



## **SHIRE OF PEPPERMINT GROVE**

# **ATTACHMENTS**

**Ordinary Council Meeting  
26 February 2019**

## TABLE OF CONTENTS

<b>SUBJECT HEADING</b>	<b>PAGE</b>
8.1.1 2 Bayview Terrace, Peppermint Grove .....	3
8.1.2 40 Leake Street, Peppermint Grove .....	20
8.5.1 – Financial Report – December 2018 .....	31
8.5.2 – Finance Report – January 2019 .....	40
8.5.3 – Account Paid – December 2018 .....	48
8.5.4 – Accounts Paid – January 2019 .....	62
8.5.5 – Matters for Information and Noting .....	77
8.6.1 – Compliance Audit Return 2018 .....	79



## **Ordinary Council Meeting**

8.1.1 2 Bayview Terrace, Peppermint  
Grove







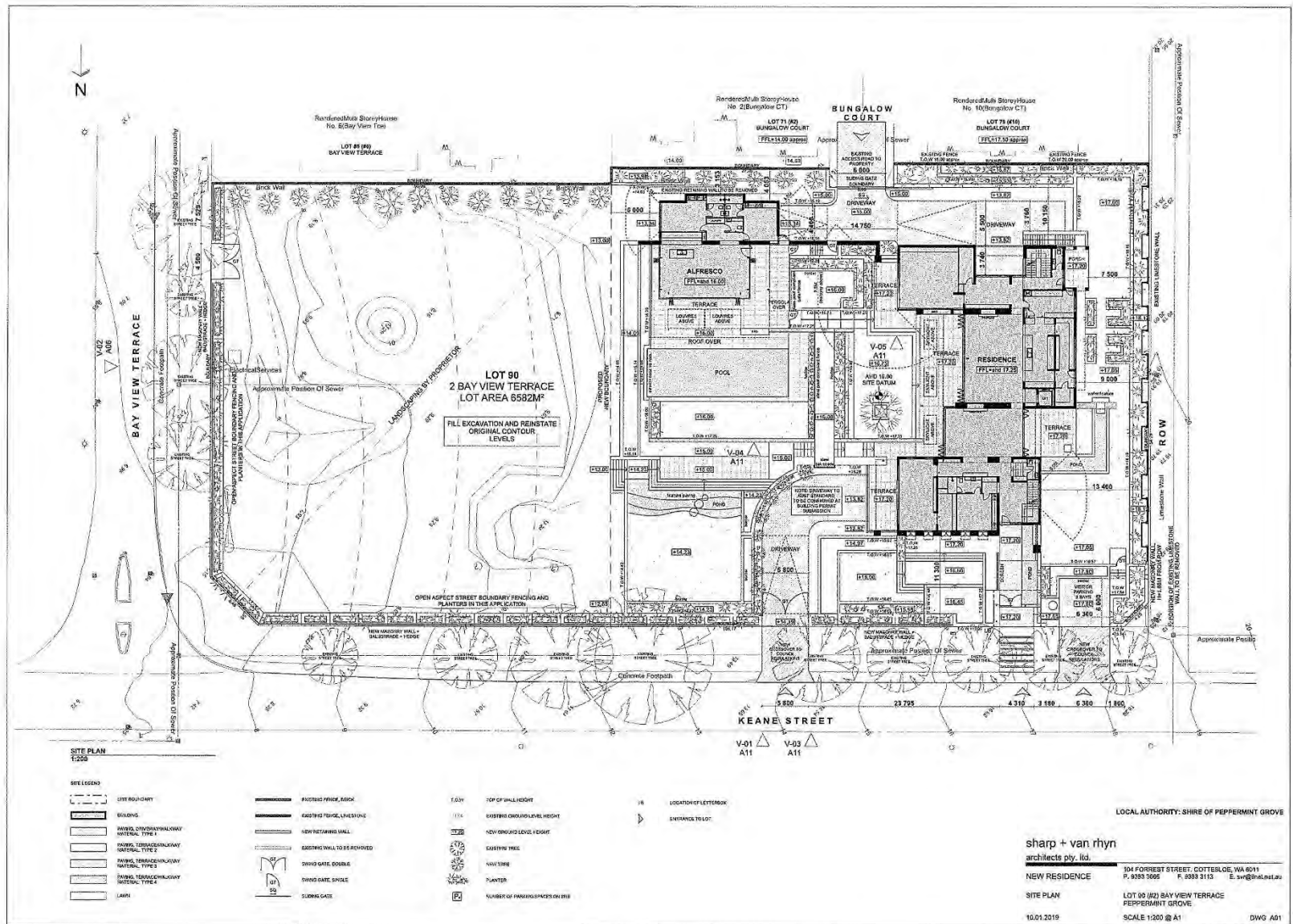


**NEW RESIDENCE**  
LOT 90 (#2) BAY VIEW TERRACE, PEPPERMINT GROVE

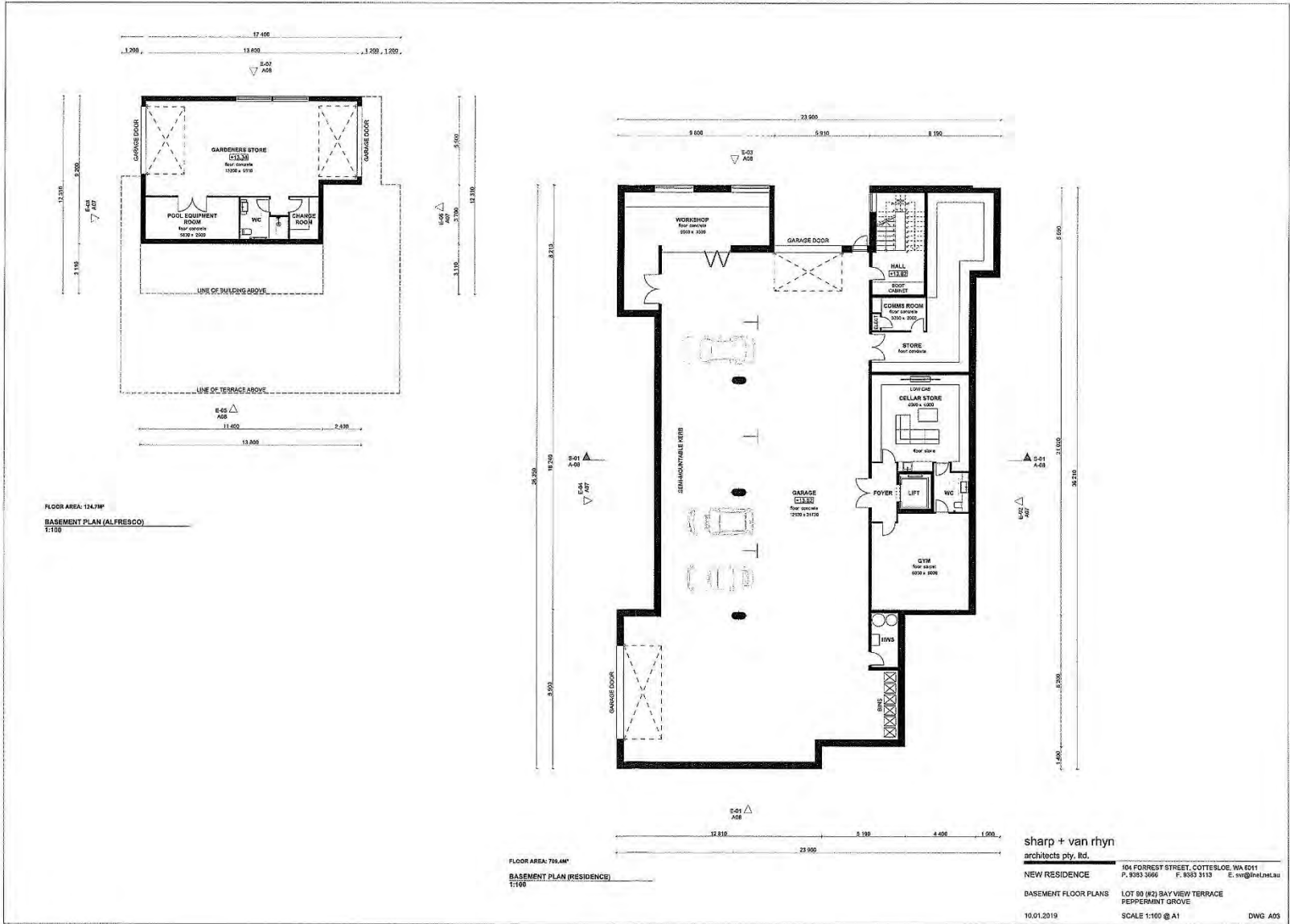
**sharp + van rhyn** architects pty. ltd.

104 FORREST STREET, COTTESLOE, WA 6011 P. 9383 3666 F. 9383 3113 E. svr@inet.net.au

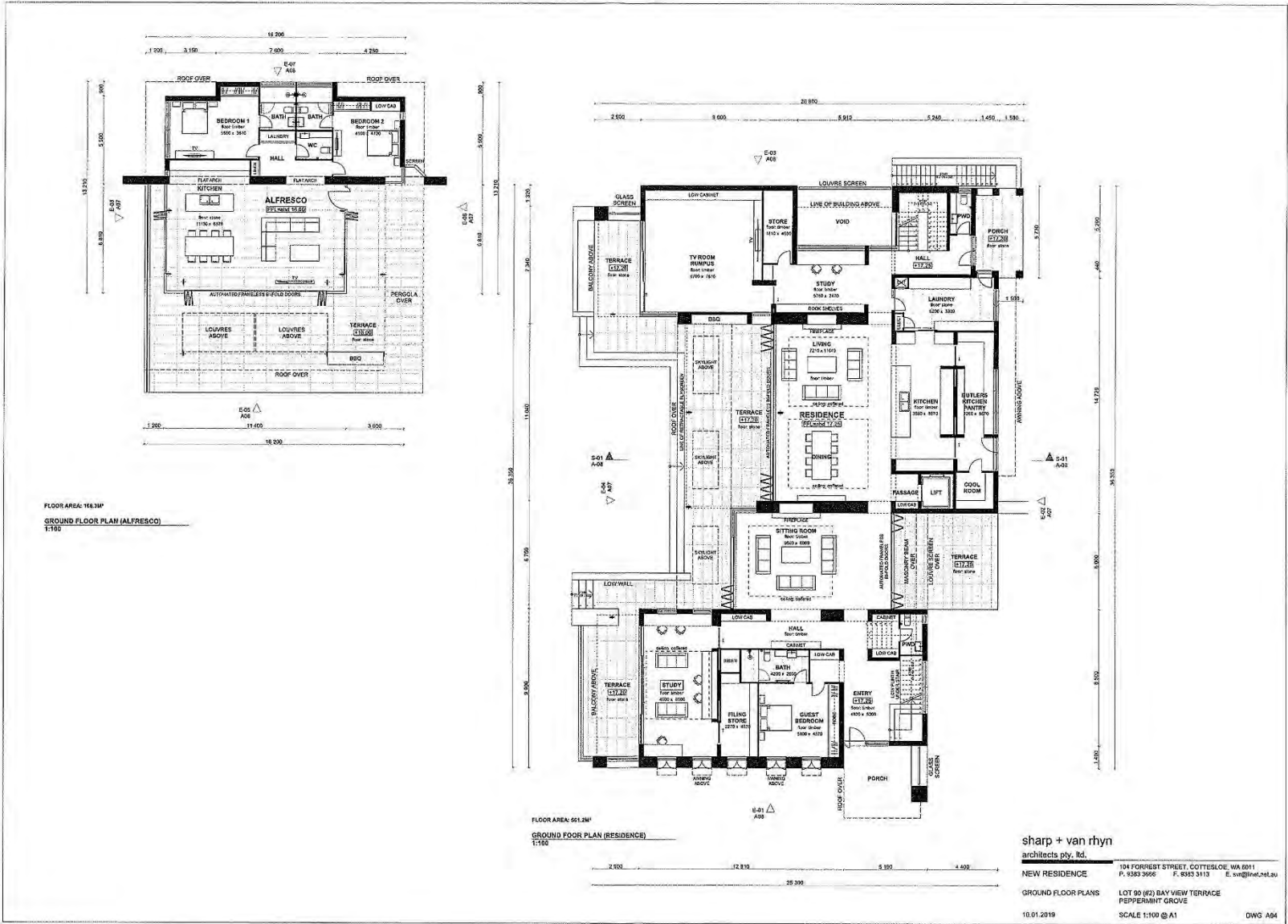


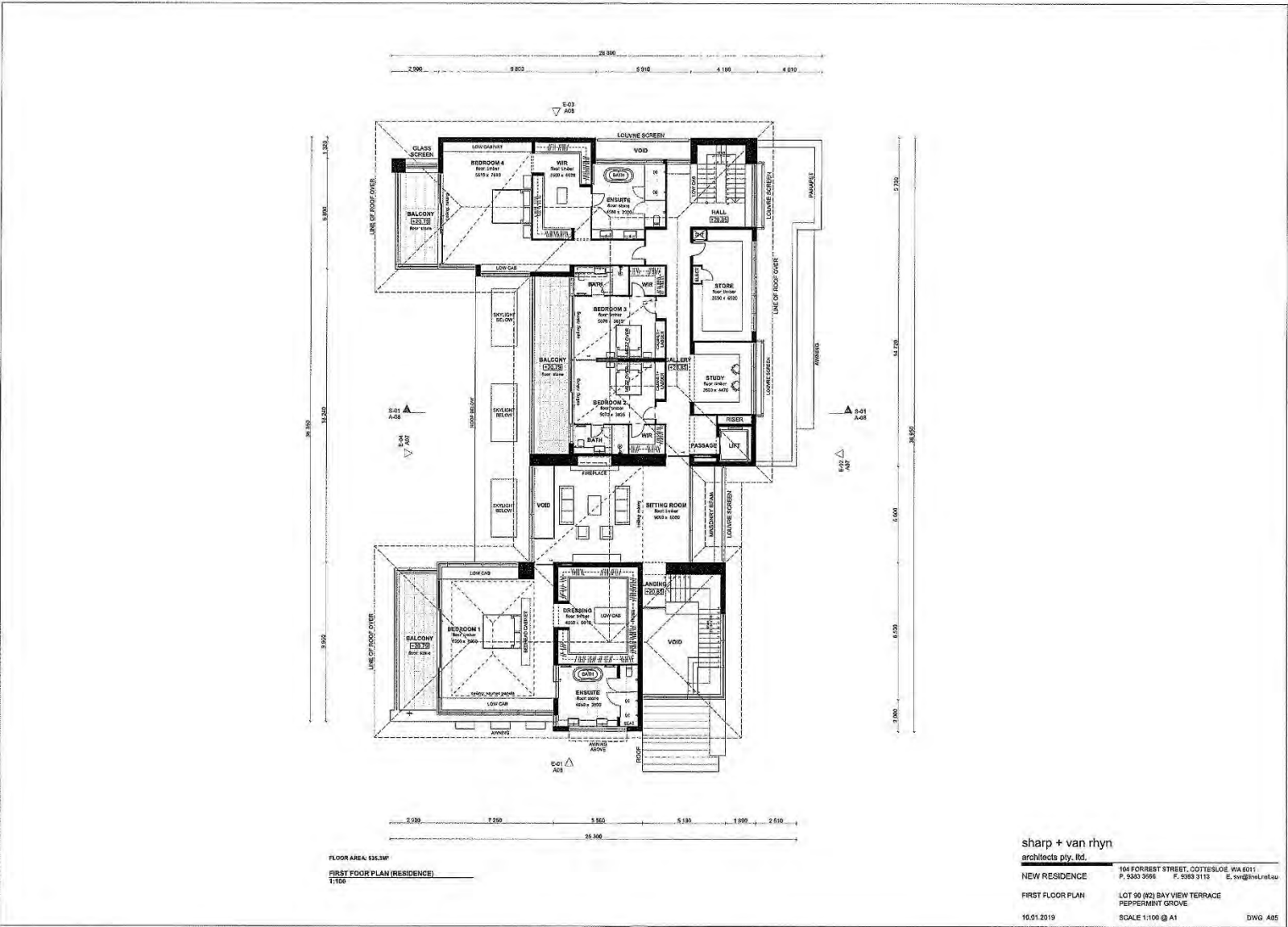


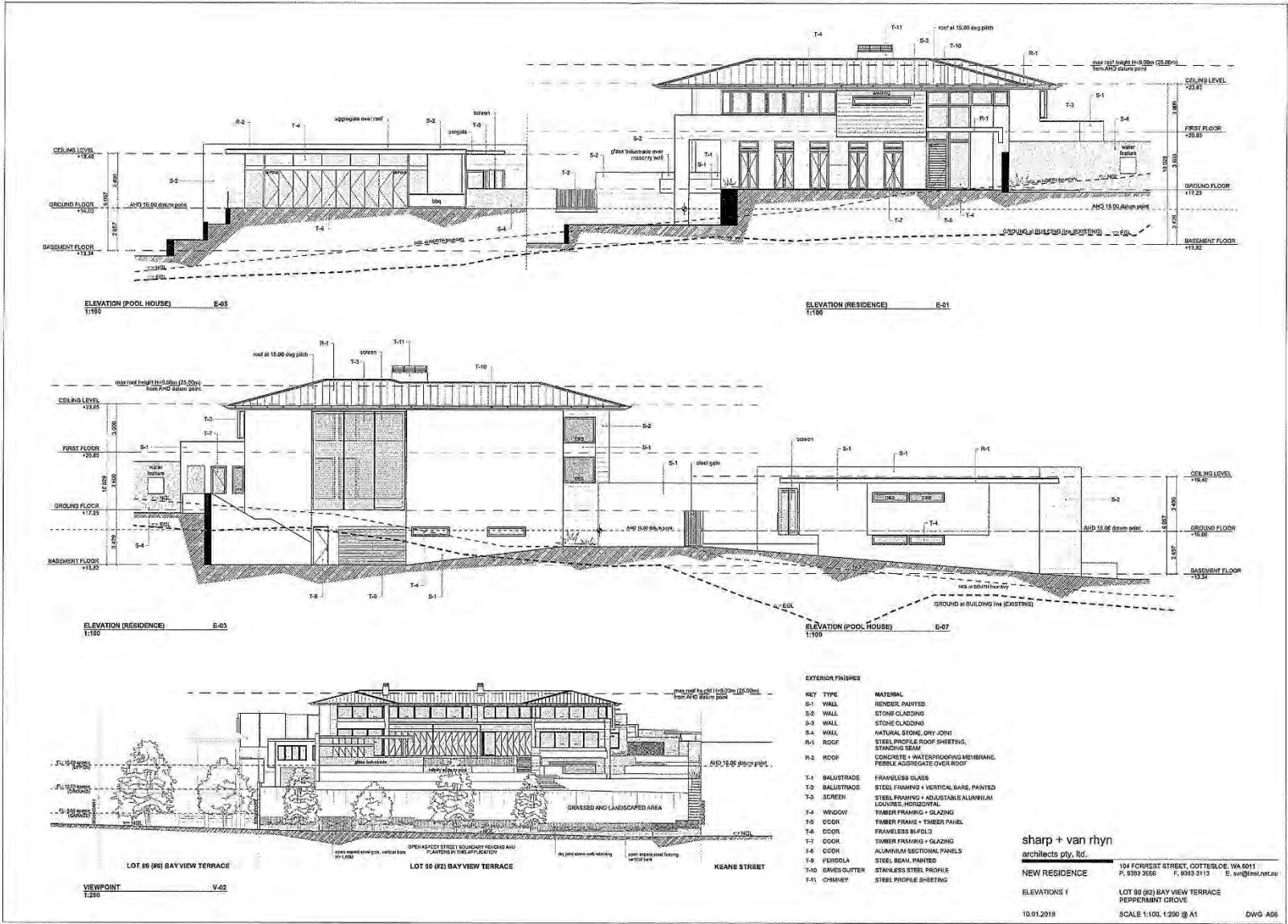




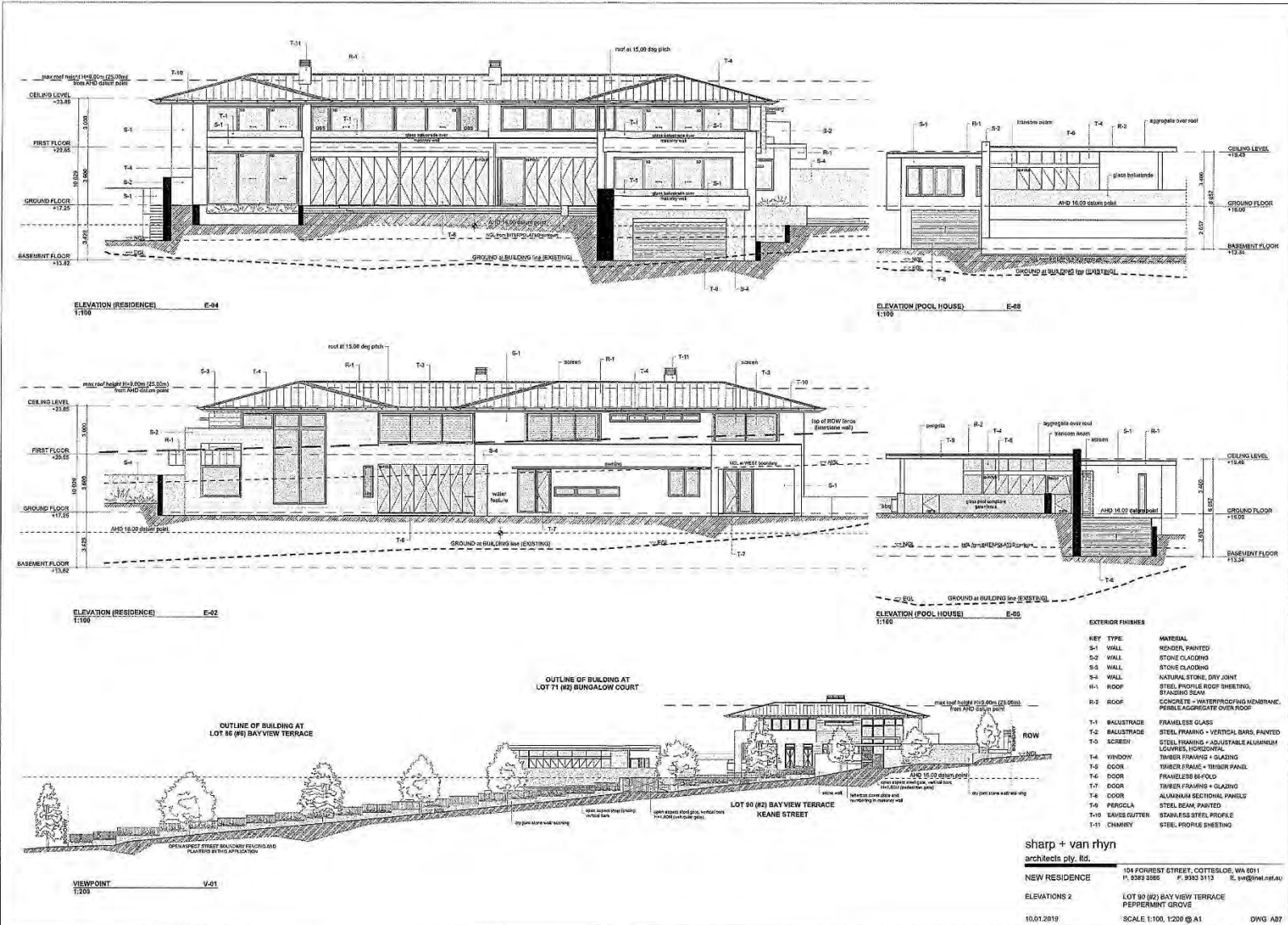


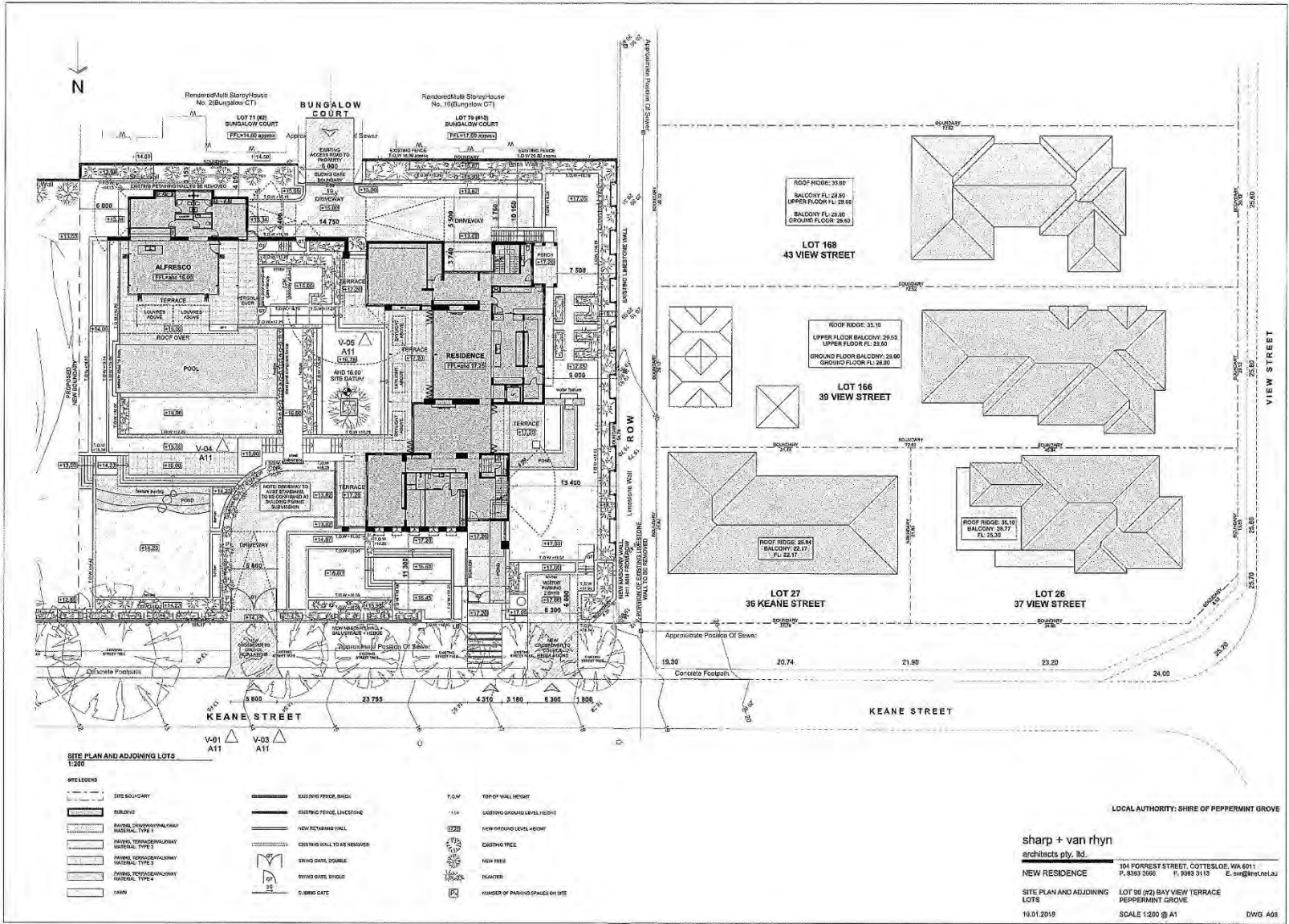




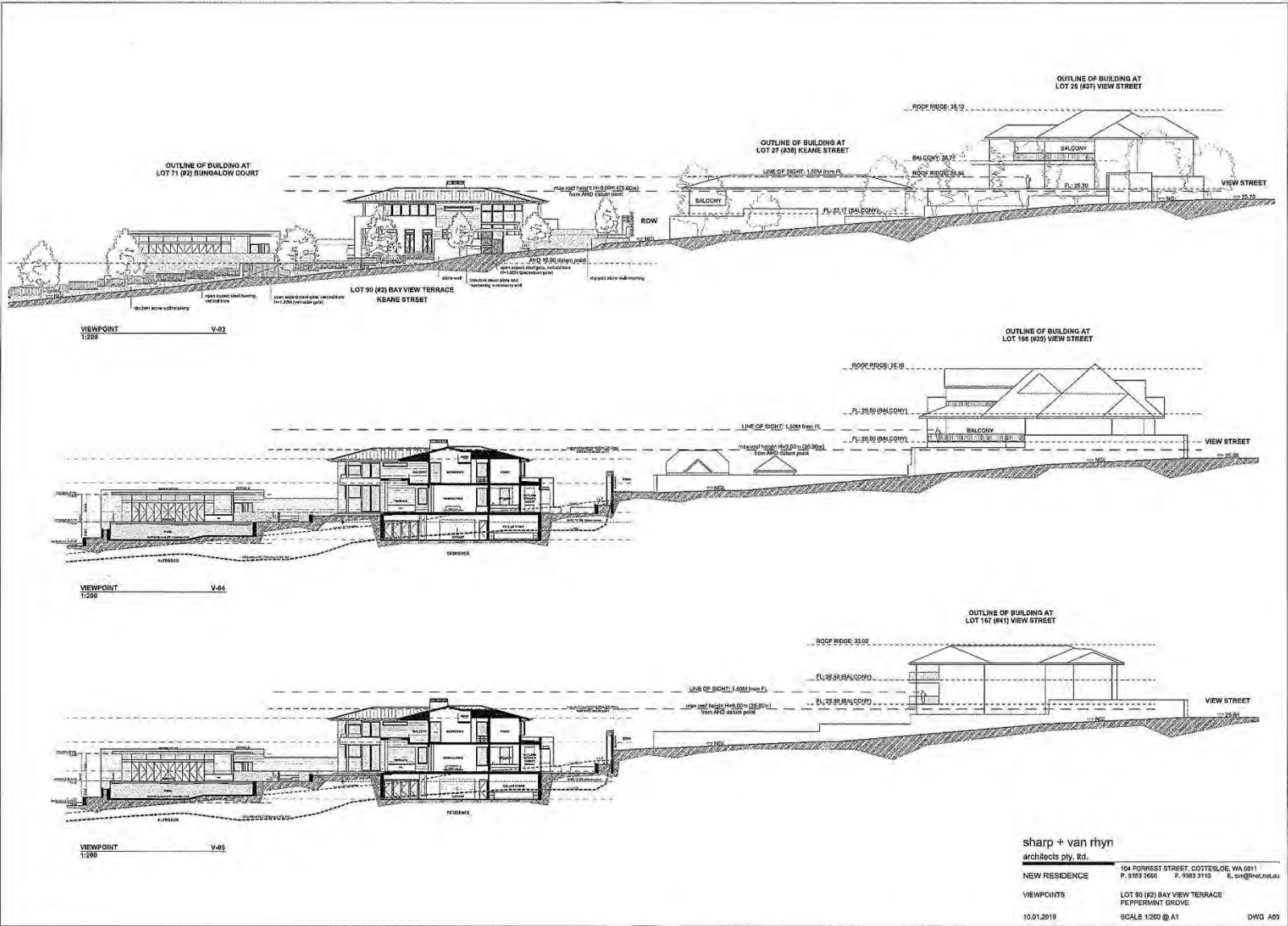


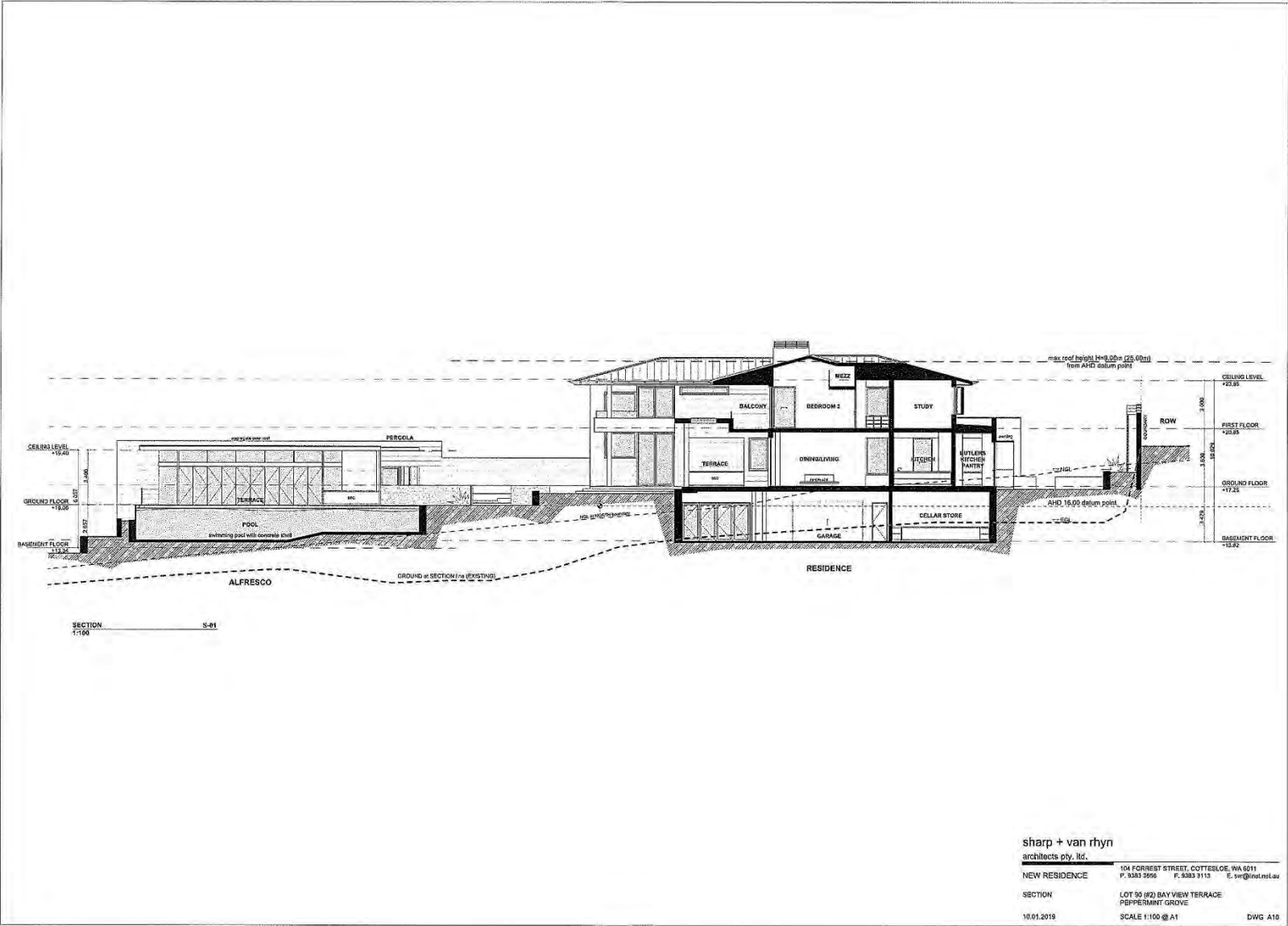


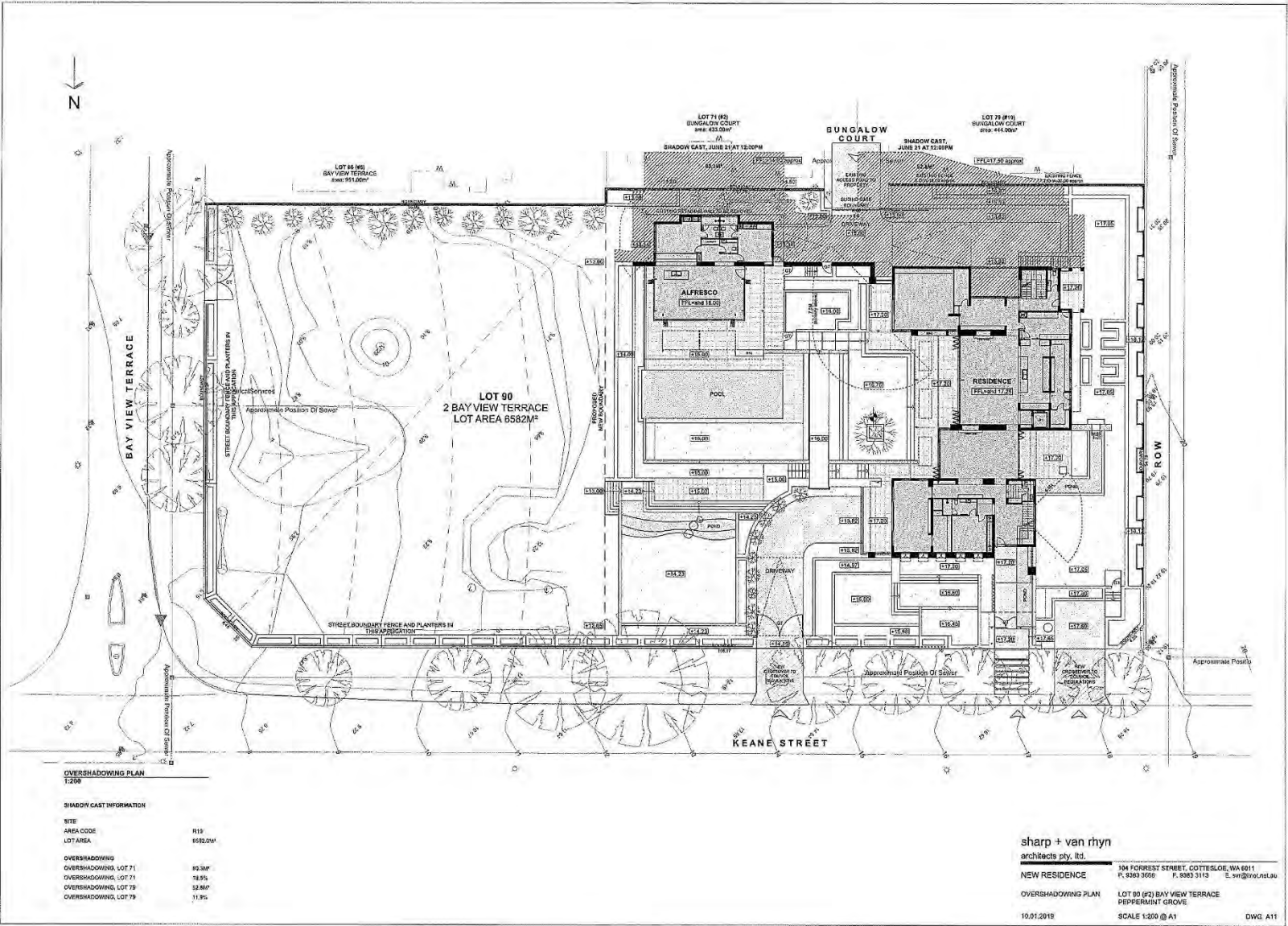






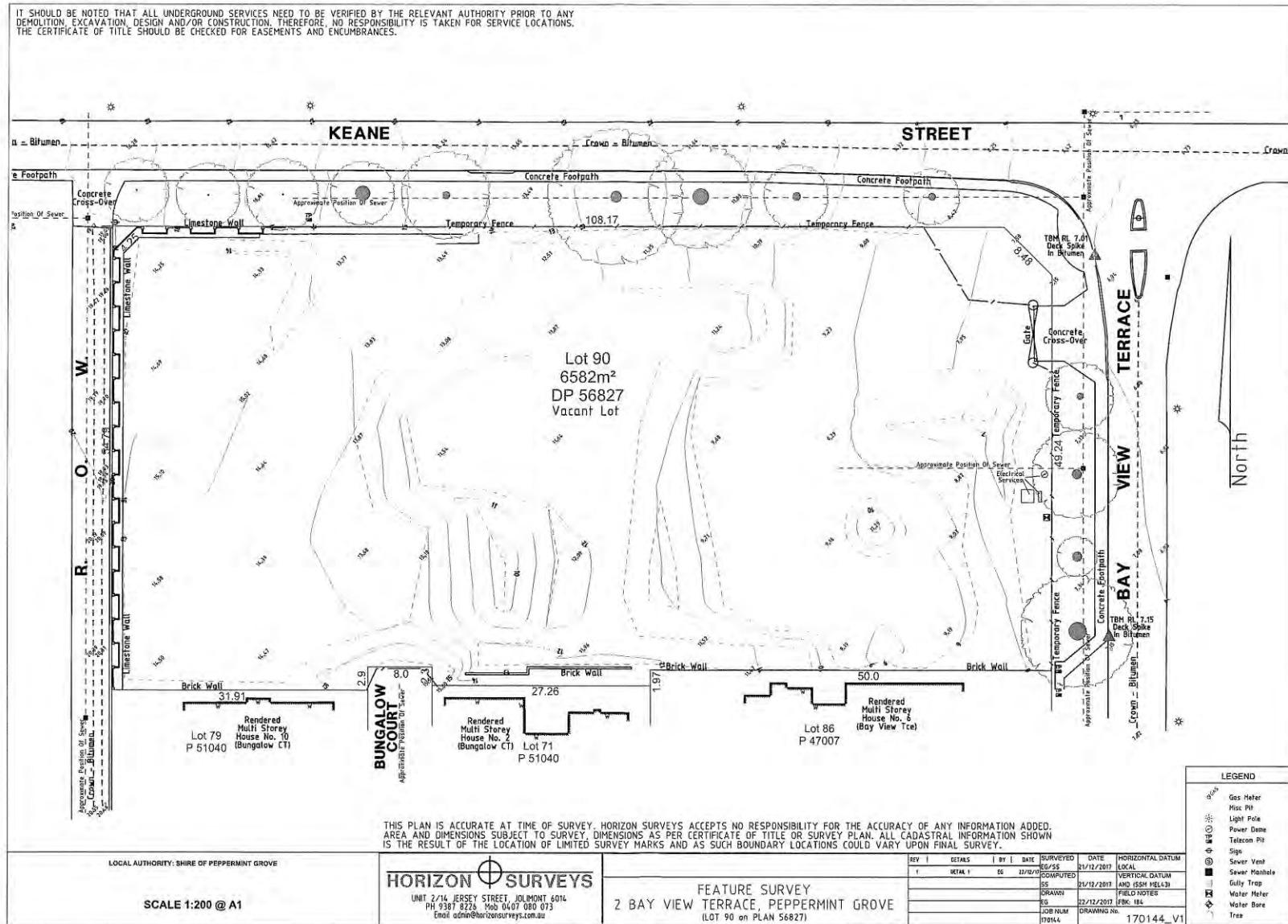






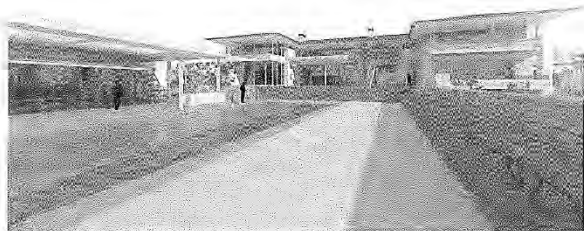


IT SHOULD BE NOTED THAT ALL UNDERGROUND SERVICES NEED TO BE VERIFIED BY THE RELEVANT AUTHORITY PRIOR TO ANY DEMOLITION, EXCAVATION, DESIGN AND/OR CONSTRUCTION. THEREFORE, NO RESPONSIBILITY IS TAKEN FOR SERVICE LOCATIONS. THE CERTIFICATE OF TITLE SHOULD BE CHECKED FOR EASEMENTS AND ENCUMBRANCES.





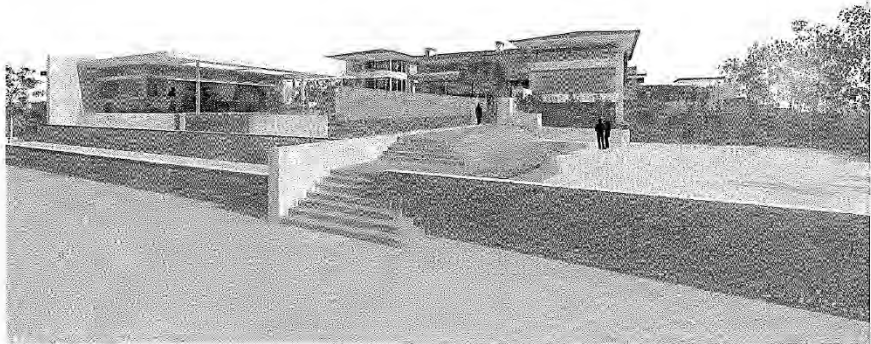
PERSPECTIVE 1



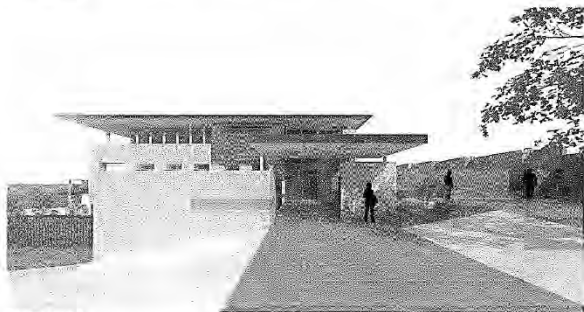
PERSPECTIVE 3



PERSPECTIVE 4



PERSPECTIVE 2



PERSPECTIVE 5

sharp + van rhyn architects pty. ltd.  
NEW RESIDENCE, LOT 99 (R2) BAY VIEW TERRACE, PEPPERMINT GROVE



## **Ordinary Council Meeting**

8.1.2 40 Leake Street, Peppermint Grove





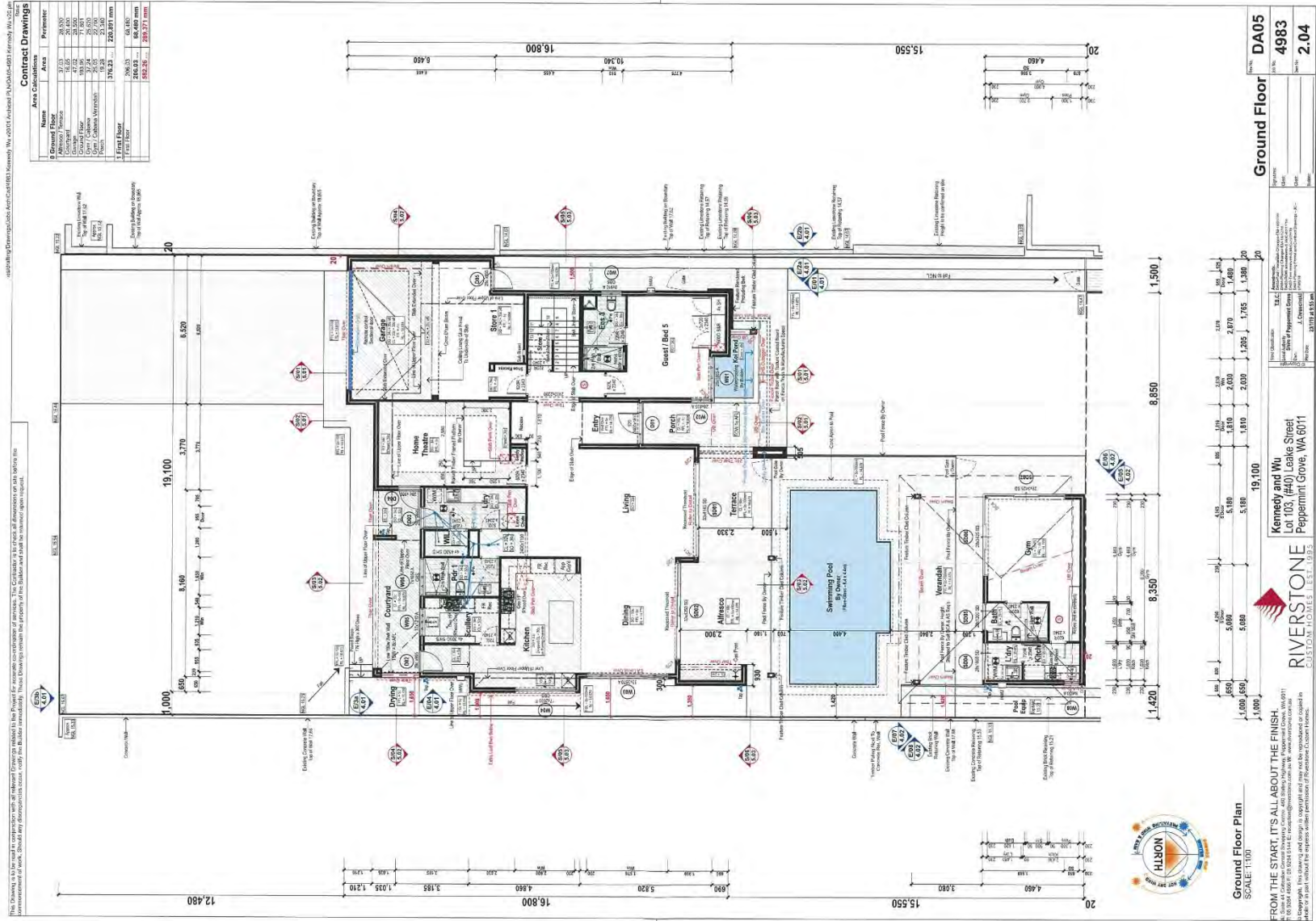


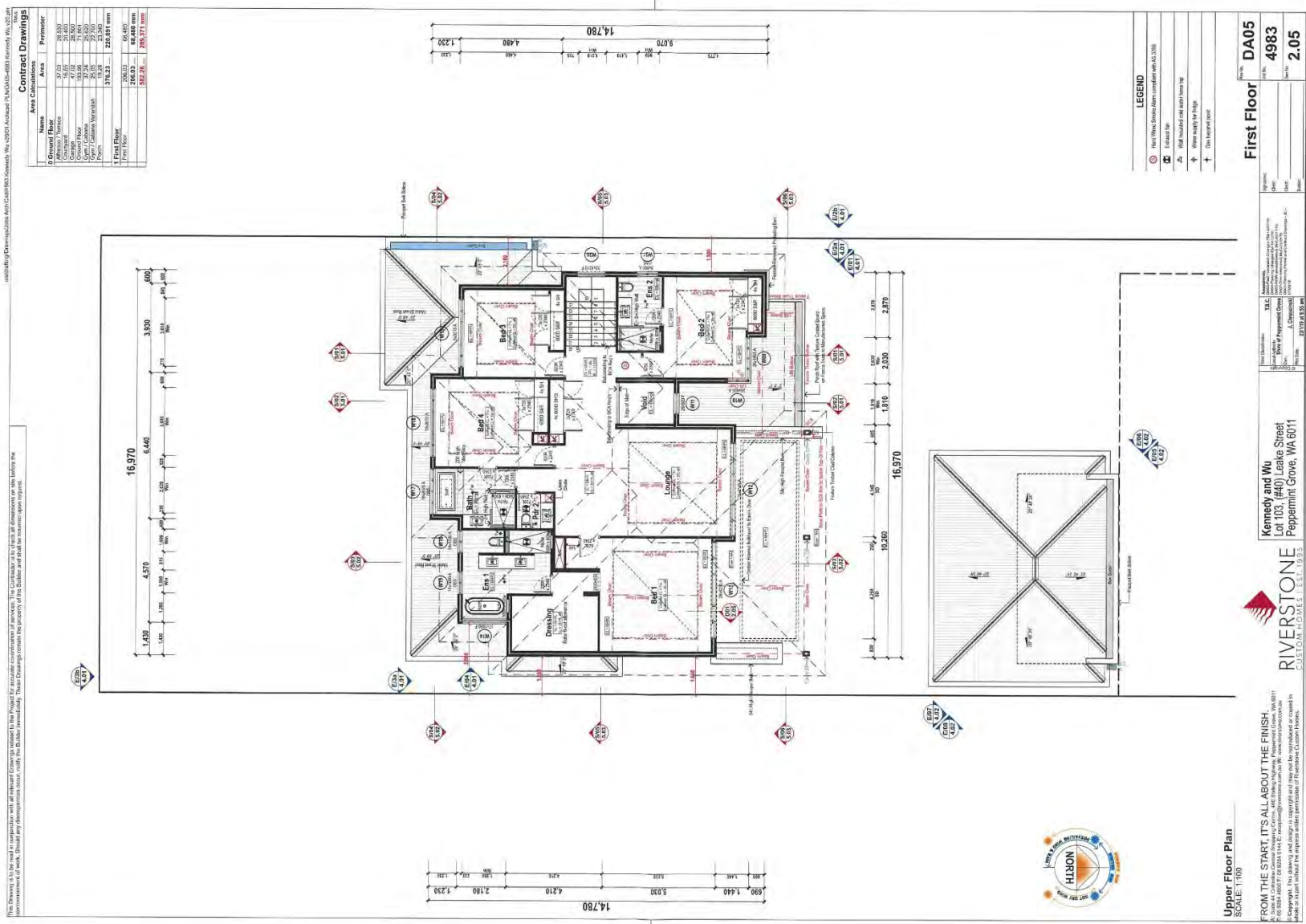








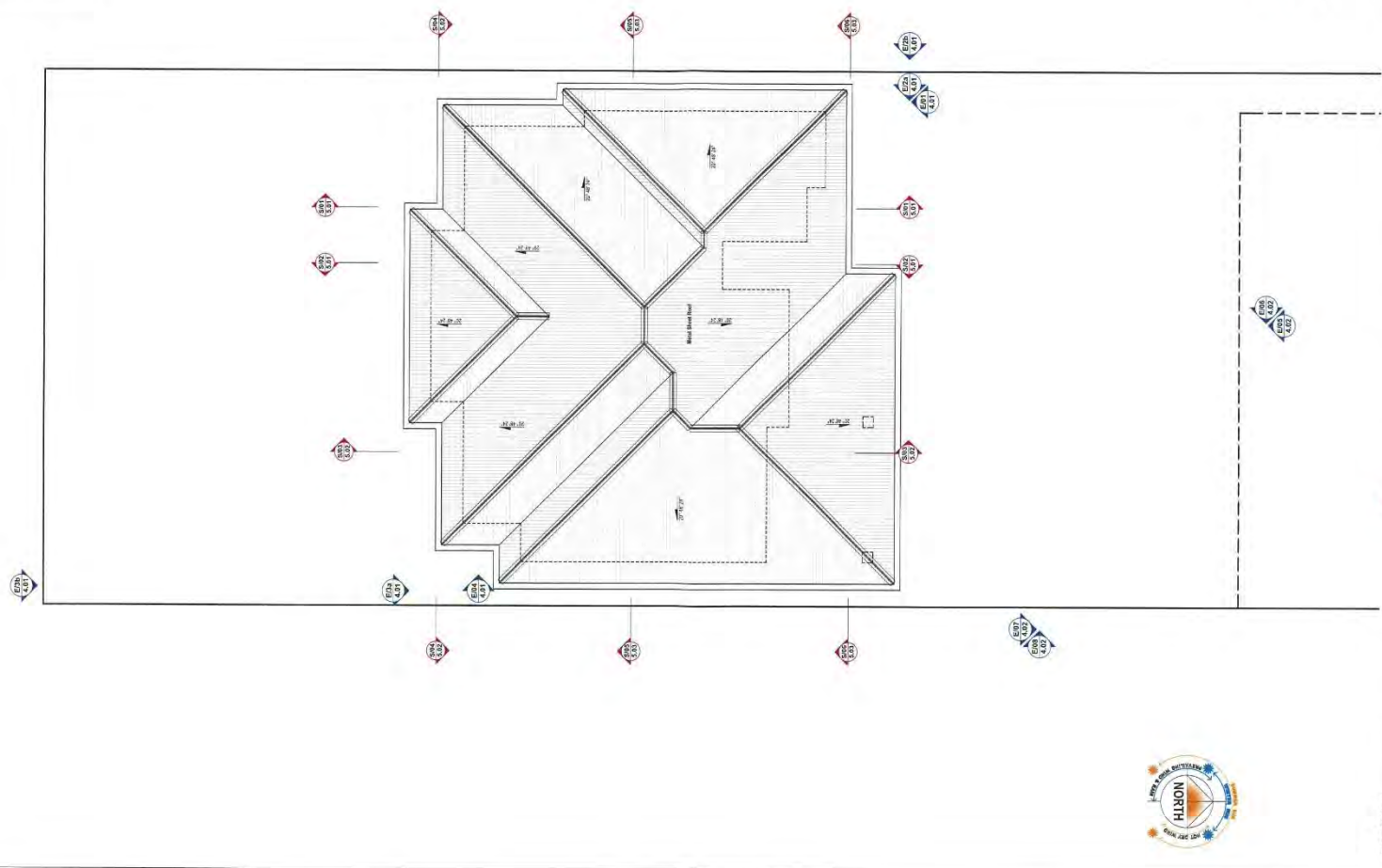




This drawing is to be used in conjunction with all relevant Permits, submitted to the Council for approval, and any relevant Council resolutions, policies, procedures, and guidelines. It is the responsibility of the applicant to ensure that all relevant Council resolutions, policies, procedures, and guidelines are followed. The Council is not responsible for the accuracy of the information in this drawing.

**Contract Drawings**

Name	Area	Perimeter
Roof Plan	27.62	24.50
External Deck	17.65	20.40
Garage	19.54	16.65
Ground Floor	19.54	16.65
1st Floor	25.35	21.90
2nd Floor	26.35	22.90
<b>1st Floor</b>	<b>378.23</b>	<b>220.971 mm</b>
<b>2nd Floor</b>	<b>268.03</b>	<b>164.687</b>
<b>Total Area</b>	<b>296.93</b>	<b>164.689 mm</b>
<b>Total Perimeter</b>	<b>522.28</b>	<b>259.777 mm</b>



**LEGEND**

- Mark (Level) shown. Always compare with AS 2284.
- External Deck
- △ All marked with water stop.
- ✦ Water runoff to ridge.
- ⊕ Gable type door.

**Roof Plan** Scale: 1:100

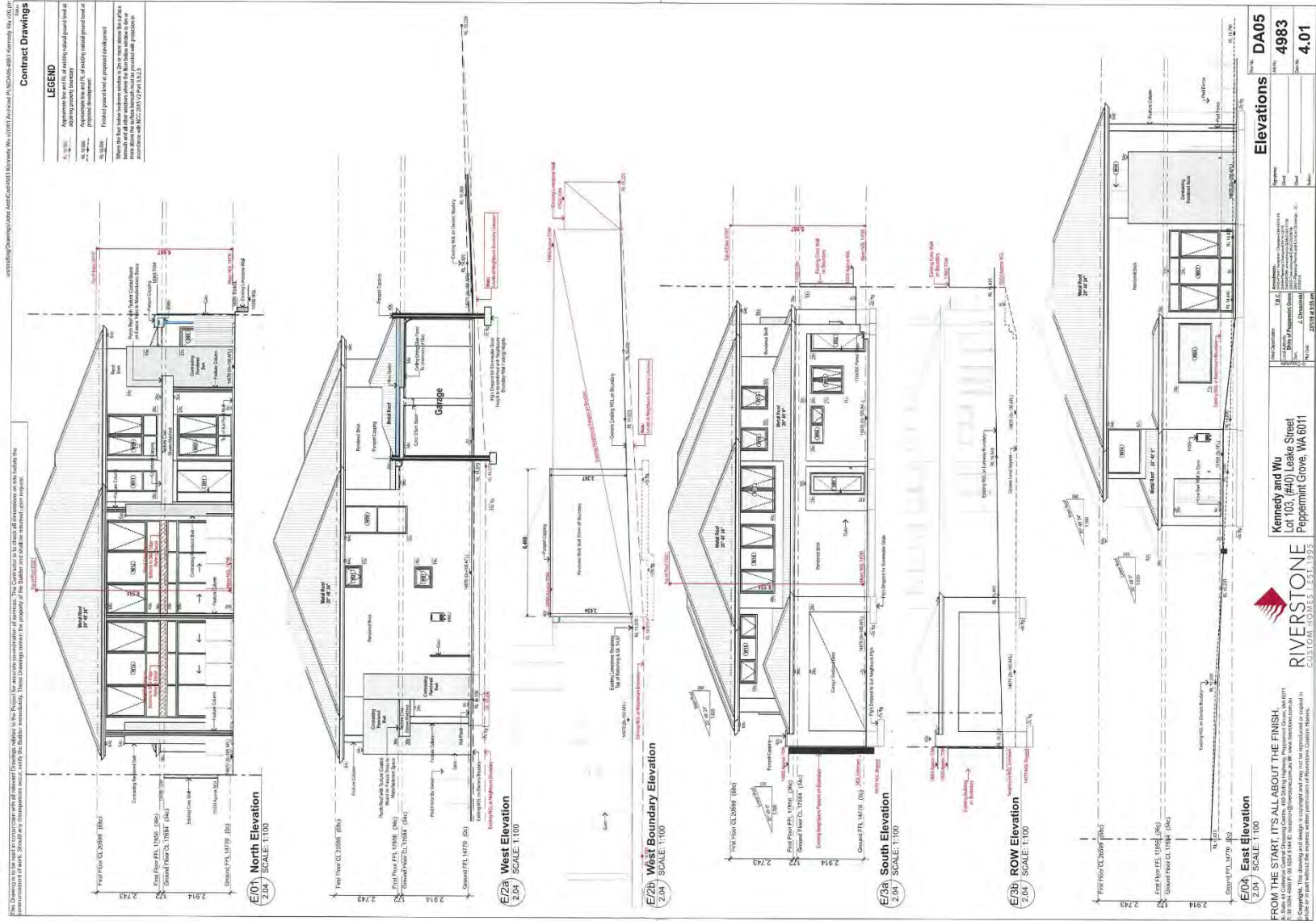
**FROM THE START, IT'S ALL ABOUT THE FINISH.**  
 RIVERSTONE  
 CUSTOM HOMES | EST. 1995

**Kennedy and Wu**  
 Lot 103, (#40) Leake Street  
 Peppermint Grove, WA 6011

**DA05**  
**4983**  
**2.06**

Prepared by: [Name]  
 Checked by: [Name]  
 Date: [Date]  
 Scale: [Scale]  
 Project: [Project Name]  
 Drawing No: [Drawing No]







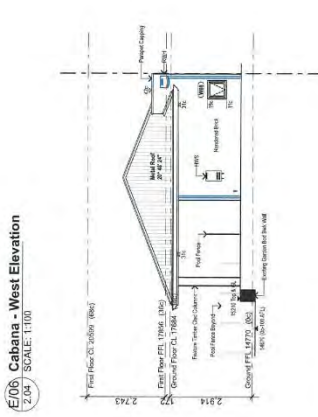
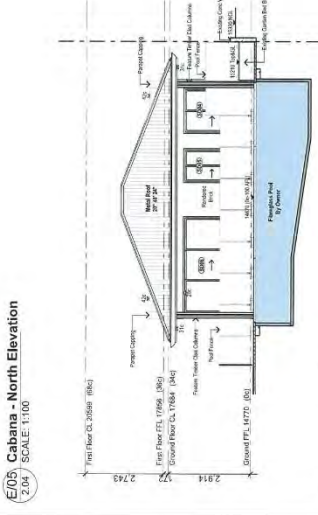
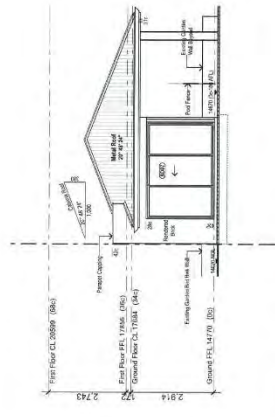
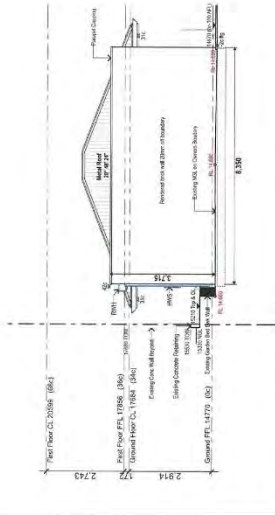
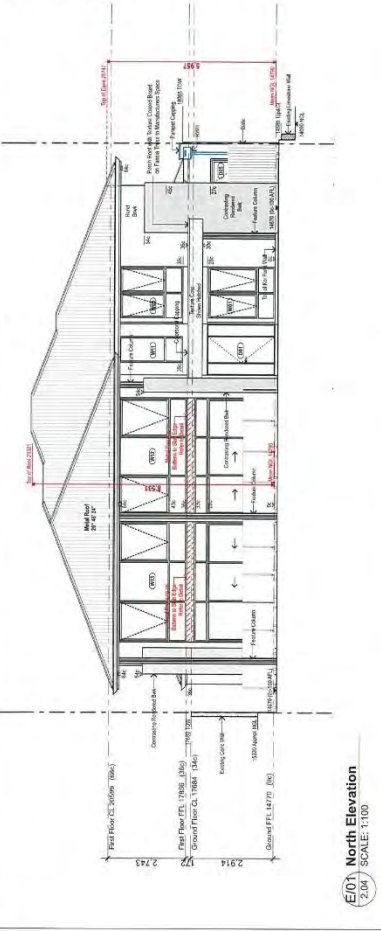
THIS DRAWING IS THE PROPERTY OF RIVERSTONE CUSTOM HOMES AND IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED ON THIS DRAWING. ANY REUSE OR MODIFICATION OF THIS DRAWING WITHOUT THE WRITTEN PERMISSION OF RIVERSTONE CUSTOM HOMES IS STRICTLY PROHIBITED. THE CLIENT ACCEPTS FULL RESPONSIBILITY FOR THE ACCURACY OF THE INFORMATION PROVIDED TO RIVERSTONE CUSTOM HOMES. RIVERSTONE CUSTOM HOMES ACCEPTS NO LIABILITY FOR ANY DAMAGE TO PERSONS OR PROPERTY ARISING FROM THE USE OF THIS DRAWING. THE CLIENT ACCEPTS FULL RESPONSIBILITY FOR THE ACCURACY OF THE INFORMATION PROVIDED TO RIVERSTONE CUSTOM HOMES. RIVERSTONE CUSTOM HOMES ACCEPTS NO LIABILITY FOR ANY DAMAGE TO PERSONS OR PROPERTY ARISING FROM THE USE OF THIS DRAWING.

**Contract Drawings**

**LEGEND**

1.000	Approved	Approved
2.000	Proposed	Proposed
3.000	As Shown	As Shown
4.000	Not Shown	Not Shown

Approved: Approved for construction, subject to the approval of the relevant authority.  
Proposed: Proposed for construction, subject to the approval of the relevant authority.  
As Shown: As shown on the site plan or other relevant drawings.  
Not Shown: Not shown on the site plan or other relevant drawings.



**E/07 Cabana - South Elevation**  
2.04 SCALE: 1:100

**E/08 Cabana - East Elevation**  
2.04 SCALE: 1:100

**E/05 Cabana - North Elevation**  
2.04 SCALE: 1:100

**E/06 Cabana - West Elevation**  
2.04 SCALE: 1:100

**RIVERSTONE**  
CUSTOM HOMES | EST. 1995

**Kennedy and Wu**  
Lot 103, #40, Leake Street  
Peppermint Grove, WA 6011

**Cabana Elevations & Streetscape**

Project No.	DA05
Sheet No.	4983
Date	4.02

FROM THE START, IT'S ALL ABOUT THE FINISH.  
RIVERSTONE CUSTOM HOMES is a leading provider of custom residential construction in Western Australia. We are committed to providing our clients with the highest quality of service and craftsmanship. Our experienced team of designers and builders work together to create unique and beautiful homes that reflect our clients' vision and lifestyle. We are proud to be a part of the Riverstone Custom Homes family and to provide our clients with the best possible experience.



## **Ordinary Council Meeting**

### **8.5.1 – Financial Report – December 2018**

**SHIRE OF PEPPERMINT GROVE**  
**Statement of Financial Activity**  
for the period 1 July 2018 to 31 December 2018

	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
<b>Operating Revenue</b>							
FEES & CHARGES	229,165	213,165	146,583	146,336	(247)	0%	213,165
GRANTS & SUBSIDIES	117,282	133,311	114,175	217,975	103,800	91%	236,611
CONTRIBUTIONS, REIMBURSEMENTS	1,260,046	1,281,694	944,962	945,228	266	0%	1,281,694
INTEREST ON INVESTMENTS	53,000	53,000	26,500	29,507	3,007	11%	53,000
OTHER REVENUE	11,250	14,250	13,000	13,624	624	5%	14,250
PROFIT ON SALE OF ASSETS	0	0	0	0	0	0%	0
	<b>1,670,743</b>	<b>1,695,420</b>	<b>1,245,220</b>	<b>1,352,670</b>	<b>107,451</b>	<b>9%</b>	<b>1,798,720</b>
<b>Operating Expenses</b>							
EMPLOYEE COSTS	(2,241,641)	(2,275,989)	(1,137,995)	(1,134,323)	3,672	0%	(2,275,989)
MATERIALS & CONTRACTS	(1,853,519)	(1,909,669)	(954,835)	(895,090)	59,744	-6%	(1,909,669)
PUBLIC UTILITIES	(130,043)	(130,043)	(65,022)	(53,260)	11,762	-18%	(130,043)
DEPRECIATION	(386,563)	(386,563)	(193,282)	(193,282)	0	0%	(386,563)
INTEREST EXPENSES	(61,030)	(61,030)	(28,085)	(28,085)	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%	0
OTHER EXPENSES	(77,250)	(77,250)	(38,625)	(33,175)	5,450	-14%	(69,750)
	<b>(4,844,302)</b>	<b>(4,934,800)</b>	<b>(2,512,098)</b>	<b>(2,431,523)</b>	<b>80,575</b>	<b>-3%</b>	<b>(4,927,300)</b>
<b>CHANGE IN NET ASSETS</b>	<b>(3,173,559)</b>	<b>(3,239,380)</b>	<b>(1,266,878)</b>	<b>(1,078,853)</b>	<b>188,025</b>	<b>-15%</b>	<b>(3,128,580)</b>
<b>Adjustments for Non-Cash (Revenue) and Expenditure</b>							
(Profit)/Loss on Asset Disposals	0	0	0	0	0	0%	0
Depreciation on Assets	386,563	386,563	193,282	193,282	0	0%	386,563
	386,563	386,563	193,282	193,282	0	0%	386,563
<b>Capital Expenditure</b>							
Land & Buildings	0	0	0	0	0	0%	0
Plant and Equipment	(164,500)	(164,500)	(68,500)	(65,397)	3,103	-5%	(164,500)
Furniture & Equipment	0	0	0	0	0	0%	0
Infrastructure Assets - Roads	(270,000)	(270,000)	(130,000)	(124,791)	5,209	-4%	(270,000)
Infrastructure Assets - Other	(20,000)	(20,000)	0	0	0	0%	(226,600)
Infrastructure Assets - Footpaths	(50,000)	(50,000)	0	0	0	0%	(50,000)
Infrastructure Assets - Parks & Reserves	0	0	0	0	0	0%	0
Infrastructure Assets - Drainage	(9,000)	(9,000)	(9,000)	(4,323)	4,677	-52%	(9,000)
	(513,500)	(513,500)	(207,500)	(194,511)	12,989	-6%	(720,100)
<b>Capital Revenue</b>							
Proceeds from Disposal of assets	130,000	130,000	39,000	38,182	(818)	-2%	130,000
<b>Debt Management</b>							
Repayment of Debentures	(27,701)	(27,701)	(13,616)	(13,616)	0	0%	(27,701)
<b>Reserves and Restricted Funds</b>							
Transfers to Reserves	(200,300)	(200,300)	(10,000)	(16,437)	(6,437)	64%	(200,300)
Transfers from Reserves	22,920	22,920	0	0	0	0%	126,220
	(177,380)	(177,380)	(10,000)	(16,437)	(6,437)	0%	(74,080)
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	16,171	2,191,857	2,385,125	193,268	9%	23,180
<b>Amount Raised from Rates</b>	<b>3,223,004</b>	<b>3,223,004</b>	<b>3,223,004</b>	<b>3,222,513</b>	<b>(492)</b>	<b>0%</b>	<b>3,222,513</b>

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

**1 Basis of Accounting**

This financial report is a special-purpose financial report, which has been prepared in accordance with applicable Australian Accounting Standards, the Local Government Act 1995 (as amended) and accompanying regulations. The report has been prepared on an accrual basis under the convention of historical cost accounting.

**2 Net Current Assets**

	YTD ACTUAL 2018/19	C/FWD 1 July 2018
<b>CURRENT ASSETS</b>		
Cash - Unrestricted	1,687,369	327,696
Cash - Restricted	1,228,443	1,212,006
Receivables	815,697	96,840
	<b>3,731,509</b>	<b>1,636,542</b>
<b>CURRENT LIABILITIES</b>		
Sundry Creditors	(102,727)	(174,757)
Leave Provisions	(188,779)	(188,779)
	<b>3,440,003</b>	<b>1,273,006</b>
Less: Cash - Reserves - Restricted	(1,228,443)	(1,212,006)
Add: Current Liabilities not cleared	173,565	173,565
<b>NET CURRENT ASSET POSITION</b>	<b>2,385,125</b>	<b>234,565</b>



SHIRE OF PEPPERMINT GROVE

Notes to and forming part of the Statement of Financial Activity  
for the period 1 July 2018 to 31 December 2018

3 Reserves

	YTD ACTUAL 2018/19	BUDGET 2018/19
<b>(a) Roads Reserve</b>		
<i>To be used for</i>		
Opening Balance	375,365	375,365
Amount Set Aside / Transfer to Reserve	0	
Amount Used / Transfer from Reserve	0	0
Interest Received	5,091	9,384
	<b>380,456</b>	<b>384,749</b>
<b>(b) Library Infrastructure Reserve</b>		
<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	145	267
	<b>10,813</b>	<b>10,935</b>
<b>(c) Staff Leave reserve</b>		
<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	1,960	3,613
	<b>146,472</b>	<b>125,205</b>
<b>(d) Infrastructure/Bld Mtce Reserve</b>		
<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	0
Interest Received	7,466	13,763
	<b>558,003</b>	<b>564,300</b>
<b>(e) Plant Reserve</b>		
<i>To be used for</i>		
Opening Balance	20,000	0
Amount Set Aside/Transfer to Reserve	0	20,000
Amount Used/Transfer from Reserve	0	0
Interest Received	271	500
	<b>20,271</b>	<b>20,500</b>
<b>(f) Legal Costs Reserve</b>		
<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	1,153	2,125
	<b>86,153</b>	<b>237,125</b>
<b>(g) Information Technology Reserve</b>		
<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	0
Interest Received	313	577
	<b>23,379</b>	<b>23,643</b>

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

**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	20,000
0	0
39	71
<b>2,897</b>	<b>22,929</b>
<b>1,228,443</b>	<b>1,389,386</b>

**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
5,091	9,384
145	267
1,960	3,613
7,466	13,763
271	20,500
1,153	152,125
313	577
39	20,071
<b>16,437</b>	<b>220,300</b>

**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	0
0	0
0	0
0	0
0	0
<b>0</b>	<b>(22,920)</b>
<b>16,437</b>	<b>197,380</b>

**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 31 December 2018

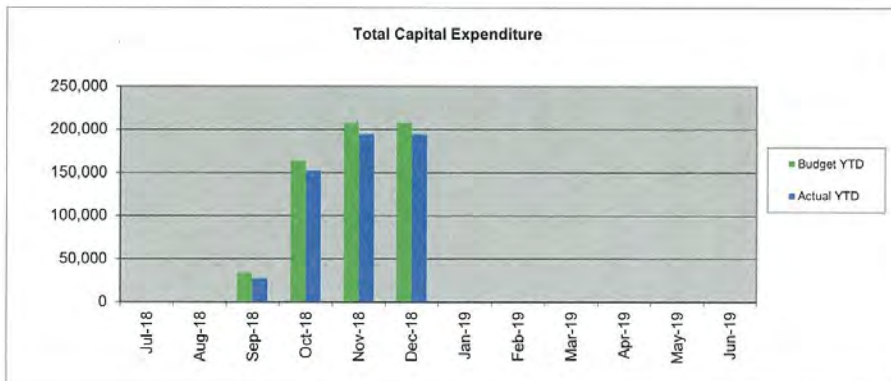
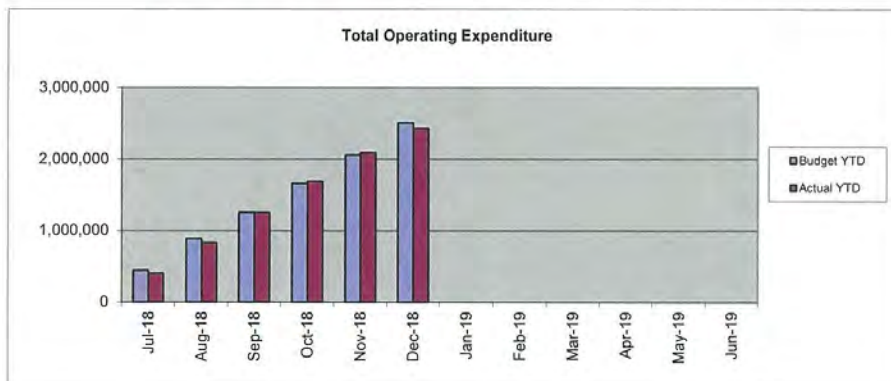
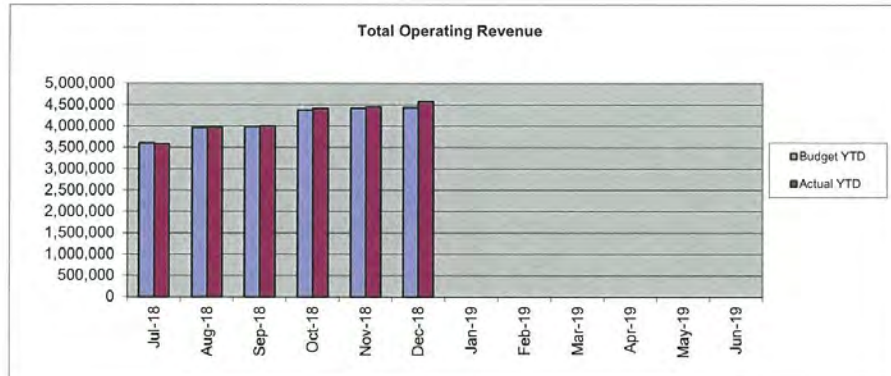
**4 Cash and Investments**

	OPENING BALANCE 2018/19	MOVEMENT	CLOSING BALANCE 2018/19
<b>Restricted Cash Investments</b>			
Library Projects Reserve	10,668.00	144.67	10,812.67
Infrastructure/Building Mtce	550,537.00	7,466.27	558,003.27
Plant Reserve	20,000.00	271.24	20,271.24
IT Reserve	23,066.00	312.81	23,378.81
Road Works reserve	375,365.00	5,090.63	380,455.63
Staff Leave Reserve	144,512.00	1,959.84	146,471.84
Arts/Culture Reserve	2,858.00	38.77	2,896.77
Legal Costs Reserve	85,000.00	1,152.77	86,152.77
<b>Total Reserves</b>	<b>1,212,006.00</b>	<b>16,437.00</b>	<b>1,228,443.00</b>
<b>Unrestricted Cash/Investments</b>			
Municipal Fund	326,895.99	252,576.64	579,472.63
Petty Cash	800.00	0.00	800.00
Term Deposit Municipal	0.00	1,107,096.44	1,107,096.44
	<b>327,695.99</b>	<b>1,359,673.08</b>	<b>1,687,369.07</b>

Fund and TD Number	Amount Invested	Start Date	Maturity Date	Term (Days)	Interest Rate %	Expected Interest
<b>Reserves</b>	1,228,443.24	24/12/2018	25/03/2019	91	2.65%	8,116.14
<b>Reserves Interest Receivable</b>						<b>8,116.14</b>
<b>Municipal 1</b>	503,205.48	26/11/2018	25/02/2019	91	2.68%	3,362.24
<b>Municipal 2</b>	603,890.96	10/12/2018	11/03/2019	91	2.71%	4,080.15
<b>Municipal Interest Receivable</b>						<b>7,442.39</b>

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

**5 Revenues and Expenditures**





**CAPITAL EXPENDITURE 2018/19**  
**(as at 31 DECEMBER 2018)**

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.*
November 2018	FORD RANGER	43,500	42,051		39,000		4,500		38,182		3,869
November 2018	TOYOTA HILUX	33,000	0		31,000		2,000				
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
<b>TOTAL PLANT &amp; EQUIPMENT</b>		<b>164,500</b>	<b>65,397</b>	<b>0</b>	<b>130,000</b>	<b>0</b>	<b>34,500</b>	<b>0</b>	<b>38,182</b>	<b>0</b>	<b>27,213</b>
August 2018	SUMP FENCE	9,000	4,323				9,000				4,323
<b>TOTAL DRAINAGE INFRASTRUCTURE</b>		<b>9,000</b>	<b>4,323</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,323</b>
October 2018	THE ESPLANADE (KEANE TO IRVINE)	130,000	124,791	80,867			49,133	80,867			43,924
May 2019	HOBBS PLACE	120,000	0				120,000				
May 2019	KERBING	20,000	0				20,000				
<b>TOTAL ROADS</b>		<b>270,000</b>	<b>124,791</b>	<b>80,867</b>	<b>0</b>	<b>0</b>	<b>189,133</b>	<b>80,867</b>	<b>0</b>	<b>0</b>	<b>43,924</b>
May 2019	FOOTPATHS	50,000	0				50,000				
<b>TOTAL FOOTPATHS</b>		<b>50,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
November 2018	DEPOT FENCE	20,000	0								
<b>TOTAL OTHER INFRASTRUCTURE</b>		<b>20,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grand Total</b>		<b>513,500</b>	<b>194,511</b>	<b>80,867</b>	<b>130,000</b>	<b>0</b>	<b>282,633</b>	<b>80,867</b>	<b>38,182</b>	<b>0</b>	<b>75,462</b>
					<b>493,500</b>				<b>194,511</b>		
	RENEWAL CAPEX	484,500	190,188								
	NEW CAPEX	29,000	4,323								
<b>Grand Total</b>		<b>513,500</b>	<b>194,511</b>								

Renewal CAPEX net of grants/trade-ins	273,633	71,139
Estimated depreciation expenses	386,563	386,563
Asset Sustainability Ratio	0.71	0.18



## **Ordinary Council Meeting**

### **8.5.2 – Finance Report – January 2019**

**SHIRE OF PEPPERMINT GROVE**  
**Statement of Financial Activity**  
for the period 1 July 2018 to 31 January 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
<b>Operating Revenue</b>							
FEES & CHARGES	229,165	213,165	164,346	169,045	4,699	3%	213,165
GRANTS & SUBSIDIES	117,282	133,311	114,175	217,975	103,800	91%	236,611
CONTRIBUTIONS, REIMBURSEMENTS	1,260,046	1,281,694	945,044	946,918	1,874	0%	1,281,694
INTEREST ON INVESTMENTS	53,000	53,000	30,917	30,296	(620)	-2%	53,000
OTHER REVENUE	11,250	14,250	13,000	14,215	1,215	9%	14,250
PROFIT ON SALE OF ASSETS	0	0	0	0	0	0	0
	<b>1,670,743</b>	<b>1,695,420</b>	<b>1,267,482</b>	<b>1,378,450</b>	<b>110,968</b>	<b>9%</b>	<b>1,798,720</b>
<b>Operating Expenses</b>							
EMPLOYEE COSTS	(2,241,641)	(2,275,989)	(1,400,609)	(1,409,487)	(8,879)	1%	(2,275,989)
MATERIALS & CONTRACTS	(1,853,519)	(1,909,669)	(1,113,974)	(1,048,618)	65,356	-6%	(1,909,669)
PUBLIC UTILITIES	(130,043)	(130,043)	(75,858)	(66,602)	9,256	-12%	(130,043)
DEPRECIATION	(386,563)	(386,563)	(225,495)	(225,495)	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	0
OTHER EXPENSES	(77,250)	(77,250)	(38,625)	(33,175)	5,450	-14%	(69,750)
	<b>(4,844,302)</b>	<b>(4,934,800)</b>	<b>(2,979,680)</b>	<b>(2,908,550)</b>	<b>71,130</b>	<b>-2%</b>	<b>(4,927,300)</b>
<b>CHANGE IN NET ASSETS</b>	<b>(3,173,559)</b>	<b>(3,239,380)</b>	<b>(1,712,198)</b>	<b>(1,530,100)</b>	<b>182,098</b>	<b>-11%</b>	<b>(3,128,580)</b>
<b>Adjustments for Non-Cash (Revenue) and Expenditure</b>							
(Profit)/Loss on Asset Disposals	0	0	0	0	0	0	0
Depreciation on Assets	386,563	386,563	225,495	225,495	0	0%	386,563
	386,563	386,563	225,495	225,495	0	0	386,563
<b>Capital Expenditure</b>							
Land & Buildings	0	0	0	0	0	0	0
Plant and Equipment	(164,500)	(164,500)	(101,500)	(98,124)	3,376	-3%	(164,500)
Furniture & Equipment	0	0	0	0	0	0	0
Infrastructure Assets - Roads	(270,000)	(270,000)	(130,000)	(124,791)	5,209	-4%	(270,000)
Infrastructure Assets - Other	(20,000)	(20,000)	0	0	0	0	(226,600)
Infrastructure Assets - Footpaths	(50,000)	(50,000)	0	0	0	0	(50,000)
Infrastructure Assets - Parks & Reserves	0	0	0	0	0	0	0
Infrastructure Assets - Drainage	(9,000)	(9,000)	(9,000)	(4,323)	4,677	-52%	(9,000)
	(513,500)	(513,500)	(240,500)	(227,238)	13,262	-6%	(720,100)
<b>Capital Revenue</b>							
Proceeds from Disposal of assets	130,000	130,000	72,000	69,318	(2,682)	-4%	130,000
<b>Debt Management</b>							
Repayment of Debentures	(27,701)	(27,701)	(13,616)	(13,616)	0	0%	(27,701)
<b>Reserves and Restricted Funds</b>							
Transfers to Reserves	(200,300)	(200,300)	(15,000)	(16,437)	(1,437)	10%	(200,300)
Transfers from Reserves	22,920	22,920	0	0	0	0	126,220
	(177,380)	(177,380)	(15,000)	(16,437)	(1,437)	0	(74,080)
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	16,171	1,773,751	1,981,172	207,421	12%	39,852
<b>Amount Raised from Rates</b>	<b>3,223,004</b>	<b>3,223,004</b>	<b>3,223,004</b>	<b>3,239,185</b>	<b>16,180</b>	<b>1%</b>	<b>3,239,185</b>



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

**1 Basis of Accounting**

This financial report is a special-purpose financial report, which has been prepared in accordance with applicable Australian Accounting Standards, the Local Government Act 1995 (as amended) and accompanying regulations. The report has been prepared on an accrual basis under the convention of historical cost accounting.

**2 Net Current Assets**

**CURRENT ASSETS**

Cash - Unrestricted  
Cash - Restricted  
Receivables

**CURRENT LIABILITIES**

Sundry Creditors  
Leave Provisions  
Less: Cash - Reserves - Restricted  
Add: Current Liabilities not cleared  
**NET CURRENT ASSET POSITION**

	YTD ACTUAL 2018/19	C/FWD 1 July 2018
	1,605,777	327,696
	1,228,443	1,212,006
	537,427	96,840
	<b>3,371,647</b>	<b>1,636,542</b>
	(146,818)	(174,757)
	(188,779)	(188,779)
	<b>3,036,050</b>	<b>1,273,006</b>
	(1,228,443)	(1,212,006)
	173,565	173,565
	<b>1,981,172</b>	<b>234,565</b>

SHIRE OF PEPPERMINT GROVE

Notes to and forming part of the Statement of Financial Activity  
for the period 1 July 2018 to 31 January 2019

3 Reserves

	YTD ACTUAL 2018/19	BUDGET 2018/19
<b>(a) Roads Reserve</b>		
<i>To be used for</i>		
Opening Balance	375,365	375,365
Amount Set Aside / Transfer to Reserve	0	
Amount Used / Transfer from Reserve	0	0
Interest Received	5,091	9,384
	<b>380,456</b>	<b>384,749</b>
<b>(b) Library Infrastructure Reserve</b>		
<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	145	267
	<b>10,813</b>	<b>10,935</b>
<b>(c) Staff Leave reserve</b>		
<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	1,960	3,613
	<b>146,472</b>	<b>125,205</b>
<b>(d) Infrastructure/Bld Mtce Reserve</b>		
<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	0
Interest Received	7,466	13,763
	<b>558,003</b>	<b>564,300</b>
<b>(e) Plant Reserve</b>		
<i>To be used for</i>		
Opening Balance	20,000	0
Amount Set Aside/Transfer to Reserve	0	20,000
Amount Used/Transfer from Reserve	0	0
Interest Received	271	500
	<b>20,271</b>	<b>20,500</b>
<b>(f) Legal Costs Reserve</b>		
<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	1,153	2,125
	<b>86,153</b>	<b>237,125</b>
<b>(g) Information Technology Reserve</b>		
<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	0
Interest Received	313	577
	<b>23,379</b>	<b>23,643</b>

SHIRE OF PEPPERMINT GROVE

Notes to and forming part of the Statement of Financial Activity  
for the period 1 July 2018 to 31 January 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	20,000
0	0
39	71
<b>2,897</b>	<b>22,929</b>
<b>1,228,443</b>	<b>1,389,386</b>

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
5,091	9,384
145	267
1,960	3,613
7,466	13,763
271	20,500
1,153	152,125
313	577
39	20,071
<b>16,437</b>	<b>220,300</b>

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	0
0	0
0	0
0	0
0	0
0	(22,920)
<b>0</b>	<b>197,380</b>

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 31 January 2019

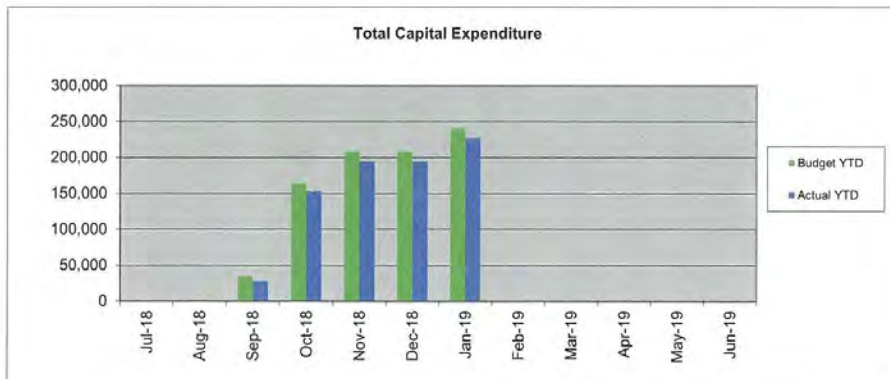
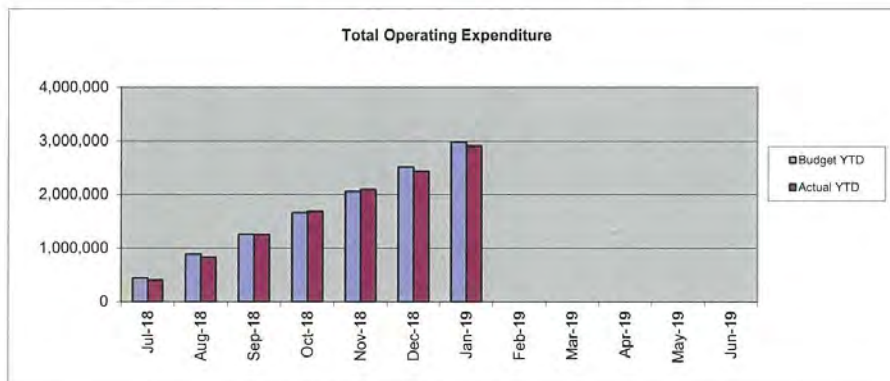
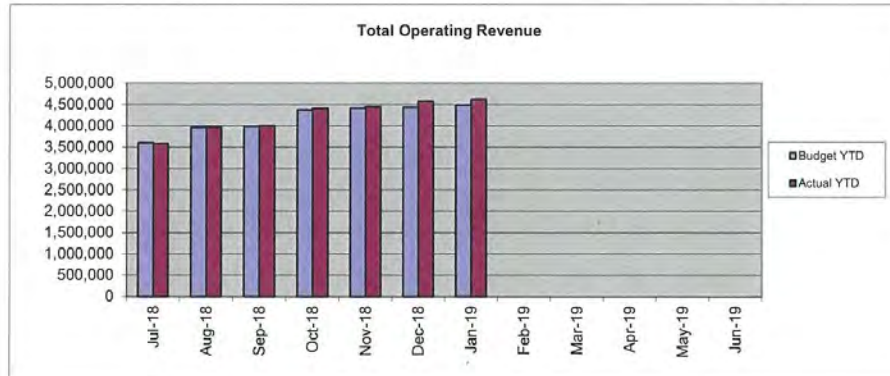
**4 Cash and Investments**

	OPENING BALANCE 2018/19	MOVEMENT	CLOSING BALANCE 2018/19
<b>Restricted Cash Investments</b>			
Library Projects Reserve	10,668.00	144.67	10,812.67
Infrastructure/Building Mtce	550,537.00	7,466.27	558,003.27
Plant Reserve	20,000.00	271.24	20,271.24
IT Reserve	23,066.00	312.81	23,378.81
Road Works reserve	375,365.00	5,090.63	380,455.63
Staff Leave Reserve	144,512.00	1,959.84	146,471.84
Arts/Culture Reserve	2,858.00	38.77	2,896.77
Legal Costs Reserve	85,000.00	1,152.77	86,152.77
<b>Total Reserves</b>	<b>1,212,006.00</b>	<b>16,437.00</b>	<b>1,228,443.00</b>
<b>Unrestricted Cash/Investments</b>			
Municipal Fund	326,895.99	170,584.73	497,480.72
Petty Cash	800.00	400.00	1,200.00
Term Deposit Municipal	0.00	1,107,096.44	1,107,096.44
	<b>327,695.99</b>	<b>1,278,081.17</b>	<b>1,605,777.16</b>

Fund and TD Number	Amount Invested	Start Date	Maturity Date	Term (Days)	Interest Rate %	Expected Interest
<b>Reserves</b>	1,228,443.24	24/12/2018	25/03/2019	91	2.65%	8,116.14
<b>Reserves Interest Receivable</b>						<b>8,116.14</b>
<b>Municipal 1</b>	503,205.48	26/11/2018	25/02/2019	91	2.68%	3,362.24
<b>Municipal 2</b>	603,890.96	10/12/2018	11/03/2019	91	2.71%	4,080.15
<b>Municipal Interest Receivable</b>						<b>7,442.39</b>

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

**5 Revenues and Expenditures**



**CAPITAL EXPENDITURE 2018/19**  
**(as at 31 JANUARY 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.*
November 2018	FORD RANGER	43,500	42,051		39,000		4,500		38,182		3,869
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
	<b>TOTAL PLANT &amp; EQUIPMENT</b>	<b>164,500</b>	<b>98,124</b>	<b>0</b>	<b>130,000</b>	<b>0</b>	<b>34,500</b>	<b>0</b>	<b>69,318</b>	<b>0</b>	<b>28,806</b>
August 2018	SUMP FENCE	9,000	4,323				9,000				4,323
	<b>TOTAL DRAINAGE INFRASTRUCTURE</b>	<b>9,000</b>	<b>4,323</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,323</b>
October 2018	THE ESPLANADE (KEANE TO IRVINE)	130,000	124,791	80,867			49,133	80,867			43,924
May 2019	HOBBS PLACE	120,000	0				120,000				
May 2019	KERBING	20,000	0				20,000				
	<b>TOTAL ROADS</b>	<b>270,000</b>	<b>124,791</b>	<b>80,867</b>	<b>0</b>	<b>0</b>	<b>189,133</b>	<b>80,867</b>	<b>0</b>	<b>0</b>	<b>43,924</b>
May 2019	FOOTPATHS	50,000	0				50,000				
	<b>TOTAL FOOTPATHS</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
November 2018	DEPOT FENCE	20,000	0				20,000				
	RIVER HEADLAND										
	<b>TOTAL OTHER INFRASTRUCTURE</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>513,500</b>	<b>227,238</b>	<b>80,867</b>	<b>130,000</b>	<b>0</b>	<b>302,633</b>	<b>80,867</b>	<b>69,318</b>	<b>0</b>	<b>77,052</b>
							<b>513,500</b>		<b>227,238</b>		
	RENEWAL CAPEX	484,500	222,915								
	NEW CAPEX	29,000	4,323								
	<b>Grand Total</b>	<b>513,500</b>	<b>227,238</b>								
	Renewal CAPEX net of trade-ins	354,500	153,596								
	Estimated depreciation expenses	386,563	386,563								
	Asset Sustainability Ratio	0.92	0.40								





## Ordinary Council Meeting

### 8.5.3 – Account Paid – December 2018

**ACCOUNTS PAID IN DECEMBER 2018**

EFT No.	Vendor Name	Details	EFT Amount	Payment Date
263	DONALD BURNETT	STAFF REIMBURSEMENT	34.00	05/12/2018
263	CLEAN CITY GROUP PTY LTD	BIN SERVICE, BBQ & PUBLIC TOILET MAINTENANCE	5,060.00	05/12/2018
263	WENDY CASTLES	BOND REFUND	605.00	05/12/2018
264	PROFESSIONAL PC SUPPORT PTY LTD (PPS)	LIBRARY MANAGED IT SERVICES DEC 2018	5,743.71	11/12/2018
264	WESTERN METROPOLITAN REGIONAL COUNCIL	WASTE DISPOSAL COLLECTIONS 11/11,23/11	8,729.64	11/12/2018
264	WILSON SECURITY	SECURITY CALL OUT & PATROL	823.19	11/12/2018
264	ACURIX NETWORKS PTY LTD	LIBRARY WIFI DECEMBER 2018	368.50	11/12/2018
264	KONE ELEVATORS PTY LTD	ELEVATOR SERVICE 01/01/19-31/03/19	1,903.01	11/12/2018
264	OPEN SYSTEMS TECHNOLOGY PTY LTD (COUNCIL FIRST)	COUNCILFIRST SUBSCRIPTION JAN-MAR 19	19,267.95	11/12/2018
264	SUEZ RECOVERY & RECYCLING (PERTH) PTY LTD	WATE REMOVAL SERVICES NOV 18	357.06	11/12/2018
264	WINC AUSTRALIA PTY LTD	STATIONERY	362.96	11/12/2018
264	TOTAL PACKAGING (WA) PTY LTD	COMPLIMENTARY DOG WASTE BAGS	858.00	11/12/2018
264	BUNNINGS TRADE	PLANT PART REPAIRS AND HARDWARE	82.48	11/12/2018
264	BUTLER SETTINERI (AUDIT) PTY LTD	AUDIT FEES	1,682.91	11/12/2018
264	D U ELECTRICAL PTY LTD	ADMINISTRATION BUILDING MAINTENANCE	132.00	11/12/2018
264	TEMPTATIONS CATERING	CATERING FOR MEETING 29/11/18	562.00	11/12/2018
264	STRATA GREEN	HORTICULTURAL SUPPLIES	795.37	11/12/2018
264	CTI COURIERS	LIBRARY FREIGHT	409.60	11/12/2018
264	TASSIE DEVIL LINEMARKING	MISCELLANEOUS LINE MARKING	3,815.90	11/12/2018
264	BEE ADVICE	FORESHORE BEE RELOCATION	200.00	11/12/2018
264	FASTA COURIERS & TAXI TRUCKS	COURIER CHARGES	42.14	11/12/2018
264	BUZZ ENTERPRISES PTY LTD t/as Sifting Sands	KEARNS POINT PLAYGROUND MAINTENANCE	594.00	11/12/2018
264	BY WORD OF MOUTH CATERING	CATERING FOR MEETING 27/11/18	353.76	11/12/2018
264	WESTON ROAD SYSTEMS	TRAFFIC CONTROL AT THE ESPLANADE	1,100.00	11/12/2018
264	SALARY PACKAGING AUSTRALIA PTY LTD	EMPLOYEE SALARY SACRIFICE DEDUCTIONS	368.89	11/12/2018
264	MARKET CREATIONS	STATIONERY	2,112.00	11/12/2018
264	KINZONE	CHRISTMAS DECORATIONS	1,045.00	11/12/2018
264	CASSIDY HULTGREN	BOND REFUND	550.00	11/12/2018
264	HORT PLAN PTY LTD	BOND REFUND	1,000.00	11/12/2018
264	ROSALIND POTTS	BOND REFUND	550.00	11/12/2018
264	McLEODS BARRISTERS & SOLICITORS	LEGAL FEES	4,536.40	11/12/2018
264	TURFMASTER FACILITY MANAGEMENT	MOWING OF RESERVES NOVEMBER 2018	2,885.30	11/12/2018



**ACCOUNTS PAID IN DECEMBER 2018**

EFT No.	Vendor Name	Details	EFT Amount	Payment Date
264	CLEAN CITY GROUP PTY LTD	BIN SERVICE, BBQ & PUBLIC TOILET MAINTENANCE	935.00	11/12/2018
264	WESTBOOKS	LIBRARY BOOK STOCK	380.58	11/12/2018
264	SUNNY SIGN COMPANY PTY LTD	CONVEX SAFETY MIRROR	138.93	11/12/2018
264	CR CHARLES HOHNEN	COUNCILLOR ALLOWANCE	3,750.00	11/12/2018
264	CR KAREN FARLEY	COUNCILLOR ALLOWANCE	3,750.00	11/12/2018
264	CR PETER MACINTOSH	COUNCILLOR ALLOWANCE	3,750.00	11/12/2018
264	BALE DATA SERVICES	LIBRARY STATIONERY	51.48	11/12/2018
264	FLEXIGLASS CHALLENGE PTY LTD	PLANT EQUIPMENT MAINTENANCE	975.02	11/12/2018
264	NAPOLEON PAPIER & CO	LIBRARY BOOK STOCK	688.29	11/12/2018
264	LSV BORRELLO LAWYERS	LEGAL FEES	10,986.25	11/12/2018
264	MOSMAN HEIGHTS NEWSAGENCY ROUND	LIBRARY NEWSPAPERS	724.80	11/12/2018
264	MCGEES PROPERTY	VALUATION FEE	3,025.00	11/12/2018
265	A S DISTRIBUTORS	RAILWAY SLEEPERS	1,980.00	17/12/2018
266	WINC AUSTRALIA PTY LTD	STATIONERY	195.55	18/12/2018
266	GLENN SWIFT ENTERTAINMENT	LIBRARY STORY READING	462.00	18/12/2018
266	AUSTRALIAN TAXATION OFFICE	BAS NOVEMBER 2018 - PAYG FBT	17,728.00	18/12/2018
266	INCREDIBLE BULK	BULK VERGE COLLECTION DEC 2018	8,250.00	18/12/2018
266	TEMPTATIONS CATERING	CATERING FOR MEETING 11/12/18	420.20	18/12/2018
266	VANESSA OBRIEN	STAFF REIMBURSEMENT	15.51	18/12/2018
266	ADS - ADVERTISING DESIGN SERVICE	CAROLS BY CANDELIGHT MARKETING	3,824.70	18/12/2018
266	CHERIE K RYAN	STAFF REIMBURSEMENT	33.31	18/12/2018
266	PAUL RAWLINGS	STAFF REIMBURSEMENT	169.27	18/12/2018
266	WA TREASURY CORPORATION	LOAN CAPITAL REPAYMENT	41,700.34	18/12/2018
266	WORKWEAR GROUP	UNIFORM AND WORKWEAR	266.70	18/12/2018
266	ROADSHOW PUBLIC PERFORMANCE LICENSING	LIBRARY PUBLIC PERFORMANCE LICENCE	275.00	18/12/2018
266	FIRE SHIELD SERVICES	LIBRARY BUILDING MAINTENANCE	1,353.00	18/12/2018
266	DONALD BURNETT	STAFF REIMBURSEMENT	471.56	18/12/2018
266	BENERIN PTY LTD	OFFICE LANDSCAPING SUPPLIES	1,309.00	18/12/2018
266	JACK GLASS	STAFF REIMBURSEMENT	165.00	18/12/2018
266	INDIVIDUAL DEVELOPMENTS	BOND REFUND	1,000.00	18/12/2018
266	RON NORRIS	BOND REFUND	100.00	18/12/2018
266	DEAN BROWN	STAFF REIMBURSEMENT	30.20	18/12/2018



**ACCOUNTS PAID IN DECEMBER 2018**

EFT No.	Vendor Name	Details	EFT Amount	Payment Date
266	TOWN OF CLAREMONT	EMERGENCY SERVICES CONTRIBUTION	4,000.00	18/12/2018
266	LANDGATE	GROSS RENTAL VALUATIONS	167.51	18/12/2018
266	IRON MOUNTAIN AUSTRALIA GROUP PTY LTD (RECALL)	EXTERNAL RECORDS STORAGE JAN 2018	103.05	18/12/2018
266	CLEAN CITY GROUP PTY LTD	BIN SERVICE, BBQ & PUBLIC TOILET MAINTENANCE	5,335.00	18/12/2018
266	DEPT OF FIRE & EMERGENCY SERVICES (DFES)	FESA 2018/19 QTRLY CONTRIBUTION	116,640.25	18/12/2018
266	FUJI XEROX	LIBRARY PRINTING EXPENSES	1,879.90	18/12/2018
267	JOSHUA CARACCILO	STAFF REIMBURSEMENT	1,169.00	21/12/2018
267	PAUL RAWLINGS	STAFF REIMBURSEMENT	172.19	21/12/2018
267	TIM WHITHAM	STAFF REIMBURSEMENT	562.71	21/12/2018
267	WA SUPERANNUATION	EMPLOYEE SUPERANNUATION CONTRIBUTION	30,944.93	21/12/2018
268	SALARY PACKAGING AUSTRALIA PTY LTD	EMPLOYEE SALARY SACRIFICE DEDUCTIONS	368.89	24/12/2018
268	EASIFLEET	EMPLOYEE SALARY SACRIFICE DEDUCTIONS	1,490.31	24/12/2018
<b>TOTAL EFT's</b>			<b>338,669.20</b>	

Chq. No.	Payee	Details	Chq. Amount	Payment Date
406	SHIRE PRESIDENT RACHEL THOMAS	PRESIDENT ALLOWANCE	9,125.00	11/12/2018
407	CR GREG PETERS	COUNCILLOR ALLOWANCE	3,750.00	11/12/2018
408	CR DAWNE HORREX	COUNCILLOR ALLOWANCE	3,750.00	11/12/2018
409	PETTY CASH	CAROLS BY CANDLELIGHT FLOAT	400.00	11/12/2018
411	DEPARTMENT OF TRANSPORT (VEHICLE SERVICES)	DINGHY REGISTRATION 2019/20	40.70	11/12/2018
<b>TOTAL CHEQUES</b>			<b>17,065.70</b>	

DD No.	Vendor Name	Details	DD Amount	Payment Date
DD00032	WESTNET PTY LTD	BMS SYSTEM DECEMBER 2018	75.89	03/12/2018
DD00034	SYNERGY	ELECTRICITY	728.80	05/12/2018
DD00033	SHIRE CREDIT CARDS	SEE DETAILED CREDIT CARD STATEMENTS	7,900.46	10/12/2018
DD00035	SYNERGY	ELECTRICITY	1,595.35	11/12/2018
BPAY6	TELSTRA CORPORATION LIMITED	TELEPHONE/DATA	89.98	18/12/2018
DD00036	SYNERGY	ELECTRICITY	33.90	19/12/2018
DD00037	BP AUSTRALIA LIMITED	FUEL	940.02	21/12/2018
DD00038	SYNERGY	ELECTRICITY	3,181.55	24/12/2018
<b>TOTAL DIRECT DEBITS</b>			<b>14,545.95</b>	

12/10/2018

Statement Report



V.#: 30821  
INV.#: MIS NOV 18  
DATE: 28/11/18

FlexiPurchase  
Account Statement

Statement for NAB

POSTED  
10/12/18

Statement Period: 30 Oct 2018 to 28 Nov 2018  
Cardholder Name: Donovan Norgard



JSKR VISA Purchasing Card (Client Expenses)

Date	Details	Approval	Receipt	Amount (\$AUD)
SI Code	OC Code	Equipment	IN:	Tax Gross
21 Nov 2018	Hare & Forbes P/L Kewdale	Approval Req'd	<input checked="" type="checkbox"/>	\$197.00
28830	139	1104	\$179.09	\$17.91
Purchase Hare & Forbes P/L Tools and Equipment				
26 Nov 2018	Repco Claremont	Approval Req'd	<input checked="" type="checkbox"/>	\$12.78
28830	129	1404	\$11.62	\$1.16
Purchase Repco Replacement mirrors for Depot Vehicle				
28 Nov 2018	Account Fees	No Appr Req'd	<input type="checkbox"/>	\$6.82
27130	129	0403	\$6.20	\$0.62
Account Fees Cc Fp User Fee Account fees November 2018				
Total for this period:				\$216.60

**Cardholder Declaration**

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

Signature \_\_\_\_\_ Dated 11/12/18

Employee ID: 169

**Approved By**

Signature \_\_\_\_\_ Dated 11/12/18

**On Completion**

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

12/10/2018

Statement Report



V# : 3084  
MCS NOV 18  
DATE: 28/11/2018

FlexiPurchase  
Account Statement

Statement for NAB

POSTED  
10/12/18

Statement Period: 30 Oct 2018 to 28 Nov 2018  
Cardholder Name: Paul Rawlings



JSKR VISA Purchasing Card (Client Expenses)

Date	Details		Approval	Receipt Amount (\$AUD)	
	GL Code	CC Code		Net	Tax
06 Nov 2018	27250	129	Approval Req'd	<input checked="" type="checkbox"/>	\$74.51
	Purchase Officeworks 0604 Stationery		\$67.74	\$6.77	\$74.51
22 Nov 2018	28340	139	Approval Req'd	<input checked="" type="checkbox"/>	\$141.62
	Purchase Woolworths 4356 Volunteer Recognition Night 23/11/18		\$128.75	\$12.87	\$141.62
23 Nov 2018	28280	139	Approval Req'd	<input checked="" type="checkbox"/>	\$7.00
	Purchase Chpt1 Refreshments for Meeting with OST		\$6.35	\$0.64	\$7.00
28 Nov 2018	27130	129	No Appr Req'd	<input type="checkbox"/>	\$6.82
	Account Fees Cc Fp User Fee Account Fee November 2018		\$5.20	\$0.62	\$6.82
Total for this period:					\$299.95

**Cardholder Declaration**

I declare that all purchases were authorised or necessarily incurred on behalf of the company.  
Signature *P. Rawlings* Dated 10/12/18

Employee ID: 24

**Approved By**

Signature \_\_\_\_\_ Dated \_\_\_/\_\_\_/\_\_\_

**On Completion**

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



12/10/2018

Statement Report



V# : 3084  
Inv# MCS NOV18 2  
Date: 28/11/18

FlexiPurchase  
Account Statement

Statement for NAB

POSTED  
10/2/18

Statement Period: 30 Oct 2018 to 28 Nov 2018  
Cardholder Name: Paul Rawlings



JSKR VISA Purchasing Card (Client Expenses)

Date	Details		Approved	Receipt Amount (\$AU)	
	GL Code	CC Code		Net	Tax
29 Oct 2018	Account Fees		No Appr Req'd		\$110.00
	27130	139	\$100.00	\$10.00	\$110.00
	Account Fees Co Maintenance Fee				
	Flexipurchase October Maintenance Fee				
Total for this period:					\$110.00

**Cardholder Declaration**

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

Signature *P. Rawlings* Dated 10/12/18

Employee ID: 24

**Approved By**

Signature \_\_\_\_\_ Dated \_\_\_/\_\_\_/\_\_\_

**On Completion**

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

12/10/2018

Statement Report



V# 3084  
Inv# CEONOV18  
Date: 28/11/18

FlexiPurchase  
Account Statement

Statement for NAB

POSTED  
10/12/18

Statement Period: 30 Oct 2018 to 28 Nov 2018  
Cardholder Name: Donald Burnett



JSKR VISA Purchasing Card (Client Expenses)

Date	Details	Approval	Receipt	Amount (\$AUD)
dt code	CL Code	Depositor	Net	Tax
06 Nov 2018	Woolworths 4356 Cottesloe	Approval Req'd	<input checked="" type="checkbox"/>	\$20.00
28280	190	0403	\$18.18	\$1.82
Purchase Woolworths 4356 Catering				
06 Nov 2018	Subway Mosman Park Peppermint Gr	Approval Req'd	<input checked="" type="checkbox"/>	\$107.90
28280	190	0403	\$98.09	\$9.81
Purchase Subway Mosman Park catering				
13 Nov 2018	Telethon Kids Institut West Perth	Approval Req'd	<input checked="" type="checkbox"/>	\$1,000.00
38250	190	0401	\$909.09	\$90.91
Purchase Telethon Kids Institut donation to Telethon Kids Institute				
19 Nov 2018	Woolworths 4356 Cottesloe	Approval Req'd	<input checked="" type="checkbox"/>	\$24.40
28280	190	0403	\$22.18	\$2.22
Purchase Woolworths 4356 catering for WESROC CEO meeting				
19 Nov 2018	Officeworks 0602 Subiaco	Approval Req'd	<input checked="" type="checkbox"/>	\$79.00
28280	190	0401	\$71.82	\$7.18
Purchase Officeworks 0602 Urn for function room				
21 Nov 2018	Woolworths 4356 Cottesloe	Approval Req'd	<input checked="" type="checkbox"/>	\$22.15
28280	190	0401	\$20.14	\$2.01
Purchase Woolworths 4356 catering for WESROC Mayors meeting				
28 Nov 2018	Account Fees	No Appr Req'd	<input type="checkbox"/>	\$6.82
27130	190	0403	\$6.20	\$0.62
Account Fees Cc Fp User Fee bank charges				
Total for this period:				\$1,200.27

**Cardholder Declaration**

I declare that all purchases were authorized or necessarily incurred on behalf of the company.  
Signature \_\_\_\_\_ Dated 10/12/18

Employee ID: 5

**Approved By**

Signature \_\_\_\_\_ Dated 10/12/18

**On Completion**

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



V#: 3084  
Inv#: MLS NOV18  
Date: 28/11/2018.

FlexiPurchase  
Account Statement

Statement for NAB

**POSTED**  
10/12/18

Statement Period: 30 Oct 2018 to 28 Nov 2018  
Cardholder Name: Debra Burn



JSKR VISA Purchasing Card (Client Expenses)

Date	Details			Approval	Receipt		Amount (\$AUD)
	GL Code	CC Code	Department	Net	Tax	Gross	
31 Oct 2018	28830	139	Melville Subaru Melville	Approved	\$52.00	\$5.20	\$57.20
	Purchase Melville Subaru Replace headlight lamp						
30 Oct 2018	28470	139	Booktopia Pty Ltd Lidcombe	Approved	\$352.82	\$35.28	\$388.10
	Purchase Booktopia Pty Ltd Adult books						
30 Oct 2018	28500	139	Bunnings 391000 Peppermint Gr	Approved	\$24.15	\$2.15	\$26.90
	Purchase Bunnings 391000 Fairy lights						
01 Nov 2018	28360	190	Bp Applecross 6200 Applecross	Approved	\$73.71	\$7.37	\$81.08
	Purchase Bp Applecross 6200 Petrol for 1DWT484						
05 Nov 2018	28471	139	Booktopia Pty Ltd Lidcombe	Approved	\$24.77	\$2.48	\$27.25
	Purchase Booktopia Pty Ltd Children's book						
08 Nov 2018	27180	139	Wanewsditl Osborne Park	Approved	\$10.74	\$1.07	\$11.81
	Purchase Wanewsditl Subscription Quokka						
09 Nov 2018	28545	129	Soundcloud Berlin	Approved	\$131.82	\$13.18	\$145.00
	Purchase Soundcloud Software licence audio developer app for community history						
13 Nov 2018	28545	129	Jotform Inc. Httpswww.Joff	Approved	\$267.95	\$0.00	\$267.95
	Purchase (USD 190.00) Jotform Inc. Software licence forms app						
15 Nov 2018	27160	139	Jbhifi.Com.Au 0395777000	Approved	\$196.17	\$19.62	\$215.79
	Purchase Jbhifi.Com.Au Kobo E-reader and data drive						
15 Nov 2018	28545	129	Adobe Creative Cloud 1800614863	Approved	\$39.99	\$4.00	\$43.99
	Purchase Adobe Creative Cloud Software licence ABN: 980559184						
16 Nov 2018			Officeworks 0604 Fremantle	Approved			\$72.00

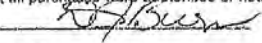


Ordinary Council Meeting Attachments  
26 February 2019

28500	139	1106	\$65.45	\$6.35	\$72.00	
Purchase Officeworks G604 Poster frames						
16 Nov 2018	Bookdepository.Com 441452307905		Approved	<input checked="" type="checkbox"/>	\$102.88	
28470	139	1106	\$93.53	\$9.35	\$102.88	
Purchase Bookdepository.Com Adult library books						
17 Nov 2018	Booktopia Pty Ltd Lidcombe		Approved	<input checked="" type="checkbox"/>	\$179.10	
28470	139	1106	\$162.82	\$16.28	\$179.10	
Purchase Booktopia Pty Ltd Adult library books						
19 Nov 2018	Eot Training Sydney Sydney		Approved	<input checked="" type="checkbox"/>	\$24.37	
26540	139	0403	\$22.15	\$2.22	\$24.37	
Purchase Eot Training Sydney Responsible Service of Alcohol Training V. O'Brien						
20 Nov 2018	Collins Booksellers Cottesloe		Approved	<input checked="" type="checkbox"/>	\$615.00	
28520	190	1106	\$559.09	\$55.91	\$615.00	
Purchase Collins Booksellers Gift vouchers Young Writers Competition Prizes						
21 Nov 2018	Academy Coffe Kitchen Claremont		Approved	<input checked="" type="checkbox"/>	\$25.50	
28770	190	1106	\$23.18	\$2.32	\$25.50	
Purchase Academy Coffe Kitchen WSLG Managers meeting hospitality cost D. Burn						
22 Nov 2018	Wanewsdll Osborne Park		Approved	<input checked="" type="checkbox"/>	\$231.51	
27180	139	1106	\$210.46	\$21.05	\$231.51	
Purchase Wanewsdll Subscription West Australian and Sunday Times						
23 Nov 2018	Woolworths 4356 Cottesloe		Approved	<input checked="" type="checkbox"/>	\$9.20	
28340	190	0403	\$8.36	\$0.84	\$9.20	
Purchase Woolworths 4356 Soft drinks for catering for Volunteers Event						
28 Nov 2018	Account Fees		No Appr Req'd	<input type="checkbox"/>	\$6.82	
27130	190	1106	\$6.20	\$0.62	\$6.82	
Account Fees Cc Fp User Fee Credit card fee						
<b>Total for this period:</b>					<b>\$2,581.45</b>	

**Cardholder Declaration**

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

Signature  Dated 10/12/2018

Employee ID: 51

**Approved By**

Signature  Dated 10/12/18

**On Completion**

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

12/11/2018

Statement Report



V#: 3084  
I/W#: ADULTLIB/NOV18  
Date: 28/11/18  
10/12/18

FlexiPurchase  
Account Statement

Statement for NAB

Statement Period: 30 Oct 2018 to 28 Nov 2018  
Cardholder Name: Lance Hopkinson



JSKR VISA Purchasing Card (Client Expenses)

Date	Details		Approval	Receipt		Amount (SAUD)
	GL Code	CC Code		Department	Tax	
02 Nov 2018	28500	139	1106	Approved	\$15.53	\$170.88
	Purchase Ofwks Online Bentleigh PHOTO PAPER & INK FOR M.PK CALENDAR EXHIBITION					
02 Nov 2018	28500	139	1106	Approved	\$47.73	\$525.00
	Purchase Ofwks Online Bentleigh EXHIBITION PICTURE FRAMES (2ND DELIVERY CANCELLED REFER CREDIT 18.11.18)					
02 Nov 2018	28500	190	1106	Approved	\$20.48	\$225.30
	Purchase Cavalier Art And Draft EXHIBITION MATERIAL					
07 Nov 2018	28770	139	1106	Approved	\$0.71	\$7.85
	Purchase Woolworths 4356 KITCHEN REQUIREMENTS (BISCUITS FOR JP)					
12 Nov 2018	28470	139	1106	Approved	\$4.99	\$54.85
	Purchase Booktopia Pty Ltd ADULT BOOKS					
12 Nov 2018	28470	139	1106	Approved	\$22.83	\$251.10
	Purchase Bookdepository.Com ADULT BOOKS					
12 Nov 2018	28470	139	1106	Approved	\$31.33	\$344.65
	Purchase Booktopia Pty Ltd ADULT BOOKS					
15 Nov 2018	28473	139	1106	Approved	\$18.34	\$201.75
	Purchase Jbhifi.Com.Au ADULT CD/DVD					
15 Nov 2018	28470	139	1106	Approved	\$2.51 CR	\$27.66 CR
	Credit Voucher Bookdepository.Com CREDIT FOR NON SUPPLY (ORDERBDU-275-74295589888)					
16 Nov 2018	28500	139	1106	Approved	\$36.82 CR	\$405.00 CR
	Credit Voucher Officeworks Ltd OFFICE WORKS CREDIT : UNABLE TO SUPPLY FRAMES WITHIN TIME FRAME( INV 158908806 DELIVERY 2)					
19 Nov 2018	28470	139	1106	Approved	\$17.38	\$191.15
	Purchase Booktopia Pty Ltd ADULT BOOKS					
22 Nov 2018	28500	190	1106	Approved	\$1.22	\$13.37
	Purchase Officeworks 0604 A3 PHOTO PAPER FOR EXHIBITION					

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12/11/2018

Statement Report

28 Nov 2018	Account Fees		No Appr Req'd	<input type="checkbox"/>	\$6.82
27130	139	1106	\$6.20	\$0.62	\$6.82
Account Fees Cc Fp User Fee					
BANK CHARGES					
Total for this period:					\$1,569.96

Cardholder Declaration

I declare that all purchases were authorised or necessarily incurred on behalf of the company.  
 Signature [Signature] Dated 11/12/18  
 Employee ID: 68

Approved By

Signature [Signature] Dated 11/12/18

On Completion

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



Statement Report

V# 3084  
Inv# KIDSLIBNOVIS  
Dte: 28/11/18

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FlexiPurchase  
Account Statement

Statement for NAB

Statement Period: 30 Oct 2018 to 28 Nov 2018  
Cardholder Name: Stewart Farley



JSKR VISA Purchasing Card (Client Expenses)

Date	Details		Department	Approval	Receipt Amount (\$AUD)	
	GL Code	CC Code			Net	Tax
29 Oct 2018	Woolworths 4356	Cottesloe	Approved			\$45.70
	28520	139		\$41.55	\$4.15	\$45.70
	Purchase Woolworths 4356 Halloween sweets					
30 Oct 2018	Woolworths 4356	Cottesloe	Approved			\$45.40
	28520	139		\$41.27	\$4.13	\$45.40
	Purchase Woolworths 4356 Halloween sweets					
29 Oct 2018	Big W 0455	Spearwood	Approved			\$132.00
	28520	139		\$120.00	\$12.00	\$132.00
	Purchase Big W 0455 Halloween prizes					
29 Oct 2018	Big W 0455	Spearwood	Approved			\$100.00
	28471	139		\$90.91	\$9.09	\$100.00
	Purchase Big W 0455 junior book items					
31 Oct 2018	Woolworths 4356	Cottesloe	Approved			\$44.26
	28520	139		\$40.24	\$4.02	\$44.26
	Purchase Woolworths 4356 Halloween supplies - buns and sausages					
02 Nov 2018	Booktopia Pty Ltd	Lidcombe	Approved			\$483.73
	28471	139		\$439.75	\$43.98	\$483.73
	Purchase Booktopia Pty Ltd junior book purchases					
05 Nov 2018	Booktopia Pty Ltd	Lidcombe	Approved			\$38.60
	28471	139		\$35.09	\$3.51	\$38.60
	Purchase Booktopia Pty Ltd junior book purchases					
14 Nov 2018	Target 5408	Success	Approved			\$127.00
	28471	139		\$115.45	\$11.55	\$127.00
	Purchase Target 5408 Junior book purchases					
15 Nov 2018	123rf Ltd	Kowloon	Approved			\$70.00
	28520	139		\$63.64	\$6.36	\$70.00
	Purchase 123rf Ltd Image purchases for media production					
15 Nov 2018	Booktopia Pty Ltd	Lidcombe	Approved			\$615.12
	28471	139		\$559.20	\$55.92	\$615.12
	Purchase Booktopia Pty Ltd Junior book purchases					
18 Nov 2018	Officeworks 0616	O'Connor	Approved			\$36.94

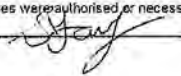
Statement Report

[https://www.flexipurchase.com/Reports/report2002.asp?account\\_...](https://www.flexipurchase.com/Reports/report2002.asp?account_...)

28520	139	1106	\$33.58	\$3.36	\$36.94	
Purchase Officeworks 0616 certificate paper for awards						
22 Nov 2018	Eig*bluehost.Com 888-4014678	Approved	<input checked="" type="checkbox"/>		\$44.50	
28550	139	1106	\$44.50	\$0.00	\$44.50	
Purchase (USD 31.87) Eig*bluehost.Com Domain Name Registration : from 2018-12-07 to 2019-12-07 Domain Privacy Protection : from 2018-12-07 to ABN: 201303988						
23 Nov 2018	Booktopia Pty Ltd Lidcombe	Approved	<input checked="" type="checkbox"/>		\$180.15	
28471	139	1106	\$163.77	\$16.38	\$180.15	
Purchase Booktopia Pty Ltd Junior Book purchases						
24 Nov 2018	Bunnings 391000 Peppermint Gr	Approved	<input checked="" type="checkbox"/>		\$15.09	
28770	139	1106	\$13.72	\$1.37	\$15.09	
Purchase Bunnings 391000 wheels for JF Tween shelf						
28 Nov 2018	Account Fees	No Appr Req'd	<input type="checkbox"/>		\$6.82	
28770	139	1106	\$6.20	\$0.62	\$6.82	
Account Fees Cc Fp User Fee Account Fees Cc Fp User Fee						
<b>Total for this period:</b>					<b>\$1,985.31</b>	

**Cardholder Declaration**

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

Signature  Dated 13 / 12 / 2018

Employee ID: 63

**Approved By**

Signature  Dated 13 / 12 / 2018

**On Completion**

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



## **Ordinary Council Meeting**

### **8.5.4 – Accounts Paid – January 2019**



**ACCOUNTS PAID IN JANUARY 2019**

EFT No.	Vendor Name	Details	EFT Amount	Payment Date
269	WESTERN METROPOLITAN REGIONAL COUNCIL	WASTE DISPOSAL COLLECTIONS DEC 18	13,196.92	03/01/2019
269	SUEZ RECOVERY & RECYCLING (PERTH) PTY LTD	WASTE REMOVAL SERVICES DEC 18	12,412.30	03/01/2019
269	EASIFLEET	EMPLOYEE SALARY SACRIFICE DEDUCTIONS	496.77	03/01/2019
269	DEBRA BURN	STAFF REIMBURSEMENT	67.70	03/01/2019
269	JOSIE SPEIGHT	STAFF REIMBURSEMENT	15.30	03/01/2019
269	SALARY PACKAGING AUSTRALIA PTY LTD	EMPLOYEE SALARY SACRIFICE DEDUCTIONS	368.89	03/01/2019
269	CM TAIT	STAFF REIMBURSEMENT	38.88	03/01/2019
270	AUSTRALIA POST	POSTAGE DEC 2018	326.70	10/01/2019
270	WESTERN METROPOLITAN REGIONAL COUNCIL	WASTE DISPOSAL COLLECTIONS DEC 18	11,365.64	10/01/2019
270	WILSON SECURITY	BUILDING SECURITY DEC 2018	158.95	10/01/2019
270	ROCKWATER PTY LTD	GROUNDWATER MONITORING DEC 18	1,052.59	10/01/2019
270	CONSTRUCTION TRAINING FUND	BCITF LEVY OCT-DEC 18	6,289.25	10/01/2019
270	CHARLES SERVICE COMPANY	CLEANING SERVICES DEC 18	5,088.40	10/01/2019
270	OPEN SYSTEMS TECHNOLOGY PTY LTD (COUNCIL FIRST)	COUNCILFIRST SERVICES	4,966.50	10/01/2019
270	CIVICA PTY LTD	DIGITAL ASSET STORAGE	336.27	10/01/2019
270	BUNNINGS TRADE	HARDWARE AND TOOLS	151.61	10/01/2019
270	DORMAKABA AUSTRALIA PTY LTD	ADMINISTRATION BUILDING MAINTENANCE	220.00	10/01/2019
270	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOC (WALGA)	WALGA LG FORUM	65.00	10/01/2019
270	CTI COURIERS	LIBRARY FREIGHT	295.09	10/01/2019
270	ABCO PRODUCTS PTY LTD	PUBLIC FACILITY SUPPLIES	656.61	10/01/2019
270	ADS - ADVERTISING DESIGN SERVICE	COMMUNITY EVENT MARKETING	550.00	10/01/2019
270	WA TREASURY CORPORATION	LOAN GARAUNTEE FEE	2,778.22	10/01/2019
270	SUNNY SIGN COMPANY PTY LTD	PARKS AND PARKING SIGNAGE	467.50	10/01/2019
270	PAV - PERTH AUDIO VISUAL	EVENT EQUIPMENT HIRE	5,992.93	10/01/2019
270	TOWN OF MOSMAN PARK	EVENT CONTRIBUTION	286.22	10/01/2019
270	COATES HIRE OPERATIONS PTY LTD	EVENT EQUIPMENT HIRE	1,508.10	10/01/2019
270	ST JOHN AMBULANCE WA LTD	EVENT COMMUNITY SAFETY SERVICES	207.90	10/01/2019
270	GREAT SOUTHERN TOYOTA	PLANT AND EQUIPMENT PURCHASES	1,750.00	10/01/2019
270	ANNE YARDLEY	LIBRARY LOCAL HISTORY	555.00	10/01/2019
270	BY WORD OF MOUTH CATERING	CATERING FOR MEETING 18/12/18	418.00	10/01/2019
270	PICTON PRESS	EVENT MARKETING	559.08	10/01/2019
270	PRESBYTERIAN LADIES COLLEGE (PLC)	BOND REFUND	254.66	10/01/2019



**ACCOUNTS PAID IN JANUARY 2019**

EFT No.	Vendor Name	Details	EFT Amount	Payment Date
270	ESTATE OF BRUCE CAMPBELL	BOND REFUND	9,000.00	10/01/2019
270	HALL CHADWICK	BOND REFUND	1,000.00	10/01/2019
270	COLGAN INDUSTRIES	BOND REFUND	1,000.00	10/01/2019
270	BUILDING COMMISSION	BSL LEVIES OCT-DEC 2018	4,672.50	10/01/2019
271	PROFESSIONAL PC SUPPORT PTY LTD (PPS)	LIBRARY MANAGED IT SERVICES JAN 2018	5,733.77	22/01/2019
271	WESTERN METROPOLITAN REGIONAL COUNCIL	WASTE DISPOSAL COLLECTIONS JAN 2018	11,398.09	22/01/2019
271	ACURIX NETWORKS PTY LTD	LIBRARY WIFI JANUARY 2018	368.50	22/01/2019
271	OPEN SYSTEMS TECHNOLOGY PTY LTD (COUNCIL FIRST)	IT SUPPORT	118.25	22/01/2019
271	SUEZ RECOVERY & RECYCLING (PERTH) PTY LTD	WASTE REMOVAL SERVICES DEC 18	285.65	22/01/2019
271	WINC AUSTRALIA PTY LTD	STATIONERY	450.17	22/01/2019
271	BUNNINGS TRADE	HARDWARE AND TOOLS	491.39	22/01/2019
271	HERITAGE TREE SURGEONS	STREET TREE MAINTENANCE	9,768.00	22/01/2019
271	CREATION LANDSCAPE SUPPLIES	OFFICE LANDSCAPING SUPPLIES	723.60	22/01/2019
271	AUSTRALIAN TAXATION OFFICE	BAS DECEMBER 2018 - PAYG FBT	35,997.00	22/01/2019
271	ENVIRO SWEEP PTY LTD (EWCS)	CONTRACT ROAD SWEEPING DEC 18	1,147.30	22/01/2019
271	VANESSA OBRIEN	STAFF REIMBURSEMENT	39.95	22/01/2019
271	ABCO PRODUCTS PTY LTD	PUBLIC FACILITY SUPPLIES	490.16	22/01/2019
271	TASSIE DEVIL LINEMARKING	LINEMARKING SERVICE	192.50	22/01/2019
271	WESTBOOKS	LIBRARY BOOK STOCK	270.59	22/01/2019
271	SHINE COMMUNITY SERVICES	CONTRIBUTION 01/01/19-30/06/19	9,330.70	22/01/2019
271	RSEA SAFETY PTY LTD	PROTECTIVE WORKWEAR	183.64	22/01/2019
271	GREAT SOUTHERN TOYOTA	VEHICLE REGISTRATION	414.75	22/01/2019
271	PERTH SAND SUPPLIES	PARKS LANDSCAPING SUPPLIES	3,733.40	22/01/2019
271	ASSET INFRASTRUCTURE MANAGEMENT	INFRASTRUCTURE ASSET EVALUATIONS	7,150.00	22/01/2019
271	LSV BORRELLO LAWYERS	LEGAL FEES	13,745.75	22/01/2019
271	SALARY PACKAGING AUSTRALIA PTY LTD	EMPLOYEE SALARY SACRIFICE DEDUCTIONS	368.89	22/01/2019
271	McLEODS BARRISTERS & SOLICITORS	LEGAL FEES	3,210.35	22/01/2019
271	IRON MOUNTAIN AUSTRALIA GROUP PTY LTD (RECALL)	EXTERNAL RECORDS MANAGEMENT JAN 18	103.05	22/01/2019
271	PHIL JOHNSON PLUMBING & GAS	LIBRARY BUILDING MAINTENANCE	276.00	22/01/2019
271	WORMALD	FIRE AND SAFETY MAINTENANCE	110.00	22/01/2019
271	CLEAN CITY GROUP PTY LTD	BIN SERVICE, BBQ & PUBLIC TOILET MAINTENANCE	5,280.00	22/01/2019
271	BUILDING COMMISSION	BSL LEVY	56.65	22/01/2019



**ACCOUNTS PAID IN JANUARY 2019**

EFT No.	Vendor Name	Details	EFT Amount	Payment Date
271	FUJI XEROX	LIBRARY PRINTING EXPENSES	2,981.86	22/01/2019
272	PROFESSIONAL PC SUPPORT PTY LTD (PPS)	LIBRARY MANAGGED IT - FEBRUARY 2019	5,733.77	29/01/2019
272	WESTERN METROPOLITAN REGIONAL COUNCIL	WASTE DISPOSAL JAN 2018, CONTRIBUTION	4,933.21	29/01/2019
272	EASIFLEET	EMPLOYEE SALARY SACRIFICE DEDUCTIONS	496.77	29/01/2019
272	WINC AUSTRALIA PTY LTD	LIBRARY STATIONERY	111.54	29/01/2019
272	BUTLER SETTINERI (AUDIT) PTY LTD	FINAL AUDIT FEE FOR 2017/18	1,870.00	29/01/2019
272	TEMPTATIONS CATERING	CATERING	240.21	29/01/2019
272	BEE ADVICE	TREAT BEE HIVE AT DEPOT	160.00	29/01/2019
272	SUNNY SIGN COMPANY PTY LTD	STREET SIGN	330.00	29/01/2019
272	NAPOLEON PAPIER & CO	LIBRARY MAGAZINES	230.45	29/01/2019
272	CATE PATTISON RESEARCH SERVICES	ORAL HISTORY CONSULTING	1,500.00	29/01/2019
272	PJ & CA CONTRACTING	PLAYGROUND MAINTENANCE	2,365.00	29/01/2019
272	SALARY PACKAGING AUSTRALIA PTY LTD (SPA)	EMPLOYEE SALARY SACRIFICE DEDUCTIONS	10.54	29/01/2019
272	COOL RUNNINGS PTY LTD	AUSTRALIA DAY - COOL ROOM HIRE	391.60	29/01/2019
272	LANDGATE	VALUATIONS	182.56	29/01/2019
272	CLEAN CITY GROUP PTY LTD	BIN SERVICE, BBQ & PUBLIC TOILET MAINTENANCE	3,564.00	29/01/2019
<b>TOTAL EFT's</b>			<b>225,109.09</b>	

EFT No.	Vendor Name	Details	EFT Amount	Payment Date
T001	EUROZ SECURITIES	BOND REFUND	550.00	22/01/2019
T001	OWSTEN NOMINEES NO 2 PTY LTD	BOND REFUND	10,000.00	22/01/2019
T001	WA INSOLVENCY	BOND REFUND	1,000.00	22/01/2019
T001	HQ ADVISORY	BOND REFUND	1,000.00	22/01/2019
T001	GIORGI ARCHITECTS & BUILDERS	BOND REFUND	2,000.00	22/01/2019
T001	RJC CONSTRUCTIONS PTY LTD	BOND REFUND	2,000.00	22/01/2019
T001	CAMBUILD	BOND REFUND	1,000.00	22/01/2019
T001	JONES LANG LASALLE (JLL)	BOND REFUND	1,000.00	22/01/2019
T001	ICS AUSTRALIA PTY LTD	BOND REFUND	1,000.00	22/01/2019
T001	BADGE CONSTRUCTIONS	BOND REFUND	1,000.00	22/01/2019
<b>TOTAL TRUST EFT's</b>			<b>20,550.00</b>	



**ACCOUNTS PAID IN JANUARY 2019**

Chq. No.	Payee	Details	Chq. Amount	Payment Date
413	FAIRWEATHER AND SON PTY LTD	BOND REFUND	2,000.00	11/01/2019
414	MR. P FAIRWEATHER	BOND REFUND	1,000.00	11/01/2019
415	PETTY CASH	REIMBURSEMENT	138.10	24/01/2019
<b>TOTAL CHEQUES</b>			<b>3,138.10</b>	

Chq. No.	Payee	Details	Chq. Amount	Payment Date
400201	ZORZI BUILDERS	BOND REFUND	2,000.00	21/01/2019
<b>TOTAL TRUST CHEQUES</b>			<b>2,000.00</b>	

DD No.	Vendor Name	Details	DD Amount	Payment Date
BPAY7	TELSTRA CORPORATION LIMITED	TELEPHONE/DATA	69.90	03/01/2019
BPAY8	TELSTRA CORPORATION LIMITED	TELEPHONE/DATA	140.00	03/01/2019
BPAY9	TELSTRA CORPORATION LIMITED	TELEPHONE/DATA	1,638.33	03/01/2019
BPAY10	ALINTA ENERGY	GAS	36.85	23/01/2019
BPAY11	TELSTRA CORPORATION LIMITED	TELEPHONE/DATA	64.99	23/01/2019
BPAY12	DEPARTMENT OF TRANSPORT (VEHICLE SERVICES)	VEHICLE REGISTRATION	375.50	23/01/2019
BPAY13	TELSTRA CORPORATION LIMITED	TELEPHONE/DATA	24.99	24/01/2019
BPAY14	WATER CORPORATION	WATER	947.97	24/01/2019
BPAY15	WATER CORPORATION	WATER	103.19	24/01/2019
BPAY16	WATER CORPORATION	WATER	162.16	24/01/2019
BPAY17	WEST AUSTRALIAN NEWSPAPERS	SUBSCRIPTION	106.80	29/01/2019
BPAY18	TELSTRA CORPORATION LIMITED	TELEPHONE EXPENSES	34.95	29/01/2019
<b>TOTAL BPAY PAYMENTS</b>			<b>3,705.63</b>	

DD No.	Vendor Name	Details	DD Amount	Payment Date
DD00039	WESTNET PTY LTD	WATER	75.89	02/01/2019
DD00040	SYNERGY	ELECTRICITY	4,126.50	04/01/2019
DD00041	SHIRE CREDIT CARDS	SEE DETAILED CREDIT CARD REPORT	6,284.83	08/01/2019
DD00042	SYNERGY	ELECTRICITY	32.80	18/01/2019
DD00043	BP AUSTRALIA LIMITED	FUEL	1,211.07	21/01/2019
DD00044	SYNERGY	ELECTRICITY	3,078.90	23/01/2019
DD00045	SYNERGY	STREET LIGHTING POWER	3,888.50	30/01/2019
<b>TOTAL DIRECT DEBITS</b>			<b>18,698.49</b>	

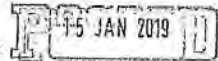
Vendor - 3084  
Ref# - KIDSLIB DEC 18  
Date - 28/12/18



FlexiPurchase  
Account Statement

Statement for NAB

Statement Period: 29 Nov 2018 to 28 Dec 2018  
Cardholder Name: Stewart Farley



JSKR VISA Purchasing Card (Client Expenses)

Date	Details	Approval	Receipt	Amount (AUD)
Account	Merchant	Ref	Ref	Spent
04 Dec 2018	Big W 0455 Spearwood 28520 139 1106 Purchase Big W 0455 Christmas Tree for Library	Approved \$93.02	✓ \$9.30	\$103.20 ✓ \$103.20
04 Dec 2018	Big W 0455 Spearwood 28471 139 1106 Purchase Big W 0455 junior book purchases	Approved \$133.64	✓ \$13.36	\$147.00 ✓ \$147.00
05 Dec 2018	Booktopia Ply Ltd Lidcombe 28471 139 1106 Purchase Booktopia Ply Ltd Junior Books purchases	Approved \$203.66	✓ \$20.39	\$224.25 ✓ \$224.25
10 Dec 2018	Officeworks 0616 O'Connor 28520 139 1106 Purchase Officeworks 0616 promotional photos for parents for end of year event	Approved \$12.36	✓ \$1.24	\$13.60 ✓ \$13.60
09 Dec 2018	Officeworks 0616 O'Connor 27250 139 1106 Purchase Officeworks 0616 paper A3 for kids Christmas event	Approved \$46.91	✓ \$4.64	\$51.05 ✓ \$51.05
11 Dec 2018	Woolworths 4356 Coffesloe 28520 139 1106 Purchase Woolworths 4356 Christmas lollies for Santa story time	Approved \$55.45	✓ \$5.55	\$61.00 ✓ \$61.00
11 Dec 2018	Officeworks 0616 O'Connor 28520 139 1106 Purchase Officeworks 0616 Promotional and of year photos for parents	Approved \$10.18	✓ \$1.02	\$11.20 ✓ \$11.20
13 Dec 2018	Officeworks 0616 O'Connor 28520 139 1106 Purchase Officeworks 0616 Photos for end of year kids program - storytime / baby rhyme time	Approved \$10.91	✓ \$1.09	\$12.00 ✓ \$12.00
15 Dec 2018	Elizabeths Bookshop Fremantle 28471 139 1106 Purchase Elizabeths Bookshop kids book purchases JK purchases in store - Fremantle	Approved \$113.34	✓ \$11.51	\$124.45 ✓ \$124.45
17 Dec 2018	Bunnings 391000 Peppermint Gr 28520 139 1106 Purchase Bunnings 391000 dovling for christmas banner craft	Approved \$51.80	✓ \$5.16	\$56.98 ✓ \$56.98
28 Dec 2018	Account Fees 26770 139 1106	No Appr Req'd \$6.20	✓ \$0.62	\$6.82 ✓ \$6.82

Account Fees Cc Fp User Fee  
Account Fees Cc Fp User Fee

Total for this period: 981.55

Cardholder Declaration

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

Signature: [Signature] Dated 12 / 1 / 19

Employee ID: 63

Approved By

Signature: [Signature] Dated 14 / 1 / 19

On Completion

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



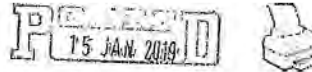


Vendor - 3084  
A/F # - ADULT LIB DEC 18  
Date - 28/12/18

FlexiPurchase  
Account Statement

Statement for NAB

Statement Period: 29 Nov 2018 to 28 Dec 2018  
Cardholder Name: Lance Hopkinson



JSKR VISA Purchasing Card (Client Expenses)

Date	Details	Approval	Receipt	Amount (AUD)	
GL Code	CC Code	Department	Net	Tax	Gross
29 Nov 2018 28470	Jbhifi.Com.Au 0395777000 139	1106	Approved \$10.88 CR	✓ \$1.09 CR	\$11.97 CR
Credit Voucher Jbhifi.Com.Au JB hifi credit					
28 Nov 2018 28470	Booktopia Ply Ltd Lidcombe 139	1106	Approved \$288.45	✓ \$28.85	\$317.30
Purchase Booktopia Ply Ltd Adult Books					
03 Dec 2018 28470	Booktopia Ply Ltd Lidcombe 139	1106	Approved \$358.55	✓ \$35.85	\$394.40
Purchase Booktopia Ply Ltd Adult Books					
06 Dec 2018 28473	Jbhifi.Com.Au 0395777000 139	1106	Approved \$228.52	✓ \$22.85	\$251.37
Purchase Jbhifi.Com.Au DVD / CD					
10 Dec 2018 28530	Notre Dame Fremantle 119	1106	Approved \$200.00	✓ \$20.00	\$220.00
Purchase Notre Dame staff training (Sindy)					
12 Dec 2018 28473	Jbhifi.Com.Au 0395777000 139	1106	Approved \$200.74	✓ \$20.07	\$220.81
Purchase Jbhifi.Com.Au DVD/CD					
12 Dec 2018 28470	Booktopia Ply Ltd Lidcombe 139	1106	Approved \$200.00	✓ \$20.00	\$220.00
Purchase Booktopia Ply Ltd Adult Books					
28 Dec 2018 27130	Account Fees 190	1106	No Appr Req'd \$6.20	✓ \$0.62	\$6.82
Account Fees Cc Fp User Fee bank fee					
<b>Total for this period:</b>					<b>\$1,618.73</b>

Cardholder Declaration

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

Signature \_\_\_\_\_

Dated 4/1/19

Employee ID: 60

Approved By



Vendor - 3084  
Ref # - MLSDEC18  
Date - 28/12/18

FlexiPurchase  
Account Statement

Statement for NAB

POSTED  
15 JAN 2019



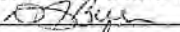
Statement Period: 29 Nov 2018 to 28 Dec 2018  
Cardholder Name: Debra Burn

JSKR VISA Purchasing Card (Client Expenses)

Date	Details	Approval	Receipt	Amount (\$AUD)
Cl. Code	CC Code	Department	Net	Gross
28 Nov 2018	Eig*bluehost.Com	888-4014678	Approved	
28550	129	1106	\$2.15	\$0.00
	Purchase (USD 1.64) Eig*bluehost.Com			\$2.15
	Website security			
	ABN: 201303988			
29 Nov 2018	Eig*bluehost.Com	888-4014678	Approved	
28550	129	1106	\$132.78	\$0.00
	Purchase (USD 95.88) Eig*bluehost.Com			\$132.78
	Website security			
	ABN: 201303988			
01 Dec 2018	Westnet Perth		Approved	
28550	129	1106	\$4.55	\$5.45
	Purchase Westnet			\$60.00
	Domain renewal			
06 Dec 2018	Wanewsdli Osborne Park		Approved	
27180	139	1106	\$32.22	\$3.22
	Purchase Wanewsdli			\$35.44
	Quokka subscription			
15 Dec 2018	Adobe Creative Cloud	1800614863	Approved	
28545	129	1106	\$39.99	\$4.00
	Purchase Adobe Creative Cloud			\$43.99
	Software licence			
	ABN: 980559184			
17 Dec 2018	Coles Express 6921 Palmyra		Approved	
28360	119	1106	\$48.42	\$4.84
	Purchase Coles Express 6921			\$53.26
	Petrol for 1DWT 484			
18 Dec 2018	Mosman Fresh Iga Mosman Park		Approved	
28770	190	1106	\$14.08	\$1.41
	Purchase Mosman Fresh Iga			\$15.49
	Hospitality expenses WSLG staff meeting			
28 Dec 2018	Account Fees		No Appr Req'd	
27130	190	1106	\$6.20	\$0.62
	Account Fees Cc Fp User Fee			\$6.82
	Credit card fee D. Burn			
27 Dec 2018	Wanewsdli Osborne Park		Approved	
27180	139	1106	\$25.07 CR	\$2.51 CR
	Credit Voucher Wanewsdli			\$27.58 CR
	Refund due to ceasing publication			
<b>Total for this period:</b>				<b>\$322.35</b>

Cardholder Declaration

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

Signature  Dated    /    /   

Employee ID: 51

Approved By

Signature  Dated 16 / 1 / 19

On Completion

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





Vendor - 3084  
Ref - CE0DEC18  
Date - 28/12/18  
Party - 08/01/19

FlexiPurchase  
Account Statement

Statement for NAB

Statement Period: 29 Nov 2018 to 28 Dec 2018  
Cardholder Name: Donald Burnett

POSTED  
21 JAN 2019



JSKR VISA Purchasing Card (Client Expenses)

Date	Details			Approval	Receipt		Amount (\$AUD)
	GL Code	CC Code	Department	Net	Tax	Gross	
29 Nov 2018	Woolworths 4356	Cottesloe		Approval Req'd	<input checked="" type="checkbox"/>		\$23.35
	28280	190	0403	\$21.23	\$2.12	\$23.35	
	Purchase Woolworths 4356 function supplies * 28280-0403-139						
10 Dec 2018	Woolworths 4356	Cottesloe		Approval Req'd	<input checked="" type="checkbox"/>		\$21.60
	27140	190	0403	\$19.64	\$1.96	\$21.60	
	Purchase Woolworths 4356 replacement kettle * 27140-0403-139						
13 Dec 2018	Coles 0392	Mosman Park		Approval Req'd	<input checked="" type="checkbox"/>		\$324.15
	28280	190	0403	\$294.68	\$29.47	\$324.15	
	Purchase Coles 0392 Xmas function, staff gifts * 28280-0403-139						
13 Dec 2018	Coles 0392	Mosman Park		Approval Req'd	<input checked="" type="checkbox"/>		\$250.00
	27140	190	0403	\$227.27	\$22.73	\$250.00	
	Purchase Coles 0392 Staff gifts * 27140-0403-139						
11 Dec 2018	Boatshed Market Pty	Cottesloe		Approval Req'd	<input checked="" type="checkbox"/>		\$375.89
	28280	190	0401	\$341.72	\$34.17	\$375.89	
	Purchase Boatshed Market Pty Catering * 28280-0401-139						
13 Dec 2018	Coles 0392	Mosman Park		Approval Req'd	<input checked="" type="checkbox"/>		\$250.00
	27140	190	0403	\$227.27	\$22.73	\$250.00	
	Purchase Coles 0392 Staff gifts 27140-0403-139						
17 Dec 2018	Target 5429	Subiaco		Approval Req'd	<input checked="" type="checkbox"/>		\$10.00
	27140	190	0401	\$9.09	\$0.91	\$10.00	
	Purchase Target 5429 Certificate frame * 27140-0401-139						
18 Dec 2018	Cellarbrations At Co	Peppermint Gr		Approval Req'd	<input checked="" type="checkbox"/>		\$38.99
	28280	190	0401	\$35.45	\$3.54	\$38.99	
	Purchase Cellarbrations At Co Fridge stock * 28280-0401-139						
28 Dec 2018	Account Fees			No Appr Req'd	<input checked="" type="checkbox"/>		\$6.82
	27140	190	0403	\$6.20	\$0.62	\$6.82	
	Account Fees Cc Fp User Fee account fees * 27130-0403-190						
<b>Total for this period:</b>							<b>\$1,300.80</b>

Cardholder Declaration

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

Ordinary Council Meeting Attachments  
26 February 2019

Signature  \_\_\_\_\_ Dated 17, 1, 19

Employee ID: 5 .  
Approved By  
Signature  \_\_\_\_\_ Dated 17, 1, 19

On Completion

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



Vendor - 3084  
Ref - M15DEC18  
Date - 28/12/18  
Posting - 31/01/19

FlexiPurchase  
Account Statement

Statement for NAB

Statement Period: 29 Nov 2018 to 28 Dec 2018  
Cardholder Name: Donovan Norgard

POSTED  
21 JAN 2019



JSKR VISA Purchasing Card (Client Expenses)

Date	Details		Approval	Receipt		Amount (\$AUD)	
	GL Code	CC Code		Department	Net		Tax
28 Nov 2018	Tint A Car Osborne Park		Approved			\$250.00	
28630	129	1404	\$227.27	\$22.73	\$250.00		
	Purchase Tint A Car Tinting for Depot Vehicle						
04 Dec 2018	Officeworks 0604 Fremantle		Approved			\$8.00	
28045	129	1403	\$7.27	\$0.73	\$8.00		
	Purchase Officeworks 0604 Stationery for Depot						
04 Dec 2018	Officeworks 0604 Fremantle		Approved			\$50.92	
28045	129	1403	\$46.29	\$4.63	\$50.92		
	Purchase Officeworks 0604 Stationery for Depot						
05 Dec 2018	Officeworks 0601 E Victoria Pk		Approved			\$349.00	
28045	129	1403	\$317.27	\$31.73	\$349.00		
	Purchase Officeworks 0601 Filing Cabinet for Depot						
10 Dec 2018	Officeworks 0616 O'Connor		Approved			\$79.04	
28045	129	1403	\$71.85	\$7.19	\$79.04		
	Purchase Officeworks 0616 Stationery for Depot						
13 Dec 2018	Perth Tactiles Pty L Jandakot		Approved			\$896.68	
29100	129	0403	\$815.16	\$81.52	\$896.68		
	Purchase Perth Tactiles Pty L Building maintenance items						
28 Dec 2018	Account Fees		No Appr Req'd			\$6.82	
27130	129	1104	\$6.20	\$0.62	\$6.82		
	Account Fees Co Fp User Fee MIS CC account fees Dec 2018						
<b>Total for this period:</b>						<b>\$1,540.46</b>	

Cardholder Declaration

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

Signature

Dated 21/1/2019

Employee ID: 169

Approved By

Signature

Dated 17/1/19

On Completion

POSTED  
21 JAN 2019



1/23/2019

Statement Report



Vendor - 3084  
Ref # - MCS DEC 18  
Date - 28/12/18  
Post - 8/01/19

FlexiPurchase  
Account Statement

Statement for NAB

Statement Period: 29 Nov 2018 to 28 Dec 2018  
Cardholder Name: Paul Rawlings



JSKR VISA Purchasing Card (Client Expenses)

Date	Description	Approval	Approved	Amount (USD)
of Card	CC Code	Expense	Net	Card
18 Dec 2018	1991 Skateshop Fremantle	Approval Req'd	<input checked="" type="checkbox"/>	\$200.00
27140	139	\$181.82	\$18.18	\$200.00
Purchase 1991 Skateshop Farewell present for long term staff member J Caracciolo				
21 Dec 2018	Duncan Nissan Victoria Park	Approval Req'd	<input checked="" type="checkbox"/>	\$267.30
28830	129	\$243.00	\$24.30	\$267.30
Purchase Duncan Nissan Service on MDS Vehicle				
28 Dec 2018	Account Fees	No Appr Req'd	<input type="checkbox"/>	\$6.82
27130	129	\$6.20	\$0.62	\$6.82
Account Fees Co Fp User Fee MCS CC Fees December 2018				
Total for this period:				17 * 12

Cardholder Declaration

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

Signature [Signature] Dated 24/1/19

Employee ID: 24

Approved By

Signature [Signature] Dated 26/1/19

On Completion

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



Vendor - 3024  
Ref # - MCSDEC182  
Date - 28/12/18  
Post - 08/01/19

FlexiPurchase  
Account Statement

Statement for NAB

Statement Period: 29 Nov 2018 to 28 Dec 2018  
Cardholder Name: Paul Rawlings



JSKR VISA Purchasing Card (Client Expenses)

Date	Details	Approval	Receipt		Amount (\$AUD)
GL Code	CC Code	Department	Net	Tax	Gross
28 Nov 2018	Account Fees	No Appr Req'd			\$110.00
27130	129	\$100.00	\$10.00	\$110.00	
	Account Fees Co Maintenance Fee				
	Flexipurchase account fees Nov 2018				
<b>Total for this period:</b>					<b>\$110.00</b>

Cardholder Declaration

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

Signature *P. Rawlings* Dated 24/1/19

Employee ID: 24

Approved By

Signature *[Signature]* Dated 25/1/19

On Completion

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



## **Ordinary Council Meeting**

### **8.5.5 – Matters for Information and Noting**



**DEVELOPMENT SERVICES STATS DECEMBER 2018/JANUARY 2019**

Building Permits Issued		
Date Issued	Property Address	Building Work
13/12/2018	2 McNeil Street	Occupancy Permit
14/12/2018	14 McNeil Street	Playground
20/12/2018	34 Keane Street	Retaining Wall
21/12/2018	19 Johnston Street	Additions and Alterations
21/12/2018	550 Stirling Highway	Shed
12/06/2018	5/1B McNeil Street	Store Room
22/01/2019	40 Leake Street	Pool
22/01/2019	33R Keane Street	Demolition
31/01/2019	33R Keane Street	Additions and Alterations

Parking Infringements - up to 24/01		
Date Issued	Location	Value
01/06/2019	The Esplanade	\$ 35.00
15/01/2019	Hobb's Place	\$ 35.00
12/12/2018	Leake Street	\$ 45.00
20/12/2018	Forrest Street	\$ 45.00
20/12/2018	Leake Street	\$ 45.00
01/04/2019	Johnston Street	\$ 35.00
01/04/2019	McNeil Street	\$ 40.00
24/01/2019	The Esplanade	\$ 45.00
24/01/2019	View Street	\$ 45.00
01/04/2019	McNeil Street	\$ 40.00
01/04/2019	Keane Street	\$ 45.00
<b>Total</b>		<b>\$ 455.00</b>

**Planning Approvals**

**Application**

Application Number	Date Issued	Officer or council delegated authority	Location
DA2018/00033	20/12/2018	Council	33 McNeil Street
DA2018/00036	20/12/2018	Council	34 Keane
DA2018/00032	23/01/2018	Council	488-490 Stirling Highway

**LIBRARY STATISTICS DEC 2018/JAN2019**

	December 2018	December 2017
Loans	14,608	14,424
New Borrowers	256	230
	January 2019	January 2020
Loans	20,416	19,339
New Borrowers	485	464



## **Ordinary Council Meeting**

### **8.6.1 – Compliance Audit Return 2018**

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



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

## Peppermint Grove - Compliance Audit Return 2018

### Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government, Sport and Cultural Industries together with a copy of section of relevant minutes.

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2018.	N/A		Paul Rawlings
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2018.	N/A		Paul Rawlings
3	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2018.	N/A		Paul Rawlings
4	s3.59(4)	Has the local government given Statewide public notice of each proposal to commence a major trading undertaking or enter into a major land transaction for 2018.	N/A		Paul Rawlings
5	s3.59(5)	Did the Council, during 2018, resolve to proceed with each major land transaction or trading undertaking by absolute majority.	N/A		Paul Rawlings



Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



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

<b>Delegation of Power / Duty</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority.	N/A		Paul Rawlings
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing.	N/A		Paul Rawlings
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	N/A		Paul Rawlings
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	N/A		Paul Rawlings
5	s5.18	Has Council reviewed delegations to its committees in the 2017/2018 financial year.	N/A		Paul Rawlings
6	s5.42(1),5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act.	Yes		Paul Rawlings
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority.	Yes		Paul Rawlings
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing.	Yes		Paul Rawlings
9	s5.44(2)	Were all delegations by the CEO to any employee in writing.	Yes		Paul Rawlings
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority.	N/A		Paul Rawlings
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees.	Yes		Paul Rawlings
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2017/2018 financial year.	No	Review of delegations to be undertaken in the first half of 2019	Paul Rawlings
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required.	Yes		Paul Rawlings

<b>Disclosure of Interest</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68).	Yes		Paul Rawlings
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings.	Yes		Paul Rawlings

2 of 11

Ordinary Council Meeting Attachments  
26 February 2019

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



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

No	Reference	Question	Response	Comments	Respondent
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made.	Yes		Paul Rawlings
4	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day.	Yes		Paul Rawlings
5	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day.	No	Due to several senior staff changes in 2018 one designated employee was not required to lodge a primary return within three months of commencement. This was rectified shortly thereafter when discovered.	Paul Rawlings
6	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2018.	Yes		Paul Rawlings
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2018.	Yes		Paul Rawlings
8	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return.	Yes		Paul Rawlings
9	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76	Yes		Paul Rawlings
10	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28.	Yes		Paul Rawlings
11	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76.	Yes		Paul Rawlings
12	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee.	Yes		Paul Rawlings
13	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes.	Yes		Paul Rawlings

3 of 11

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



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

No	Reference	Question	Response	Comments	Respondent
14	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report.	N/A		Paul Rawlings
15	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee.	N/A		Paul Rawlings
16	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees.	Yes		Paul Rawlings

#### Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5)).	N/A		Paul Rawlings
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property.	N/A		Paul Rawlings

#### Finance

No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act.	Yes		Paul Rawlings
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority.	N/A		Paul Rawlings
3	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	Yes		Paul Rawlings
4	s7.3, 7.6(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council.	Yes		Paul Rawlings
5	Audit Reg 10	Was the Auditor's report for the financial year ended 30 June 2018 received by the local government within 30 days of completion of the audit.	Yes		Paul Rawlings



Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



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

No	Reference	Question	Response	Comments	Respondent
6	s7.9(1)	Was the Auditor's report for the financial year ended 30 June 2018 received by the local government by 31 December 2018.	Yes		Paul Rawlings
7	S7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken by the local government, was that action undertaken.	Yes		Paul Rawlings
8	S7.12A (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a report prepared on any actions undertaken.	N/A		Paul Rawlings
9	S7.12A (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a copy of the report forwarded to the Minister by the end of the financial year or 6 months after the last report prepared under s7.9 was received by the local government whichever was the latest in time.	N/A		Paul Rawlings
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	Yes		Paul Rawlings
11	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	Yes		Paul Rawlings
12	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	Yes		Paul Rawlings
13	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor.	Yes		Paul Rawlings
14	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor.	Yes		Paul Rawlings
15	Audit Reg 17	Has the CEO reviewed the appropriateness and effectiveness of the local government's systems and procedures in accordance with regulation 17 of the Local Government (Audit) Regulations 1996.	Yes		Paul Rawlings
16	Audit Reg 17	If the CEO has not undertaken a review in accordance with regulation 17 of the Local Government (Audit) Regulations 1996, is a review proposed and when.	N/A		Paul Rawlings

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



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

<b>Integrated Planning and Reporting</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.56 Admin Reg 19DA (6)	Has the local government adopted a Corporate Business Plan. If Yes, please provide adoption date of the most recent Plan in Comments. This question is optional, answer N/A if you choose not to respond.	N/A		Paul Rawlings
2	s5.56 Admin Reg 19DA (6)	Has the local government adopted a modification to the most recent Corporate Business Plan. If Yes, please provide adoption date in Comments. This question is optional, answer N/A if you choose not to respond.	N/A		Paul Rawlings
3	s5.56 Admin Reg 19C (7)	Has the local government adopted a Strategic Community Plan. If Yes, please provide adoption date of the most recent Plan in Comments. This question is optional, answer N/A if you choose not to respond.	N/A		Paul Rawlings
4	s5.56 Admin Reg 19C (7)	Has the local government adopted a modification to the most recent Strategic Community Plan. If Yes, please provide adoption date in Comments. This question is optional, answer N/A if you choose not to respond.	N/A		Paul Rawlings
5	S5.56	Has the local government adopted an Asset Management Plan. If Yes, in Comments please provide date of the most recent Plan, plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	N/A		Paul Rawlings
6	S5.56	Has the local government adopted a Long Term Financial Plan. If Yes, in Comments please provide date of the most recent Plan, plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	N/A		Paul Rawlings
7	S5.56	Has the local government adopted a Workforce Plan. If Yes, in Comments please provide date of the most recent Plan plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	N/A		Paul Rawlings

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



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

<b>Local Government Employees</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised.	Yes		Paul Rawlings
2	s5.36(4) s5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A.	Yes		Paul Rawlings
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4).	Yes		Paul Rawlings
4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only).	Yes		Paul Rawlings
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	N/A		Paul Rawlings



Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



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

<b>Official Conduct</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer.	Yes		Paul Rawlings
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c).	Yes		Paul Rawlings
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made.	Yes		Paul Rawlings
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint.	Yes		Paul Rawlings
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred.	Yes		Paul Rawlings
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) or (c).	Yes		Paul Rawlings

<b>Tenders for Providing Goods and Services</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2)).	Yes		Paul Rawlings
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract.	N/A		Paul Rawlings
3	F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice.	Yes		Paul Rawlings
4	F&G Reg 14 & 15	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16.	Yes		Paul Rawlings

Ordinary Council Meeting Attachments  
26 February 2019

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



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

No	Reference	Question	Response	Comments	Respondent
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation.	N/A		Paul Rawlings
6	F&G Reg 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Reg 16.	Yes		Paul Rawlings
7	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender.	N/A		Paul Rawlings
8	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria.	Yes		Paul Rawlings
9	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17.	Yes		Paul Rawlings
10	F&G Reg 19	Was each tenderer sent written notice advising particulars of the successful tender or advising that no tender was accepted.	Yes		Paul Rawlings
11	F&G Reg 21 & 22	Did the local governments's advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22.	N/A		Paul Rawlings
12	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice.	N/A		Paul Rawlings
13	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services.	N/A		Paul Rawlings
14	F&G Reg 24	Was each person who submitted an expression of interest, given a notice in writing in accordance with Functions & General Regulation 24.	N/A		Paul Rawlings
15	F&G Reg 24AD(2)	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice.	N/A		Paul Rawlings
16	F&G Reg 24AD(4) & 24AE	Did the local government's advertising and panel documentation comply with F&G Regs 24AD(4) & 24AE.	N/A		Paul Rawlings

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



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

No	Reference	Question	Response	Comments	Respondent
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16 as if the reference in that regulation to a tender were a reference to a panel application.	N/A		Paul Rawlings
18	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application, notice of the variation.	N/A		Paul Rawlings
19	F&G Reg 24AH(1)	Did the local government reject the applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time specified in the invitation for applications.	N/A		Paul Rawlings
20	F&G Reg 24AH(3)	In relation to the applications that were not rejected, did the local government assess which application (s) to accept and which application(s) were most advantageous to the local government to accept, by means of written evaluation criteria.	N/A		Paul Rawlings
21	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers, comply with the requirements of F&G Reg 24AG.	N/A		Paul Rawlings
22	F&G Reg 24AI	Did the local government send each person who submitted an application, written notice advising if the person's application was accepted and they are to be part of a panel of pre-qualified suppliers, or, that the application was not accepted.	N/A		Paul Rawlings
23	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government comply with the requirements of F&G Reg 24E in relation to the preparation of a regional price preference policy (only if a policy had not been previously adopted by Council).	N/A		Paul Rawlings
24	F&G Reg 24F	Did the local government comply with the requirements of F&G Reg 24F in relation to an adopted regional price preference policy.	N/A		Paul Rawlings
25	F&G Reg 11A	Does the local government have a current purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$150,000 or less.	Yes		Paul Rawlings



Ordinary Council Meeting Attachments  
26 February 2019

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



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

I certify this Compliance Audit return has been adopted by Council at its meeting on \_\_\_\_\_

\_\_\_\_\_  
Signed Mayor / President, Peppermint Grove

\_\_\_\_\_  
Signed CEO, Peppermint Grove