



ATTACHMENTS

ORDINARY COUNCIL MEETING

20 DECEMBER 2022

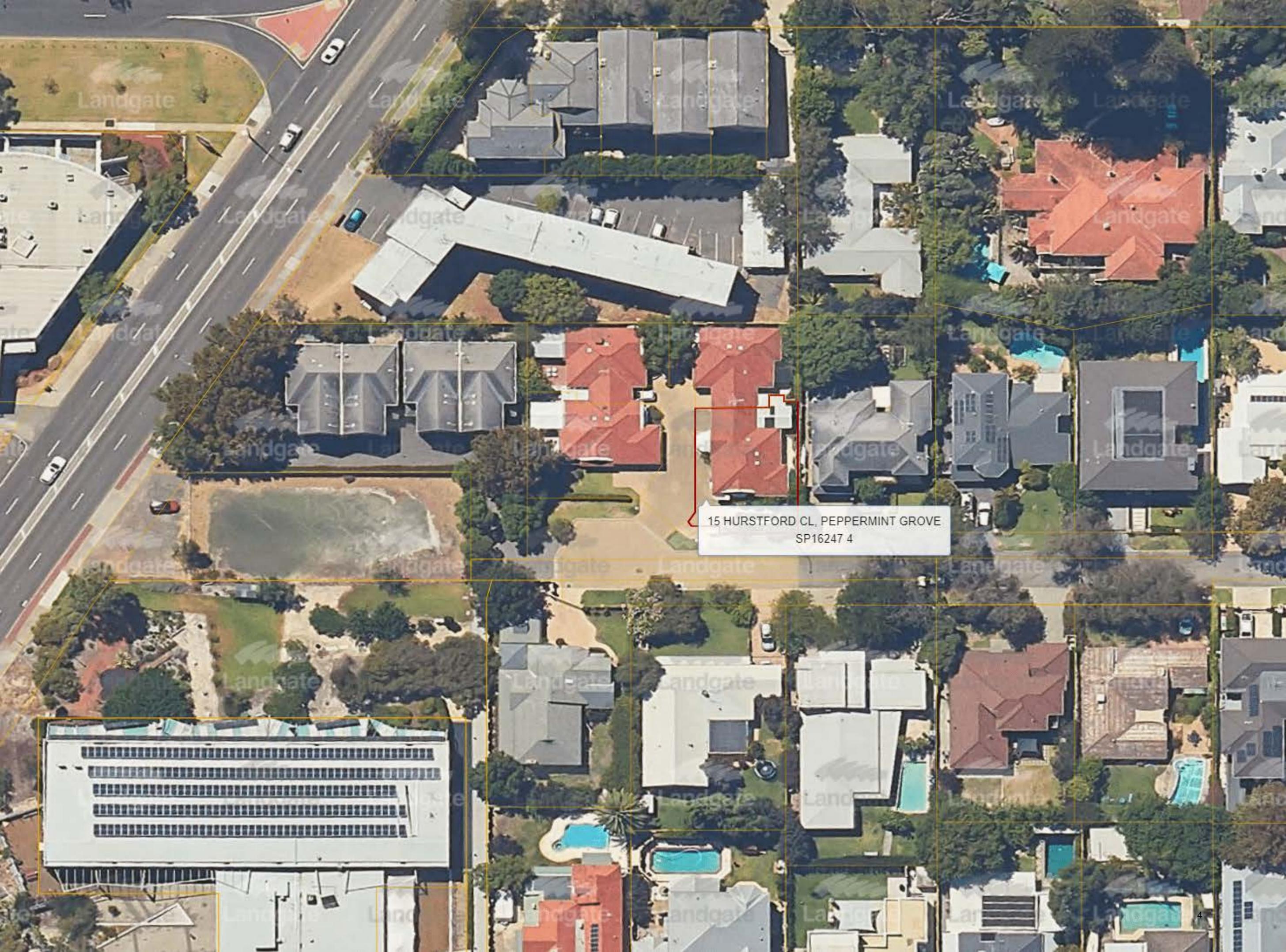
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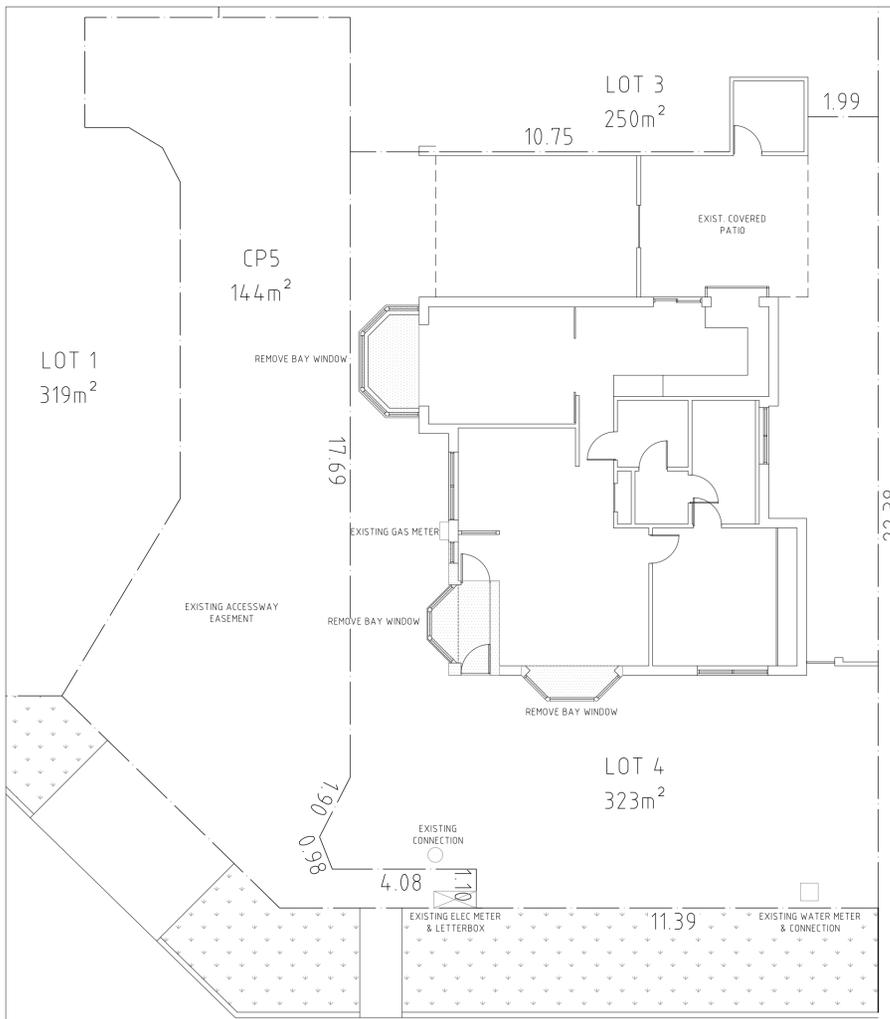


ORDINARY COUNCIL MEETING

8.1.1 - 15 (Lot 25) Hurstford Close
Alterations and Additions

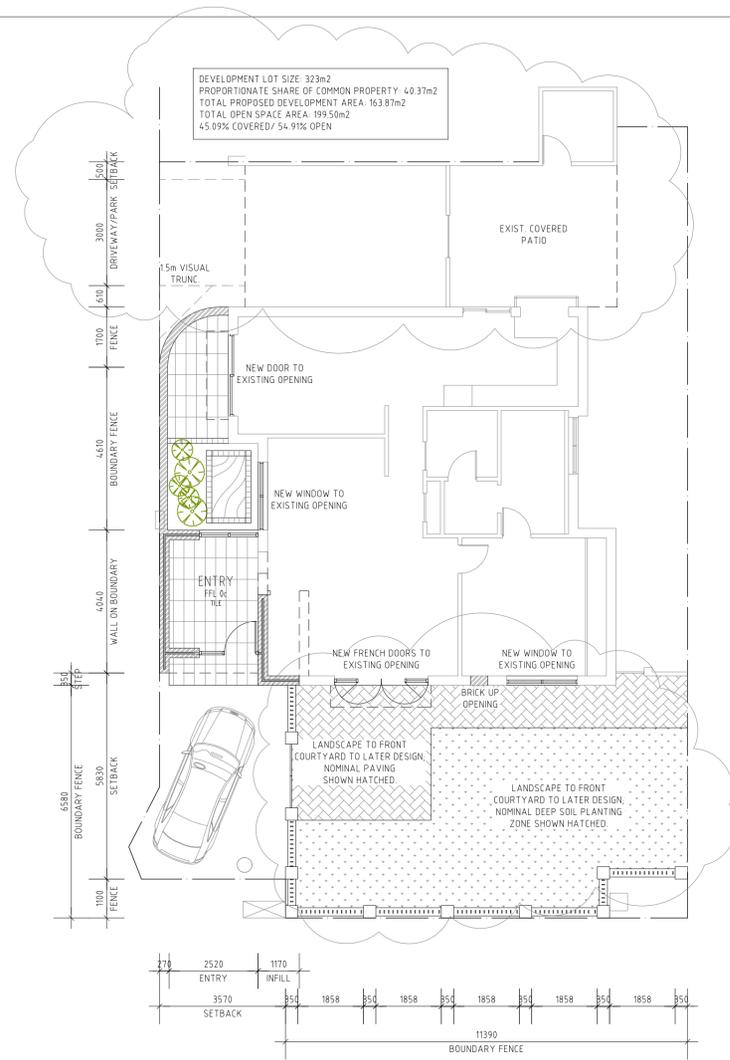


15 HURSTFORD CL, PEPPERMINT GROVE
SP16247 4

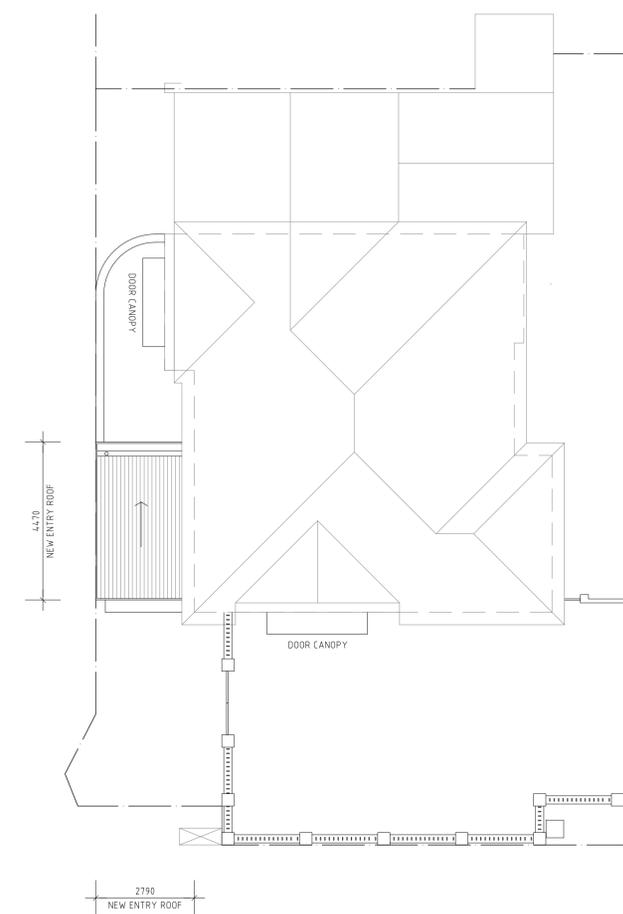


HURSTFORD CLOSE

EXISTING FLOOR/DEMO PLAN
1:100



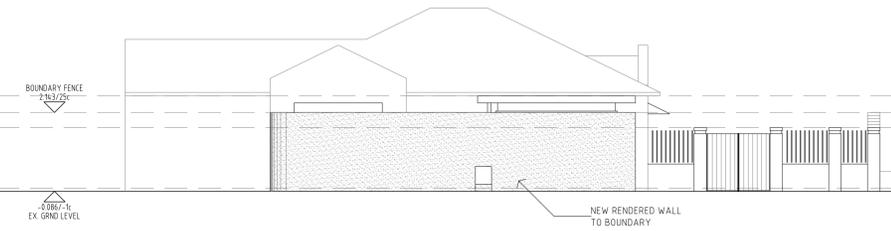
PROPOSED FLOOR PLAN
1:100



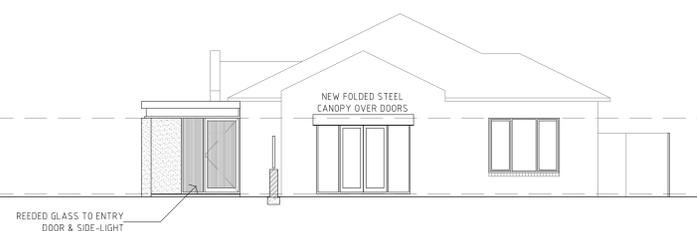
PROPOSED ROOF PLAN
1:100



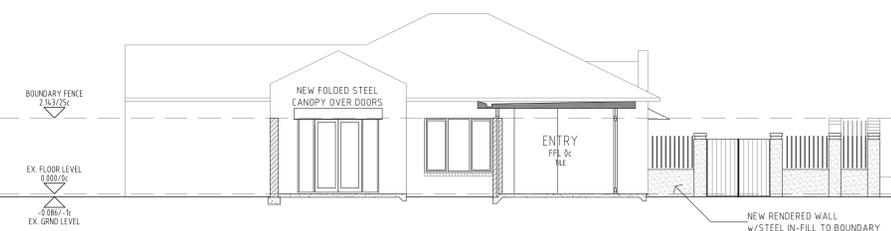
PROPOSED FENCE ELEVATION/SOUTH
1:100



PROPOSED FENCE ELEVATION/WEST
1:100



PROPOSED ENTRY ELEVATION/SOUTH
1:100



PROPOSED ENTRY SECTION
1:100

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CLIENT
K. DRAPER
15 HURSTFORD CL, PEPPERMINT GROVE

PROJECT
NEW ENTRY + BOUNDARY FENCE
15 HURSTFORD CL, PEPPERMINT GROVE

SCALE
AS NOTED

DRAWN
DW

DRAWING
SITE PLAN + PLANS + ELEVATIONS

DRAWING No.
A-101

STAGE
DEV APP

REV	DATE	NOTES
0	27.09.2022	DEVELOPMENT APPLICATION
1	19.10.2022	REVISED FOR ADD. INFORMATION

NOTES

02 December 2022

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Michael Stocco
Planning Officer
Shire of Peppermint Grove
1 Leake St,
Peppermint Grove WA 6011

Dear Michael,

RE: DEVELOPMENT APPLICATION – PROPOSED ADDITION AND BOUNDARY FENCE at 15 Hurstford Close, Peppermint Grove for Mrs Katherine Draper.

Further to our email discussions regarding the setback of the proposed entry portico to the secondary street, please see below our justification for the revised setback as per the drawings attached.

5.1 CONTEXT

5.1.2 Street Setbacks

The proposed design does not alter the existing street setback of the existing residence to the Primary Street, which is accordance with Table 1. The proposed design seeks to match the existing 0.24m setback of the existing residence from the Secondary Street (communal street). Whilst the proposed setback does not meet the Deemed-to-comply criteria of 5.1.2 C2.2 it does satisfy the Design principles criteria 5.1.2 P2.1.

The building is setback from the secondary street boundary an appropriate distance to ensure that:

- It contributes to, and is consistent with, an established streetscape, whereby the design matches the existing residence's setbacks and mass in the secondary streetscape
- It provides adequate privacy and open space for the dwellings, whereby it does not affect the required open space and increases the privacy for dwelling
- It accommodates site planning requirements such as parking, landscape and utilities, whereby the existing brick paving is replaced by landscaping to the property within the property line, as well as to the communal street
- It allows safety clearances for easements for essential service corridors, whereby there is no change to safety clearances for existing easements

Therefore, maintaining the existing setback of 0.24m satisfies the Design principles criteria 5.1.2 P2.1.

Further, by matching the existing 0.24m setback the proposed design satisfies the Design principles criteria 5.1.2 P2.2.

The proposed design's building mass and form:

- Uses design features to affect the size and scale of the building, whereby recessed highlight windows break up the mass of the addition and the low roof height which replicates the existing projecting sunroom minimises the size and matches the scale of the existing residence and its design features. The existing projecting sunroom is 3.1m wide and the proposed entry portico is 3.6m wide and as such any increase in size and scale is offset by a comparable reduction in size and scale with the removal of the existing projecting sunroom
- Uses appropriate minor projections that do not detract from the character of the streetscape, where there are no minor projections in any case
- Minimises the proportion of the façade at ground level taken up by building services, vehicle entries and parking supply, blank walls, servicing infrastructure access and meters and the like, whereby building services, vehicle entry and parking supply do not form a feature of the proposed design, meters are minimised and the proposed wall of the entry is both textured in its materiality and setback to allow for a garden bed to the secondary street
- Positively contributes to the prevailing or future development context and streetscape, whereby it matches the existing setbacks of the residence and adjacent residences on the secondary street, as well as providing a positive model for future developments in the streetscapes, both primary and secondary

Therefore, the proposed mass and form satisfies the Design principles criteria 5.1.2 P2.2.

It is established by the R-Codes and the Shire's Local Planning Policies, as well as recent and adjacent residential developments, that a solid 1.8m fence on a secondary street lot boundary complies. As such the owner is entitled to build a solid 1.8m fence for the extent of the proposed entry portico wall in any case.

Our revised proposed design allows for a compromise whereby the 0.24m setback satisfies the Design principles as well as reducing bulk and scale, by foregoing the 1.8m solid fence which could be built along this boundary even without the portico, and replacing it with soft landscaping to the communal street.

A Deemed-to-comply solution of a 1.0m setback to the portico with a 1.8m solid fence along the boundary anyway would be fully compliant and wholly disadvantageous to all parties concerned, with the lowest quality outcome for the owner, the neighbours and the streetscape.

As the proposed design meets the Design principles of the R-Codes and stratifies the Shire's policies we request that the Shire allow the proposed design to retain its existing setback to the secondary street, as per the revised drawings attached

Please contact us if you have any questions or require further information. We look forward to hearing from you.

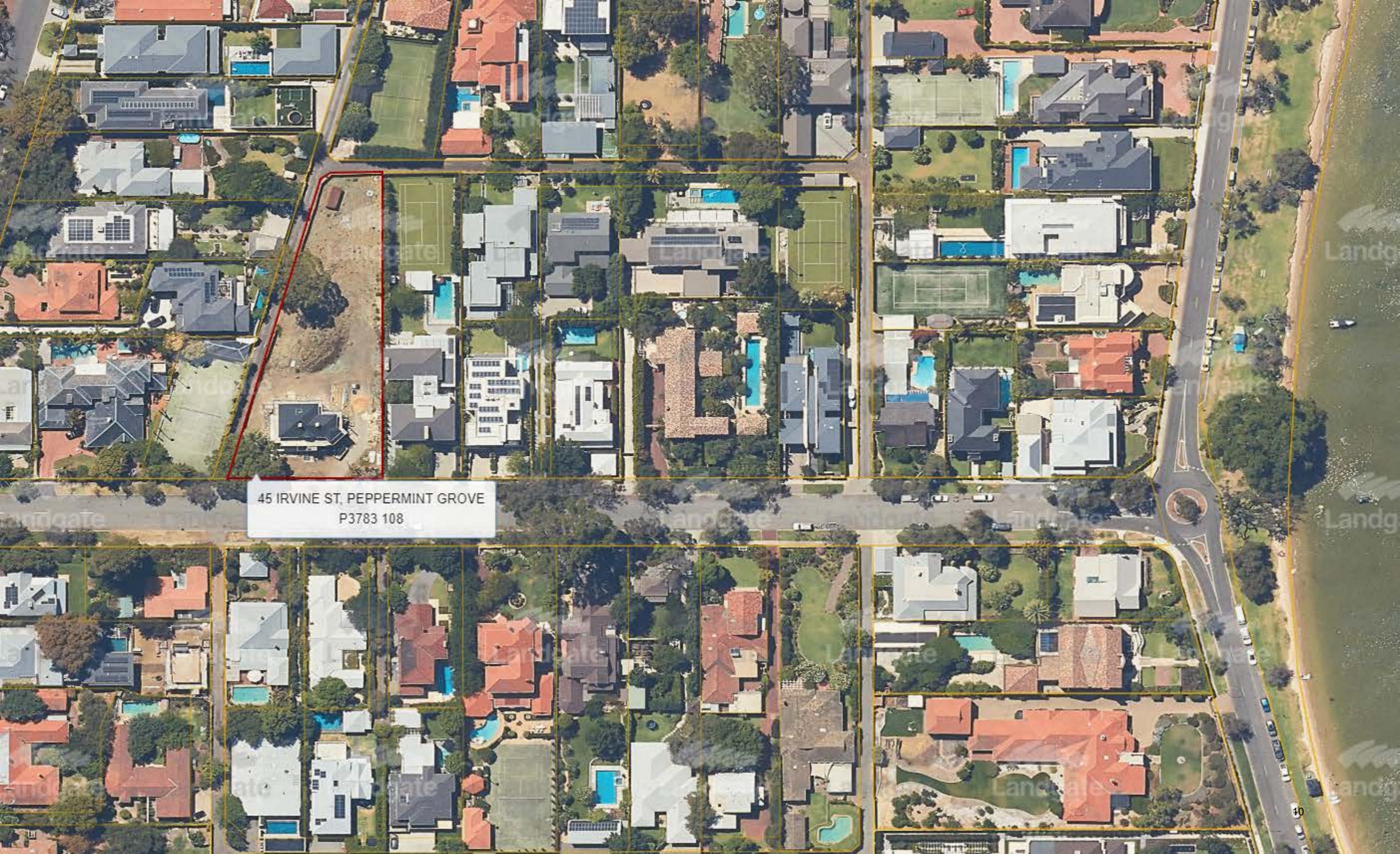
Regards,
DAVID WEIR

Director
David Weir Architects
m_0403 719 983
e_david@davidweirarchitects.com

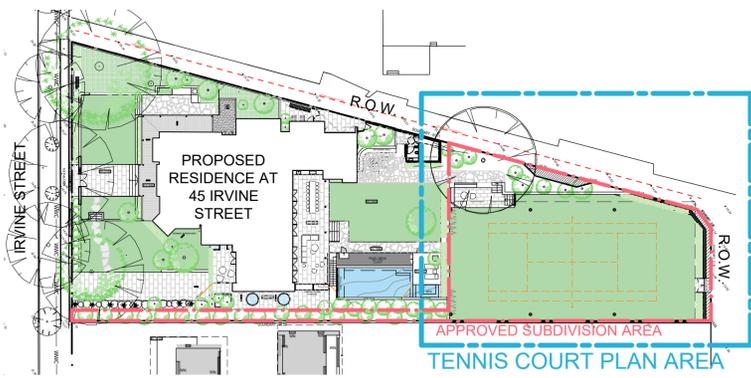


ORDINARY COUNCIL MEETING

8.1.2 – 45 Irvine Street, Tennis Court and
Ancillary Works to a Single House



45 IRVINE ST, PEPPERMINT GROVE
P3783 108



45 IRVINE ST - SITE PLAN
1:500 @ A1

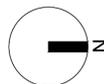


TENNIS COURT PLAN
1:100 @ A1

PHILIPPA MOWBRAY ARCHITECTS

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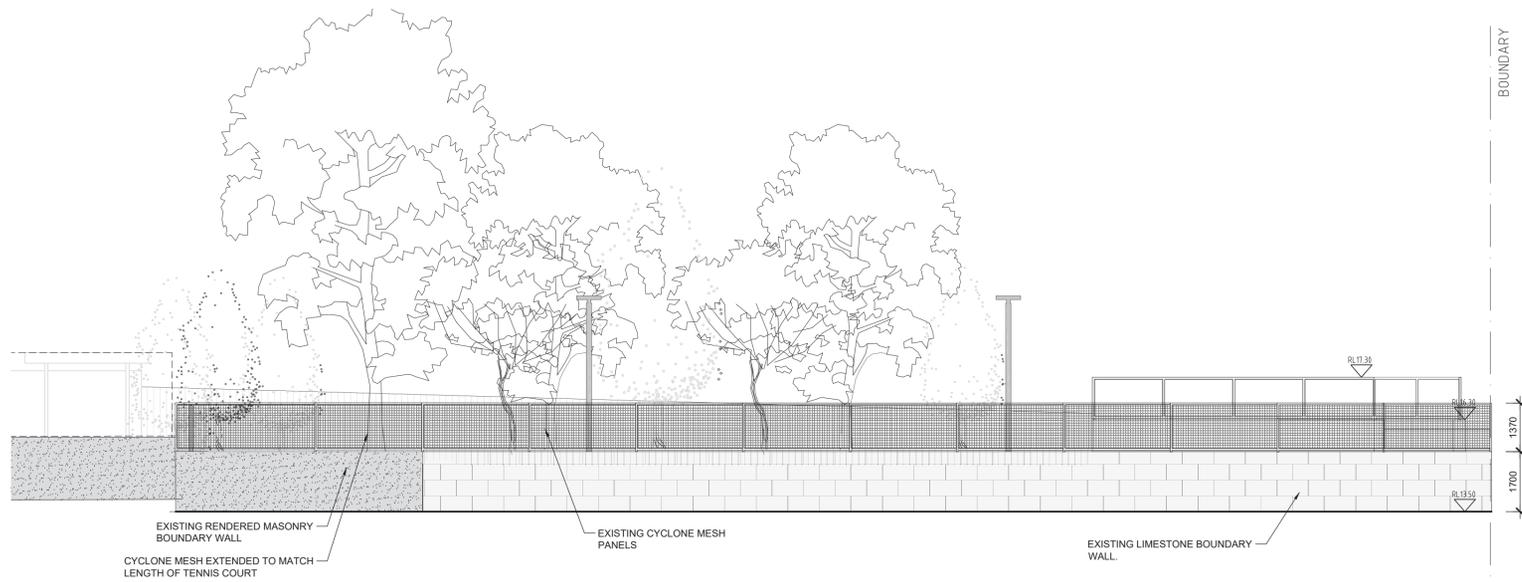
REVISION	COMMENT	DATE
02	ISSUE FOR INFORMATION - TENNIS COURT	05.09.2022
03	ISSUE FOR INFORMATION - TENNIS COURT	06.10.2022
04	ISSUE FOR INFORMATION - TENNIS COURT	12.10.2022
05	DEVELOPMENT APPLICATION	25.10.2022
06	DEVELOPMENT APPLICATION - REVISION	03.11.2022
07	DEVELOPMENT APPLICATION - REVISION	21.11.2022



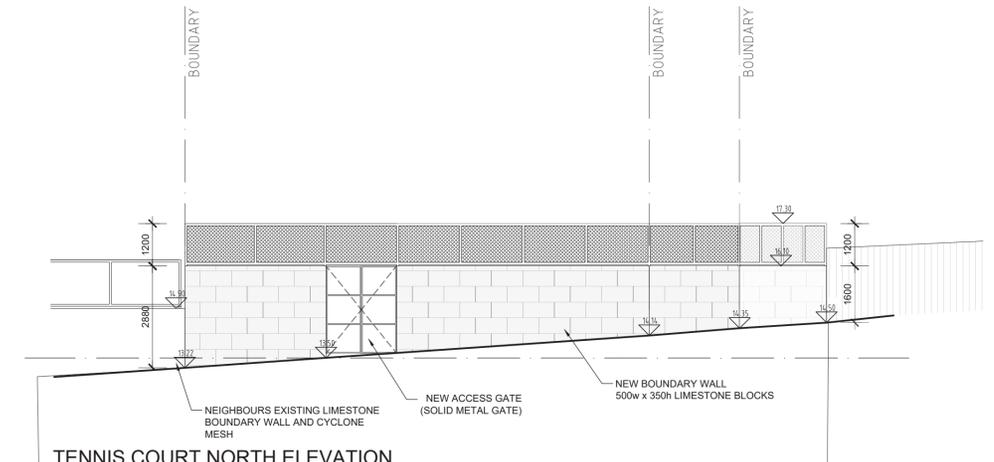
GROUND FLOOR PLAN - TENNIS COURT

SCALE: 1:100 @ A1 / 1:200 @ A3

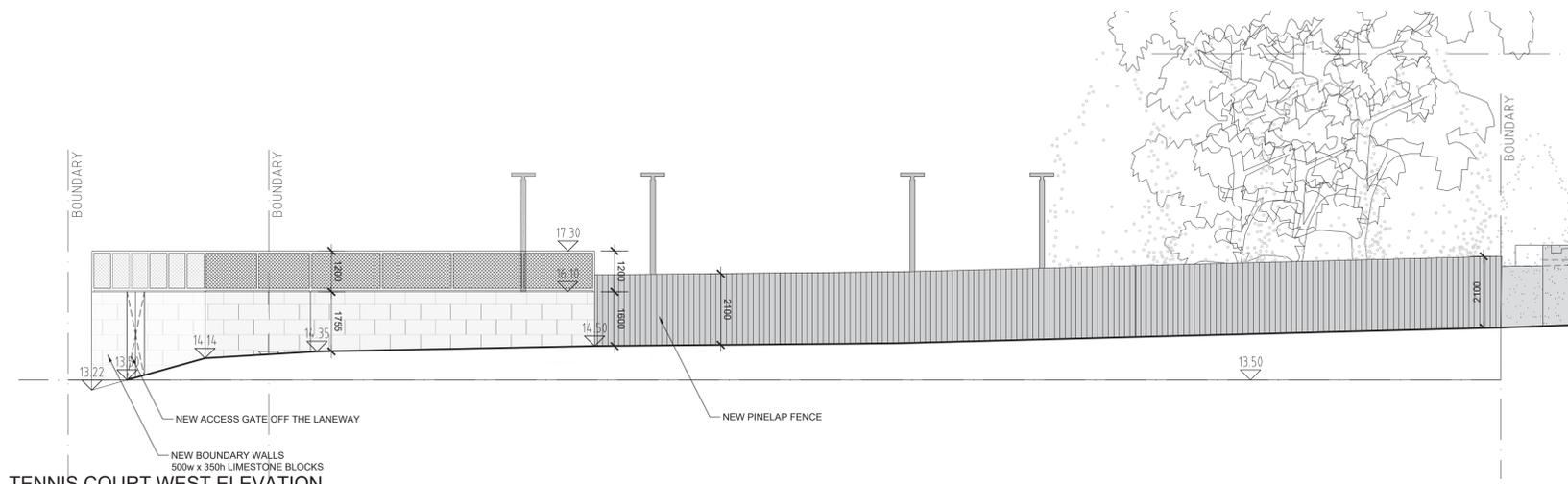
DEVELOPMENT APPLICATION	A01.21
FERGUSON RESIDENCE 45 IRVINE STREET, PEPPERMINT, WA	REV:07



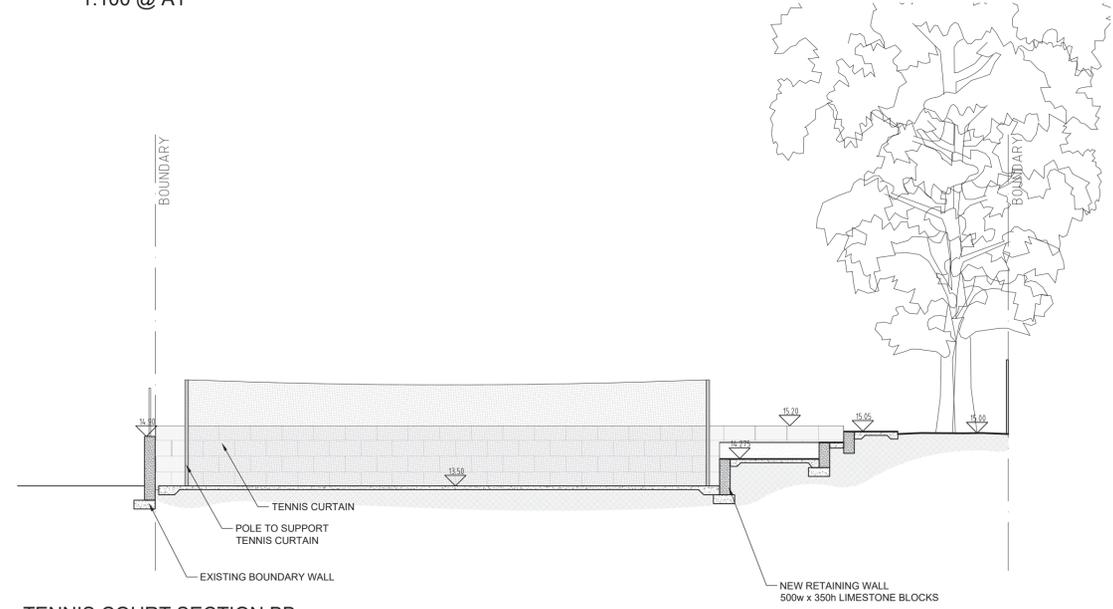
TENNIS COURT EAST ELEVATION
1:100 @ A1



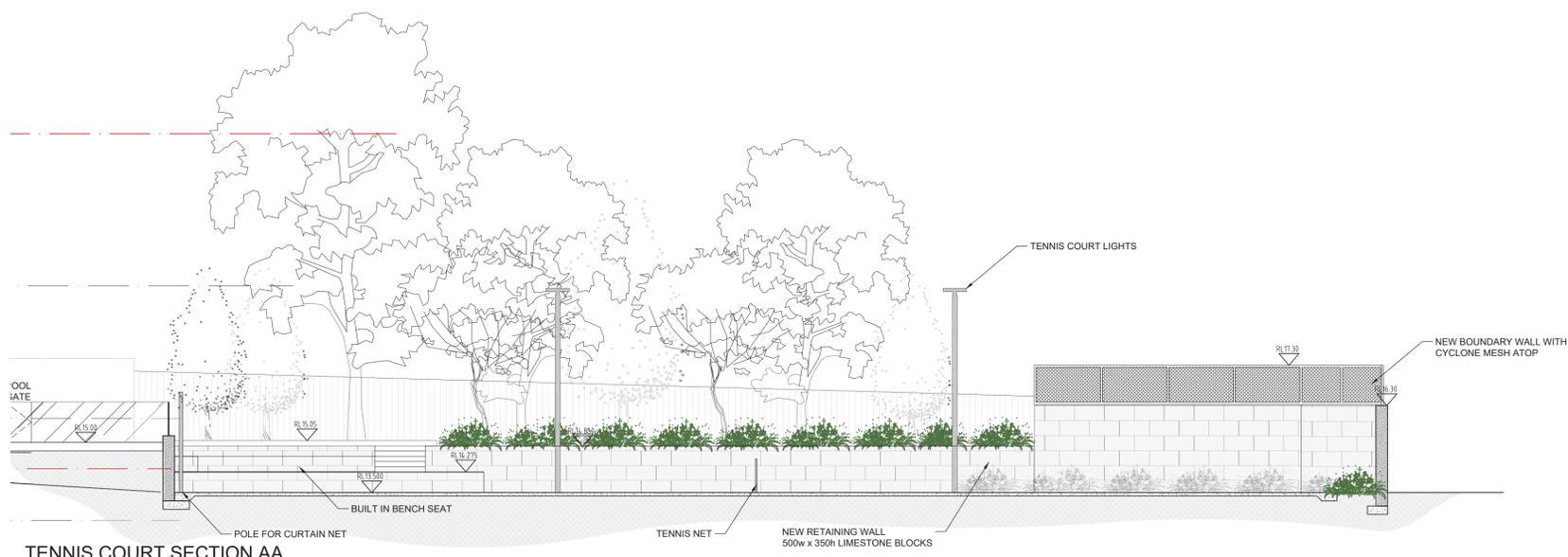
TENNIS COURT NORTH ELEVATION
1:100 @ A1



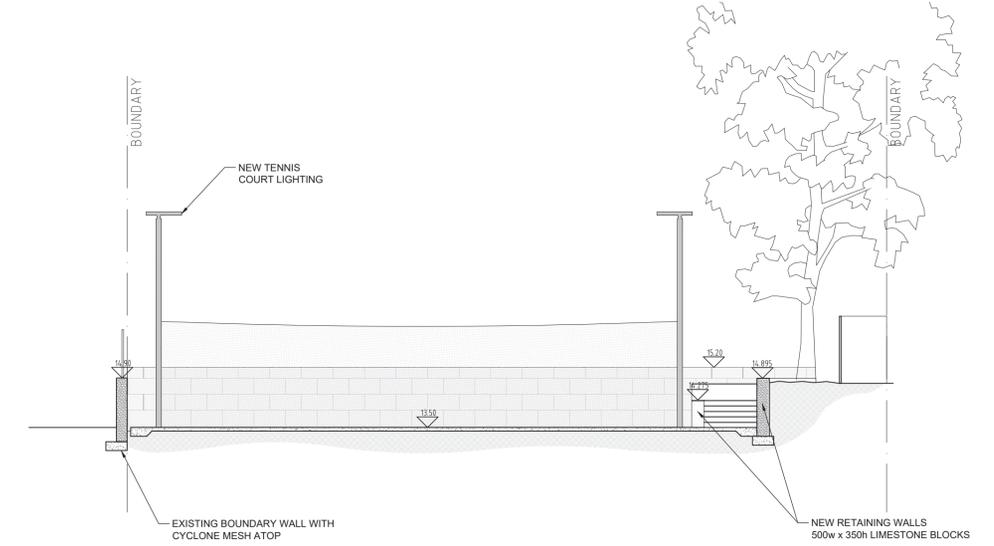
TENNIS COURT WEST ELEVATION
1:100 @ A1



TENNIS COURT SECTION BB
1:100 @ A1



TENNIS COURT SECTION AA
1:100 @ A1



TENNIS COURT SECTION CC
1:100 @ A1

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REVISION	COMMENT	DATE
01	ISSUE FOR INFORMATION - TENNIS COURT	09.09.2022
02	ISSUE FOR INFORMATION - TENNIS COURT	21.09.2022
03	ISSUE FOR INFORMATION - TENNIS COURT	12.10.2022
04	ISSUE FOR INFORMATION - TENNIS COURT	21.10.2022
05	DEVELOPMENT APPLICATION	25.10.2022
06	DEVELOPMENT APPLICATION - REVISION	03.11.2022

TENNIS COURT ELEVATIONS

SCALE: 1:100 @ A1 / 1:200 @ A3

DEVELOPMENT APPLICATION

A01.22

FERGUSON RESIDENCE
45 IRVINE STREET, PEPPERMINT, WA

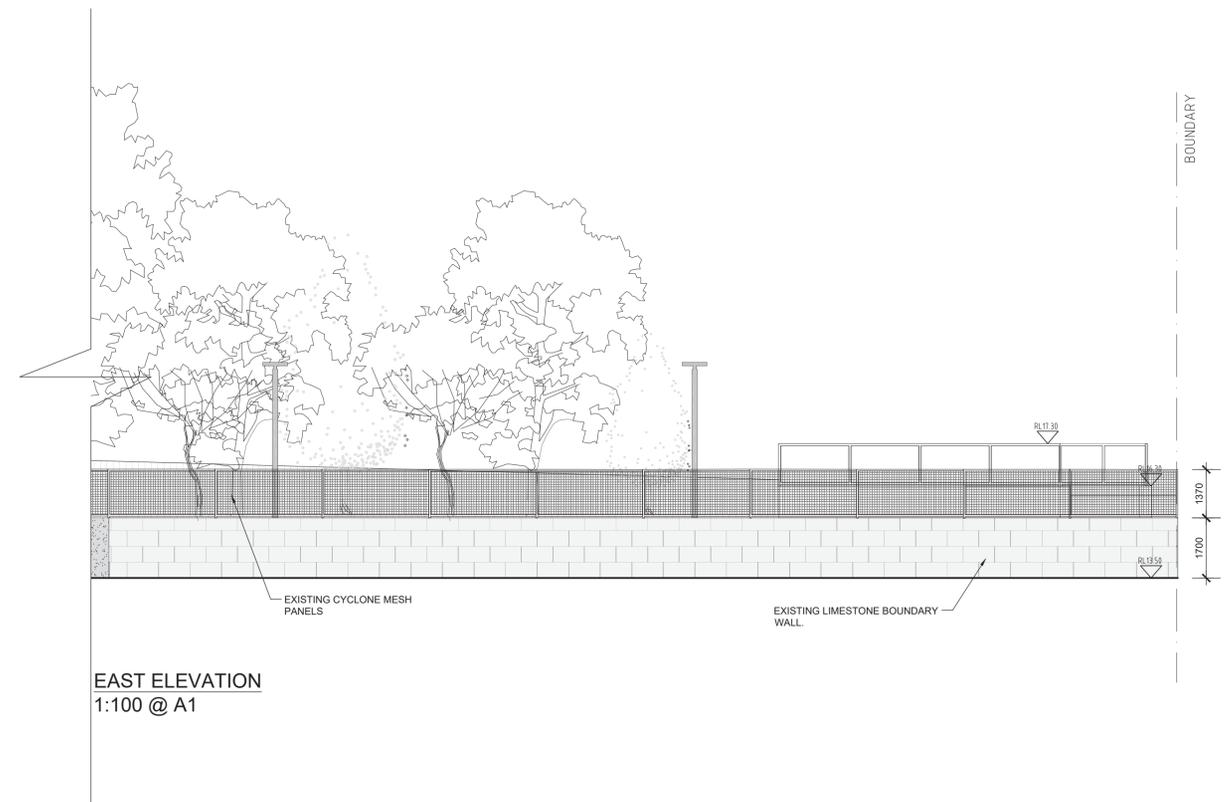
REV:06



EAST ELEVATION
1:100 @ A1



TENNIS COURT SECTION DD
1:100 @ A1



EAST ELEVATION
1:100 @ A1

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REVISION	COMMENT	DATE
00	DEVELOPMENT APPLICATION	03.11.2022

TENNIS COURT ELEVATION & SECTION

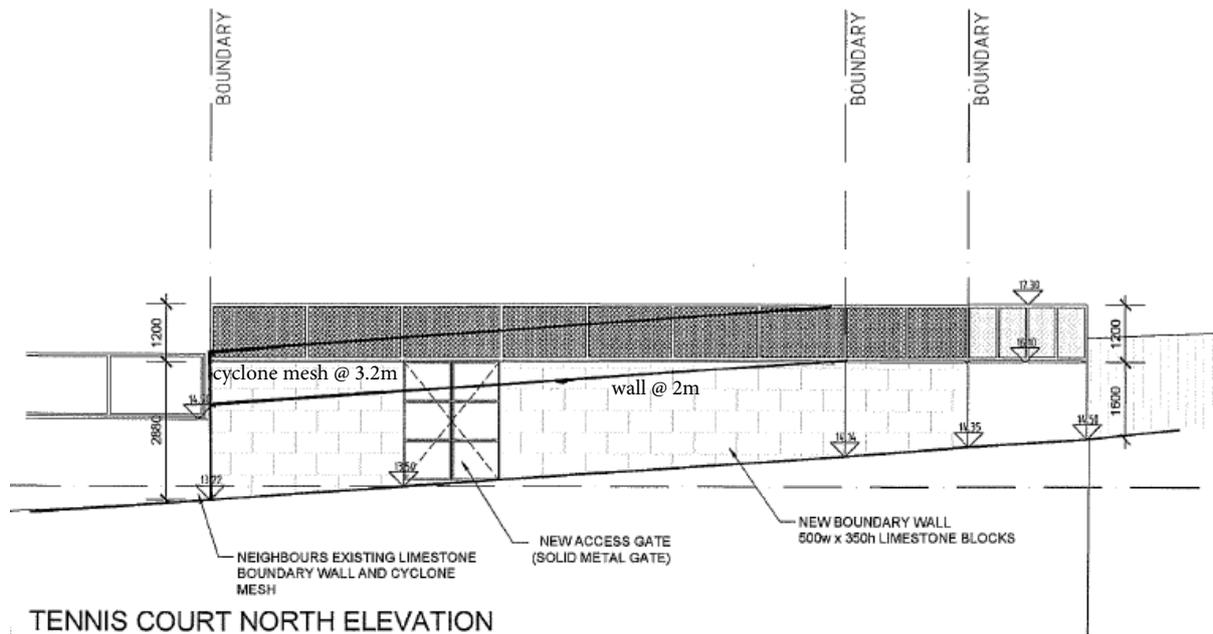
SCALE: 1:100 @ A1 / 1:200 @ A3

DEVELOPMENT APPLICATION

A01.23

FERGUSON RESIDENCE
45 IRVINE STREET, PEPPERMINT, WA

REV:00



TENNIS COURT NORTH ELEVATION



ORDINARY COUNCIL MEETING

8.1.3 – 36 McNeil Street



36 MCNEIL ST, PEPPERMINT GROVE
D38956 50

House: 36 McNeil Street



Site Details

<i>Address</i>	36 McNeil Street
<i>Lot Number</i>	50
<i>inHerit Data Base ID</i>	3982
<i>Mapping coordinates</i>	31°59'40.1"S 115°46'17.4"E

Property Description

<i>Construction Date</i>	Unknown, appears to be InterWar
<i>Architectural Style</i>	InterWar Mediterranean
<i>Elements</i>	
<i>Walls</i>	Rendered and painted brick above limestone base course
<i>Roof</i>	Terra cotta tiles
<i>Other</i>	Timber and concrete bow fronted loggia with terrace above
<i>Modifications</i>	Upper storey Mineral Boom Contemporary
<i>Setting</i>	High walled garden

Background

<i>Original Owners</i>	Fairbairn
<i>Other Owners</i>	Sir Norman Brearley, G & M Baker, M & T Stroud
<i>Originals Designers</i>	
<i>Other Information</i>	

Assessments

<i>Historical</i>	The place was originally owned by Fairbairn, one of the pioneer families of the district and owner of the adjacent property at 6 The Esplanade. It was subsequently owned by Sir Norman Brearley, who founded and operated the first air mail service in Australia. Latterly owned by a Deputy Mayor of the City of Perth.
<i>Aesthetic</i>	The residence is an amalgam of styles.
<i>Technical</i>	The elements and the style of the original property is difficult to discern due to the extent of adaptation which has occurred.
<i>Social</i>	N/A
<i>Rarity</i>	N/A
<i>Representativeness</i>	N/A

Property Interior

Interior layout, features and fittings of this place may hold some heritage value. Further detailed survey by a heritage interior expert may be warranted prior to the consideration of approval of any interior alterations.

Statement of Significance

The place is closely associated with the pioneering family of the Fairbairns, the air mail service provider Sir Norman Brearley and a Deputy Mayor of Perth, Tess Stroud.

References

Evans Sisters, Place Data Files
R. Pascoe Western Australia's Capital Suburb, Peppermint Grove

Heritage advice provided by Seymour Clifford – 24/09/19

25 May 2017

Job Number: 17129

Our Reference: 01L Shire of Peppermint Grove

Chief Executive Officer
Shire of Peppermint Grove
1 Leake Street
PEPPERMINT GROVE 6011

Griffiths Architects



Attn: Michael Whitbread (michael.whitbread@peppermintgrove.wa.gov.au)

Dear Michael,

ADVISE ON TWO CATEGORY 2 HERITAGE PLACES

Thank you for the opportunity to provide advice on two category 2 heritage places in the Shire. The places are 36 McNeil Street and 6 The Esplanade, both of which were constructed on land that was part of a much larger lot to the south.

In your advice you noted that the change of definition for category 2 places provides some owners with the opportunity to have the 1999 assessments re-examined.

A brief examination of the data sheets indicates due to sequential developments on land on which the two houses are located was previously a single lot when the house now at 36 McNeil Street was constructed, and that it was subsequently subdivided either side of the earlier house to create a new lot and house to the east to designs by Oldham Boas Ednie Brown Architects (OBEBBA) in 1954 and a later subdivision and development to the west close to the boundary of 36 McNeil Street.

The land was acquired by Sir Norman Brearley from the Fairbairns who owned the adjacent no 8 The Esplanade and subdivided it to create No 6. In about 1933, a two-storey brick, rendered brick and tile house was completed to designs by an unknown architect for Brearley. An historic title search may provide more detailed information, if it was thought to be important enough. The styling of the house is consistent with post World War I period that commenced the movement away from the Federation Bungalow and related styles that were then characteristic in Peppermint Grove.

The house number was number 6 The Esplanade at that time. Brearley lived in the first house for a period of 20 years before moving to the house on the subdivided lot. The existing house at No 6 The Esplanade became 36 McNeil Street and the new house to the east retained the no 6 The Esplanade address. Brearley

Architecture
Heritage
Interiors

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moved to the new house and remained there until it was purchased by the Bennison family, in whose ownership it remains.

Turning now to the two assessments, we can now provide further information on both places as a result of site inspections made possible by the owners of both properties on 17 May 2017.

36 McNeil Street (formerly 6 The Esplanade)

The existing data sheet correctly identifies the place as an Inter-War Mediterranean style house of limestone, brick, rendered brick and a tiled roof, and points out its eclectic nature. It also acknowledges changes, without describing them.

The base house comprises a main ground floor with a first floor created within the roof space initially. It was built to take advantage of the views to the east, with its main entrance to the north, leaving the east face of the house free to be oriented to the views. There is a flat roofed verandah supported on tall Tuscan columns, which gives it its characteristic style, with a kind of English revival roofscape with dormer windows, tall tapered rendered chimneys and clay chimney pots. There have been modifications to the east face of the house including the introduction of a wrought steel balustrade and a good deal of modification to east facing windows to the upper level completed in a crude manner, while the ground floor level on this face is little altered.

The north side of the building has a fenced pool, a late addition car port in a style that is sympathetic to the house, then the thrust bay to the west, entrance and a further bay to the east. The walls are rendered, tiled roofs have wide overhands supported on brackets, walls are rendered and windows are timber double hung sashes, with flat sunhoods, also supported on brackets, with simple brick motifs in the rendered gables. The carport partially obscures the front of the house, though this need not be a permanent situation.

The west side is not readily viewable due to the proximity of the adjoining house to the west.

The south side of the house includes a small unsightly single storey addition.

The interior ground floor plan is little altered, but the present owners have added much well-designed panelling and fittings so that the ground floor interiors are largely authentic in terms of planning, but altered in their detailing, other than the bathroom (fittings apart), and stair to the first floor level. Original floors, door openings, doors, windows, and the like remain in place, as do ceilings, skirtings, architraves and the like.

The first floor is a series of bedrooms and bathrooms, which would appear to be much altered and the openings to the east are poorly conceived changes to the original dormer window arrangement.

In terms of the assessment then:

Historical: The values could stand. The Fairbairns owned the lot prior to subdivision, so their association is not strong. The association with Sir Norman Brearley would stand, though his days pioneering were at an end, he was running his Western Australian Airways Ltd company in his early years in the house, and later went on to service in World War II, while residing there.

Aesthetic: The value might be clarified to reflect that it is an eclectic rendering of the Inter-War Mediterranean style. It might also be amended to reflect that the underlying house has a degree of aesthetic value, but that the alterations at first floor level are intrusive.

Technical: I think we can discern the original style and deal with the changes in authenticity.

Social: leave as is.

Cultural Group: The Fairbairn connection would appear to be simply ownership of the land, so that the association with Brearley could be left as the main value.

Rarity: leave as is

Representativeness: Leave as is.

Statement of Significance: It should be amended to read that the place has significance for its historic associations with Sir Norman Brearley and some aesthetic value as an example of an eclectic version of the Inter-War Mediterranean style.

Management: Given the values as stated, we find it difficult to assess this place as being any more than a management category 3 for its historic associations.

6 The Esplanade

The assessment for this place in the 1999 work does not correctly identify or assess the place in a credible way. In aesthetic terms the place is a work-a-day piece of work by a practice of repute. This leaves historic associations, of which those linked to Sir Norman Brearley and to John Bennison are the only ones that really matter. It is our view that given the dubious aesthetic values and low strength of historic values would suggest that retention of this property in category 2 is not warranted and we would suggest that category 3 would be a more suitable management category. An eventual redevelopment of this site might include some sort of commemoration of the associations with these two important West Australian figures.

Please be in contact if you wish to discuss this advice.

Yours sincerely,



PHILIP GRIFFITHS FRAIA RIBA M.ICOMOS

ABWA Reg.No. 1071

for Griffiths Architects



project ref: A1905.013

24th September 2019

Heritage Listing Tranche 3 Desktop Reviews
36 McNeil Street
Shire of Peppermint Grove

Introduction:

This desktop review examines the cultural heritage significance of the place located at 36 McNeil Street, Peppermint Grove (**Place.**)

Aims:

1. Review of the claims made in the Place owner's submissionⁱ (**Submission.**)
2. Review of the Municipal Heritage Inventory Data Sheetⁱⁱ (**Data Sheet.**)
3. Recommendation concerning inclusion of the Place on the Shire of Peppermint Grove's heritage list (**Heritage List.**)

Conclusion:

This review has found relevance, significance and factuality in the claims of the Submission.

This review also found that the Data Sheet contains incorrect and insufficient information relevant to the cultural heritage significance of the Place.

It is recommended that the Place not be included on the Heritage List.

It is recommended that the Statement of Significance be amended to read,

The place is associated with Australia's first airmail service provider, Sir Norman Brearley. Significant alterations to the fabric of the place have subsequently weakened the association of Brearley with the place.

Further recommendations regarding necessary amendments to the Data Sheet lie outside the scope of this review.

Methodology:

1. Methodology: review of the claims made in the Submission: these claims will be subject to examination for relevance, significance and factuality.

Relevance:

The relevance of the claims will be determined by their relation to the factors relevant to cultural heritage significanceⁱⁱⁱ (**Factors**) listed in *the Heritage Act 2018 (Act.)*

Significance:

The significance of the claims will be determined by their relation to the Statement of Significance (**Statement**) contained in the Data Sheet.

Factuality:

The factuality of claims made in the Submission will be determined through corroboration by information found in the Data Sheet, sources referenced in the Data Sheet, or new sources referenced in the Submission. The brief for this desktop review isolates reviewing documentation to the Submission, the Data Sheets and any sources referenced therein, therefore claims that are not supported by information found in these documents will be categorised as unsubstantiated.

2. Methodology: review of the Data Sheet: the Description, Background, and Assessment categories (**Categories**), and the Statement will be examined for sufficiency and factuality.

Sufficiency:

The sufficiency of the Statement will be determined by its relation to the Factors.

Factuality:

The factuality of the Statement will be determined through corroboration by information found in the Categories, or by sources referenced in the Data Sheet, or both.

3. Methodology: making recommendation concerning inclusion of the Place on the Heritage List: recommendation will be determined on the basis of the findings of the Submission and Data Sheet reviews.

The Submission:

Where a claim made in the Submission is established as relevant, significant and factual, exclusion of the Place from the Heritage List will be recommended.

In the event that a claim is both significant and relevant, but unsubstantiated, a second 'primary-research' phase to this project may be recommended.

The Data Sheet:

Where the Statement is established as sufficient and correct, inclusion on the Heritage List will be recommended.

In the event that the Statement is found to be insufficient or incorrect, a more relevantly worded or corrected amendment will be recommended.

In the event that the Statement cannot be substantiated by the Categories or by sources referenced in the Data Sheet, a second 'primary-research' phase to this project may be recommended.

Findings:

1. Findings: review of the claims made in the Submission.

Claim 1:

the low aesthetic value and lack of stylistic integrity of the house due to an amalgam of historically disparate styles.

Relevance: By asserting low aesthetic value, this claim is relevant to Factor (1) f^{iv}.
Significance: The claim is insignificant due to its lack of relation to the Statement.
Factuality: The claim is corroborated by the Aesthetic Assessment, Technical Assessment, and Modification Description.

Claim 2:

irreversible structural changes to the house including the removal of a substantial part of the original structure (maid's quarters) after the subdivision of the original property.

Relevance: By asserting demolition of original fabric^v, this claim is relevant to Factor (1) g^{vi}.
Significance: The claim is significant due to its relation to the Statement.
Factuality: The claim is corroborated by the Technical Assessment.

Claim 3:

other structural changes to the building that are more than merely cosmetic, including a modern extension on the first floor and a car port on the ground floor.

Relevance: The claim is relevant to Factor (1) f and Factor (1) g.
Significance: The claim is significant due to its relation to the Statement.
Factuality: The claim is corroborated by the Modification Description and Technical Assessment.

Claim 4:

the low strength of the historical values associated with the house, and the sufficiency of commemorating them with a plaque and archival photographs.

Relevance: The claim is relevant to Factor (1) g.
Significance: The claim is significant due to its direct relation to the Statement.
Factuality: The claim is corroborated by the Background Statement, Modification Description, Historical Assessment, Environmental Assessment, and Technical Assessment contained in the Data Sheet and by a source referenced in the Data Sheet, Pascoe^{vii}.

2. Findings: review of the Data Sheet.

The Statement:

The place is closely associated with the pioneering family of the Fairbairns, the air mail service provider Sir Norman Brearley and a Deputy Mayor of Perth, Tess Stroud.

Sufficiency: The Statement sufficiently relates Factor (1) g to the Place.
Factuality: The close association of the Place with Fairbairn is contradicted by Pascoe who associates Fairbairn primarily with the extant adjacent place located at 8 The Esplanade^{viii} and only latterly with the place at 36 McNeil when that portion of the McNeil estate was annexed^{ix}.

The close association of the Place with Brearley is supported by Pascoe^x. However, this association is weakened by significant alterations including subdivision of the Place late in Brearley's association^{xi}, demolition of original fabric noted in Claim 2 *supra*, and substantial unsympathetic alterations as noted in Claim 3 *supra*, and the Modifications Description.

The association of the Place with Stroud is supported by the Historical Assessment and the Background Category Statement. However, the importance of Stroud in Western Australia's history is not established in any of the Categories or the referenced source: a note that Stroud was a Deputy Mayor of the City of Perth is considered insufficient justification for 'importance in Western Australia's history'^{xii}.

End of review

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- ⁱ Fermanis, C. (26 April 2018) Message to the Manager, Development Services. E-mail.
- ⁱⁱ *SHIRE OF PEPPERMINT GROVE, MUNICIPAL HERITAGE INVENTORY, PLACE RECORD FORMS PLACE No PG 13*: [sic]
- ⁱⁱⁱ *The Heritage Act 2018 (WA) (The Act)*, Part 3, Division 2, section 38
- ^{iv} *Ibid.* Section 38, subsection (1) f., “its importance in exhibiting particular aesthetic characteristics valued by any group or community;”
- ^v For embodiment of cultural heritage significance in fabric, see *The Burra Charter: Australia ICOMOS Charter for the Conservation of Places of Cultural Significance, 2013 (the Burra Charter)* Article 1.2
- ^{vi} *Ibid.* *The Act*, section 38, subsection (1) g., “any special association it may have with the life or work of a person, group, or organisation of importance in Western Australia’s history;”
- ^{vii} Pascoe, R. (1983) *Western Australia’s Capital Suburb, Peppermint Grove*. Oxford University Press
- ^{viii} *Ibid.* p. 157, “FAIRBAIRN, Robert [...] 8 The Esplanade [...] 1900-30”
Ibid. p. 84, “Peppermint Grove: rate payers in 1910.”
Ibid. p. 58 “Fairbairn’s house at 8 The Esplanade (1901)”
- ^{ix} *Ibid.* p. 123, “Peppermint Grove: rate payers in 1930.”
- ^x *Ibid.* p. 157, “BREARLEY, Sir Norman & Violet [...] 6 The Esplanade [...] 1935-75”
- ^{xi} *Ibid.* p. 143, “Peppermint Grove: rate payers in 1950.”
Ibid. p. 147, “Peppermint Grove: a subdivided suburb, 1970.”
- ^{xii} Endnote vi *supra*.

26 April 2018

To the Manager, Development Services,

I refer to the notice dated 10 April 2018 of the proposed entry of 36 McNeil Street, Peppermint Gove, into the Shire's heritage list. I write now to register my objection to the property's inclusion in that list.

As I have previously maintained, the building at 36 McNeil St does not have sufficient cultural or built heritage significance to warrant its characterization as a management category 2 heritage property.

The reasons for this include:

- the low aesthetic value and lack of stylistic integrity of the house due to an amalgam of historically disparate architectural styles;
- irreversible structural changes to the house including the removal of a substantial part of the original structure (maid's quarters) after the subdivision of the original property;
- other structural changes to the building that are more than merely cosmetic, including a modern extension on the first floor and a car port on the ground floor;
- the low strength of the historical values associated with the house, and the sufficiency of commemorating them with a plaque and archival photographs.

For the above reasons, it is my position that the house at 36 McNeil Street is neither rare, authentic, nor representative. This was recognized by Council's appointed heritage assessor, who did not describe it as a management category 2 property in his written report.

In characterizing the building on 36 McNeil Street as a heritage category 2 property, Council has confused streetscape and neighbourhood character with heritage value.

I intend to submit a formal heritage assessment in relation to the above and merely note, for the time being, my objections to the property's inclusion in the Shire's forthcoming heritage list.

Yours sincerely,

Con Fermanis

Shire of Peppermint Grove
1 Leake Street
Peppermint Grove 6011

3 November 2019

Dear Sir/Madam,

Shire of Peppermint Grove Heritage List: Review of Lot 50 (36 McNeil St)

I refer to the ordinary general Council meeting of 26 November 2019 and to Council's decision to defer a determination as to whether the property at 36 McNeil St should be listed on the Shire of Peppermint Grove's heritage list pending further consideration. I write now to make further submissions for Council's consideration.

Council has already received heritage assessments from three highly-regarded heritage experts: Griffith Architects, Woburn Architecture & Interiors, and Hocking Heritage + Architecture. These experts unanimously agree that the built structure at 36 McNeil St does not meet the threshold for entry onto the Shire of Peppermint Grove's heritage list. Given that these assessments firmly establish the lack of heritage value attaching to the built structure (in terms of its rarity, integrity, and representativeness), I will not repeat these arguments again here.

I turn now instead to the historical associations attaching to the residence; namely, that it is associated with the pioneering family of the Fairbairns, with the air mail service provider Sir Norman Brearley, and with the Deputy Mayor of Perth, Tess Stroud.

1. Association with the Fairbairns

The lot on which the residence is located was originally part of a larger landholding owned by Robert Fairbairn named 'The Pindan'. The Pindan included what is now: 8 The Esplanade, 6 The Esplanade, 36 McNeil St, and 34 McNeil St.

8 The Esplanade is listed as 'Fairbain's Residence (fmr)' on the State Heritage Website: <http://inherit.stateheritage.wa.gov.au/Public/Inventory/Details/0345e535-7ed4-412c-980a-80d5b9550f44>. This is further corroborated in the Heritage Assessment by Woburn Architects commissioned by the Shire, where they reference 'Fairbairn's house at 8 The Esplanade (1901)'. Additionally, Woburn Architects state:

The close association of the Place with Fairbairn is contradicted by Pascoe who associates Fairbairn primarily with the extant adjacent place located at 8 The Esplanade and only latterly with the place at 36 McNeil when that portion of the McNeil estate was annexed.

The current plaque at 36 McNeil St commemorating Fairbairn would thus be more appropriately positioned at 8 The Esplanade. 36 McNeil St has no greater historical association to Fairbairn than any of the other current addresses that were once part of The Pindan and, in fact, has a lesser association than 8 The Esplanade. The association of the property at 36 McNeil St with the Fairbairns is therefore limited and has already been acknowledged via a plaque on a wall external to the house.

2. Association with Sir Norman Brearley

It is well-established that Norman Brearley was awarded the contract to provide an airmail service between Geraldton and Derby in 1921. It was then that he formed Western (West from 1926) Australian Airways Ltd. He extended the airmail services, but in 1934 WWA lost the north-west airmail contract and he sold the company in 1936. In 1927, Brearley opened the Perth Flying School in Maylands.

In 1930 Brearley purchased part of the Fairbairn lot and in 1931 he commissioned the architects Oldam Boas Ednie-Brown to design a house for the property. It is unknown when the house was completed but it was likely in the early 1930s.

In the 1950s, the property was subdivided to form 6 The Esplanade, 36 McNeil St, and then later (in 1969) 34 McNeil St. Brearley and his family moved into a new property at 6 The Esplanade, which was constructed in the late 1950s. As a result of these subdivisions and subsequent irreversible changes to the built structure at 36 McNeil St, the Woburn heritage assessment concludes that:

This place is associated with Australia's first airmail service provider, Sir Norman Brearley. Significant alterations to the fabric of the place have subsequently weakened the association of Brearley with the place.

Brearley resided at both 36 McNeil St and 6 The Esplanade for similar lengths of time. Both properties therefore have similar historic associations with Brearley.

6 The Esplanade was removed from Peppermint Grove's heritage list in 2017. The removal occurred even though: a) it was built by the same architectural firm as 36 McNeil St (Oldham Boas Ednie-Brown); b) it is a highly intact example of a Post War International style house; and c) it has historical associations with Norman Brearley who resided in this house from the late 1950s until his death in 1989, as well as with John Bennison (former CEO of Wesfarmers).

The building at 6 The Esplanade was adjudged by Griffith Architects to be a Category 3 property under the State Heritage guidelines. Three heritage assessments (two commissioned by Council) have since made the same recommendation for 36 McNeil St. As these recommendations show, the two properties (6 The Esplanade and 36 McNeil St) demonstrate the same level of heritage significance (on both an aesthetic and historical level). Using the Shire of Peppermint Grove's own rationale for excluding 6 The Esplanade from the heritage

list (irrespective of whether it mistakenly entered or not), 36 McNeil St should also be excluded on the basis that it does not meet the threshold for heritage significance.

In order to maintain a consistent, comparable and accountable approach to heritage listing, both properties (36 McNeil St and 6 The Esplanade) should not be placed on the Shire's list.

3: Association with Deputy Mayor of Perth, Tess Stroud

Tess Stroud served as a Perth City councillor from 1995-2003, and was Deputy Lord Mayor, City of Perth from 1997-1999. She was not living at 36 McNeil Street during this time-period. The Stroud family sold the property to the Fermanis family in 1985: <https://www.austlii.edu.au/austlii/page/A30930>.

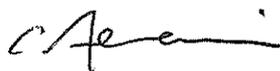
Additionally, the Woburn Heritage Assessment, commissioned by the Shire of Peppermint Grove, rightly notes that:

[T]he importance of Stroud in Western Australia's history is not established in any of the Categories or the referenced source: a note that Stroud was a Deputy Mayor of the City of Perth is considered insufficient justification for 'importance in Western Australia's history'.

The associations attaching to Tess Stroud are therefore not relevant to Council's decision.

As the above review of these historical associations suggests, the strength of the historic values attaching to the property at 36 McNeil St is low: first, each of these associations has been significantly compromised over time, and second, none of them is strong enough (either individually or together) to place the property on the heritage list **in the absence of a compelling argument for the heritage value of the built structure.**

Yours sincerely,



Con Fermanis



ORDINARY COUNCIL MEETING

8.3.1 – List of Accounts Paid November 2022

Accounts Paid - November 2022

Payment / Invoice	Date Description	Amount
EFT Payment		
EFT Payment - EFT00494		
109 - Professional PC Support Pty Ltd (PPS)		
23563M	13/10/22 IT Managed Svcs - November 2022	5,862.82
	Total 109	5,862.82
162 - Western Metropolitan Regional Council		
M-2210425	16/10/22 Tip Passes Waste Management - 01-16 October 2022	4,276.90
M-2211125	31/10/22 Passes Waste management - 15-31 Oct 2022	4,882.23
	Total 162	9,159.13
1690 - GRIFFITHS ARCHITECTS		
22037 PO02558	31/10/22 Provide heritage conservation advice 45 Irvine str	1,320.00
	Total 1690	1,320.00
2093 - SHAMROCK ELECTRICS		
0040752	24/10/22 Replace exit sign in chambers, downlights in foyer and strip light	467.50
0040753	24/10/22 Library strip lighting replacement	528.00
	Total 2093	995.50
2414 - Open Systems Technology Pty Ltd (Council First)		
SI007413	21/10/22 STP Transactions - Sept 2022	6.16
SI007421	08/11/22 Microsoft Azure - Oct 2022	827.67
	Total 2414	833.83
300 - VEOLIA RECYCLING & RECOVERY (PERTH) PTY LTD		
50786566	31/10/22 Depot Waste - Skip Bin	318.38
	Total 300	318.38
3007 - TOTAL PACKAGING (WA) PTY LTD		
00036683	18/10/22 Manners Hill Park - dog bags	3,432.00
	Total 3007	3,432.00
3015 - CREATION LANDSCAPE SUPPLIES		
263831	25/10/22 Fill sand	180.00
	Total 3015	180.00
3036 - Perth Auto Alliance T/AS LYNFORD Motors		
Y8795 PO03008	26/10/22 Vehicle registration fees	450.50
	Total 3036	450.50
3048 - Western Australian Local Government Assoc. (WALGA)		
SI-001812 PO02875	30/09/22 Cr Doug Jackson - Serving on Council - Sept 22	396.00
SC-00106 (INV SI-001065)	30/09/22 Cr Doug Jackson - Serving on Council - Sept 22	1,089.00
SI-002102	12/10/22 2022 WA lg convention reg. C Hohnen and R Thomas	2,400.00
	Total 3048	1,707.00
3051 - TEMPTATIONS CATERING		
E27482	25/10/22 ABF/OCM Council Meetings Catering 2022-23	436.60
	Total 3051	436.60
3067 - MURPHYS ELECTRICAL CO		
00113603	24/10/22 Keanes Point toilet light repairs	174.35
	Total 3067	174.35
3134 - Sunny Sign Company Pty Ltd		
487870	26/10/22 Park signs - dogs on leash	122.10
	Total 3134	122.10
3192 - JANINE LAUDER		
REFUND 3192 221019	19/10/22 Refund 3192 221019 Annual Street party	87.40
	Total 3192	87.40
3204 - LIGHTFORCE ASSETS PTY LTD T/as Erections WA		
INV-1321	25/10/22 Manners Hill Park bollard installation (CAPEX LRCIP 3)	38,799.20
	Total 3204	38,799.20
3311 - KYLIE SHEREE HOWARTH		
202	23/08/22 Childrens book week author visit	715.00
	Total 3311	715.00
3357 - Fasta Couriers & Taxi Trucks		
273080	31/10/22 Courier Subiaco Agenda 26/10/22	60.82

Accounts Paid - November 2022

Payment / Invoice	Date Description	Amount	
Total 3357		60.82	
3431 - Salary Packaging Australia Pty Ltd (SPA)			
319102022	31/10/22 Novated DB 31102022	10.54	
PJ000733	03/11/22 FORTNIGHT 2023- 9 - From Payroll	358.35	
Total 3431		368.89	
3550 - Connect Call Centre Services			
00112915	15/10/22 Overcalls fee - Sept 2022	13.59	
Total 3550		13.59	
3604 - Officeworks			
603400085	18/10/22 Collins Diary A5	202.58	
603529942	25/10/22 A4 Polypropylene Dividers 5 tab	364.50	
Total 3604		567.08	
3660 - Iconic Property Services			
PSI023597	30/09/22 Shire Office Consumables	1,592.89	
Total 3660		1,592.89	
3734 - RSM Australia Pty.Ltd.			
GERI003331	28/10/22 Assistant with Annual Financial Statements 21-22	2,054.80	
Total 3734		2,054.80	
3743 - Newground Water Services Pty Ltd.			
1079742	30/10/22 Leake St bore - flow meter repairs	544.50	
Total 3743		544.50	
3857 - Delta Roofing			
IV2446	09/11/22 Roof & window repairs	990.00	
Total 3857		990.00	
3877 - Risk Protect Security Services Pty Ltd			
IV00001667	01/11/22 2 Security patrol cars for Halloween 6.30pm - 1.00am	715.00	
Total 3877		715.00	
3880 - Go Doors Pty Ltd			
103234	25/10/22 Public carpark automatic door opener replacement	3,228.50	
Total 3880		3,228.50	
693 - Clean City Group Pty Ltd			
INV-1458 PO02819	24/10/22 Residential Waste - Bin Return Service	825.00	
INV-1459 PO02819	31/10/22 Residential Waste - Bin Return Service	825.00	
Total 693		1,650.00	
883 - Fuji Xerox Business Innovations Australia PtyLtd			
QH065501	24/10/22 AP6C5571-4T Ser.563870 02/10/22-01/11/22	430.10	
QH065502	24/10/22 AP6C5571-4T Ser.563870 02/11/22-01/12/22	550.00	
QD704113	15/09/22 AP7C6673-T Ser.250981 15/10/22 to 14/01/23	1,301.30	
Total 883		2,281.40	
Total EFT00494		78,661.28	
EFT Payment - EFT00495			
3000 - SuperChoice AwareWASuperannuation			
PJ000729	06/10/22 FORTNIGHT 2023- 7 - From Payroll	3,926.75	
PJ000731	20/10/22 FORTNIGHT 2023- 8 - From Payroll	3,951.97	
OCTOBER 2022	31/10/22 Superannuation Contribution	23,064.93	
Total 3000		30,943.65	
Total EFT00495		30,943.65	
EFT Payment - EFT00496			
3029 - Australian Taxation Office			
PJ000729	06/10/22 FORTNIGHT 2023- 7 - From Payroll	17,004.23	
PJ000731	20/10/22 FORTNIGHT 2023- 8 - From Payroll	16,786.23	
	01/11/22 GST Settlement	667.00	
	01/11/22 GST Settlement	30,942.00	-\$ 30,942.00
Total 3029		3,515.46	
Total EFT00496		3,515.46	
EFT Payment - EFT00497			
1 - Australia Post			
1011951424	03/11/22 Postage fee - Nov 2022	5.98	
Total 1		5.98	

Accounts Paid - November 2022

Payment / Invoice	Date Description	Amount
162 - Western Metropolitan Regional Council		
VV221031-4	31/10/22 Verge Valet - October 2022	3,081.15
M-2211425	20/11/22 Tip Passes bulk Waste management - 01-15 November 2022	4,054.66
	Total 162	7,135.81
2093 - SHAMROCK ELECTRICS		
0040858	07/11/22 Double power point installation	324.50
0040750	24/10/22 Admin external lighting maintenance	1,133.00
	Total 2093	1,457.50
2414 - Open Systems Technology Pty Ltd (Council First)		
SI007426	16/11/22 Microsoft 365 - Dec 2022	1,288.34
SI007440	16/11/22 Jet reports - Dec 2022	374.00
SI007441	16/11/22 Avepoint Cloud Back up - Nov 2022	111.38
SI007439	16/11/22 Antivirus Monthly Fee - Nov 2022	93.29
SI007449	17/11/22 Property Wise Fee Increase - 28/12/22-27/03/23	2,816.29
	Total 2414	4,683.30
300 - VEOLIA RECYCLING & RECOVERY (PERTH) PTY LTD		
166471	31/10/22 Residential Waste - MSW collection	13,860.13
	Total 300	13,860.13
3007 - TOTAL PACKAGING (WA) PTY LTD		
00036697	21/10/22 All Reserves- dog poo bags	3,432.00
	Total 3007	3,432.00
3008 - CIVICA PTY LTD		
M/LA023782	15/11/22 Digital asset storage (Local History)	401.70
	Total 3008	401.70
3012 - Bunnings Trade		
2015 01546460	04/11/22 Depot hardware	188.75
2157/01248917	14/11/22 Depot hardware	458.73
	Total 3012	647.48
3013 - Heritage Tree Surgeons		
002939	14/11/22 Leake St maintenance pruning	6,050.00
003030	16/11/22 Irvine St maintenance pruning	7,260.00
	Total 3013	13,310.00
3051 - TEMPTATIONS CATERING		
E27475	08/11/22 ABF/OCM Council Meetings Catering 2022-23	459.36
	Total 3051	459.36
3055 - STRATA GREEN		
148010	06/09/22 Hort supplies	1,551.47
	Total 3055	1,551.47
3057 - CTI Couriers		
CISC4527224	31/10/22 Library courier - October 2022	517.88
	Total 3057	517.88
3099 - Bee Advice		
241022	02/11/22 Bee hive - View Street	500.00
141122	20/11/22 Bee treatment Venn St	180.00
	Total 3099	680.00
3120 - Westbooks		
331873	18/10/22 Adult books as selected	446.84
331874	18/10/22 Adult books as selected	32.25
332181	02/11/22 Adult books as selected	1,363.34
	Total 3120	1,842.43
3190 - BMW CLUB WA INC		
REFUND 3190 MHP 221108	08/11/22 REFUND 3190 MHP 221108	1,000.00
	Total 3190	1,000.00
3221 - NAPOLEON PAPIER & CO		
2242,2247,2288	01/11/22 Magazines as selected	191.66
	Total 3221	191.66
3230 - Sontec Integrated Systems		
19205	04/11/22 Supply & install 12v relay to access door	709.50

Accounts Paid - November 2022

Payment / Invoice	Date Description	Amount
19169	20/10/22 Purchase of new FObs as per your quote 7960	1,159.07
	Total 3230	1,868.57
3429 - DONALD BURNETT E005		
ZZ1108 RFIMRIIRSEMFNT	08/11/22 Data and Mobile REIMBURSEMENT DB E005	427.60
	Total 3429	427.60
3431 - Salary Packaging Australia Pty Ltd (SPA)		
PJ000737	17/11/22 FORTNIGHT 2023-10 - From Payroll	358.35
14112022	14/11/22 Novated DB 14112022	10.54
	Total 3431	368.89
3453 - SHRED-X PTY LTD		
01901086	31/10/22 240L Security Bin - 3/10/22	33.00
	Total 3453	33.00
3459 - OConnor Lawnmower & Chainsaw Centre		
35095-7	09/11/22 350m whipper snipper cord 2.7mm	75.00
	Total 3459	75.00
3603 - REFACE INDUSTRIES PTY LTD		
00033063	10/11/22 cd/dvd doughnuts (1000/ roll)	244.68
	Total 3603	244.68
3604 - Officeworks		
603795674	09/11/22 Reflex A4 copy paper	321.47
	Total 3604	321.47
3660 - Iconic Property Services		
PSI023940	01/11/22 Cleaning of Buildings	10,955.56
PSI024159	School holiday additional toilet services MHP and KP 11- 30/04/22 22/04/2022	2,220.03
	Total 3660	13,175.59
3735 - Vocus Ltd		
P928741	01/11/22 Library Site A WIFI - Nov 2022	526.90
P930237	01/11/22 Public Site A WIFI - Nov 2022	1,043.90
P929305	01/11/22 Council Site A WIFI - November 2022	603.90
81094-041122	04/11/22 Yealink phonelines - October 2022	588.55
	Total 3735	2,763.25
3761 - Woodlands Distributors Pty Ltd.		
PEP1-008	01/11/22 Street furniture renewal - new seat bases and footings	4,383.50
PEP1-009	11/11/22 Street furniture renewal - new seat bases and footings	1,083.50
	Total 3761	5,467.00
3875 - Open Book Australia		
31324	27/10/22 Junior books as chosen	84.96
31325	27/10/22 Junior books as chosen	340.36
	Total 3875	425.32
3878 - Market Creations Technology Pty Ltd T/as Intergrated ICT		
24424	31/10/22 Management Service Agreement	3,300.00
	Total 3878	3,300.00
3887 - People Sense Pty Ltd T/as Altius		
30803	25/10/22 Annual Management Fee	605.00
	Total 3887	605.00
448 - LANDGATE		
379359	25/10/22 GRV 01-14/10/2022 Schedule No.G2022/7	71.80
378902	10/10/22 GRV Schedule No. G2022/6 17-30 Nov 2022	71.80
1228417	01/11/22 Trans no. 71088319 19/10/22 docs	338.40
379823	09/11/22 GRV Schedule no. G2022/8 15-28 Oct 2022	71.80
	Total 448	553.80
516 - McLeods Barristers & Solicitors		
126965	31/10/22 Matter: 49785 Contract Provision Bin Valet Cleaning Svcs	1,285.93
	Total 516	1,285.93
52 - Iron Mountain Australia Group Pty Ltd		
AUD172628	31/10/22 Storage Archive - Nov 2022	14.82
	Total 52	14.82
598 - PHIL JOHNSON PLUMBING & GAS		
00016160	15/11/22 Foreshore drinking fountain repairs	144.00

Accounts Paid - November 2022

Payment / Invoice	Date Description	Amount	
Total 598		144.00	
693 - Clean City Group Pty Ltd			
INV-1460 PO02819	07/11/22 Residential Waste - Bin Return Service	825.00	
INV-1463 PO02819	14/11/22 Residential Waste - Bin Return Service	825.00	
1471 PO03009	18/11/22 Graffiti removal - Foreshore	352.00	
INV-1473 PO02819	21/11/22 Residential Waste - Bin Return Service	825.00	
Total 693		2,827.00	
697 - LGIS WA			
100-143551/2	06/07/21 Shortfall adj.bal. on previous invoice LG Special Risks 06/07/21	1,753.36	
Total 697		1,753.36	
883 - Fuji Xerox Business Innovations Australia PtyLtd			
QH065303	08/11/22 AP6C3371-4 Ser.523608 02/12/22-01/01/23	440.00	
QH065503	08/11/22 ap6c5571-4t Ser.563870 02/12/22-01/01/23	550.00	
QH065403	08/11/22 AP6C3371-4 Ser.523624 02/12/22-01/01/23	440.00	
Total 883		1,430.00	
Total EFT00497		88,260.98	
Grand Total - EFT Payment		201,381.37	\$ 201,381.37
Other			
Other - DD00369			
123 - Synergy			
1000983110	19/08/22 Shire Electricity - 26 May to 25 July 2022	397.23	
Total 123		397.23	
Total DD00369		397.23	
Other - DD00370			
3377 - WESTNET PTY LTD T/AS inet			
134093861	18/10/22 Web hosting - October 2022	15.99	
Total 3377		15.99	
Total DD00370		15.99	
Other - DD00371			
123 - Synergy			
3000188075	25/10/22 Depot Electricity - 28 July to 21 Sept 2022	644.15	
Total 123		644.15	
Total DD00371		644.15	
Other - DD00372			
123 - Synergy			
2013678373	26/10/22 Library /Shire - 01 Oct to 14 Oct 2022	2,598.37	
Total 123		2,598.37	
Total DD00372		2,598.37	
Other - DD00373			
123 - Synergy			
2005679894	01/11/22 Streelights 25 Sept to 24 Oct 2022	3,380.36	
Total 123		3,380.36	
Total DD00373		3,380.36	
Other - DD00374			
123 - Synergy			
2005679734	01/11/22 MHP Streetlight - 28 Sept to 27 Oct 2022	36.25	
Total 123		36.25	
Total DD00374		36.25	
Other - DD00375			
3062 - WATER CORPORATION			
9016499388 0071	08/11/22 Leake St - 8 Sept to 7 Nov 2022	888.39	
Total 3062		888.39	
Total DD00375		888.39	
Other - DD00376			
3062 - WATER CORPORATION			
9001300655 0108	09/11/22 Bay View Tce Tennis Courts - 8 Sept to 8 Oct 2022	170.86	
Total 3062		170.86	

Accounts Paid - November 2022

Payment / Invoice	Date Description	Amount
Total DD00376		170.86
Other - DD00377		
3062 - WATER CORPORATION		
9001305640 0107	09/11/22 The Esplanade - 1 Nov to 31 Dec 2022	905.81
Total 3062		905.81
Total DD00377		905.81
Total Direct Debit Payment		\$ 9,037.41
Other - BPAY286		
3041 - Telstra Corporation Ltd		
K820102890-6	08/10/22 Depot NBN to 30 Sept 22	64.99
Total 3041		64.99
Total BPAY286		64.99
Other - BPAY287		
3041 - Telstra Corporation Ltd		
4074199284 10 OCT 22	10/10/22 Foreshore Parks & Enviro. to 09 Oct 2022	93.05
Total 3041		93.05
Total BPAY287		93.05
Other - BPAY288		
3041 - Telstra Corporation Ltd		
K438741980-3	08/11/22 Depot NBN to 31 Oct 2022	64.99
Total 3041		64.99
Total BPAY288		64.99
Other - BPAY289		
3041 - Telstra Corporation Ltd		
4074199284 T311 10NOV 22	10/11/22 Parks & Enviro. to 09 Nov 2022	93.03
Total 3041		93.03
Total BPAY289		93.03
Other - BPAY290		
3041 - Telstra Corporation Ltd		
4074199292 T311 10 NOV 22	10/11/22 Depot to 09 Nov 2022	109.98
Total 3041		109.98
Total BPAY290		109.98
Other - BPAY291		
3158 - City of Nedlands		
69018	07/10/22 Building compliance Assistance	14,054.02
Total 3158		14,054.02
Total BPAY291		14,054.02
Total BPAY Payment		\$ 14,480.06
Other - CCP00034		
3084 - Shire Credit Cards -NAB Visa flexi purchase		
NAB VISA 29 SEPT TO 28 OCT 2022	28/10/22 Fees Nab Visa 29 Sept to 28 Oct 2022	110.00
ALS LH VISA 29 SEPT TO 28 OCT 2022	28/10/22 ALS LH VISA 29 SEPT TO 28 OCT 2022	3,201.62
CEO DB VISA 29 SEPT TO 28 OCT 2022	28/10/22 CEO DB VISA 29 Sept to 28 Oct 2022	69.31
CR/ADJ NOTE PCR00385	28/10/22 CEO DB VISA 29 Sept to 28 Oct 2022	72.01
CLS SF VISA 29 SEPT TO 28 OCT 2022	28/10/22 CLS SF VISA 29 Sept to 28 Oct 2022	1,975.50
DEPOTRY VISA 29 SEPT TO 28 OCT 2022	28/10/22 DEPOTRY VISA 29 Sept to 28 Oct 2022	192.77
DEPOTTW VISA 29 SEPT TO 28 OCT 2022	28/10/22 DEPOTTW VISA 29 Sept to 28 Oct 2022	762.91
MCCS MC VISA 29 SEPT TO 28 OCT 2022	28/10/22 MCCS MC VISA 29 Sept to 28 Oct 2022	751.60

Accounts Paid - November 2022

Payment / Invoice	Date Description	Amount	
MDS JG VISA 29 SEPT TO 28 OCT 2022	28/10/22 MDS JG VISA 29 Sept to 28 Oct 2022	590.27	
MIS DN VISA 29 SEPT TO 28 OCT 2022	28/10/22 MIS DN VISA 29 SEPT TO 28 OCT 2022	1,859.68	
	Total 3084	9,441.65	
	Total CCP00034	9,441.65	\$ 9,441.65
Grand Total - Other		32,959.12	\$ 32,959.12
Grand Total Accounts Paid - November 2022			\$ 234,340.49



Statement for NAB

Statement Period: 29 Sep 2022 to 28 Oct 2022

Cardholder Name: Lance Hopkinson



JSKR VISA Purchasing Card (Client Expenses)

Date	Details	Approval	Receipt Amount (\$AUD)		
GL Code	CC Code	Department	Net	Tax	Gross
28 Sep 2022	Sp Jb Hi-Fi Online Southbank	Approval Req'd		<input checked="" type="checkbox"/>	\$189.83
28473	139	1106	\$172.57	\$17.26	\$189.83
	Purchase Sp Jb Hi-Fi Online Adult DVDS				
28 Sep 2022	Woolworths/Cottesloe Grov Cottesloe	Approval Req'd		<input checked="" type="checkbox"/>	\$9.50
28770	139	1106	\$8.64	\$0.86	\$9.50
	Purchase Woolworths/Cottesloe Grov JP Supplies				
28 Sep 2022	Post Cottesloe Post Co Cottesloe	Approval Req'd		<input checked="" type="checkbox"/>	\$8.98
27250	139	1106	\$8.16	\$0.82	\$8.98
	Purchase Post Cottesloe Post Co packaging tape				
29 Sep 2022	Canva* 03558-6136403 Sydney	Approval Req'd		<input checked="" type="checkbox"/>	\$164.99
27160	129	1005	\$149.99	\$15.00	\$164.99
	Purchase Canva* 03558-6136403 canva software annual subscription				
01 Oct 2022	Westnet Perth	Approval Req'd		<input checked="" type="checkbox"/>	\$30.00
27160	129	1106	\$27.27	\$2.73	\$30.00
	Purchase Westnet DOMAIN HOSTING CHARGE				
05 Oct 2022	Peppermint News Agc Peppermint Gr	Approval Req'd		<input checked="" type="checkbox"/>	\$243.40
27180	139	1106	\$221.27	\$22.13	\$243.40
	Purchase Peppermint News Agc newspapers				
10 Oct 2022	Woolworths/Cottesloe Grov Cottesloe	Approval Req'd		<input checked="" type="checkbox"/>	\$6.00
28770	139	1106	\$5.45	\$0.55	\$6.00
	Purchase Woolworths/Cottesloe Grov kitchen				
11 Oct 2022	Woolworths/Cottesloe Grov Cottesloe	Approval Req'd		<input checked="" type="checkbox"/>	\$10.90
28770	139	1106	\$9.91	\$0.99	\$10.90
	Purchase Woolworths/Cottesloe Grov band aids & air freshener				
11 Oct 2022	Perths Own Stationery Maylands	Approval Req'd		<input checked="" type="checkbox"/>	\$296.75
27250	139	1106	\$269.77	\$26.98	\$296.75
	Purchase Perths Own Stationery book covering				
12 Oct 2022	W.A. Library Supplie Forrestdale	Approval Req'd		<input checked="" type="checkbox"/>	\$80.95
27250	139	1106	\$73.59	\$7.36	\$80.95
	Purchase W.A. Library Supplie book covering				
12 Oct 2022	Collins Booksellers Cottesloe	Approval Req'd		<input checked="" type="checkbox"/>	\$793.53
28470	139	1106	\$721.39	\$72.14	\$793.53
	Purchase Collins Booksellers new adult books				
12 Oct 2022	Academy Coffe Kitche Claremont	Approval Req'd		<input checked="" type="checkbox"/>	\$14.00
28770	139	1106	\$12.73	\$1.27	\$14.00

15 Oct 2022	Adobe Creative Cloud Sydney	Approval Req'd	<input checked="" type="checkbox"/>	\$43.99
28545	129 1005	\$39.99	\$4.00	\$43.99
Purchase Adobe Creative Cloud adobe subscription				
17 Oct 2022	Sp Snapper Display Wangara	Approval Req'd	<input checked="" type="checkbox"/>	\$132.40
27250	139 1106	\$120.36	\$12.04	\$132.40
Purchase Sp Snapper Display snap frames for advertising				
18 Oct 2022	Perths Own Stationery Maylands	Approval Req'd	<input checked="" type="checkbox"/>	\$26.00
27250	139 1106	\$23.64	\$2.36	\$26.00
Purchase Perths Own Stationery book covering				
19 Oct 2022	Woolworths/Cottesloe Grov Cottesloe	Approval Req'd	<input checked="" type="checkbox"/>	\$8.90
28770	139 1106	\$8.09	\$0.81	\$8.90
Purchase Woolworths/Cottesloe Grov jp supplies				
24 Oct 2022	Canprint Communications Fyshwick	Approval Req'd	<input checked="" type="checkbox"/>	\$67.25
28470	139 1106	\$61.14	\$6.11	\$67.25
Purchase Canprint Communications Adult book				
26 Oct 2022	Collins Booksellers Cottesloe	Approval Req'd	<input checked="" type="checkbox"/>	\$1,053.63
28470	139 1106	\$957.85	\$95.78	\$1,053.63
Purchase Collins Booksellers adult books				
28 Oct 2022	Account Fees	No Appr Req'd	<input checked="" type="checkbox"/>	\$6.82
27130	129 1106	\$6.20	\$0.62	\$6.82
Account Fees Cc Fp User Fee bank charges				
26 Oct 2022	Freshwaters Peppermint Gr	Approval Req'd	<input checked="" type="checkbox"/>	\$13.80
28770	139 1106	\$12.55	\$1.25	\$13.80
Purchase Freshwaters WSLG meeting				
Total for this period:				\$3,201.62

Cardholder Declaration

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

Signature  Dated 08 / 11 / 2022

Employee ID: 60

Approved By

Signature  Dated 8/11/2022 /

On Completion

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



FlexiPurchase Account Statement

Statement for NAB

Statement Period: 29 Sep 2022 to 28 Oct 2022

Cardholder Name: Donald Burnett



JSKR VISA Purchasing Card (Client Expenses)

Date	Details		Approval	Receipt	Amount (\$AUD)	
	GL Code	CC Code	Department	Net	Tax	Gross
10 Oct 2022	Woolworths/Cottesloe Grov Cottesloe		Approval Req'd	<input checked="" type="checkbox"/>	\$33.00	
	28280	190	0401	\$30.00	\$3.00	\$33.00
	Purchase Woolworths/Cottesloe Grov Caterin supplies					
19 Oct 2022	Pottery Barn E Commerc Bondi Junctio		Approval Req'd	<input checked="" type="checkbox"/>	\$72.01 CR	
	28280	190	0401	\$65.46 CR	\$6.55 CR	\$72.01 CR
	Credit Voucher Pottery Barn E Commerc Refund of glasses purchase					
20 Oct 2022	City Of Vincent Leederville		Approval Req'd	<input checked="" type="checkbox"/>	\$7.50	
	27140	190	0403	\$6.82	\$0.68	\$7.50
	Purchase City Of Vincent Parking for KABC meeting					
20 Oct 2022	Adobe Acropro Subs Sydney		Approval Req'd	<input checked="" type="checkbox"/>	\$21.99	
	27140	190	0403	\$19.99	\$2.00	\$21.99
	Purchase Adobe Acropro Subs Adobe monthly account					
28 Oct 2022	Account Fees		No Appr Req'd	<input checked="" type="checkbox"/>	\$6.82	
	27130	190	0403	\$6.20	\$0.62	\$6.82
	Account Fees Cc Fp User Fee bank fee					
Total for this period:					\$2.70 CR	

Cardholder Declaration

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

Signature

Dated 1 / 11 / 22

Employee ID: 5

Approved By

Signature

Dated 7 / 11 / 2022

On Completion

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



FlexiPurchase Account Statement

Statement for NAB

Statement Period: 29 Sep 2022 to 28 Oct 2022

Cardholder Name: Stewart Farley



JSKR VISA Purchasing Card (Client Expenses)

Date	Details	Approval	Receipt	Amount (\$AUD)	
GL Code	CC Code	Department	Net	Tax	Gross
01 Oct 2022	Booktopia Pty Ltd Rhodes 28471 139 1106 Purchase Booktopia Pty Ltd junior book purchases	Approved	<input checked="" type="checkbox"/>	\$103.26	
		\$93.87	\$9.39	\$103.26	
01 Oct 2022	Bookdepository.Com 441452307905 28471 139 1106 Purchase Bookdepository.Com junior book purchases	Approved	<input checked="" type="checkbox"/>	\$851.95	
		\$774.50	\$77.45	\$851.95	
03 Oct 2022	Bookdepository.Com 441452307905 28471 139 1106 Purchase Bookdepository.Com junior book purchases	Approved	<input checked="" type="checkbox"/>	\$128.75	
		\$117.05	\$11.70	\$128.75	
03 Oct 2022	Bunnings 453000 O'Connor 28520 139 1106 Purchase Bunnings 453000 craft supplies for school holiday activity	Approved	<input checked="" type="checkbox"/>	\$31.67	
		\$28.79	\$2.88	\$31.67	
05 Oct 2022	Booktopia Pty Ltd Rhodes 28471 139 1106 Purchase Booktopia Pty Ltd junior book purchases	Approved	<input checked="" type="checkbox"/>	\$118.11	
		\$107.37	\$10.74	\$118.11	
06 Oct 2022	Bookdepository.Com 441452307905 28471 139 1106 Credit Voucher Bookdepository.Com junior book - credit card refund	Approved	<input checked="" type="checkbox"/>	\$24.16 CR	
		\$21.96 CR	\$2.20 CR	\$24.16 CR	
07 Oct 2022	Booktopia Pty Ltd Rhodes 28471 139 1106 Purchase Booktopia Pty Ltd junior book purchases	Approved	<input checked="" type="checkbox"/>	\$153.00	
		\$139.09	\$13.91	\$153.00	
06 Oct 2022	Amazon Marketplace Au Sydney South 28471 139 1106 Purchase Amazon Marketplace Au junior books box set purchase	Approved	<input checked="" type="checkbox"/>	\$85.95	
		\$78.14	\$7.81	\$85.95	
07 Oct 2022	Amazon Au Sydney South 28471 139 1106 Purchase Amazon Au junior book purchase - box set	Approved	<input checked="" type="checkbox"/>	\$63.04	
		\$57.31	\$5.73	\$63.04	
09 Oct 2022	Big W/High Road And Wille Willetton	Approved	<input checked="" type="checkbox"/>	\$224.00	

28471	139	1106	\$203.64	\$20.36	\$224.00
Purchase Big W/High Road And Wille junior book purchases					
08 Oct 2022	Amazon Marketplace Au Sydney South		Approved	<input checked="" type="checkbox"/>	\$57.45
28471	139	1106	\$52.23	\$5.22	\$57.45
Purchase Amazon Marketplace Au junior book purchases - box set					
13 Oct 2022	Bookdepository.Com 441452307905		Approved	<input checked="" type="checkbox"/>	\$83.66
28471	139	1106	\$76.05	\$7.61	\$83.66
Purchase Bookdepository.Com junior book purchases					
15 Oct 2022	Big W/Rockingham Road Spearwood		Approved	<input checked="" type="checkbox"/>	\$92.00
28471	139	1106	\$83.64	\$8.36	\$92.00
Purchase Big W/Rockingham Road junior book purchases					
28 Oct 2022	Account Fees		No Appr Req'd	<input checked="" type="checkbox"/>	\$6.82
27130	139	1106	\$6.20	\$0.62	\$6.82
Account Fees Cc Fp User Fee 6.82					
Total for this period:					\$1,975.50

Cardholder Declaration

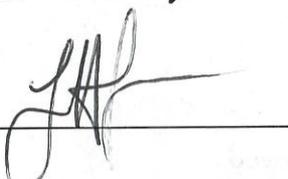
I declare that all purchases were authorized or necessarily incurred on behalf of the company.

Signature 

Dated 14 / 11 / 2022

Employee ID: 63

Approved By

Signature 

Dated 14 / 11 / 22

On Completion

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



Statement for NAB

Statement Period: 29 Sep 2022 to 28 Oct 2022

Cardholder Name: Robert Young

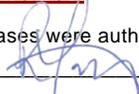


JSKR VISA Purchasing Card (Client Expenses)

Date	Details	Approval	Receipt	Amount (\$AUD)	
GL Code	CC Code	Department	Net	Tax	Gross
28 Sep 2022	Bunnings 453000 O'Connor	Approval Req'd	<input checked="" type="checkbox"/>	\$38.52	
28270	139	1201	\$35.02	\$3.50	\$38.52
	Purchase Bunnings 453000				
	Park furniture				
03 Oct 2022	Coles Express 6919 Mosman Park	Approval Req'd	<input checked="" type="checkbox"/>	\$120.64	
28360	139	1201	\$109.67	\$10.97	\$120.64
	Purchase Coles Express 6919				
	Ute fuel				
07 Oct 2022	Bunnings 453000 O'Connor	Approval Req'd	<input checked="" type="checkbox"/>	\$26.79	
28270	139	1201	\$24.35	\$2.44	\$26.79
	Purchase Bunnings 453000				
	Park furniture				
28 Oct 2022	Account Fees	No Appr Req'd	<input checked="" type="checkbox"/>	\$6.82	
27130	139	1201	\$6.20	\$0.62	\$6.82
	Account Fees Cc Fp User Fee				
	Bank fee				
Total for this period:				\$192.77	

Cardholder Declaration

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

Signature 

Dated 31 / 10 / 2022

Employee ID: RY

Approved By

Signature 

Dated 01 / 11 / 2022

On Completion

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



Statement for NAB

Statement Period: 29 Sep 2022 to 28 Oct 2022

Cardholder Name: Tim Whitham



JSKR VISA Purchasing Card (Client Expenses)

Date	Details	Approval	Receipt	Amount (\$AUD)	
GL Code	CC Code	Department	Net	Tax	Gross
28 Sep 2022	Ampol Mosman Pa 55363f Mosman Park	Approval Req'd	<input checked="" type="checkbox"/>	\$113.00	
28360	139	1104	\$102.73	\$10.27	\$113.00
	Purchase Ampol Mosman Pa 55363f Ute fuel				
04 Oct 2022	Bunnings 483000 Claremont	Approval Req'd	<input checked="" type="checkbox"/>	\$179.62	
28270	139	1104	\$163.29	\$16.33	\$179.62
	Purchase Bunnings 483000 Hardware				
10 Oct 2022	Ampol Mosman Pa 55363f Mosman Park	Approval Req'd	<input checked="" type="checkbox"/>	\$95.00	
28360	139	1104	\$86.36	\$8.64	\$95.00
	Purchase Ampol Mosman Pa 55363f Ute Fuel.				
11 Oct 2022	Ampol Mosman Pa 55363f Mosman Park	Approval Req'd	<input checked="" type="checkbox"/>	\$131.00	
28360	139	1104	\$119.09	\$11.91	\$131.00
	Purchase Ampol Mosman Pa 55363f Truck Fuel.				
13 Oct 2022	Bunnings 483000 Claremont	Approval Req'd	<input checked="" type="checkbox"/>	\$120.47	
28270	139	1104	\$109.52	\$10.95	\$120.47
	Purchase Bunnings 483000 Hardware				
14 Oct 2022	Bunnings 483000 Claremont	Approval Req'd	<input checked="" type="checkbox"/>	\$15.00	
28270	139	1104	\$13.64	\$1.36	\$15.00
	Purchase Bunnings 483000 Hardware				
18 Oct 2022	Bunnings 483000 Claremont	Approval Req'd	<input checked="" type="checkbox"/>	\$12.00	
28270	139	1104	\$10.91	\$1.09	\$12.00
	Purchase Bunnings 483000 Hardware.				
24 Oct 2022	Ampol Mosman Pa 55363f Mosman Park	Approval Req'd	<input checked="" type="checkbox"/>	\$90.00	
28360	139	1104	\$81.82	\$8.18	\$90.00
	Purchase Ampol Mosman Pa 55363f Loader fuel				
28 Oct 2022	Account Fees	No Appr Req'd	<input checked="" type="checkbox"/>	\$6.82	
27130	190	0403	\$6.20	\$0.62	\$6.82
	Account Fees Cc Fp User Fee Account Fees.				
Total for this period:				\$762.91	

Cardholder Declaration

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

Signature  _____

Dated 31 / 10 / 2022

Employee ID: TW

Approved By

Signature _____ 

Dated 01 / 11 / 2022

On Completion

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



Statement for NAB

Statement Period: 29 Sep 2022 to 28 Oct 2022

Cardholder Name: Michael Costarella



JSKR VISA Purchasing Card (Client Expenses)

Date	Details		Approval	Receipt	Amount (\$AUD)	
	GL Code	CC Code			Department	Net
29 Sep 2022	Woolworths/Cottesloe Grov Cottesloe		No Appr Req'd	<input checked="" type="checkbox"/>		\$314.90
	27130	190			\$286.27	\$314.90
	Purchase Woolworths/Cottesloe Grov Purchase of Debit Cards for Library and Admin					
03 Oct 2022	Officeworks 0616 O'Connor		No Appr Req'd	<input checked="" type="checkbox"/>		\$19.89
	28238	139			\$18.08	\$19.89
	Purchase Officeworks 0616 Records Storage Box					
03 Oct 2022	Adobe Acropro Subs Sydney		No Appr Req'd	<input checked="" type="checkbox"/>		\$21.99
	27160	129			\$19.99	\$21.99
	Purchase Adobe Acropro Subs Adobe License for Oct					
11 Oct 2022	Woolworths/Cottesloe Grov Cottesloe		No Appr Req'd	<input checked="" type="checkbox"/>		\$30.50
	28280	139			\$27.73	\$30.50
	Purchase Woolworths/Cottesloe Grov Dining Meals 7 Drinks					
18 Oct 2022	Seek AU 49926915 Melbourne		No Appr Req'd	<input checked="" type="checkbox"/>		\$357.50
	26540	129			\$325.00	\$357.50
	Purchase Seek AU 49926915 Advertising for Admin Finance Officer					
28 Oct 2022	Account Fees		No Appr Req'd	<input checked="" type="checkbox"/>		\$6.82
	27130	190			\$6.20	\$6.82
	Account Fees Cc Fp User Fee Bank fees					
Total for this period:						\$751.60

Cardholder Declaration

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

Signature

Dated 04 / 11 / 2022

Employee ID: E0005

Approved By

Signature

Dated 4/11/2022 /

On Completion

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



Statement for NAB

Statement Period: 29 Sep 2022 to 28 Oct 2022

Cardholder Name: Joel Lee Gajic



JSKR VISA Purchasing Card (Client Expenses)

Date	Details			Approval	Receipt Amount (\$AUD)	
	GL Code	CC Code	Department		Net	Tax
04 Oct 2022	28210	190	1002	Approved	\$18.41	\$20.25
	Raine Square Perth Purchase Raine Square Parking fees for DPLH meeting				\$1.84	\$20.25
13 Oct 2022	28120	190	1002	Approved	\$512.00	\$563.20
	Post Newspapers Pty Shenton Park Purchase Post Newspapers Pty Annual fire notice authorised officers public notice				\$51.20	\$563.20
28 Oct 2022	27130	190	1002	No Appr Req'd	\$6.20	\$6.82
	Account Fees Account Fees Cc Fp User Fee bank fees				\$0.62	\$6.82
Total for this period:						\$590.27

Cardholder Declaration

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

Signature _____

Dated 29 / 11 / 2022

Employee ID: E0020

Approved By

Signature _____

Dated 29/11/2022

On Completion

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



Statement for NAB

Statement Period: 29 Sep 2022 to 28 Oct 2022

Cardholder Name: Donovan Norgard



JSKR VISA Purchasing Card (Client Expenses)

Date	Details		Approval	Receipt	Amount (\$AUD)	
GL Code	CC Code	Department	Net	Tax	Gross	
28 Sep 2022	Parkside Towbars	Osborne Park	Approval Req'd	<input checked="" type="checkbox"/>		\$215.01
28830	129	1104	\$195.46	\$19.55	\$215.01	
Purchase Parkside Towbars Heavy duty floor mats						
27 Sep 2022	Bp Exp Myaree 1840	Myaree	Approved	<input checked="" type="checkbox"/>		\$116.98
28360	129	1104	\$106.35	\$10.63	\$116.98	
Purchase Bp Exp Myaree 1840 Fuel						
03 Oct 2022	Coles 0392	Mosman Park	Approval Req'd	<input checked="" type="checkbox"/>		\$23.80
28845	129	1104	\$21.64	\$2.16	\$23.80	
Purchase Coles 0392 Depot teabags						
30 Sep 2022	Bp Pingelly	Pingelly	Approval Req'd	<input checked="" type="checkbox"/>		\$70.29
28360	129	1104	\$63.90	\$6.39	\$70.29	
Purchase Bp Pingelly Fuel						
02 Oct 2022	Bp Exp Myaree 1840	Myaree	Approval Req'd	<input checked="" type="checkbox"/>		\$146.89
28360	129	1104	\$133.54	\$13.35	\$146.89	
Purchase Bp Exp Myaree 1840 Fuel						
30 Sep 2022	Bp Exp Myaree 1840	Myaree	Approval Req'd	<input checked="" type="checkbox"/>		\$59.00
28360	129	1104	\$53.64	\$5.36	\$59.00	
Purchase Bp Exp Myaree 1840 Fuel						
03 Oct 2022	Adobe Acropro Subs	Sydney	Approval Req'd	<input checked="" type="checkbox"/>		\$21.99
28845	129	1104	\$19.99	\$2.00	\$21.99	
Purchase Adobe Acropro Subs Adobe subscription						
05 Oct 2022	Officeworks 0616	O'Connor	Approval Req'd	<input checked="" type="checkbox"/>		\$124.00
28845	129	1104	\$112.73	\$11.27	\$124.00	
Purchase Officeworks 0616 Depot Surface Pro laptop charger						
06 Oct 2022	Bp Exp Myaree 1840	Myaree	Approval Req'd	<input checked="" type="checkbox"/>		\$83.62
28360	129	1104	\$76.02	\$7.60	\$83.62	
Purchase Bp Exp Myaree 1840 Fuel						
14 Oct 2022	Bp Exp Myaree 1840	Myaree	Approval Req'd	<input checked="" type="checkbox"/>		\$146.74
28360	129	1104	\$133.40	\$13.34	\$146.74	
Purchase Bp Exp Myaree 1840 Fuel						
17 Oct 2022	Surjtec Pty Ltd	Osborne Park	Approval Req'd	<input checked="" type="checkbox"/>		\$253.00
28830	129	1104	\$230.00	\$23.00	\$253.00	

Purchase Surjtec Pty Ltd Hedge trimmer sharpening						
17 Oct 2022	Bunnings 483000 Claremont		Approval Req'd	<input checked="" type="checkbox"/>		\$26.88
28270	129	1104	\$24.44	\$2.44	\$26.88	
Purchase Bunnings 483000 Tap, fittings and thread tape						
20 Oct 2022	Ampol Mosman Pa 55363f Mosman Park		Approval Req'd	<input checked="" type="checkbox"/>		\$124.66
28360	129	1104	\$113.33	\$11.33	\$124.66	
Purchase Ampol Mosman Pa 55363f Fuel						
26 Oct 2022	Western Auto Upholst Oconnor		Approval Req'd	<input checked="" type="checkbox"/>		\$440.00
28830	129	1104	\$400.00	\$40.00	\$440.00	
Purchase Western Auto Upholst Water trailer cover						
28 Oct 2022	Account Fees		No Appr Req'd	<input type="checkbox"/>		\$6.82
27130	129	1104	\$6.20	\$0.62	\$6.82	
Account Fees Cc Fp User Fee Bank fees						
Total for this period:						\$1,859.68

Cardholder Declaration

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

Signature _____

Dated 31 / 10 / 2022

Employee ID: 169

Approved By

Signature _____

Dated 31/10/2022

On Completion

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



ORDINARY COUNCIL MEETING

**8.3.2 – Financial Management Statements
Period Ended
30th November 2022**



MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 30 November 2022

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022

BY NATURE OR TYPE

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	343,554	343,554	343,554	0	0.00%	
Revenue from operating activities							
Rates	5	3,543,610	3,515,024	3,540,920	25,896	0.74%	
Operating grants, subsidies and contributions		1,253,319	349,753	310,690	(39,063)	(11.17%)	▼
Fees and charges		374,961	155,782	136,150	(19,632)	(12.60%)	▼
Interest earnings		31,165	15,000	32,258	17,258	115.05%	▲
Other revenue		7,442	100	0	(100)	(100.00%)	
Profit on disposal of assets	6	28,725	15,275	28,931	13,656	89.40%	▲
		5,239,222	4,050,934	4,048,949	(1,985)	(0.05%)	
Expenditure from operating activities							
Employee costs		(2,216,982)	(912,645)	(883,463)	29,182	3.20%	
Materials and contracts		(2,227,897)	(931,459)	(770,720)	160,739	17.26%	▲
Utility charges		(114,804)	(47,836)	(45,840)	1,996	4.17%	
Depreciation on non-current assets		(582,289)	(242,620)	(234,095)	8,525	3.51%	
Interest expenses		(53,192)	0	0	0	0.00%	
Insurance expenses		(104,280)	(102,880)	(107,733)	(4,853)	(4.72%)	
Other expenditure		(114,050)	(43,332)	(28,779)	14,553	33.58%	▲
		(5,413,494)	(2,280,772)	(2,070,630)	210,142	9.21%	
Non-cash amounts excluded from operating activities	1(a)	553,564	227,345	205,164	(22,181)	(9.76%)	▼
Amount attributable to operating activities		379,292	1,997,507	2,183,483	185,976	9.31%	
Investing activities							
Proceeds from disposal of assets	6	105,000	7,500	72,728	65,228	869.70%	▲
Payments for property, plant and equipment	7	(598,500)	(200,000)	(183,484)	16,516	8.26%	▲
		(493,500)	(192,500)	(110,756)	81,744	42.46%	
Amount attributable to investing activities		(493,500)	(192,500)	(110,756)	81,744		
Financing Activities							
Proceeds from new debentures	8	200,000	0	0	0	0.00%	
Repayment of debentures	8	(36,336)	0	0	0	0.00%	
Transfer to reserves	10	(310,447)	0	0	0	0.00%	
Reconcilable amount			0	(408)	(408)	0.00%	
Amount attributable to financing activities		(146,783)	0	(408)	(408)		
Closing funding surplus / (deficit)	1(c)	82,563	2,148,561	2,415,873			

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold.

Refer to Note 15 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.

	Notes	Adopted Budget	YTD Actual (b)
Non-cash items excluded from operating activities			
		\$	\$
Adjustments to operating activities			
Less: Profit on asset disposals	6	(28,725)	(28,931)
Add: Depreciation on assets		582,289	234,095
Total non-cash items excluded from operating activities		553,564	205,164

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation* 32 to agree to the surplus/(deficit) after imposition of general rates.

		Last Year Closing 30 June 2022	Year to Date 30 November 2022
Adjustments to net current assets			
Less: Reserves - restricted cash	10	(1,671,204)	(1,671,204)
Less: Movement in Employees Benefit Provision		50,361	50,361
Less: Movement in Liabilities with Restricted Assets		23,802	23,802
Less: Profit on Disposal		21,165	28,932
Add: Borrowings	8	36,822	36,821
Add: Provisions - employee		203,996	203,996
Add: Lease liabilities		14,497	14,497
Add: Less Provision Reserve		(156,750)	(156,749)
Total adjustments to net current assets		(1,477,311)	(1,469,544)

(c) Net current assets used in the Statement of Financial Activity

Current assets			
Cash and cash equivalents	2	2,253,487	3,676,630
Rates receivables	3	23,656	892,361
Receivables	3	65,673	(108,155)
Less: Current liabilities			
Payables	4	(266,635)	(320,105)
Borrowings	8	(36,822)	(36,821)
Lease liabilities		(14,497)	(14,497)
Provisions		(203,996)	(203,996)
Less: Total adjustments to net current assets	1(b)	(1,477,311)	(1,469,544)
Closing funding surplus / (deficit)		343,555	2,415,873

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

Liabilities under transfers to acquire or construct non-financial assets to be controlled by the entity

**STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 NOVEMBER 2022**

	NOTE	2022	2021
		\$	\$
CURRENT ASSETS			
Cash and cash equivalents		3,688,130	2,253,487
Trade and other receivables	3	784,206	89,329
TOTAL CURRENT ASSETS		4,472,336	2,342,816
NON-CURRENT ASSETS			
Investment in associate		111,327	111,327
Property, plant and equipment		15,655,304	15,694,132
Infrastructure		14,535,615	14,591,192
Right-of-use assets		28,761	28,761
TOTAL NON-CURRENT ASSETS		30,423,716	30,518,121
TOTAL ASSETS		34,896,052	32,860,937
CURRENT LIABILITIES			
Trade and other payables	5	320,105	263,310
Lease liabilities	10	14,497	14,497
Borrowings	8	36,821	36,822
Employee related provisions	12	203,996	203,996
TOTAL CURRENT LIABILITIES		575,419	518,625
NON-CURRENT LIABILITIES			
Lease liabilities		65,237	65,237
Borrowings	8	606,434	606,435
Employee related provisions		3,117	3,117
TOTAL NON-CURRENT LIABILITIES		674,788	674,789
TOTAL LIABILITIES		1,250,207	1,193,414
NET ASSETS		33,645,845	31,667,523
EQUITY			
Retained surplus		11,142,468	9,164,150
Reserves - cash backed	5	1,671,204	1,671,204
Revaluation surplus		20,832,173	20,832,169
TOTAL EQUITY		33,645,845	31,667,523

This statement is to be read in conjunction with the accompanying notes.

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 30 NOVEMBER 2022

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

All rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refers to all amounts received as grants, subsidies and contributions that are not non-operating grants.

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of identifiable non financial assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

EXPENSES

EMPLOYEE COSTS

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$343,554	\$343,554	\$343,554	\$0
Closing	\$82,563	\$2,148,561	\$2,415,873	\$267,312

Cash and cash equivalents			Payables			Receivables			
Unrestricted Cash	\$3,688,130	% of total	Trade Payables	\$266,225	% Outstanding	Rates Receivable	\$784,206	% Collected	
	\$2,016,924	54.7%		\$279,579			\$892,361	75%	
Restricted Cash	\$1,671,206	45.3%	0 to 30 Days	\$101,673	99.9%	Trade Receivable	\$63,363	% Outstanding	
			30 to 90 Days	\$0	0.0%		\$3,545,816	5601.6%	
			Over 90 Days	\$112	0.1%		Over 90 Days	-\$3,486,003	-5501.6%

Key Operating Activities

Rates Revenue			Operating Grants and Contributions			Fees and Charges		
YTD Actual	\$3,540,920	% Variance	YTD Actual	\$310,690.00	% Variance	YTD Actual	\$136,150	% Variance
YTD Budget	\$3,515,024	0.7%	YTD Budget	\$349,753.00	(11.2%)	YTD Budget	\$155,782	(12.6%)

Key Investing Activities

Proceeds on sale			Asset Acquisition			Capital Grants		
YTD Actual	\$72,728	%	YTD Actual	\$183,484	% Spent	YTD Actual	\$0	% Received
Adopted Budget	\$105,000	(30.7%)	Adopted Budget	\$598,500	(69.3%)	Adopted Budget	\$0	

Key Financing Activities

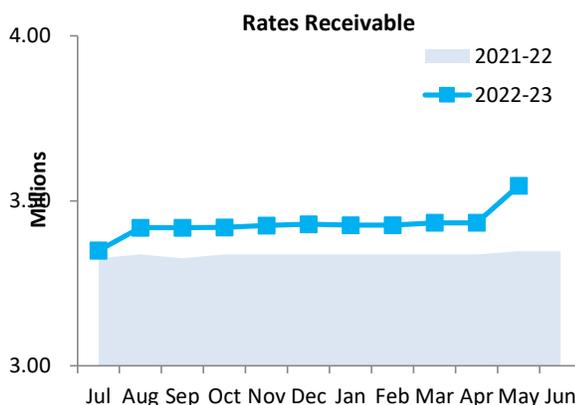
Borrowings		Reserves		Lease Liability	
Principal repayments	\$0	Reserves balance	\$1,671,204	Principal repayments	\$0.00
Interest expense	\$0	Interest earned	\$0.00	Interest expense	\$0.00
Principal due	\$691,029			Principal due	\$0.00

This information is to be read in conjunction with the accompanying Financial Statements and notes.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022**

**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

Rates receivable	30 Jun 2022	30 Nov 2022
	\$	\$
Opening arrears previous years	37,307	23,656
Levied this year	3,345,071	3,545,815
Less - collections to date	(3,358,722)	(2,677,110)
Equals current outstanding	23,656	892,361
Net rates collectable	23,656	892,361
% Collected	99.3%	75%

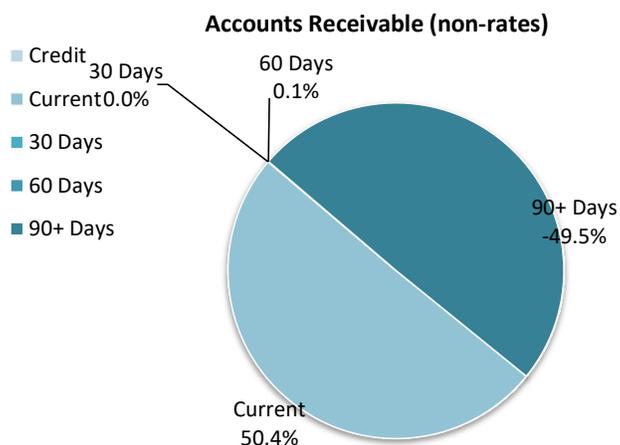


Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	3,545,816	0	3,550	(3,486,003)	63,363
Percentage	0.0%	5596%	0%	5.6%	-5501.6%	
Balance per trial balance						
Sundry receivable			0	0	0	63,363
GST receivable			0	0	0	0
FESA Levy Clearing			0	0	0	(171,518)
Total receivables general outstanding						(108,155)

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for impairment of receivables is raised when there is objective evidence that they will not be collectible.

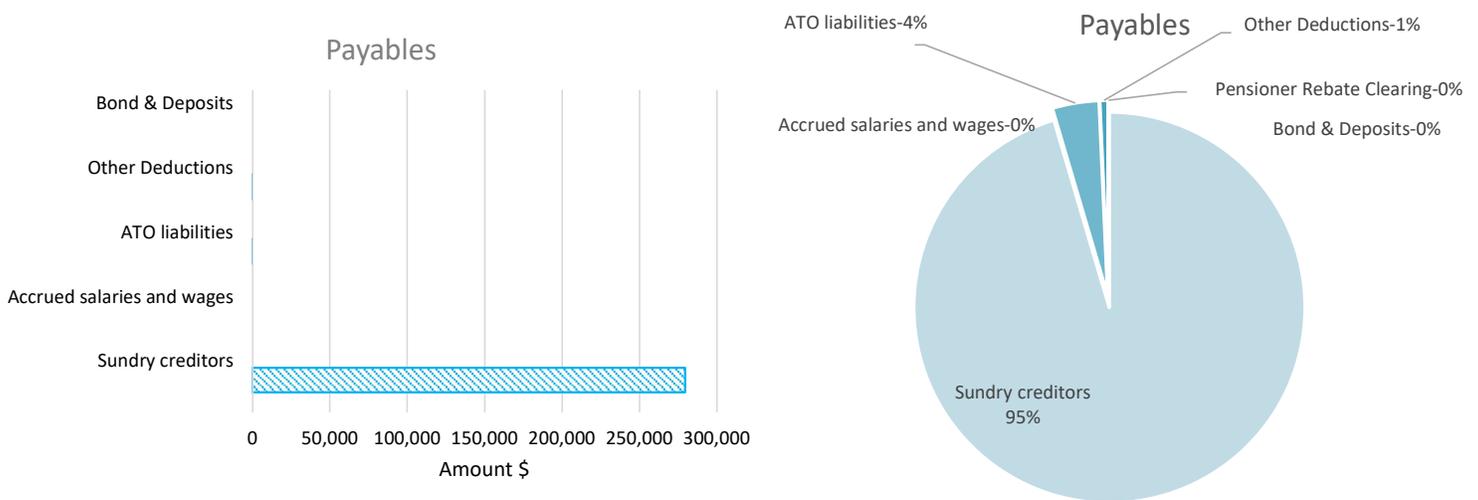


Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	101,673	0	0	112	101,785
Percentage	0%	99.9%	0%	0%	0.1%	
Balance per trial balance						
Sundry creditors			0	0	0	279,579
Accrued salaries and wages			0	0	0	0
ATO liabilities			0	0	0	(11,333)
Other Deductions			0	0	0	(2,036)
Pensioner Rebate Clearing			0	0	0	15
Bond & Deposits			0	0	0	0
Total payables general outstanding						266,225

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

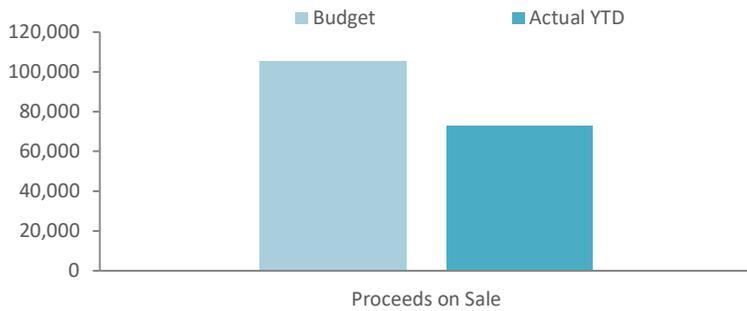


NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022

OPERATING ACTIVITIES
NOTE 5
RATE REVENUE

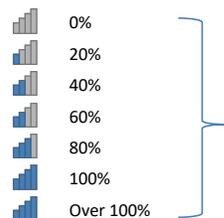
General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
General rental valuations	0.0892	553	38,527,821	3,436,691	14,000	0	3,450,691	3,446,097	6,790		3,452,887
Sub-Total		553	38,527,821	3,436,691	14,000	0	3,450,691	3,446,097	6,790	0	3,452,887
Minimum payment	Minimum \$										
Gross rental value											
General rental valuations							0				0
General Rates	1,452	64	810,290	92,928	0	0	92,928	92,928	0	0	92,928
Sub-total		64	810,290	92,928	0	0	92,928	92,928	0	0	92,928
Total general rates							3,543,619				3,545,815

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Plant	76,275	105,000	28,725	0	43,796	72,728	28,932	0
		76,275	105,000	28,725	0	43,796	72,728	28,932	0



Capital expenditure total

Level of completion indicators



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

Level of completion indicator, please see table at the end of this note for further detail.

Adopted

Proposed Date of Project	Capex	Account Description	Budget	YTD Budget	YTD Actual	Variance (Under)/Over
LAND & BUILDINGS						
March 2023	Renewal	Design main entry weather protection structure	7,500	0	0	0
December 2022	Renewal	Painting works	5,000	0	0	0
December 2022	Renewal	Renewal works for appliances, furniture, fixtures	15,000	0	0	0
December 2022	Renewal	Damp treatment to Storeroom	15,000	0	0	0
December 2022	Renewal	Replace decking- Stage 1	35,000	0	0	0
December 2022	Renewal	Replace library and lift foyer entrance mats	5,000	0	0	0
August 2022	Renewal	Renewal of Depot Works area	15,000	15,000	20,533	5,533
October 2022	Renewal	Air Conditioning repairs	15,000	15,000	0	(15,000)
December 2022	Renewal	Painting Works- Office	3,000	0	0	0
December 2022	Renewal	Minor renewal works for appliances	6,000	0	0	0
December 2022	Renewal	replacement of IT Equipment- Library	20,000	0	0	0
PLANT & EQUIPMENT						
June 2023	Renewal	Minor Plant	3,000	0	0	0
March 2023	Renewal	Park Utility	39,000	0	0	0
November 2022	Renewal	Manager Infrastructure	51,000	51,000	49,252	(1,748)
March 2023	Renewal	Mower	25,000	25,000	12,766	(12,234)
INFRASTRUCTURE ROADS						
December 2022	Renewal	Leake Street Median Island	30,000	0	0	0
June 2023	Renewal	Stiling Hwy/ Johnston Street Disability Access	35,000	0	0	0
INFRASTRUCTURE FOOTPATHS						
June 2023	Renewal	Minor paths works	20,000	0	0	0
June 2023	Renewal	Minor kerb renewal works	10,000	0	0	0
INFRASTRUCTURE DRAINS						
June 2023	Renewal	Drainage renewal works	90,000	10,000	15,601	5,601
June 2023	new	Drainage- Cnr Bayview Tce & Keane	20,000	20,000	18,141	(1,859)
INFRASTRUCTURE PARKS & RESERVES						
June 2023	Renewal	Renewal of Street furniture-LRCIP phase 3	64,000	64,000	67,191	3,191
June 2023	Renewal	Adminstration Building Surrounds- Bollard Lights	10,000	10,000	0	(10,000)
INFRASTRUCTURE OTHER						
October 2021	New	Variable Message Display and parking count system	60,000	0	0	0
			598,500	210,000	183,484	(26,516)

Repayments - borrowings

Information on borrowings Particulars	Loan No.	1 July 2022	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	
Recreation and culture										
Library Community Centre	41	691,029		0	0	36,336	691,029	654,693	0	53,192
		691,029	0	0	0	36,336	691,029	654,693	0	53,192
Self supporting loans										
Recreation and culture										
SSL- tennis Club	42	0	200,000		0		200,000			
		0	0	200,000	0	0	0	200,000	0	0
Total		691,029	0	200,000	0	36,336	691,029	854,693	0	53,192
Current borrowings		36,336					36,821			
Non-current borrowings		654,693					654,208			
		691,029					691,029			

All debenture repayments were financed by general purpose revenue.

Self supporting loans are financed by repayments from third parties.

KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022

OPERATING ACTIVITIES
NOTE 10
CASH RESERVES

Cash backed reserve

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Road & Drainage Reserve	545,636	2,600	0	30,500	0	0	0	578,736	545,636
Library Reserve	35,233	725		20,000	0	0	0	55,958	35,233
Staff Leave Reserve	156,749	1,250		20,000	0	0	0	177,999	156,749
Building & Infrastructure Reserve	745,195	2,890		90,562	0	0	0	838,647	745,195
Plant Replacement Reserve	103,057	850		20,000	0	0	0	123,907	103,057
IT Reserve	24,270	295		0	0	0	0	24,565	24,270
Public Art Reserve	41,017	350		20,000	0	0	0	61,367	41,017
Legal Costs Reserve	20,047	425		0	0	0	0	20,472	20,047
Investment Reserve	0			100,000	0	0	0	100,000	0
	1,671,204	9,385	0	301,062	0	0	0	1,981,651	1,671,204

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022**

**NOTE 14
TRUST FUND**

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

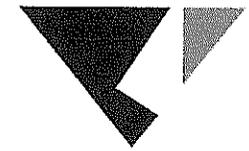
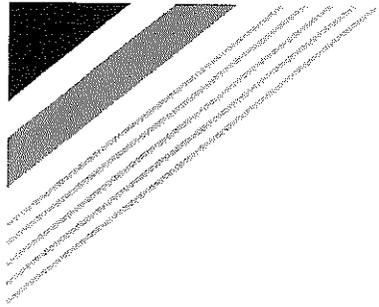
Description	Opening Balance 1 July 2022	Amount Received	Amount Paid	Closing Balance 30 Nov 2022
	\$	\$	\$	\$
Manor Hill Bonds	6,250	2,150	(1,100)	7,300
Footpath Bond	102,610	30,000	(27,500)	105,110
	108,860	32,150	(28,600)	112,410



ORDINARY COUNCIL MEETING

8.4.2 – WA Local Government Association Best Practice Governance Review

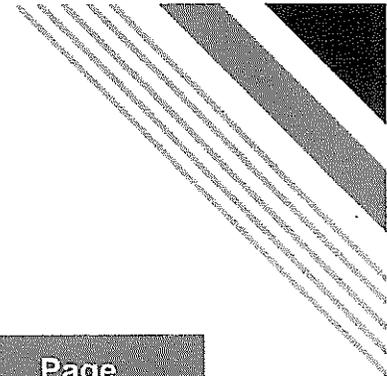
- WALGA Model Options



WALGA

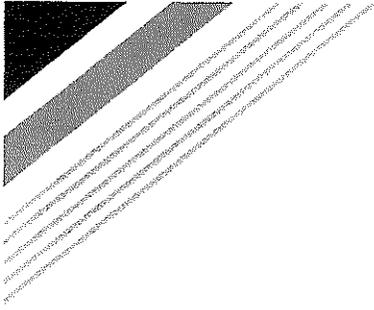
Best Practice Governance Review

Consultation Paper – Model Options



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2	Governance Principles	<u>5</u>
3	Options and Current Model	<u>7</u>
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Best Practice Governance Review

1. Introduction

Introduction

Background

The Western Australian Local Government Association (WALGA) developed its Corporate Strategy 2020-25, and in doing so identified a key strategic priority, to undertake a Best Practice Governance Review. The objective of the review is to ensure WALGA's governance and engagement models are contemporary, agile, and maximise engagement with members.

Other drivers for the review included: misalignment between key governance documents; constitution amendments for State Councillors' Candidature for State and Federal elections; and legislative reforms for the *Local Government Act 1995*, and for the *Industrial Relations Act 1979*.

In March 2022, State Council commissioned the Best Practice Governance Review (BPGR) and established a Steering Committee to guide the Review.

The BPGR Steering Committee had five meetings between 5 May 2022 and 10 August 2022. There was wide-ranging discussion on WALGA's current governance model, the need to engage broadly with the membership, and opportunities for change. Key outputs from the BPGR Steering Committee meetings included:

- Agreement on five comparator organisations – Australian Medical Association (AMA) WA, Chamber of Commerce and Industry (CCI) WA, Chamber of Minerals and Energy (CME), Australian Hotels Association (AHA) WA and the Pharmacy Guild (PG).
- Review of governance models of Local Government Associations in other Australian States and Territories, and New Zealand.
- Drafting of governance principles that will underpin future governance models.
- Finalisation of governance principles and principle components across the domains of: **Representative, Responsive and Results Oriented**.

These activities are outlined in more detail in the Background Paper.

This document

This document outlines:

Principles: The governance model principles and principle components across the domains of: Representative, Responsive and Results Oriented. The principles were endorsed at the WALGA AGM on 3 October 2022.

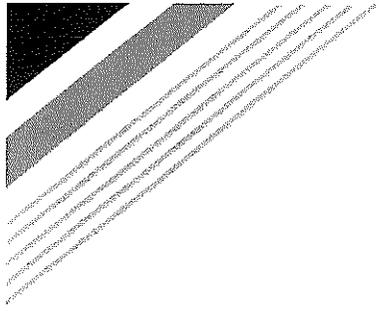
Governance model options: Presents four potential governance model options and the structure and roles associated with each option. The four options are:

- **Option 1:** Two tier model, existing zones
- **Option 2:** Board, regional bodies
- **Option 3:** Board, amalgamated zones
- **Option 4:** Member elected board, regional groups
- **Option 5:** Current model

Alignment to principles: Each of these options are then assessed as to whether they align with the principles and their components. The assessment considers the option and whether it meets, partially meets or does not meet the principle component. Alongside this assessment are some discussion points. An example of this relates to diversity.

Diversity is a component of the governance model being representative. Diversity here may include consideration of whether the governance model comprises an appropriate diversity of skills and experience. It also provides opportunity to consider whether the governance model provides opportunity for members of diverse backgrounds e.g. people of Aboriginal and Torres Strait Islander descent, people with Culturally and Linguistically Diverse backgrounds.

Within all the model options, direct relationship with WALGA and regional / subregional collaboration would continue to be encouraged.

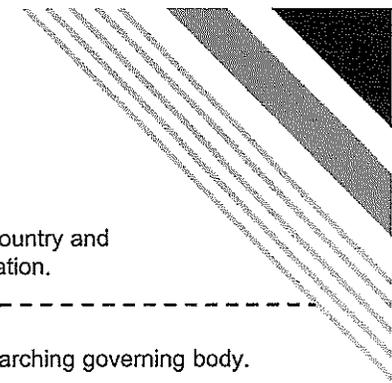


Best Practice Governance Review

2. Governance Principles

Governance Principles

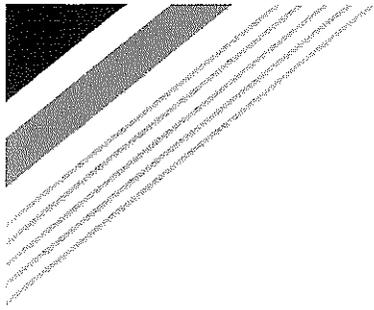
The following Governance Principles were endorsed by members at the 2022 AGM



	Principle	Principle component	Component description	Governance implications
Representative	WALGA unites and represents the entire local government sector in WA and understands the diverse nature and needs of members, regional communities and economies.	Composition	The composition of WALGA's governance model represents Local Government members from metropolitan and country councils.	The governing body will maintain equal country and metropolitan local government representation.
		Size	An appropriate number of members/representatives oversees WALGA's governance.	Potential reduction in the size of the overarching governing body.
		Diversity	WALGA's governance reflects the diversity and experience of its Local Government members.	Potential for the introduction of a mechanism to ensure the governance model comprises an appropriate diversity of skills and experience.
		Election Process	Considers the processes by which WALGA's governance positions are elected and appointed.	Consideration of alternative election and appointment arrangements, with the President to be elected by and from the governing body.
Responsive	WALGA is an agile association which acts quickly to respond to the needs of Local Government members and stakeholders.	Timely Decision Making	WALGA's governance supports timely decision making.	WALGA's governance model facilitates responsive decision making.
		Engaged Decision Making	WALGA's Local Government members are engaged in decision making processes.	WALGA's governance model facilitates clear and accessible processes for Local Government members to influence policy and advocacy with consideration to alternatives to the existing zone structure.
		Agility	Considers the flexibility of WALGA's governance to adapt to changing circumstances.	WALGA's governance model is agile and future proofed for external changes.
Results Oriented	WALGA dedicates resources and efforts to secure the best outcomes for Local Government members and supports the delivery of high-quality projects, programs and services.	Focus	Considers the clarity and separation of responsibilities and accountabilities of WALGA's governance.	Governance bodies have clearly defined responsibilities and accountabilities, with the capacity to prioritise and focus on strategic issues.
		Value Added Decision Making	Facilitates opportunities for value to be added to decision making.	Adoption of best practice board processes, and introduction of governance structures that are empowered to inform decisions.
		Continuous Improvement	Considers regular review processes for components of the governance model, their purpose and achieved outcomes.	WALGA's governance is regularly reviewed every 3 to 5 years to ensure the best outcomes are achieved for Local Government members.



WALGA



Best Practice Governance Review

3. Options and Current Model

Options and Current Model

Five options, including the Current Model, with details of each of their key governance bodies

Option 1 – Two tier model, existing Zones	Option 2 – Board, Regional Bodies	Option 3 – Board, Amalgamated Zones	Option 4 – Member elected Board, Regional Groups	Option 5 – Current Model
 <p>Board (11 members) 8 elected from Policy Council, incl. Board elected President Up to 3 independents</p>	 <p>Board (11 members) 8 elected from Regional Bodies, incl. Board elected President Up to 3 independents</p>	 <p>Board (15 members) 12 elected from Zones, incl. Board elected President Up to 2 independents</p>	 <p>Board (11 members) 8 elected via direct election, incl. Board elected President Up to 3 independents</p>	 <p>State Council (25 members) 24 State Councillors 1 President</p>
 <p>Policy Council (25 members) 24 members plus President</p>	 <p>Regional Bodies (4 metro, 4 country)</p>	 <p>Zones (6 metro, 6 country)</p>	 <p>Policy Teams / Forums / Committees</p>	 <p>Zones (5 metro, 12 country)</p>
 <p>Zones (5 metro, 12 country)</p>	 <p>Policy Teams / Forums / Committees</p>	 <p>Policy Teams / Forums / Committees</p>	 <p>Regional Groups</p>	 <p>Policy Teams / Forums / Committees</p>

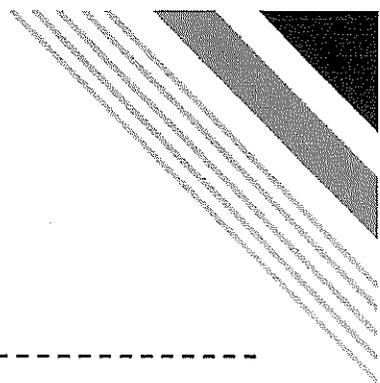
Option 1 – Two Tier Model, Existing Zones

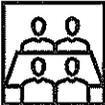
A description of the governance body structure and role for Option 1

Governance Body	Structure	Role
 <p>Board</p>	<p>11 members: 8 representative members elected from and by the Policy Council (4 Metro, 4 Country). The Board then elect the President from the representative members. The Board will appoint up to 3 independent, skills or constituency directors.</p>	<p>Meet 6 times per year. Responsible for governance of WALGA including strategy, financial oversight, policy development and endorsement, advocacy priorities, employment of CEO, etc.</p>
 <p>Policy Council</p>	<p>24 members plus President. Members elected by and from the Zones (12 from 5 Metro Zones, 12 from 12 Country Zones).</p>	<p>Meet at least 2 times per year to contribute to policy positions and advocacy for input into Board, and to liaise with Zones on policy and advocacy. The Policy Council can form Policy Teams, Policy Forums and Committees, which would have responsibility for specific functions, such as policy development.</p>
 <p>Zones</p>	<p>5 Metro, 12 Country.</p>	<p>Meet at least 2 times per year to raise policy issues, elect representatives to the Policy Council, and undertake regional advocacy and projects as directed by the Zone.</p>

Option 2 – Board, Regional Bodies

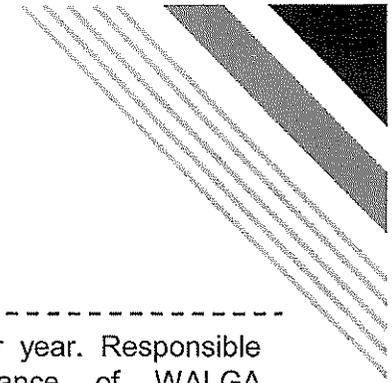
A description of the governance body structure and role for Option 2



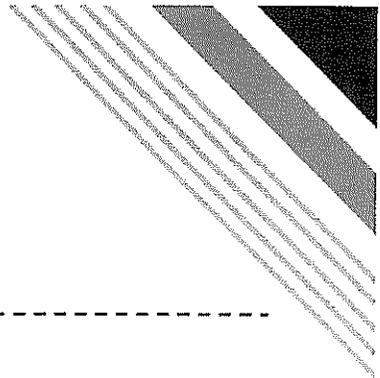
Governance Body	Structure	Role
 <p>Board</p>	<p>11 members: 8 representative members elected from and by the Regional Bodies (4 Metro, 4 Country). The Board then elect the President from the representative members. The Board will appoint up to 3 independent, skills or constituency directors.</p>	<p>Meet 6 times per year responsible for governance of WALGA including strategy, financial oversight, policy development, advocacy priorities, employment of CEO, etc.</p>
 <p>Regional Bodies</p>	<p>Metro: North, South, East and Central. Country: Mining & Pastoral, Agricultural, Peel/South West/Great Southern, Regional Capitals. <i>Note: Local Governments can nominate their preferred regional body, with membership of the regional bodies to be determined by the board.</i></p>	<p>Meet at least 2 times per year to contribute to policy development and advocacy, and to elect Board members (1 from each of the Metro Regional Bodies and 1 from each of the Country Regional Bodies).</p>
 <p>Policy Teams / Forums / Committees</p>	<p>Membership drawn from the Board and Regional Bodies with some independent members.</p>	<p>Responsible for specific functions – such as policy development – as determined by the Board.</p>

Option 3 – Board, Amalgamated Zones

A description of the governance body structure and role for Option 3



Governance Body	Structure	Role
 Board	<p>15 members: 12 elected from the Zones (6 from Metro/Peel, 6 from Country). President to be elected by the Board. The Board will appoint up to 2 independent, skills or constituency directors.</p>	<p>Meet 6 times per year. Responsible for the governance of WALGA including strategy, financial oversight, policy development and endorsement, advocacy priorities, employment of CEO, etc.</p>
 Zones	<p>Metro/Peel:</p> <ul style="list-style-type: none"> • Central Metropolitan • East Metropolitan • North Metropolitan • South Metropolitan • South East Metropolitan • Peel <p>Country*:</p> <ul style="list-style-type: none"> • Wheatbelt South • Wheatbelt North • Mid West / Murchison / Gascoyne • Pilbara / Kimberley • South West / Great Southern • Goldfields / Esperance <p><i>*indicative, re-drawing required</i></p>	<p>Meet at least 2 times per year to contribute to policy development and advocacy, and to elect Board members.</p>
 Policy Teams / Forums / Committees	<p>Membership drawn from Board with some independent members.</p>	<p>Responsible for specific functions – such as policy development – as determined by the Board.</p>



Option 4 – Member Elected Board, Regional Groups

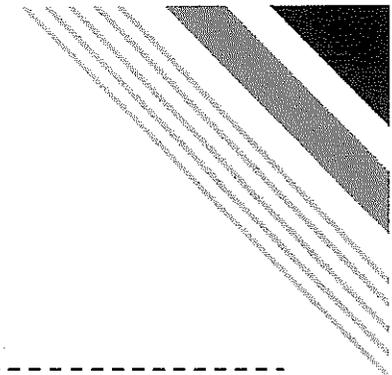
A description of the governance body structure and role for Option 4

Governance Body	Structure	Role
 <p>Board</p>	<p>11 members: 8 representative members elected via direct election, with each member Local Government to vote (4 elected by and from Metropolitan Local Governments, 4 elected by and from Country Local Governments). President elected by the Board from among the representative members. The Board will appoint up to 3 independent, skills or constituency directors.</p>	<p>Meet 6 times per year and responsible for governance of WALGA including strategy, financial oversight, policy development and endorsement, advocacy priorities, employment of CEO, etc.</p>
 <p>Policy Teams / Forums / Committees</p>	<p>Membership drawn from Board with some independent members.</p>	<p>Meet at least 2 times per year. Responsible for specific functions – such as contributing to policy development – as determined by the Board.</p>
 <p>Regional Groups</p>	<p>Determined by members to suit needs. E.g. Regional Capitals, GAPP, VROCs, CEO Group, existing Zones.</p>	<p>Feed into policy development processes and undertake advocacy and projects as determined by the groups.</p>

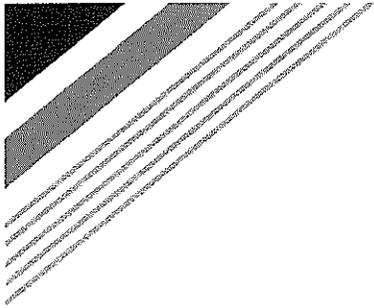


Option 5 – Current Model

A description of the governance body structure and roles for the Current Model



Governance Body	Structure	Role
 <p>State Council</p>	<p>24 members plus the President. Members elected by and from the Zones (12 from 5 Metropolitan Zones, 12 from 12 Country Zones).</p>	<p>Responsible for the governance of WALGA including strategy, financial oversight, policy development and endorsement, advocacy, employment of CEO, etc.</p>
 <p>Zones</p>	<p>5 Metro, 12 Country.</p>	<p>Consider the State Council Agenda, elect State Councillors, and undertake regional advocacy / projects as directed by the Zone.</p>
 <p>Policy Teams / Forums / Committees</p>	<p>Membership drawn from State Council with some independent members.</p>	<p>Responsible for specific functions – such as contributing to policy development, financial oversight etc. – as determined by State Council.</p>



Best Practice Governance Review

4. Alignment to Principles

Option 1 – Two Tier Model, Existing Zones

Option 1 and its alignment to the principles

**Option 1 –
Two tier model,
existing Zones**

	Board (11 members) 8 elected from Policy Council, incl. Board elected President Up to 3 independents
	Policy Council (25 members) 24 members plus President
	Zones (5 metro, 12 country)

Principle & component	Principle alignment (Meets, partial, does not meet)	Discussion points	
Representative	Composition	Meets	<ul style="list-style-type: none"> Board will have equal metropolitan and country membership
	Size	Meets	<ul style="list-style-type: none"> Board is smaller
	Diversity	Meets	<ul style="list-style-type: none"> Consideration of appointment processes for independent members
	Election Process	Meets	<ul style="list-style-type: none"> Board to be elected from Policy Council
Responsive	Timely Decision Making	Meets	<ul style="list-style-type: none"> Meeting frequency aligned to governing body roles
	Engaged Decision Making	Meets	<ul style="list-style-type: none"> Board meetings are not dependent on other governing body meetings
	Agility	Partial	<ul style="list-style-type: none"> Board is future-proofed from external changes Zone structures still underpin Council
	Focus	Partial	<ul style="list-style-type: none"> Prioritisation and focus may be a challenge
Results Oriented	Value Added Decision Making	Meets	<ul style="list-style-type: none"> Best practice board approaches will be adopted
	Continuous Improvement	Meets	<ul style="list-style-type: none"> Board would be responsible for ongoing reviews of governance body roles in consultation with members



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Option 2 – Board, Regional Bodies

Option 2 and its alignment to the principles

Option 2 – Board, Regional Bodies

	<p>Board (11 members) 8 elected from Regional Bodies, incl. Board elected President Up to 3 independents</p>
	<p>Regional Bodies (4 metro, 4 country)</p>
	<p>Policy Teams / Forums / Committees</p>

	Principle & component	Principle alignment (Meets, partial, does not meet)	Discussion points
Representative	Composition	Meets	<ul style="list-style-type: none"> Board will have equal metropolitan and country membership How to establish regional body membership is a consideration
	Size	Partial	<ul style="list-style-type: none"> Board is smaller Number of regional bodies is a consideration
	Diversity	Meets	<ul style="list-style-type: none"> Consideration of appointment processes for independent members
	Election Process	Meets	<ul style="list-style-type: none"> Board election from regional bodies
Responsive	Timely Decision Making	Meets	<ul style="list-style-type: none"> Meeting frequency aligned to governing body roles
	Engaged Decision Making	Meets	<ul style="list-style-type: none"> Board meetings are not dependent on regional body meetings
	Agility	Meets	<ul style="list-style-type: none"> Board and regional bodies are future proofed from external changes
	Focus	Partial	<ul style="list-style-type: none"> There may be challenges defining accountabilities and responsibilities of regional bodies
Results Oriented	Value Added Decision Making	Meets	<ul style="list-style-type: none"> Best practice board approaches will be adopted
	Continuous Improvement	Meets	<ul style="list-style-type: none"> Board will be responsible for ongoing reviews of governing body roles in consultation with members



WALGA

Option 3 – Board, Amalgamated Zones

Option 3 and its alignment to the principles

**Option 3 –
Board, Amalgamated
Zones**

	Board (15 members) 12 elected from Zones, incl. Board elected President Up to 2 independents
	Zones (6 metro, 6 country)
	Policy Teams / Forums / Committees

	Principle & component	Principle alignment (Meets, partial, does not meet)	Discussion points
Representative	Composition	Partial	<ul style="list-style-type: none"> Board will have equal metropolitan and country membership There may be composition challenges for amalgamated zones
	Size	Partial	<ul style="list-style-type: none"> Board is smaller Amalgamation of zones to 12 in total
	Diversity	Meets	<ul style="list-style-type: none"> Consideration of appointment processes for independent members
	Election Process	Meets	<ul style="list-style-type: none"> Board election from zones
Responsive	Timely Decision Making	Meets	<ul style="list-style-type: none"> Meeting frequency aligned to governing body roles
	Engaged Decision Making	Meets	<ul style="list-style-type: none"> Board meetings are aligned to zone meetings
	Agility	Meets	<ul style="list-style-type: none"> Board is future proofed from external changes
	Focus	Partial	<ul style="list-style-type: none"> Prioritisation and focus may be a challenge
Results Oriented	Value Added Decision Making	Meets	<ul style="list-style-type: none"> Best practice board approaches will be adopted
	Continuous Improvement	Meets	<ul style="list-style-type: none"> The Board would be responsible for ongoing reviews of governance body roles in consultation with members

Option 4 – Member Elected Board, Regional Groups

Option 4 and its alignment to the principles

**Option 4 –
Member elected Board,
Regional Groups**

	Board (11 members) 8 elected via direct election, incl. Board elected President Up to 3 independents
	Policy Teams / Forums / Committees
	Regional Groups

Principle & component		Principle alignment (Meets, partial, does not meet)	Discussion points
Representative	Composition	Partial	<ul style="list-style-type: none"> Board will have equal metropolitan and country membership Membership of regional groups dynamic and ad hoc
	Size	Partial	<ul style="list-style-type: none"> Board is smaller
	Diversity	Meets	<ul style="list-style-type: none"> Consideration of appointment processes for independent members
	Election Process	Meets	<ul style="list-style-type: none"> Board election from a general meeting
Responsive	Timely Decision Making	Meets	<ul style="list-style-type: none"> Meeting frequency aligned to governing body roles
	Engaged Decision Making	Meets	<ul style="list-style-type: none"> Board meetings are not dependent on policy teams / regional group meetings
	Agility	Meets	<ul style="list-style-type: none"> Board is future-proofed from external changes
	Focus	Partial	<ul style="list-style-type: none"> Policy teams / Regional Group meetings to influence priorities
Results Oriented	Value Added Decision Making	Meets	<ul style="list-style-type: none"> Best practice board approaches will be adopted
	Continuous Improvement	Meets	<ul style="list-style-type: none"> Board would be responsible for ongoing reviews of governing body roles in consultation with members



WALGA

Option 5 – Current Model

Current model and its alignment to the principles

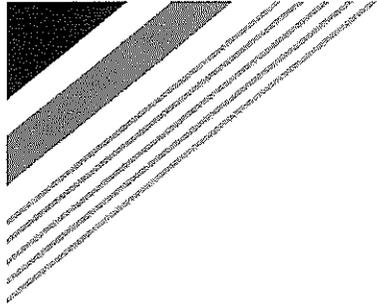
Option 5 – Current Model

	State Council (25 members) 24 State Councillors 1 President
	Zones (5 metro, 12 country)
	Policy Teams / Forums / Committees

	Principle & component	Principle alignment (Meets, partial, does not meet)	Discussion points
Representative	Composition	Meets	<ul style="list-style-type: none"> State Council has equal metropolitan and country membership
	Size	Partial	<ul style="list-style-type: none"> State Council will retain 25 members
	Diversity	Partial	<ul style="list-style-type: none"> No control of diversity of State Council
	Election Process	Meets	<ul style="list-style-type: none"> State Council election from zones
Responsive	Timely Decision Making	Partial	<ul style="list-style-type: none"> Meeting frequency aligned to governing body roles
	Engaged Decision Making	Meets	<ul style="list-style-type: none"> State Council meetings are aligned to zone meetings
	Agility	Partial	<ul style="list-style-type: none"> State Council is not future proofed from external changes
	Focus	Partial	<ul style="list-style-type: none"> Prioritisation and focus may remain a challenge
Results Oriented	Value Added Decision Making	Partial	<ul style="list-style-type: none"> Best practice board approaches will not be adopted
	Continuous Improvement	Meets	<ul style="list-style-type: none"> State Council would continue to be responsible for ongoing reviews of governance body roles in consultation with members



WALGA



Best Practice Governance Review

5. Consultation Process and Next Steps

WALGA Best Practice Governance Review

Consultation Process and Next Steps

Consultation Process

Council Position

Member Local Governments are asked to consider this paper and the governance model options put forward and provide a Council endorsed position to WALGA.

It is suggested that Councils endorse a preferred model (which could be the Current Model) and provide a ranking in terms of an order of preference.

Submissions to WALGA are sought by **23 December 2022**.

Supplementary Market Research

An independent market research company has been engaged to ascertain insights from Elected Members and Chief Executive Officers about WALGA's governance model. Qualitative interviews and a quantitative survey will be undertaken to supplement Council positions.

Workshops and Forums

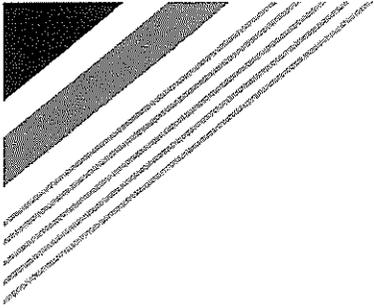
Requests for presentations on the work undertaken by the Steering Committee and the model options, as well as facilitation of workshops and discussions will be accommodated where practicable.

Next Steps

Timetable

- Consultation and engagement with Members on this paper and governance model options will be undertaken from October 2022 until 23 December 2022.
- The Steering Committee will consider the outcomes of the consultation process during January 2023.
- A Final Report with a recommended direction will be the subject of a State Council Agenda item for the March 2023 State Council meeting.





Thank you

For more information, visit our [website](#) or contact Tim Lane, Manager Association and Corporate Governance, at tlane@walga.asn.au or 9213 2029.



ORDINARY COUNCIL MEETING

8.4.3 – Matters for Information and Noting

- Building/Planning Statistics
- Infringements Issued
- Library Statistics
- Recycling Statistics
- Library Management Group 29 November 2022 Minutes

Matters for Information and Noting

Building Permits Issued November 2022

Application Number	Location	Description	Decision
BA 2022 / 00041	58A Leake Street	Patio	Approved
BA 2022 / 00043	Reserve No. 2359 The Esplanade	Occupancy Permit	Approved

Planning Approvals and Notices Issued November 2022

Application Number	Location	Description	Delegation
DA 2022 / 00031	25 Irvine Street	Deemed-to-comply (DTC) Check	N/A

Infringements November 2022

Reason	Amount
3.2(1)(a) or 3.2(1)(b) Parking Against the Flow of Traffic	\$80.00
3.2(1)(a) or 3.2(1)(b) Parking Against the Flow of Traffic	\$80.00

Library Statistics

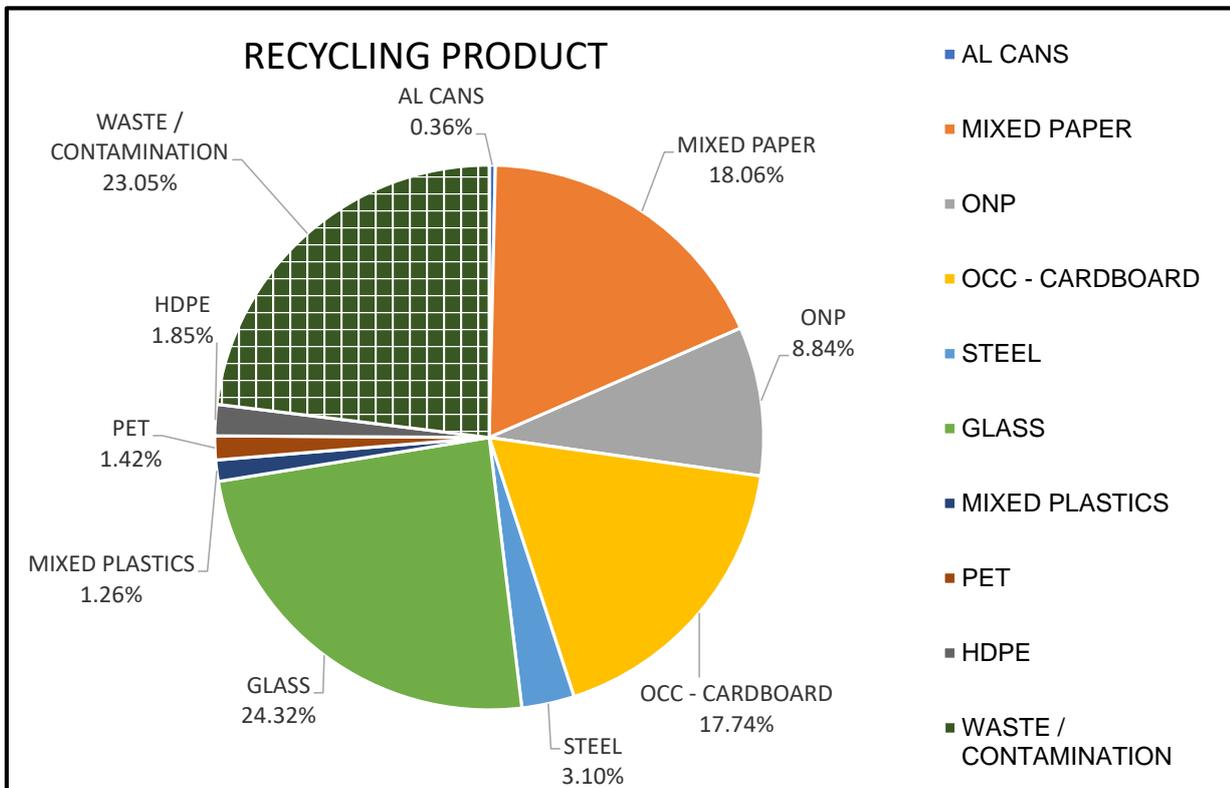
	November 2022	November 2021	November 2020
Loans	19023	18701	15408
New Borrowers	149	185	224

Recycling Recovery



October 2022

PRODUCT	Product - Percentage	Product - Tonnes
AL CANS	0.36	0.04
MIXED PAPER	18.06	2.22
ONP	8.84	1.08
OCC - CARDBOARD	17.74	2.18
STEEL	3.10	0.38
GLASS	24.32	2.98
MIXED PLASTICS	1.26	0.15
PET	1.42	0.17
HDPE	1.85	0.23
TOTAL RECOVERED	76.95	9.44
WASTE / CONTAMINATION	23.05	2.83
MONTHLY TOTAL	100.00	12.27





**MINUTES FOR THE
LIBRARY MANAGEMENT COMMITTEE
MEETING**

HELD

**Tuesday 29 November 2022
At 8.30 am
Shire of Peppermint Grove
Council Chambers.**

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



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



NOTICE OF LIBRARY MANAGEMENT COMMITTEE MEETING

The Shire of Peppermint Grove CEO declared the meeting open at 8.31 am

ATTENDEES

Delegates:

Town of Cottesloe	Cr M (Melissa) Harkins
Shire of Peppermint Grove	Cr D (Dawne) Horrex
Town of Mosman Park	Deputy Mayor G (Georgie) Carey

Alternate Delegates/Observers:

Officers Attending:

Town of Cottesloe	Shane Collie, Director Corporate and Community Services
Shire of Peppermint Grove	Don Burnett, Chief Executive Officer Lance Hopkinson, Library Coordinator
Town of Mosman Park	Carissa Bywater, Chief Executive Officer

Apologies:

Town of Cottesloe	Cr C (Craig) Masarei
Shire of Peppermint Grove	Cr K (Karen) Farley Michael Costarella, Manager Corporate and Community Services
Town of Mosman Park	Mayor P (Paul) Shaw

1. ELECTION OF PRESIDING MEMBER

In accordance with the Library Management Agreement, clause 12.3 (a) & (b), the Presiding Member is to be rotated annually. The role will now be undertaken by the Town of Cottesloe delegate, Cr Melissa Harkins.

OFFICER RECOMMENDATION / COMMITTEE DECISION

That the Library Management Committee presiding member be confirmed as the Town of Cottesloe delegate Cr Mellissa Harkins through to the November 2023 meeting.

Moved: Deputy Mayor Georgie Carey

Seconded: Cr Dawne Horrex

Carried

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

OFFICER RECOMMENDATION / COMMITTEE DECISION

That the Minutes of the Library Management Committee Meeting held on Tuesday 16th August 2022 be confirmed as a true and accurate record of proceedings.

Moved: Deputy Mayor Georgie Carey

Seconded: Cr Dawne Horrex

Carried

3. BUSINESS ARISING FROM THE PREVIOUS MINUTES

3.1 Library Management Agreement – All three member Councils have endorsed the new agreement, which will come into effect on 1 January 2023. From an operational point of view there is basically no change to the running of the library or impact on member Councils. The governance structure will change from referring to the Library Management Committee to the Library Management Group (LMG) from 1 January.

4. DIGITAL PARKING AND EVENTS BOARD (Attached)

The issue of improving the customer service experience at the Grove through the provision of a digital parking sign has been on the Library Management Committee meeting agenda for a number of years. Currently when the carpark is full, visitors will drive in and then have to turn around and leave. This is problematic when there are events on at the community

centre and parking is at a premium. Sensors will be installed in the carpark that will relay to the sign the number of bays available which is visible to cars as they approach on Leake Street. If the carpark is full, the sign will advise this. The proposed sign will also incorporate a digital event sign allow the three members or West Coast Community Centre to promote events or activities, i.e. such as Australia Day.

Previous estimates for the sign were around \$60,000 with contributions by the members based on 25% (\$15,000) for the Shire for the administration portion and 75% for the members based on the library funding formula. The split was Town of Mosman Park \$21,906, Town of Cottesloe \$19,004 and the Shire \$4,090, however only the Shire retained the funds in the 2022/23 budget. Two companies were requested to review their quotes and the most favorable has been attached (confidential). Two factors now make this project more financially achievable. The quote for the largest sign has reduced and the library pool car has sold, with these funds retained in the Capital area.

The project cost to members is now.

Sign purchase and install	\$49,000
Less 25% Shire contribution	-\$12,500
Less ex-GST sale of pool car	<u>-\$26,400</u>
Cost met by members	\$10,100

Based on the library funding formulae, this equates to – Mosman Park \$4,870, Cottesloe \$4,260 and the Shire \$920.

OFFICER RECOMMENDATION / COMMITTEE DECISION

That the Digital Parking and Events sign contributions by the Towns of Mosman Park and Cottesloe is included in each Council's midyear budget review for consideration.

Moved: Cr Dawne Horrex

Seconded: Deputy Mayor Georgie Carey

Carried

5. FINANCIAL STATEMENTS (Attachments)

The financial statements to 30 June 2022 are submitted for consideration.

LIBRARY OPERATING STATEMENT- 31 October 2022

Overall the Income and Expenditure is some \$4,000 less than the YTD budget.

The year to date (YTD) Income shows the Profit on the Sale of the Vehicle of \$12, 000.

The YTD expenditure shows the YTD actuals being more than the YTD budget by some \$10,000. This mainly attributed to additional salaries for the period and includes termination pay for History Officer and includes long service leave of \$6,000. The amount can be funded by each members provision in their LSL reserve. The additional \$4,000 relates to WALGA subscriptions that are attributed to the Library operations including Procurement \$1,300, Employee Relations \$2,120, Tax Advice (employees) \$780. The amount will be included in the Revised Budget in February 2023.

COMMUNITY HISTORY

Overall the Income and Expenditure is some \$10,000 less than the YTD budget.

This is mainly attributed to some re-allocation that will be done via journal in October for Building Maintenance and Cleaning. The Oral History Project is yet to re-commence.

GROVE COMMUNITY CENTRE

Overall the Income and Expenditure is some \$8,000 less than the YTD budget.

This is mainly attributed to the reallocation via journal of salaries from the Library for the Community Booking Officer.

CAPEX

Work will soon commence of the replacement of the timber decking with synthetic decking at the front of the library. .

OFFICER RECOMMENDATION / COMMITTEE DECISION

That the 31 October 2022 financial statements to be received

Moved: Deputy Mayor Georgie Carey

Seconded: Cr Dawne Horrex

Carried

6. LIBRARY 10 YEAR OPERATIONAL COST COMPARISON (Attached)

The attached spreadsheet shows the operating contributions by members for the library for the last 10 years plus this years adopted budget. Of interest is that since 2012/13, the actual operating shortfall has only increased 1.5%. When inflation is taken into consideration, this in real terms, is a significant reduction in contributions by members. Since 2018/19 the costs have been reduced by 9.4%. This has been achieved by the Shire undertaking a significant organisational restructure, installation of 80 Kw of solar panels and the reviewing of contracts and services. It is pointed out that service levels for members and the community have not been reduced during this period.

The spreadsheet does not include contributions to capital projects, which are considered on an annual basis and takes into consideration the Asset Management Plan.

OFFICER RECOMMENDATION / COMMITTEE DECISION

That the Libraries 10 year Operational Cost comparison is noted.

Moved: Cr Dawne Horrex

Seconded: Deputy Mayor Georgie Carey

Carried

7. THE COFFEE GROVE LEASE. (Confidential attachment)

The lease fee for the Coffee Grove was waived to 31 December subject to a business plan submitted to show the viability of the café going forward. Attached is confidential information from the operator.

The lease will finish in June 2023 and the Shire will have a conversation with the current lease regarding a new lease, the term and the lease fee with the view of reporting back to the next LMG meeting

OFFICER RECOMMENDATION / COMMITTEE DECISION

That the lease holders provide a submission for a new lease to the next LMC

Moved: Deputy Mayor Georgie Carey

Seconded: Cr Dawne Horrex

Carried

8 MATTERS FOR INFORMATION

8.1 CHRISTMAS CLOSEDOWN 2021

The Grove Library will be closed for the Christmas and New Year period from 4.00 pm Friday 23rd December, to reopen Tuesday 3th January. This down time will be utilized to carry out necessary I.T. maintenance and carpet and upholstery cleaning.

8.2 STATE LIBRARY OF W.A. STATISTICAL COMPARISON (Attached)

The State library of W.A. has collated the statistical returns provided by all public libraries in W.A. for the financial years 2020/21 and 2021/22. Attached are charts comparing The Grove Library to the other libraries of similar size.

8.3 LIBRARY MANAGEMENT SYSTEM

The Western Suburbs Library Group have awarded a contract to Civica for the Library Management System (LMS). Civica supply and support the current operating system. The Library budget makes provision for the operating software and the new contract will be slightly less than the current contract. The Shire of Peppermint Grove, as manages of the Library will be signing the contract on behalf of the Town of Mosman Park and Town of Cottesloe.

8.4 W.A. PUBLIC LIBRARY STRATEGIC PLAN 2022-2026 (Attached)

In October the State Library of W.A. released the W.A. Public Library Strategic Plan 2022-26 The Strategic plan highlights three areas of focus

- Strengthening Communities through outreach and engagement
- Digitally inclusive libraries providing access and skills training to the community
- The State Library of W.A. is to develop and use metrics by which they may measure the social and economic impact and value of Public libraries within the community.

The Strategic Plan guides libraries in Western Australia along the path that The Grove has been travelling for many years, such as:

- Building connections with schools and community groups and providing a demand driven collection where the patrons have input into purchasing of new resources.
- Providing a digitally inclusive environment where seniors and the broader community have access to hardware and tech help services to boost digital literacy.

- Harvesting Data from the Library Management System and SLWA sites to measure data between The Grove and comparable libraries within the state.

8.5 UPCOMING EVENTS

- Family Christmas at The Grove Library: Story time with Glenn Swift and Santa and his elf will make an appearance 7th December 2022, 6.30-7.30 pm
- Art Exhibition: original art from emerging Indigenous artist Joordah 5th -17th February 2023.
- Exhibition: Surfing the western Suburbs: celebrating the history of the original long board riders of the Mosman Park / Cottesloe coast from the 1950's to 1970's. 27th February -10th March 2023.

9. NEXT MEETING

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

Tuesday 14 February 2023 the start time is to be moved back to 8.00 am

10. CLOSURE: 9.06 am