



SHIRE OF PEPPERMINT GROVE

ATTACHMENTS

**Ordinary Council Meeting
28 May 2019**

TABLE OF CONTENTS

| SUBJECT HEADING | PAGE |
|--|-------------|
| 8.1.1 New Music Centre at Presbyterian Ladies College (PLC) – 14 McNeil Street ... | 3 |
| 8.1.2 48A View Street - New single storey additions to single house and outbuilding | 13 |
| 8.1.3 – 56 The Esplanade - Roofing to Rear Terrace Area | 22 |
| 8.1.4 – 32 Keane Street, New Tennis Court and Associated Outbuildings..... | 26 |
| 8.1.5 – Heritage Listing Project – Progressive Listings | 33 |
| 8.3.1 – Library and Community Centre Draft Budget | 41 |
| 8.4.1 – Financial Report – April 2019 | 54 |
| 8.4.2 – Account Paid – April 2019 | 62 |
| 8.4.3 – Matters for Information and Noting | 84 |



Ordinary Council Meeting

8.1.1 New Music Centre at Presbyterian Ladies College (PLC) – 14 McNeil Street

**ATTACHMENT ONE
ITEM 8.1.1**



**ITEM 8.1.1
ATTACHMENT TWO**



Government of **Western Australia**
Development Assessment Panels

Form 1 – Responsible Authority Report
(Regulation 12)

| | |
|-----------------------------------|---|
| Property Location: | 14 McNeil Street Peppermint Grove |
| Development Description: | New School Music Centre |
| DAP Name: | Metro West |
| Applicant: | Allerding and Associates |
| Owner: | Presbyterian Ladies College |
| Value of Development: | \$ 4,630,000 |
| LG Reference: | DA2019/00006 |
| Responsible Authority: | Shire of Peppermint Grove |
| Authorising Officer: | Manager of Development Services – Mr. Ross Montgomery |
| DAP File No: | DAP/19/01586 |
| Report Due Date: | 30/06/2019 |
| Application Received Date: | 18/03/2019 |
| Application Process Days: | 90 Days |
| Attachment(s): | 1. Location Plan 2. Development Plans 3. Extract of Council Minutes |

Officer Recommendation:

That the Metro West JDAP resolves to:

- 1. Approve** DAP Application reference DAP/19/01586 and accompanying plans DA series plans 1-40 in accordance with Clause 68 of Schedule 2 (Deemed Provisions) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, and the Shire of Peppermint Grove Local Planning Scheme No. 4 having regard to the objectives for the zone (Cl.16), and exercising discretion to approve varied design as provided by Cl.17 and with regard for site development requirements Cl.32 and 34 of the Scheme; and pursuant to clause 24(1) and 26 of the Metropolitan Region Scheme and the Approval being subject to the following conditions:

Conditions:

1. This decision constitutes planning approval only and is valid for a period of two years from the date of approval. If the subject development is not substantially commenced within the two-year period, the approval shall lapse and be of no further effect.
2. Amalgamation of Lots 55 and 56 to form a scheme compliant development site with a memorial to be placed on title to advise that Finlayson House is on the Shire heritage list.
3. All works are to be subsequent to the issue of a Building Permit and shall not be carried out, other than in accordance with this this Planning Approval and consistent with Building Permit certified/approved plans.

4. The development plans, as dated marked and stamped "Approved", together with any requirements and annotations detailed thereon by the Shire of Peppermint Grove, are the "Approved Plans" as part of this application and shall form part of the development approval issued.
5. Prior to the commencement of works, the applicant shall submit for approval and thereafter implement to the satisfaction of the Shire of Peppermint Grove, a construction management plan detailing:
 - How materials and equipment will be delivered and removed from the site;
 - How materials and equipment will be stored on the site;
 - Parking arrangements for contractors;
 - Construction Waste disposal strategy and location of waste disposal bins;
 - Details of cranes, large trucks or similar equipment which may block public thoroughfares during construction;
 - How risks of wind and/or water born erosion and sedimentation will be minimised during works;
 - Other matters likely to impact on surrounding properties.

Advice Notes

Details: outline of development application

| | |
|----------------------------|---|
| MRS: | Urban |
| LPS 4: | Private Clubs, Institutions and Place of Worship |
| Insert Use Class: | Educational Establishment |
| Insert Strategy Policy: | n/a |
| Insert Development Scheme: | n/a |
| Insert Lot Size: | Lot 55: 1589m ² Lot 56: 1457m ² |
| Insert Existing Land Use: | Educational Establishment (music centre) |

Background:

The proposed development of a new music centre at 14 McNeil Street is located on the grounds of the Presbyterian Ladies College (PLC). The need for a new music centre has been included in the schools' long-term plan and was identified as a priority in the Masterplan produced by Parry and Rosenthal Architects in 2017.

The development is located immediately adjacent to the junior school on lots 55 and 56. The heritage listed building Finlayson house abuts the new building and will be connected to it. As a part of the redevelopment, there will be a partial demolition of previous additions to Finlayson House (Heritage Listed) to accommodate the new music centre. The works will not detract from the heritage value of Finlayson House.

The school music curriculum has been located in Finlayson house for a number of years, but this activity was relocated last year to several demountable buildings

installed on the schools' basketball courts for a short-term occupation during the period required to build the new music centre.

Legislation and Policy:

Planning and Development Act 2005
Local Planning Policy 1 – Urban Design and Streetscape Policy
Local Planning Policy 3 – Heritage Places

Legislation

Local Policies

Local Planning Policy 1 – Urban Design and Streetscape Policy

- The Shire of Peppermint Grove places a high value on protecting its tree-lined streets which provide arcaded views towards the river and a treed skyline. New development should respect the current streetscape and address the street with urban greenspace, trees and with a setback in accordance prevailing LPS 4 requirement.
- The music centre is a larger scale than the large single houses on the opposite side of the street and will complement the current assembly of multi-storey school buildings distributed across the campus and along McNeil Street.
- The height of the building proposed is slightly taller to the adjacent school buildings but of equivalent scale and size.
- The Applicant has committed to restore Finlayson House to return its external features and garden finishes following the construction of the music centre.
- Once Finlayson House has been returned to a residential style this will terminate the street presentation of institutional school buildings to mirror Scourgie House and return a residential nature to the intersection with View Street.

Local Planning Policy 3 – Heritage Places

- Finlayson House is a heritage listed property and abuts the proposed building. Applicant has committed to restore Finlayson House which when combined with nearby Scourgie House will return this intersection to reflect the single residential scale which characterises most of McNeil Street.
- Finlayson House is listed in the Shire of Peppermint Grove heritage list. Abutting development should respect the heritage aesthetics and values. Any demolition proposed should retain and enhance the integrity of the original house and connection to the new music centre should make a clear definition between the old and the new.
- Application proposes that only later additions will be removed and that these are not of great heritage significance. A listed pavilion will be relocated into a nearby landscaped site which maintains its heritage context as a garden structure.

Consultation:

Public Consultation

The development was advertised to single residential properties on the opposite side of McNeil Street to the proposed sites (Lot 55 and 56). Letters were hand delivered by Shire staff on the 17th of April 2019 and owners of the properties were invited to view plans and respond within 14 days.

Plans Advertised To

| | |
|------------------|------------------|
| 17 McNeil Street | 25 McNeil Street |
| 19 McNeil Street | 27 McNeil Street |
| 21 McNeil Street | 29 McNeil Street |
| 23 McNeil Street | |

| Address | Response | Shire Comment |
|---|--|--|
| 25 McNeil Street | Nice to meet you on Friday I don't have any problems with the height of the building but would be concerned about trucks etc. in McNeil Street we already have the school traffic. I have spoken to PLC and they indicated that they would have all the construction traffic within the school grounds. I would be interested in seeing their traffic plans. | Respondent was informed that as a part of an Approval the applicant would be required to submit a Site Development and Site Access Management Plan. This would address the issue raised. |
| 23 McNeil Street – Rowe Group representing the owner | Rowe Group responded to the plans on behalf of the owner. The response is mainly based around issues with height and associated overlooking into their client's front yard and master bedroom from the balcony on the top floor. | 1. Respondent quotes a maximum height of 10.83m for the proposed development. This is not entirely accurate. It was explained that from McNeil Street the development is partially hidden and from the visible ground floor to the roof pitch the height would be perceived as 10.83m. However, total building height is approximately 12.1m. Detailed explanation of the method of calculation for height included in the Officer Comment of the Report 2. Respondent states issues with overlooking |

| | | |
|--|--|--|
| | | into their front yard and master bedroom from the balcony on the top floor. This is not a major issue as there is partial screening by existing trees, and the proposed development is located across McNeil street. |
|--|--|--|

Consultation with other Agencies or Consultants

No other consultation has been required.

Planning Assessment:

Local Planning Scheme 4

| Item | Requirement | Proposal | Compliance |
|-----------------|--|---|---|
| Building Height | C.32 (1) Maximum height of building for areas zoned Private Clubs, Institutions and places of worship: The lesser of 10 metres or half of the horizontal distance measured from the mean natural ground level of the nearest adjoining land boundary in a residential zone and the vertical line of the highest point of the building. | The proposal is above the maximum height of 10m in all areas. | The proposal exceeds the prescribed Scheme maximum height but the disposition of the height is away from the McNeil St edge and so this design considers ways to reduce the visual impact to the street. Local Planning Scheme 4 provides some ambiguity as to how the height should be measured from the mean natural ground level and with respect to residential properties – which in this case are separated by a road. Further clarification to be provided in the officer comment. |
| Site Coverage | C.32 (1) Maximum site coverage to be 0.5. | Proposal distributes the development over two lots (55 & 56) | The proposal can be claimed to be compliant when the site coverage is |

| | | | |
|--|--|--|---------------------------------|
| | | to achieve LPS 4 site coverage target. | calculated across the two lots. |
|--|--|--|---------------------------------|

Officer Comments

The application proposes a large institutional building designed to complement adjacent buildings and respect the residential streetscape on the opposite side of McNeil Street. The setback from McNeil Street is 6.4m and the building places one floor below the street level to minimise the height as perceived from the street.

The street setback area is to be landscaped to reflect the garden streetscape of trees and open views. Although the building occupies the entire span of the street frontage between the School and Finlayson House – it has been designed to repeat and re-interpret the rhythm of school buildings along the southern side of McNeil Street and reflects landscape themes from the residential aspects of the street.

The use of a minimal edging to the footpath and sunken garden echoes the residential character elsewhere along the street.

The Scheme provides Council the power via Clause 34 to grant variation to Scheme design requirements but only after consulting with those neighbouring properties likely to be affected by the design variation.

The two design aspects where the proposal seeks variation are:-

- Building height in excess of 10 metres; and
- Site coverage to exceed 0.5 for the lot on which the building is proposed.

Assessment of the building height recognises the impact of the height has been attenuated due to the upper storey being setback further from the street (extra setback of 2.87m from the front façade to McNeil Street). This will mitigate much of the height impact by recessing the top edge of the roof when viewed from the street. The roof when viewed from the opposite side of the street is likely to be screened by the mature street trees.

There are presently no long views available from the opposite side of McNeil Street to the south and beyond the current roof line of buildings and so the new roof line will not alter this outlook or curtail views.

One submission received by the Shire is prepared and lodged on behalf of a resident opposite the development. This raises several concerns a few of which are outside the ambit of the Scheme and those design aspects where discretion being sought. They raise the additional height of the building above 10 metres claiming this results in the terrace overlooking across the street into the front of the home.

Regardless of the building height – a terrace or other outlook would be towards the street and so the issue of privacy of a street setback area and street-facing windows when covered by the R-Codes is not sustained. In any case the concern is not strictly related to the increased building height because there could as easily be this same outlook from a compliant structure.

Currently there are multi-storeyed school buildings which overlook the street and so the proposed music centre is not likely to increase or add to the extent of overlooking. The design of the terrace is such that it looks out and up, it does not focus views down onto either the street or properties opposite. The elevation of houses towards a public

street diminishes the case for privacy being breached and does not warrant the refusal of variation to allow the additional building height.

Other submissions received are generally supportive of the application and design. In considering the variation to the Scheme, the Council must form the opinion that detrimental impact claimed is likely to occur due to the increased height. It must also take account that the proposed overlooking is excessive or increases any current overlooking potential from the current school buildings. The terrace is recessed from the façade of the building and is not designed for downwards views.

The site coverage can meet the LPS 4 provided the site area of the combined Lot 55 and 56 are used to calculate this design measure and so variation is not required.

Because the application does not meet site cover requirements of the Scheme unless the area of the two lots is combined (55% Vs 46%) it is reasonable and necessary to require the amalgamation of lots so that the building is built compliant with Scheme standards. Mindful of any future redevelopment the amalgamation will prevent development of the campus beyond the standards of LPS 4.

- Discuss how the height of the building is being measured and how the design of the building reduces its impact on the street and keeps the bulk of the size contained within the PLC grounds.
- Top floor (which is the floor in excess of the 10m) is setback from the front façade of the building to reduce the overall bulk of the building to McNeil Street.
- Discuss how the main bulk of the development is on lot 55 with it partially being on lot 56.
 - This means the site coverage on lot 55 is above the allowed 0.5, while on lot 56 the site coverage is significantly lower than 0.5
 - This create an average across the two lots of 0.46 which is compliant with the scheme.

Options/Alternatives:

If, the additional height is considered to adversely impact the streetscape, then the application should be refused due to the height being 2 300 mm above the 10 metres maximum allowed for in Clause 32 of the Local Planning Scheme No.4.

Should the development site only be considered as Lot 55 and a portion of Lot 56, then the site coverage standard of the Scheme cannot be met.

The applicant has combined Lots 55 and 56 to justify the proposed extent of site coverage maintaining it to be compliant to LPS 4, however ongoing compliance can only be managed through the amalgamation of Lots.

Council Recommendation:

- To be determined at May Ordinary Council Meeting 2019

Conclusion:

The application provides the school with a contemporary purpose-built music education facility to replace the temporary buildings and re-purposed heritage house that served the school in the past.

The design is assessed to present a well-resolved street façade with landscaping which will improve the current appearance of a mixture of building styles and forms. The development will complete the section of McNeil Street as a resolved school entity. The two separate design matters requiring Council to vary the Scheme requirements are the overall building height, and site coverage.

The site coverage can be resolved by amalgamation into one lot.

The over-height building requires agreement to variation, and it is considered this height occurs well-back from the street and directly abuts another tall school building, a case assessed to be generally complementary to the overall silhouette of school buildings along the street.

The claim this design increases overlooking of the street and properties opposite and causes a loss of privacy cannot be supported because that outlook is across a wide street flanked with mature street trees and is of the part of the homes which already faces the public street and footpath. Buildings at the school currently face the street and so there is currently outlook towards the street and houses on the opposite side. Other neighbour comments received are generally either neutral or supportive of the design and so the expressed concern is isolated and not justified by reason.

The Shire therefore recommends the approval of the new music centre in accordance with plans and subject to conditions.



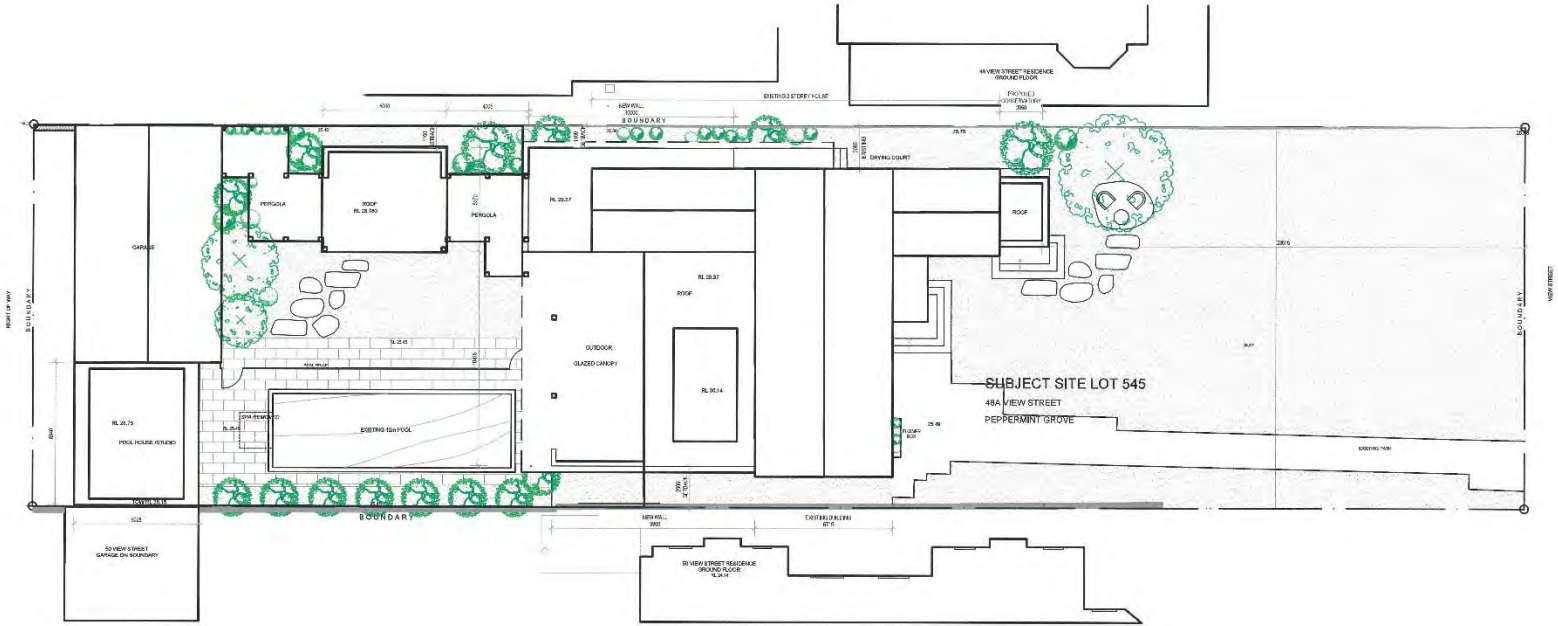
Ordinary Council Meeting

8.1.2 48A View Street - New single storey additions to single house and outbuilding

**ITEM 8.1.2
ATTACHMENT ONE**

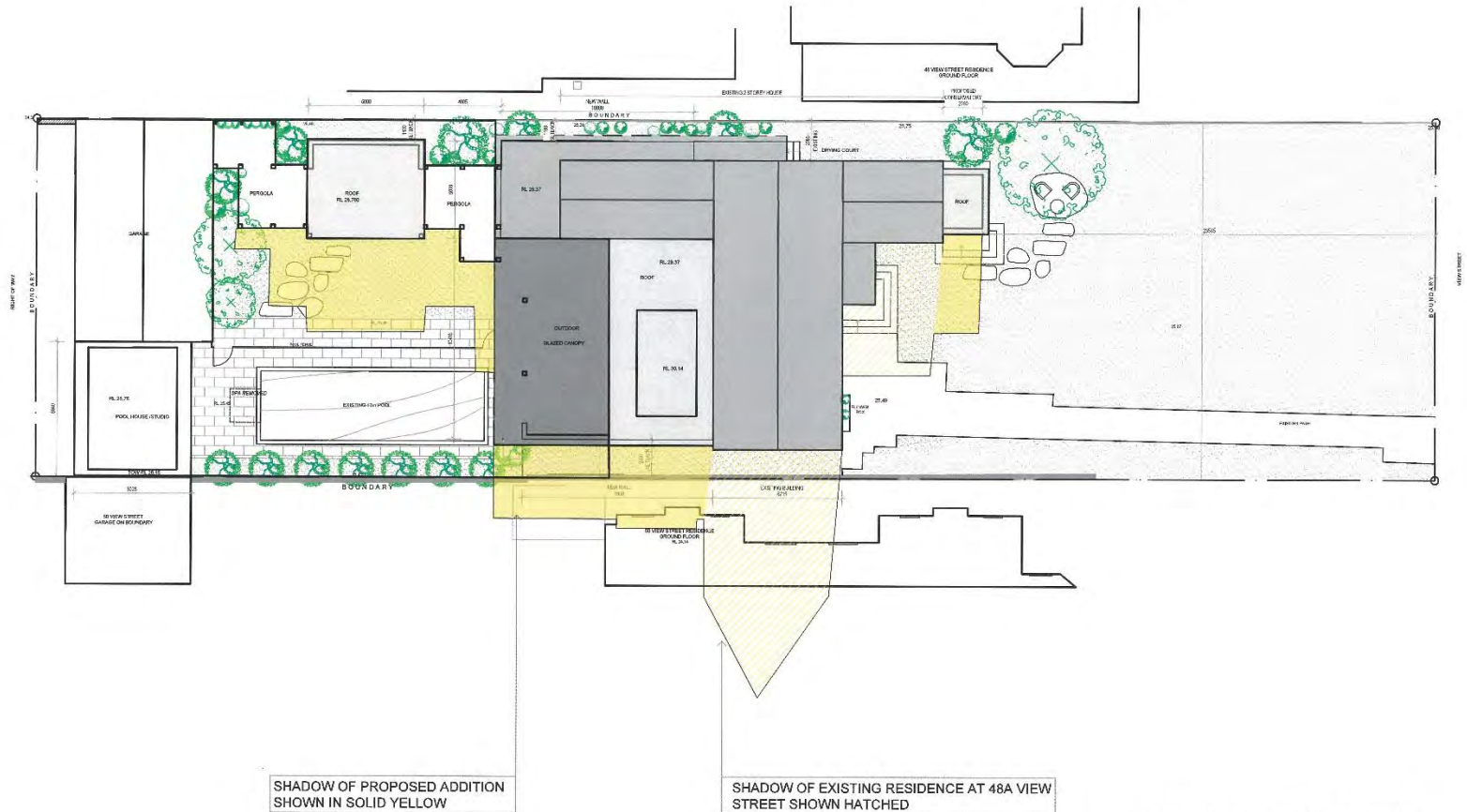


**ITEM 8.1.2
ATTACHMENT TWO**



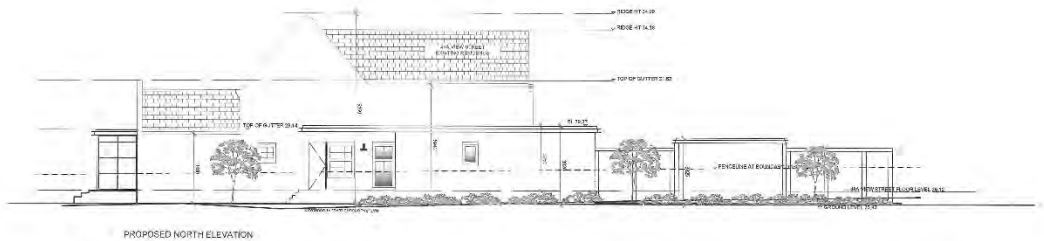
SUBJECT SITE LOT 545
48A VIEW STREET
PEPPERMINT GROVE

SITE COVERAGE
SITE AREA - 1348 SQM
OPEN AREA - 831 SQM (ON GROUND FLOOR)
PERCENTAGE OPEN AREA = 62%
PLOT RATIO - 0.43

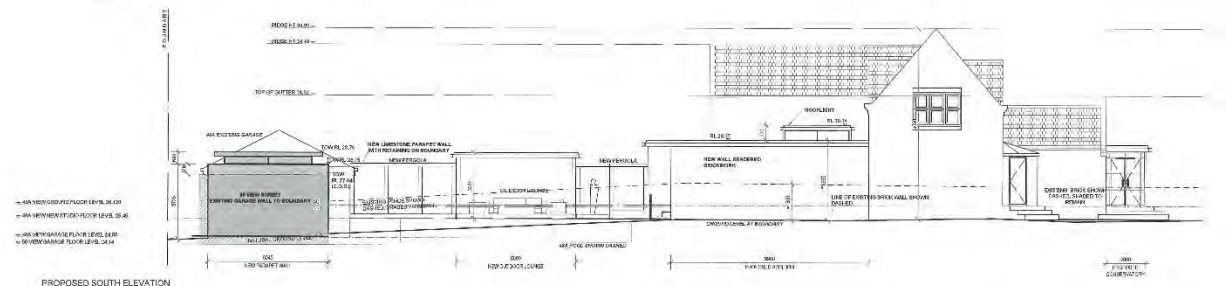


LOT X (50 VIEW STREET) AREA = 1412 SQM
 TOTAL OVERSHADOWING AREA = 84 SQM
 PERCENTAGE = 6%





PROPOSED NORTH ELEVATION



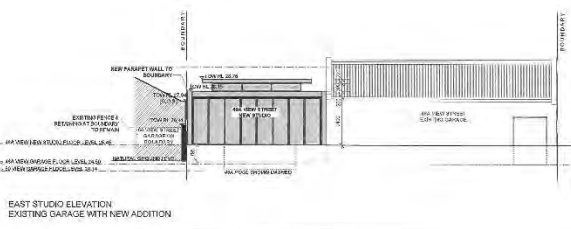
PROPOSED SOUTH ELEVATION



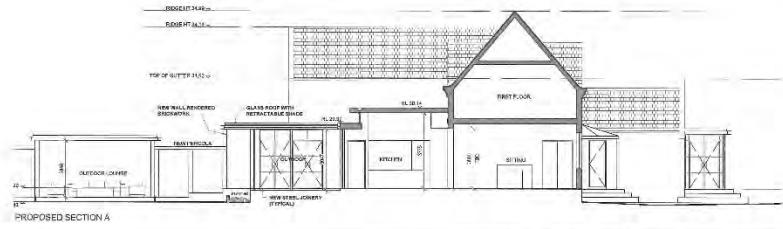
WEST ELEVATION OF RESIDENCE



EAST ELEVATION OF RESIDENCE



EAST STUDIO ELEVATION
 EXISTING GARAGE WITH NEW ADDITION



PROPOSED SECTION A

PHILIPPA MOWBRAY ARCHITECTS
 104 FORREST STREET COTTESLOE WA 6011, (08) 9385 2311

48A VIEW ST | ELEVATIONS | 1:100
 20.03.19

COTTAGE & ENGINEERING SURVEYS
Licensed Surveyors

PROJECT: 1801 Cottage for Modern Living
JOB: 1801-01 (2018/01) 1801B (18/01/2018/01)
CLIENT: Burns
LOT: 545 View Street, Parliament Grove
D. Hancock

DATE: 12 Dec 18
SCALE: DRAWING
DATE: 12 Dec 18
SCALE: 1:200

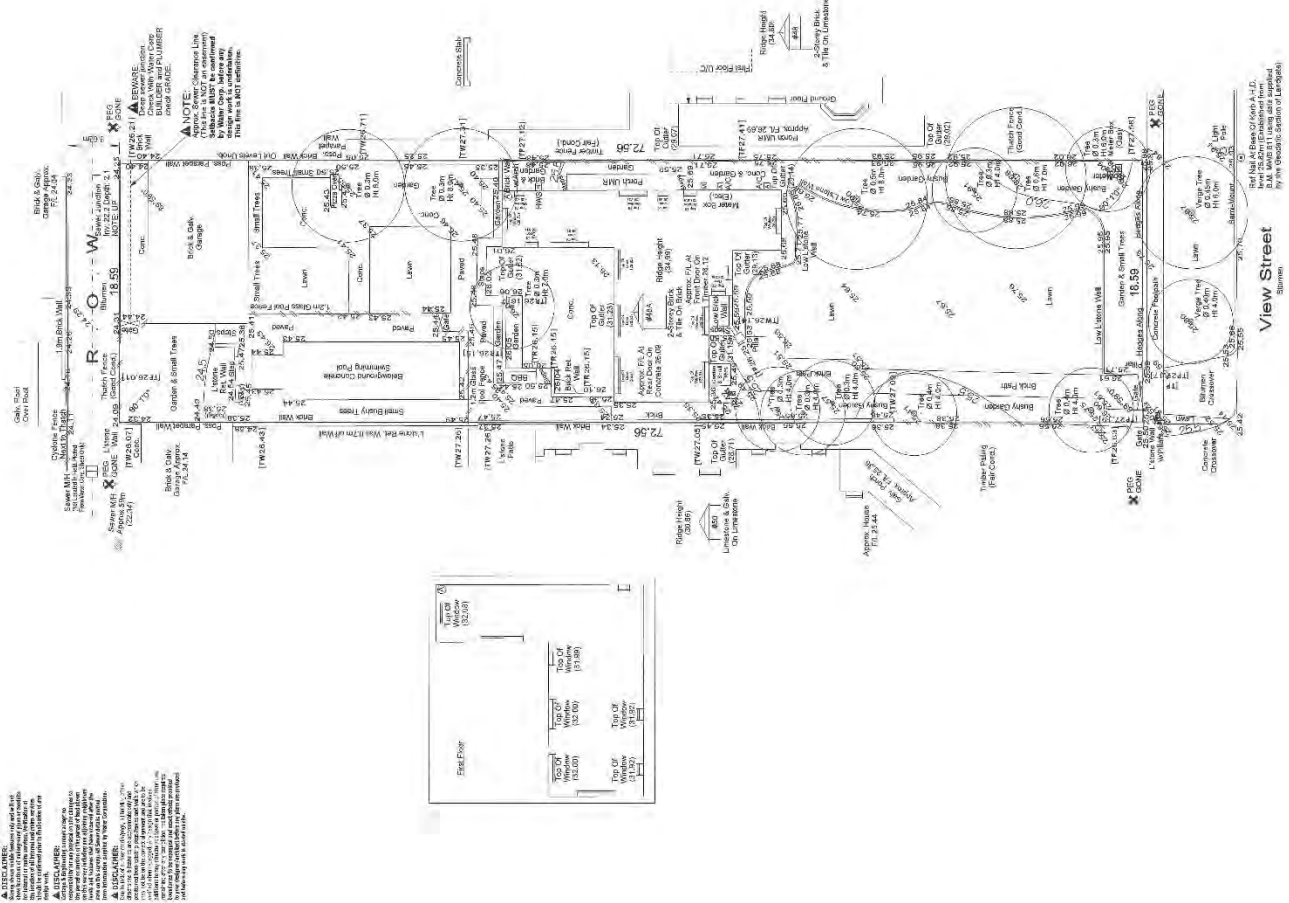
BUILDER: ADULT
CLIENT: ADULT

BEWARE: POSSIBLE SERVICE RUN IN & COST



ASSURANCES: I, the Surveyor, certify that I am a Licensed Surveyor and that I have surveyed the land shown on this plan and that the boundaries are correctly shown and that the area is correctly stated. I also certify that I have taken all reasonable steps to ensure that the plan is a true and correct representation of the land as shown on the ground and that the boundaries are correctly shown and that the area is correctly stated. I also certify that I have taken all reasonable steps to ensure that the plan is a true and correct representation of the land as shown on the ground and that the boundaries are correctly shown and that the area is correctly stated.

DISCLAIMER: This plan is a true and correct representation of the land as shown on the ground and that the boundaries are correctly shown and that the area is correctly stated. I also certify that I have taken all reasonable steps to ensure that the plan is a true and correct representation of the land as shown on the ground and that the boundaries are correctly shown and that the area is correctly stated.



LOT MISCLOSE
0.000 m

SOIL DESCRIPTION
Sand
Level 10m

Scale: 1:200

**ITEM 8.1.2
ATTACHMENT THREE**

Shire of Peppermint Grove

Development Applications Checklist (R-Codes)

| | |
|---------------------|-----------------------------------|
| Application Address | 48A View Street, Peppermint Grove |
| Description | New single storey addition |
| Reference Number | DA2019/00010 |

Planning Framework

| | |
|------------------------|-------|
| LPS zoning/R-Code | R12.5 |
| Road Widening Proposed | N/A |

5.1.1 Site Area

| Required (Table 1) | Deemed to Comply | Proposed | Compliant? |
|---------------------|-------------------|---------------------------------|------------|
| Minimum Lot Area | 700m ² | Unchanged | Yes |
| Average Lot Area | 800m ² | | |
| Minimum Frontage | 17m | Unchanged | Yes |
| Plot Ratio – LPP 14 | 0.5 | 0.43 – not including allowances | |

5.1.2 Street Setback

| | Required (Table 1) | Proposed | Compliant? |
|------------------|--------------------|-----------|------------|
| Primary Street | 9m | Unchanged | Yes |
| Secondary Street | 4.5m | n/a | n/a |

5.1.3 Lot Boundary setback (North)

| Major Opening (y/n) | Length | Height | Setback required | Setback proposed | Compliant? |
|---------------------|--------|--------|------------------|------------------|------------|
| No | 6m | 3.3m | 1m | 1.1m | Yes |
| No | 10m | 3.9m | 1.5m | 1.1m | No |

5.1.3 Lot Boundary setback (South)

| Major Opening (y/n) | Length | Height | Setback required | Setback proposed | Compliant? |
|---------------------|--------|--------|---|------------------|------------|
| No | 9.9m | 4m | 1.5m | 2m | Yes |
| No | 6m | 2.24m | Wall is parapet with existing garage at 50 View Street and is 0.51m higher. Wall is of similar dimensions and should be considered compliant. | | |

5.1.3 Lot Boundary setback (West)

| Major Opening (y/n) | Length | Height | Setback required | Setback proposed | Compliant? |
|---------------------|--------|--------|------------------|------------------|------------|
| | | | | | |

Initial Technical Check

Shire of Peppermint Grove

| | | | | |
|----|----|------|----------------------------|---|
| No | 7m | 3.1m | 6m – Rear boundary setback | Proposed setback is 2m – but is in line with the current garage at the rear of the property. |
|----|----|------|----------------------------|---|

5.1.4 Open Space

| Required | Proposed | Compliant? |
|----------|----------|------------|
| 55% | 62% | Yes |

5.1.6 Building Height

| | Required (Table 3) | Proposed | Compliant? |
|--|--------------------|----------|------------|
| Additions are single storey and do not build higher than any existing structures on the lot. | | | |

5.3.3 Parking

| Type of Dwelling | Car Parking Space | | Proposed | Compliant? |
|---|-------------------|------------|----------|------------|
| | Location A | Location B | | |
| No additional parking to be provided on the site as a part of the renovations | | | | |

5.5.1 Ancillary Dwellings

| Required | Proposed | Compliant? |
|---|--|---|
| Maximum plot ratio area of 70m ² | Pool house/studio = 41.854m ² | Yes Pool house also not considered ancillary dwelling |

Cone of Vision

- Cone of vision demonstrated on the proposed plans.
- All additions are single storey and do not overlook adjoining properties.

Initial Technical Check

**ITEM 8.1.2
ATTACHMENT FOUR**

| Philippa Mowbray Architects ARCHITECTS & INTERIOR DESIGNERS | | |
|---|--------------------------------------|--------|
| 48A VIEW STREET - AREA SCHEDULE | | DATE |
| Location | 48A View Street, Peppermint Grove | |
| Council | Shire of Peppermint Grove | |
| | Enclosed Space | GEA |
| Ground Floor | Y | 246 |
| BBQ Entertaining Area | Y | 46.86 |
| Outdoor Living | Y | 30.32 |
| Studio | Y | 41.83 |
| Garage | Y | 82.14 |
| First Floor | Y | 131.77 |
| Total Enclosed Area | | 578.92 |
| Open Space | | 831.21 |
| Lot Area | | 1348 |
| Plot Ratio | | 0.43 |
| Open Space Ratio | | 0.62 |



Ordinary Council Meeting

8.1.3 – 56 The Esplanade - Roofing to Rear
Terrace Area

**ITEM 8.1.3
ATTACHMENT ONE**



**ITEM 8.1.3
 ATTACHMENT TWO**



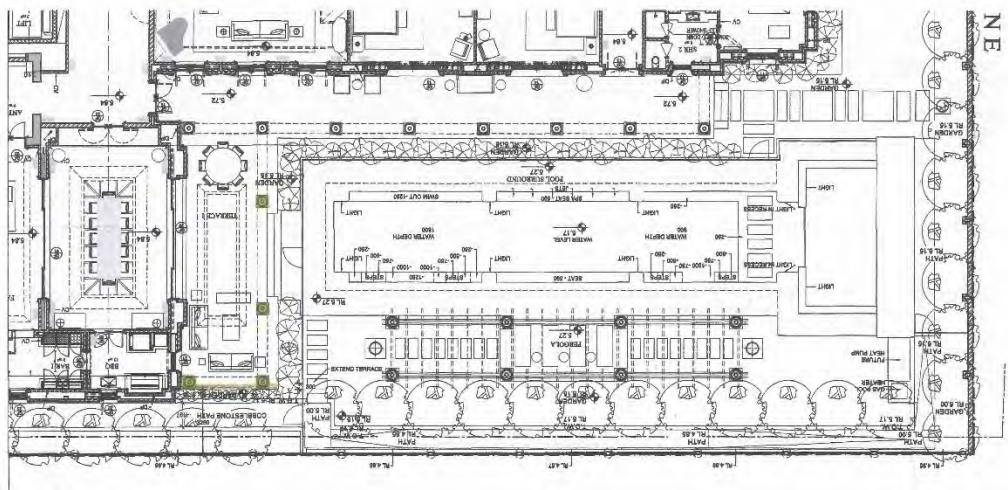
01 CROSS SECTION
 SCALE 1:100



02 LONG SECTION
 SCALE 1:100



03 ELEVATION
 SCALE 1:100



04 PLAN
 SCALE 1:100

| | | | | | | | | | |
|--|--|-----|------|-------------|--|--|---|--|---------------------------------|
| | AMENDMENTS | REV | DATE | DESCRIPTION | | MICHAEL SUTOR ARCHITECTS PTY LTD 252 BRONTE ROAD PO BOX 58 WAYKELLY NSW 2024 PHONE (02) 9369 2000 info@sutorarchitects.com.au | SCALE: 1:100 DATE: 28/05/2019 DRAWN: M.S.E. ALL DIMENSIONS ARE TO BE VERIFIED ON SITE. PROJECT DIMENSIONS TO BE TAKEN IN REFERENCE TO SCALE. | SATTRELEY PROPERTY GROUP SATTRELEY RESIDENCE 56 THE ESPLANADE PEPPERMINY GROVE, WA | JOB No. 1305 DWG BC 20 |
| | TERRACE 1 COVER - PLAN, SECTIONS & ELEVATION | | | | | | | | |



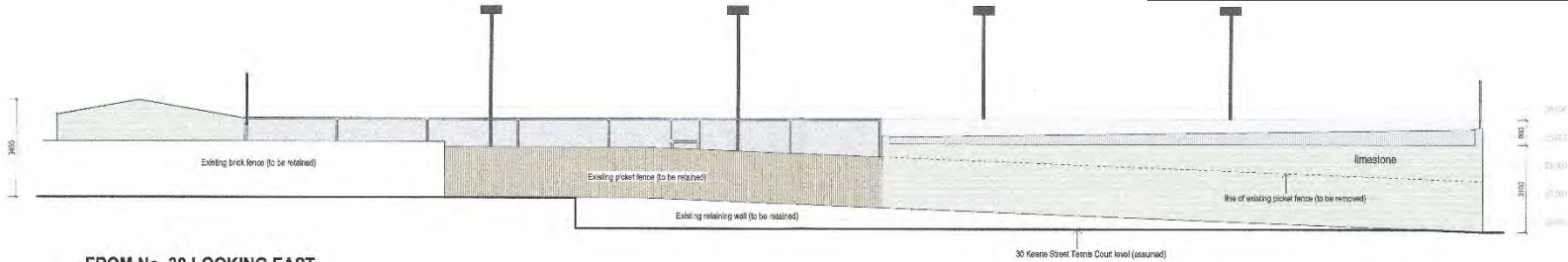
Ordinary Council Meeting

8.1.4 – 32 Keane Street, Synthetic Tennis Court and Associated Outbuildings

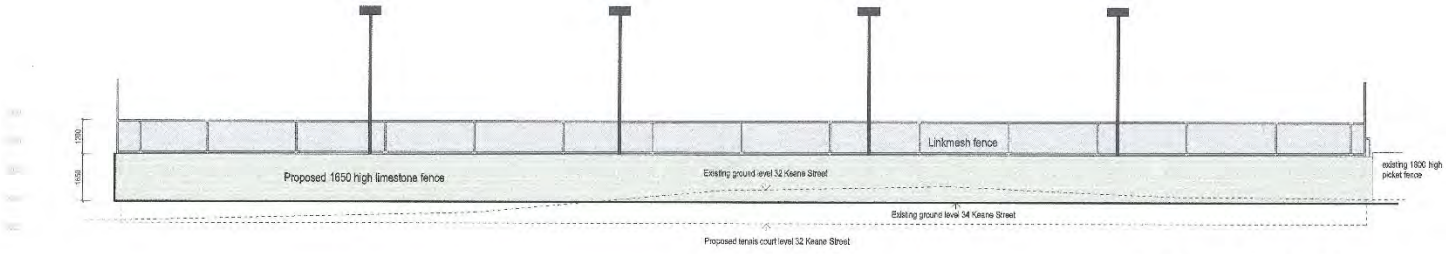
**ITEM 8.1.4
ATTACHMENT ONE**



**ITEM 8.1.4
ATTACHMENT TWO**



FROM No. 30 LOOKING EAST



FROM No. 34 LOOKING WEST

ELEVATIONS

MIKE RICHARDSON ARCHITECT 1983
1/87 Stirling Highway North Fremantle WA 6159
Tel 0428 155 960 Email mike@mikerichardson.finet.net.au

KENNEDY
Client

Tennis Court
Project

32 Keane Street
Peppermint Grove WA
Location

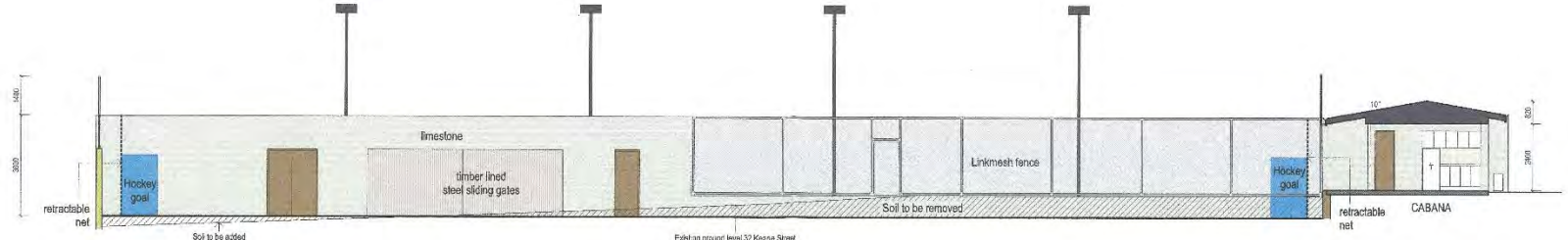
Sketch
Drawing

Scale 1:100 @ A2
Amended 020419

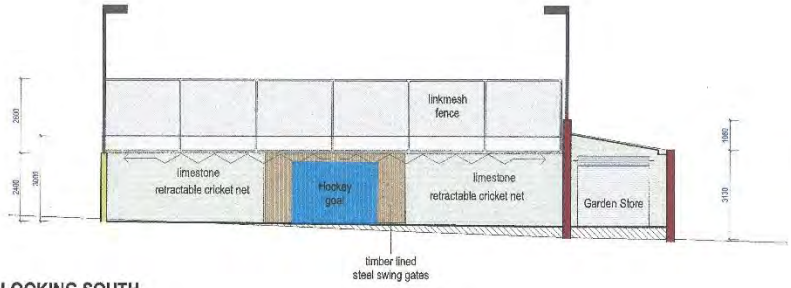
Drawn MR
Date 020419



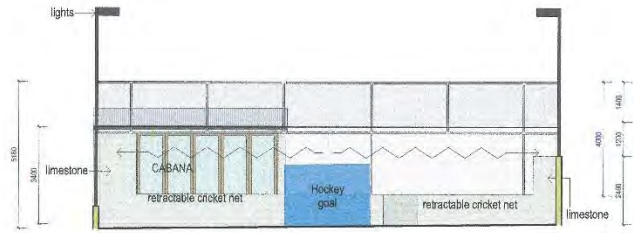
**6213 SK
Sheet 03**



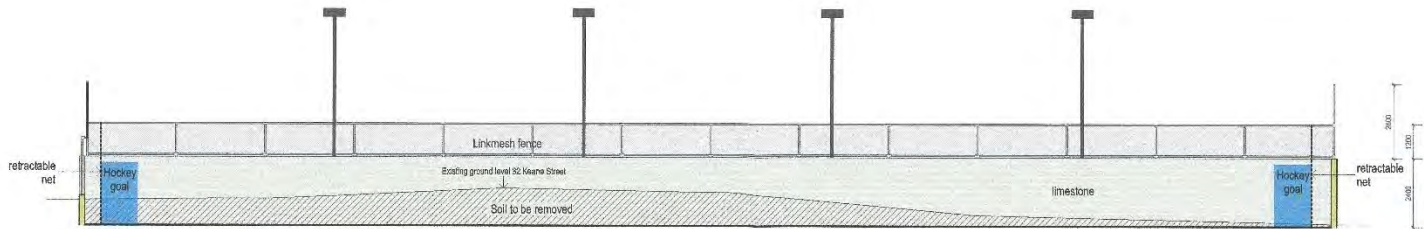
LOOKING WEST



LOOKING SOUTH



LOOKING NORTH



LOOKING EAST

SECTIONAL ELEVATIONS

MIKE RICHARDSON ARCHITECT 1900 2208
1/87 Stirling Highway North Fremantle WA 6159
Tel 0428 155 980 Email mike@mikerichardson.linet.net.au

KENNEDY
Client

Tennis Court
Project

32 Keane Street
Peppermint Grove WA
Location

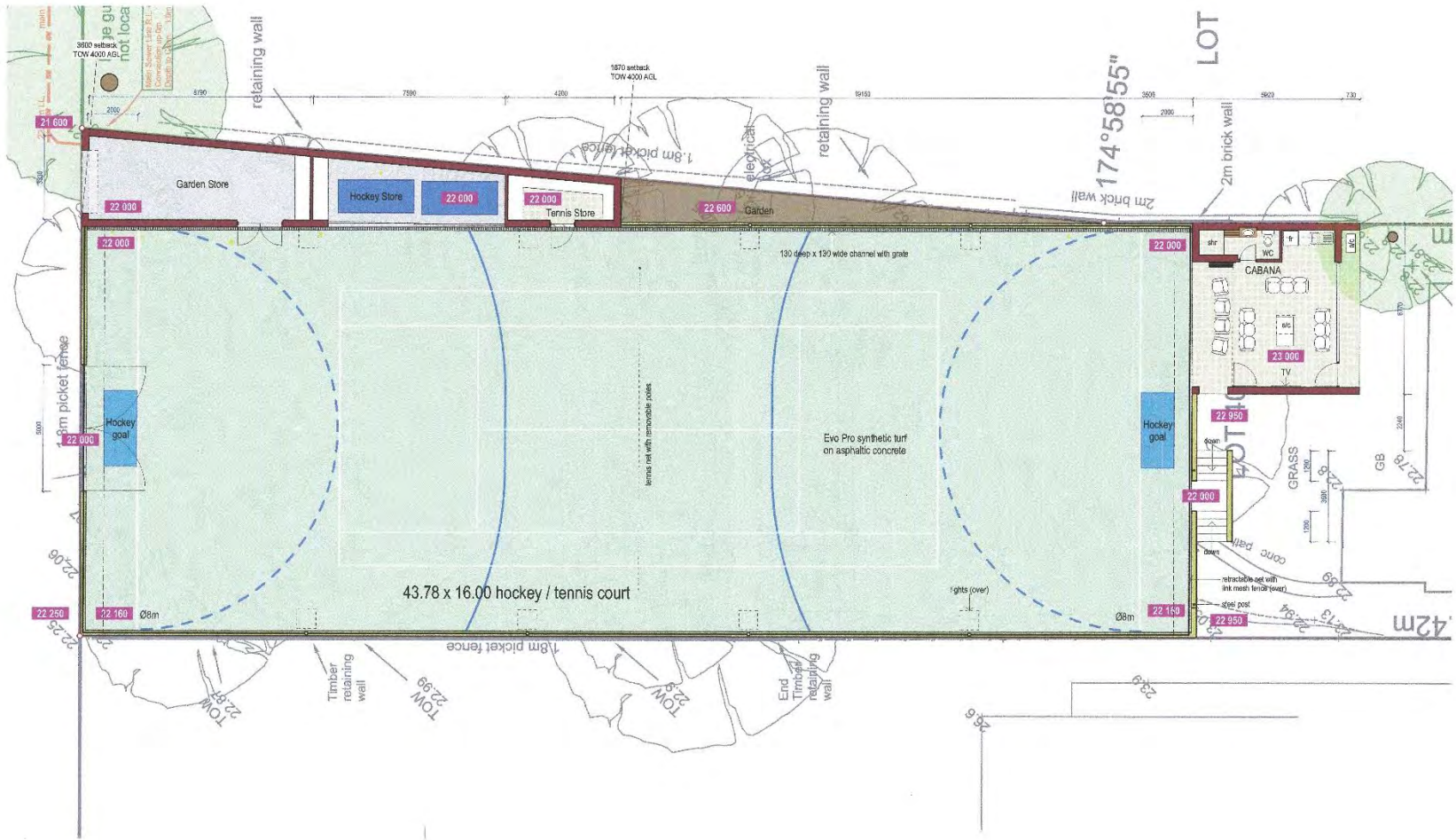
Sketch
Drawing

Scale 1:100 @ A2
Amended 200319

Drawn MR
Date 110319



6213 SK
Sheet 02



PLAN

MIKE RICHARDSON ARCHITECT 1883 2020
 1/87 Stirling Highway North Fremantle WA 6159
 Tel 0428 155 990 Email mike@mikerichardson.linnet.net.au

KENNEDY
 Client

Tennis Court
 Project

32 Keane Street Peppermint Grove WA
 Location

Sketch
 Drawing

Scale 1:100 @ A2
 Amended **200319**

Drawn **MR**
 Date 110319



6213 SK Sheet 01

**ITEM 8.1.4
ATTACHMENT THREE**





Ordinary Council Meeting

8.1.5 – Heritage Listing Project – Progressive Listings

**ITEM 8.1.5
ATTACHMENT ONE**

Heritage Assessment – Forrest Street Steps

Introduction

The Shire of Peppermint Grove has identified a series of brick and concrete steps constructed at some point by an adjacent landowner to provide better pedestrian access to the house at 14 The Esplanade (formerly 154 Forrest Street) Peppermint Grove.

154 The Esplanade, Peppermint Grove is listed on the Municipal Heritage Inventory as management Category 2. Although the house was granted permission to be demolished several years' ago the adjacent steps hold intrinsic heritage values and provides a practical use which warrants their retention and ongoing management.

Description

The steps are aesthetically linked to a house located on 154 Forrest Street by their location as well as their selection of materials.

Each set of steps has its own particular style – reminiscent of the house but with a combination of brick risers and concrete treads. The steps provide a purpose because they allow for safer pedestrian egress across a sloping verge to cross Forrest Street.

The western set has a cast iron hand-rail evocative of the 1940's and matches in style the railings evident at 154 Forrest Street. The eastern set aligns with what was once the gate and entrance to the house and the original limestone wall has been more recently infilled at the point where the gateway existed (a brick threshold marks this position).

The steps are decorative and utilitarian and symbolise a local need for safe pedestrian access in the light of the sloping terrain and road verge.

The bricks used for the construction are similar but not identical – indicating the steps were probably constructed at different times but at each occasion the intention was to assist in resident and public access.

Heritage Architect Philip Griffiths has been asked to architecturally assess and comment on them.

"I viewed the two sets of steps at 154 Forrest Street.

The two sets differ as you say. They have brick strings and two different forms of construction in the risers and treads. They are very shallow pitched and the western set has a handrail. Both are in need of some repair and maintenance. They are indeed curious and presumably were approved at some point.

Neither set would seem to be contemporaneous with the construction of the house, as the bricks differ, the concrete slabs are not uniform and the set out is slightly different. Both sets of steps require maintenance.

The steps are probably more of a curiosity than important and might be retained for that reason. They are certainly a reminder of the house that will be demolished and do seem to serve a useful purpose. In terms of significance, they might be a category 2 level. If they are retained, it would be worth ascertaining whose responsibility they would be and to have the maintenance done.

They are pretty marginal, but why not retain them as category B in a modified listing for the house."

Philip Griffiths
Architect ABWA Reg. No. 1071.

Assessment

The steps hold the following possible significance:-

- **Rarity (Uniqueness)** – there are no other examples of this in the Shire;
- **Aesthetic** – a conscious effort has been made on two successive occasions to match the steps to the house, and to use a style which is practical, sympathetically decorative rather than just utilitarian.
- **Social (Cultural)** – the steps have been built on public land for the benefit of the owners of the house but also for use by neighbours from Peppermint Grove. This modest gesture (albeit minimal) reminds of a time when residents invested in the neighbourhood as well as their own property.

The post-war influx of European migrants provided Perth with a devotion to decorative craftsmanship which in this case overlaid an otherwise more utilitarian aesthetic. These steps exemplify this time and design approach.

The period of construction was a time of severe restrictions with shortages in bricks and other building materials. Despite this austerity the steps have been crafted to match the house in both brickwork and the steel railings which mirror the detailing to the house.

Although the heritage architect has pointed out the differences in materials and time of installation, this difference does not detract from the values identified above, it merely reinforces an enduring commitment to invest in, care and accessorise the public space for a specific utilitarian objective – pedestrian access. This practice no longer occurs.

Management

The steps and their management will become part of the responsibility for the Shire and it is likely these will service to commemorate the house at 154 Forrest Street – with the possibility of a future interactive portal to recall the photographic records of the house and its local cultural significance.

The Shire will need to inspect the steps periodically as it does with all street furniture and infrastructure to ensure it is in serviceable condition.

Statement of Significance

The two brick, concrete and iron steps are culturally significant because:-

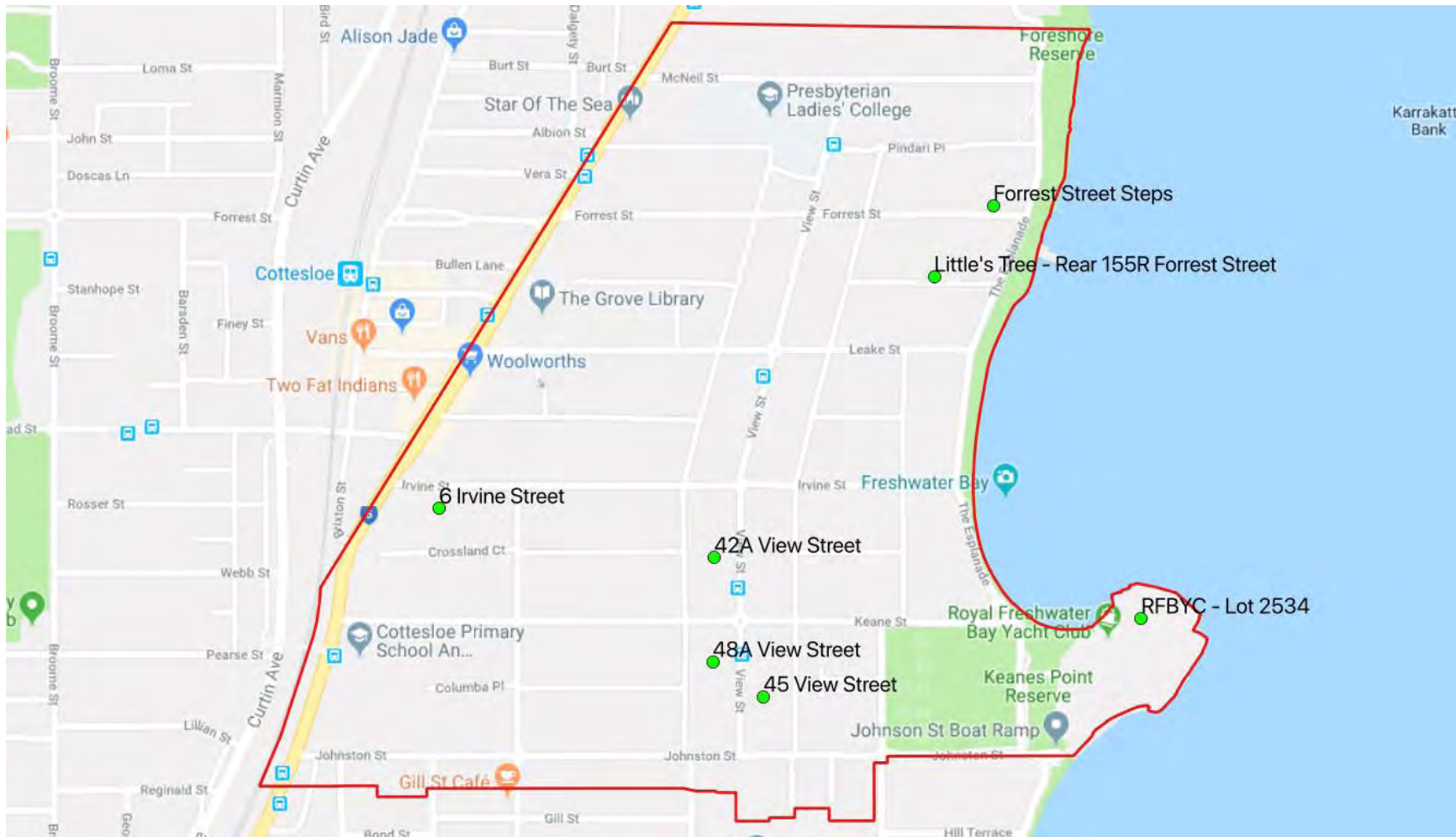
- Evocative of the "new-start" ethos of the post-war period of residential design in Western Australia;
- It holds a rareness in its provenance – that is, it was constructed by a private home owner on public land and by selecting materials to match and accessorise the adjacent house and to address the street in a decorative and functional manner;

- This work recalls the local community spirit of nearby resident Charles Roy Chapple who was a notable local identity in Peppermint Grove;
- The steps continue the memory of the house and its residents from the post-war era of Peppermint Grove.

Recommendation

The two flights of steps in Forrest Street adjacent to 154 Forrest (14 The Esplanade) are to be included on the heritage list of the Shire of Peppermint Grove.

**ITEM 8.1.5
ATTACHMENT TWO**



**ITEM 8.1.5
ATTACHMENT THREE**

42A View Street



48A View Street



6 Irvine Street



Forrest Street Steps



Little's Tree





Ordinary Council Meeting

8.3.1 – Library and Community Centre Draft Budget

**ITEM 8.3.1
ATTACHMENT ONE**



ATTACHMENT ONE

PROPOSED BUDGET FOR 2019/20

GROVE LIBRARY & COMMUNITY CENTRE BUDGET 2019/20

| ACTIVITY | 19/20 BUDGET | | 18/19 FORECAST | | 18/19 BUDGET | |
|---------------------------------|---------------|------------------|----------------|------------------|---------------|------------------|
| | Income | Expenditure | Income | Expenditure | Income | Expenditure |
| Library Management | - | 204,395 | - | 222,708 | - | 227,004 |
| Adult Library Services | 1,500 | 125,348 | - | 120,691 | - | 121,060 |
| Youth Library Services | 3,375 | 121,043 | 650 | 119,434 | 650 | 117,942 |
| Information Technology Services | 10,300 | 264,737 | 9,300 | 240,230 | 9,000 | 243,810 |
| Library Operations | 22,490 | 605,765 | 39,111 | 662,142 | 40,498 | 628,073 |
| Community History Services | - | 94,239 | - | 91,053 | - | 93,103 |
| Community Centre Operations | 30,000 | 75,736 | 26,000 | 85,517 | 30,000 | 85,077 |
| TOTALS | 67,665 | 1,491,263 | 75,061 | 1,541,775 | 80,148 | 1,516,069 |

| | | | |
|-----------------|------------------|------------------|------------------|
| Net Cost | 1,423,598 | 1,466,714 | 1,435,921 |
|-----------------|------------------|------------------|------------------|

| LIBRARY MANAGEMENT | 19/20 BUDGET | 18/19 FORECAST | 18/19 BUDGET | COST BASIS |
|----------------------------------|-------------------------|---------------------------|-------------------------|-------------------|
| EMPLOYEE COSTS | | | | |
| Salaries | 106,528 | 100,209 | 105,163 | Direct |
| Superannuation | 17,577 | 16,534 | 17,352 | Direct |
| Workers Compensation | 1,551 | 1,397 | 1,470 | Direct |
| Other Employment Costs (FBT etc) | 5,000 | 5,000 | 5,000 | Direct |
| EMPLOYEE COSTS TOTAL | 130,656 | 123,140 | 128,985 | |
| OPERATING COSTS | | | | |
| Fuel - Vehicle | 1,100 | 1,100 | 1,000 | Direct |
| Registration - Vehicle | 400 | 400 | 400 | Direct |
| Insurance - Vehicle | 300 | 280 | 280 | Direct |
| Servicing & Parts - Vehicle | 500 | 350 | 1,000 | Direct |
| Legal Expenses | - | 10,211 | 10,000 | Direct |
| Asset Management Plan | - | 15,000 | 15,000 | Direct |
| OPERATING COSTS TOTAL | 2,300 | 27,341 | 27,680 | |
| ADMINISTRATION FEE - SoPG | | | | |
| 5% Admin Fee | 71,439 | 72,227 | 70,339 | 5% of Total |
| TOTAL MANAGEMENT EXPENSES | 204,395 | 222,708 | 227,004 | |

| ADULT LIBRARY SERVICES | 19/20 BUDGET | 18/19 FORECAST | 18/19 BUDGET | COST BASIS |
|-------------------------------------|-------------------------|---------------------------|-------------------------|-----------------------|
| EMPLOYEE COSTS | | | | |
| Salaries | 83,497 | 81,837 | 82,174 | Direct |
| Superannuation | 7,908 | 7,774 | 7,806 | Direct |
| Workers Compensation | 1,143 | 1,080 | 1,080 | Direct |
| Other Employment Costs (FBT etc) | - | - | - | |
| EMPLOYEE COSTS TOTAL | 92,548 | 90,691 | 91,060 | |
| ADULT LIBRARY SERVICES COSTS | | | | |
| Bookstock | 28,000 | 26,925 | 27,000 | Direct |
| DVD's | 3,000 | 3,075 | 3,000 | Direct |
| Events & Promotions | 1,800 | - | - | Direct |
| OPERATIONAL COSTS | 32,800 | 30,000 | 30,000 | |
| TOTAL ADULT LIBRARY EXPENSES | 125,348 | 120,691 | 121,060 | |

| ADULT LIBRARY SERVICES INCOME | 19/20 BUDGET | 18/19 FORECAST | 18/19 BUDGET |
|--|-------------------------|---------------------------|-------------------------|
| Fees & Charges - Events | 1,500 | - | - |
| TOTAL ADULT LIBRARY INCOME | 1,500 | - | - |

| YOUTH LIBRARY EXPENSES | 19/20 BUDGET | 18/19 FORECAST | 18/19 BUDGET | COST BASIS |
|-------------------------------------|-------------------------|---------------------------|-------------------------|-------------------|
| EMPLOYEE COSTS | | | | |
| Salaries | 88,071 | 87,837 | 86,940 | Direct |
| Superannuation | 8,367 | 8,345 | 8,259 | Direct |
| Workers Compensation | 1,205 | 1,154 | 1,142 | Direct |
| Other Employment Costs (FBT etc) | - | - | - | |
| EMPLOYEE COSTS TOTAL | 97,643 | 97,336 | 96,342 | |
| YOUTH SERVICES COSTS | | | | |
| Bookstock | 14,000 | 14,000 | 14,000 | Direct |
| Children's Book Week | 3,800 | 2,852 | 3,100 | Direct |
| Events & Promotions | 5,600 | 5,246 | 4,500 | Direct |
| OPERATIONAL COSTS | 23,400 | 22,098 | 21,600 | |
| TOTAL YOUTH LIBRARY EXPENSES | 121,043 | 119,434 | 117,942 | |

| YOUTH LIBRARY INCOME | 19/20 BUDGET | 18/19 FORECAST | 18/19 BUDGET |
|-----------------------------------|-------------------------|---------------------------|-------------------------|
| Grant - Children's Book Week | 600 | 650 | 650 |
| Fees & Charges - Events | 2,775 | - | - |
| TOTAL YOUTH LIBRARY INCOME | 3,375 | 650 | 650 |

| IT SERVICES EXPENSES | 19/20 BUDGET | 18/19 FORECAST | 18/19 BUDGET | COST BASIS |
|-----------------------------------|-------------------------|---------------------------|-------------------------|-----------------------|
| EMPLOYEE COSTS | | | | |
| Salaries | 84,723 | 82,737 | 81,262 | Direct |
| Superannuation | 7,821 | 7,860 | 7,720 | Direct |
| Workers Compensation | 1,157 | 1,068 | 1,068 | Direct |
| Other Employment Costs (FBT etc) | - | - | - | |
| EMPLOYEE COSTS TOTAL | 93,701 | 91,665 | 90,050 | |
| IT SERVICES COSTS | | | | |
| New Website | 11,417 | - | - | Direct |
| "Be Connected" Expenses | 1,500 | 2,146 | 2,000 | Direct |
| Equipment Leases | 7,420 | 7,420 | 8,000 | Direct |
| Photocopier Costs | 2,500 | 1,000 | 2,000 | Direct |
| IT Systems Enhancements | 2,600 | 1,018 | 850 | Direct |
| Digital Resources & Content Subs. | 12,268 | 9,152 | 9,901 | Direct |
| IT Operations | 119,295 | 114,861 | 115,990 | Direct |
| Media Applications | 2,578 | 2,990 | 3,561 | Direct |
| Internet & WiFi | 11,458 | 9,978 | 11,458 | Direct* |
| OPERATIONAL COSTS | 171,036 | 148,565 | 153,760 | |
| TOTAL IT EXPENSES | 264,737 | 240,230 | 243,810 | |

| IT SERVICES INCOME | 19/20 BUDGET | 18/19 FORECAST | 18/19 BUDGET |
|-----------------------------------|-------------------------|---------------------------|-------------------------|
| Grant - "Be Connected" Activation | 1,500 | 500 | 500 |
| Photocopier Charges | 8,500 | 8,500 | 8,000 |
| Public Email Charges | 300 | 300 | 500 |
| TOTAL IT INCOME | 10,300 | 9,300 | 9,000 |

Note:

* All Internet & WiFi costs are direct except fibre link - 50:50 Library:Shire

| LIBRARY OPERATIONS EXPENSES | 19/20 BUDGET | 18/19 FORECAST | 18/19 BUDGET | COST BASIS |
|--|-------------------------|---------------------------|-------------------------|-------------------|
| EMPLOYEE COSTS | | | | |
| Salaries | 346,700 | 369,914 | 355,476 | Direct |
| Superannuation | 40,308 | 34,399 | 30,788 | Direct |
| Workers Compensation | 4,838 | 4,057 | 8,089 | Direct |
| Other Employment Costs (FBT etc) | - | - | - | |
| EMPLOYEE COSTS TOTAL | 391,845 | 408,370 | 394,354 | |
| LIBRARY OPERATIONS COSTS | | | | |
| Publications & Periodicals | 7,200 | 7,700 | 7,000 | Direct |
| Printing - External | - | 1,958 | 1,958 | Direct |
| Postage & Freight | 100 | 100 | 500 | Direct |
| Stationery | 6,500 | 6,800 | 6,000 | Direct |
| Credit Card Charges | 220 | 220 | 220 | Direct |
| Advertising & Promotions | 500 | 1,000 | 1,000 | Direct |
| Emergency Services Levy | 4,200 | 4,129 | 4,000 | Direct |
| Lost Book Replacement Purchases | 4,000 | 3,600 | 4,000 | Direct |
| Training & Conferences | 6,500 | 2,000 | 2,000 | Direct |
| Van & Freight Expenses | 10,000 | 9,465 | 9,465 | Direct |
| First Aid Kit | - | - | 300 | Direct |
| Sundry Expenses | 4,000 | 3,493 | 3,493 | Direct |
| Landscaping Supplies (25% of Cost) | 2,500 | 2,240 | 2,750 | 25% of Costs* |
| Shire Labour/Plant (25% of Cost) | 10,500 | 10,000 | - | 25% of Costs* |
| Building Maintenance | 45,013 | 83,858 | 84,416 | Floor** |
| Cleaning | 36,000 | 35,500 | 35,500 | Direct**** |
| Security | 1,000 | 1,000 | 1,000 | Direct |
| Electricity | 48,187 | 53,312 | 45,082 | Floor*** |
| Water | 3,500 | 5,764 | 3,500 | Floor |
| Telephone | 2,500 | 550 | 450 | Direct |
| Building Insurance | 21,500 | 21,084 | 21,085 | Direct |
| OPERATIONAL COSTS | 213,920 | 253,772 | 233,719 | |
| TOTAL LIBRARY OPERATIONS EXPENSES | 605,765 | 662,142 | 628,073 | |

| LIBRARY OPERATIONS INCOME | 19/20 BUDGET | 18/19 FORECAST | 18/19 BUDGET |
|-------------------------------------|-------------------------|---------------------------|-------------------------|
| Grants | - | - | 1,250 |
| Reimbursement - Town of Claremont | 2,800 | 2,773 | 2,800 |
| Reimbursement - 2017/18 W/Comp. | - | 1,408 | - |
| Reimbursement - Paid Parental Leave | - | 12,948 | 12,948 |
| Reimbursement - Insurance Claim | - | 2,442 | - |
| Fines - Late Book Returns | 5,500 | 5,000 | 5,500 |
| Lost Book Charges | 3,000 | 2,800 | 3,000 |
| Café Lease Rental | 8,190 | 6,740 | 8,000 |
| Other Income | 1,000 | 4,500 | 4,000 |
| Sale of Books | 2,000 | 500 | 3,000 |
| TOTAL OPERATIONS INCOME | 22,490 | 39,111 | 40,498 |

Notes:

- * All Gardening/Landscaping costs are 75% Shire responsibility, 25% to the library project
- **Planned building maintenance cost apportioned by floor area but some "one-off" items are direct
- ***Electricity cost apportioned based upon floor area excluding Shire
- ****Cleaning cost apportioned based upon direct basis except foyer cleaning and consumables which are based on floor area

| COMMUNITY HISTORY SERVICES | 19/20 BUDGET | 18/19 FORECAST | 18/19 BUDGET | COST BASIS |
|-------------------------------------|-------------------------|---------------------------|-------------------------|-----------------------|
| EMPLOYEE COSTS | | | | |
| Salaries | 72,263 | 69,576 | 71,336 | Direct |
| Superannuation | 11,923 | 11,480 | 11,770 | Direct |
| Workers Compensation | 1,052 | 997 | 997 | Direct |
| Other Employment Costs (FBT etc) | - | - | - | |
| EMPLOYEE COSTS TOTAL | 85,239 | 82,053 | 84,103 | |
| COMM. HISTORY SERVICES COSTS | | | | |
| Oral History Project | 9,000 | 9,000 | 9,000 | Direct |
| OPERATIONAL COSTS | 9,000 | 9,000 | 9,000 | |
| TOTAL COMM. HISTORY EXPENSES | 94,239 | 91,053 | 93,103 | |

| COMM CENTRE OPERATIONS EXPENSES | 19/20 BUDGET | 18/19 FORECAST | 18/19 BUDGET | COST BASIS |
|---|-------------------------|---------------------------|-------------------------|-------------------|
| EMPLOYEE COSTS (L Low) | | | | |
| Salaries | 42,906 | 42,433 | 42,356 | Direct |
| Superannuation | 7,080 | 7,001 | 6,989 | Direct |
| Workers Compensation | 625 | 564 | 592 | Direct |
| Other Employment Costs (FBT etc) | - | - | - | |
| EMPLOYEE COSTS TOTAL | 50,611 | 49,998 | 49,936 | |
| OPERATIONAL COSTS | | | | |
| Building Maintenance | 4,535 | 15,951 | 15,200 | Floor* |
| Cleaning | 11,000 | 10,550 | 10,560 | Direct**** |
| Security | - | 12 | - | |
| Electricity | 4,760 | 3,798 | 4,366 | Floor*** |
| Gas | 80 | 80 | 100 | Direct |
| Water | 500 | 584 | 500 | Floor** |
| Telephone | 500 | 150 | 150 | Direct |
| Building Insurance | 2,250 | 2,915 | 2,915 | Direct |
| Public Liability Insurance | 1,500 | 1,479 | 1,350 | Direct |
| OPERATIONAL COSTS TOTAL | 25,125 | 35,519 | 35,141 | |
| TOTAL COMM. CENTRE OPERATIONS EXPENSES | 75,736 | 85,517 | 85,077 | |

| COMM. CENTRE OPERATIONS INCOME | 19/20 BUDGET | 18/19 FORECAST | 18/19 BUDGET |
|---|-------------------------|---------------------------|-------------------------|
| Community Centre Hire Fees | 30,000 | 26,000 | 30,000 |
| TOTAL COMM. CENTRE OPERATIONS INCOME | 30,000 | 26,000 | 30,000 |

Notes:

- * Planned building maintenance cost apportioned by floor area but some "one-off" items are direct
- ** Water consumption cost apportioned based upon floor area including Shire
- *** Electricity cost apportioned based upon floor area excluding Shire
- **** Cleaning cost apportioned based upon direct basis except foyer & consumables which are based on floor area

**ITEM 8.3.1.
ATTACHMENT TWO**

Library and Community Centre

Fees and Charges As ratified by the Library Management Committee for 2019/2020

| Fee | Current | Proposed | Estimated Revenue | Comment |
|--|--|---|-------------------|--|
| Library café rental | \$8,000 | 8,000 | \$8,000 | Lease |
| Lost and damaged books | Depreciated or replacement value of item | Depreciated or replacement value of item | \$2,000 | |
| Account fee for very overdue items | \$3.00 per item to a maximum of \$15 | \$3.00 per item to a maximum of \$15 | \$5,500 | Harmonized across WSLG libraries |
| Photocopying and printing | 20 per sheet b&w; 50c per sheet colour | 20 per sheet b&w; 50c per sheet colour No change | \$8,000 | Constrained by coin box configuration, price expectations |
| Replacement cards | \$5.50 | 5.50 | \$100 | |
| Non-member Internet access | \$3.00 per hour | 0 | 0 | Negligible income potential. Most libraries now provide free of charge |
| Local history – Hi resolution image transferred to USB, Digital Storage, or CD – Private and personal uses | \$7.70 per image | \$25 up to five images | \$200 | More reflective of staff time and similar charges elsewhere |
| Local history – Hi resolution image transferred to USB, Digital Storage, or CD – Commercial use and/or for publication | \$11 per image | \$50 up to five images | \$200 | More reflective of staff time and similar charges elsewhere |
| Colour printing on A4 photographic paper | (New) | \$10 per page | \$100 | |
| Hire of scanner – in house | (New) | \$10 per hour | \$100 | |
| USB | (New) | \$5.50 each | \$100 | |
| Library Bags | (New) | \$2.00 | \$50 | WSLG branded bags |
| Personal ear buds | \$4.00 each | \$4.00 each | \$150 | |
| Book club book hire | Various – full cost recovery | \$5 per meeting per year to be paid annually in advance | \$450 | |
| Events | Various – full or partial cost recovery | Various – full or partial cost recovery | \$2,670 | Dependent on event – most events are offered free of charge |

| | | | | |
|---|---|---|------------------------|--|
| | | | | with a small hospitality allowance; children's regular storytimes use a small amount of consumables eg paper and crayons. Events with a more substantial cost eg dinners or school holiday events and Halloween attract a variable charge to cover or defray hospitality, entertainment and materials costs. |
| Pod Room – all hirers | \$11 per hour | \$12 per hour | \$180 | |
| Flax Room – all hirers | \$22 per hour | \$25 per hour | \$3,000 | |
| Community Centre – Local community groups | \$22 per hour | \$25 per hour | \$6,210 | |
| Community Centre – Local community groups | \$112.50 per day (8 am to 6 pm Monday to Friday, 8 am to 4 pm Saturday and Sunday) | \$125 per day (8 am to 6 pm Monday to Friday, 8 am to 4 pm Saturday and Sunday) | \$500 | |
| Community Centre and Library Hall – all other hirers | \$45 per hour | \$60 per hour | \$4,000 | |
| Community Centre – all other hirers | \$275 full day (8 am to 6 pm Monday to Friday); Weekend rates negotiable at the discretion of the CEO | \$300 full day (8 am to 6 pm Monday to Friday); Weekend rates negotiable at the discretion of the CEO | \$6,000 | |
| Community Centre – West Coast Community Centre | \$4,546 | \$10,000 | \$10,000 | Not included previously in schedule of fees and charges |
| Community Centre cancellation fee, more than 7 days' notice | \$55 | \$55 | \$110 | Deterrent |
| Community Centre cancellation fee, less than 7 days' notice | Full cost forfeited | Full cost forfeited | Included in fees above | Deterrent |



Ordinary Council Meeting

8.4.1 – Financial Report – April 2019

**ITEM 8.4.1
ATTACHMENT ONE**

**SHIRE OF PEPPERMINT GROVE
Statement of Financial Activity
for the period 1 July 2018 to 30 April 2019**

| | ADOPTED BUDGET 2018/19 | REVISED BUDGET 2018/19 | YTD BUDGET 2018/19 | YTD ACTUAL 2018/19 | VARIANCE \$ Actual v YTD Budget | VARIANCE % Actual v YTD Budget | FORECAST ACTUAL 2018/19 |
|---|------------------------------|------------------------------|-----------------------|-----------------------|---------------------------------------|--------------------------------------|-------------------------------|
| Operating Revenue | | | | | | | |
| FEES & CHARGES | 229,165 | 213,165 | 208,165 | 224,893 | 16,728 | 8% | 228,000 |
| GRANTS & SUBSIDIES | 117,282 | 236,611 | 224,518 | 225,018 | 500 | 0% | 235,361 |
| CONTRIBUTIONS, REIMBURSEMENTS | 1,260,046 | 1,305,026 | 1,281,369 | 1,291,955 | 10,586 | 1% | 1,348,026 |
| INTEREST ON INVESTMENTS | 53,000 | 61,200 | 51,000 | 47,873 | (3,127) | -6% | 61,200 |
| OTHER REVENUE | 11,250 | 14,250 | 13,500 | 16,084 | 2,584 | 19% | 15,800 |
| PROFIT ON SALE OF ASSETS | 0 | 0 | 0 | 0 | 0 | | 0 |
| | 1,670,743 | 1,830,252 | 1,778,552 | 1,805,824 | 27,271 | 2% | 1,888,387 |
| Operating Expenses | | | | | | | |
| EMPLOYEE COSTS | (2,241,641) | (2,291,354) | (1,938,838) | (1,945,507) | (6,669) | 0% | (2,301,354) |
| MATERIALS & CONTRACTS | (1,853,519) | (1,967,879) | (1,589,899) | (1,582,665) | 7,234 | 0% | (2,027,879) |
| PUBLIC UTILITIES | (130,043) | (130,043) | (108,369) | (102,279) | 6,090 | -6% | (140,043) |
| DEPRECIATION | (386,563) | (386,563) | (322,136) | (322,136) | 0 | 0% | (386,563) |
| INTEREST EXPENSES | (61,030) | (61,030) | (30,863) | (30,863) | 0 | 0% | (61,030) |
| INSURANCES | (94,256) | (94,256) | (94,256) | (94,309) | (53) | 0% | (94,256) |
| LOSS ON SALE OF ASSETS | 0 | 0 | 0 | 0 | 0 | | 0 |
| OTHER EXPENSES | (77,250) | (69,750) | (34,875) | (33,175) | 1,700 | -5% | (69,750) |
| | (4,844,302) | (5,000,875) | (4,119,236) | (4,110,934) | 8,302 | 0% | (5,080,875) |
| CHANGE IN NET ASSETS | (3,173,559) | (3,170,623) | (2,340,684) | (2,305,111) | 35,573 | -2% | (3,192,488) |
| Adjustments for Non-Cash (Revenue) and Expenditure | | | | | | | |
| (Profit)/Loss on Asset Disposals | 0 | 0 | 0 | 0 | 0 | | |
| Depreciation on Assets | 386,563 | 386,563 | 322,136 | 322,136 | 0 | 0% | 386,563 |
| | 386,563 | 386,563 | 322,136 | 322,136 | 0 | | 386,563 |
| Capital Expenditure | | | | | | | |
| Land & Buildings | 0 | 0 | 0 | 0 | 0 | | 0 |
| Plant and Equipment | (164,500) | (164,500) | (134,500) | (99,763) | 34,737 | -26% | (164,500) |
| Furniture & Equipment | 0 | (35,000) | 0 | 0 | 0 | | (35,000) |
| Infrastructure Assets - Roads | (270,000) | (150,000) | (130,000) | (124,791) | 5,209 | -4% | (150,000) |
| Infrastructure Assets - Other | (20,000) | (206,600) | 0 | 0 | 0 | | 0 |
| Infrastructure Assets - Footpaths | (50,000) | (170,000) | 0 | 0 | 0 | | (170,000) |
| Infrastructure Assets - Parks & Reserves | 0 | 0 | 0 | 0 | 0 | | 0 |
| Infrastructure Assets - Drainage | (9,000) | (9,000) | (9,000) | (4,323) | 4,677 | -52% | (9,000) |
| | (513,500) | (735,100) | (273,500) | (228,877) | 44,623 | -16% | (528,500) |
| Capital Revenue | | | | | | | |
| Proceeds from Disposal of assets | 130,000 | 130,000 | 103,000 | 69,318 | (33,682) | -33% | 130,000 |
| Debt Management | | | | | | | |
| Repayment of Debentures | (27,701) | (27,701) | (13,616) | (13,616) | 0 | 0% | (27,701) |
| Reserves and Restricted Funds | | | | | | | |
| Transfers to Reserves | (200,300) | (197,850) | (24,000) | (24,553) | (553) | 2% | (273,110) |
| Transfers from Reserves | 22,920 | 141,220 | 0 | 0 | 0 | | 37,920 |
| | (177,380) | (56,630) | (24,000) | (24,553) | (553) | | (235,190) |
| Net Current Assets July 1 B/Fwd | 234,565 | 234,565 | 234,565 | 234,565 | (0) | 0% | 234,565 |
| Net Current Assets Year to Date | 81,992 | 78 | 1,246,906 | 1,293,047 | 46,141 | 4% | 6,434 |
| Amount Raised from Rates | 3,223,004 | 3,239,004 | 3,239,004 | 3,239,185 | 181 | 0% | 3,239,185 |

SHIRE OF PEPPERMINT GROVE

Notes to and forming part of the Statement of Financial Activity
for the period 1 July 2018 to 30 April 2019

3 Reserves

| | YTD ACTUAL 2018/19 | BUDGET 2018/19 |
|--|-----------------------|-------------------|
| (a) Roads Reserve | | |
| <i>To be used for</i> | | |
| Opening Balance | 375,365 | 375,365 |
| Amount Set Aside / Transfer to Reserve | 0 | 0 |
| Amount Used / Transfer from Reserve | 0 | 0 |
| Interest Received | 7,604 | 9,384 |
| | 382,969 | 384,749 |
| (b) Library Infrastructure Reserve | | |
| <i>To be used for</i> | | |
| Opening Balance | 10,668 | 10,668 |
| Amount Set Aside / Transfer to Reserve | 0 | 0 |
| Amount Used / Transfer from Reserve | 0 | 0 |
| Interest Received | 216 | 267 |
| | 10,884 | 10,935 |
| (c) Staff Leave reserve | | |
| <i>To be used for</i> | | |
| Opening Balance | 144,512 | 144,512 |
| Amount Set Aside / Transfer to Reserve | 0 | 0 |
| Amount Used / Transfer from Reserve | 0 | (22,920) |
| Interest Received | 2,928 | 3,613 |
| | 147,440 | 125,205 |
| (d) Infrastructure/Bld Mtce Reserve | | |
| <i>To be used for</i> | | |
| Opening Balance | 550,537 | 550,537 |
| Amount Set Aside / Transfer to Reserve | 0 | 0 |
| Amount Used / Transfer from Reserve | 0 | (103,300) |
| Interest Received | 11,153 | 13,763 |
| | 561,690 | 461,000 |
| (e) Plant Reserve | | |
| <i>To be used for</i> | | |
| Opening Balance | 20,000 | 20,000 |
| Amount Set Aside/Transfer to Reserve | 0 | 0 |
| Amount Used/Transfer from Reserve | 0 | 0 |
| Interest Received | 405 | 500 |
| | 20,405 | 20,500 |
| (f) Legal Costs Reserve | | |
| <i>To be used for</i> | | |
| Opening Balance | 85,000 | 85,000 |
| Amount Set Aside/Transfer to Reserve | 0 | 150,000 |
| Amount Used/Transfer from Reserve | 0 | 0 |
| Interest Received | 1,722 | 2,125 |
| | 86,722 | 237,125 |
| (g) Information Technology Reserve | | |
| <i>To be used for</i> | | |
| Opening Balance | 23,066 | 23,066 |
| Amount Set Aside/Transfer to Reserve | 0 | 0 |
| Amount Used/Transfer from Reserve | 0 | (15,000) |
| Interest Received | 467 | 577 |
| | 23,533 | 8,643 |

SHIRE OF PEPPERMINT GROVE

Notes to and forming part of the Statement of Financial Activity
for the period 1 July 2018 to 30 April 2019

3 Reserves

(h) Arts & Culture Reserve

To be used for

Opening Balance
Amount Set Aside/Transfer to Reserve
Amount Used/Transfer from Reserve
Interest Received

| YTD ACTUAL 2018/19 | BUDGET 2018/19 |
|-----------------------|-------------------|
| 2,858 | 2,858 |
| 0 | 17,550 |
| 0 | 0 |
| 58 | 71 |
| 2,916 | 20,479 |
| 1,236,559 | 1,268,636 |

Total Cash Backed Reserves

Summary of Transfers To and (From)
Cash Backed Reserves

Transfers to Reserves

Roads Reserve
Library Infrastructure Reserve
Staff Leave reserve
Infrastructure/Bld Mtce Reserve
Plant Reserve
Legal Costs Reserve
Information Technology Reserve
Arts & Culture Reserve

| YTD ACTUAL 2018/19 | BUDGET 2018/19 |
|-----------------------|-------------------|
| 7,604 | 9,384 |
| 216 | 267 |
| 2,928 | 3,613 |
| 11,153 | 13,763 |
| 405 | 500 |
| 1,722 | 152,125 |
| 467 | 577 |
| 58 | 17,621 |
| 24,553 | 197,850 |

Transfers from Reserves

Roads Reserve
Library Infrastructure Reserve
Staff Leave reserve
Infrastructure/Bld Mtce Reserve
Plant Reserve
Legal Costs Reserve
IT Reserve
Arts & Culture Reserve

| | |
|---------------|------------------|
| 0 | 0 |
| 0 | 0 |
| 0 | (22,920) |
| 0 | (103,300) |
| 0 | 0 |
| 0 | 0 |
| 0 | (15,000) |
| 0 | 0 |
| 0 | (141,220) |
| 24,553 | 56,630 |

Total Transfer to/(from) Reserves

All of the above reserve accounts are supported by money held in financial institutions

SHIRE OF PEPPERMINT GROVE
Notes to and forming part of the Statement of Financial Activity
for the period 1 July 2018 to 30 April 2019

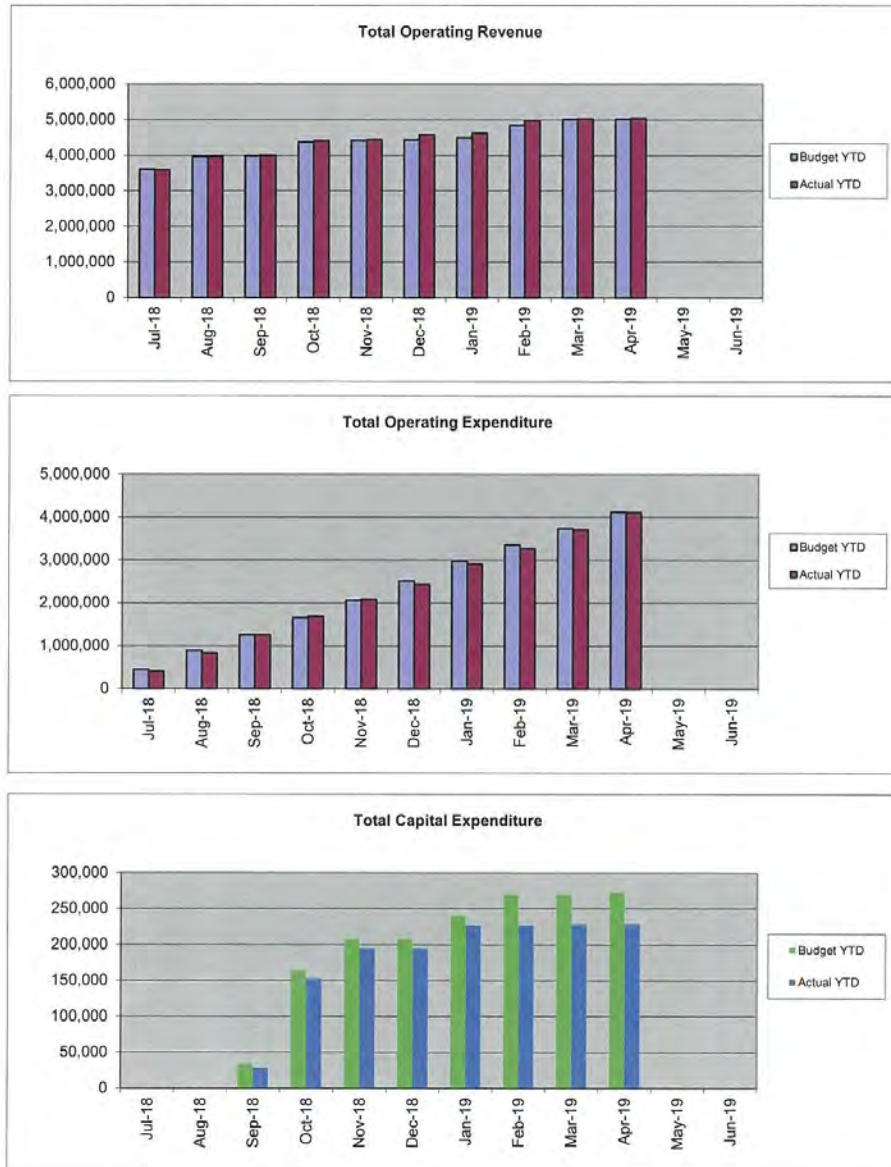
4 Cash and Investments

| | OPENING BALANCE 2018/19 | MOVEMENT | CLOSING BALANCE 2018/19 |
|--------------------------------------|-------------------------------|---------------------|-------------------------------|
| Restricted Cash Investments | | | |
| Library Projects Reserve | 10,668.00 | 216.11 | 10,884.11 |
| Infrastructure/Building Mtce | 550,537.00 | 11,152.91 | 561,689.91 |
| Plant Reserve | 20,000.00 | 405.17 | 20,405.17 |
| IT Reserve | 23,066.00 | 467.27 | 23,533.27 |
| Road Works reserve | 375,365.00 | 7,604.24 | 382,969.24 |
| Staff Leave Reserve | 144,512.00 | 2,927.80 | 147,439.80 |
| Arts/Culture Reserve | 2,858.00 | 57.91 | 2,915.91 |
| Legal Costs Reserve | 85,000.00 | 1,721.97 | 86,721.97 |
| Total Reserves | 1,212,006.00 | 24,553.38 | 1,236,559.38 |
| Unrestricted Cash/Investments | | | |
| Municipal Fund | 326,895.99 | 40,928.38 | 367,824.37 |
| Petty Cash | 800.00 | 400.00 | 1,200.00 |
| Term Deposit Municipal | 0.00 | 1,114,538.83 | 1,114,538.83 |
| | 327,695.99 | 1,155,867.21 | 1,483,563.20 |

| Fund and TD Number | Amount Invested | Start Date | Maturity Date | Term (Days) | Interest Rate % | Expected Interest |
|--------------------------------------|--------------------|---------------|------------------|----------------|--------------------|----------------------|
| Reserves | 1,236,559.38 | 25/03/2019 | 25/06/2019 | 91 | 2.50% | 7,707.32 |
| Reserves Interest Receivable | | | | | | 7,707.32 |
| Municipal 1 | 506,567.72 | 25/02/2019 | 27/05/2019 | 91 | 2.58% | 3,258.41 |
| Municipal 2 | 607,971.11 | 11/03/2019 | 10/06/2019 | 91 | 2.55% | 3,865.20 |
| Municipal Interest Receivable | | | | | | 7,123.61 |

SHIRE OF PEPPERMINT GROVE
Notes to and forming part of the Statement of Financial Activity
for the period 1 July 2018 to 31 March 2019

5 Revenues and Expenditures



**CAPITAL EXPENDITURE 2018/19
(as at 30 APRIL 2019)**

| Proposed Date of Project | Description | EXPENDITURE | | SOURCE OF FUNDS - BUDGET | | | | SOURCE OF FUNDS - ACTUALS | | | |
|--|---------------------------------|----------------|----------------|--------------------------|------------------|------------------|----------------|---------------------------|------------------|------------------|----------------|
| | | 2018/19 Budget | 2018/19 Actual | 2018/19 Grants | 2018/19 Trade-In | 2018/19 Reserves | 2018/19 Muni.* | 2018/19 Grants | 2018/19 Trade-In | 2018/19 Reserves | 2018/19 Muni.* |
| April 2019 | IT EQUIP./PARTITIONING | 35,000 | 0 | | | | | | | | |
| TOTAL FURNITURE & EQUIPMENT | | 35,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| November 2018 | SMALL PLANT | 0 | 1,638 | | | | | | | | |
| November 2018 | FORD RANGER | 43,500 | 42,052 | | 39,000 | | 4,500 | | 38,182 | | 3,870 |
| November 2018 | TOYOTA HILUX | 33,000 | 32,727 | | 31,000 | | 2,000 | | 31,136 | | 1,591 |
| January 2019 | SKODA OCTAVIA | 30,000 | 0 | | 27,000 | | 3,000 | | | | |
| April 2019 | TOYOTA HILUX | 33,000 | 0 | | 31,000 | | 2,000 | | | | |
| August 2018 | KUBOTA/TRACTOR/MOWER/B'HOE | 25,000 | 23,346 | | 2,000 | | 23,000 | | | | 23,346 |
| TOTAL PLANT & EQUIPMENT | | 164,500 | 99,763 | 0 | 130,000 | 0 | 34,500 | 0 | 69,318 | 0 | 28,807 |
| August 2018 | SUMP FENCE | 9,000 | 4,323 | | | | 9,000 | | | | 4,323 |
| TOTAL DRAINAGE INFRASTRUCTURE | | 9,000 | 4,323 | 0 | 0 | 0 | 9,000 | 0 | 0 | 0 | 4,323 |
| October 2018 | THE ESPLANADE (KEANE TO IRVINE) | 130,000 | 124,791 | 80,867 | | | 49,133 | 80,867 | | | 43,924 |
| May 2019 | HOBBS PLACE | 0 | 0 | | | | 120,000 | | | | |
| May 2019 | KERBING | 20,000 | 0 | | | | 20,000 | | | | |
| TOTAL ROADS | | 150,000 | 124,791 | 80,867 | 0 | 0 | 189,133 | 80,867 | 0 | 0 | 43,924 |
| May 2019 | FOOTPATHS | 170,000 | 0 | | | | 50,000 | | | | |
| TOTAL FOOTPATHS | | 170,000 | 0 | 0 | 0 | 0 | 50,000 | 0 | 0 | 0 | 0 |
| June 2019 | DEPOT FENCE | 0 | 0 | | | | 20,000 | | | | |
| June 2019 | RIVER HEADLAND | 206,600 | 0 | | | | | | | | |
| TOTAL OTHER INFRASTRUCTURE | | 206,600 | 0 | 0 | 0 | 0 | 20,000 | 0 | 0 | 0 | 0 |
| Grand Total | | 735,100 | 228,877 | 80,867 | 130,000 | 0 | 302,633 | 80,867 | 69,318 | 0 | 77,053 |
| | | | | 513,500 | | | | 227,239 | | | |
| RENEWAL CAPEX | | 519,500 | 224,554 | | | | | | | | |
| NEW CAPEX | | 215,600 | 4,323 | | | | | | | | |
| Grand Total | | 735,100 | 228,877 | | | | | | | | |

| | | |
|---------------------------------|---------|---------|
| Renewal CAPEX net of trade-ins | 389,500 | 155,236 |
| Estimated depreciation expenses | 386,563 | 386,563 |
| Asset Sustainability Ratio | 1.01 | 0.40 |



Ordinary Council Meeting

8.4.2 – Account Paid – April 2019

Vendor # 3084
Ref KIDSLIBJAN19A
Date 29/01/19
Post 06/02/19

POSTED
-6 FEB 2019



FlexiPurchase
Account Statement

Statement for NAB

Statement Period: 29 Dec 2018 to 29 Jan 2019
Cardholder Name: Stewart Farley
JSKR VISA Purchasing Card (Client Expenses)



| Date | Details | | Approval | Receipt | | Amount (\$AUD) |
|-------------------------------|---|---------|---------------|------------|---------|-------------------|
| | GL Code | CC Code | | Department | Net | |
| 28 Dec 2018 | 28471 | 139 | Approved | \$662.23 | \$66.22 | \$728.45 |
| | Booktopia Pty Ltd Lidcombe Purchase Booktopia Pty Ltd kids bookpurchases | | | | | |
| 31 Dec 2018 | 28471 | 139 | Approved | \$43.36 | \$4.34 | \$47.70 |
| | Booktopia Pty Ltd Lidcombe Purchase Booktopia Pty Ltd Kids book purchases | | | | | |
| 02 Jan 2019 | 27250 | 139 | Approved | \$109.00 | \$10.90 | \$119.90 |
| | Dynamic Gift 0265554001 Purchase Dynamic Gift Lanyards and card holders | | | | | |
| 04 Jan 2019 | 28471 | 139 | Approved | \$268.55 | \$26.85 | \$295.40 |
| | Booktopia Pty Ltd Lidcombe Purchase Booktopia Pty Ltd kids book purchases | | | | | |
| 29 Jan 2019 | 28770 | 139 | No Appr Req'd | \$6.20 | \$0.62 | \$6.82 |
| | Account Fees Account Fees Cc Fp User Fee Account Fees Cc Fp User Fee | | | | | |
| Total for this period: | | | | | | \$1,198.27 |

Cardholder Declaration

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

Signature Stewart Farley Dated 7/2/19

Employee ID: 63

Approved By

Signature Stewart Farley Dated 7/2/19

On Completion

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

2/4/2019

Statement Report



Vendor # 3084
Ref ADULT LIB JAN 19
Date 29/01/19
Post 06/02/19

FlexiPurchase
Account Statement

Statement for NAB

Statement Period: 29 Dec 2018 to 29 Jan 2019
Cardholder Name: Lance Hopkinson

POSTED
- 6 FEB 2019



JSKR VISA Purchasing Card (Client Expenses)

| Date | Details | | | Approval | Receipt Amount (\$AUD) | | |
|------------------------|--|---------|---------------------------------|---------------|------------------------|------------|----------|
| | GL Code | CC Code | Department | | Net | Tax | Gross |
| 02 Jan 2019 | 28770 | 190 | Woolworths 4356 Cottlesloe | Approved | \$3.00 | \$0.30 | \$3.30 |
| | Purchase Woolworths 4356 Kitchen sundries | | | | | \$0.00 | |
| 08 Jan 2019 | 28473 | 139 | Jbhifi.Com.Au 0395777000 | Approved | \$111.72 | \$11.17 | \$122.89 |
| | Purchase Jbhifi.Com.Au Adult dvd/cd (Items 1 + 2 on b/order \$52.98- 175.87 = \$122.89) | | | | | | |
| 09 Jan 2019 | 28470 | 139 | Booktopia Pty Ltd Lidcombe | Approved | \$125.32 | \$12.53 | \$137.85 |
| | Purchase Booktopia Pty Ltd Adult books | | | | | | |
| 08 Jan 2019 | 28470 | 139 | Booktopia Pty Ltd Lidcombe | Approved | \$438.36 | \$43.84 | \$482.20 |
| | Purchase Booktopia Pty Ltd Adult Books | | | | | | |
| 14 Jan 2019 | 28470 | 139 | Booktopia Pty Ltd Lidcombe | Approved | \$254.00 | \$25.40 | \$279.40 |
| | Purchase Booktopia Pty Ltd Adult Books | | | | | | |
| 16 Jan 2019 | 28473 | 139 | Jbhifi.Com.Au 0395777000 | Approved | \$148.05 | \$14.80 | \$162.85 |
| | Purchase Jbhifi.Com.Au Adult DVD /cd | | | | | | |
| 15 Jan 2019 | 28470 | 139 | Bookdepository.Com 441452307905 | Approved | \$181.80 | \$18.18 | \$199.98 |
| | Purchase Bookdepository.Com Adult Books | | | | | | |
| 14 Jan 2019 | 28470 | 139 | Booktopia Pty Ltd Lidcombe | Approved | \$345.23 | \$34.62 | \$380.85 |
| | Purchase Booktopia Pty Ltd Adult books | | | | | | |
| 23 Jan 2019 | 28470 | 139 | Booktopia Pty Ltd Lidcombe | Approved | \$181.91 | \$18.19 | \$200.10 |
| | Purchase Booktopia Pty Ltd Adult books | | | | | | |
| 25 Jan 2019 | 28473 | 139 | Jbhifi.Com.Au 0395777000 | Approved | \$24.08 | \$2.41 | \$26.49 |
| | Purchase Jbhifi.Com.Au Adult DVD / CD Item 1 \$22.99+\$3.50 del = \$26.49 | | | | | | |
| 29 Jan 2019 | 27130 | 190 | Account Fees | No Appr Req'd | \$6.20 | \$0.62 | \$6.82 |
| | Account Fees Cc Fp User Fee bank charges | | | | | | |
| Total for this period: | | | | | | \$2,002.72 | |

Cardholder Declaration

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

https://www.flexipurchase.com/Site/#!/Reports/report2002.asp?account_num=4FEE03D0-07BA-45B1-B807-A26A3F79798B&period=157700&xsl_... 1/2



Vendor # 3084
Ref CEOJAN19
Date 29/01/19
Post 6/02/19

FlexiPurchase
Account Statement

POSTED
6/2/19

Statement for NAB

Statement Period: 29 Dec 2018 to 29 Jan 2019
Cardholder Name: Donald Burnett



JSKR VISA Purchasing Card (Client Expenses)

| Date | Details | Approval | Receipt | Amount (\$AUD) | | |
|--|------------------------------------|----------------|-------------------------------------|-----------------|----------|--------|
| GL Code | CC Code | Department | Net | Tax | Gross | |
| 07 Jan 2019 | State Law Publisher Perth | Approval Req'd | <input checked="" type="checkbox"/> | \$89.10 | | |
| 28120 | 139 | 1002 | \$81.00 | \$8.10 | \$89.10 | |
| Purchase State Law Publisher Gazette Advertisement LPS4 | | | | | | |
| 14 Jan 2019 | Cellarbrations At Co Peppermint Gr | Approval Req'd | <input checked="" type="checkbox"/> | \$480.00 | | |
| 28280 | 139 | 0401 | \$436.36 | \$43.64 | \$480.00 | |
| Purchase Cellarbrations At Co refreshments for Council Chambers fridge | | | | | | |
| 22 Jan 2019 | Woolworths 4356 Cottesloe | Approval Req'd | <input checked="" type="checkbox"/> | \$9.61 | | |
| 28280 | 139 | 0401 | \$9.61 | \$0.00 | \$9.61 | |
| Purchase Woolworths 4356 Special Council Meeting Catering 22 January 2019 | | | | | | |
| 22 Jan 2019 | Woolworths 4356 Cottesloe | Approval Req'd | <input checked="" type="checkbox"/> | \$97.98 | | |
| 28280 | 139 | 0401 | \$74.00 | \$0.00 | \$74.00 | |
| 28280 | 139 | 0401 | \$21.80 | \$2.18 | \$23.98 | |
| Purchase Woolworths 4356 Special Council Meeting Catering 22 January 2019 | | | | | | |
| 23 Jan 2019 | Target 5429 Subiaco | Approval Req'd | <input checked="" type="checkbox"/> | \$50.30 | | |
| 27140 | 139 | 0403 | \$45.73 | \$4.57 | \$50.30 | |
| Purchase Target 5429 Picture frames for certificates | | | | | | |
| 23 Jan 2019 | Sq *ink Circle Design Nedlands | Approval Req'd | <input checked="" type="checkbox"/> | \$90.00 | | |
| 27210 | 139 | 1002 | \$81.82 | \$8.18 | \$90.00 | |
| Purchase Sq *ink Circle Design A2 Plan printing | | | | | | |
| 29 Jan 2019 | Account Fees | No Appr Req'd | <input type="checkbox"/> | \$6.82 | | |
| | Not Coded | Not Coded | Not Coded | \$6.20 | \$0.62 | \$6.82 |
| Account Fees Cc Fp User Fee | | | | | | |
| Total for this period: | | | | \$823.81 | | |

Cardholder Declaration

I declare that all purchases were authorised or necessarily incurred on behalf of the company
Signature _____ Dated 5/2/19

Employee ID: 5

Approved By

Signature _____ Dated 5/2/19



Vendor # 3084
Ref MISJAN19
Date 29/01/19
Post 6/2/19

FlexiPurchase
Account Statement

Statement for NAB

POSTED
7 FEB 2019



Statement Period: 29 Dec 2018 to 29 Jan 2019
Cardholder Name: Donovan Norgard

JSKR VISA Purchasing Card (Client Expenses)

| Date | Details | | | Approval | Receipt | | Amount (SAUD) |
|-------------------------------|--|---------|------------|----------------|-------------------------------------|----------|-----------------|
| | GL Code | CC Code | Department | Net | Tax | Gross | |
| 16 Jan 2019 | Total Tools O Connor O'Connor | | | Approval Req'd | <input checked="" type="checkbox"/> | | \$148.35 |
| | 28830 | 129 | 1404 | \$134.86 | \$13.49 | \$148.35 | |
| | Purchase Total Tools O Connor Tools and Hardware | | | | | | |
| 16 Jan 2019 | Officeworks 0616 O'Connor | | | Approval Req'd | <input checked="" type="checkbox"/> | | \$22.05 |
| | 28845 | 129 | 1403 | \$20.05 | \$2.00 | \$22.05 | |
| | Purchase Officeworks 0616 Depot Stationery | | | | | | |
| 17 Jan 2019 | Officeworks 0604 Fremantle | | | Approval Req'd | <input checked="" type="checkbox"/> | | \$22.97 |
| | 28830 | 129 | 1404 | \$20.88 | \$2.09 | \$22.97 | |
| | Purchase Officeworks 0604 Depot Stationery | | | | | | |
| 22 Jan 2019 | Naval Base Concrete Kwinana Beach | | | Approval Req'd | <input checked="" type="checkbox"/> | | \$630.30 |
| | 29100 | 129 | 0403 | \$573.00 | \$57.30 | \$630.30 | |
| | Purchase Naval Base Concrete Building Maintenance | | | | | | |
| 29 Jan 2019 | 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 User Account fees Jan 2019 | | | | | | |
| Total for this period: | | | | | | | \$830.49 |

Cardholder Declaration

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

Signature

Dated 6/2/2019

Employee ID: 169

Approved By

Signature

Dated 7/2/19

On Completion

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



Vendor # 3084
Ref MGS JAN 19
Date 29/01/19
Post 6/2/19

FlexiPurchase
Account Statement

Statement for NAB

POSTED
8/2/19

Statement Period: 29 Dec 2018 to 29 Jan 2019
Cardholder Name: Paul Rawlings



JSKR VISA Purchasing Card (Client Expenses)

| Date | Details | | Approval | Receipt | | Amount (\$AUD) | |
|-------------------------------|---------|---|------------------------|----------------------------|--|-----------------|-----|
| | GL Code | CC Code | | Department | Net | | Tax |
| 02 Jan 2019 | 28280 | Woolworths 4356 139 | 4356 Cottesloe 0403 | Approval Req'd \$13.64 | <input checked="" type="checkbox"/> \$1.36 | \$15.00 | |
| | | Purchase Woolworths 4356 Coffee for Staff | | | | | |
| 18 Jan 2019 | 27140 | Officeworks 0604 129 139 | 0604 Fremantle 0403 | Approval Req'd \$105.45 | <input checked="" type="checkbox"/> \$10.55 | \$116.00 | |
| | | Purchase Officeworks 0604 Office Tables | | | | | |
| 15 Jan 2019 | 28340 | Pennant House Perth 129 139 | 0403 | Approval Req'd \$85.00 | <input checked="" type="checkbox"/> \$8.50 | \$93.50 | |
| | | Purchase Pennant House Australian Flag | | | | | |
| 29 Jan 2019 | 27130 | Account Fees 129 040 | 0403 | No Appr Req'd \$6.20 | <input type="checkbox"/> \$0.62 | \$6.82 | |
| | | Account Fees Cc Fp User Fee User Account Fees Jan 2019 | | | | | |
| Total for this period: | | | | | | \$231.32 | |

Cardholder Declaration

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

Signature [Signature] Dated 7/2/19

Employee ID: 24

Approved By

Signature [Signature] Dated 8/2/19

On Completion

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



Vendor # 3084
Ref MCSJAN192
Date 29/01/19
Post 6/2/19

FlexiPurchase
Account Statement

Statement for NAB

Statement Period: 29 Dec 2018 to 29 Jan 2019
Cardholder Name: Paul Rawlings



JSKR VISA Purchasing Card (Client Expenses)

| Date | Details | | Department | Approval | Receipt | | Amount (SAUD) |
|-------------------------------|--|---------|------------|---------------|---------|----------|-----------------|
| | GL Code | CC Code | | Net | Tax | Gross | |
| 28 Dec 2018 | Account Fees | | | No Appr Req'd | | | \$110.00 |
| | 27130 | 129 | 0403 | \$100.00 | \$10.00 | \$110.00 | |
| | Account Fees Co Maintenance Fee Flexipurchase account fees Dec 2018 | | | | | | |
| Total for this period: | | | | | | | \$110.00 |

Cardholder Declaration

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

Signature *Paul Rawlings* Dated 7, 2, 19

Employee ID: 24

Approved By

Signature *[Signature]* Dated 8, 2, 19

On Completion

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

POSTED
FEB 2019



Vendor : 3084
Ref : MLS JAN 19
Date : 29/1/19
Post : 11/03/19

FlexiPurchase
Account Statement

POSTED
11/3/19



Statement for NAB

Statement Period: 29 Dec 2018 to 29 Jan 2019

Cardholder Name: Debra Burn

JSKR VISA Purchasing Card (Client Expenses)

| Date | Details | | Approval | Receipt Amount (\$AUD) | | | |
|-------------|---|---------|---------------------------------|------------------------|----------|---------|----------|
| | GL Code | CC Code | | Department | Net | Tax | Gross |
| 09 Jan 2019 | 27180 | 139 | 2ta Renew Sanctuary Melbourne | Approved | \$130.00 | \$13.00 | \$143.00 |
| | Purchase 2ta Renew Sanctuary Subscriptions to Sanctuary and Renew magazines | | | | | | |
| 10 Jan 2019 | 27160 | 139 | Ofwks Online Bentleigh 03 | Approved | \$149.73 | \$14.97 | \$164.70 |
| | 28770 | 139 | Ofwks Online Bentleigh | | \$239.09 | \$23.91 | \$263.00 |
| | Purchase Ofwks Online Bentleigh USBs; Defibrillator battery | | | | | | |
| 11 Jan 2019 | 27180 | 139 | The Monthly 1yr Carlton South | Approved | \$99.95 | \$10.00 | \$109.95 |
| | Purchase The Monthly 1yr Annual subscription Monthly magazine | | | | | | |
| 16 Jan 2019 | 28360 | 119 | Coles Express 6919 Mosman Park | Approved | \$66.10 | \$6.61 | \$72.71 |
| | Purchase Coles Express 6919 Petrol 1DWT 484 | | | | | | |
| 15 Jan 2019 | 28535 | 129 | Adobe Creative Cloud 1800614863 | Approved | \$39.99 | \$4.00 | \$43.99 |
| | Purchase Adobe Creative Cloud Adobe subscription software ABN: 980559184 | | | | | | |
| 16 Jan 2019 | 28770 | 119 | Arcadia At Cottesloe Cottesloe | Approved | \$22.00 | \$2.20 | \$24.20 |
| | Purchase Arcadia At Cottesloe Hospitality WSLG Managers Meeting | | | | | | |
| 14 Jan 2019 | 27160 | 139 | Ple Computers Pty Ltd Wangara | Approved | \$47.20 | \$4.72 | \$51.92 |
| | Purchase Ple Computers Pty Ltd HDMI Adaptors | | | | | | |
| 21 Jan 2019 | 27160 | 139 | Ofwks Online Bentleigh 03 | Approved | \$144.47 | \$14.45 | \$158.92 |
| | Purchase Ofwks Online Bentleigh Misc small IT supplies; earbuds for resale | | | | | | |
| 21 Jan 2019 | 27160 | 139 | Eb Games Eagle Farm | Approved | \$51.77 | \$5.18 | \$56.95 |
| | Purchase Eb Games Wii console for half pipe area | | | | | | |
| 24 Jan 2019 | 28340 | 190 | Collins Booksellers Cottesloe | Approved | \$30.25 | \$3.03 | \$33.28 |
| | Purchase Collins Booksellers Citizenship gift (book) Australia Day | | | | | | |
| 23 Jan 2019 | 27160 | 139 | Pos Business Systems Prospect | Approved | \$235.45 | \$23.55 | \$259.00 |
| | Purchase Pos Business Systems Bar code scanner | | | | | | |
| 29 Jan 2019 | 27130 | 190 | Account Fees | No Appr Req'd | \$6.20 | \$0.62 | \$6.82 |
| | Account Fees Co Fp User Fee | | | | | | |

Bank fees credit card

Total for this period: 21,000.00

Cardholder Declaration

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

Signature  Dated 25/3/2019

Employee ID: 51

Approved By.

Signature  Dated 26/3/19

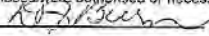
On Completion

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

Bank fees credit card

Cardholder Declaration

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

Signature  Dated 25/3/2019

Employee ID: 51

Approved By

Signature  Dated 26/3/19

On Completion

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

3/26/2019

Statement Report



Vendor: 3084
Ref #: MCSFEB19 2
Date: 28/2/19
Post: 12/3/19

FlexiPurchase
Account Statement

Statement for NAB

POSTED
26 MAR 2019



Statement Period: 01 Mar 2019 to 28 Mar 2019
Cardholder Name: Paul Rawlings

JSKR VISA Purchasing Card (Client Expenses)

| Date | Details | | | Approval | Receipt Amount (SAUD) | | |
|------------------------|---------------------------------|---------|------------|---------------|-----------------------|---------|----------|
| | GL Code | CC Code | Department | | Net | Tax | Gross |
| 28 Feb 2019 | Account Fees | | | No Appr Req'd | | | \$110.00 |
| | 27130 | 129 | 0403 | | \$100.00 | \$10.00 | \$110.00 |
| | Account Fees Cc Maintenance Fee | | | | | | |
| | Account Fee January 2019 | | | | | | |
| Total for this period: | | | | | | | \$110.00 |

Cardholder Declaration

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

Signature: [Signature] Dated: 26/3/19

Employee ID: 24

Approved By

Signature: [Signature] Dated: 26/3/19

On Completion

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

3/26/2019

Statement Report



Vendor #: 3084
Ref #: MCS Feb 19
Date: 28/2/19
Post: 12/3/19

FlexiPurchase
Account Statement

Statement for NAB

Statement Period: 30 Jan 2019 to 28 Feb 2019
Cardholder Name: Paul Rawlings

POSTED
26 MAR 2019



JSKR VISA Purchasing Card (Client Expenses)

| Date | Details | | | Approval | Receipt Amount (\$AUD) | | |
|------------------------|--|---------------|----------------|----------|------------------------|---------|-------|
| | GL Code | CC Code | Department | | Net | Tax | Gross |
| 01 Feb 2019 | Bunnings 391000 | Peppermint Gr | Approval Req'd | | | \$6.99 | |
| | 27190 129 | 0403 | | \$6.35 | \$0.64 | \$6.99 | |
| | Purchase Bunnings 391000 Postage Expense | | | | | | |
| 05 Feb 2019 | Bunnings 391000 | Peppermint Gr | Approval Req'd | | | \$13.00 | |
| | 27190 129 | 0403 | | \$11.82 | \$1.18 | \$13.00 | |
| | Purchase Bunnings 391000 Padlocks for secure postage | | | | | | |
| 28 Feb 2019 | Account Fees | | No Appr Req'd | | | \$6.82 | |
| | 27130 129 | 0403 | | \$6.20 | \$0.62 | \$6.82 | |
| | Account Fees Cc Fp User Fee Account Fees Feb 2019 | | | | | | |
| Total for this period: | | | | | | \$26.81 | |

Cardholder Declaration

I declare that all purchases were authorised or necessarily incurred on behalf of the company.
Signature [Signature] Dated 26/3/19

Employee ID: 24

Approved By

Signature [Signature] Dated 26/3/19

On Completion

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



Vendor: 3084
Ref: MISFEB19
Date: 28/2/19
Post: 12/3/19

FlexiPurchase
Account Statement

Statement for NAB

POSTED
12/3/19

Statement Period: 30 Jan 2019 to 28 Feb 2019
Cardholder Name: Donovan Norgard



JSKR VISA Purchasing Card (Client Expenses)

| Date | Details | | | Approval | Receipt | | Amount (\$AUD) |
|-------------------------------|---------|---------|---|----------------|-------------------------------------|-------------------|----------------|
| | GL Code | CC Code | Department | Net | Tax | Gross | |
| 05 Feb 2019 | 28845 | 129 | Harvey Norman Av/lt O'Connor 1403 | Approval Req'd | <input checked="" type="checkbox"/> | \$1,063.00 | \$1,063.00 |
| | | | Purchase Harvey Norman Av/lt Wall mount | \$966.36 | \$96.64 | | |
| 13 Feb 2019 | 28350 | 139 | West Coast Fasteners Balcatta 1404 | Approval Req'd | <input checked="" type="checkbox"/> | \$71.94 | \$71.94 |
| | | | Purchase West Coast Fasteners Hardware for maintenance | \$65.40 | \$6.54 | | |
| 14 Feb 2019 | 28845 | 129 | Jb Hi Fi Myaree Myaree 1403 | Approval Req'd | <input checked="" type="checkbox"/> | \$50.50 | \$50.50 |
| | | | Purchase Jb Hi Fi Myaree Depot appliance | \$45.91 | \$4.59 | | |
| 25 Feb 2019 | 29100 | 139 | Fremantle Stone Bibra Lake 1104 | Approval Req'd | <input checked="" type="checkbox"/> | \$322.39 | \$322.39 |
| | | | Purchase Fremantle Stone Pavers for landscaping | \$293.08 | \$29.31 | | |
| 26 Feb 2019 | 28830 | 129 | Recco Claremont 1404 | Approval Req'd | <input checked="" type="checkbox"/> | \$26.38 | \$26.38 |
| | | | Purchase Recco Hardware | \$23.98 | \$2.40 | | |
| 28 Feb 2019 | 28845 | 129 | Officeworks 0616 O'Connor 1403 | Approval Req'd | <input checked="" type="checkbox"/> | \$111.66 | \$111.66 |
| | | | Purchase Officeworks 0616 Depot Stationery | \$101.51 | \$10.15 | | |
| 28 Feb 2019 | 27130 | 129 | Account Fees 1104 | No Appr Req'd | <input checked="" type="checkbox"/> | \$6.82 | \$6.82 |
| | | | Account Fees Cc Fp User Fee Account Fees Feb 2019 | \$6.20 | \$0.62 | | |
| Total for this period: | | | | | | \$1,652.69 | |

Cardholder Declaration

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

Signature _____ Dated 1 / 1 / _____

Employee ID: 169

Approved By

Signature _____ Dated 1 / 4 / 19

On Completion

Vendor: 3084
Ref #: KIDS LIB FEB 19
Dte: 28/2/19
Post: 12/3/19



FlexiPurchase
Account Statement

POSTED
12/3/19

Statement for NAB

Statement Period: 30 Jan 2019 to 28 Feb 2019
Cardholder Name: Stewart Farley
JSKR VISA Purchasing Card (Client Expenses)



| Date | Details | | Approval | Receipt Amount (\$AUD) | |
|-------------------------------|---------|---|---------------|------------------------|-------------------|
| | GL Code | GC Code Department | | Net | Tax |
| 29 Jan 2019 | 28471 | Booktopia Pty Ltd Lidcombe 139 1105 | Approved | \$480.59 | \$528.65 |
| | | Purchase Booktopia Pty Ltd junior book purchases | | \$48.06 | \$528.65 |
| 04 Feb 2019 | 28520 | Trybooking Wa Branch C Online Purcha 139 1105 | Approved | \$23.00 | \$25.30 |
| | | Purchase Trybooking Wa Branch C booking fee for CBW event | | \$2.30 | \$25.30 |
| 06 Feb 2019 | 28471 | Big W 0455 Spearwood 139 1105 | Approved | \$350.00 | \$385.00 |
| | | Purchase Big W 0455 junior book purchases | | \$35.00 | \$385.00 |
| 15 Feb 2019 | 28471 | Booktopia Pty Ltd Lidcombe 139 1105 | Approved | \$587.32 | \$646.05 |
| | | Purchase Booktopia Pty Ltd Junior book purchases | | \$58.73 | \$646.05 |
| 18 Feb 2019 | 27250 | Officeworks 0616 O'Connor 139 1105 | Approved | \$31.80 | \$34.98 |
| | | Purchase Officeworks 0616 promotional holder and paper for brochures | | \$3.18 | \$34.98 |
| 26 Feb 2019 | 28770 | 123rf Kowloon 139 1105 | Approved | \$63.64 | \$70.00 |
| | | Purchase 123rf Image purchase for websites | | \$6.36 | \$70.00 |
| 28 Feb 2019 | 28770 | Account Fees 27130 139 1105 Account Fees Cc Fp User Fee | No Appr Req'd | \$6.20 | \$6.82 |
| | | Account Fees Cc Fp User Fee | | \$0.62 | \$6.82 |
| Total for this period: | | | | | \$1,696.80 |

Cardholder Declaration

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

Signature [Signature] Dated 1.4.19
Employee ID: 63

Approved By

Signature [Signature] Dated 1.4.19

Vendor: 3084
Ref #: CEOFeb19
Date: 28/2/19
Post: 12/3/19



FlexiPurchase
Account Statement

Statement for NAB

Statement Period: 30 Jan 2019 to 28 Feb 2019

Cardholder Name: Donald Burnett



JSKR VISA Purchasing Card (Client Expenses)

| Date | Details | | Department | Approval | Receipt | | Amount (\$AUD) |
|--|---------|----------------------------|-------------------|---------------------------|---|---------|-----------------|
| | GL Code | CC Code | | Net | Tax | Gross | |
| 08 Feb 2019 | 28280 | Woolworths 4356 190 | Cottesloe 0301 | Approval Req'd \$38.55 | <input checked="" type="checkbox"/> \$3.85 | \$42.40 | \$42.40 |
| Purchase Woolworths 4356 kitchen supplies | | | | | | | |
| 12 Feb 2019 | 28280 | Boatshed Market Pty 190 | Cottesloe 0403 | Approval Req'd \$51.68 | <input checked="" type="checkbox"/> \$5.17 | \$56.85 | \$56.85 |
| Purchase Boatshed Market Pty WESTECH Meeting hosted by MIS Donovan Norgard | | | | | | | |
| 28 Feb 2019 | 27130 | Account Fees 129 | 0402 | No Appr Req'd \$6.20 | <input type="checkbox"/> \$0.62 | \$6.82 | \$6.82 |
| Account Fees Cc Fp User Fee Account fees for month of February 2019 | | | | | | | |
| Total for this period: | | | | | | | \$108.07 |

Cardholder Declaration

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

Signature _____ Dated 28/5/19

Employee ID: 5

Approved By

Signature _____ Dated 28/3/19

On Completion

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

3/5/2019

Statement Report



Statement for NAB

Vendor: 30841
Ref #: ADUCTLIB FEB19
Date: 28/2/19
Post: 12/3/19

FlexiPurchase
Account Statement

POSTED
26-MAR-2019



Statement Period: 30 Jan 2019 to 28 Feb 2019
Cardholder Name: Lance Hopkinson

JSKR VISA Purchasing Card (Client Expenses)

| Date | Details | | Department | Approval | Receipt | | Amount (\$AUD) |
|-------------|---|---------------------|------------|----------|------------|-----------|----------------|
| | GL Code | CC Code | | | Net | Tax | |
| 30 Jan 2019 | Jbhifi.Com.Au 28473 | 0395777000 139 | 1106 | Approved | \$161.66 | \$16.17 | \$177.83 |
| | Purchase Jbhifi.Com.Au Adult cd/dvd | | | | | | |
| 30 Jan 2019 | Woolworths 4356 28770 | Cottesloe 139 | 1106 | Approved | \$4.09 | \$0.41 | \$4.50 |
| | Purchase Woolworths 4356 event supplies | | | | | | |
| 30 Jan 2019 | Cellarbrations At Co 28770 | Peppermint 190 | 1106 | Approved | \$87.27 | \$8.73 | \$96.00 |
| | Purchase Cellarbrations At Co Event supplies | | | | | | |
| 30 Jan 2019 | Woolworths 4356 28770 | Cottesloe 190 | 1106 | Approved | \$43.09 | \$4.31 | \$47.40 |
| | Purchase Woolworths 4356 author talk nibbles | | | | | | |
| 31 Jan 2019 | Jbhifi.Com.Au 28473 | 0395777000 190 | 1106 | Approved | \$97.19 | \$9.72 | \$106.91 |
| | Purchase Jbhifi.Com.Au adult cd/dvd | | | | | | |
| 30 Jan 2019 | Bookdepository.Com 28470 | 441452307905 139 | 1106 | Approved | \$199.24 | \$19.92 | \$219.16 |
| | Purchase Bookdepository.Com Adult Books | | | | | | |
| 30 Jan 2019 | Booktopia Pty Ltd 28470 | Lidcombe 139 | 1106 | Approved | \$611.14 | \$61.11 | \$672.25 |
| | Purchase Booktopia Pty Ltd Adult books | | | | | | |
| 31 Jan 2019 | Amazon Mktplc Au 28470 | Sydney South 139 | 1106 | Approved | \$46.55 | \$4.66 | \$51.21 |
| | Purchase Amazon Mktplc Au Adult book | | | | | | |
| 31 Jan 2019 | Booktopia Pty Ltd 28470 | Lidcombe 139 | 1106 | Approved | \$255.68 | \$25.57 | \$281.25 |
| | Purchase Booktopia Pty Ltd Adult books | | | | | | |
| 01 Feb 2019 | Bookdepository.Com 28470 | 441452307905 139 | 1106 | Approved | \$18.09 CR | \$1.81 CR | \$19.90 CR |
| | Credit Voucher Bookdepository.Com Booktopia credit | | | | | | |
| 06 Feb 2019 | Jbhifi.Com.Au 28473 | 0395777000 139 | 1106 | Approved | \$24.08 | \$2.41 | \$26.49 |
| | Purchase Jbhifi.Com.Au Adult dvd/cd | | | | | | |
| 07 Feb 2019 | Woolworths 4356 28770 | Cottesloe 190 | 1106 | Approved | \$1.82 | \$0.18 | \$2.00 |
| | Purchase Woolworths 4356 kitchen supplies | | | | | | |

3/5/2019

Statement Report

| | | | | |
|--|----------------------------|----------------|-------------------------------------|------------|
| 07 Feb 2019 | Jbhifi.Com.Au 0395777000 | Approved | <input checked="" type="checkbox"/> | \$64.94 |
| 28473 | 139 | 1106 | \$59.04 | \$5.90 |
| Purchase Jbhifi.Com.Au adult dvd/cd | | | | |
| 08 Feb 2019 | Booktopia Pty Ltd Lidcombe | Approved | <input checked="" type="checkbox"/> | \$25.90 CR |
| 28470 | 139 | 1106 | \$23.55 CR | \$2.35 CR |
| Credit.Voucher Booktopia Pty Ltd Adult Books Credit | | | | |
| 13 Feb 2019 | Jbhifi.Com.Au 0395777000 | Approved | <input checked="" type="checkbox"/> | \$24.97 |
| 28473 | 139 | 1106 | \$22.70 | \$2.27 |
| Purchase Jbhifi.Com.Au adult cd/dvd | | | | |
| 25 Feb 2019 | Jbhifi.Com.Au 0395777000 | Approved | <input checked="" type="checkbox"/> | \$116.89 |
| 28473 | 139 | 1106 | \$106.26 | \$10.63 |
| Purchase Jbhifi.Com.Au Adult Cd/DVD | | | | |
| 26 Feb 2019 | Booktopia Pty Ltd Lidcombe | Approval Req'd | <input type="checkbox"/> | \$34.35 |
| Not Coded | Not Coded | Not Coded | \$31.23 | \$3.12 |
| Purchase Booktopia Pty Ltd | | | | |
| 28 Feb 2019 | Account Fees | No Appr Req'd | <input type="checkbox"/> | \$6.82 |
| 27130 | 190 | 1106 | \$5.20 | \$0.62 |
| Account Fees Co Fp User Fee bank fees | | | | |
| Total for this period: | | | | \$1,887.17 |

Cardholder Declaration

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

Signature  Dated 5/3/19

Employee ID: 60

Approved By

Signature  Dated 5/3/19

On Completion

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

3/5/2019

Statement Report

| | | | | | |
|---|----------------------------|------------------|------------|------------|------------|
| 07 Feb 2019 | Jbhifi.Com.Au 0395777000 | Approved | ✓ | \$64.94 | |
| 28473 | 139 | 1106 | \$59.04 | \$5.90 | \$64.94 |
| Purchase Jbhifi.Com.Au adult dvd/cd | | | | | |
| 08 Feb 2019 | Booktopia Pty Ltd Lidcombe | Approved | ✓ | \$25.90 CR | |
| 28470 | 139 | 1106 | \$23.55 CR | \$2.35 CR | \$25.90 CR |
| Credit Voucher Booktopia Pty Ltd Adult Books Credit | | | | | |
| 13 Feb 2019 | Jbhifi.Com.Au 0395777000 | Approved | ✓ | \$24.97 | |
| 28473 | 139 | 1106 | \$22.70 | \$2.27 | \$24.97 |
| Purchase Jbhifi.Com.Au adult cd/dvd | | | | | |
| 25 Feb 2019 | Jbhifi.Com.Au 0395777000 | Approved | ✓ | \$116.89 | |
| 28473 | 139 | 1106 | \$106.26 | \$10.63 | \$116.89 |
| Purchase Jbhifi.Com.Au Adult Cd/DVD | | | | | |
| 26 Feb 2019 | Booktopia Pty Ltd Lidcombe | Approval Req'd | | \$34.35 | |
| <i>Not Coded</i> | <i>Not Coded</i> | <i>Not Coded</i> | \$31.23 | \$3.12 | \$34.35 |
| Purchase Booktopia Pty Ltd | | | | | |
| 28 Feb 2019 | Account Fees | No Appr Req'd | | \$6.82 | |
| 27130 | 190 | 1106 | \$6.20 | \$0.62 | \$6.82 |
| Account Fees Cc Fp User Fee bank fees | | | | | |
| Total for this period: <i>1,100.00</i> | | | | | |

Cardholder Declaration

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

Signature  Dated 5/3/19

Employee ID: 60

Approved By

Signature  Dated 5/3/19

On Completion

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

8.5.2 Accounts Paid April 2019

| No. | Vendor Name | Details | BFT Amount | Payment Date |
|-----|---|---|------------|--------------|
| 283 | CLEAN CITY GROUP PTY LTD | BIN SERVICE,BBQ. & PUBLIC TOILET MAINT. | 3,850.00 | 2/04/2019 |
| 283 | WINC AUSTRALIA PTY LTD | STATIONERY | 151.32 | 2/04/2019 |
| 283 | ROYAL FRESHWATER BAY YACHT CLUB | STAFF CHRISTMAS LUNCHEON 2018 | 4,460.50 | 2/04/2019 |
| 284 | PROFESSIONAL PC SUPPORT PTY LTD (PPS) | LIBRARY MANAGED IT SERVICE MAY 2019 | 1,031.80 | 11/04/2019 |
| 284 | WESTERN METROPOLITAN REGIONAL COUNCIL | WASTE DISPOSAL COLLECTIONS FEB-MAR 2019 | 6,732.23 | 11/04/2019 |
| 284 | GRIFFITHS ARCHITECTS | HERITAGE ARCHITECT | 3,135.00 | 11/04/2019 |
| 284 | ACURIX NETWORKS PTY LTD | LIBRARY WIFI APRIL 2019 | 368.50 | 11/04/2019 |
| 284 | EASIFLEET | EMPLOYEE SALARY SACRIFICE DEDUCTIONS | 496.78 | 11/04/2019 |
| 284 | CHARLES SERVICE COMPANY | CLEANING SERVICES MARCH 2019 | 6,598.05 | 11/04/2019 |
| 284 | OPEN SYSTEMS TECHNOLOGY PTY LTD (COUNCIL FIRST) | COUNCIL FIRST SERVICES | 1,064.25 | 11/04/2019 |
| 284 | SUEZ RECOVERY & RECYCLING (PERTH) PTY LTD | WASTE REMOVAL SERVICES MAR 2019 | 12,908.41 | 11/04/2019 |
| 284 | WA SUPERANNUATION | EMPLOYEE SUPERANNUATION CONT. | 30,562.54 | 11/04/2019 |
| 284 | WINC AUSTRALIA PTY LTD | STATIONERY | 468.89 | 11/04/2019 |
| 284 | BUNNINGS TRADE | HARDWARE & TOOLS | 278.80 | 11/04/2019 |
| 284 | HERITAGE TREE SURGEONS | STREET TREE MAINTENANCE | 5,104.00 | 11/04/2019 |
| 284 | CREATION LANDSCAPE SUPPLIES | PARKS & OFFICE LANDSCAPING SUPPLIES | 249.30 | 11/04/2019 |
| 284 | PERTH IRRIGATION CENTRE (PIC) | RETICULATION PARTS | 2,362.10 | 11/04/2019 |
| 284 | TEMPTATIONS CATERING | CATERING FOR MEETINGS | 603.82 | 11/04/2019 |
| 284 | STRATA GREEN | HORTICULTURAL SUPPLIES | 1,206.45 | 11/04/2019 |
| 284 | DEPARTMENT OF TRANSPORT - REGO SEARCHES | VEHICLE INFORMATION SEARCHES | 159.80 | 11/04/2019 |
| 284 | BEE ADVICE | BEE RELOCATION | 160.00 | 11/04/2019 |
| 284 | MIZCO PTY LTD | IT SOFTWARE SERVICES | 374.00 | 11/04/2019 |
| 284 | FORD AND DOONAN | AIRCONDITIONING SERVICE | 5,680.00 | 11/04/2019 |
| 284 | TOTALLY WORKWEAR - CANNING VALE | STAFF SAFETY EQUIPMENT/WORKWEAR | 449.30 | 11/04/2019 |
| 284 | NAPOLEON PAPIER & CO | LIBRARY BOOK STOCK | 311.81 | 11/04/2019 |
| 284 | HEATHER CAMPBELL | ORAL HISTORY PROJECT | 1,105.00 | 11/04/2019 |
| 284 | CANNON HYGIENE AUSTRALIA PTY LTD | HYGIENIC WASTE REMOVAL | 194.49 | 11/04/2019 |
| 284 | PAPERBARK TECHNOLOGIES PTY LTD | ARBICULTURAL CONSULTATION | 1,595.00 | 11/04/2019 |
| 284 | MOSMAN HEIGHTS NEWSAGENCY ROUND | LIBRARY BOOK STOCK | 720.60 | 11/04/2019 |
| 284 | SALARY PACKAGING AUSTRALIA PTY LTD (SPA) | EMPLOYEE SALARY SACRIFICE DEDUCTIONS | 368.89 | 11/04/2019 |
| 284 | MARKET CREATIONS | NEWSPAPER/MEDIA ADVERTISEMENTS | 1,496.00 | 11/04/2019 |
| 284 | BEACON EQUIPMENT | DEPOT PARKS EQUIPMENT | 1,802.00 | 11/04/2019 |

8.5.2 Accounts Paid April 2019

| No. | Vendor Name | Details | EFT Amount | Payment Date |
|-----|---|--|------------|--------------|
| 284 | CLEANAIR ENERGY | SOLAR BENCH DATA | 240.00 | 11/04/2019 |
| 284 | PHIL JOHNSON PLUMBING & GAS | PARKS & OFFICE BUILDING MAINTENANCE | 831.00 | 11/04/2019 |
| 284 | CLEAN CITY GROUP PTY LTD | BIN SERVICE,BBQ & PUBLIC TOILET MAINT. | 1,815.00 | 11/04/2019 |
| 284 | DEP. MINES, REGULATION & SAFETY | BSL LEVIES MARCH 2019 | 243.45 | 11/04/2019 |
| 284 | FUJI XEROX | OFFICE PRINTING EXPENSES | 1,247.40 | 11/04/2019 |
| 284 | WESTERN EDUCTING SERVICES | GULLY EDUCTING MAINTENANCE | 6,050.00 | 11/04/2019 |
| 284 | CARABOODA LAWN | OFFICE GARDEN TURF INSTALLATION | 1,848.00 | 11/04/2019 |
| 284 | PORTER CONSULTING ENGINEERS | TRAFFIC REVIEW CONSULTATION | 4,895.00 | 11/04/2019 |
| 285 | AUSTRALIA POST | POSTAGE MARCH 2019 | 44.70 | 18/04/2019 |
| 285 | PROFESSIONAL PC SUPPORT PTY LTD (PPS) | LIBRARY IT SERVICES | 356.07 | 18/04/2019 |
| 285 | WESTERN METROPOLITAN REGIONAL COUNCIL | WASTE DISPOSAL COLLECTIONS MAR 2019 | 5,824.89 | 18/04/2019 |
| 285 | WILSON SECURITY | OFFICE BUILDING SECURITY | 116.05 | 18/04/2019 |
| 285 | ROCKWATER PTY LTD | GROUNDWATER MONITORING FEB-MAR 2019 | 2,817.98 | 18/04/2019 |
| 285 | EASIFLEET | STAFF NOVATED LEASE PAYROLL DEDUCTIONS | 496.78 | 18/04/2019 |
| 285 | SUEZ RECOVERY & RECYCLING (PERTH) PTY LTD | WASTE REMOVAL SERVICES APRIL 2019 | 285.65 | 18/04/2019 |
| 285 | BUNNINGS TRADE | HARDWARE & TOOLS | 241.63 | 18/04/2019 |
| 285 | HERITAGE TREE SURGEONS | STREET TREE MAINTENANCE | 4,840.00 | 18/04/2019 |
| 285 | AUSTRALIAN TAXATION OFFICE | BAS MARCH 2019 | 26,701.40 | 18/04/2019 |
| 285 | TEMPTATIONS CATERING | CATERING FOR MEETINGS | 727.22 | 18/04/2019 |
| 285 | CTI COURIERS | COURIER SERVICES | 319.03 | 18/04/2019 |
| 285 | RAECO | STATIONERY | 489.25 | 18/04/2019 |
| 285 | VANESSA OBRIEN | STAFF REIMBURSEMENT | 7.68 | 18/04/2019 |
| 285 | QUICK CORPORATE AUSTRALIA | STATIONERY LABELS | 125.17 | 18/04/2019 |
| 285 | MIZCO PTY LTD | IT SOFTWARE SERVICES | 748.00 | 18/04/2019 |
| 285 | WESTBOOKS | LIBRARY BOOK STOCK | 551.34 | 18/04/2019 |
| 285 | CONCEPT AV | LIBRARY IT EQUIPMENT | 440.00 | 18/04/2019 |
| 285 | SUNNY SIGN COMPANY PTY LTD | PARKS & PARKING SIGNAGE | 198.00 | 18/04/2019 |
| 285 | PRIME GRAPHIX | STATIONERY | 460.20 | 18/04/2019 |
| 285 | NAPOLEON PAPIER & CO | LIBRARY BOOK STOCK | 324.76 | 18/04/2019 |
| 285 | YOUTH CARE | CHAPLAINCY CONTRIBUTION | 880.00 | 18/04/2019 |
| 285 | U CAN HATCH US | LIBRARY CHICK HATCHING PROGRAM 2019 | 265.00 | 18/04/2019 |
| 285 | LSV BORRELLO LAWYERS | LEGAL FEES | 48,992.61 | 18/04/2019 |

8.5.2 Accounts Paid April 2019

| No. | Vendor Name | Details | EFT Amount | Payment Date |
|-----|--|---|-------------------|--------------|
| 285 | STYLUS DESIGN | LIBRARY STATIONERY | 54.45 | 18/04/2019 |
| 285 | BY WORD OF MOUTH CATERING | CATERING FOR MEETINGS | 353.76 | 18/04/2019 |
| 285 | WA LIBRARY SUPPLIES | LIBRARY BOOK STOCK | 35.10 | 18/04/2019 |
| 285 | DONALD BURNETT | STAFF REIMBURSEMENT | 475.00 | 18/04/2019 |
| 285 | SALARY PACKAGING AUSTRALIA PTY LTD (SPA) | EMPLOYEE SALARY SACRIFICE DEDUCTIONS | 368.89 | 18/04/2019 |
| 285 | SHRED-X PTY LTD | SECURE DOCUMENT WASTE REMOVAL | 33.00 | 18/04/2019 |
| 285 | UNICARD SYSTEMS PTY LTD | LIBRARY MEMBERSHIP CARDS | 473.00 | 18/04/2019 |
| 285 | CONNECT CALL CENTRE SERVICES | AFTER HOURS CALL MANAGEMENT SERVICE | 13.59 | 18/04/2019 |
| 285 | EBSCO AUSTRALIA | LIBRARY BOOK STOCK | 980.04 | 18/04/2019 |
| 285 | BHW CONSULTING | STAFF TRAINING & DEVELOPMENT | 1,100.00 | 18/04/2019 |
| 285 | DAIN PTY LTD | REFUND FOR OVERPAYMENT | 1,801.25 | 18/04/2019 |
| 285 | PENNY ASKIN | STAFF REIMBURSEMENT | 44.00 | 18/04/2019 |
| 285 | LANDGATE | GROSS RENTAL VALUATIONS | 25.70 | 18/04/2019 |
| 285 | PHIL JOHNSON PLUMBING & GAS | PARKS FACILITIES MAINTENANCE | 92.00 | 18/04/2019 |
| 285 | CLEAN CITY GROUP PTY LTD | BIN SERVICE, BBQ & PUBLIC TOILET MAINT. | 1,210.00 | 18/04/2019 |
| | TOTAL MUNICIPAL EFT's | | 216,532.67 | |

| No. | Vendor Name | Details | BPAY AMOUNT | Payment Date |
|--------|--|----------------|-----------------|--------------|
| BPAY30 | DEPARTMENT OF TRANSPORT (VEHICLE SERVICES) | | 402.75 | 2/04/2019 |
| BPAY31 | TELSTRA CORPORATION LIMITED | TELEPHONE/DATA | 129.98 | 2/04/2019 |
| BPAY32 | WATER CORPORATION | WATER | 974.37 | 2/04/2019 |
| BPAY33 | TELSTRA CORPORATION LIMITED | TELEPHONE/DATA | 169.08 | 2/04/2019 |
| BPAY34 | TELSTRA CORPORATION LIMITED | TELEPHONE/DATA | 24.99 | 2/04/2019 |
| BPAY35 | TELSTRA CORPORATION LIMITED | TELEPHONE/DATA | 34.95 | 2/04/2019 |
| BPAY36 | TELSTRA CORPORATION LIMITED | TELEPHONE/DATA | 1,494.71 | 2/04/2019 |
| BPAY37 | WEST AUSTRALIAN NEWSPAPERS | NEWSPAPERS | 106.80 | 11/04/2019 |
| BPAY38 | WATER CORPORATION | WATER | 184.28 | 11/04/2019 |
| BPAY39 | WATER CORPORATION | WATER | 452.33 | 11/04/2019 |
| BPAY40 | WATER CORPORATION | WATER | 63.88 | 11/04/2019 |
| BPAY41 | ALINTA ENERGY | GAS | 37.50 | 18/04/2019 |
| | TOTAL MUNICIPAL BPAY's | | 4,075.62 | |

8.5.2 Accounts Paid April 2019

| No. | Vendor Name | Details | EFT Amount | Payment Date |
|---------|--------------------------------------|-----------------------|------------------|--------------|
| DD00059 | WESTNET PTY LTD | BMS SYSTEM APRIL 2019 | 75.89 | 1/04/2019 |
| DD00060 | SYNERGY | ELECTRICITY | 6,297.05 | 1/04/2019 |
| DD00061 | SYNERGY | ELECTRICITY | 743.55 | 9/04/2019 |
| DD00062 | SYNERGY | ELECTRICITY | 1,752.15 | 10/04/2019 |
| DD00063 | SYNERGY | ELECTRICITY | 30.60 | 17/04/2019 |
| DD00064 | BP AUSTRALIA LIMITED | FUEL | 1,137.29 | 21/04/2019 |
| DD00065 | SYNERGY | ELECTRICITY | 2,873.65 | 21/04/2019 |
| | TOTAL MUNICIPAL DIRECT DEBITS | | 12,910.18 | |

| No. | Vendor Name | Details | CHEQUE AMOUNT | Payment Date |
|-----|--------------------------------|--------------------|---------------|--------------|
| 420 | PETTY CASH | LIBRARY PETTY CASH | 171.15 | 2/04/2019 |
| 421 | PETTY CASH | SHIRE PETTY CASH | 441.45 | 30/04/2019 |
| | TOTAL MUNICIPAL CHEQUES | | 612.60 | |

| No. | Vendor Name | Details | EFT Amount | Payment Date |
|-----------|-----------------------------------|-------------|-----------------|--------------|
| TEFT00009 | PRESBYTERIAN LADIES COLLEGE (PLC) | BOND REFUND | 1,000.00 | 18/04/2019 |
| TEFT00009 | AVP PROJECTS | BOND REFUND | 1,000.00 | 18/04/2019 |
| | TOTAL TRUST EFT's | | 2,000.00 | |

| No. | Vendor Name | Details | CHEQUE AMOUNT | Payment Date |
|--------|----------------------------|-------------|-----------------|--------------|
| 400221 | ALANA JOHN | BOND REFUND | 1,000.00 | 18/04/2019 |
| 400222 | ANNE LEWIS | BOND REFUND | 1,000.00 | 18/04/2019 |
| | TOTAL TRUST CHEQUES | | 2,000.00 | |



Ordinary Council Meeting

8.4.3 – Matters for Information and Noting

Matters for Information and Noting

Building Permits Issued April 2019

| Application Number | Location | Work Type | Delegated Authority |
|--------------------|--------------------------|---|---------------------|
| BA2019/00012 | 488-490 Stirling Highway | Restoration and modification to heritage building | Officer |
| BA2019/00014 | 40 Leake Street | New two storey single residence | Officer |
| BA2019/00015 | 47 Johnston Street | New boat shed | Officer |
| BA2019/00016 | 492-494 Stirling Highway | Demolition | Officer |

Planning Approvals Issued April 2019

| Application Number | Location | Delegated Authority |
|--------------------|--|---------------------|
| DA2019/00007 | 14 The Esplanade, Peppermint Grove | Council |
| DA2019/00008 | 492-494 Stirling Highway, Peppermint Grove | Council |

Infringements Issued April 2019

| Date Issued | Parking Infringement Location | Value |
|--------------------|-----------------------------------|--------------|
| 13/04/2019 | Leake Street, Peppermint Grove | \$45 |
| 10/04/2019 | Leake Street, Peppermint Grove | \$45 |
| 07/04/2019 | Johnston Street, Peppermint Grove | \$35 |
| 07/04/2019 | Johnston Street, Peppermint Grove | \$45 |
| 02/04/2019 | McNeil Street, Peppermint Grove | \$45 |
| Total Value | | \$215 |

Library Statistics April

| Library Statistics | April 2019 | April 2018 |
|--------------------|------------|------------|
| Loans | 17069 | 18192 |
| New Borrowers | 291 | 404 |