# SHIRE OF PEPPERMINT GROVE

# ATTACHMENTS

## Ordinary Council Meeting
## 27 August 2019

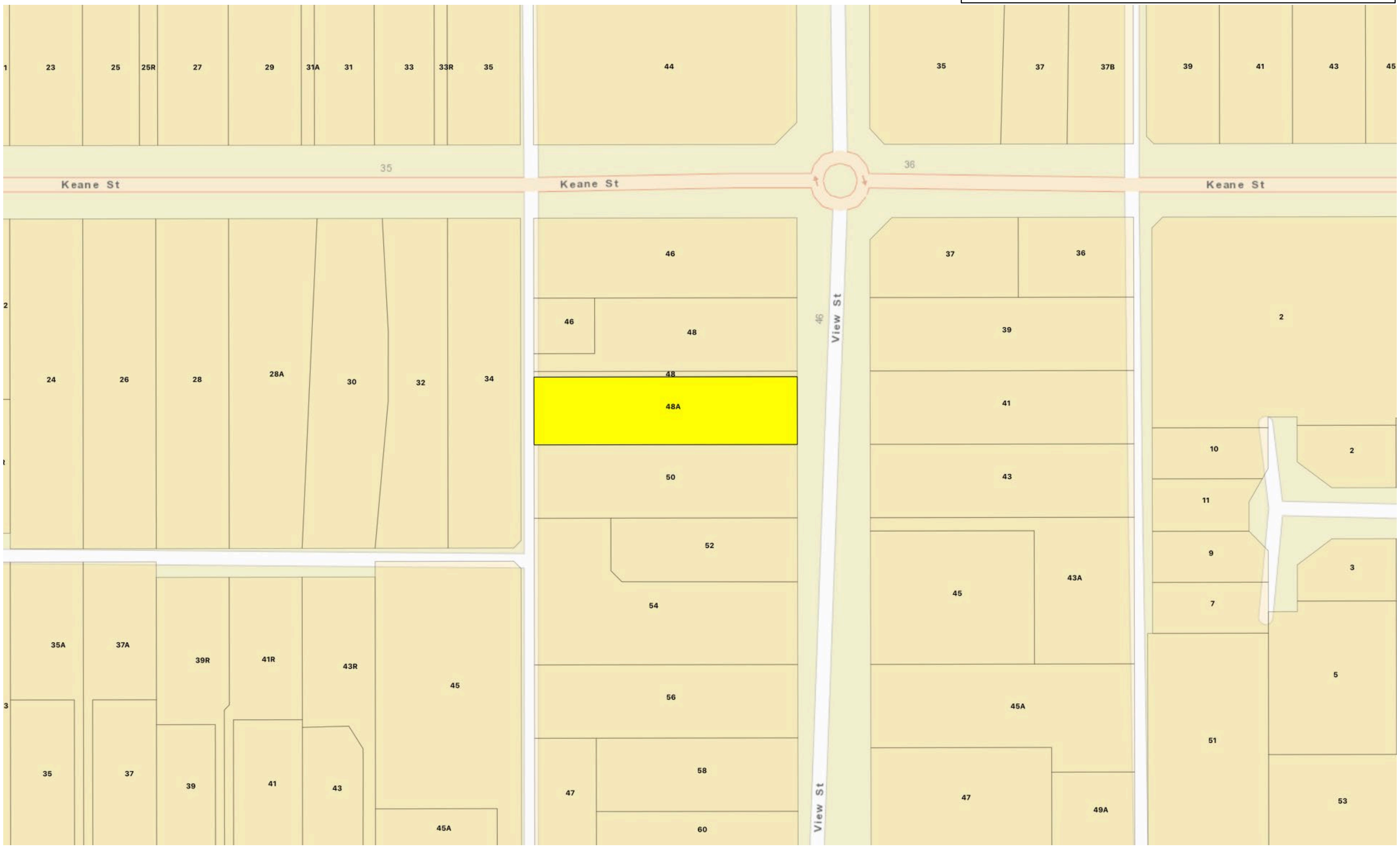
# TABLE OF CONTENTS

SHIRE OF PEPPERMINT GROVE

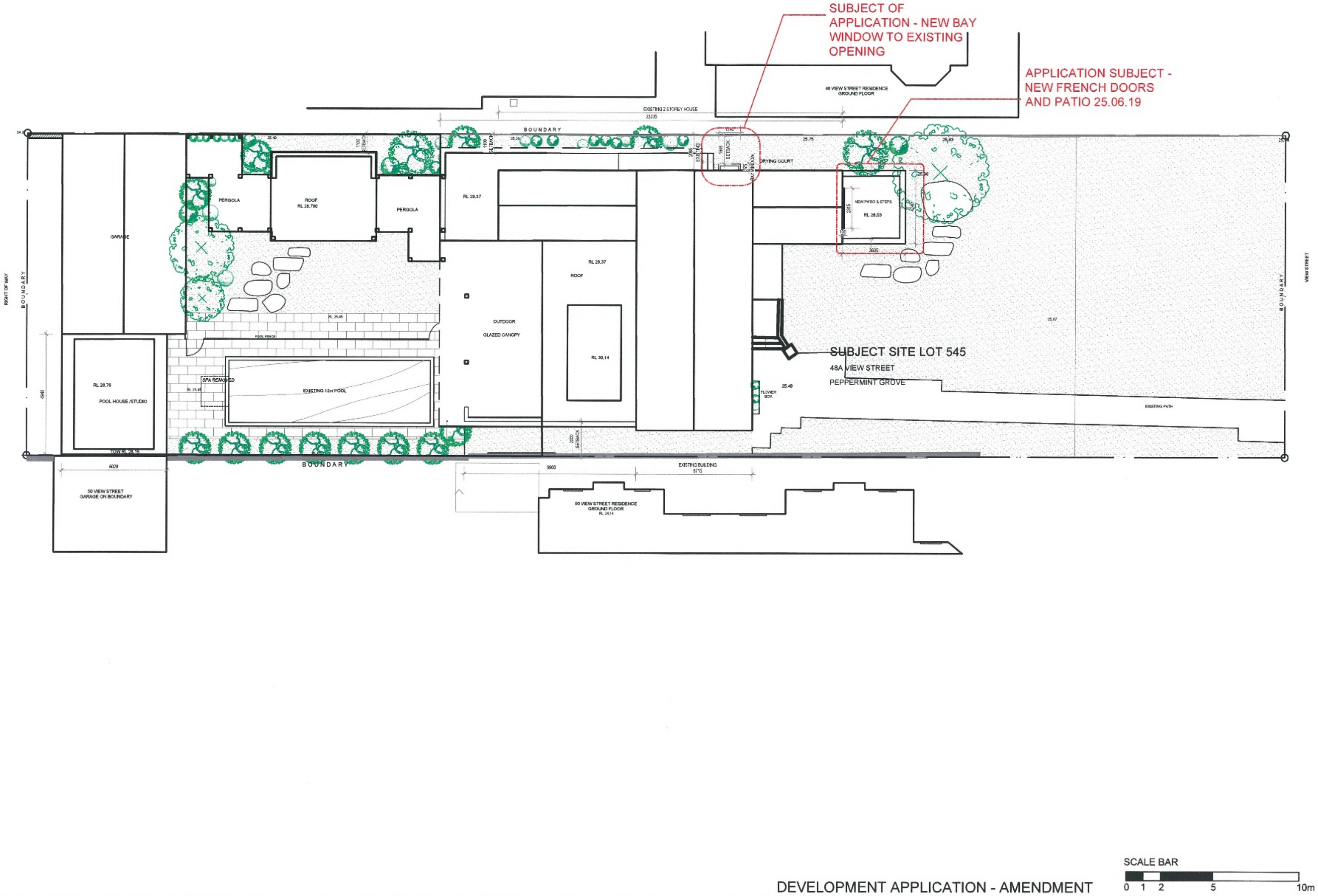
# Ordinary Council Meeting

## 8.1.1 48A View Street - Alterations to Front Façade

**ITEM 8.1.1**
**ATTACHMENT ONE**



**ITEM 8.1.1**
**ATTACHMENT TWO**




DEVELOPMENT APPLICATION - AMENDMENT

PHILIPPA MOWBRAY ARCHITECTS
3 VERA STREET COTTESLOE WA 6011, (08) 9385 2311

48A VIEW ST, PEPPERMINT GROVE | A01 | SITE PLAN 25.06.19 | 1:200 @ A3


EAST ELEVATION OF RESIDENCE
1:100


WEST ELEVATION OF RESIDENCE
1:100

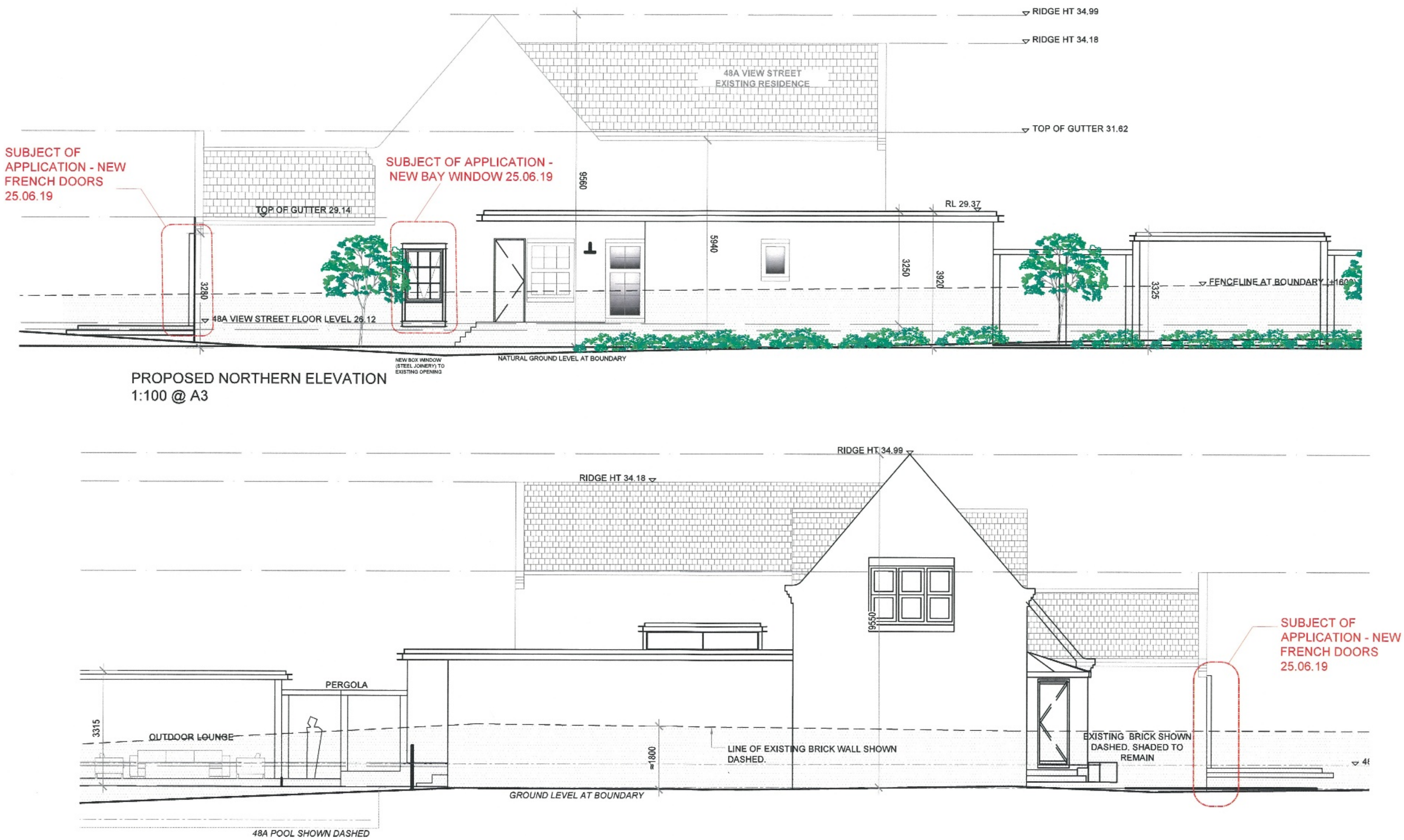
NOTE: NO ALTERATIONS TO THIS ELEVATION AS PART OF APPLICATION

0 1 2 5 10m

DEVELOPMENT APPLICATION - AMENDMENT

PHILIPPA MOWBRAY ARCHITECTS
3 VERA STREET COTTESLOE WA 6011, (08) 9385 2311

| | | | |
|---|---|---|---|
| 48 VIEW ST 26.05.19 | A03 | EAST AND WEST ELEVATIONS | 1:100 @ A3 |




PROPOSED SOUTHERN ELEVATION
1:100 @ A3

0 1 2 5 10m

DEVELOPMENT APPLICATION - AMENDMENT

PHILIPPA MOWBRAY ARCHITECTS
3 VERA STREET COTTESLOE WA 6011, (08) 9385 2311

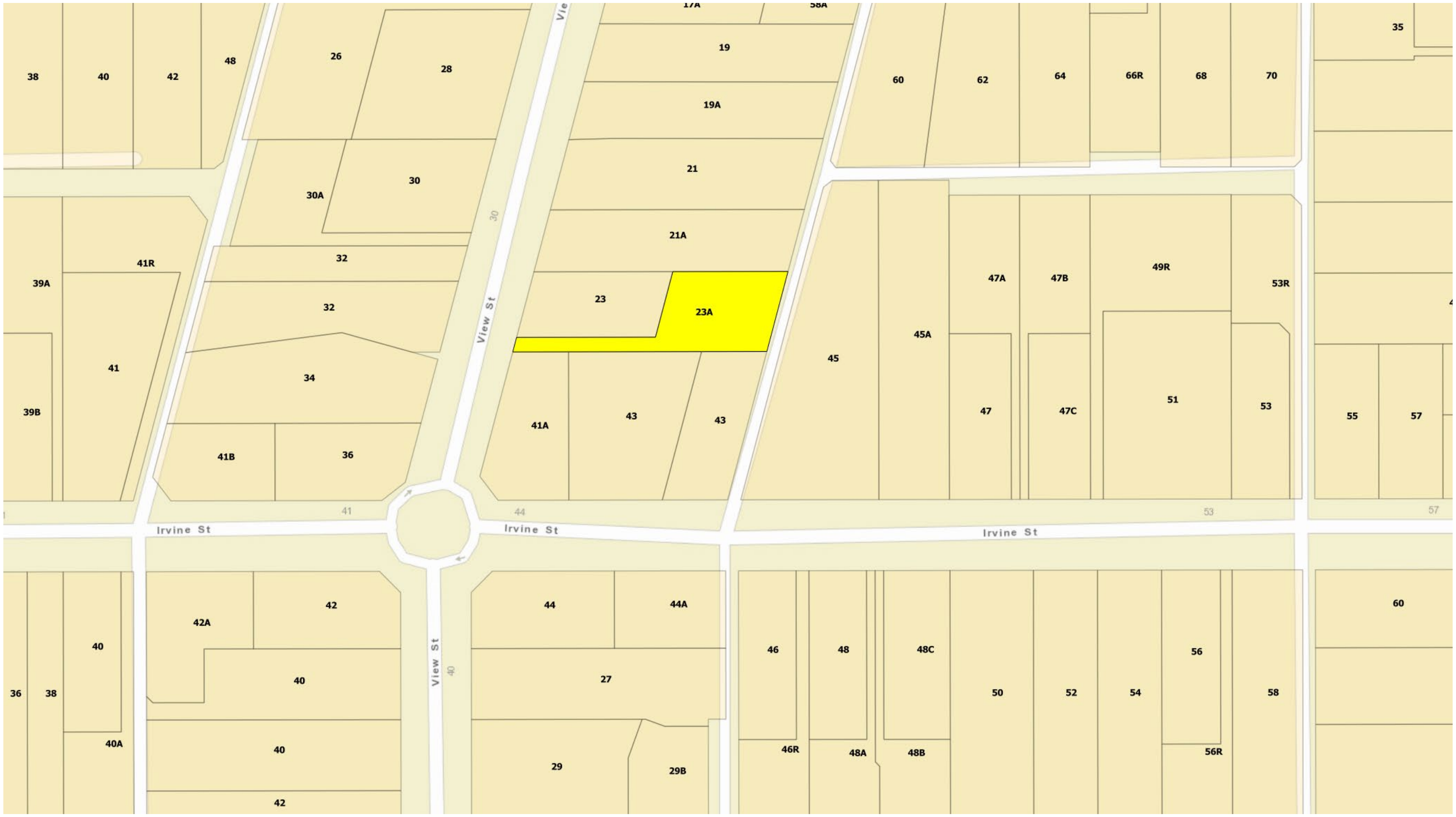
| | | | |
|---|---|---|---|
| 48 VIEW ST 26.05.19 | A04 | SOUTH AND NORTH ELEVATIONS | 1:100 @ A3 |

SHIRE OF PEPPERMINT GROVE

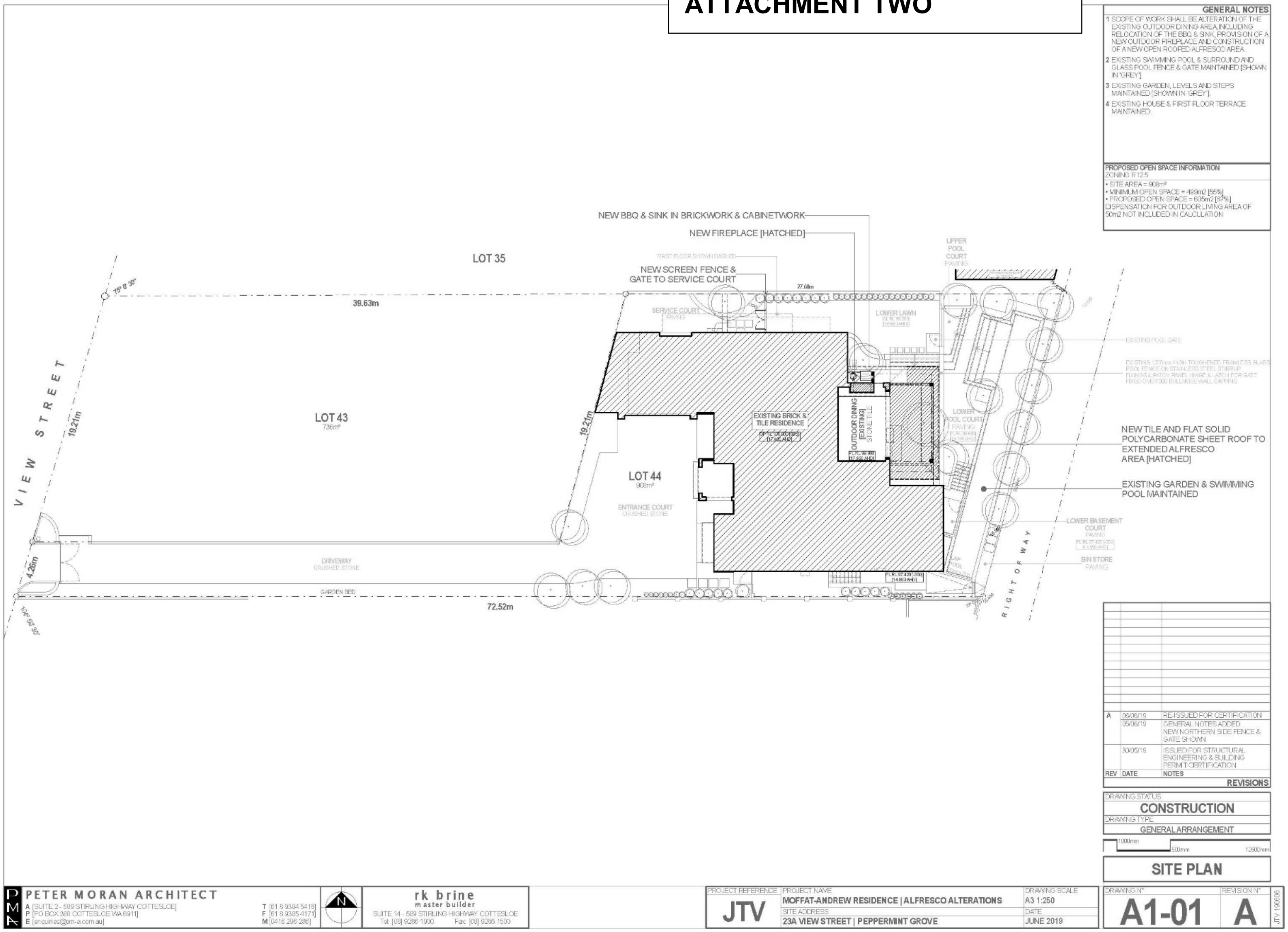
# Ordinary Council Meeting

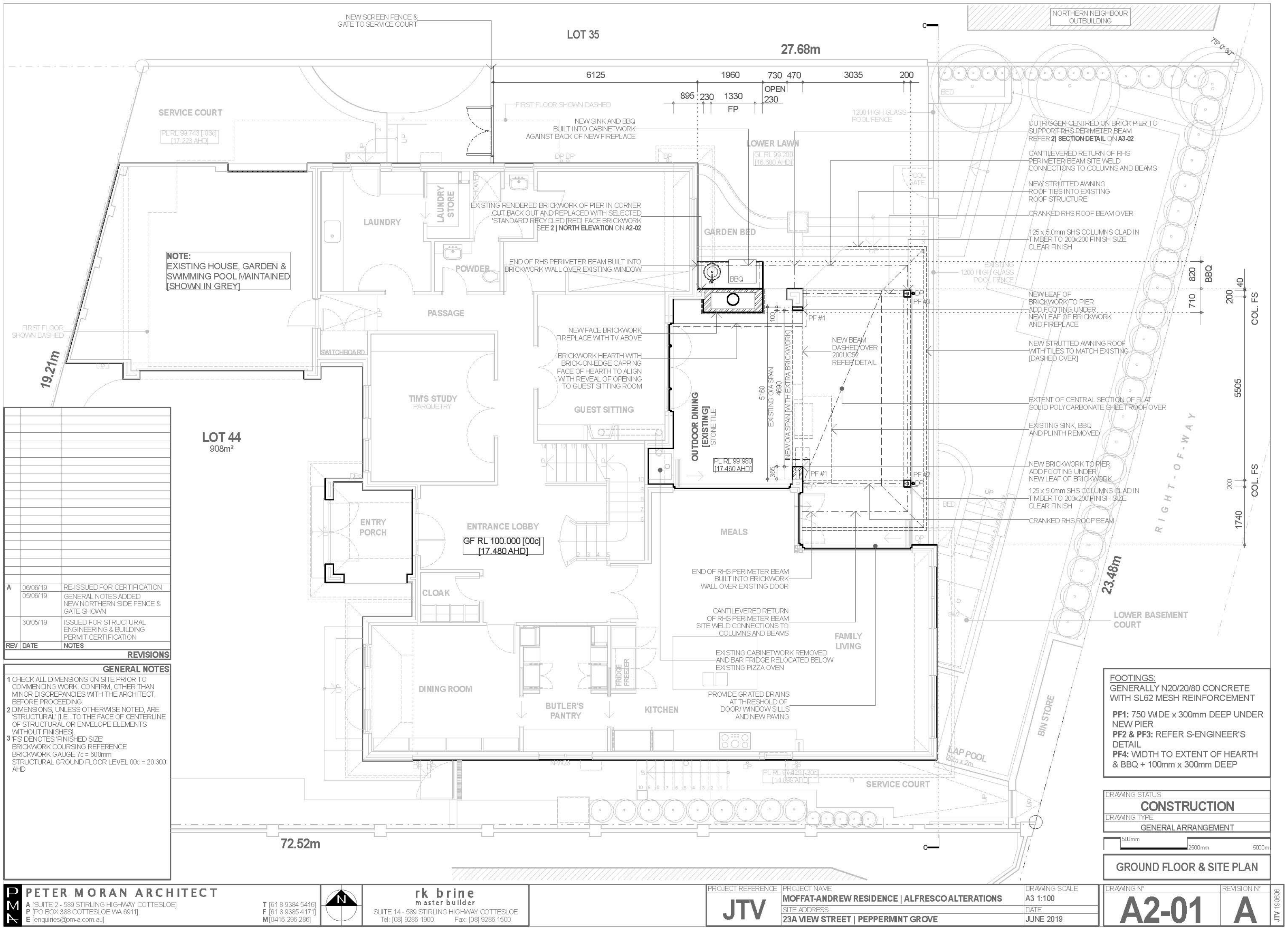
## 8.1.2 23A View Street – Alfresco Extension for Single House

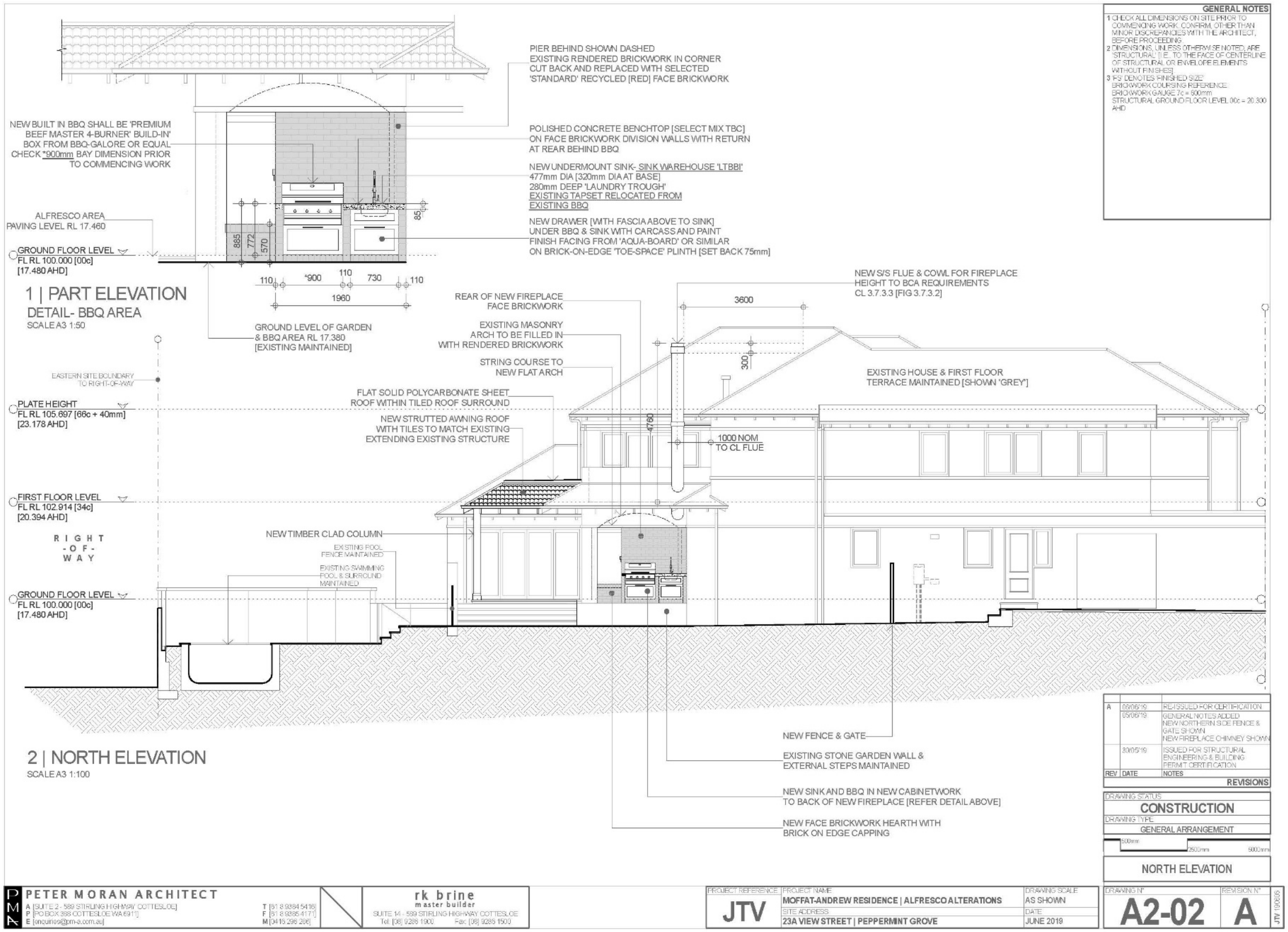
**ITEM 8.1.2**
**ATTACHMENT ONE**

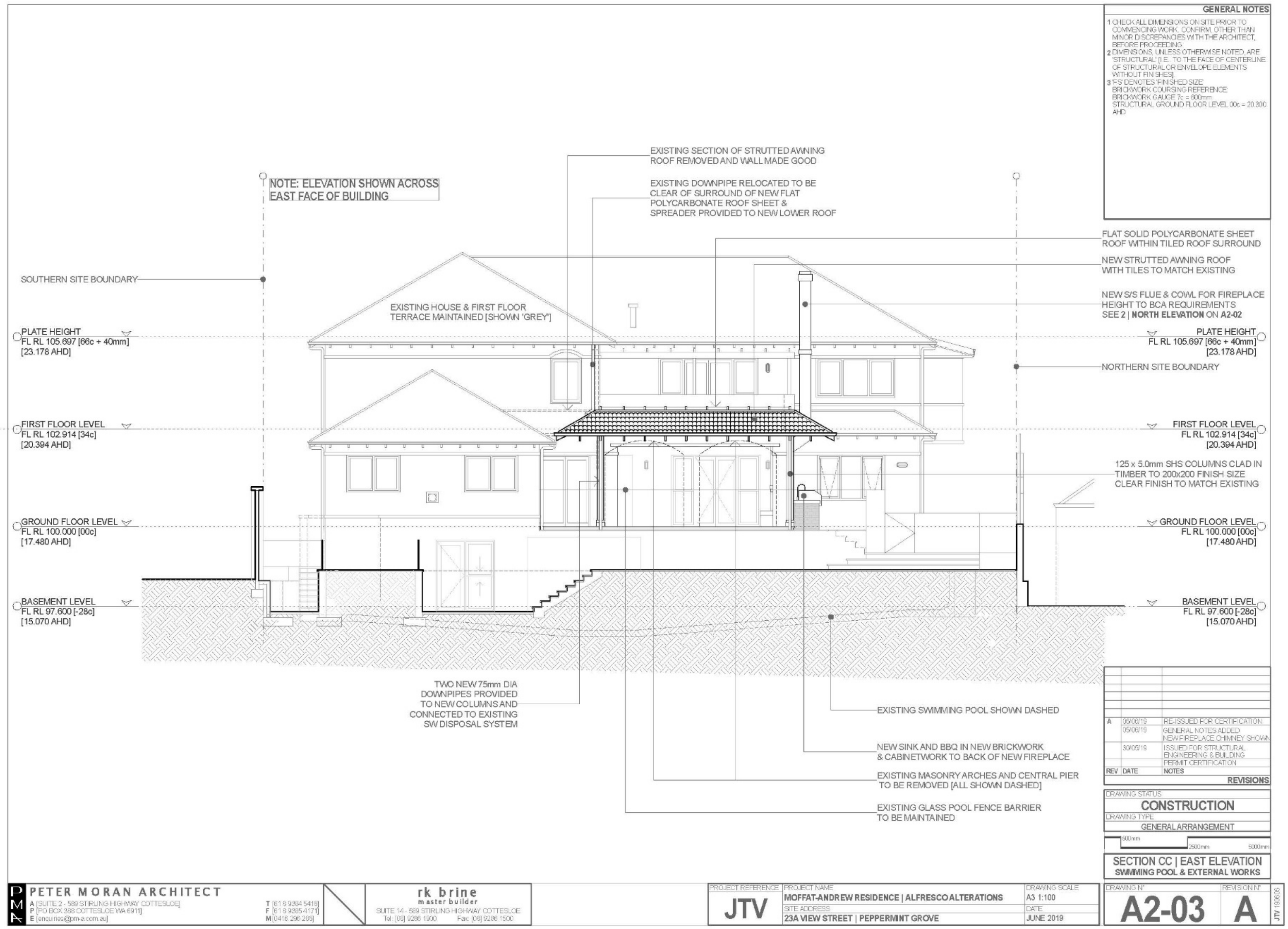


**ITEM 8.1.2**
**ATTACHMENT TWO**




NEW SCREEN FENCE & GATE TO SERVICE COURT
LOT 35
27.68m
6125
1960
730
470
3035
200
OPEN
895
230
1330
FP
NORTHERN NEIGHBOUR OUTBUILDING
SERVICE COURT
FIRST FLOOR SHOWN DASHED
NEW SINK AND BBQ BUILT INTO CABINETWORK AGAINST BACK OF NEW FIREPLACE
LOWER LAWN
GARDEN BED
LAUNDRY
LAUNDRY STORE
POWDER
PASSAGE
EXISTING RENDERED BRICKWORK OF PIER IN CORNER CUT BACK OUT AND REPLACED WITH SELECTED 'STANDARD' RECYCLED (RED) FACE BRICKWORK SEE 2 | NORTH ELEVATION ON A2-02
END OF RHS PERIMETER BEAM BUILT INTO BRICKWORK WALL OVER EXISTING WINDOW
NOTE:
EXISTING HOUSE, GARDEN & SWIMMING POOL MAINTAINED [SHOWN IN GREY]
NEW FACE BRICKWORK FIREPLACE WITH TV ABOVE
BRICKWORK HEARTH WITH BRICK-ON-EDGE CAPPING FACE OF HEARTH TO ALIGN WITH REVEAL OF OPENING TO GUEST SITTING ROOM
TIM'S STUDY
GUEST SITTING
OUTDOOR DINING [EXISTING]
STONE TILE
NEW BEAM DASHED OVER 200UC52 REFER DETAIL
19.21m
LOT 44
908m²
ENTRY PORCH
ENTRANCE LOBBY
GF RL 100.000 [00c] [17.480 AHD]
MEALS
CLOAK
END OF RHS PERIMETER BEAM BUILT INTO BRICKWORK WALL OVER EXISTING DOOR
CANTILEVERED RETURN OF RHS PERIMETER BEAM SITE WELD CONNECTIONS TO COLUMNS AND BEAMS
EXISTING CABINETWORK REMOVED AND BAR FRIDGE RELOCATED BELOW EXISTING PIZZA OVEN
FAMILY LIVING
PROVIDE GRATED DRAINS AT THRESHOLD OF DOOR/ WINDOW SILLS AND NEW PAVING
DINING ROOM
BUTLER'S PANTRY
KITCHEN
FRIDGE FREEZER
SERVICE COURT
LAP POOL
BIN STORE
LOWER BASEMENT COURT
72.52m
23.48m
RIGHT-OF-WAY
OUTRIGGER CENTRED ON BRICK PIER TO SUPPORT RHS PERIMETER BEAM REFER 2| SECTION DETAIL ON A3-02
CANTILEVERED RETURN OF RHS PERIMETER BEAM SITE WELD CONNECTIONS TO COLUMNS AND BEAMS
NEW STRUTTED AWNING ROOF TIES INTO EXISTING ROOF STRUCTURE
CRANKED RHS ROOF BEAM OVER
125 x 5.0mm SHS COLUMNS CLAD IN TIMBER TO 200x200 FINISH SIZE CLEAR FINISH
NEW LEAF OF BRICKWORK TO PIER ADD FOOTING UNDER NEW LEAF OF BRICKWORK AND FIREPLACE
NEW STRUTTED AWNING ROOF WITH TILES TO MATCH EXISTING [DASHED OVER]
EXTENT OF CENTRAL SECTION OF FLAT SOLID POLYCARBONATE SHEET ROOF OVER
EXISTING SINK, BBQ AND PLINTH REMOVED
NEW BRICKWORK TO PIER ADD FOOTING UNDER NEW LEAF OF BRICKWORK
125 x 5.0mm SHS COLUMNS CLAD IN TIMBER TO 200x200 FINISH SIZE CLEAR FINISH
CRANKED RHS ROOF BEAM
820
BBQ
710
200
40
COL. FS
5505
1740
REV
DATE
NOTES
A 06/06/19 RE-ISSUED FOR CERTIFICATION
05/06/19 GENERAL NOTES ADDED NEW NORTHERN SIDE FENCE & GATE SHOWN
30/05/19 ISSUED FOR STRUCTURAL ENGINEERING & BUILDING PERMIT CERTIFICATION
REVISIONS
GENERAL NOTES
1 CHECK ALL DIMENSIONS ON SITE PRIOR TO COMMENCING WORK. CONFIRM, OTHER THAN MINOR DISCREPANCIES WITH THE ARCHITECT, BEFORE PROCEEDING.
2 DIMENSIONS, UNLESS OTHERWISE NOTED, ARE 'STRUCTURAL' [I.E. TO THE FACE OF CENTERLINE OF STRUCTURAL OR ENVELOPE ELEMENTS WITHOUT FINISHES]
3 'FS' DENOTES 'FINISHED SIZE'
BRICKWORK COURSING REFERENCE
BRICKWORK GAUGE 7c = 600mm
STRUCTURAL GROUND FLOOR LEVEL 00c = 20.300 AHD
FOOTINGS:
GENERALLY N20/20/80 CONCRETE WITH SL62 MESH REINFORCEMENT
PF1: 750 WIDE x 300mm DEEP UNDER NEW PIER
PF2 & PF3: REFER S-ENGINEER'S DETAIL
PF4: WIDTH TO EXTENT OF HEARTH & BBQ + 100mm x 300mm DEEP
DRAWING STATUS
CONSTRUCTION
DRAWING TYPE
GENERAL ARRANGEMENT
GROUND FLOOR & SITE PLAN
PETER MORAN ARCHITECT
A [SUITE 2 - 589 STIRLING HIGHWAY COTTESLOE]
P [PO BOX 388 COTTESLOE WA 6911]
E [enquiries@pm-a.com.au]
T [61 8 9384 5416]
F [61 8 9385 4171]
M [0416 296 286]
rk brine
master builder
SUITE 14 - 589 STIRLING HIGHWAY COTTESLOE
Tel: [08] 9286 1900 Fax: [08] 9286 1500
PROJECT REFERENCE
JTV
PROJECT NAME
MOFFAT-ANDREW RESIDENCE | ALFRESCO ALTERATIONS
SITE ADDRESS
23A VIEW STREET | PEPPERMINT GROVE
DRAWING SCALE
A3 1:100
DATE
JUNE 2019
DRAWING N°
A2-01
REVISION N°
A


GENERAL NOTES
1 CHECK ALL DIMENSIONS ON SITE PRIOR TO COMMENCING WORK. CONFIRM, OTHER THAN MINOR DISCREPANCIES WITH THE ARCHITECT, BEFORE PROCEEDING.
2 DIMENSIONS, UNLESS OTHERWISE NOTED, ARE 'STRUCTURAL' [I.E.. TO THE FACE OF CENTERLINE OF STRUCTURAL OR ENVELOPE ELEMENTS WITHOUT FINISHES].
3 'FS' DENOTES 'FINISHED SIZE'
BRICKWORK COURSING REFERENCE:
BRICKWORK GAUGE 7c = 600mm
STRUCTURAL GROUND FLOOR LEVEL 00c = 20.300 AHD
PIER BEHIND SHOWN DASHED
EXISTING RENDERED BRICKWORK IN CORNER CUT BACK AND REPLACED WITH SELECTED 'STANDARD' RECYCLED [RED] FACE BRICKWORK
NEW BUILT IN BBQ SHALL BE 'PREMIUM BEEF MASTER 4-BURNER' BUILD-IN' BOX FROM BBQ-GALORE OR EQUAL CHECK *900mm BAY DIMENSION PRIOR TO COMMENCING WORK
POLISHED CONCRETE BENCHTOP [SELECT MIX TBC] ON FACE BRICKWORK DIVISION WALLS WITH RETURN AT REAR BEHIND BBQ
NEW UNDERMOUNT SINK- SINK WAREHOUSE 'LTBBI' 477mm DIA [320mm DIA AT BASE] 280mm DEEP 'LAUNDRY TROUGH' EXISTING TAPSET RELOCATED FROM EXISTING BBQ
ALFRESCO AREA PAVING LEVEL RL 17.460
NEW DRAWER [WITH FASCIA ABOVE TO SINK] UNDER BBQ & SINK WITH CARCASS AND PAINT FINISH FACING FROM 'AQUA-BOARD' OR SIMILAR ON BRICK-ON-EDGE 'TOE-SPACE' PLINTH [SET BACK 75mm]
GROUND FLOOR LEVEL
FL RL 100.000 [00c]
[17.480 AHD]
885
772
570
85
110
*900
110
730
110
1960
1 | PART ELEVATION
DETAIL- BBQ AREA
SCALE A3 1:50
GROUND LEVEL OF GARDEN & BBQ AREA RL 17.380 [EXISTING MAINTAINED]
NEW S/S FLUE & COWL FOR FIREPLACE HEIGHT TO BCA REQUIREMENTS CL 3.7.3.3 [FIG 3.7.3.2]
REAR OF NEW FIREPLACE FACE BRICKWORK
3600
EXISTING MASONRY ARCH TO BE FILLED IN WITH RENDERED BRICKWORK
STRING COURSE TO NEW FLAT ARCH
300
EXISTING HOUSE & FIRST FLOOR TERRACE MAINTAINED [SHOWN 'GREY']
EASTERN SITE BOUNDARY TO RIGHT-OF-WAY
FLAT SOLID POLYCARBONATE SHEET ROOF WITHIN TILED ROOF SURROUND
PLATE HEIGHT
FL RL 105.697 [66c + 40mm]
[23.178 AHD]
NEW STRUTTED AWNING ROOF WITH TILES TO MATCH EXISTING EXTENDING EXISTING STRUCTURE
4760
1000 NOM TO CL FLUE
FIRST FLOOR LEVEL
FL RL 102.914 [34c]
[20.394 AHD]
RIGHT -OF- WAY
NEW TIMBER CLAD COLUMN
EXISTING POOL FENCE MAINTAINED
EXISTING SWIMMING POOL & SURROUND MAINTAINED
GROUND FLOOR LEVEL
FL RL 100.000 [00c]
[17.480 AHD]
2 | NORTH ELEVATION
SCALE A3 1:100
NEW FENCE & GATE
EXISTING STONE GARDEN WALL & EXTERNAL STEPS MAINTAINED
NEW SINK AND BBQ IN NEW CABINETWORK TO BACK OF NEW FIREPLACE [REFER DETAIL ABOVE]
NEW FACE BRICKWORK HEARTH WITH BRICK ON EDGE CAPPING
A 06/06/19 RE-ISSUED FOR CERTIFICATION
05/06/19 GENERAL NOTES ADDED NEW NORTHERN SIDE FENCE & GATE SHOWN NEW FIREPLACE CHIMNEY SHOWN
30/05/19 ISSUED FOR STRUCTURAL ENGINEERING & BUILDING PERMIT CERTIFICATION
REV DATE NOTES
REVISIONS
DRAWING STATUS
CONSTRUCTION
DRAWING TYPE
GENERAL ARRANGEMENT
500mm
2500mm
5000mm
NORTH ELEVATION
PETER MORAN ARCHITECT
rk brine
master builder
PROJECT REFERENCE
JTV
PROJECT NAME
MOFFAT-ANDREW RESIDENCE | ALFRESCO ALTERATIONS
SITE ADDRESS
23A VIEW STREET | PEPPERMINT GROVE
DRAWING SCALE
AS SHOWN
DATE
JUNE 2019
DRAWING N°
A2-02
REVISION N°
A
JTV 190606

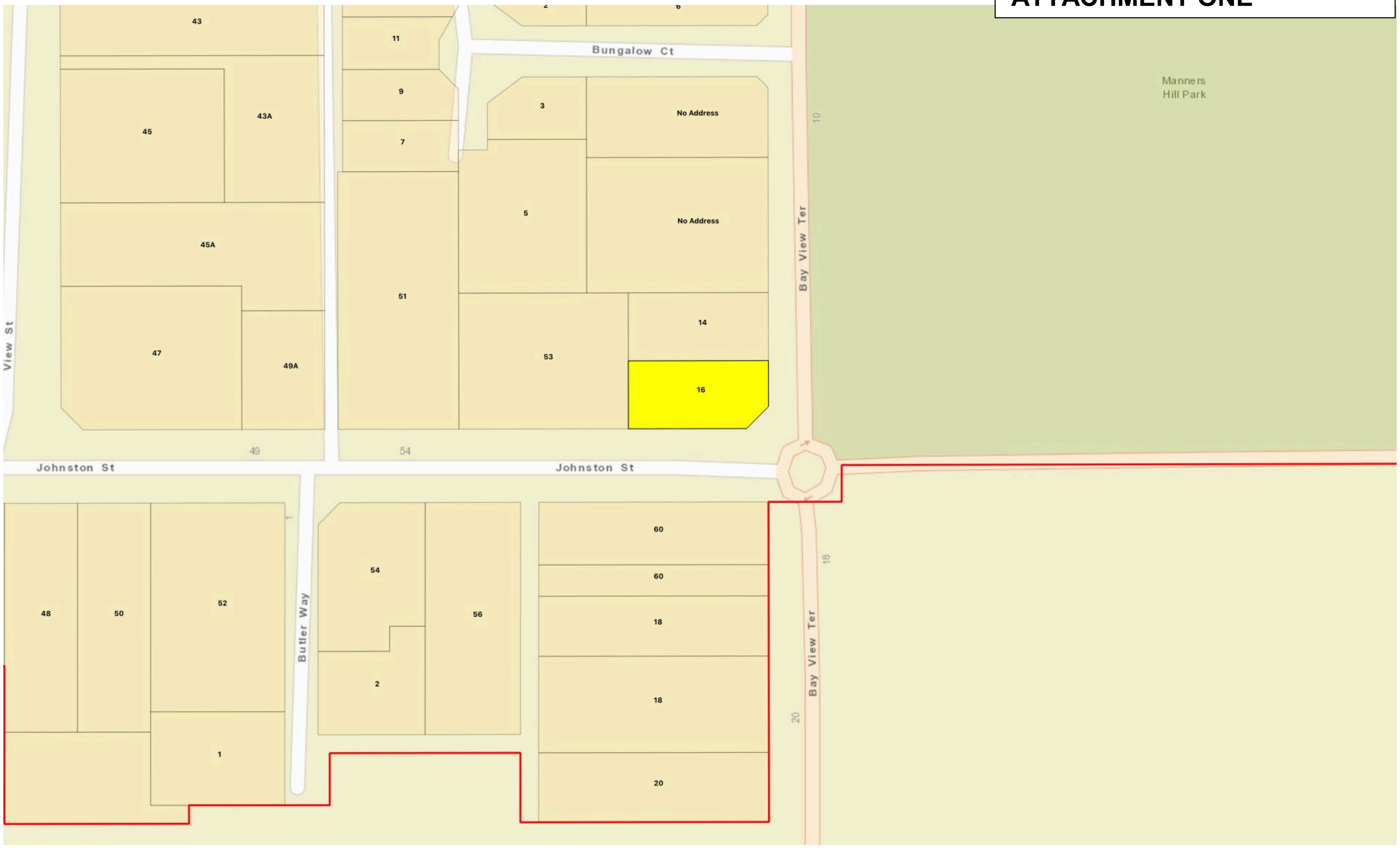

GENERAL NOTES
NOTE: ELEVATION SHOWN ACROSS EAST FACE OF BUILDING
EXISTING SECTION OF STRUTTED AWNING ROOF REMOVED AND WALL MADE GOOD
EXISTING DOWNPIPE RELOCATED TO BE CLEAR OF SURROUND OF NEW FLAT POLYCARBONATE ROOF SHEET & SPREADER PROVIDED TO NEW LOWER ROOF
FLAT SOLID POLYCARBONATE SHEET ROOF WITHIN TILED ROOF SURROUND
NEW STRUTTED AWNING ROOF WITH TILES TO MATCH EXISTING
NEW S/S FLUE & COWL FOR FIREPLACE HEIGHT TO BCA REQUIREMENTS SEE 2 | NORTH ELEVATION ON A2-02
SOUTHERN SITE BOUNDARY
EXISTING HOUSE & FIRST FLOOR TERRACE MAINTAINED [SHOWN 'GREY']
PLATE HEIGHT FL RL 105.697 [66c + 40mm] [23.178 AHD]
NORTHERN SITE BOUNDARY
FIRST FLOOR LEVEL FL RL 102.914 [34c] [20.394 AHD]
125 x 5.0mm SHS COLUMNS CLAD IN TIMBER TO 200x200 FINISH SIZE CLEAR FINISH TO MATCH EXISTING
GROUND FLOOR LEVEL FL RL 100.000 [00c] [17.480 AHD]
BASEMENT LEVEL FL RL 97.600 [-28c] [15.070 AHD]
TWO NEW 75mm DIA DOWNPIPES PROVIDED TO NEW COLUMNS AND CONNECTED TO EXISTING SW DISPOSAL SYSTEM
EXISTING SWIMMING POOL SHOWN DASHED
NEW SINK AND BBQ IN NEW BRICKWORK & CABINETWORK TO BACK OF NEW FIREPLACE
EXISTING MASONRY ARCHES AND CENTRAL PIER TO BE REMOVED [ALL SHOWN DASHED]
EXISTING GLASS POOL FENCE BARRIER TO BE MAINTAINED
REVISIONS
CONSTRUCTION
GENERAL ARRANGEMENT
SECTION CC | EAST ELEVATION
SWIMMING POOL & EXTERNAL WORKS
PETER MORAN ARCHITECT
rk brine master builder
JTV
MOFFAT-ANDREW RESIDENCE | ALFRESCO ALTERATIONS
23A VIEW STREET | PEPPERMINT GROVE
A3 1:100
JUNE 2019
A2-03
A

SHIRE OF PEPPERMINT GROVE

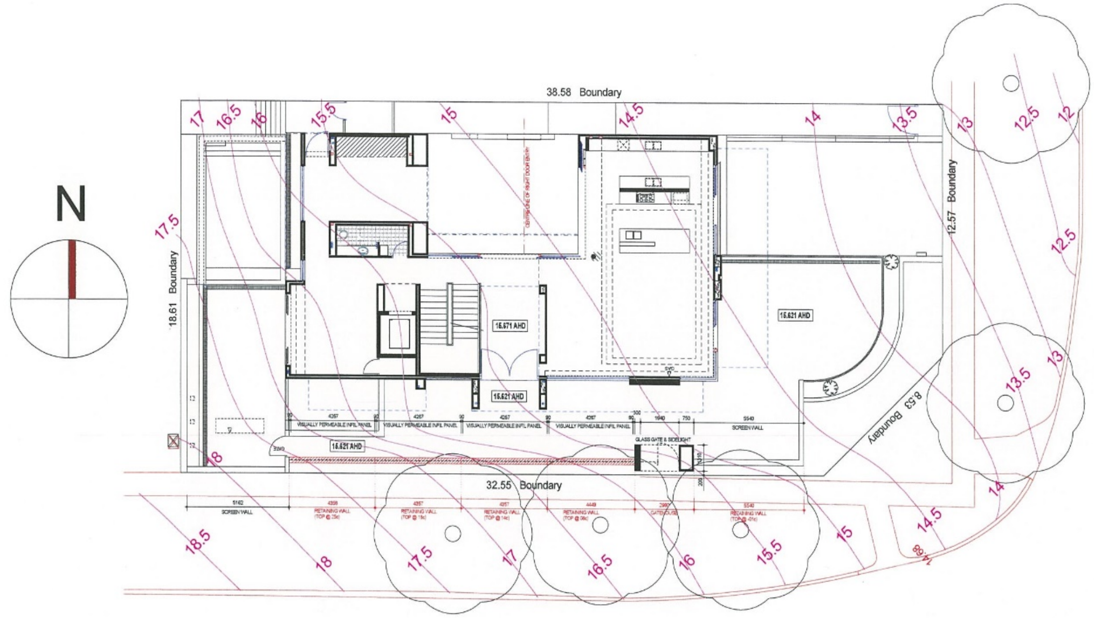
# Ordinary Council Meeting

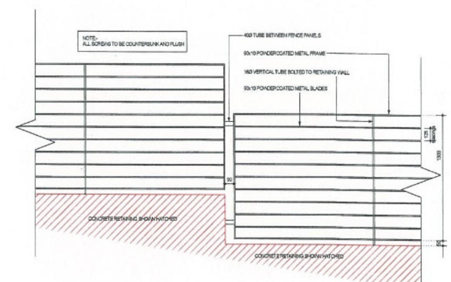
## 8.1.3 – 16 Bay View Terrace – Gate Structure

**ITEM 8.1.3**
**ATTACHMENT ONE**

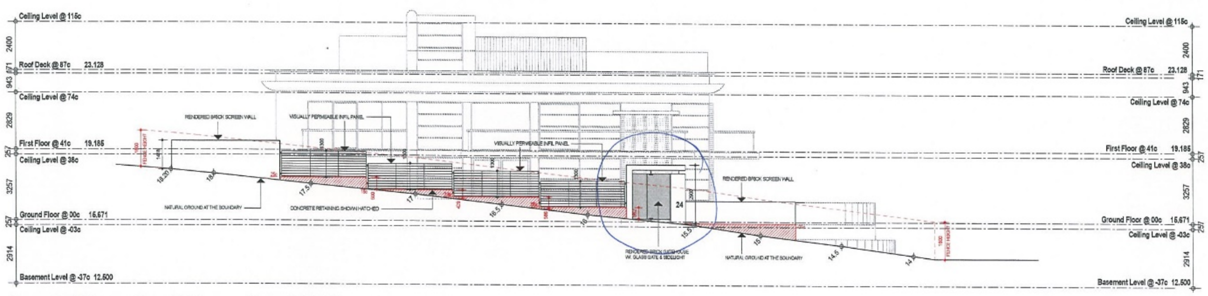


**ITEM 8.1.3**
**ATTACHMENT TWO**



**Fence Detail** Scale 1:20



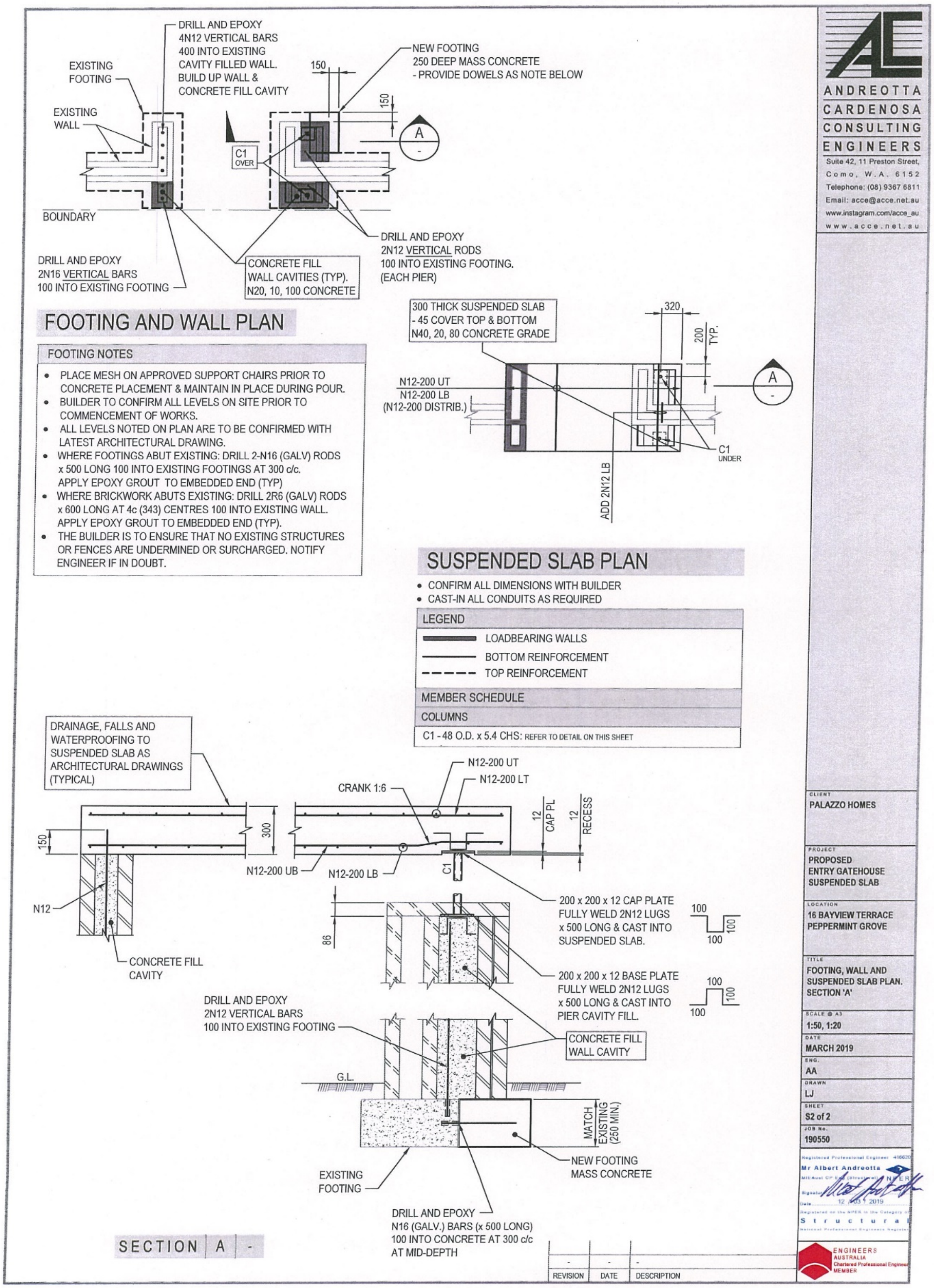

**South Elevation (Boundary Wall)** Scale 1:100

Notes:-
*E&OE (errors & omissions excepted)
Inadherent errors or incomplete information on these documents may be amended on site.
*Refer to engineers drawings for all structural details & specification including concrete slabs, beams & structural columns.
*All drawings to be read in conjunction with builders specification.
*Drawings are not to be scaled from and any discrepencies should be queried with the designer for resolution. Printed dimensions are to be adhered to.
*Any cavity wall insulation as per requirements of energy assessment.
*Roof flumes & rwp quantity, positioning & sizing is at the discretion of the builder & the builders plumbers.
*Tile hatching shown on plans is indicitive only. Refer to tile selection sheet, addenda & variations for tile sizes & laying patterns.
*Dimensions shown on plan are brick sizes. Please allow an extra 10mm to each wall for plaster & set. This allowance should be considered when calculating clearances for future fittings.

PALAZZO HOMES
Stefan Jujnovich

Pavlo Szyjan Studio
B.Sc.Arch. B.Arch. (Newcastle)
Unit 83/102 Railway Parade
West Perth 6005
Mobile 041 888 3687
pavlo.szyjan@gmail.com

Client Riaz
Project Lot 24 Bayview Terrace, Peppermint Grove, WA 6011
Title BOUNDARY WALL
Date 16.04.19. Scale 1:100 Drawn B.Jones

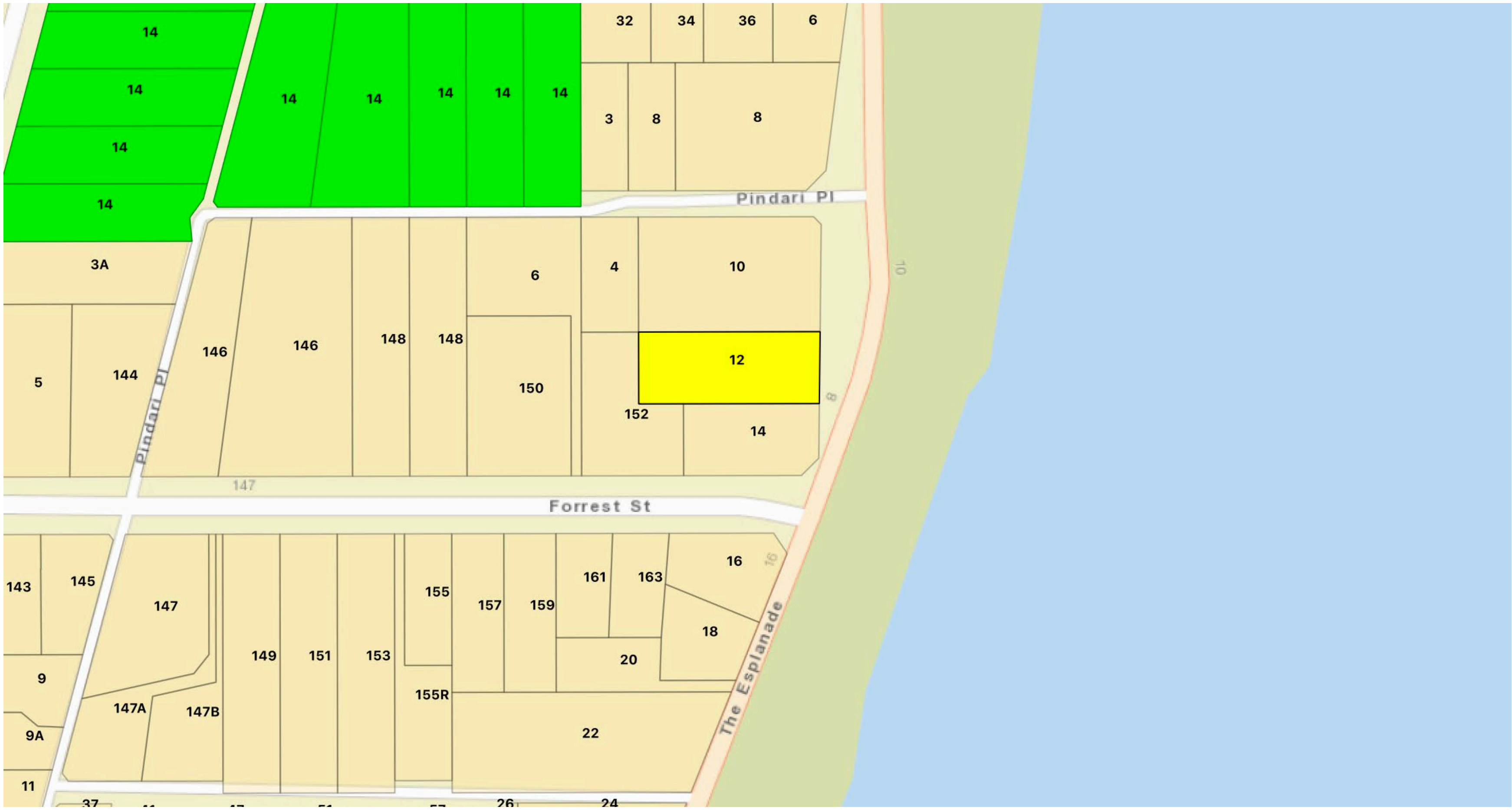

DRILL AND EPOXY
4N12 VERTICAL BARS
400 INTO EXISTING
CAVITY FILLED WALL.
BUILD UP WALL &
CONCRETE FILL CAVITY
EXISTING
FOOTING
EXISTING
WALL
NEW FOOTING
250 DEEP MASS CONCRETE
- PROVIDE DOWELS AS NOTE BELOW
150
150
C1
OVER
A
BOUNDARY
DRILL AND EPOXY
2N12 VERTICAL RODS
100 INTO EXISTING FOOTING.
(EACH PIER)
DRILL AND EPOXY
2N16 VERTICAL BARS
100 INTO EXISTING FOOTING
CONCRETE FILL
WALL CAVITIES (TYP).
N20, 10, 100 CONCRETE
FOOTING AND WALL PLAN
FOOTING NOTES
• PLACE MESH ON APPROVED SUPPORT CHAIRS PRIOR TO CONCRETE PLACEMENT & MAINTAIN IN PLACE DURING POUR.
• BUILDER TO CONFIRM ALL LEVELS ON SITE PRIOR TO COMMENCEMENT OF WORKS.
• ALL LEVELS NOTED ON PLAN ARE TO BE CONFIRMED WITH LATEST ARCHITECTURAL DRAWING.
• WHERE FOOTINGS ABUT EXISTING: DRILL 2-N16 (GALV) RODS x 500 LONG 100 INTO EXISTING FOOTINGS AT 300 c/c. APPLY EPOXY GROUT TO EMBEDDED END (TYP)
• WHERE BRICKWORK ABUTS EXISTING: DRILL 2R6 (GALV) RODS x 600 LONG AT 4c (343) CENTRES 100 INTO EXISTING WALL. APPLY EPOXY GROUT TO EMBEDDED END (TYP).
• THE BUILDER IS TO ENSURE THAT NO EXISTING STRUCTURES OR FENCES ARE UNDERMINED OR SURCHARGED. NOTIFY ENGINEER IF IN DOUBT.
300 THICK SUSPENDED SLAB
- 45 COVER TOP & BOTTOM
N40, 20, 80 CONCRETE GRADE
320
200
TYP.
N12-200 UT
N12-200 LB
(N12-200 DISTRIB.)
ADD 2N12 LB
C1
UNDER
SUSPENDED SLAB PLAN
• CONFIRM ALL DIMENSIONS WITH BUILDER
• CAST-IN ALL CONDUITS AS REQUIRED
LEGEND
LOADBEARING WALLS
BOTTOM REINFORCEMENT
TOP REINFORCEMENT
MEMBER SCHEDULE
COLUMNS
C1 - 48 O.D. x 5.4 CHS: REFER TO DETAIL ON THIS SHEET
DRAINAGE, FALLS AND WATERPROOFING TO SUSPENDED SLAB AS ARCHITECTURAL DRAWINGS (TYPICAL)
N12-200 UT
N12-200 LT
CRANK 1:6
12 CAP PL
12 RECESS
150
300
N12-200 UB
N12-200 LB
N12
C1
86
200 x 200 x 12 CAP PLATE FULLY WELD 2N12 LUGS x 500 LONG & CAST INTO SUSPENDED SLAB.
200 x 200 x 12 BASE PLATE FULLY WELD 2N12 LUGS x 500 LONG & CAST INTO PIER CAVITY FILL.
100
100
100
CONCRETE FILL CAVITY
DRILL AND EPOXY
2N12 VERTICAL BARS
100 INTO EXISTING FOOTING
CONCRETE FILL
WALL CAVITY
G.L.
MATCH EXISTING (250 MIN.)
NEW FOOTING
MASS CONCRETE
EXISTING
FOOTING
DRILL AND EPOXY
N16 (GALV.) BARS (x 500 LONG)
100 INTO CONCRETE AT 300 c/c
AT MID-DEPTH
SECTION A -
REVISION
DATE
DESCRIPTION
ANDREOTTA
CARDENOSA
CONSULTING
ENGINEERS
Suite 42, 11 Preston Street,
Como, W.A. 6152
Telephone: (08) 9367 6811
Email: acce@acce.net.au
www.instagram.com/acce_au
www.acce.net.au
CLIENT
PALAZZO HOMES
PROJECT
PROPOSED
ENTRY GATEHOUSE
SUSPENDED SLAB
LOCATION
16 BAYVIEW TERRACE
PEPPERMINT GROVE
TITLE
FOOTING, WALL AND
SUSPENDED SLAB PLAN.
SECTION 'A'
SCALE @ A3
1:50, 1:20
DATE
MARCH 2019
ENG.
AA
DRAWN
LJ
SHEET
S2 of 2
JOB No.
190550
Mr Albert Andreotta
ENGINEERS
AUSTRALIA
Chartered Professional Engineer
MEMBER

SHIRE OF PEPPERMINT GROVE

# Ordinary Council Meeting

## 8.1.4 – 12 The Esplanade – Renovations to Single House – Revised Plans

**ITEM 8.1.4**
**ATTACHMENT ONE**



**ITEM 8.1.4**
**ATTACHMENT TWO**

DRAWING SCHEDULE

ARCHITECTURAL

A0.00 – COVER PAGE
A0.01 – SITE PLAN (DEMOLITION)
A0.02 – SITE PLAN (PROPOSED)
A0.03 – FRONT VERGE PLAN

A1.01 – LOWER GROUND FLOOR PLAN
A1.02 – GROUND FLOOR PLAN
A1.03 – ROOF PLAN

A2.01 – ELEVATIONS
A2.02 – ELEVATIONS
A2.03 – VERANDAH DETAILS AND EXTERIOR FINISHES

A3.01 – SECTIONS
A3.02 – SECTIONS

A4.01 – PERSPECTIVE IMAGES
A4.02 – PERSPECTIVE IMAGES

A5.01 – OVERSHADOWING DIAGRAMS

SURVEY DRAWINGS

PLAN 8901-01 – SURVEY DRAWINGS

DEVELOPMENT APPROVAL

| REV | DESCRIPTION | DATE |
|---|---|---|
| P3 | PRELIMINARY – REVISED DEVELOPMENT APPROVAL | 19-07-2019 |
| P2 | PRELIMINARY – DEVELOPMENT APPROVAL | 30-05-2019 |
| P1 | PRELIMINARY | 26-04-2019 |

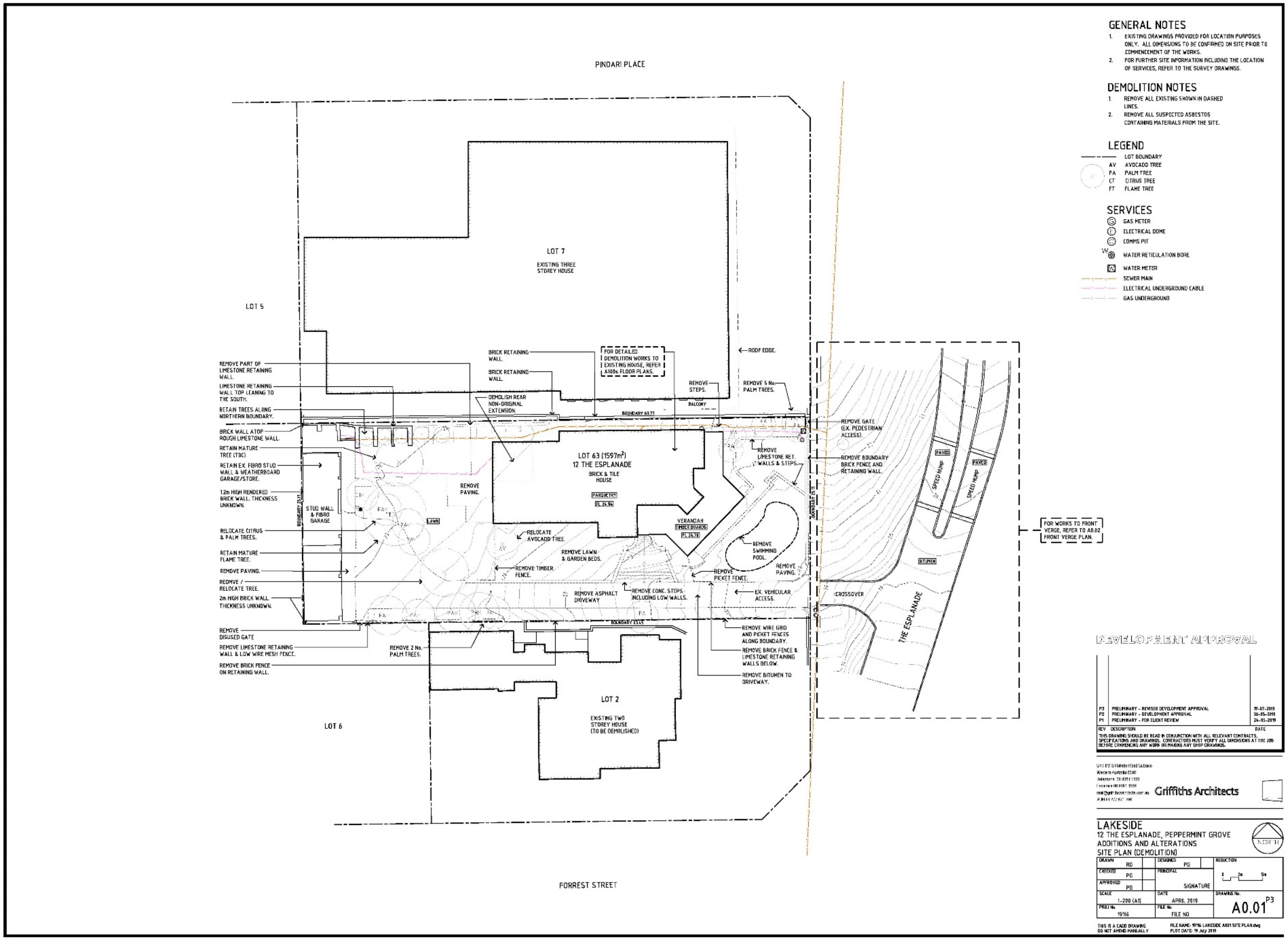
THIS DRAWING SHOULD BE READ IN CONJUNCTION WITH ALL RELEVANT CONTRACTS, SPECIFICATIONS AND DRAWINGS. CONTRACTORS MUST VERIFY ALL DIMENSIONS AT THE JOB BEFORE COMMENCING ANYWORK OR MAKING ANY SHOP DRAWINGS.

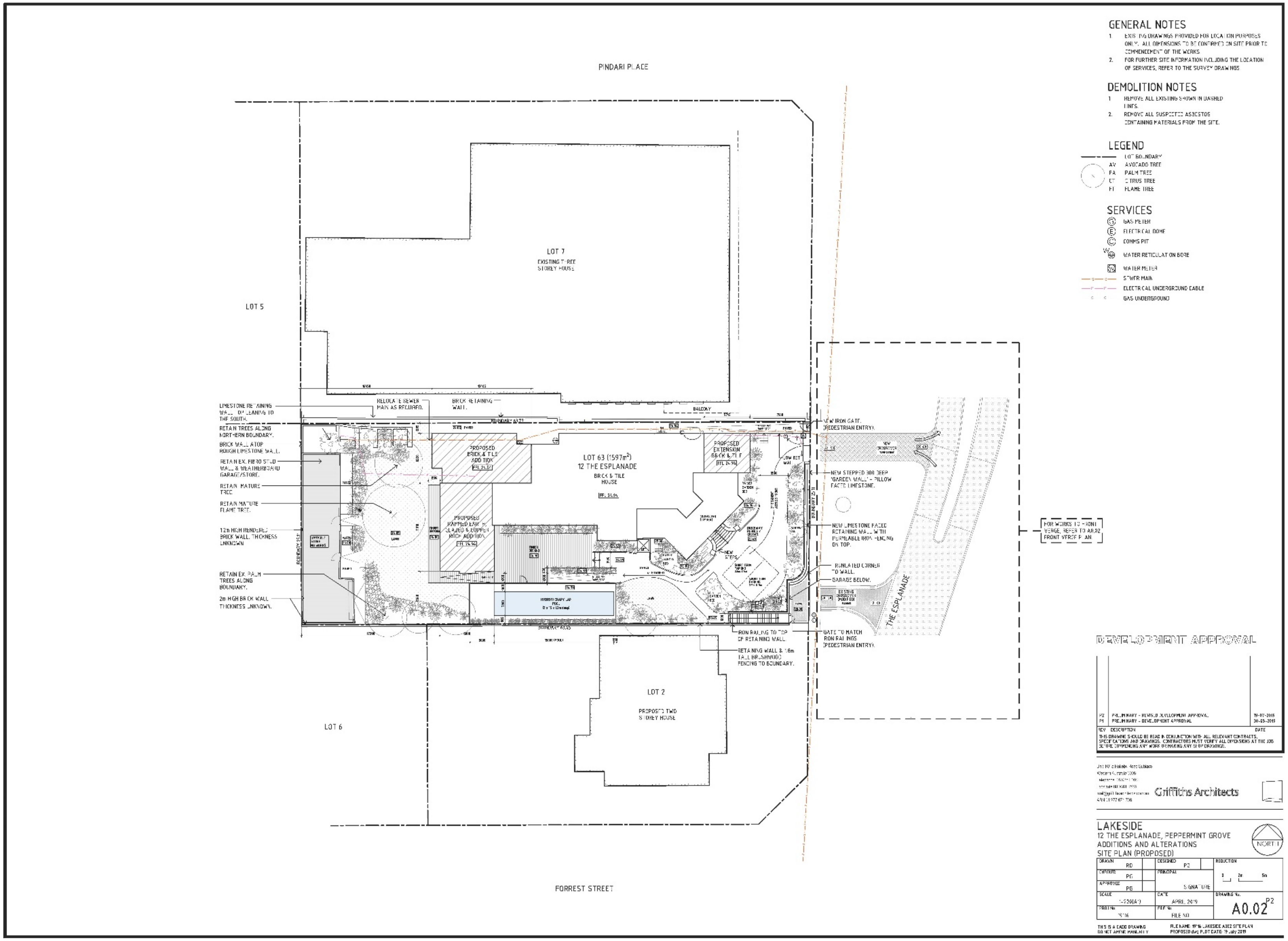
Griffiths Architects

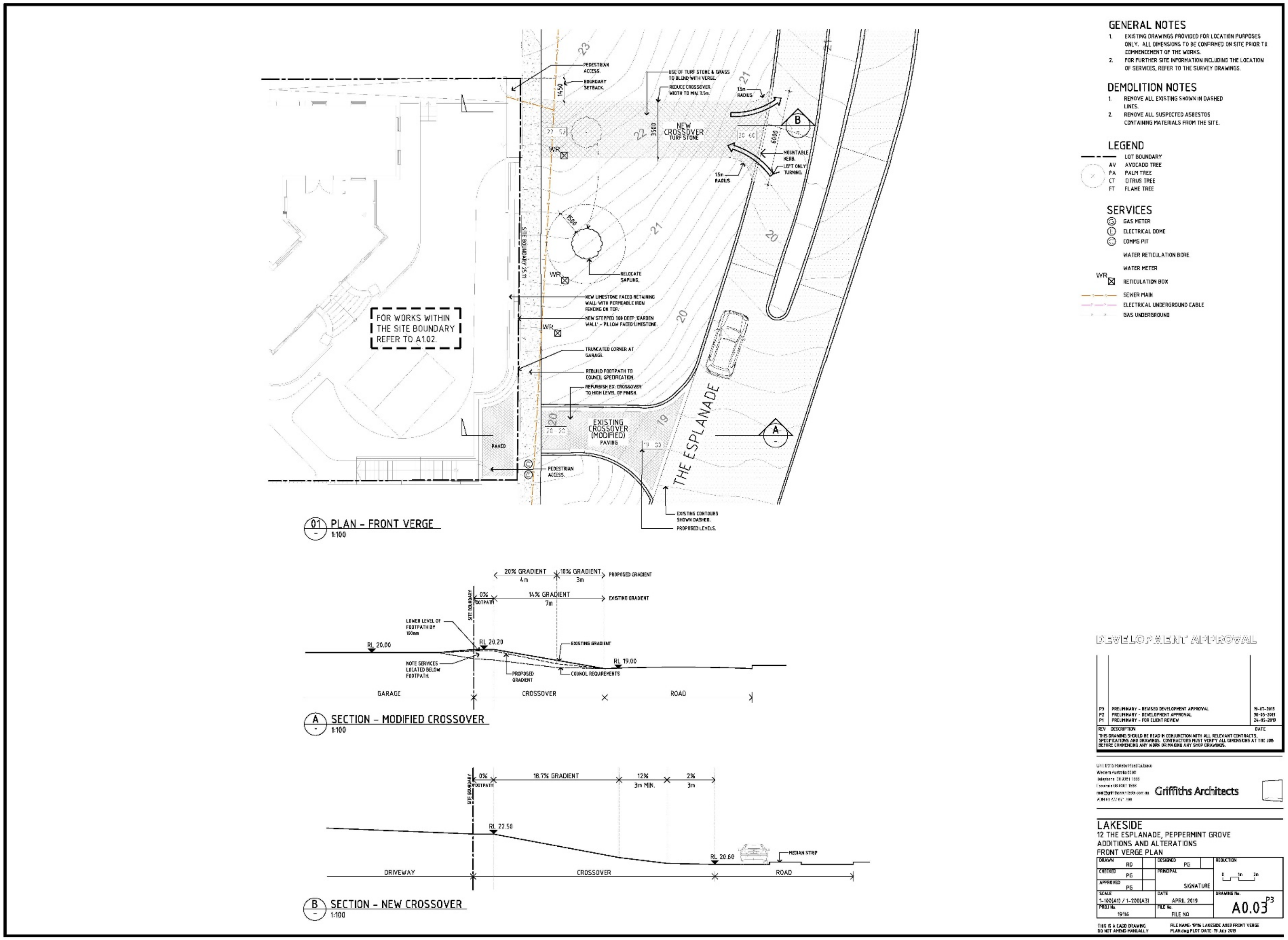
LAKESIDE
12 THE ESPLANADE, PEPPERMINT GROVE
ADDITIONS AND CONSERVATION WORKS

THIS IS A CADD DRAWING
DO NOT AMEND MANUALLY

FILE NAME: 1916 LAKESIDE A000 COVER PAGE.dwg
PLOT DATE: 19 July 2019


GENERAL NOTES
1. EXISTING DRAWINGS PROVIDED FOR LOCATION PURPOSES ONLY. ALL DIMENSIONS TO BE CONFIRMED ON SITE PRIOR TO COMMENCEMENT OF THE WORKS.
2. FOR FURTHER SITE INFORMATION INCLUDING THE LOCATION OF SERVICES, REFER TO THE SURVEY DRAWINGS.
DEMOLITION NOTES
1. REMOVE ALL EXISTING SHOWN IN DASHED LINES.
2. REMOVE ALL SUSPECTED ASBESTOS CONTAINING MATERIALS FROM THE SITE.
LEGEND
LOT BOUNDARY
AV AVOCADO TREE
PA PALM TREE
CT CITRUS TREE
FT FLAME TREE
SERVICES
GAS METER
ELECTRICAL DOME
COMMS PIT
WATER RETICULATION BORE
WATER METER
SEWER MAIN
ELECTRICAL UNDERGROUND CABLE
GAS UNDERGROUND
PINDARI PLACE
LOT 7
EXISTING THREE STOREY HOUSE
LOT 5
LOT 63 (1597m²)
12 THE ESPLANADE
BRICK & TILE HOUSE
LOT 2
EXISTING TWO STOREY HOUSE (TO BE DEMOLISHED)
LOT 6
FORREST STREET
THE ESPLANADE
CROSSOVER
SPEED HUMP
FOR DETAILED DEMOLITION WORKS TO EXISTING HOUSE, REFER A100s FLOOR PLANS.
FOR WORKS TO FRONT VERGE, REFER TO A0.02 FRONT VERGE PLAN.
REMOVE PART OF LIMESTONE RETAINING WALL.
LIMESTONE RETAINING WALL TOP LEANING TO THE SOUTH.
RETAIN TREES ALONG NORTHERN BOUNDARY.
BRICK WALL ATOP ROUGH LIMESTONE WALL.
RETAIN MATURE TREE (TBC)
RETAIN EX. FIBRO STUD WALL & WEATHERBOARD GARAGE/STORE.
1.2m HIGH RENDERED BRICK WALL. THICKNESS UNKNOWN.
STUD WALL & FIBRO GARAGE
RELOCATE CITRUS & PALM TREES.
RETAIN MATURE FLAME TREE.
REMOVE PAVING.
REMOVE / RELOCATE TREE.
2m HIGH BRICK WALL THICKNESS UNKNOWN.
REMOVE DISUSED GATE
REMOVE LIMESTONE RETAINING WALL & LOW WIRE MESH FENCE.
REMOVE BRICK FENCE ON RETAINING WALL.
REMOVE 2 No. PALM TREES.
BRICK RETAINING WALL.
DEMOLISH REAR NON-ORIGINAL EXTENSION.
REMOVE STEPS.
REMOVE 5 No. PALM TREES.
ROOF EDGE.
REMOVE GATE (EX. PEDESTRIAN ACCESS).
REMOVE LIMESTONE RET. WALLS & STEPS.
REMOVE BOUNDARY BRICK FENCE AND RETAINING WALL.
REMOVE PAVING.
RELOCATE AVOCADO TREE.
REMOVE LAWN & GARDEN BEDS.
VERANDAH
REMOVE SWIMMING POOL.
REMOVE TIMBER FENCE.
REMOVE PICKET FENCE.
REMOVE PAVING.
REMOVE ASPHALT DRIVEWAY
REMOVE CONC. STEPS. INCLUDING LOW WALLS.
EX. VEHICULAR ACCESS.
REMOVE WIRE GRID AND PICKET FENCES ALONG BOUNDARY.
REMOVE BRICK FENCE & LIMESTONE RETAINING WALLS BELOW.
REMOVE BITUMEN TO DRIVEWAY.
DEVELOPMENT APPROVAL
P3 PRELIMINARY - REVISED DEVELOPMENT APPROVAL 19-07-2019
P2 PRELIMINARY - DEVELOPMENT APPROVAL 30-05-2019
P1 PRELIMINARY - FOR CLIENT REVIEW 24-05-2019
Griffiths Architects
LAKESIDE
12 THE ESPLANADE, PEPPERMINT GROVE
ADDITIONS AND ALTERATIONS
SITE PLAN (DEMOLITION)
NORTH
DRAWN RD
DESIGNED PG
CHECKED PG
APPROVED PG
SCALE 1:200 (A1)
DATE APRIL 2019
PROJ No. 19116
FILE NO
DRAWING No. A0.01 P3


GENERAL NOTES
1. EXISTING DRAWINGS PROVIDED FOR LOCATION PURPOSES ONLY. ALL DIMENSIONS TO BE CONFIRMED ON SITE PRIOR TO COMMENCEMENT OF THE WORKS.
2. FOR FURTHER SITE INFORMATION INCLUDING THE LOCATION OF SERVICES, REFER TO THE SURVEY DRAWINGS.
DEMOLITION NOTES
1. REMOVE ALL EXISTING SHOWN IN DASHED LINES.
2. REMOVE ALL SUSPECTED ASBESTOS CONTAINING MATERIALS FROM THE SITE.
LEGEND
LOT BOUNDARY
AV AVOCADO TREE
PA PALM TREE
CT CITRUS TREE
FT FLAME TREE
SERVICES
GAS METER
ELECTRICAL DOME
COMMS PIT
WATER RETICULATION BORE
WATER METER
SEWER MAIN
ELECTRICAL UNDERGROUND CABLE
GAS UNDERGROUND
PINDARI PLACE
LOT 7
EXISTING THREE STOREY HOUSE
LOT 5
LOT 63 (1597m²)
12 THE ESPLANADE
BRICK & TILE HOUSE
LOT 2
PROPOSED TWO STOREY HOUSE
LOT 6
FORREST STREET
THE ESPLANADE
DEVELOPMENT APPROVAL
P2 PRELIMINARY - REVISED DEVELOPMENT APPROVAL
P1 PRELIMINARY - DEVELOPMENT APPROVAL
REV DESCRIPTION DATE
THIS DRAWING SHOULD BE READ IN CONJUNCTION WITH ALL RELEVANT CONTRACTS, SPECIFICATIONS AND DRAWINGS. CONTRACTORS MUST VERIFY ALL DIMENSIONS AT THE JOB BEFORE COMMENCING ANY WORK OR MAKING ANY SHOP DRAWINGS.
Griffiths Architects
LAKESIDE
12 THE ESPLANADE, PEPPERMINT GROVE
ADDITIONS AND ALTERATIONS
SITE PLAN (PROPOSED)
NORTH
DRAWN RD
DESIGNED PG
CHECKED PG
APPROVED PG
PRINCIPAL
SIGNATURE
REDUCTION
DATE APRIL 2019
FILE No FILE NO
DRAWING No. A0.02 P2
THIS IS A CADD DRAWING DO NOT AMEND MANUALLY


GENERAL NOTES
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2. FOR FURTHER SITE INFORMATION INCLUDING THE LOCATION OF SERVICES, REFER TO THE SURVEY DRAWINGS.
DEMOLITION NOTES
1. REMOVE ALL EXISTING SHOWN IN DASHED LINES.
2. REMOVE ALL SUSPECTED ASBESTOS CONTAINING MATERIALS FROM THE SITE.
LEGEND
LOT BOUNDARY
AV AVOCADO TREE
PA PALM TREE
CT CITRUS TREE
FT FLAME TREE
SERVICES
GAS METER
ELECTRICAL DOME
COMMS PIT
WATER RETICULATION BORE
WATER METER
WR RETICULATION BOX
SEWER MAIN
ELECTRICAL UNDERGROUND CABLE
GAS UNDERGROUND
FOR WORKS WITHIN THE SITE BOUNDARY REFER TO A1.02
NEW CROSSOVER TURF STONE
EXISTING CROSSOVER (MODIFIED) PAVING
THE ESPLANADE
PEDESTRIAN ACCESS.
BOUNDARY SETBACK.
USE OF TURF STONE & GRASS TO BLEND WITH VERGE.
REDUCE CROSSOVER WIDTH TO MIN 3.5m.
15m RADIUS
MOUNTABLE KERB.
LEFT ONLY TURNING.
RELOCATE SAPLING.
NEW LIMESTONE FACED RETAINING WALL WITH PERMEABLE IRON FENCING ON TOP.
NEW STEPPED 300 DEEP 'GARDEN WALL' - PILLOW FACED LIMESTONE.
TRUNCATED CORNER AT GARAGE.
REBUILD FOOTPATH TO COUNCIL SPECIFICATION.
REFURBISH EX. CROSSOVER TO HIGH LEVEL OF FINISH.
PAVED
EXISTING CONTOURS SHOWN DASHED.
PROPOSED LEVELS.
01 PLAN - FRONT VERGE 1:100
20% GRADIENT 4m
18% GRADIENT 3m
PROPOSED GRADIENT
0% FOOTPATH
14% GRADIENT 7m
EXISTING GRADIENT
LOWER LEVEL OF FOOTPATH BY 100mm
RL 20.00
RL 20.20
RL 19.00
NOTE SERVICES LOCATED BELOW FOOTPATH.
PROPOSED GRADIENT
COUNCIL REQUIREMENTS
GARAGE
CROSSOVER
ROAD
A SECTION - MODIFIED CROSSOVER 1:100
18.7% GRADIENT
12% 3m MIN.
2% 3m
RL 22.50
RL 20.60
MEDIAN STRIP
DRIVEWAY
CROSSOVER
ROAD
B SECTION - NEW CROSSOVER 1:100
DEVELOPMENT APPROVAL
P3 PRELIMINARY - REVISED DEVELOPMENT APPROVAL 19-07-2019
P2 PRELIMINARY - DEVELOPMENT APPROVAL 30-05-2019
P1 PRELIMINARY - FOR CLIENT REVIEW 24-05-2019
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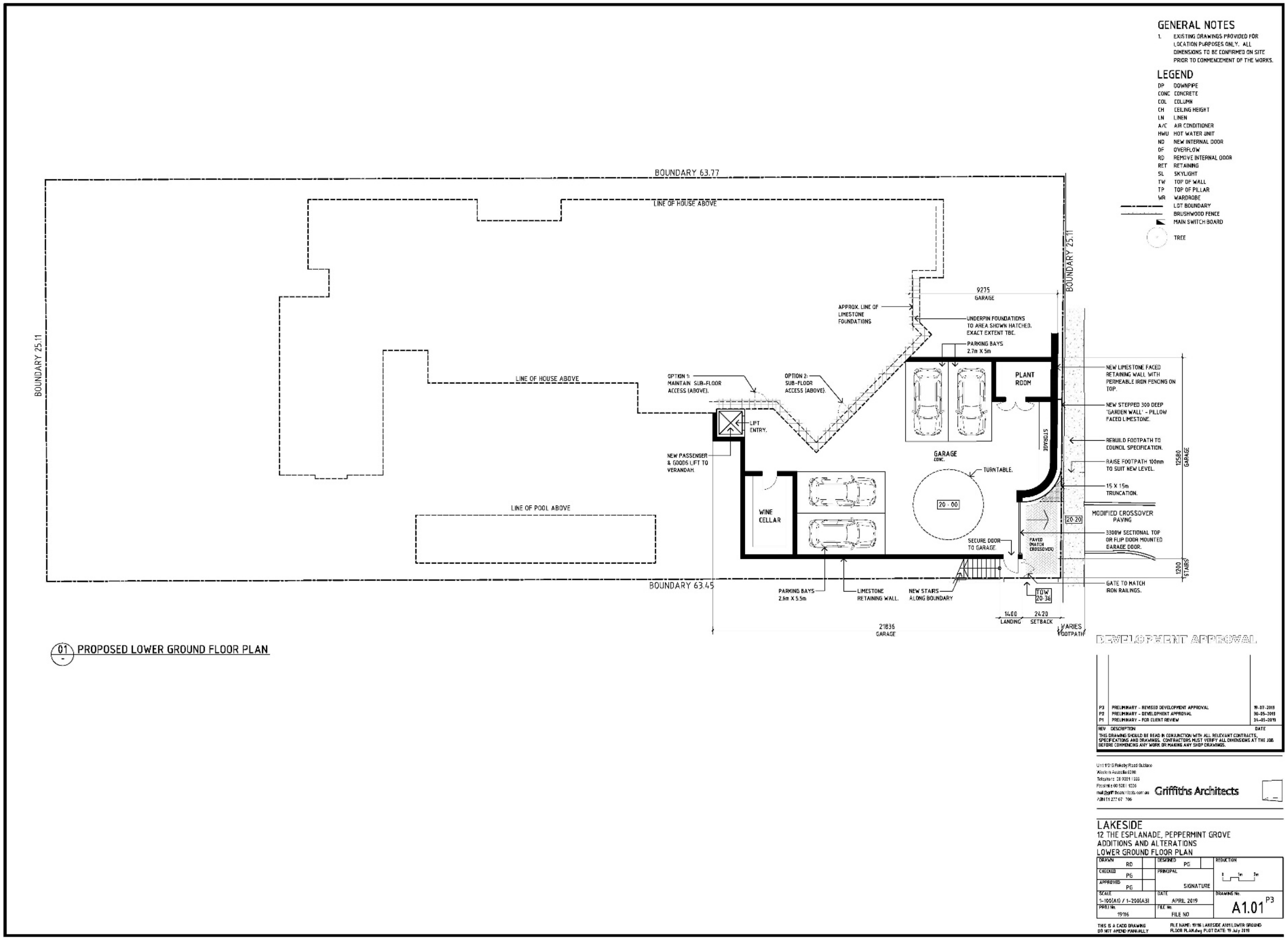
Griffiths Architects
LAKESIDE
12 THE ESPLANADE, PEPPERMINT GROVE
ADDITIONS AND ALTERATIONS
FRONT VERGE PLAN
DRAWN RD
DESIGNED PG
REDUCTION
CHECKED PG
PRINCIPAL
APPROVED PG
SIGNATURE
SCALE 1-100(A1) / 1-200(A3)
DATE APRIL 2019
DRAWING No. A0.03 P3
PROJ No. 19116
FILE No. FILE NO
THIS IS A CADD DRAWING DO NOT AMEND MANUALLY
FILE NAME: 19116 LAKESIDE A003 FRONT VERGE PLAN.dwg PLOT DATE: 19 July 2019


GENERAL NOTES
1. EXISTING DRAWINGS PROVIDED FOR LOCATION PURPOSES ONLY. ALL DIMENSIONS TO BE CONFIRMED ON SITE PRIOR TO COMMENCEMENT OF THE WORKS.
LEGEND
DP DOWNPIPE
CONC CONCRETE
COL COLUMN
CH CEILING HEIGHT
LN LINEN
A/C AIR CONDITIONER
HWU HOT WATER UNIT
ND NEW INTERNAL DOOR
OF OVERFLOW
RD REMOVE INTERNAL DOOR
RET RETAINING
SL SKYLIGHT
TW TOP OF WALL
TP TOP OF PILLAR
WR WARDROBE
LOT BOUNDARY
BRUSHWOOD FENCE
MAIN SWITCH BOARD
TREE
BOUNDARY 63.77
LINE OF HOUSE ABOVE
BOUNDARY 25.11
LINE OF HOUSE ABOVE
LINE OF POOL ABOVE
BOUNDARY 63.45
APPROX. LINE OF LIMESTONE FOUNDATIONS
UNDERPIN FOUNDATIONS TO AREA SHOWN HATCHED. EXACT EXTENT TBC.
PARKING BAYS 2.7m X 5m
9275 GARAGE
OPTION 1: MAINTAIN SUB-FLOOR ACCESS (ABOVE).
OPTION 2: SUB-FLOOR ACCESS (ABOVE).
PLANT ROOM
LIFT ENTRY.
NEW PASSENGER & GOODS LIFT TO VERANDAH.
GARAGE
TURNTABLE.
WINE CELLAR
STORAGE
SECURE DOOR TO GARAGE.
PAVED (MATCH CROSSOVER)
NEW LIMESTONE FACED RETAINING WALL WITH PERMEABLE IRON FENCING ON TOP.
NEW STEPPED 300 DEEP 'GARDEN WALL' - PILLOW FACED LIMESTONE.
REBUILD FOOTPATH TO COUNCIL SPECIFICATION.
RAISE FOOTPATH 100mm TO SUIT NEW LEVEL.
1.5 X 1.5m TRUNCATION.
MODIFIED CROSSOVER PAVING
5300W SECTIONAL TOP OR FLIP DOOR MOUNTED GARAGE DOOR.
GATE TO MATCH IRON RAILINGS.
12580 GARAGE
1200 STAIRS
PARKING BAYS 2.6m X 5.5m
LIMESTONE RETAINING WALL.
NEW STAIRS ALONG BOUNDARY
1400 LANDING
2420 SETBACK
VARIES FOOTPATH
21836 GARAGE
01 PROPOSED LOWER GROUND FLOOR PLAN
DEVELOPMENT APPROVAL
P3 PRELIMINARY - REVISED DEVELOPMENT APPROVAL 19-07-2019
P2 PRELIMINARY - DEVELOPMENT APPROVAL 30-05-2019
P1 PRELIMINARY - FOR CLIENT REVIEW 24-05-2019
REV DESCRIPTION DATE
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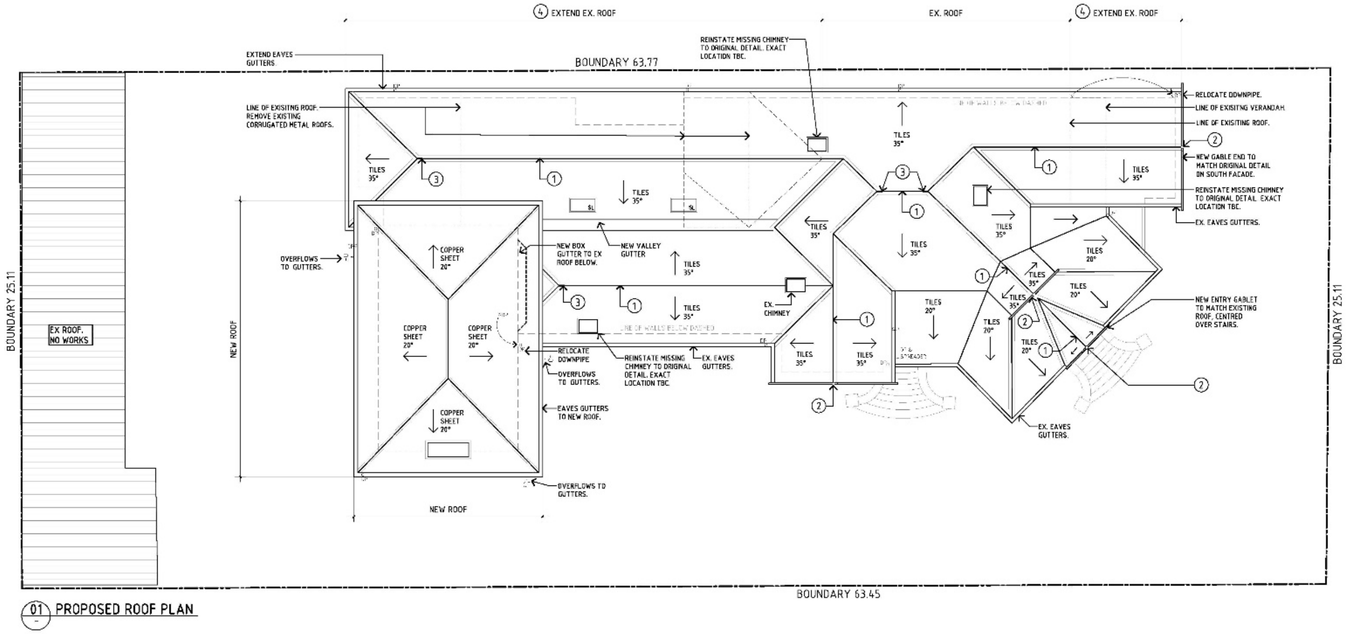
Griffiths Architects
LAKESIDE
12 THE ESPLANADE, PEPPERMINT GROVE
ADDITIONS AND ALTERATIONS
LOWER GROUND FLOOR PLAN
DRAWN RD
DESIGNED PG
CHECKED PG
APPROVED PG
PRINCIPAL
SIGNATURE
REDUCTION
SCALE 1-100(A1) / 1-200(A3)
DATE APRIL 2019
PROJ No. 19116
FILE No. FILE NO
DRAWING No. A1.01 P3
THIS IS A CADD DRAWING DO NOT AMEND MANUALLY
FILE NAME: 19116 LAKESIDE A101 LOWER GROUND FLOOR PLAN.dwg PLOT DATE: 19 July 2019




## 01 PROPOSED ROOF PLAN

### ROOF WORKS

1. REINSTATE TERRACOTTA PIERCED RIDGE CAPPING TO ALL HORIZONTAL TILED ROOF RIDGES.
2. REINSTATE BALL TOP FINIALS TO GABLE ENDS.
3. REINSTATE TERRACOTTA RAMS-HORN FINIALS TO ALL HIP ROOF ENDS.
4. EXTEND ROOF TO MATCH EXISTING INCLUDING MATCHING RECLAIMED MARSEILLE TILES, GUTTERS AND SOFFITS. NOTE: BLEND IN RECLAIMED TILES FOR SEAMLESS TRANSITION.

### GENERAL NOTES

1. EXISTING DRAWINGS PROVIDED FOR LOCATION PURPOSES ONLY. ALL DIMENSIONS TO BE CONFIRMED ON SITE PRIOR TO COMMENCEMENT OF THE WORKS.

### LEGEND

DP DOWNPIPE
CONC CONCRETE
COL COLUMN
CH CEILING HEIGHT
LN LINEN
A/C AIR CONDITIONER
HWU HOT WATER UNIT
ND NEW INTERNAL DOOR
OF OVERFLOW
RD REMOVE INTERNAL DOOR
RET RETAINING
SL SKYLIGHT
TW TOP OF WALL
TP TOP OF PILLAR
WR WARDROBE
LOT BOUNDARY
BRUSHWOOD FENCE
MAIN SWITCH BOARD
TREE

DEVELOPMENT APPROVAL

| REV | DESCRIPTION | DATE |
|---|---|---|
| P3 | PRELIMINARY - REVISED DEVELOPMENT APPROVAL | 19-07-2019 |
| P2 | PRELIMINARY - DEVELOPMENT APPROVAL | 30-05-2019 |
| P1 | PRELIMINARY | 26-04-2019 |

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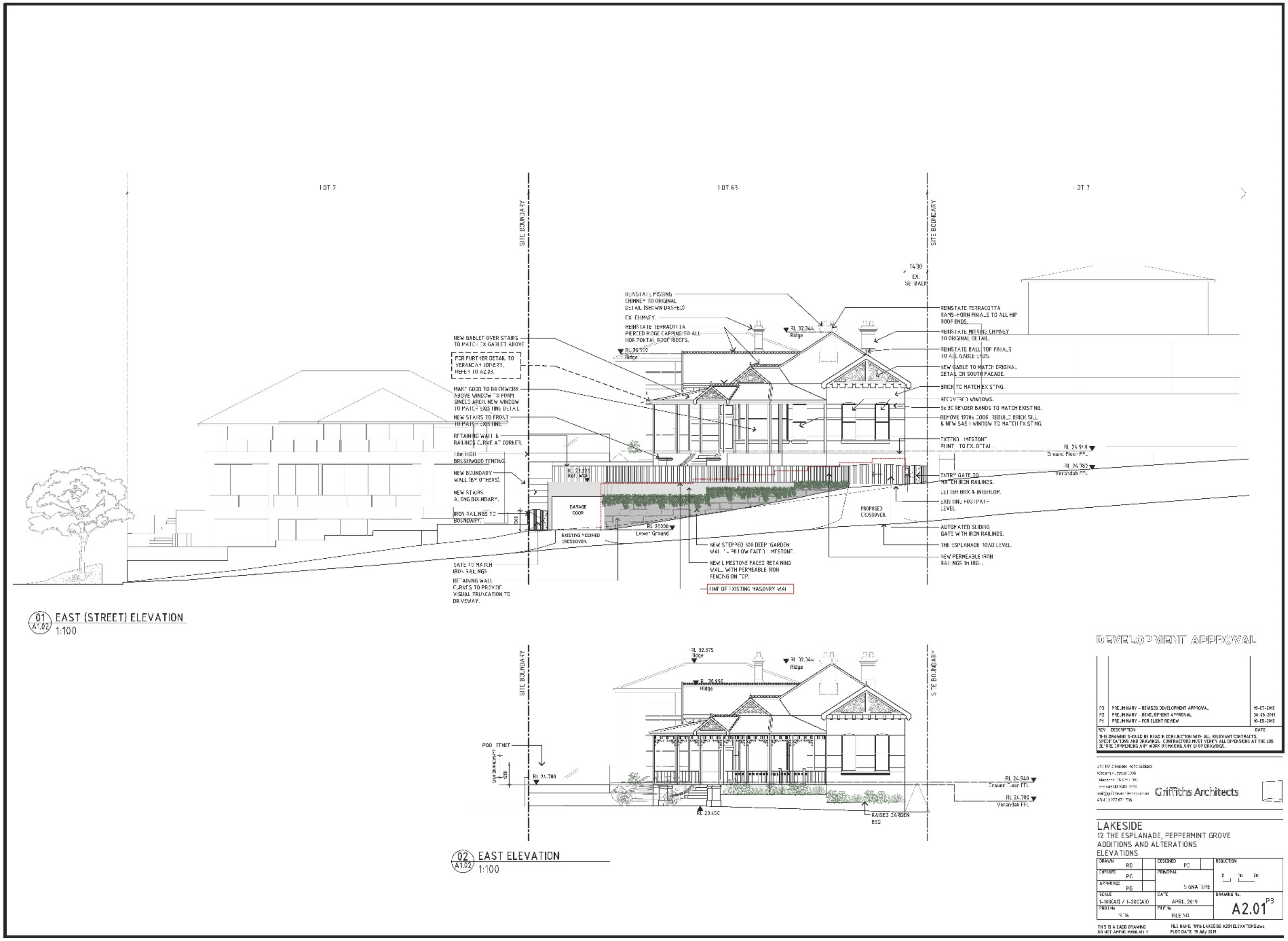
Griffiths Architects

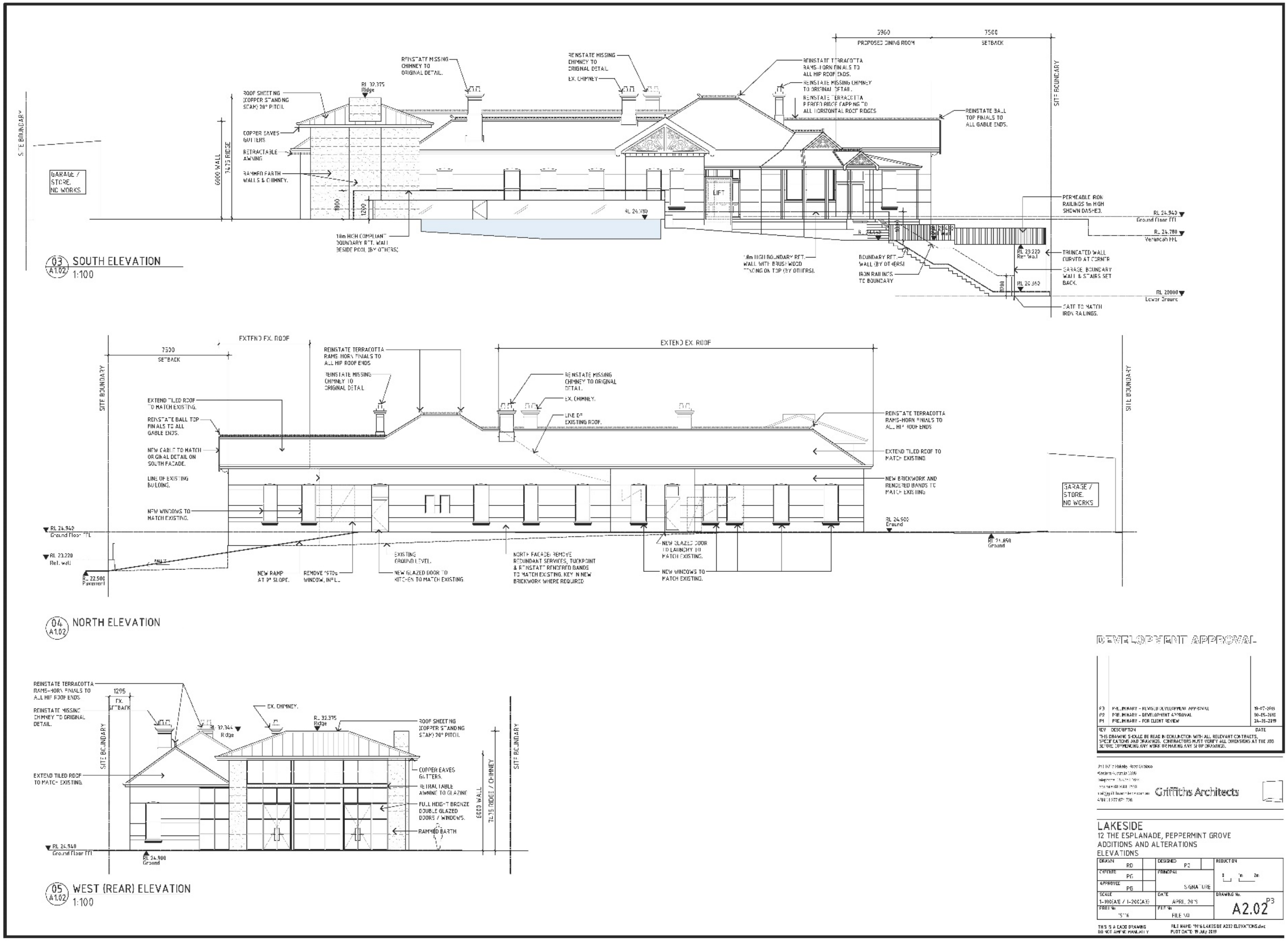
LAKESIDE
12 THE ESPLANADE, PEPPERMINT GROVE
ADDITIONS AND ALTERATIONS
ROOF PLAN

| | | |
|---|---|---|
| DRAWN RD | DESIGNED PG | REDUCTION |
| CHECKED PG | PRINCIPAL SIGNATURE | |
| APPROVED PG | | |
| SCALE 1-100(A1) / 1-200(A3) | DATE APRIL 2019 | DRAWING No. A1.03 P3 |
| PROJ No. 19116 | FILE No. FILE NO | |

THIS IS A CADD DRAWING DO NOT AMEND MANUALLY

FILE NAME: 19116 LAKESIDE A103 ROOF PLAN.dwg
PLOT DATE: 19 July 2019


EAST (STREET) ELEVATION
1:100
EAST ELEVATION
1:100
DEVELOPMENT APPROVAL
Griffiths Architects
LAKESIDE
12 THE ESPLANADE, PEPPERMINT GROVE
ADDITIONS AND ALTERATIONS
ELEVATIONS
A2.01


SOUTH ELEVATION
1:100
NORTH ELEVATION
WEST (REAR) ELEVATION
1:100
DEVELOPMENT APPROVAL
Griffiths Architects
LAKESIDE
12 THE ESPLANADE, PEPPERMINT GROVE
ADDITIONS AND ALTERATIONS
ELEVATIONS
A2.02

## 01 EXTERIOR MATERIAL PALETTE
NTS

NEW BRICKWORK – EXTERIOR TUCKPOINTED BRICK AND RENDERED BANDS TO MATCH EXISTING.

NEW FRONT BOUNDARY RETAINING WALL – LIMESTONE FACED.

NEW STEPPED 'GARDEN WALL' – PILLOW FACED LIMESTONE.

PERMEABLE FENCING & GATES – IRON RAILINGS IN DARK CHARCOAL COLOUR.

ALL TIMBERWORK – WHITE TO MATCH EXISTING.

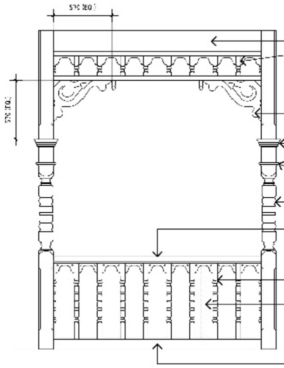
ROOF – TERRACOTTA TILES, FINIALS AND CAPPINGS (RECLAIMED TO MATCH ORIGINAL FINISH).

NEW CROSSOVER – 'TURF STONE'

NEW REAR PAVILION WALLS – RAMMED LIMESTONE EARTH

NEW REAR PAVILION FENESTRATION – BRONZE FRAMED DOUBLE GLAZED WINDOWS & DOORS.

NEW REAR PAVILION ROOF & FLASHING – STANDING / FLAT SEAMED COPPER SHEETING.




## 02 TYPICAL VERANDAH ELEVATION
1:20

## 03 PHOTOGRAPH – EXISTING VERANDAH
NTS

DEVELOPMENT APPROVAL

| REV | DESCRIPTION | DATE |
|---|---|---|
| P3 | PRELIMINARY – REVISED DEVELOPMENT APPROVAL | 19-07-2019 |
| P2 | PRELIMINARY – DEVELOPMENT APPROVAL | 30-05-2019 |
| P1 | PRELIMINARY – FOR CLIENT REVIEW | 24-05-2019 |

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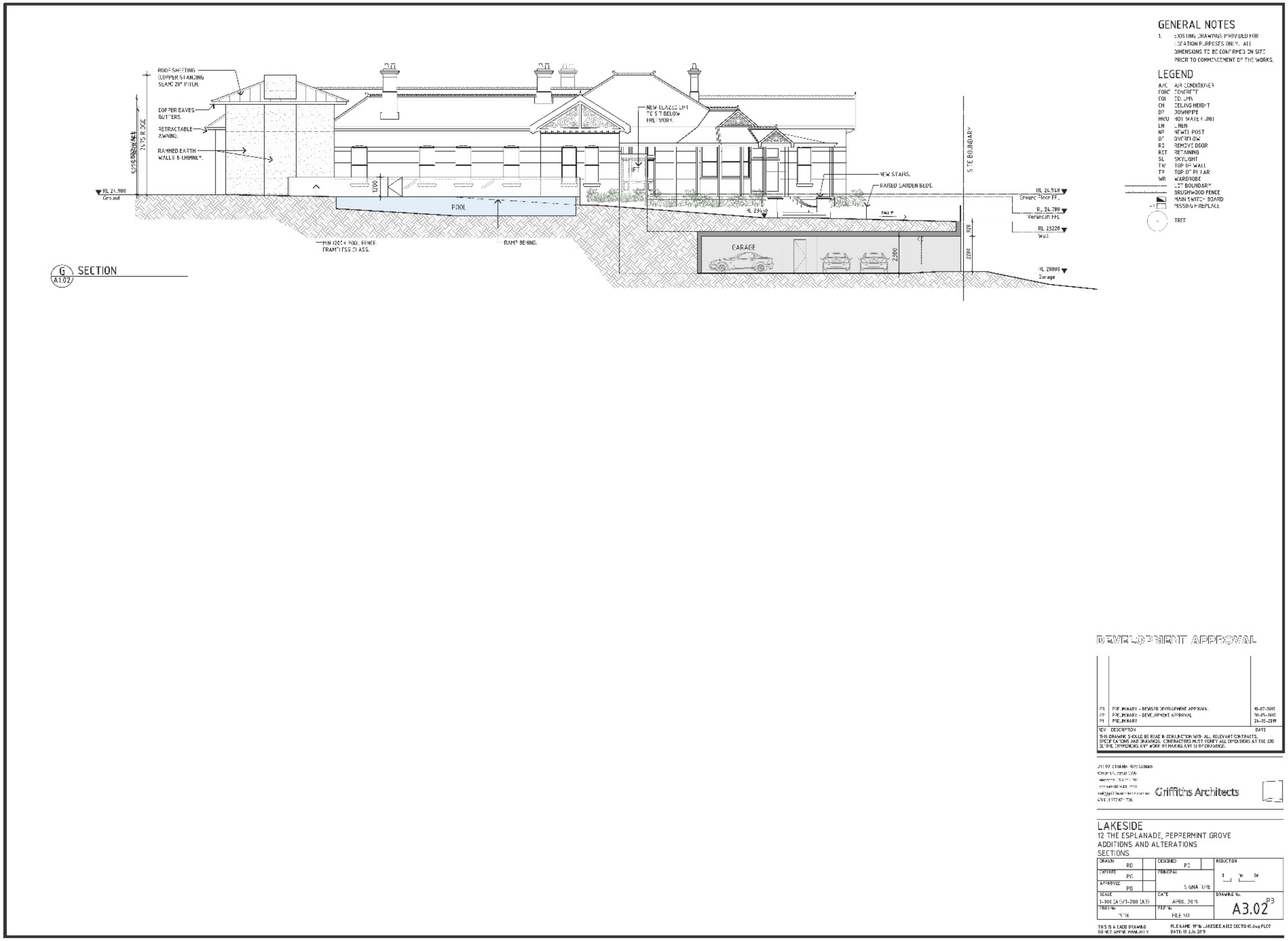
Griffiths Architects

LAKESIDE
12 THE ESPLANADE, PEPPERMINT GROVE
ADDITIONS AND ALTERATIONS
VERANDAH DETAILS & EXTERIOR FINISHES

| | | |
|---|---|---|
| DRAWN RD | DESIGNED PG | REDUCTION |
| CHECKED PG | PRINCIPAL | |
| APPROVED PG | SIGNATURE | |
| SCALE AS SHOWN (A1) | DATE APRIL 2019 | DRAWING No. A2.03 P3 |
| PROJ No. 19116 | FILE No. FILE NO | |

THIS IS A CADD DRAWING DO NOT AMEND MANUALLY

FILE NAME: 19116 LAKESIDE A203 VERANDAH DETAILS EXT FINISHES.dwg PLOT DATE: 19 July 2019


ROOF SHEETING (COPPER STANDING SEAM) 20° PITCH.
COPPER EAVES GUTTERS.
RETRACTABLE AWNING.
RAMMED EARTH WALLS & CHIMNEY.
7475 RIDGE
RL 24.900
Ground
1200
POOL
MIN 1200H POOL FENCE. FRAMELESS GLASS.
RAMP BEHIND.
NEW GLAZED LIFT TO SIT BELOW FRETWORK.
LIFT
NEW STAIRS.
RAISED GARDEN BEDS.
SITE BOUNDARY
RL 23450
FALL
GARAGE
2300
920
2200
RL 24.940 Ground Floor FFL
RL 24.780 Verandah FFL
RL 23220 Wall
RL 20000 Garage
G A1.02 SECTION
GENERAL NOTES
1. EXISTING DRAWINGS PROVIDED FOR LOCATION PURPOSES ONLY. ALL DIMENSIONS TO BE CONFIRMED ON SITE PRIOR TO COMMENCEMENT OF THE WORKS.
LEGEND
A/C AIR CONDITIONER
CONC CONCRETE
COL COLUMN
CH CEILING HEIGHT
DP DOWNPIPE
HWU HOT WATER UNIT
LN LINEN
NP NEWEL POST
OF OVERFLOW
RD REMOVE DOOR
RET RETAINING
SL SKYLIGHT
TW TOP OF WALL
TP TOP OF PILLAR
WR WARDROBE
LOT BOUNDARY
BRUSHWOOD FENCE
MAIN SWITCH BOARD
MISSING FIREPLACE
TREE
DEVELOPMENT APPROVAL
REV DESCRIPTION DATE
Griffiths Architects
LAKESIDE
12 THE ESPLANADE, PEPPERMINT GROVE
ADDITIONS AND ALTERATIONS
SECTIONS
DRAWN RD
DESIGNED PG
CHECKED PG
PRINCIPAL
APPROVED PG
SIGNATURE
REDUCTION
SCALE 1-100 (A1)/1-200 (A3)
DATE APRIL 2019
DRAWING No. A3.02 P3
FILE No. FILE NO
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PERSPECTIVE PHOTOMONTAGE FROM THE ESPLANADE

DEVELOPMENT APPROVAL

| REV | DESCRIPTION | DATE |
|---|---|---|
| P3 | PRELIMINARY - REVISED DEVELOPMENT APPROVAL | 19-07-2019 |
| P2 | PRELIMINARY - DEVELOPMENT APPROVAL | 30-05-2019 |
| P1 | PRELIMINARY | 29-05-2019 |

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Griffiths Architects

LAKESIDE
12 THE ESPLANADE, PEPPERMINT GROVE
ADDITIONS AND ALTERATIONS
PERSPECTIVE IMAGES

| | | |
|---|---|---|
| DRAWN RD | DESIGNED PG | REDUCTION 0 0.5m 1m |
| CHECKED PG | PRINCIPAL | |
| APPROVED PG | SIGNATURE | |
| SCALE 1:100 (A3) | DATE APRIL 2019 | DRAWING No. A4.01 P3 |
| PROJ No. 19116 | FILE No. FILE NO | |

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DO NOT AMEND MANUALLY

FILE NAME: 19116 LAKESIDE A401 PERSPECTIVE IMAGES.dwg PLOT DATE: 19 July 2019

PERSPECTIVE PHOTOMONTAGE FROM THE ESPLANADE

DEVELOPMENT APPROVAL

| REV | DESCRIPTION | DATE |
|---|---|---|
| P3 | PRELIMINARY – REVISED DEVELOPMENT APPROVAL | 19-07-2019 |
| P2 | PRELIMINARY – DEVELOPMENT APPROVAL | 30-05-2019 |
| P1 | PRELIMINARY | 29-05-2019 |

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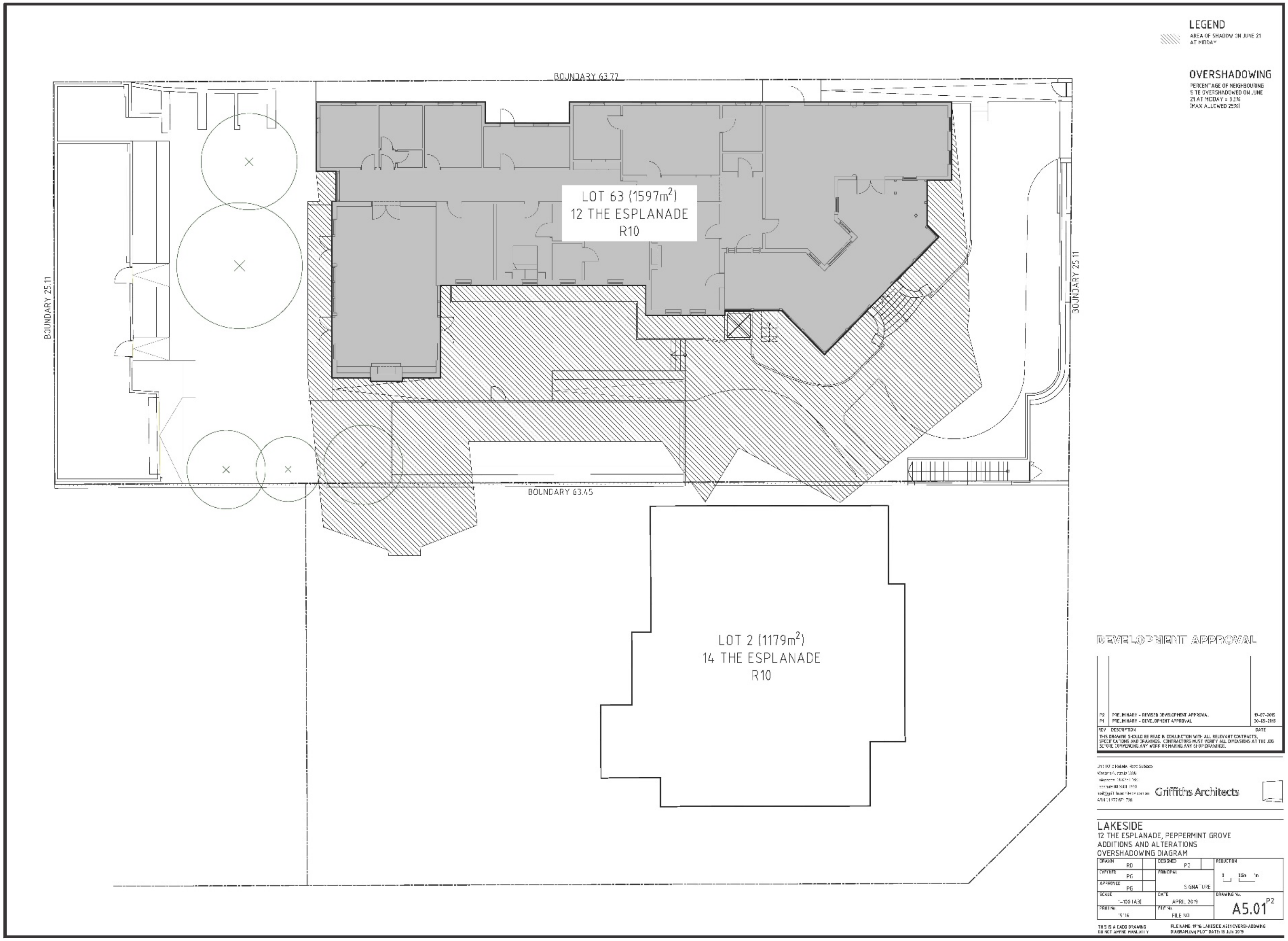
Griffiths Architects

LAKESIDE
12 THE ESPLANADE, PEPPERMINT GROVE
ADDITIONS AND ALTERATIONS
PERSPECTIVE IMAGES

| | | | |
|---|---|---|---|
| DRAWN RC | DESIGNED PG | REDUCTION | |
| CHECKED PG | PRINCIPAL | | |
| APPROVED PG | SIGNATURE | | |
| SCALE 1:100 (A3) | DATE APRIL 2019 | DRAWING No. A4.02 P3 | |
| PROJ No. 19116 | FILE No. FILE NO | | |

THIS IS A CADD DRAWING DO NOT AMEND MANUALLY

FILE NAME: 19116 LAKESIDE A402 PERSPECTIVE IMAGES.dwg PLOT DATE: 19 July 2019


LEGEND
AREA OF SHADOW ON JUNE 21
AT MIDDAY
OVERSHADOWING
PERCENTAGE OF NEIGHBOURING
SITE OVERSHADOWED ON JUNE
BOUNDARY 63.77
BOUNDARY 25.11
BOUNDARY 25.11
LOT 63 (1597m2)
12 THE ESPLANADE
R10
BOUNDARY 63.45
LOT 2 (1179m2)
14 THE ESPLANADE
R10
DEVELOPMENT APPROVAL
Griffiths Architects
LAKESIDE
12 THE ESPLANADE, PEPPERMINT GROVE
ADDITIONS AND ALTERATIONS
OVERSHADOWING DIAGRAM
DRAWN RD
DESIGNED
CHECKED PG
APPROVED PG
PRINCIPAL
SIGNATURE
REDUCTION
SCALE 1:100 (A3)
DATE APRIL 2019
DRAWING No.
A5.01 P2
FILE NO
THIS IS A CADD DRAWING
DO NOT AMEND MANUALLY

**LAKESIDE**
**12 THE ESPLANADE, PEPPERMINT GROVE**

**RESIENTIAL DEVELOPMENT**
**COMPLIANCE CHECKLIST**

| PLANNING FRAMEWORK | |
|---|---|
| LPS Zoning / R-Code | R10 |
| Land use permissibility | Residential |

| 5.1.1 SITE AREA | DEEMED TO COMPLY | PROPOSED | COMPLIANT |
|---|---|---|---|
| Min. lot area ($m^2$) | 875 | 1596 (Existing) | Yes |
| Average lot area ($m^2$) | 1000 | | Yes |
| Min. frontage (m) | 20 | 25 (Existing) | Yes |
| Plot Ratio (Scheme) | less than 0.5 | 0.31 | Yes |

| 5.1.2 STREET SETBACK | DEEMED TO COMPLY | PROPOSED | COMPLIANT |
|---|---|---|---|
| Primary Street (m) | 9 | 23-26 | Yes |

| 5.1.3 BOUNDARY SETBACK (NORTH) |
|---|
| - Setback has been continued as per the existing boundary setback.<br>- Setback adheres to the design principles, specifically the setback will not have an adverse impact on the neighbouring property. |

| 5.1.3 BOUNDARY SETBACK (WEST) | DEEMED TO COMPLY | PROPOSED | COMPLIANT |
|---|---|---|---|
| Required Setback (m) | 4.2 | 16.4 | Yes |

| 5.1.3 BOUNDARY SETBACK (SOUTH) | DEEMED TO COMPLY | PROPOSED | COMPLIANT |
|---|---|---|---|
| Required Setback (m) | 2.8 | 6.6 | Yes |

| 5.1.4 OPEN SPACE | DEEMED TO COMPLY | PROPOSED | COMPLIANT |
|---|---|---|---|
| Required (%) | 60 | 60 | Yes |

| 5.1.6 BUILDING HEIGHTS | DEEMED TO COMPLY | PROPOSED | COMPLIANT |
|---|---|---|---|
| Top of external wall (m) | 6 | 6 | Yes |
| Top of pitched roof (m) | 9 | 7.5 | Yes |

| 5.2.1 SETBACK OF GARAGES AND CARPORT | DEEMED TO COMPLY | PROPOSED | COMPLIANT |
|---|---|---|---|
| Max frontage allowed (%) | 50 | 10 | Yes |

| 5.3.3 PARKING | DEEMED TO COMPLY | PROPOSED | COMPLIANT |
|---|---|---|---|
| 2 + bedroom dwelling, bays required | 2 | 6 | Yes |
| Note: 4 primary parking bays are provided in the basement garage. 2 visitor bays are provided at ground level as there is no street parking on either the main street or nearest secondary street close to the property. | | | |

| MEAN NATURAL GROUND LEVEL | |
|---|---|
| North West Corner RL | 28.6 |
| North East Corner RL | 23.1 |
| South East Corner RL | 19.8 |
| South West Corner RL | 25.1 |
| Average RL | 24.2 |

Griffiths Architects

SHIRE OF PEPPERMINT GROVE

# Ordinary Council Meeting

## 8.4.1 – Financial Report – July 2019

**SHIRE OF PEPPERMINT GROVE**

**MONTHLY FINANCIAL STATEMENTS**

**FOR THE PERIOD ENDED 31 JULY 2019**

**TABLE OF CONTENTS**

## SHIRE OF PEPPERMINT GROVE

# Statement of Financial Activity

for the period 1 July 2019 to 31 July 2019

| | ADOPTED BUDGET 2019/20 | YTD BUDGET 2019/20 | YTD ACTUAL 2019/20 | VARIANCE $ Actual v YTD Budget | VARIANCE % Actual v YTD Budget |
|---|---|---|---|---|---|
| **Operating Revenue** | | | | | |
| FEES & CHARGES | 249,534 | 76,326 | 87,550 | 11,224 | 15% |
| GRANTS & SUBSIDIES | 357,684 | 139,007 | 61,333 | (77,674) | -56% |
| CONTRIBUTIONS, REIMBURSEMENTS | 1,363,459 | 324,388 | 325,627 | 1,239 | 0% |
| INTEREST ON INVESTMENTS | 75,600 | 1,250 | 47 | (1,203) | -96% |
| OTHER REVENUE | 9,200 | 0 | 0 | 0 | |
| PROFIT ON SALE OF ASSETS | 0 | 0 | 0 | 0 | |
| | **2,055,477** | **540,971** | **474,557** | **(66,414)** | -12% |
| **Operating Expenses** | | | | | |
| EMPLOYEE COSTS | (2,228,643) | (182,768) | (180,678) | 2,090 | -1% |
| MATERIALS & CONTRACTS | (1,925,767) | (230,334) | (112,497) | 117,837 | -51% |
| PUBLIC UTILITIES | (128,396) | (10,007) | (9,012) | 995 | -10% |
| DEPRECIATION | (473,123) | 0 | 0 | 0 | |
| INTEREST EXPENSES | (59,316) | 0 | 0 | 0 | |
| INSURANCES | (100,952) | (60,519) | 0 | 60,519 | -100% |
| LOSS ON SALE OF ASSETS | 0 | 0 | 0 | 0 | |
| OTHER EXPENSES | (149,540) | 0 | 0 | 0 | |
| | **(5,065,737)** | **(483,628)** | **(302,187)** | **181,441** | -38% |
| **CHANGE IN NET ASSETS** | **(3,010,260)** | **57,343** | **172,370** | **115,027** | 201% |
| **Adjustments for Non-Cash (Revenue) and Expenditure** | | | | | |
| (Profit)/Loss on Asset Disposals | 0 | 0 | 0 | 0 | |
| Depreciation on Assets | 431,088 | 0 | 0 | 0 | |
| | 431,088 | 0 | 0 | 0 | |
| **Capital Expenditure** | | | | | |
| Land & Buildings | (192,906) | 0 | 0 | 0 | |
| Plant and Equipment | (161,358) | 0 | 0 | 0 | |
| Furniture & Equipment | (10,000) | 0 | 0 | 0 | |
| Infrastructure Assets - Roads | (411,700) | 0 | 0 | 0 | |
| Infrastructure Assets - Other | (226,600) | 0 | 0 | 0 | |
| Infrastructure Assets - Footpaths | (80,000) | 0 | 0 | 0 | |
| Infrastructure Assets - Parks & Reserves | 0 | 0 | 0 | 0 | |
| Infrastructure Assets - Drainage | 0 | 0 | 0 | 0 | |
| | (1,082,564) | 0 | 0 | 0 | |
| **Capital Revenue** | | | | | |
| Proceeds from Disposal of assets | 27,200 | 0 | 0 | 0 | |
| **Debt Management** | | | | | |
| Repayment of Debentures | (29,645) | 0 | 0 | 0 | 0% |
| **Reserves and Restricted Funds** | | | | | |
| Transfers to Reserves | (202,002) | 0 | 0 | 0 | |
| Transfers from Reserves | 348,866 | 0 | 0 | 0 | |
| | 146,864 | 0 | 0 | 0 | |
| Net Current Assets July 1 B/Fwd | 240,785 | 528,416 | 528,416 | (0) | 0% |
| Net Current Assets Year to Date | 34,135 | 3,983,907 | 3,983,907 | 0 | 0% |
| **Amount Raised from Rates** | **3,310,667** | **3,398,148** | **3,283,122** | **(115,026)** | -3% |

## SHIRE OF PEPPERMINT GROVE

### Notes to and forming part of the Statement of Financial Activity

for the period 1 July 2019 to 31 July 2019

### 1 Basis of Accounting

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

### 2 Net Current Assets

| | 31/7/2019 | YTD ACTUAL 2018/19 |
|---|---|---|
| **CURRENT ASSETS** | | |
| Cash - Unrestricted | 749,154 | 780,970 |
| Cash - Restricted | 1,331,817 | 1,331,817 |
| Receivables | 3,466,848 | 88,888 |
| | 5,547,819 | 2,201,675 |
| **CURRENT LIABILITIES** | | |
| Sundry Creditors | (216,971) | (302,238) |
| Leave Provisions | (188,779) | (212,859) |
| | 5,142,069 | 1,686,578 |
| Less: Cash - Reserves - Restricted | (1,331,817) | (1,331,817) |
| Add: Current Liabilities not cleared | 173,655 | 173,655 |
| **NET CURRENT ASSET POSITION** | **3,983,907** | **528,416** |

## SHIRE OF PEPPERMINT GROVE

### Notes to and forming part of the Statement of Financial Activity

for the period 1 July 2019 to 31 July 2019

### 3 Reserves

| | YTD ACTUAL 2018/19 | BUDGET 2019/20 |
|---|---|---|
| **(a) Roads Reserve** | | |
| ***To be used for*** | | |
| Opening Balance | 385,356 | 385,356 |
| Amount Set Aside / Transfer to Reserve | 0 | 0 |
| Amount Used / Transfer from Reserve | 0 | (200,000) |
| Interest Received | 0 | 9,171 |
| | **385,356** | **194,527** |
| **(b) Library Infrastructure Reserve** | | |
| ***To be used for*** | | |
| Opening Balance | 10,953 | 10,953 |
| Amount Set Aside / Transfer to Reserve | 0 | 0 |
| Amount Used / Transfer from Reserve | 0 | 0 |
| Interest Received | 0 | 261 |
| | **10,953** | **11,214** |
| **(c) Staff Leave reserve** | | |
| ***To be used for*** | | |
| Opening Balance | 148,359 | 148,359 |
| Amount Set Aside / Transfer to Reserve | 0 | 0 |
| Amount Used / Transfer from Reserve | 0 | (45,566) |
| Interest Received | 0 | 3,531 |
| | **148,359** | **106,324** |
| **(d) Infrastructure/Bld Mtce Reserve** | | |
| ***To be used for*** | | |
| Opening Balance | 565,191 | 565,191 |
| Amount Set Aside / Transfer to Reserve | 0 | 183,755 |
| Amount Used / Transfer from Reserve | 0 | (103,300) |
| Interest Received | 0 | 0 |
| | **565,191** | **645,646** |
| **(e) Plant Reserve** | | |
| ***To be used for*** | | |
| Opening Balance | 20,532 | 20,532 |
| Amount Set Aside/Transfer to Reserve | 0 | 0 |
| Amount Used/Transfer from Reserve | 0 | 0 |
| Interest Received | 0 | 489 |
| | **20,532** | **21,021** |
| **(f) Legal Costs Reserve** | | |
| ***To be used for*** | | |
| Opening Balance | 157,262 | 157,262 |
| Amount Set Aside/Transfer to Reserve | 0 | 0 |
| Amount Used/Transfer from Reserve | 0 | 0 |
| Interest Received | 0 | 3,743 |
| | **157,262** | **161,005** |
| **(g) Information Technology Reserve** | | |
| ***To be used for*** | | |
| Opening Balance | 23,680 | 23,680 |
| Amount Set Aside/Transfer to Reserve | 0 | 0 |
| Amount Used/Transfer from Reserve | 0 | 0 |
| Interest Received | 0 | 564 |
| | **23,680** | **24,244** |

## SHIRE OF PEPPERMINT GROVE

### Notes to and forming part of the Statement of Financial Activity

for the period 1 July 2019 to 31 July 2019

### 3 Reserves

| | YTD ACTUAL 2018/19 | BUDGET 2019/20 |
|---|---|---|
| **(h) Arts & Culture Reserve** | | |
| *To be used for* | | |
| Opening Balance | 20,484 | 20,484 |
| Amount Set Aside/Transfer to Reserve | 0 | 0 |
| Amount Used/Transfer from Reserve | 0 | 0 |
| Interest Received | 0 | 488 |
| | **20,484** | **20,972** |
| | | |
| **Total Cash Backed Reserves** | **1,331,817** | **1,184,953** |

| | YTD ACTUAL 2018/19 | BUDGET 2018/19 |
|---|---|---|
| **Summary of Transfers To and (From) Cash Backed Reserves** | | |
| **Transfers to Reserves** | | |
| Roads Reserve | 0 | 9,171 |
| Library Infrastructure Reserve | 0 | 261 |
| Staff Leave reserve | 0 | 3,531 |
| Infrastructure/Bld Mtce Reserve | 0 | 183,755 |
| Plant Reserve | 0 | 489 |
| Legal Costs Reserve | 0 | 3,743 |
| Information Technology Reserve | 0 | 564 |
| Arts & Culture Reserve | 0 | 488 |
| | **0** | **202,002** |
| **Transfers from Reserves** | | |
| Roads Reserve | 0 | (200,000) |
| Library Infrastructure Reserve | 0 | 0 |
| Staff Leave reserve | 0 | (45,566) |
| Infrastructure/Bld Mtce Reserve | 0 | (103,300) |
| Plant Reserve | 0 | 0 |
| Legal Costs Reserve | 0 | 0 |
| IT Reserve | 0 | 0 |
| Arts & Culture Reserve | 0 | 0 |
| | **0** | **(348,866)** |
| | | |
| **Total Transfer to/(from) Reserves** | **0** | **(146,864)** |

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

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

### 4 Cash and Investments

| | OPENING BALANCE 20119/20 | MOVEMENT | CLOSING BALANCE 2019/20 |
|---|---|---|---|
| **Restricted Cash Investments** | | | |
| Library Projects Reserve | 10,953.00 | 0.00 | 10,953.00 |
| Infrastructure/Building Mtce | 565,191.00 | 0.00 | 565,191.00 |
| Plant Reserve | 20,532.00 | 0.00 | 20,532.00 |
| IT Reserve | 23,680.00 | 0.00 | 23,680.00 |
| Road Works reserve | 385,356.00 | 0.00 | 385,356.00 |
| Staff Leave Reserve | 148,359.00 | 0.00 | 148,359.00 |
| Arts/Culture Reserve | 20,484.00 | 0.00 | 20,484.00 |
| Legal Costs Reserve | 157,262.00 | 0.00 | 157,262.00 |
| Total Reserves | **1,331,817.00** | **0.00** | **1,331,817.00** |
| | | | |
| **Unrestricted Cash/Investments** | | | |
| Municipal Fund | 780,170.00 | (31,816.00) | 748,354.00 |
| Petty Cash | 800.00 | 0.00 | 800.00 |
| Term Deposit Municipal | 0.00 | 0.00 | 0.00 |
| | **780,970.00** | **(31,816.00)** | **749,154.00** |

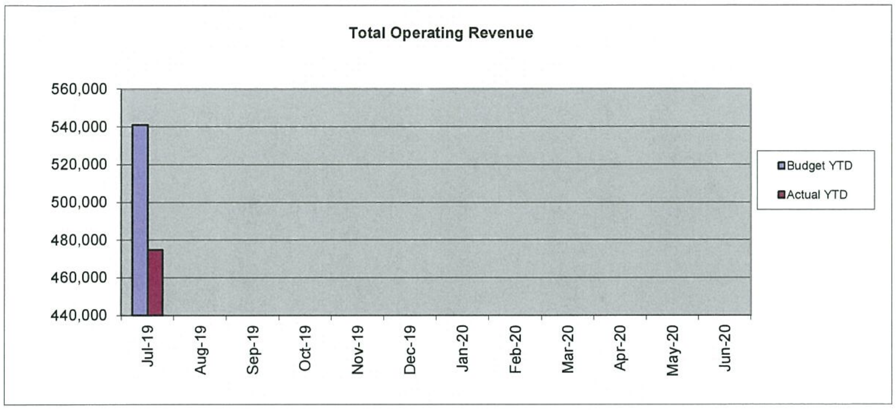
| Fund and TD Number | Amount Invested | Start Date | Maturity Date | Term (Days) | Interest Rate % | Expected Interest |
|---|---|---|---|---|---|---|
| Reserves | 1,331,816.69 | 24/06/2019 | 24/09/2019 | 92 | 2.00% | 6,713.82 |
| | | | | | | |
| **Reserves Interest Receivable** | | | | | | **6,713.82** |
| | | | | | | |
| **Municipal Interest Receivable** | | | | | | **0.00** |

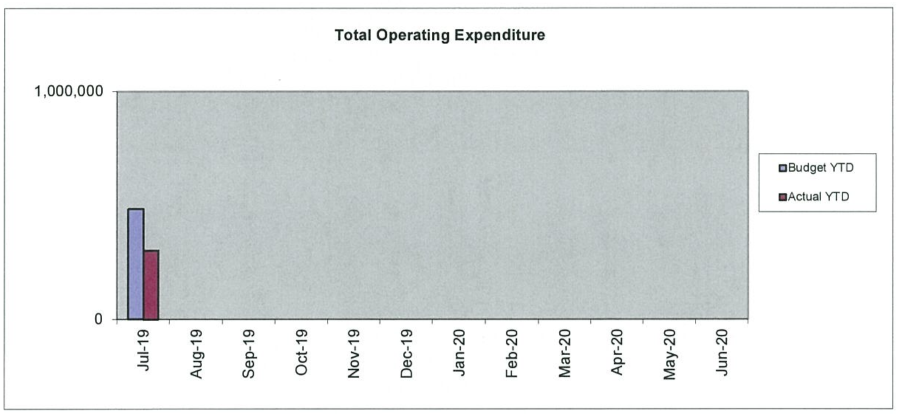
**SHIRE OF PEPPERMINT GROVE**

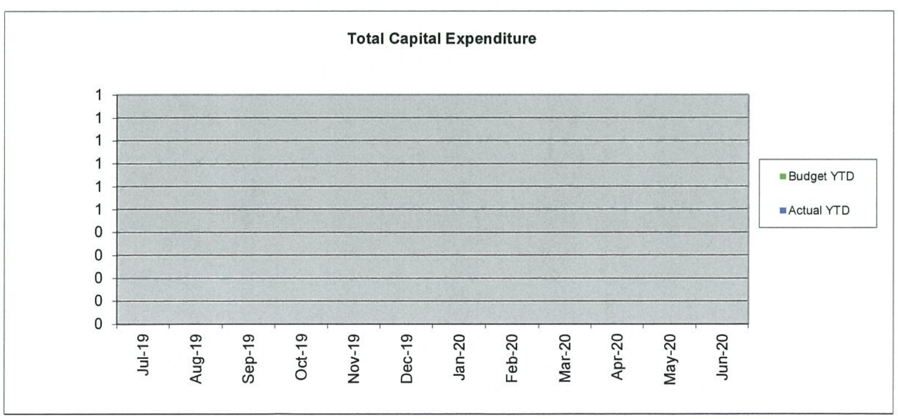
**Notes to and forming part of the Statement of Financial Activity**

for the period 1 July 2019 to 31 July 2019

## 5 Revenues and Expenditures



# CAPITAL EXPENDITURE 2018/19
## (as at 30 JUNE 2019)

| | | EXPENDITURE | | SOURCE OF FUNDS -BUDGET | | | | SOURCE OF FUNDS -ACTUALS | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **Proposed Date of Project** | **Description** | **2019/20 Budget** | **2019/20 Actual** | **2019/20 Grants** | **2019/20 Trade-In** | **2019/20 Reserves** | **2019/20 Muni.*** | **2019/20 Grants** | **2019/20 Trade-In** | **2019/20 Reserves** | **2019/20 Muni.*** |
| August 2019 | IT EQUIP./PRINTERS | 10,000 | | | | | 10,000 | | | | 0 |
| **TOTAL FURNITURE & EQUIPMENT** | | **10,000** | **0** | **0** | **0** | **0** | **10,000** | **0** | **0** | **0** | **0** |
| November 2019 | TIP TRUCK | 57,200 | | | 27,200 | | 30,000 | | | | 0 |
| December 2019 | SOLAR LED SPEED SIGNS | 25,000 | | | | | 25,000 | | | | 0 |
| November 2019 | ADMIN RETIC CONTROLLER | 11,000 | | | | | 11,000 | | | | 0 |
| June 2020 | GO AND RED LIN BINS | 68,158 | | | | | 68,158 | | | | 0 |
| **TOTAL PLANT & EQUIPMENT** | | **161,358** | **0** | **0** | **27,200** | **0** | **134,158** | **0** | **0** | **0** | **0** |
| August 2019 | FENCE AT REAR OF COMMUNITY | 20,000 | | | | | 20,000 | | | | 0 |
| March 2020 | ADMIN PATH | 30,000 | | | | | 30,000 | | | | 0 |
| December 2019 | SOLAR PANELS- ADMIN | 40,000 | | | | | 40,000 | | | | |
| December 2019 | SOLAR PANELS- LIBRARY | 73,000 | | 66,364 | | | 6,636 | | | | |
| December 2019 | REMOTE GEOTHERMAL MONITOR | 18,906 | | 12,486 | | | 6,420 | | | | |
| November 2019 | REPLACE LIB WINDOW COVERS | 6,000 | | 5,455 | | | 545 | | | | |
| November 2019 | CCTV LIBRARY | 5,000 | | 4,546 | | | 454 | | | | |
| June 2020 | MANNERS HILL PAVILION | 50,000 | | | | | 50,000 | | | | |
| **TOTAL LAND & BUILDINGS** | | **242,906** | **0** | **88,851** | **0** | **0** | **154,055** | **0** | **0** | **0** | **0** |
| JANUARY 2020 | LEAKE STREET RESEAL | 211,700 | | 151,133 | | | 60,567 | | | | |
| FEBRUARY 2020 | JOHNSTON STREET RESEAL | 200,000 | | | | 200,000 | | | | | |
| May 2019 | KERBING | | | | | | | | | | |
| **TOTAL ROADS** | | **411,700** | **0** | **151,133** | **0** | **200,000** | **60,567** | **0** | **0** | **0** | **0** |
| May 2020 | FOOTPATHS | 50,000 | | | | | 50,000 | | | | |
| **TOTAL FOOTPATHS** | | **50,000** | **0** | **0** | **0** | **0** | **50,000** | **0** | **0** | **0** | **0** |
| | | | | | | | 0 | | | | 0 |
| June 2020 | RIVERWALL | 206,600 | | | | 103,300 | 103,300 | | | | 0 |
| **TOTAL OTHER INFRASTRUCTURE** | | **206,600** | **0** | **0** | **0** | **103,300** | **103,300** | **0** | **0** | **0** | **0** |
| **Grand Total** | | **1,082,564** | **0** | **239,984** | **27,200** | **303,300** | **512,080** | **0** | **0** | **0** | **0** |
| | | | | 1,082,564 | | | | 0 | | | |
| RENEWAL CAPEX | | 852,500 | 0 | | | | | | | | |
| NEW CAPEX | | 230,064 | 0 | | | | | | | | |
| **Grand Total** | | **1,082,564** | **0** | | | | | | | | |

| | | |
|---|---|---|
| **Renewal CAPEX net of trade-ins** | **825,300** | **0** |
| **Estimated depreciation expenses** | **439,982** | **439,982** |
| **Asset Sustainability Ratio** | **1.88** | **0.00** |

SHIRE OF PEPPERMINT GROVE

# Ordinary Council Meeting

# 8.4.2 – Accounts Paid – July 2019

ITEM 8.4.2
ATTACHMENT ONE

8.4.2 Accounts Paid July 2019

| No. | Vendor Name | Details | EFT Amount | Payment Date |
|---|---|---|---|---|
| EFT00292 | AUSTRALIA POST | POSTAGE JUNE 2019 | 21.44 | 5/07/2019 |
| EFT00292 | PROFESSIONAL PC SUPPORT PTY LTD (PPS) | LIBRARY MANAGED IT SERVICES | 178.75 | 5/07/2019 |
| EFT00292 | WESTERN METROPOLITAN REGIONAL COUNCIL | WASTE DISPOSAL SERVICE | 7509.14 | 5/07/2019 |
| EFT00292 | WILSON SECURITY | OFFICE BUILDING SECURITY SERVICES | 464.20 | 5/07/2019 |
| EFT00292 | ACURIX NETWORKS PTY LTD | LIBRARY WIFI JULY 2019 | 368.50 | 5/07/2019 |
| EFT00292 | ROCKWATER PTY LTD | GROUNDWATER MONITORING MAY 2019 | 1052.59 | 5/07/2019 |
| EFT00292 | SHAMROCK ELECTRICS | OFFICE BUILDING ELECTRICAL MAINTENANCE | 209.00 | 5/07/2019 |
| EFT00292 | EASIFLEET | STAFF NOVATED LEASE PAYROLL DEDUCTIONS | 496.78 | 5/07/2019 |
| EFT00292 | CHARLES SERVICE COMPANY | CLEANING SERVICE MAY & JUNE 2019 | 10654.04 | 5/07/2019 |
| EFT00292 | OPEN SYSTEMS TECHNOLOGY PTY LTD (COUNCIL FIRST) | COUNCILFIRST SERVICES | 38348.65 | 5/07/2019 |
| EFT00292 | SUEZ RECOVERY & RECYCLING (PERTH) PTY LTD | WASTE REMOVAL SERVICE MAY & JUNE 2019 | 16341.46 | 5/07/2019 |
| EFT00292 | WA SUPERANNUATION | EMPLOYEE SUPERANNUATION CONTRIBUTION | 30495.69 | 5/07/2019 |
| EFT00292 | TOTAL PACKAGING (WA) PTY LTD | PUBLIC PET WASTE REMOVAL PRODUCTS | 514.80 | 5/07/2019 |
| EFT00292 | STATE LIBRARY OF WESTERN AUSTRALIA | LIBRARY YOUTH EVENTS | 957.00 | 5/07/2019 |
| EFT00292 | BUNNINGS TRADE | TOOLS AND HARDWARE | 281.02 | 5/07/2019 |
| EFT00292 | HERITAGE TREE SURGEONS | VERGE TREE MAINTENANCE/REMOVAL | 9812.00 | 5/07/2019 |
| EFT00292 | D U ELECTRICAL PTY LTD | PARKS ELECTRICAL MAINTENANCE | 1774.30 | 5/07/2019 |
| EFT00292 | RAECO | LIBRARY STATIONERY | 112.20 | 5/07/2019 |
| EFT00292 | MURPHYS ELECTRICAL CO | DEPOT ELECTRICAL MAINTENANCE | 1736.90 | 5/07/2019 |
| EFT00292 | LOCAL GOVERNMENT PROFESSIONALS WA | STAFF TRAINING | 200.00 | 5/07/2019 |
| EFT00292 | TASSIE DEVIL LINEMARKING | TRAFFIC SIGNS & LINEMARKING | 385.00 | 5/07/2019 |
| EFT00292 | WESTBOOKS | LIBRARY ACQUISITIONS | 748.76 | 5/07/2019 |
| EFT00292 | J & V EARTHMOVING CONTRACTORS | ROADS & LANEWAY MAINTENANCE | 847.55 | 5/07/2019 |
| EFT00292 | SUNNY SIGN COMPANY PTY LTD | STREET SIGNAGE | 78.54 | 5/07/2019 |
| EFT00292 | FORD AND DOONAN | OFFICE BUILDING CONTRACTED MAINTENANCE | 5292.00 | 5/07/2019 |
| EFT00292 | TOWN OF MOSMAN PARK | CONTRIBUTION TO SENIORS FIRST AID WORKSHOP | 200.00 | 5/07/2019 |
| EFT00292 | BOWDEN TREE CONSULTANCY | ANNUAL TREE INSPECTIONS | 1001.00 | 5/07/2019 |
| EFT00292 | RSEA SAFETY PTY LTD | STAFF EQUIPMENT/UNIFORM | 208.90 | 5/07/2019 |
| EFT00292 | FLEXIGLASS CHALLENGE PTY LTD | PLANT & EQUIPMENT REPAIRS | 293.60 | 5/07/2019 |
| EFT00292 | HEATHER CAMPBELL | LIBRARY ORAL HISTORY PROJECT | 1105.00 | 5/07/2019 |
| EFT00292 | ASSET INFRASTRUCTURE MANAGEMENT | ASSET MANAGEMENT PLAN COMPILATION | 6600.00 | 5/07/2019 |
| EFT00292 | ARBORWEST TREE FARM | CONTRACTED VERGE TREE MAINTENANCE | 616.00 | 5/07/2019 |

8.4.2 Accounts Paid July 2019

| | | | | |
|---|---|---|---|---|
| EFT00292 | APACE AID (INC.) | PARKS & VERGE PLANTS | 250.80 | 5/07/2019 |
| EFT00292 | SEASHORE ENGINEERING PTY LTD | PARKS WORKS SERVICES | 2255.00 | 5/07/2019 |
| EFT00292 | PAPERBARK TECHNOLOGIES PTY LTD | ARBORICULTURAL REPORTS | 830.00 | 5/07/2019 |
| EFT00292 | METAL ARTWORK CREATIONS | STAFF EQUIPMENT/UNIFORM | 24.75 | 5/07/2019 |
| EFT00292 | BY WORD OF MOUTH CATERING | CATERING FOR AGENDA BRIEFING FORUM | 462.00 | 5/07/2019 |
| EFT00292 | TOWN OF COTTESLOE | HEALTH SERVICES FOOD SAMPLING | 10096.25 | 5/07/2019 |
| EFT00292 | WESTERN AUSTRALIAN POLICE | VOLUNTEER POLICE CLEARANCE | 15.90 | 5/07/2019 |
| EFT00292 | SALARY PACKAGING AUSTRALIA PTY LTD (SPA) | STAFF NOVATED LEASE PAYROLL DEDUCTIONS | 368.89 | 5/07/2019 |
| EFT00292 | AGM AUTOMATION | OFFICE BUILDING REPAIRS | 605.00 | 5/07/2019 |
| EFT00292 | ANSER TECHNICAL | OFFICE BUILDING CONTRACTED MAINTENANCE | 11330.00 | 5/07/2019 |
| EFT00292 | WESTERN IRRIGATION PTY LTD | OFFICE BUILDING CONTRACTED MAINTENANCE | 1870.00 | 5/07/2019 |
| EFT00292 | BRITONE WINDOW AND DOORS | SHIRE OFFICE BUILDING ALTERATIONS | 5441.70 | 5/07/2019 |
| EFT00292 | LANDGATE | RATES AND VALUATIONS | 51.40 | 5/07/2019 |
| EFT00292 | McLEODS BARRISTERS & SOLICITORS | LEGAL FEES | 2029.12 | 5/07/2019 |
| EFT00292 | IRON MOUNTAIN AUSTRALIA GROUP PTY LTD (RECALL) | RECORDS MANAGEMENT SERVICES | 103.05 | 5/07/2019 |
| EFT00292 | TURFMASTER FACILITY MANAGEMENT | CONTRACTED PARKS & RESERVICES MAINTENANCE | 8572.85 | 5/07/2019 |
| EFT00292 | PHIL JOHNSON PLUMBING & GAS | CONTRACTED PARKS & RESERVICES MAINTENANCE | 92.00 | 5/07/2019 |
| EFT00292 | WORMALD | CONTRACTED FIRE SAFETY MAINTENANCE | 363.00 | 5/07/2019 |
| EFT00292 | CLEAN CITY GROUP PTY LTD | WASTE AND PARKS MAINTENANCE SERVICE | 3465.00 | 5/07/2019 |
| EFT00292 | MOORE STEPHENS WA | FINANCIAL REPORTING & BUDGET TEMPLATES | 1540.00 | 5/07/2019 |
| EFT00292 | CONNECT CALL CENTRE SERVICES | AFTER HOURS CALL SERVICE | 45.76 | 5/07/2019 |
| EFT00292 | CTI COURIERS | LIBRARY COURIER SERVICES | 415.86 | 5/07/2019 |
| EFT00292 | DEPT OF TRANSPORT - REGO SEARCHES | PARKING CONTROL EXPENSE | 27.20 | 5/07/2019 |
| EFT00292 | DOMUS NURSERY | OFFICE BUILDING LANDSCAPING PLANTS | 552.33 | 5/07/2019 |
| EFT00292 | NAPOLEON PAPIER & CO | LIBRARY ACQUISITIONS | 344.31 | 5/07/2019 |
| EFT00293 | WESTERN METROPOLITAN REGIONAL COUNCIL | WASTE DISPOSAL SERVICE | 35225.05 | 24/07/2019 |
| EFT00293 | ROCKWATER PTY LTD | GROUNDWATER MONITORING APRIL 2019 | 3604.59 | 24/07/2019 |
| EFT00293 | CONSTRUCTION TRAINING FUND | BCITF JUNE 2019 | 41.75 | 24/07/2019 |
| EFT00293 | HERITAGE TREE SURGEONS | VERGE TREE MAINTENANCE/REMOVAL | 5129.30 | 24/07/2019 |
| EFT00293 | AUSTRALIAN TAXATION OFFICE | BAS JUNE 2019 | 19569.00 | 24/07/2019 |
| EFT00293 | NAPOLEON PAPIER & CO | LIBRARY ACQUISITIONS | 201.19 | 24/07/2019 |
| EFT00293 | ARBORWEST TREE FARM | PARKS & VERGE TREES | 792.00 | 24/07/2019 |
| EFT00293 | LSV BORRELLO LAWYERS | | 891.00 | 24/07/2019 |

8.4.2 Accounts Paid July 2019

| | | | | |
|---|---|---|---|---|
| EFT00293 | TIM WHITHAM | STAFF REIMBURSEMENT | 382.80 | 24/07/2019 |
| EFT00293 | ROSS MONTGOMERY | STAFF REIMBURSEMENT | 153.00 | 24/07/2019 |
| EFT00293 | AUSPIRE | AUSTRALIA DAY MEMBERSHIP | 594.00 | 24/07/2019 |
| EFT00293 | SALARY PACKAGING AUSTRALIA PTY LTD (SPA) | STAFF NOVATED LEASE PAYROLL DEDUCTIONS | 737.78 | 24/07/2019 |
| EFT00293 | INK CIRCLE DESIGN & PRINT | PLANNING PRINTING EXPENSE | 603.53 | 24/07/2019 |
| EFT00293 | CLEAN CITY GROUP PTY LTD | WASTE AND PARKS MAINTENANCE SERVICE | 4840.00 | 24/07/2019 |
| EFT00293 | DEPT MINES INDUSTRY REGULATION & SAFETY (DMIRS) | BCITF JUNE 2019 | 337.50 | 24/07/2019 |
| EFT00294 | WA SUPERANNUATION | EMPLOYEE SUPERANNUATION CONTRIBUTION | 33648.75 | 31/07/2019 |
| | | TOTAL | 296808.22 | |

| No. | Vendor Name | Details | DEBIT AMOUNT | Payment Date |
|---|---|---|---|---|
| DD00080 | WESTNET PTY LTD | BMS SYSTEM JULY 2019 | 75.89 | 1/07/2019 |
| DD00081 | SYNERGY | ELECTRICITY | 6,312.50 | 2/07/2019 |
| DD00082 | SYNERGY | ELECTRICITY | 33.90 | 25/07/2019 |
| DD00083 | BP AUSTRALIA LIMITED | FUEL | 1,101.87 | 21/07/2019 |
| DD00084 | SYNERGY | ELECTRICITY | 3,181.55 | 23/07/2019 |
| DD00085 | SHIRE CREDIT CARDS | SEE DETAILED CREDIT CARD STATEMENT | 14,065.15 | 1/07/2019 |
| DD00086 | SYNERGY | ELECTRICITY | 5,316.05 | 30/07/2019 |
| | | TOTAL | 30086.91 | |

| No. | Vendor Name | Details | BPAY AMOUNT | Payment Date |
|---|---|---|---|---|
| BPAY56 | DEPT OF TRANSPORT (VEHICLE SERVICES) | VEHICLE SERVICES | 79.35 | 24/07/2019 |
| BPAY57 | DEPT OF TRANSPORT (VEHICLE SERVICES) | VEHICLE SERVICES | 79.35 | 24/07/2019 |
| BPAY58 | ALINTA ENERGY | GAS | 37.90 | 24/07/2019 |
| BPAY59 | TELSTRA CORPORATION LIMITED | TELEPHONE/DATA | 49.98 | 24/07/2019 |
| BPAY60 | TELSTRA CORPORATION LIMITED | TELEPHONE/DATA | 325.01 | 24/07/2019 |
| BPAY61 | TELSTRA CORPORATION LIMITED | TELEPHONE/DATA | 129.98 | 24/07/2019 |
| BPAY62 | TELSTRA CORPORATION LIMITED | TELEPHONE/DATA | 34.95 | 24/07/2019 |
| BPAY63 | TELSTRA CORPORATION LIMITED | TELEPHONE/DATA | 1,621.47 | 24/07/2019 |
| BPAY64 | WEST AUSTRALIAN NEWSPAPERS | SUBSCRIPTIONS | 106.80 | 25/07/2019 |
| | | TOTAL | 2,464.79 | |

| No. | Vendor Name | Details | IEQUE AMOUNT | Payment Date |
|---|---|---|---|---|

8.4.2 Accounts Paid July 2019

| | | | | |
|---|---|---|---|---|
| 425 | LIBRARY PETTY CASH | LIBRARY PETTY CASH | 194.65 | 8/07/2019 |
| | | TOTAL | 194.65 | |

**ITEM 8.4.2**
**ATTACHMENT TWO**

Vendor #: 3084
Ref #: KIDSLIBMAY19
Date: 28/5/19
Posting: 01/6/2019



nab POSTED 29 JUL 2019

FlexiPurchase
Account Statement

## Statement for NAB

**Statement Period:** 30 Apr 2019 to 28 May 2019
**Cardholder Name:** Stewart Farley

**JSKR VISA Purchasing Card (Client Expenses)**

| Date / GL Code | Details / CC Code | Department | Approval / Net | Receipt / Tax | Amount ($AUD) / Gross |
|---|---|---|---|---|---|
| 03 May 2019 | Booktopia Pty Ltd Lidcombe | | Approved | ✓ | $402.99 |
| 28471 | 139 | 1106 | $366.35 | $36.64 | $402.99 |
| Purchase Booktopia Pty Ltd<br>junior book purchases | | | | | |
| 06 May 2019 | Booktopia Pty Ltd Lidcombe | | Approved | ✓ | $11.50 |
| 28471 | 139 | 1106 | $10.45 | $1.05 | $11.50 |
| Purchase Booktopia Pty Ltd<br>junior book purchases | | | | | |
| 12 May 2019 | Big W 0455 Spearwood | | Approved | ✓ | $200.00 |
| 28471 | 139 | 1106 | $181.82 | $18.18 | $200.00 |
| Purchase Big W 0455<br>Junior book purchases | | | | | |
| 11 May 2019 | Aldi Stores - Canningt Cannington | | Approved | ✓ | $40.11 |
| 28471 | 139 | 1106 | $36.46 | $3.65 | $40.11 |
| Purchase Aldi Stores - Canningt<br>junior book piurchases | | | | | |
| 10 May 2019 | Booktopia Pty Ltd Lidcombe | | Approved | ✓ | $654.85 |
| 28471 | 139 | 1106 | $595.32 | $59.53 | $654.85 |
| Purchase Booktopia Pty Ltd<br>Junior book purchaes junior book purchases | | | | | |
| 18 May 2019 | Big W 0455 Spearwood | | Approved | ✓ | $147.00 |
| 28471 | 139 | 1106 | $133.64 | $13.36 | $147.00 |
| Purchase Big W 0455<br>KIDS BOOK PURCHASES | | | | | |
| 28 May 2019 | Account Fees | | No Appr Req'd | | $6.82 |
| 27130 | 190 | 1106 | $6.20 | $0.62 | $6.82 |
| Account Fees Cc Fp User Fee<br>Credit Card Account Fees May 2019 | | | | | |
| | | | **Total for this period:** | | $1,463.27 |

**Cardholder Declaration**

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

Signature ____________ Dated 27 / 6 / 19

Employee ID: 63

**Approved By**

Signature ____________ Dated 27 / 6 / 19

Vendor #: 3084
Ref #: CEOMAY19
Date: 28/05/2019
Posting: 01/06/2019

nab

FlexiPurchase
Account Statement

## Statement for NAB

POSTED 1/6/19

**Statement Period:** 30 Apr 2019 to 28 May 2019
**Cardholder Name:** Donald Burnett

**JSKR VISA Purchasing Card (Client Expenses)**

| Date / GL Code | Details / CC Code | Department | Approval / Net | Receipt / Tax | Amount ($AUD) / Gross |
|---|---|---|---|---|---|
| 08 May 2019 | Cpp Council House Perth | | Approval Req'd | | $20.19 |
| 27140 | 190 | 0403 | $18.35 | $1.84 | $20.19 |
| Purchase Cpp Council House<br>Parking for WALGA Zone meeting | | | | | |
| 22 May 2019 | Woolworths 4356 Cottesloe | | Approval Req'd | | $29.40 |
| 28280 | 139 | 0403 | $26.73 | $2.67 | $29.40 |
| Purchase Woolworths 4356<br>Part shared Catering for Staff Meeting 22 May 2019 | | | | | |
| 22 May 2019 | Jb Hi Fi Claremont Claremont | | Approval Req'd | | $4,000.00 |
| 41031 | 139 | 0403 | $3,636.36 | $363.64 | $4,000.00 |
| Purchase Jb Hi Fi Claremont<br>Purchase of new computer hardware for Shire staff - part cost of 3 laptops | | | | | |
| 22 May 2019 | Van Trong Mai Peppermint Gr | | Approval Req'd | | $32.70 |
| 28280 | 139 | 0403 | $29.73 | $2.97 | $32.70 |
| Purchase Van Trong Mai<br>part of Catering for Staff Meeting 22 May 2019 | | | | | |
| 28 May 2019 | Account Fees | | No Appr Req'd | | $6.82 |
| 27130 | 129 | 0402 | $6.20 | $0.62 | $6.82 |
| Account Fees Cc Fp User Fee<br>credit card fee | | | | | |
| | | | Total for this period: | | $4,089.11 |

**Cardholder Declaration**

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

Signature ______________________ Dated 11 / 6 / 19

Employee ID: 5

**Approved By**

Signature ______________________ Dated 25 / 06 / 19

**On Completion**

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

6/7/2019

Statement Report

Vendor#: 3084
Ref#: MCSMAY19
Date: 28/5/19
Posting: 1/6/19

FlexiPurchase
Account Statement

Statement for NAB

**Statement Period:** 30 Apr 2019 to 28 May 2019
**Cardholder Name:** Paul Rawlings

**JSKR VISA Purchasing Card (Client Expenses)**

| Date / GL Code | Details / CC Code | Department | Approval / Net | Receipt / Tax | Amount ($AUD) / Gross |
|---|---|---|---|---|---|
| 22 May 2019 | Jb Hi Fi Claremont Claremont | | **Approval Req'd** | ☑ | $3,050.58 |
| 41031 | 139 | 0403 | $2,773.25 | $277.33 | $3,050.58 |
| Purchase Jb Hi Fi Claremont<br>Office Equipment Purchase | | | | | |
| 24 May 2019 | Microsoft*store Sydney | | **Approval Req'd** | ☑ | $1,159.65 |
| 41031 | 129 | 0403 | $1,054.23 | $105.42 | $1,159.65 |
| Purchase Microsoft*store<br>Office Admin Equipment Purchase | | | | | |
| 28 May 2019 | Account Fees | | **No Appr Req'd** | ☑ | $6.82 |
| 27130 | 129 | 0403 | $6.20 | $0.62 | $6.82 |
| Account Fees Cc Fp User Fee<br>Credit Card Account Fees May 2019 | | | | | |
| | | | Total for this period: | | $4,217.05 |

**Cardholder Declaration**

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

Signature P Rawlings Dated 7 / 6 / 19

Employee ID: 24

**Approved By**

Signature Dated 10 / 6 / 19

**On Completion**

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

POSTED 11 JUN 2019

https://flexipurchase.com/Reports/report2002.asp?account_num=A0EEB32B-E563-4E9D-B38F-FF79D9152BD2&period=162903&xsl_mode=Cu… 1/1

6/7/2019 Statement Report

Vendor: 3084
Ref#: MCSMAY192
Date: 28/5/19
Posting: 1/6/19

*FlexiPurchase*
*Account Statement*

POSTED 11 JUN 2019

## Statement for NAB

**Statement Period:** 29 May 2019 to 28 Jun 2019
**Cardholder Name:** Paul Rawlings

**JSKR VISA Purchasing Card (Client Expenses)**

| Date / GL Code | Details / CC Code | Department | Approval / Net | Receipt / Tax | Amount ($AUD) / Gross |
|---|---|---|---|---|---|
| 28 May 2019 | Account Fees | | **No Appr Req'd** | ☑ | $110.00 |
| 27130 | 190 | 0403 | $100.00 | $10.00 | $110.00 |
| Account Fees Cc Maintenance Fee<br>Credit Card Account Fees May 2019 | | | | | |
| | | | Total for this period: | | $110.00 |

**Cardholder Declaration**

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

Signature ______________ Dated 7 / 6 / 19

Employee ID: 24

**Approved By**

Signature ______________ Dated 10 / 6 / 19

**On Completion**

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

https://flexipurchase.com/Reports/report2002.asp?account_num=7FD12B04-F9A3-470A-AD69-E9F703A46726&period=164107&xsl_mode=Cust... 1/1 nab

Vendor #: 3084
Ref # : MLS MAY19
Dte : 28/5/19
Posting: 1/6/19

**FlexiPurchase Account Statement**

POSTED 11 JUN 2019

## Statement for NAB

**Statement Period:** 30 Apr 2019 to 28 May 2019
**Cardholder Name:** Debra Burn

**JSKR VISA Purchasing Card (Client Expenses)**

| Date / GL Code | Details / CC Code | Department | Approval / Net | Receipt / Tax | Amount ($AUD) / Gross |
|---|---|---|---|---|---|
| 30 Apr 2019 | Eco Bin Aust Pty Ltd Malvern East | | Approved | ☑ | $123.20 |
| 28770 | 139 | 1106 | $112.00 | $11.20 | $123.20 |
| Purchase Eco Bin Aust Pty Ltd<br>Bio degradable bin liners | | | | | |
| 15 May 2019 | Platinum Golf Course P Maylands | | Approved | ☑ | $17.00 |
| 28770 | 119 | 1106 | $15.45 | $1.55 | $17.00 |
| Purchase Platinum Golf Course P<br>Hospitality expenses D. Burn, WSLG Manager's Meeting | | | | | |
| 15 May 2019 | Adobe Creative Cloud 1800614863 | | Approved | ☑ | $43.99 |
| 28545 | 129 | 1106 | $39.99 | $4.00 | $43.99 |
| Purchase Adobe Creative Cloud<br>Software licence<br>ABN: 980559184 | | | | | |
| 18 May 2019 | Wanewsdti Osborne Park | | Approved | ☑ | $231.51 |
| 27180 | 139 | 1106 | $210.46 | $21.05 | $231.51 |
| Purchase Wanewsdti<br>Quarterly subscription West Australian | | | | | |
| 28 May 2019 | Account Fees | | No Appr Req'd | ☑ | $6.82 |
| 27130 | 190 | 1106 | $6.20 | $0.62 | $6.82 |
| Account Fees Cc Fp User Fee<br>Credit card fee | | | | | |
| | | | Total for this period: | | $422.52 |

**Cardholder Declaration**

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

Signature ____________ Dated 7 / 6 / 2019

Employee ID: 51

**Approved By**

Signature ____________ Dated 10 / 6 / 19

**On Completion**

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

6/6/2019

Statement Report

Vendor #: 3084
Ref # : MISMAY19
Dte : 28/5/19
Posting: 1/6/19

FlexiPurchase
Account Statement

POSTED 11 JUN 2019

## Statement for NAB

**Statement Period:** 30 Apr 2019 to 28 May 2019
**Cardholder Name:** Donovan Norgard

**JSKR VISA Purchasing Card (Client Expenses)**

| Date / GL Code | Details / CC Code | Department | Approval / Net | Receipt / Tax | Amount ($AUD) / Gross |
|---|---|---|---|---|---|
| 02 May 2019 | Officeworks 0604 Fremantle | | Approved | ☑ | $67.64 |
| 28845 | 129 | 1403 | $61.49 | $6.15 | $67.64 |
| Purchase Officeworks 0604<br>Depot Stationery | | | | | |
| 14 May 2019 | T/pts Oconnor O Connor | | Approval Req'd | ☑ | $8.27 |
| 28830 | 129 | 1104 | $7.52 | $0.75 | $8.27 |
| Purchase T/Pts Oconnor<br>Plant Repairs and Maintenance | | | | | |
| 13 May 2019 | Prestige Communication Malaga | | Approval Req'd | ☑ | $500.00 |
| 28830 | 129 | 1404 | $454.55 | $45.45 | $500.00 |
| Purchase Prestige Communication<br>Depot Equipment repalacement | | | | | |
| 14 May 2019 | Dot - Licensing Kelmscott | | Approval Req'd | ☑ | $418.85 |
| ~~28830~~ 41031 | 129 | 1104 | $380.77 | $38.08 | $418.85 |
| Purchase Dot - Licensing<br>Licensing for New Plant and Equipment Purchase | | | | | |
| 20 May 2019 | Jb Hi Fi Myaree Myaree | | Approval Req'd | ☑ | $739.26 |
| 28845 | 129 | 1403 | $672.05 | $67.21 | $739.26 |
| Purchase Jb Hi Fi Myaree<br>Depot work mobiles | | | | | |
| 22 May 2019 | Struts West Myaree | | Approval Req'd | ☑ | $49.50 |
| 28830 | 129 | 1104 | $45.00 | $4.50 | $49.50 |
| Purchase Struts West<br>Plant equipment replacements | | | | | |
| 28 May 2019 | Account Fees | | No Appr Req'd | ☐ | $6.82 |
| 27130 | 129 | 0403 | $6.20 | $0.62 | $6.82 |
| Account Fees Cc Fp User Fee<br>Credit Card Account fees May 2019 | | | | | |
| | | | Total for this period: | | $1,790.34 |

**Cardholder Declaration**

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

Signature ____________ Dated 10 / 6 / 2019

Employee ID: 169

**Approved By**

Signature ____________ Dated 10 / 6 / 19

**On Completion**

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

https://flexipurchase.com/Reports/report2002.asp?account_num=32892555-0C69-42C8-B7F1-B13B34AB9A62&period=162903&xsl_mode=Cust... 1/1

5/29/2019 Statement Report

nab

Vendor: 3084
Ref# : ADULTLIBMAY19
Date: 28/5/19
Posting: 1/6/19

**FlexiPurchase Account Statement**

POSTED - 7 JUN 2019

## Statement for NAB

**Statement Period:** 30 Apr 2019 to 28 May 2019
**Cardholder Name:** Lance Hopkinson

**JSKR VISA Purchasing Card (Client Expenses)**

| Date / GL Code | Details / CC Code | Department | Approval / Net | Receipt / Tax | Amount ($AUD) / Gross |
|---|---|---|---|---|---|
| 30 Apr 2019 | Booktopia Pty Ltd Lidcombe | | Approved | ☑ | $502.50 |
| 28470 | 139 | 1106 | $456.82 | $45.68 | $502.50 |
| Purchase Booktopia Pty Ltd<br>Adult Books | | | | | |
| 03 May 2019 | Jbhifi.Com.Au 0395777000 | | Approved | ☑ | $174.83 |
| 28473 | 139 | 1106 | $158.94 | $15.89 | $174.83 |
| Purchase Jbhifi.Com.Au<br>Adult DVD / CD | | | | | |
| 02 May 2019 | Booktopia Pty Ltd Lidcombe | | Approved | ☑ | $211.60 |
| 28470 | 139 | 1106 | $192.36 | $19.24 | $211.60 |
| Purchase Booktopia Pty Ltd<br>Adult Books | | | | | |
| 06 May 2019 | Woolworths 4356 Cottesloe | | Approved | ☑ | $6.70 |
| 28770 | 190 | 1106 | $6.09 | $0.61 | $6.70 |
| Purchase Woolworths 4356<br>kitchen sundries | | | | | |
| 06 May 2019 | Booktopia Pty Ltd Lidcombe | | Approved | ☑ | $242.65 |
| 28470 | 139 | 1106 | $220.59 | $22.06 | $242.65 |
| Purchase Booktopia Pty Ltd<br>Adult books | | | | | |
| 15 May 2019 | Jbhifi.Com.Au 0395777000 | | Approved | ☑ | $253.81 |
| 28473 | 139 | 1106 | $230.74 | $23.07 | $253.81 |
| Purchase Jbhifi.Com.Au<br>Adult DVD/CD | | | | | |
| 15 May 2019 | Woolworths 4356 Cottesloe | | Approved | ☑ | $4.40 |
| 28770 | 190 | 1106 | $4.00 | $0.40 | $4.40 |
| Purchase Woolworths 4356<br>KITCHEN SUNDRIES | | | | | |
| 17 May 2019 | Booktopia Pty Ltd Lidcombe | | Approved | ☑ | $390.90 |
| 28470 | 139 | 1106 | $355.36 | $35.54 | $390.90 |
| Purchase Booktopia Pty Ltd<br>Adult Books | | | | | |
| 21 May 2019 | Woolworths 4356 Cottesloe | | Approved | ☑ | $6.45 |
| 28770 | 190 | 1106 | $5.86 | $0.59 | $6.45 |
| Purchase Woolworths 4356<br>Kitchen Sundries | | | | | |
| 21 May 2019 | Booktopia Pty Ltd Lidcombe | | Approved | ☑ | $172.20 |
| 28470 | 139 | 1106 | $156.55 | $15.65 | $172.20 |
| Purchase Booktopia Pty Ltd<br>Adult Books | | | | | |
| 28 May 2019 | Account Fees | | No Appr Req'd | ☐ | $6.82 |
| 27130 | 190 | 1106 | $6.20 | $0.62 | $6.82 |
| Account Fees Cc Fp User Fee<br>BANK CHARGES | | | | | |
| | | | Total for this period: | | $1,972.86 |

**Cardholder Declaration**

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

Signature ______________ Dated 29 / 5 / 19

https://www.flexipurchase.com/Site/#/Reports/report2002.asp?account_num=4FEE03D0-07BA-45B1-B807-A26A3F79798B&period=162903&xsl_... 1/2

5/29/2019 Statement Report

Employee ID: 60

**Approved By**

Signature ____________ Dated 29/5/19

**On Completion**

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

SHIRE OF PEPPERMINT GROVE

# Ordinary Council Meeting

## 8.4.3 – Matters for Information and Noting

# Matters for Information and Noting
# July 2019

### Parking Infringements

| Number | Amount | Location |
|---|---|---|
| 22639 | $45 | Leake Street |
| 22638 | $35 | Johnston Street |

### Building Licenses

| Application Number | Location | Work Type | Delegated Authority |
|---|---|---|---|
| BA2019/00027 | Columba Place | Patio | Officer |
| BA2019/00024 | Leake Street | Swimming Pool | Officer |
| BA2019/00018 | Leake Street | Re-roof | Officer |
| BA2019/00029 | McNeil Street | Fence | Officer |

### Planning Approvals

| Application Number | Location | Delegated Authority |
|---|---|---|
| DA2019/00018 | Bay View Terrace | Council |
| DA2019/00020 | Johnston Street | Council |
| DA2019/00019 | View Street | Council |

### Library Statistics

| Library Statistics | July 2019 | July 2018 |
|---|---|---|
| Loans | 19,357 | 20,525 |
| New Borrowers | 386 | 411 |

SHIRE OF PEPPERMINT GROVE

# Ordinary Council Meeting

## 8.6.1 – Audit Committee 13 August 2019

**ITEM 8.6.1**
**ATTACHMENT ONE**

BUTLER SETTINERI
Real People. Better Business

MvdM : MJ
PEPP01

15 January 2019

Mr D Burnett
Chief Executive Officer
Shire of Peppermint Grove
PO Box 221
COTTESLOE WA 6911

Dear Sir

**SHIRE OF PEPPERMINT GROVE**

We wish to advise that we have recently completed the audit of the above mentioned Shire for the year ended 30 June 2018.

The Australian Auditing Standards require auditors to communicate with those charged with governance as a means of advising the Council and Management of any matters noted during the course of the audit.

Our audit work involves the review of only those systems and controls adopted by the Council upon which we wish to rely for the purposes of determining our audit procedures. Furthermore, our audit should not be relied upon to disclose defalcations or other similar irregularities, although their disclosure, if they exist, may well result from the audit tests we undertake. While we have considered the control environment in accordance with Australian Auditing Standards, we have not tested controls and hence do not comment on whether systems and controls are operating effectively.

We advise that we have not encountered any significant matters during the course of our audit that we believe should be brought to your attention other than the following:

**Financial ratios**

*Finding*
Note 18 of the financial report sets out various financial ratios. We note that the asset sustainability ratio does not meet the benchmark set by the Department of Local Government.

We are required by the Regulations to report this to the Department of Local Government and our report has been modified as such.

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Spectrum Offices
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(Cnr Hay Street)
Subiaco WA 6008

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Subiaco WA 6904
Australia

Proactive ▪ Quality ▪ Supportive

Butler Settineri (Audit) Pty Ltd
RCA No. 289109 ABN 61 112 942 373

*Recommendation*
We recommend that management review the ratios to identify the reasons for not meeting the benchmark and implement plans to achieve compliance.

*Management Comment*
Several infrastructure projects programmed for 2017/18 did not occur, as follows:

Hobbs Place ($25,000) – deferred to 2018/19 to enable more consultation with Royal Freshwater Bay Yacht Club and Freshwaters Café;

Pavilion ($15,000) – deferred as work not deemed necessary at this time;

Right-of-Way Upgrades ($30,000) – due to no single RoW requiring greater than $5,000 worth of upgrade work (and a new capitalisation threshold of $5,000) all works were performed as maintenance projects;

Replacement website ($20,000) – this project was deferred to 2018/19 due to the changeover of key personnel.

Had these four projects proceeded as planned the 90% benchmark would have been easily attained.

The draft ten-year financial plan foreshadows continued strong investment in renewing assets and attainment of the asset sustainability benchmark for 7 out of 10 years.

At the September 2018 Council meeting, Council adopted key performance indicators to assess the CEO's performance including the requirement to develop financial and asset ratios to meet or exceed Dept. of Local Government guidelines by 30 June 2019.

**Separation of duties**

*Finding*
We appreciate that due to the nature and size of the Shire, management oversees all the functions within the Shire. However, there is an inherent risk of a lack of segregation of duties within the general financial administrative process.

*Recommendation*
We recommend that this should be continually considered by Council and management in designing compensating controls.

*Management Comment*
This matter was also raised in the 2017 audit management report resulting in action taken to employ a finance/administration officer to undertake creditor and payroll processing and general human resources duties.

Ongoing reviews of approvals processes will also address issues of separation of duties.

Additionally, an internal auditor, Mr Santo Casilli, has been engaged to review Council's procurement processes and this will include reporting on separation of duties.

**Employee Records**

*Finding*
When performing our audit procedures, we inspected employee files and found the following:

- An employee file did not contain a letter of employment, TFN Declaration or document to confirm the current rate of pay.

- An employee's employment letter on file was not signed by the CEO.

- We were unable to inspect the file of one employee as this could not be made available during our audit visit.

*Recommendation*
Employee files should be reviewed and updated with all the current employee records as required by the Shire's internal policies and regulations

*Management Comment*
The employment of a finance/administration officer in April 2018 has led to a much greater focus on human resources management.

A recent review of the three files highlighted above has revealed the following:

- Employee One -two TFN declarations present, employment letter by way of memorandum (employee was casually employed prior to April 2014), copy of letter sent to all employees after the 1st July 2018 EBA increase not present.

- Employee Two – unsigned copy of employment offer placed on file. Employee is checking his filing to see if it can be retrieved.

- Employee Three - file has been located and updated.

**Timesheets**

*Finding*
We performed audit procedures by selecting a pay run to determine whether all timesheets were approved and therefore the correct hours were paid to employees. We found that one timesheet was not approved by the manager and another was not signed by the employee. The internal control procedures were not adhered to in these instances.

*Recommendation*
When preparing timesheets for payroll the payroll officer should ensure that only correctly approved timesheets are processed for payment.

*Management Comment*
The high number of part-time and casual employees does create issues on pay days when an employee has neglected to sign their timesheet. It has been customary to pay the employee upon confirmation by their manager of their hours and seek to update the paperwork when the employee is next at work.

**Purchase Orders**

*Finding*
We performed audit procedures to determine whether the internal control procedures relating to the authorisation of purchase orders were adhered to. We found that the purchase orders for 12 out of the 55 transactions selected were not signed as evidence that the purchase was approved. We also found that one purchase in the sample did not have a purchase order.

*Recommendation*
Management should assess the procurement process to ensure that the internal controls are adhered to.

*Management Comment*
Council is moving towards a paperless procurement system and intends adopting new procedures based on the in-built workflows of its Microsoft Dynamics-based enterprise system. The new procedure will negate the need for signatures, instead relying on a foolproof system of approvals.

Additionally, an internal auditor, Mr Santo Casilli, has been engaged to review Council's procurement policy.

We wish to thank the Shire of Peppermint Grove staff for their assistance during the audit.

Should you have any questions please do not hesitate to contact me.

Yours faithfully
BUTLER SETTINERI (AUDIT) PTY LTD

MARIUS VAN DER MERWE CA
Director

**ITEM 8.6.1**
**ATTACHMENT TWO**

Shire of Peppermint Grove
04 JUL 2019
RECEIVED

GOVERNMENT OF WESTERN AUSTRALIA
Department of
**Local Government, Sport and Cultural Industries**

Our ref PG3-4#03 E1916289
Enquiries Stuart Fraser
Phone 65521586
Email stuart.fraser@dlgsc.wa.gov.au

Mr Don Burnett
Chief Executive Officer
Shire of Peppermint Grove
PO Box 221
COTTESLOE WA 6911

Dear Mr Burnett

The Department of Local Government, Sport and Cultural Industries (the Department) has received the Shire's 2017-18 Audit Report from Butler Settineri (Audit) Pty Ltd dated 20 December 2018.

The Audit Report identifies matters as significant in regard to adverse trends, qualified audits and other matters. The following matter is identified as significant by the auditor:

- Significant adverse trend in the financial position of the Shire: Asset Sustainability Ratio below the Department standard.

Section 7.12A(4) of the *Local Government Act 1995* states that a local government must:

> *prepare a report addressing any matters identified as significant by the auditor in the audit report, and stating what action the local government has taken or intends to take with respect to each of those matters; and*
> *(b) give a copy of that report to the Minister within 3 months after the audit report is received by the local government.*
> *Within 14 days after a local government gives a report to the Minister under subsection (4)(b), the CEO must publish a copy of the report on the local government's official website.*

To date it appears that a report has not been received and has not been published on the Shire's official website in accordance with Section 7.12A.

As a matter of priority the Shire must prepare a report for its Audit Committee and seek council's endorsement before forwarding a copy to the Department at audits@dlgsc.wa.gov.au

As this report is now overdue, the Department requires the local government to remedy this non-compliance within the next 60 days from the date of this letter.

Gordon Stephenson House, 140 William Street
PO Box 8349 Perth Business Centre, WA 6849
Telephone (08) 6552 7300
Email info@dlgsc.wa.gov.au
Web www.dlgsc.wa.gov.au

For further information please review the Department's Circulars 05-2019 Local Government Auditing and 02-2018 Guide to Local Government Auditing Reforms (page 8) which are published on the Department's website.

Should you have any queries please contact the Department on the above email address or phone 65527300.

Yours sincerely

NLethorn

Narrell Lethorn
Director Industry and Sector Regulation

28 June 2019

cc Cr Rachel Thomas, President, Shire of Peppermint Grove