req'd	<input checked="" type="checkbox"/>	\$4.35
	28770	139	1106	\$3.95	\$0.40	\$4.35
	Purchase Woolworths/Cottesloe Grov KITCHEN					
26 Apr 2023	W.A. Library Supplie Forrestdale			Approval Req'd	<input checked="" type="checkbox"/>	\$194.78
	27250	139	1106	\$177.07	\$17.71	\$194.78
	Purchase W.A. Library Supplie BARCODE PROTECTORS					
28 Apr 2023	Account Fees			No Appr Req'd	<input checked="" type="checkbox"/>	\$6.82
	27130	129	1106	\$6.20	\$0.62	\$6.82
	Account Fees Cc Fp User Fee BANK CHARGES					

27 Apr 2023	Sp Jb Hi-Fi Online Southbank	Approval Req'd	<input checked="" type="checkbox"/>	\$158.85
28473	139	1106	\$144.41	\$14.44
Purchase Sp Jb Hi-Fi Online				\$158.85
ADULT DVD'S				

Total for this period: \$871.11

Cardholder Declaration


I declare that all purchases were authorised or necessarily incurred on behalf of the company.

Signature 

Dated 01 / 05 / 2023

Employee ID: 60

Approved By

Signature 

Dated 1/5/2023 / _____

On Completion

ALL Receipts should be attached to this form and then forwarded to your P-Card Administrator



FlexiPurchase Account Statement

Statement for NAB

Statement Period: 29 Mar 2023 to 28 Apr 2023
Cardholder Name: Donald Burnett



JSKR VISA Purchasing Card (Client Expenses)

Table with columns: Date, Details (GL Code, CC Code, Department), Approval (Net), Receipt (Tax), Amount (\$AUD) (Gross). Rows include purchases from Woolworths/Cottesloe Grov and Adobe Acropro Subs Sydney, plus an account fee. Total for this period: \$64.15.

Cardholder Declaration

I declare that all purchases were authorised or necessarily incurred on behalf of the company.

Signature [Handwritten Signature]

Dated 1/5/23

Employee ID: 5

Approved By

Signature [Handwritten Signature]

Dated 8/5/2023

On Completion

ALL Receipts should be attached to this form and then forwarded to your P-Card Administrator



Statement for NAB

Statement Period: 29 Mar 2023 to 28 Apr 2023

Cardholder Name: Stewart Farley



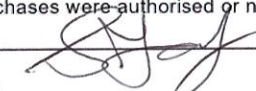
JSKR VISA Purchasing Card (Client Expenses)

Date	Details			Approval	Receipt	Amount (\$AUD)	
	GL Code	CC Code	Department	Net	Tax	Gross	
26 Mar 2023	Amazon Au Sydney South			Approved	<input checked="" type="checkbox"/>		\$43.94
	28471	139	1106	\$39.95	\$3.99	\$43.94	
	Purchase Amazon Au junior book purchases						
29 Mar 2023	Book Depository London			Approved	<input checked="" type="checkbox"/>		\$488.09
	28471	139	1106	\$443.72	\$44.37	\$488.09	
	Purchase Book Depository junior book purchases						
02 Apr 2023	Kmart 1024 Kardinya			Approved	<input checked="" type="checkbox"/>		\$16.00
	28340	139	1106	\$14.55	\$1.45	\$16.00	
	Purchase Kmart 1024 Peppermint Grove Kids Easter event - bubble wands						
03 Apr 2023	Woolworths/Cottesloe Grov Cottesloe			Approved	<input checked="" type="checkbox"/>		\$104.49
	28340	139	1106	\$94.99	\$9.50	\$104.49	
	Purchase Woolworths/Cottesloe Grov Peppermint Grove Kids Easter event - hunting eggs						
03 Apr 2023	Woolworths/Cnr Stock Rd & Melville			Approved	<input checked="" type="checkbox"/>		\$108.00
	28340	139	1106	\$98.18	\$9.82	\$108.00	
	Purchase Woolworths/Cnr Stock Rd & Prizes for - Easter colouring competition						
02 Apr 2023	Cleverpatch Pty Ltd Beresfield			Approved	<input checked="" type="checkbox"/>		\$191.81
	28340	139	1106	\$174.37	\$17.44	\$191.81	
	Purchase Cleverpatch Pty Ltd Craft supplies for school holidays						
02 Apr 2023	Amazon Au Sydney South			Approved	<input checked="" type="checkbox"/>		\$234.58
	28471	139	1106	\$213.25	\$21.33	\$234.58	
	Purchase Amazon Au junior book purchases - box set						
05 Apr 2023	Amazon Au Sydney South			Approved	<input checked="" type="checkbox"/>		\$224.95
	28471	139	1106	\$204.50	\$20.45	\$224.95	
	Purchase Amazon Au junior books purchases (box set)						
05 Apr 2023	Booktopia Pty Ltd Rhodes			Approved	<input checked="" type="checkbox"/>		\$431.09
	28471	139	1106	\$391.90	\$39.19	\$431.09	
	Purchase Booktopia Pty Ltd junior book purchases						
09 Apr 2023	Red Dot Stores Morley			Approved	<input checked="" type="checkbox"/>		\$85.00
	28340	139	1106	\$77.27	\$7.73	\$85.00	
	Purchase Red Dot Stores Lanyards and craft materials						

13 Apr 2023	Amazon Marketplace Au Sydney South	Approved	<input checked="" type="checkbox"/>	\$62.49
28471	139	1106	\$56.81	\$5.68
Purchase Amazon Marketplace Au Junior Books - box set				
26 Apr 2023	Book Depository London	Approved	<input checked="" type="checkbox"/>	\$14.99 CR
28471	139	1106	\$13.63 CR	\$1.36 CR
Credit Voucher Book Depository Book Depository refund				
27 Apr 2023	Bookdepository.Com 441452307905	Approved	<input checked="" type="checkbox"/>	\$20.48 CR
28471	139	1106	\$18.62 CR	\$1.86 CR
Credit Voucher Bookdepository.Com Book Depository refund				
28 Apr 2023	Account Fees	No Appr Req'd	<input checked="" type="checkbox"/>	\$6.82
27130	139	1106	\$6.20	\$0.62
Account Fees Cc Fp User Fee account fees				
Total for this period:				\$1,961.79

Cardholder Declaration

I declare that all purchases were authorised or necessarily incurred on behalf of the company.

Signature 

Dated 4/15/2023

Employee ID: 63

Approved By

Signature 

Dated 4/15/23

On Completion

ALL Receipts should be attached to this form and then forwarded to your P-Card Administrator



Statement for NAB

Statement Period: 29 Mar 2023 to 28 Apr 2023

Cardholder Name: Robert Young



JSKR VISA Purchasing Card (Client Expenses)

Date		Details		Approval	Receipt	Amount (\$AUD)
GL Code	CC Code	Department		Net	Tax	Gross
28 Mar 2023	Bunnings 483000	Claremont		Approved	<input checked="" type="checkbox"/>	\$37.96
28350	139	1201		\$34.51	\$3.45	\$37.96
Purchase Bunnings 483000 Depo Batterys						
29 Mar 2023	Lamp Replacements Aust O'Connor			Approved	<input checked="" type="checkbox"/>	\$136.07
28500	139	1201		\$123.70	\$12.37	\$136.07
Purchase Lamp Replacements Aust Emergency Lights Depo						
05 Apr 2023	Murphys Electrical Co Swanbourne			Approval Req'd	<input checked="" type="checkbox"/>	\$85.00
28500	139	1201		\$77.27	\$7.73	\$85.00
Purchase Murphys Electrical Co Depo emergency lights						
06 Apr 2023	Coles Express 6919 Mosman Park			Approval Req'd	<input checked="" type="checkbox"/>	\$121.15
28360	139	1201		\$110.14	\$11.01	\$121.15
Purchase Coles Express 6919 Ute fuel						
26 Apr 2023	Whitworths Nautical W Mosman Park			Approval Req'd	<input checked="" type="checkbox"/>	\$20.65
28500	139	1201		\$18.77	\$1.88	\$20.65
Purchase Whitworths Nautical W Ute Lights						
28 Apr 2023	Account Fees			No Appr Req'd	<input checked="" type="checkbox"/>	\$6.82
27130	139	1201		\$6.20	\$0.62	\$6.82
Account Fees Cc Fp User Fee Bank fees						
Total for this period:						\$407.65

Cardholder Declaration

I declare that all purchases were authorised or necessarily incurred on behalf of the company.

Signature 

Dated 1 / 5 / 2023

Employee ID: RY

Approved By

Signature 

Dated 01 / 05 / 2023

On Completion



Statement for NAB

Statement Period: 29 Mar 2023 to 28 Apr 2023

Cardholder Name: Tim Whitham



JSKR VISA Purchasing Card (Client Expenses)

Date	Details	Approval	Receipt	Amount (\$AUD)	
GL Code	CC Code	Department	Net	Tax	Gross
18 Apr 2023	Ampol Mosman Pa 55363f Mosman Park	Approval Req'd	<input checked="" type="checkbox"/>	\$178.00	
28360	139	1104	\$161.82	\$16.18	\$178.00
	Purchase Ampol Mosman Pa 55363f truck fuel				
20 Apr 2023	Bunnings 483000 Claremont	Approval Req'd	<input checked="" type="checkbox"/>	\$38.63	
28270	139	1104	\$35.12	\$3.51	\$38.63
	Purchase Bunnings 483000 retic parts				
20 Apr 2023	Perth Irrigation Cen Claremont	Approval Req'd	<input checked="" type="checkbox"/>	\$51.90	
28270	139	1104	\$47.18	\$4.72	\$51.90
	Purchase Perth Irrigation Cen retic parts				
19 Apr 2023	Bunnings 483000 Claremont	Approval Req'd	<input checked="" type="checkbox"/>	\$113.12	
28270	139	1104	\$102.84	\$10.28	\$113.12
	Purchase Bunnings 483000 hardware				
24 Apr 2023	Coles Express 6921 Palmyra	Approval Req'd	<input checked="" type="checkbox"/>	\$60.02	
28360	139	1104	\$54.56	\$5.46	\$60.02
	Purchase Coles Express 6921 ute fuel				
24 Apr 2023	Stratagreen Canning Vale	Approval Req'd	<input checked="" type="checkbox"/>	\$287.10	
28270	139	1104	\$261.00	\$26.10	\$287.10
	Purchase Stratagreen tree guards				
28 Apr 2023	Account Fees	No Appr Req'd	<input checked="" type="checkbox"/>	\$6.82	
27130	190	1104	\$6.20	\$0.62	\$6.82
	Account Fees Cc Fp User Fee Account fees				
Total for this period:				\$735.59	

Cardholder Declaration

I declare that all purchases were authorised or necessarily incurred on behalf of the company.

Signature _____

Dated 01 / ____ / 2022

Employee ID: TW

Approved By

Signature _____

Dated 01 / 05 / 2023



Statement for NAB

Statement Period: 29 Mar 2023 to 28 Apr 2023

Cardholder Name: Michael Costarella



JSKR VISA Purchasing Card (Client Expenses)

Date	Details	Approval	Receipt	Amount (\$AUD)	
GL Code	CC Code	Department	Net	Tax	Gross
06 Apr 2023	Woolworths/Cottesloe Grov Cottesloe	Approval Req'd	<input checked="" type="checkbox"/>	\$106.95	
27150	190	0403	\$97.23	\$9.72	\$106.95
Purchase Woolworths/Cottesloe Grov Dry Cleaning allowance					
13 Apr 2023	Seek AU 53453433 Melbourne	Approval Req'd	<input checked="" type="checkbox"/>	\$357.50	
28120	190	0403	\$325.00	\$32.50	\$357.50
Purchase Seek AU 53453433 Seek Advertising fro Finance Admin Officer					
13 Apr 2023	Ati Mirage Training Perth	Approval Req'd	<input checked="" type="checkbox"/>	\$1,242.45	
26540	119	0403	\$1,129.50	\$112.95	\$1,242.45
Purchase Ati Mirage Training Management Training - Senior Finance Officer					
20 Apr 2023	Moore Australia Wa PI Perth	Approval Req'd	<input checked="" type="checkbox"/>	\$2,090.00	
26540	119	0403	\$1,900.00	\$190.00	\$2,090.00
Purchase Moore Australia Wa PI 2022-2023 Annual Financial Statement Seminar and Template					
26 Apr 2023	Iris Consulting Group Morley	Approval Req'd	<input checked="" type="checkbox"/>	\$539.00	
28238	129	0403	\$490.00	\$49.00	\$539.00
Purchase Iris Consulting Group Records Disposal Course- Melissa					
27 Apr 2023	Iris Consulting Group Morley	Approval Req'd	<input checked="" type="checkbox"/>	\$638.00	
28238	129	0403	\$580.00	\$58.00	\$638.00
Purchase Iris Consulting Group Keyword Classification Course- Melissa					
28 Apr 2023	Account Fees	No Appr Req'd	<input checked="" type="checkbox"/>	\$6.82	
27130	190	0403	\$6.20	\$0.62	\$6.82
Account Fees Cc Fp User Fee Bank Fees					
Total for this period:				\$4,980.72	

Cardholder Declaration

I declare that all purchases were authorised or necessarily incurred on behalf of the company.

Signature Michael Costarella

Dated 12 / 05 / 2023

Employee ID: E0005

Approved By

Signature [Signature]

Dated 15/5/2023



FlexiPurchase Account Statement

Statement for NAB

Statement Period: 29 Mar 2023 to 28 Apr 2023
Cardholder Name: Joel Lee Gajic



JSKR VISA Purchasing Card (Client Expenses)

Date	Details	Approval	Receipt	Amount (\$AUD)	
GL Code	CC Code	Department	Net	Tax	Gross
04 Apr 2023	Post Newspapers Shenton Park	Approval Req'd	<input checked="" type="checkbox"/>	\$573.06	
27180	190	1002	\$520.96	\$52.10	\$573.06
Purchase Post Newspapers Adoption notification for local planning policy 5					
28 Apr 2023	Account Fees	No Appr Req'd	<input checked="" type="checkbox"/>	\$6.82	
27130	190	1002	\$6.20	\$0.62	\$6.82
Account Fees Cc Fp User Fee Bank fees					
Total for this period:				\$579.88	

Cardholder Declaration


I declare that all purchases were authorised or necessarily incurred on behalf of the company.

Signature 

Dated 23 / 5 / 2023

Employee ID: E0020

Approved By

Signature 

Dated 23 / 5 / 2023

On Completion

ALL Receipts should be attached to this form and then forwarded to your P-Card Administrator



Statement for NAB

Statement Period: 29 Mar 2023 to 28 Apr 2023

Cardholder Name: Donovan Norgard



JSKR VISA Purchasing Card (Client Expenses)

Date	Details		Approval	Receipt	Amount (\$AUD)	
GL Code	CC Code	Department	Net	Tax	Gross	
30 Mar 2023	Ampol Wow Murdoch	Murdoch	Approval Req'd	<input checked="" type="checkbox"/>		\$131.67
28360	129	1104	\$119.70	\$11.97	\$131.67	
Purchase Ampol Wow Murdoch Fuel						
03 Apr 2023	Adobe Acropro Subs	Sydney	Approval Req'd	<input checked="" type="checkbox"/>		\$28.99
28845	129	1104	\$26.35	\$2.64	\$28.99	
Purchase Adobe Acropro Subs Adobe fees						
04 Apr 2023	Hy Way Truck	Kewdale	Approval Req'd	<input checked="" type="checkbox"/>		\$355.00
28830	129	1104	\$322.73	\$32.27	\$355.00	
Purchase Hy Way Truck LED amber beacon for new ute						
05 Apr 2023	Surjtec Pty Ltd	Osborne Park	Approval Req'd	<input checked="" type="checkbox"/>		\$83.60
28830	129	1104	\$76.00	\$7.60	\$83.60	
Purchase Surjtec Pty Ltd Hedge trimmer blade sharpening						
05 Apr 2023	Coles Express 6919	Mosman Park	Approval Req'd	<input checked="" type="checkbox"/>		\$155.12
28360	129	1104	\$141.02	\$14.10	\$155.12	
Purchase Coles Express 6919 Fuel						
07 Apr 2023	Ampol Coolgardie	55408f Coolgardie	Approval Req'd	<input checked="" type="checkbox"/>		\$127.93
28360	129	1104	\$116.30	\$11.63	\$127.93	
Purchase Ampol Coolgardie 55408f Fuel						
09 Apr 2023	Bp Cunderdin Rdh 7741	Cunderdin	Approval Req'd	<input checked="" type="checkbox"/>		\$125.62
28360	129	1104	\$114.20	\$11.42	\$125.62	
Purchase Bp Cunderdin Rdh 7741 Fuel						
06 Apr 2023	Bp Merredin 6232	Merredin	Approval Req'd	<input checked="" type="checkbox"/>		\$101.67
28360	129	1104	\$92.43	\$9.24	\$101.67	
Purchase Bp Merredin 6232 Fuel						
08 Apr 2023	Bp Golden Gate 1896	Kalgoorlie	Approval Req'd	<input checked="" type="checkbox"/>		\$75.91
28360	129	1104	\$69.01	\$6.90	\$75.91	
Purchase Bp Golden Gate 1896 Fuel						
09 Apr 2023	Vibe Coolgardie	Coolgardie	Approval Req'd	<input checked="" type="checkbox"/>		\$107.93
28360	129	1104	\$98.12	\$9.81	\$107.93	
Purchase Vibe Coolgardie Fuel						

14 Apr 2023	7 Eleven 3028 Balcatta	Approval Req'd	<input checked="" type="checkbox"/>	\$122.11
28360	129 1104	\$111.01	\$11.10	\$122.11
Purchase 7 Eleven 3028 Fuel				
20 Apr 2023	Perth Irrigation Cen Claremont	Approval Req'd	<input checked="" type="checkbox"/>	\$64.55
28270	129 1104	\$58.68	\$5.87	\$64.55
Purchase Perth Irrigation Cen Retic parts				
20 Apr 2023	Ampol Wow Murdoch Murdoch	Approval Req'd	<input checked="" type="checkbox"/>	\$125.81
28360	129 1104	\$114.37	\$11.44	\$125.81
Purchase Ampol Wow Murdoch Fuel				
28 Apr 2023	Account Fees	No Appr Req'd	<input type="checkbox"/>	\$6.82
27130	129 1104	\$6.20	\$0.62	\$6.82
Account Fees Cc Fp User Fee Bank fees				
Total for this period:				\$1,612.73

Cardholder Declaration

I declare that all purchases were authorised or necessarily incurred on behalf of the company.

Signature  _____

Dated 01 / 05 / 2023

Employee ID: 169

Approved By

Signature  _____

Dated 01/05/2023

On Completion

ALL Receipts should be attached to this form and then forwarded to your P-Card Administrator



Ordinary Council Meeting

8.3.2 Financial Statements for the Period Ending 30th May 2023

To be referred to the 27th June Ordinary Council Meeting



Ordinary Council Meeting

8.3.3 2023/2024 Budget

The 2023/24 budget will be presented to the 27th June Council meeting following elected member discussions at the 13th June Concept Forum.



Ordinary Council Meeting

8.4.1 2023 to 2026 Corporate Business Plan



Shire of
Peppermint Grove

Shire of Peppermint Grove

Corporate Business Plan

2023 to 2027

“A Shire valued for its heritage, sense of community and natural ambiance “

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A message from the Chief Executive Officer

The Corporate Business Plan outlines the Shire's 4 year service and project delivery program. It is aligned to the strategic direction and priorities set within the 2021-2031 Strategic Community Plan and reflects actions in the Shire's forward Capital Works Program and informing strategies.

The purpose of the Plan is to demonstrate the operational capacity of the Shire to achieve its aspirational outcomes and objectives over the medium-term. All operational planning and reporting are driven by the Corporate Business Plan which is reviewed annually to ensure priorities are achievable and effectively timed.

The annual review process enables the Shire to frequently assess its progress and realign actions and tasks against the most currently available information.

About this Plan

In 2020 the Shire conducted a major review of its Strategic Community Plan which explored resident priorities and an analysis of trends and drivers impacting on the Shire. Key themes emerged from the data leading to the following Strategic Goals:

- 1. Social - A community enjoying high levels of wellbeing and safety**
- 2. Economic - Diverse and flourishing local economy**
- 3. Built - Perpetual character and inviting, accessible and connected amenities**
- 4. Environment - Preserved natural environment and minimised environmental impact**
- 5. Governance - Aligned and accountable Council and Community Leadership**

The Strategic Community Plan is a 10-year plan providing a long-term view informed by community aspirations. Detailed implementation for the next four years is covered in this Corporate Business Plan, which has been updated to reflect the Shire's vision and emerging priorities.

The Corporate Business Plan drives the operation of the Shire over the short to medium term, taking into consideration the human resources, assets and financial capacity of the Shire of Peppermint Grove. It is directly influenced by the Shire's Long-Term Financial, Asset Management and Workforce Plans. The Corporate Business Plan, in turn, guides the development of the annual budget, service plans and annual project plans.

All supporting services or projects in the Corporate Business Plan are aligned to the priorities of the Strategic Community Plan through the appropriate strategy. These supporting services assist the Shire to meet the priorities of the Strategic Community Plan on an ongoing basis. The Shire's capital expenditure for the four years of this Corporate Business Plan is focussed on infrastructure maintenance and is included under Built Environment Objective 3.2 Inviting, accessible and connected Shire. Further details can be viewed in the Shire's Asset Management Plan.

Progress against service provision and any projects are included in the Shire executive's quarterly reports to Council. Implementation of the informing strategies (asset, workforce and long-term financial plans) plus any modifications to the Strategic Community Plan and Corporate Business Plan will also be detailed in the Shire's Annual Report.

Strategic Priority 1: Social

“A community enjoying high levels of wellbeing and safety”

Objective <i>(What we aim to achieve)</i>	Strategy <i>(How will we get there)</i>
1.1 Maintain / increase actual and perceived safety and security.	1.1.1 Partnerships with local police.

SERVICES	Role	Delivery Model	2023/24 Net Service Cost	2024/25 Net Service Cost	2025/26 Net Service Cost	2026/27 Net Service Cost	Partnering with
Ranger Services	Provide ranger services for parking, animal control and Statutory Compliance	Contract	\$28,500	\$29,500	\$31,000	\$31,500	Outsourced via a fee for service arrangement with Town of Cottesloe Ranger Services

Objective <i>(What we aim to achieve)</i>	Strategies <i>(How will we get there)</i>
1.2 Facilitate age-appropriate services, particularly for seniors and youth.	1.2.1 Quality, inclusive Library services for all.
	1.2.2 Partnerships to provide Seniors’ services.
	1.2.3 Continue to provide youth services in the Library.

SERVICES	Role	Delivery Model	2023/24 Net Service Cost	2024/25 Net Service Cost	2025/26 Net Service Cost	2026/27 Net Service Cost	Partnering with
Library Services	Provision of information and Library services to the Community	In-house	\$112,246	\$115,000	\$118,000	\$120,000	State Library Board Joint service with Town of Cottesloe and Town of Mosman Park
Community Centre	Provision of facility for Community use	In-house	\$ 2,105	\$ 4,000	\$ 4,500	\$5,250	Joint service with Town of Cottesloe and Town of Mosman Park

Aged Care Services	Supporting seniors to live independently and safely in their own homes while remaining connected to their community	Contract	\$17,800	\$17,800	\$17,800	\$17,800	Financial contribution to SHINE Community Services to enable service provision to Shire residents
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Objective (What we aim to achieve)	Strategies (How will we get there)
1.3 Preserve and promote local history and heritage.	1.3.1 Continue to provide local history services.
	1.3.2 Preserve the heritage buildings in the Shire

SERVICES	Role	Delivery Model	2023/24 Net Service Cost	2024/25 Net Service Cost	2025/26 Net Service Cost	2026/27 Service Cost	Partnering with
Community History	Maintain the history and heritage records for the Shire	In-house	\$10,302	\$12,200	\$12,800	\$13,100	Joint service in partnership with Town of Mosman Park and Town of Cottesloe

Objective (What we aim to achieve)	Strategies (How will we get there)
1.4 Promote community connection and activation.	1.4.1 Facilitate social participation through engagement, events and activation.

SERVICES	Role	Delivery Model	2023/24 Net Service Cost	2024/25 Net Service Cost	2025/26 Net Service Cost	2026/27 Service Cost	Partnering with
Community Development	In association with other western suburbs councils, deliver events to the community	In-house	\$35,000	\$36,000	\$37,000	\$38,000	Joint service in partnership with Town of Cottesloe and Town of Mosman Park

Strategic Priority 2: Economic

“Diverse and flourishing local economy”

Objective <i>(What we aim to achieve)</i>	Strategies <i>(How will we get there)</i>
2.1 Improved local business centres	2.1.1 Revitalising the Village/Cottesloe Central as a thriving business and social centre.

SERVICES	Role	Delivery Model	2023/24 Net Service Cost	2024/25 Net Service Cost	2025/26 Net Service Cost	2026/27 Service Cost	Partnering with
Strategic Planning services	Development of future plans for the Cottesloe Central	In-house	\$60,000				Town of Cottesloe

Objective <i>(What we aim to achieve)</i>	Strategies <i>(How will we get there)</i>
2.2 Facilitate options for customers and visitors	2.2.1 Advocate to increase the range of goods and services available.

SERVICES	Role	Delivery Model	2023/24 Net Service Cost	2024/25 Net Service Cost	2025/26 Net Service Cost	2026/27 Service Cost	Partnering with
Development Services	Consultation with Community groups and Commercial owners	In-house	\$10,000	\$10,000	\$10,000	\$10,000	Residents & Local Businesses

Objective <i>(What we aim to achieve)</i>	Strategies <i>(How will we get there)</i>
2.3 Effective relationships with local businesses	2.3.1 Support local businesses to promote themselves

SERVICES	Role	Delivery Model	2023/24 Net Service Cost	2024/25 Net Service Cost	2025/26 Net Service Cost	2026/27 Service Cost	Partnering with
Community Development	Providing Support to Local Businesses	In-house	\$2,000	\$2,000	\$2,000	\$2,000	Local Businesses

Strategic Priority 3: Built Environment

“Perpetual character and inviting, accessible and connected amenities”

Objective <i>(What we aim to achieve)</i>	Strategies <i>(How will we get there)</i>
3.1 Perpetual character of Peppermint Grove	3.1.1 Support new development complementing Peppermint Grove’s unique history, heritage and character.
	3.1.2 Maintain tree canopy and streetscapes

SERVICES	Role	Delivery Model	2023/24 Net Service Cost	2024/25 Net Service Cost	2025/26 Net Service Cost	2026/27 Net Service Cost	Partnering with
Development Services	Ensuring responsible management of the Shire’s Building Assets	Out-sourced	\$3,500	\$3,500	\$3,500	\$3,500	Outsourced via a fee for service arrangement with Town of Claremont
Environmental Health Services	Ensuring public health and amenity through planning, regulations and statutory compliance.	Contract	\$9,000	\$9,000	\$9,000	\$9,000	Outsourced via a fee for service arrangement with Town of Cottesloe
Development Services	Provision of Heritage Grants	In-house	\$50,000	\$50,000	\$50,000	\$50,000	Property Owners
Development Services	Management of the Shire’s Local Planning Strategy	In-house	\$40,000	\$50,000	\$5,000	\$5,000	Consultant
Parks and Gardens	Street verge and tree canopy care and maintenance	In-house	120,000	125,000	130,000	135,000	Contractor
Development Services	Ensuring a well-planned Shire, compliant buildings, enjoyable and livable built environment through Local Planning & statutory compliance	In-house	\$123,420	\$125,000	\$127,000	\$128,000	Contractors

Objective <i>(What we aim to achieve)</i>	Strategies <i>(How will we get there)</i>
3.2 Inviting, accessible and connected Shire	3.2.1 Conduct infrastructure maintenance and improvements which facilitate sustainable on-going management.
	3.2.2 Ensure well maintained and connected footpaths.
	3.2.3 Advocate and partner to improve the Village precinct

SERVICES	Role	Delivery Model	2023/24 Net Service Cost	2024/25 Net Service Cost	2025/26 Net Service Cost	2026/27 Net Service Cost	Partnering with
Infrastructure Services	Transport Assets	In-house	\$2,000,376	\$269,902	\$333,000	\$95,000	Contractor
Infrastructure Services	Parks & Reserves Assets	In-house	\$ 18,000	\$261,000	0	0	Contractors
Infrastructure Services	Plant Assets-	In-house	\$46,000	\$93,000	\$112,000	\$64,000	Contractors
Infrastructure Services	Property Assets	In-house	\$314,000	\$70,000	\$87,000	\$77,000	Contractors
Infrastructure Services	Footpaths	In-house	\$43,000	\$20,000	\$20,000	\$20,000	Contractors

Strategic Priority 4: Natural Environment

“Preserved natural environment and minimised environmental impact”

Objective <i>(What we aim to achieve)</i>		Strategies <i>(How will we get there)</i>					
4.1 Protect and enhance Peppermint Grove’s natural environment and biodiversity		4.1.1 Develop Urban Tree Strategy to maintain / increase tree canopy and verge condition					
		4.1.2 Maintain healthy parklands, and open spaces.					
		4.1.3 Proactive River foreshore management.					
SERVICES	Role	Delivery Model	2023/24 Net Service Cost	2024/25 Net Service Cost	2025/26 Net Service Cost	2026/27 Net Service Cost	Partnering with
Infrastructure Services	Ensuring healthy and well-maintained reserves and river foreshore	In-house	\$162,000	\$170,000	\$175,000	\$180,000	Contractors

Objective <i>(What we aim to achieve)</i>		Strategies <i>(How will we get there)</i>					
4.2 Maintain a clean, healthy, and sustainable environment		4.2.1 Improved animal control measures.					
		4.2.2 Quality waste management services that minimise waste to landfill					

SERVICES	Role	Delivery Model	2023/24 Net Service Cost	2024/25 Net Service Cost	2025/26 Net Service Cost	2026/27 Net Service Cost	Partnering with
Infrastructure Services	Removal, disposal and recycling of household, commercial waste and wastewater treatment to ensure sustainable management of resources.	Contract	\$460,890	\$470,000	\$480,000	\$490,000	Contractor & WMRC

Objective <i>(What we aim to achieve)</i>	Strategies <i>(How will we get there)</i>
4.3 Protect our natural resources for future generations	4.3.1 Responsible water and energy use

SERVICES	Role	Delivery Model	2023/24 Net Service Cost	2024/25 Net Service Cost	2025/26 Net Service Cost	2026/27 Net Service Cost	Partnering with
Infrastructure Services	Drainage Assets-AMP	Contract	\$10,000	\$10,000	\$10,000	\$10,000	Contractor

Strategic Priority 5: Governance

Aligned and accountable Council and Community Leadership

Objective 5.1 <i>(What we aim to achieve)</i>		Strategies <i>(How will we get there)</i>					
5.1 Provide accountable and transparent leadership		5.1.1 Comply with all relevant legislation and standards to ensure ethical and transparent governance.					
SERVICES	Role	Delivery Model	2023/24 Net Service Cost	2024/25 Net Service Cost	2025/26 Net Service Cost	2026/27 Service Cost	Partnering with
Council Governance Services	Corporate governance and future planning through the coordination of policy, procedural guidelines, compliance registers and audits.	In-house	\$98,000	\$99,000	\$99,000	\$99,000	Community
Corporate Services	Administration of the Shire's accounting operations, provide management information to departments and compliant financial reporting to Council.	In-house	\$593,000	\$ 598,000	\$ 602,000	\$608,000	Contractors

Objective 5.2 <i>(What we aim to achieve)</i>		Strategies <i>(How will we get there)</i>					
5.2 Engage, Communicate and Consult with our Community and Stakeholders		5.2.1 Provide responsive and effective customer service.					
		5.2.2 Engage our community in planning and decision-making processes.					
SERVICES	Role	Delivery Model	2023/24 Net Service Cost	2024/25 Net Service Cost	2025/26 Net Service Cost	2026/27 Service Cost	Partnering with
Corporate Services	Providing the community with good information, through customer information services.	In-house	\$15,000	\$15,000	\$15,000	\$15,000	Contractors

Objective 5.3 <i>(What we aim to achieve)</i>		Strategies <i>(How will we get there)</i>					
5.3 Advocate to reflect the community vision		5.3.1 Advocate, partner and lobby to benefit the community.					

SERVICE	Role	Delivery Model	2023/24 Net Service Cost	2024/25 Net Service Cost	2025/26 Net Service Cost	2026/27 Service Cost	Partnering with
Corporate Service	Communication, engagement and advocacy with stakeholders to preserve and enhance the livability and sustainability of the Shire for the benefit of the community	In-house	\$5,000	\$5,000	\$5,000	\$15,000	Contractors

Objective 5.4 <i>(What we aim to achieve)</i>	Strategies <i>(How will we get there)</i>
5.4 Sustainable and optimal use of Shire Resources	5.4.1 Continue the pursuit of regional cooperation and shared services.
	5.4.2 Maintain a highly skilled and effective workforce enabling agile and adaptive service provision
	5.4.3 Provide responsible financial and asset management to ensure the City's long-term sustainability

SERVICES	Role	Delivery Model	2022/23 Net Service Cost	2023/24 Net Service Cost	2024/25 Net Service Cost	2025/26 Net Service Cost	Partnering with
Corporate Services	Administration, Financial Management and Human Resources	In-house	\$10,000	\$5,000	\$5,000	\$15,000	Contractors

Risk Management

The Council undertakes a review of its Risk Management Profiles on an annual basis including (but not limited to) the following categories:-

- *Asset Sustainability*
- *Business Disruption*
- *Compliance*
- *Document management*
- *Employment practices*
- *Engagement*
- *Errors. Omission & Delays*
- *External theft & Fraud*
- *Facilities & Venues*
- *IT Communications*
- *Misconduct*
- *Project Management*
- *Safety & Security*
- *Suppliers*

Stakeholders

The Shire works with a number of stakeholders in the pursuit of delivering the Shire's vision. These stakeholders may be interested in, impacted by or in a position to influence the Shire's activities. In planning for the future, the Shire recognises that our stakeholders' feedback enriches our decisions and delivery. Ongoing engagement and civic participation are important factors in achieving quality

outcomes for the community. The Shire endeavours to maintain relationships with our stakeholders across many areas, including:

- *Federal Government*
- *State Government*
- *Residents*
- *Ratepayers*
- *Local Businesses*
- *Neighbouring Local Governments*
- *Industry Associations and Peak Bodies*
- *Community Groups*
- *Sporting Groups*
- *Schools*
- *Special Inclusion Groups such as: People with disabilities, culturally and linguistically diverse people,*

Key Strategies and Plans

The Shire of Peppermint Grove's planning does not happen in isolation. The Shire's planning sits within a state and federal planning context and must be aligned with broader strategic priorities that impact its community. Some of the state and federal plans that may shape Peppermint Grove's future development include:

Commonwealth Government Plans:

- *Renewable Energy Target, Clean Energy Regulator*
- *Smart Cities Plan, Department of the Prime Minister and Cabinet*

Western Australian Government Plans:

- *Affordable Housing Strategy 2010 – 2020 Opening Doors to Affordable Housing, Department of Housing*
- *Central sub-regional Planning Framework, 2018, Department of Planning, Lands and Heritage*
- *Directions 2031 and Beyond: Metropolitan Planning Beyond the Horizon, Department of Planning, Lands and Heritage, Western Australian Planning Commission*
- *Disability Access and Inclusion Plan 2019-2024, Department of Local Government, Sports and Cultural Industries*
- *Perth and Peel @ 3.5 million March 2018, Department of Planning, Lands and Heritage, Western Australian Planning Commission*
- *State Planning Strategy 2050, Planning for Sustained Growth and Prosperity, Department of Planning, Lands and Heritage, Western Australian Planning Commission*
- *State Public Health Plan for Western Australia (2019-2024), Department of Health*

- *Strategic Directions Framework 2015 – 2030 for Arts and Culture in WA, Department of Local Government, Sport and Cultural Industries*
- *Towards Zero, Road Safety Strategy to Reduce Road Trauma in Western Australia 2008 – 2020, Road Safety Commission*
- *Western Australia Container Deposit Scheme, Department of Water and Environmental Regulation*
- *Western Australian Waste Strategy Creating the Right Environment, Waste Authority*

Resourcing the Plan
Action Plan Budget Summary

The table below summarises the indicative financial position for the four years of the Corporate Business Plan, 2023/24 to 2026/27

	2023/24	2024/25	2025/26	2026/27
Operating Revenue				
Rates	\$3,691,205	\$3,935,702	\$4,054,560	\$4,177,008
Operating Grants & Contributions	\$1,380,510	\$1,412,487	\$1,426,612	\$1,440,878
Fees and Charges	\$337,937	\$341,601	\$345,017	\$348,467
Interest Received	\$138,836	\$140,224	\$141,627	\$143,043
Other	\$4,000	\$4,040	\$4,080	\$4,121
TOTAL	\$5,552,488	\$5,834,054	\$5,971,896	\$6,113,517
Operating Expenditure				
Employee Costs	-\$2,409,666	-\$2,445,811	-\$2,531,414	-\$2,695,956
Materials and Contracts	-\$2,312,008	-\$2,327,648	-\$2,409,116	-\$2,565,708
Depreciation	-\$582,289	-\$492,128	-\$489,088	-\$477,999
Utilities	-\$123,595	-\$126,067	-\$130,479	-\$138,960
Interest on Loans	-\$69,702	-\$70,735	-\$55,008	-\$52,625
Insurance	-\$118,902	-\$121,280	-\$125,525	-\$133,684
Loss on Sale of Assets	-\$46,388	\$11,000	\$3,000	
Other Expenditure	-\$120,357	-\$113,584	-\$117,689	-\$125,464
TOTAL	-\$5,782,907	-\$5,686,253	-\$5,855,319	-\$6,190,396
Non-Cash Adjustments	\$628,677	\$481,128	\$486,088	\$477,999
Capital Expenditure & Revenue				
Non- Operating Grant	\$49,126	\$50,109	\$51,111	\$52,133
Capital Expenditure	-\$2,681,200	-\$714,000	-\$552,800	-\$285,000
Repayment of Loans	-\$38,886	-\$36,336	-\$38,886	-\$41,616
Other - Including Reserves	-\$49,211	-\$12,748	\$4,667	-\$56,583
Proceeds on Sale	\$2,080,500	\$77,000	\$41,000	\$30,000
TOTAL	-\$639,671	-\$635,975	-\$494,908	-\$301,066
Estimated Surplus (Deficit) B'fwd	\$273,946	\$46,716	\$39,670	\$147,427
Estimated Closing Position	\$32,533	\$39,670	\$147,427	\$247,481



Ordinary Council Meeting

8.4.3 Matters for Information and Noting

Building and Planning Statistics

Infringements Issued

Library Statistics

Recycling Statistics

Removal of Caveat

Library Management Group Meeting Minutes 16th May 2023

Matters for Information and Noting

No Building Permits Issued May 2023

Planning Approvals and Notices Issued May 2023

Application Number	Location	Description	Delegation	Decision
DA 2023 / 00009	4 Bay View Terrace	Single House and Ancillary Works	Delegated	Approved
DA 2023 / 00012	146 Forrest Street	Alterations and Additions	Delegated	Approved

Infringements May 2023

Reason	Amount
4.1(2) Parking Contrary to a 'No Parking' Sign	\$80.00
4.1(2) Parking Contrary to a 'No Parking' Sign	\$80.00
4.1(2) Parking Contrary to a 'No Parking' Sign	\$80.00
3.9(C) Parking A Trailer/Caravan on a Thoroughfare	\$100.00
4.1(1) Stopping Contrary to a 'No Stopping' Sign	\$100.00
4.1(1) Stopping Contrary to a 'No Stopping' Sign	\$100.00
4.1(1) Stopping Contrary to a 'No Stopping' Sign	\$100.00
4.1(1) Stopping Contrary to a 'No Stopping' Sign	\$100.00

Library May 2023

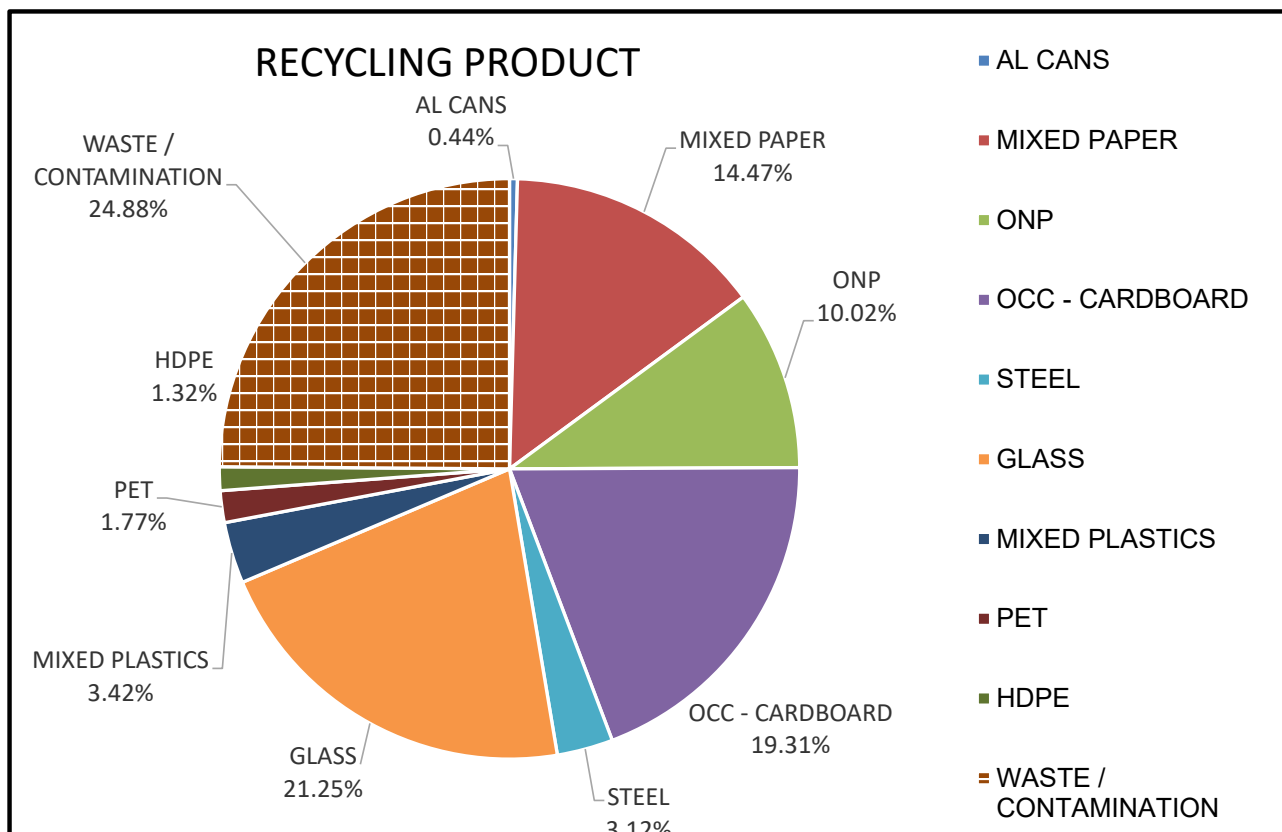
Library Statistics	May 2023	May 2022	May 2021
Loans	20,428	17,517	15,787
New Borrowers	256	215	242

Recycling Recovery



April 2023

PRODUCT	Product - Percentage	Product - Tonnes
AL CANS	0.44	0.05
MIXED PAPER	14.47	1.72
ONP	10.02	1.19
OCC - CARDBOARD	19.31	2.30
STEEL	3.12	0.37
GLASS	21.25	2.53
MIXED PLASTICS	3.42	0.41
PET	1.77	0.21
HDPE	1.32	0.16
TOTAL RECOVERED	75.12	8.93
WASTE / CONTAMINATION	24.88	2.96
MONTHLY TOTAL	100.00	11.89



WITHDRAWAL OF CAVEAT

DESCRIPTION OF LAND (Note 1)

Lot 2 on Plan 3783

EXTENT

Whole

VOLUME

1417

FOLIO

395

CAVEATOR (Note 2)

SHIRE OF PEPPERMINT GROVE

CAVEAT NUMBER (Note 3)

O153743

STATE WHETHER WHOLE OR PART OF LAND IN CAVEAT

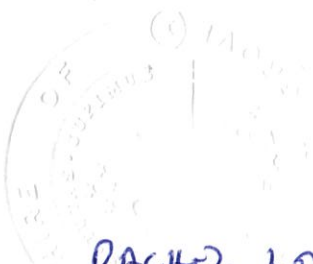
Whole

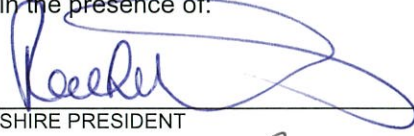
The CAVEATOR HEREBY WITHDRAWS the said Caveat from the Land above described


Dated this _____ day of _____ Year _____


SIGNATURE OF CAVEATOR (Note 4)


THE COMMON SEAL of the SHIRE OF PEPPERMINT GROVE was hereunto affixed by the authority of a resolution of the Council in the presence of:




SHIRE PRESIDENT


CHIEF EXECUTIVE OFFICER


RACHEL LOUISE THOMAS
(Print Full Name)


DONALD STUART BUERKERT
(Print Full Name)

INSTRUCTIONS

1. If insufficient space in any section, additional Sheet Form B1, should be used with appropriate headings. The boxed sections should only contain the words "see page....."
2. Additional Sheets shall be numbered consecutively and bound to this document by staples along the left margin prior to execution by the parties.
3. No alteration should be made by erasure. The words rejected should be scored through and those substituted typed or written above them, the alteration being initialled by the persons signing this document and their witnesses.

NOTES

1. **DESCRIPTION OF LAND**
Lot and Diagram/Plan/Strata/Survey-Strata Plan number or Location name and number to be stated.
Extent - Whole, part or balance of the land comprised in the Certificate of Title to be stated.
The Volume and Folio or Crown Lease number to be stated.
2. **CAVEATOR**
State full name of the Caveator(s).
3. **CAVEAT NUMBER**
State registration number of the Caveat being withdrawn.
4. **CAVEATOR'S EXECUTION**
A separate attestation is required for every person signing this document. Each signature should be separately witnessed by an Adult Person. The full name, address and occupation of the witness must be stated.



EXAMINED

OFFICE USE ONLY

WITHDRAWAL OF CAVEAT

LODGED BY	McLeods Lawyers
ADDRESS	PO Box 165 CLAREMONT WA 6910
PHONE No.	9383 3833
FAX No.	9383 4935
REFERENCE No.	FG:PEPP:29166 Woc O153743
ISSUING BOX No.	346K

PREPARED BY	McLeods Lawyers
ADDRESS	PO Box 165 CLAREMONT WA 6910
PHONE No.	9383 3133
FAX No.	9383 4935

INSTRUCT IF ANY DOCUMENTS ARE TO ISSUE TO OTHER THAN LODGING PARTY

TITLES, LEASES, DECLARATIONS ETC LODGED HEREWITH

1. _____	Received Items
2. _____	Nos.
3. _____	
4. _____	
5. _____	Receiving Clerk
6. _____	

Lodged pursuant to the provisions of the *TRANSFER OF LAND ACT 1893* as amended on the day and time shown above and particulars entered in the Register.

WITHDRAWAL OF CAVEAT

DESCRIPTION OF LAND (Note 1)	EXTENT	VOLUME	FOLIO
Lot 50 on Diagram 29700	Whole	1843	828
Lot 87 on Plan 3783	Whole	1843	833
Lot 125 on Deposited Plan 29242	Whole	1843	829
Lot 126 on Deposited Plan 29242	Whole	1358	943
Lot 127 on Deposited Plan 29242	Whole	1843	832
Lot 124 on Deposited Plan 29242	Whole	1843	834
Lot 106 on Plan 3783	Whole	1770	757
Lot 107 on Plan 3783	Whole	1843	831
Lot 89 on Plan 3783	Whole	1843	830

CAVEATOR (Note 2)

SHIRE OF PEPPERMINT GROVE

CAVEAT NUMBER (Note 3)

O245382

STATE WHETHER WHOLE OR PART OF LAND IN CAVEAT

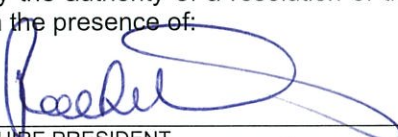
Whole


The CAVEATOR HEREBY WITHDRAWS the said Caveat from the Land above described

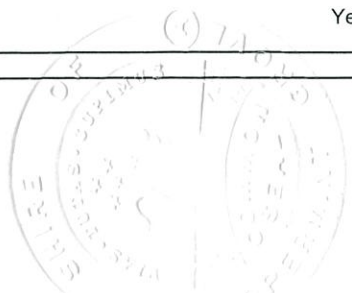
Dated this _____ day of _____ Year _____

SIGNATURE OF CAVEATOR (Note 4)

THE COMMON SEAL of the SHIRE OF PEPPERMINT GROVE was hereunto affixed by the authority of a resolution of the Council in the presence of:


SHIRE PRESIDENT


CHIEF EXECUTIVE OFFICER



RACHEL LOUISE THOMAS
(Print Full Name)

Deanna Anna Burdett
(Print Full Name)

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1. If insufficient space in any section, additional Sheet Form B1, should be used with appropriate headings. The boxed sections should only contain the words "see page....."
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2. _____	Nos.
3. _____	
4. _____	
5. _____	Receiving Clerk
6. _____	

Lodged pursuant to the provisions of the *TRANSFER OF LAND ACT 1893* as amended on the day and time shown above and particulars entered in the Register.



**MINUTES FOR THE
LIBRARY MANAGEMENT GROUP
MEETING**

HELD ON

**Tuesday 16 May 2023
At 8.00 am
Shire of Peppermint Grove
Council Chambers.**

TOWN OF COTTESLOE - TOWN OF MOSMAN PARK - SHIRE OF PEPPERMINT GROVE



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TOWN OF COTTESLOE -TOWN OF MOSMAN PARK -SHIRE OF PEPPERMINT GROVE



The presiding member declared the meeting open at 8.04 am.

Delegates:

ATTENDEES

Town of Cottesloe

Cr C (Craig) Masarei (Chair)

Shire of Peppermint Grove

Cr K (Karen) Farley (via telephone)

Town of Mosman Park

Deputy Mayor G (Georgie) Carey

Alternate Delegates/Observers:

Cr D (Dawne) Horrex

Officers Attending:

Shire of Peppermint Grove

Don Burnett, Chief Executive Officer
Lance Hopkinson, Library Coordinator

Town of Mosman Park

Carissa Bywater, Chief Executive Officer

Apologies:

Cr M (Melissa) Harkins
Shane Collie, Town of Cottesloe
Mayor P (Paul) Shaw
Matthew Scott, Town of Cottesloe
Michael Costarella, Manager Corporate and Community Services

1. CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING (Attached)

OFFICER RECOMMENDATION/RESOLVED

That the Minutes of the Library Management Committee Meeting held on 7th March 2023 be confirmed as a true and accurate record of proceedings.

Moved: Cr K (Karen) Farley
Seconded: Cr C (Craig) Masarei
Carried 3/0

2. BUSINESS ARISING FROM THE PREVIOUS MINUTES

2.1 CAFE LEASE (confidential attachment)

The current operator of the café is seeking to assign the, noting the lease will expire on 30 June 2023. The request is for a 12-month extension to June 2024 at the reduced rent, as previously agreed, of \$5800 pa.

OFFICER RECOMMENDATION/RESOLVED

That the Library Management group support the assignment of the café lease with a 12-month extension of the lease to June 2024, with the use of the café site to be reviewed before June 2024.

Moved: Cr K (Karen) Farley
Seconded: Cr C (Craig) Masarei

Carried 3/0

3. WESTCOAST COMMUNITY CENTRE (Confidential Presentation attached)

The WCC management committee to present a submission regarding the MOU and the 2023/24 financial year.

OFFICER RECOMMENDATION/RESOLVED

That Member Councils support the waiving of the 2023/24 MOU fee via a donation back to West Coast Community Centre

Moved: Cr K (Karen) Farley
Seconded: Cr C (Craig) Masarei

Carried 3/0

4. FINANCIAL STATEMENTS (Attached)

The Financial Statements for the period ended the 30 April 2023 are attached.

The main areas of movement relate to salaries, which relate to additional costs associated with COVID casual relief and backdate salaries related to a staff reclassification. IT expenses have exceeded the budget, however some of these costs will be reimbursed due to the transition of the IT support services.

The final audited 21/22 financial statements will see credits allocated based on the 30 June 2022 contributions charged compared to actuals. A credit of \$6757 will be allocated to the Town of Mosman Park and \$5,862 to the Town of Cottesloe.

OFFICER RECOMMENDATION/RESOLVED

That the 30 April 2023 financial statements be received.

Moved: Deputy Mayor G (Georgie) Carey
Seconded: Cr K (Karen) Farley

Carried 3/0

5. DRAFT 2023/24 LIBRARY BUDGET (Attached)

The draft 2023/24 budget is submitted for consideration. Please note the library budget is still subject to formal adoption by the Shire of Peppermint Grove and maybe subject to minor changes. The budget is broken into 4 components, being the library, community centre, history unit (all three commonly known as the Grove) and capital (CAPEX). The 23/24 budget utilises the most recent population census, as per the library agreement, to determine the calculation of the contributions. This new population data shows the following movements, Mosman Park 48.68% to 49.28%, Cottesloe 42.23% to 41.51% and Peppermint Grove 9.09% to 9.21%.

The net operating cost for the Grove have increase from the 22/23 adopted budget by 3.84%.

Major movements for the 22/23 budget are:

- Staff superannuation, 0.5% increase in the super guarantee from 1 July 2023 and more staff taking up match super offer.
- Work, health and Safety costs allocated (\$12,000) to reflect actual costs based on staff numbers.

- Audit fees of \$2,500 being charged to the library for the annual audit.
- Increase in the grove landscaping costs (\$7,375) to reflect more accurately the actual cost. Library agreement stipulate 25% of materials for gardens should be charged to the library.
- Staff costs for Community history reduced to reflect reduction in working hours for this position.
- Income (\$6,000) for Oral History deleted and expenses reduced to \$3,000 to reflect the change in work practices.
- Budget still shows \$9,000 income from West Coast Community Centre (WCC), however this is subject to a presentation by WCC.

CAPEX will vary year to year based on the Asset Management Plan (AMP). The CAPEX budget for 2023/24 is \$161,000. The 2022/23 adopted CAPEX budget was \$82,500.

OFFICER RECOMMENDATION/RESOLVED

That the Draft 2023/24 Budget be received and referred to each member for incorporation in their 2023/24 budgets.

Moved: Cr K (Karen) Farley
Seconded: Cr C (Craig) Masarei

Carried 3/0

6. REVIEW OF AIRCONDITIONING (Confidential Attachment)

The attached confidential reports deal with the current air conditioning for the Grove and options going forward. It is not proposed at any change is made to the Grove air conditioning in 23/24, but budgetary consideration should be made for future years if significant changes are to be made. The Shire will be considering in its 23/24 budget the separation of the Shire office air conditioning from the Grove bore water cooled system.

OFFICER RECOMMENDATION/RESOLVED

That the recommendation for option 1 to replace the water cooled bore air conditioning with air cooled condenser be incorporated into the 2024/25 asset management plan.

Moved: Deputy Mayor G (Georgie) Carey
Seconded: Cr K (Karen) Farley

Carried 3/0

7. MATTERS FOR INFORMATION

7.1.1 NSLA Australian public libraries statistical report 2021-2022 (Attached)

Australian public library statistics have been compiled annually by National and State Libraries Australasia (NSLA) using data supplied by the authority responsible for public library services in each state and territory and are presented for the Library Management Groups review.

8. UPCOMING LIBRARY EVENTS.

- **JUNE**

Music Event: The Grove Classics. Library Main Hall, Every Sunday throughout June

Book Launch: Local Author Ron Banks Book Launch 28th June 2023.

- **JULY**

School Holiday Programs: Across the 2 term holidays 3-13 July 2023.

9. NEXT MEETING

The next scheduled ordinary meetings of the Library Management Group is:

Tuesday 15th August 2023, 8.00 am

10. CLOSURE: 8.58 am