



SHIRE OF PEPPERMINT GROVE

ATTACHMENTS

Ordinary Council Meeting

22 October 2024

TABLE OF CONTENTS

SUBJECT HEADING	
8.1.1	Draft LPP7
8.3.1	List of Accounts Paid 31 st September 2024.....
8.3.2	Interim Financial Statements 31 st September 2024.....
8.4.1	Local Government Elections Advocacy Positions.....
8.4.2	Matters for Information and Noting



Ordinary Council Meeting

8.1.1 Draft LPP7



Local Planning Policy 7 - Tree Retention

Shire of Peppermint Grove

Statutory Authority

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Shire of Peppermint Grove Local Planning Scheme No. 4 (as amended)

Shire of Peppermint Grove Tree Management Strategy 2022

Local Planning Policy

This local policy shall apply to all matters considered pursuant to Local Planning Scheme No.4 (LPS 4) and where the Council may exercise its discretion to vary Scheme requirements, to advise on site and building design, and/or processes associated with the assessment and implementation of development and matters related to its implementation.

The local policy intends to provide clear direction and explanation as to the basis for the Shire's tree retention requirements. It intends to influence the design and quality of proposals and to achieve consistency of deliberation on matters which call for judgement and consideration of site characteristics and design merit.

This policy clarifies the circumstances in which development approval is required for any *tree damaging activity* and guides the assessment of subdivision and amalgamation applications, demolition and building permit applications, development applications and strategic planning proposals.

To ensure this policy remains relevant and effective, it will be regularly reviewed and updated.

Policy Application

This local policy applies to the Residential Zone within the LPS4 including in the circumstances listed below:

- Development applications;
- Subdivision applications;
- Other strategic planning proposals including scheme amendments and structure plans; and
- Any *tree damaging activity* to a *regulated tree* where no other development or subdivision is proposed.

Context

The Shire's Local Planning Strategy recognises the importance of maintaining and enhancing the Shire's streetscapes. The Shire is committed to enhancing the number and quality of the nearly 1,200 trees located within verges and median strips, encouraging the retention of *regulated trees* and establishment of new trees on private land. Planning controls are necessary to support this commitment, and to minimise adverse impacts on the tree canopy cover resulting from residential infill development.

The Shire is known for its large character homes set in tranquil tree-lined streets and open landscaped settings. Generous street, side and boundary setbacks are an integral part of the Shire's urban fabric that provides space for *regulated trees*, soft soil landscaping, private open spaces, ventilation, and solar access which all combine to create distinctive streetscapes.

The Shire recognises the importance of *regulated trees* to the landscape quality and canopy of green corridors, spaces and places. They provide significant social, economic, and environmental benefits to the community. Large mature trees provide the greatest community benefit and are preferred over multiple smaller or replacement juvenile trees.

The prevalence of *regulated trees* is a consideration when a *development* relies upon the *design principles* for *private open space* and *landscaping*.

Planning Objective

- *To provide a clear definition of a regulated tree and clarify application requirements for tree damaging activities.*
- *To prioritise the retention and protection of trees on private land and adjacent reserves in the planning process.*
- *To promote and facilitate tree preservation at the earliest possible stage in the planning and development process, balancing with the desired built form and land use outcomes.*
- *To preserve and enhance neighbourhood amenity, character and sense of place.*
- *To mitigate the urban heat island effect, improve air and groundwater quality, to provide areas for groundwater infiltration, and contribute to biodiversity and other environmental benefits.*

Statutory Basis

This Local Planning Policy is made under the provisions of the Planning and Development (Local Planning Schemes) 2015 Regulations, and in accordance with State Planning Policy 7.3 - Residential Design Codes; being based in part on Australian Standard AS 4970-2009 Protection of Trees on Development Sites and Australian Standard AS 4373-2007 Pruning of Amenity Trees.

The Shire has an obligation under Section 3.1(1A)(a) of the Local Government Act 1995 to promote environmental sustainability, mitigate the effects associated with climate change, and to consider impacts on future generations.

This policy should be read in conjunction with the local planning policy framework, local laws and the Shire's Tree Management Strategy 2022.

Requirement for Development Approval and Exemptions

Tree damaging activity requires development approval except in any of the following circumstances:

- a) the tree does not satisfy the definition of *regulated tree*;
- b) the *tree damaging activity* is carried out in the course of works in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 Part 7 Clause 61 (b) item 18:
 - "works that are urgently necessary for any of the following —*
 - (a) public safety;*
 - (b) the safety or security of plant or equipment;*
 - (c) the maintenance of essential services; or*
 - (d) the protection of the environment."*
- c) the *tree damaging activity* is required as part of an approved Bushfire Management Plan;
- d) the *tree damaging activity* is maintenance pruning;
- e) *Tree damaging activity* to a *regulated tree* that is listed as a Weed of National Significance, or is declared by the Department of Primary Industries and Regional Development to be a harmful plant or pest under the Biosecurity and Agriculture Management Act 2007.
- f) the *tree damaging activity* is carried out by the local government on a street tree and/or the tree damaging activity is a public work.

NOTE (i) *A development application is required for any tree damaging activity to a regulated tree where other works including demolition are proposed on a subject site, even if those other works are exempt from development approval under the local planning scheme as per Schedule 2, Part 7 Clause 61 (deemed provisions) of the Planning and Development (Local Planning Scheme) Regulations 2015 (e.g., the erection of a Single House that meets the deemed-to-comply requirements of the Residential Design Codes).*

Policy Statement

- a) Unless prior written approval has been obtained, or its removal is exempt under the provisions of this policy, a *regulated tree* should be retained in perpetuity in accordance with AS 4373-2007 and be protected.
- b) Retention and protection of regulated trees should be prioritised, and development works, structure plan and subdivision design should preferably avoid or as a minimum minimise harm to regulated trees.
- c) Where *tree damaging activity* is proposed to a *regulated tree* the following will be given due regard in the assessment process:
 - i. Health, maturity, species, and location of the *tree*;
 - ii. Ecological, biodiversity and environmental values of the *tree*;
 - iii. Contribution of the tree to the streetscape;
 - iv. The preservation of any other *regulated tree* on the subject site;
 - v. The location of the tree within the development site and capacity for a modified building design or subdivision to maximise tree retention;
 - vi. Whether a variation to the deemed-to-comply requirements for lot boundary setbacks is preferred to a *tree damaging activity*;
 - vii. Any existing development on the site;
 - viii. Design and location of proposed crossovers;
 - ix. Topography and the potential impact from excavation/fill;

- x. Possible safety risks due to tree limb failure and infrastructure and/or structural damage associated with the retaining the tree;
 - xi. Tree Protection Zone(s) (as per AS 4970-2009);
 - xii. Tree replacement and/or planting proposed;
 - xiii. Recommendations of an *Arborist Report*; and
 - xiv. The objectives of this policy.
- d) The following justifications for *tree damaging activity* to a *regulated tree* will not be supported:
- i. Impact on views;
 - ii. The tree variety is disliked;
 - iii. The tree variety causes nuisance by way of leaf, fruit or bark shedding or the like;
 - iv. The tree impacts on solar access to a *swimming pool*, *habitable room* or space, or an *outdoor living area*; or
 - v. The tree impacts on private gardens, solar installations, minor structures or the like.
- e) Any proposed *tree damaging activity* to a street tree is to be referred to Infrastructure Services for consideration, having regard to the Shire's Tree Management Strategy 2022.

Development Application Requirements:

A development application is required for any tree damaging activity to a regulated tree where other works are proposed on a subject site, even if those other works (such as a single house) maybe exempt from development approval under the local planning scheme.

There is a general presumption against tree damaging activity (other than maintenance pruning) to any regulated tree whereby the siting and design of proposed development should, where possible, avoid impacting any regulated tree.

Subdivision and amalgamation applications, demolition and building permit applications, development applications and strategic planning proposals that are subject to this policy are to provide the following applicable information:

- a) Site survey and/or site plan indicating:
 - i. location of all *regulated trees*, including street trees;
 - ii. whether any *regulated tree* is proposed to be retained or affected by any *tree damaging activity*;
 - iii. Tree Protection Zone(s) in accordance with AS 4970-2009; and
 - iv. any trees proposed to be planted on the development site.
- b) Written justification for any proposed tree damaging activity against the objectives and requirements of this Policy including that the redesign of the development to accommodate the regulated tree is unfeasible.; and
- c) Whether any *regulated tree* was identified to be retained at a previous planning stage such as subdivision or demolition approval.

An *Arborist Report* may be required in the following instances:

- i. To justify *tree damaging activity* to a *regulated tree* specifically considering the health of the tree and/or any safety risk it may pose to people or property;
- ii. To explain any mitigation measures proposed to protect a *regulated tree* including works proposed within the Tree Protection Zone (refer to AS 4970-2009 for details to identify the Tree Protection Zone).

A Structural Engineering Report will need to accompany an *Arborist* Report to justify any current or future safety risk to infrastructure or buildings. Additional technical reports (e.g., Environmental reports, Tree Retention Strategy) may be required.

Subdivision Application Requirements

The Shire may recommend additional information be provided to the Western Australian Planning Commission (WAPC) to enable consideration of the general application requirements. Of particular importance will be the subdivision design, layout and *siteworks* that prioritise the retention of regulated trees, including details and measures on how regulated trees will be retained and protected as part of subdivisional earthworks.

The Shire may request the WAPC to include a condition on the subdivision approval to ensure *regulated trees* are retained and protection measures implemented to ensure such trees are not impacted by subdivisional works.

Strategic Policy Development

Where applicable, LPS 4 amendments, local planning policy development, and Structure Plan proposals should identify *regulated trees* and outline approaches and measures to protect *regulated trees* at subsequent stages of the planning process. Strategic planning proposals shall be supported by technical information and reports which demonstrate that the protection of *regulated trees* has been prioritised.

Enforcement and Penalties

In the event that a tree damaging activity to a regulated tree is undertaken without development approval or an approved tree retention and/or replenishment condition(s) of a statutory approval are not complied with, the Shire may issue a written direction to stop development under Section 214(2) of the Planning and Development Act 2005. Section 214(7) of the Planning and Development Act 2005, which prescribes that a person who fails to comply commits an offence and is liable to prosecution in the Magistrates Court.

Alternatively, the Shire may issue a Planning Infringement Notice (PINs) under Part 13 of the Planning and Development Act 2005.

Definitions

Arborist Report means a report which is prepared by a suitably qualified and experienced arboriculturist with a minimum qualification of Diploma of Horticulture (Arboriculture) Australian Qualification Framework (AQF 5) or equivalent, and with demonstrated experience in high level tree assessment and diagnosis.

Maintenance Pruning means pruning that:

- a) Involves removing dead or diseased wood only; or
- b) Is of a fruit tree and done for fruit production; or
- c) Is otherwise minor maintenance or thinning of the crown that does not adversely affect the health of the tree.

Regulated Tree means a living tree that is of a species that is not included on State or local area weed register and satisfies two or more of the following qualifiers:

- a) Is 8m or higher; or
- b) Has an average canopy diameter of at least 6m; or
- c) Has a trunk circumference of at least 1.5m, measured 1.4m above the ground.

Tree Damaging Activity means:

- a) The killing or destruction of a tree; and/or
- b) The removal of a tree; and/or
- c) The severing of branches, limbs, stems or trunk of a tree; and/or
- d) The ringbarking, topping or lopping of a tree; and/or
- e) Any other substantial damage to a tree.

Additional Information

Department of Primary Industries and Regional Development declared plant control table
<https://www.agric.wa.gov.au/declared-plants/declared-plant-control-table>

Department of Primary Industries and Regional Development Western Australian organism list
<https://www.agric.wa.gov.au/organisms>

Biosecurity and Agriculture Management Act 2007
https://www.legislation.wa.gov.au/legislation/statutes.nsf/main_mrtitle_2736_homepage.html

Local Planning Policy 7:

Policy Reference	Formal Description	Service Line
LPP 7	Tree Retention	Development Services
Implementation:		
Adoption and Modification	22 October 2024	Development Services
Review Date	N/A	

Objection / Support	Comments
Support	I support the tree retention Policy Reasons: maximum shade makes the Shire a more comfortable place to live .Trees enhance the value of property, encourages people to walk, recreate and hopefully more children to walk to school
Support	I fully support the Draft Local Planning Policy LPP7 - Tree Retention.
Support	I support the Draft Local Planning Policy - Tree Retention. Trees are community assets and the community should have a say in their preservation.
Support	I agree
Support	I fully support LPP7-tree retention
Support	I fully support the proposed Local Planning Policy for tree retention.
Support	I support the implementation of this policy. We must prioritise the saving of existing trees while planting more new trees to replace those already lost.
Support	I fully support LPP7-Tree Retention
Support	I fully support draft LPP 7 Tree retention.
Support	I strongly support the draft Policy and the regulation of the removal of large trees in the Shire of Peppermint Grove and across WA's urban areas as occurs in other States. We know that large canopy trees are critical to the liveability and sustainability of neighbourhoods and the health and wellbeing of their communities. We also know that we have a canopy crisis in Perth and that private land is where 80% of our precious canopy is being lost. Yes we need to plant a lot more trees, but we first need to protect the trees we already have, particularly as our summers get longer, hotter and drier and the Shot Hole Borer continues to spread. The Policy is based on the WALGA template that was developed by local government experts and backed by legal advice. It is sensible. It does not prevent the removal of a tree, it simply requires all options for the retention of large trees that have taken many decades to grow are considered and exhausted first. So I applaud you for initiating this Tree Retention Local Planning Policy and I urge you to continue to show leadership by adopting it without delay. The amenity and liveability of our suburbs for future generations depends on it.
Support	I support this policy as i support policies that protect trees on private land and the protection of trees in general.
Support	I fully support draft LPP 7 Tree retention.
Support	Just want to voice my support for Policy LPP7 - Tree Protection. One cannot overestimate the importance of a healthy canopy for many reasons, these being the cooling effect of trees, the fact that they are homes and resting places for native birds, that they mitigate against the forming of urban "heat islands". The cooling effect also reduces the amount of power required for air conditioning. Preserving trees has no down side that I can see
Support	Where possible please save trees
Support	I fully support draft LPP 7 Tree retention.
Support	While I'm not a resident of Peppermint Grove the preservation of tree canopy on private as well as public land is essential for us all, and removal of trees for such trivial reasons as views and leaf litter should not be tolerated.
Support	I strongly support Draft LPP7- Tree retention. Of all Australian cities, Perth has the hottest summers, the lowest canopy cover (as measured in 2020, and we know it has not increased through infill and development of new suburbs north, south and east), and is under PSMB attack. We have no tree protections and no canopy targets. Other cities have targets of : Sydney 40% by 2036; Brisbane and Melbourne 40% by 2040; Canberra 30% by 2040; Adelaide 25% by 2045.]The state government has left it up to local councils to work on this issue. The only way Perth can achieve a worthwhile canopy cover is if local councils adopt the WALGA-endorsed Tree retention on private land policy 80% of Perth's canopy cover is on private land. This is currently under attack through infill, changes to planning and building codes, and the exercise of discretion, to allow increased building envelopes resulting in larger houses with no room (deep soil) to plant trees around the boundaries. The suburb of Peppermint Grove is the envy of Western Australia, because of its large blocks and beautiful houses. These in themselves don't make an attractive and desirable place to live. It is the extensive greenery throughout the suburb that pulls off the beauty factor. Anecdotal observations that houses with trees command higher real-estate prices are supported by research. There have also been many studies that put a monetary value on a tree. In addition, private property ownership comes with conditions designed for the good of all and to preserve public health, safety and amenity. An owner is required to seek permission to build, conduct a business, run chooks, maintain their property to a level that does not breach public health and other laws (e.g. remove rubbish, not allow a large number of cats to breed etc, etc). Owners of land with large trees are their custodians, not their sole possessors. Trees and their many benefits are a considerable and necessary community asset.

As a owner of a property with trees that I value for there contribution to the environment and the shade they provide and the habitat they possess, I am however against this policy because of the unintended consequences that it will have. It will see an immediate reduction in canopy as people remove their trees because they don't want to inhibit their rights, to use their own property as they wish, I'm a big supporter of trees but I'm not a supporter of extra regulation, particularly when it leads to tree surgeons sending out letters in my area offering cheap deals for the removal of trees bought on by this proposed change, whilst well intentioned this is bad policy.

Objection

I give my strong support for the Tree Retention Policy LPP7. Within our city trees need to valued as an asset, each council is responsible for maintaining what precious trees are left and ensuring more trees are planted.

Support

Support

Support

Support

An excellent policy to bring a degree of uniformity to the Western Suburbs and preserve amenity from tree cover.

Support

I support the protection of trees on private land. I support LPP 7 - Tree Retention

As a regular visitor to beautiful Peppermint Grove I strongly support the retention of nature trees on private property. This would be such a positive story for the council whose faced backlash over developments in the past. Please vote for the trees.

I am in support of the Shire of Peppermint Grove taking this bold and very necessary step. It is time all local councils took action to protect the amenity of their suburbs. Every time a council adopts this policy they are providing leadership on how to provide a healthy environment for communities throughout Perth.

I refer to the draft Local Planning Policy (LPP) 7 - Tree Retention (LPP 7) published for comment. I have the following concerns with LPP 7.1.

The policy ignores the common law of nuisance where overhanging branches of a regulated tree adversely affect a neighbour's use and enjoyment of their property, particularly where the tree variety sheds excessive bark and leaf material into gutters of the adjoining dwelling resulting in blockages and rain water entering the dwelling. It is unreasonable for the affected neighbour to meet the cost of cleaning gutters (sometimes several times a year) to prevent water ingress caused by gutter blockage from a neighbour's tree. Also, it is unreasonable for the affected neighbour to meet the cost of repairing damage caused by water entering the dwelling when preventative pruning of trees could avoid this. This also applies to the costs incurred by an affected neighbour to clean a swimming pool and lawn areas inundated from bark and leaf materials shedding from the regulated tree or overhanging branches. LPP 7 should acknowledge this nuisance and Policy Statement (d) (iii) on page 4 should be redrafted 2. If branches of a regulated tree overhang the boundary of a neighbour's property, it is unreasonable to expect the affected neighbour to seek and meet the cost of development approval (including reports) to prune the overhanging branches, encroaching into the neighbour's property 3. Removal or pruning of roots from regulated trees within the Shire causing significant structural damage to the stability of boundary fences (often substantial masonry walls) should be exempt from LPP 7, at the very least on public safety grounds. 4. The 10% limit of the canopy included in the definition of 'Maintenance Pruning' is totally arbitrary and fails to recognise that pruning required will differ from tree to tree. In conclusion, there needs to be a balance struck in LPP 7 between: the planning objective of preserving and enhancing neighbourhood amenity; and the preservation of residents' rights to use and enjoy their property without nuisance & and an unreasonable layer of regulation to protect those rights.

Farming background |Builder Tree have been down more than a hundred years with very little replacement. Trees and bees and nature have is something we'll all need for wellbeing

I wholeheartedly endorse the tree retention policy. With the climate changes we are experiencing and the borer issue trees are more important than ever. Peppermint grove has a beautiful tree canopy. Lets keep it that way.

Support

Support

Support

Support

Support

Support

Support

Support

Support

Support

Support

Support

Support

Support

Support

Support

Support

Support

Support

Support

Support

Support

Support

Support

Support

Support

Support

Support

Support

Support

Support

Support

Support

Support	I would like to support the Shire's proposal to save the large trees in our Shire from owners who would cut them down. Peppermint Grove has a skyline that is dominated by large trees. These provide a cooling effect in summer and habitat for much birdlife. I had a wonderful neighbour who would sing the praises of the area for its birdlife, but did not have a single tree on her property. I bring this up, because I think many who want to cut down their trees on their property do not give a thought to what Peppermint Grove would be like if we all cut down our trees. It would be a very different place. Not nearly as special as it is. I have three large trees on my property. They are a lot of work, many bins of leaves and bark. But I know I am supporting the neighbourhood's character. If people buying into Peppermint Grove do not want this extra burden, then they should buy elsewhere. Many of these trees have been looked after by many generations of Peppermint Grove residents. New residents should take up the challenge to look after them for future generations. The trees last longer than many of the houses – and certainly many of the residents. Alas, an example of this was a property in Forrest St that had about 6 large trees on it. When the owner died, it was sold to new owners who wasted no time in cutting down all the trees save one – which was saved only by the neighbours protesting. Then, to add salt in the wounds, the owners decided not to reside in Peppermint Grove after all, and sold the denuded land and moved. This sad example highlights well what this draft proposal by the Shire is trying to prevent it was a travesty; the owners should not have been allowed to do what they did.
Support	I do not support this policy, and believe there should be more incentive to retain trees on site (incentives with development bonuses etc), and more focus on streetscape trees.
Support	I support this
Support	Fully support this initiative in our suburb.. shire. I expect you can provide a copy of the AS for Tree Maintenance. This corrected the previous submission with incorrect email.
Support	I fully support the retention and protection of our urban tree canopy. This is a matter of extreme importance and great urgency - to most importantly help counter the effects of climate change, and counter the loss of food and shelter for our native birdlife. (Carnaby, black cockatoo, magpies, Western wattle birds etc) People move into this leafy green suburb then almost immediately turn around and destroy the aged and lush canopy on their block, building homes that are wall to wall concrete (creating an urban heat sink, which adds to accelerating climate change), leaving no deep root space for tall trees. (And it can often take up to one hundred years to replace the tree canopy of these lost trees.) Please institute and strictly govern this policy to protect our community and the environment going forward.
Support	Thank you.
Support	I fully support the adoption of LPP7 With regards to pruning provisions you may wish to consider the terms adopted by the City of Nedlands in their LPP. Simpler but effective
Support	I am in full support
Support	Please adopt LPP7 to protect trees on private land. Peppermint Grove is the poster child for green leafy suburbs. Adopting LPP7 will demonstrate that Peppermint Grove values trees and recognises the importance of maintaining a tree canopy, and encourage other local governments more willing to follow suit. Don't take your beautiful leafy canopy for granted. Peppermint Grove please be a leader in tree protection.
Support	I fully support draft LPP7 Tree retention policy, please pass this very important initiative. we and our precious wildlife desperately need all of the old growth trees to be retained.
Support	I fully support draft LPP7 tree retention
Support	I live in Leake Street and fully support the Tree Retention Policy LPP7. We have a huge old tree in our backyard - estimated to be over 100 years old. It takes up most of the garden, but it also provides huge amounts of shade and is home for many different birds. If we were to move it would be a huge shame for someone to come and cut it down.
Support	I fully support draft LPP7 tree retention
Support	Objection - full submission separately tabled.
Objection	Support - full submission separately tabled.
Objection	Objection - full submission separately tabled.
Objection	Objection - full submission separately tabled.



Ordinary Council Meeting

8.3.1 List of Accounts Paid 31st September 2024

Accounts Paid - September 2024

Payment / Invoice	Date Description	Amount
EFT Payment		
EFT Payment - EFT00013		
3029 - Australian Taxation Office		
PJ000010	11/07/24 FORTNIGHT 2025- 1 - From Payroll	18,423.71
PJ000019	25/07/24 FORTNIGHT 2025- 2 - From Payroll	18,345.71
	01/08/24 GST Settlement	599.00
	01/08/24 GST Settlement	- 30,099.00
	Total 3029	7,269.42
	Total EFT00013	7,269.42
EFT Payment - EFT00014		
3000 - SuperChoice Aware Superannuation		
PJ000043	05/09/24 FORTNIGHT 2025- 5 - From Payroll	5,069.36
SUPER SEPT 24 1	05/09/24 Superannuation Contribution	13,555.09
	Total 3000	18,624.45
	Total EFT00014	18,624.45
EFT Payment - EFT00015 -Excluded		
EFT Payment - EFT00016		
162 - Western Metropolitan Regional Council		
M-2409233	31/08/24 WMRC Tip Passes	6,700.05
	Total 162	6,700.05
1933 - KONE ELEVATORS PTY LTD		
A10127009	20/08/24 4G multi-band gateway lift solution	3,100.59
	Total 1933	3,100.59
21 - Construction Training Fund (CTF)		
INV-241684-G9N0Z3	03/09/24 BA2024/00024 52 The Esplanade	1,491.75
	Total 21	1,491.75
2233 - EASIFLEET		
PJ000043	05/09/24 FORTNIGHT 2025- 5 - From Payroll	620.77
240905 EASI D BURNETT	05/09/24 GST Component - 5/9/24 D Burnett	62.08
	Total 2233	682.85
2414 - Open Systems Technology Pty Ltd (Council First)		
SI008615	03/09/24 Professional Services - July 2024	16,027.00
SI008627	09/09/24 Microsoft Azure August 2024	1,482.20
	Total 2414	17,509.20
300 - VEOLIA RECYCLING & RECOVERY (PERTH) PTY LTD		
59144391 PO00030	31/08/24 Depot Waste - Skip Bin	621.78
58894545-1 PO00030	01/08/24 Depot Waste - Skip Bin	497.42
58645127	01/08/24 Depot Waste - Veolia 4.5 Skip Bin	373.07

Accounts Paid - September 2024

Payment / Invoice	Date Description	Amount
58373408	01/08/24 Depot Waste - Veolia 4.5 Skip Bin	373.07
	Total 300	1,865.34
3015 - CREATION LANDSCAPE SUPPLIES		
312396 PO00113	02/09/24 Landscaping mix	1,200.51
312754 PO00133	06/09/24 Mulch for garden beds	653.94
312949 PO00140	10/09/24 Mulch	326.97
	Total 3015	2,181.42
3025 - TOTAL EDEN Pty Ltd T/A Nutrien Water		
413201475	01/08/24 Reticulation maintenance - Manners Hill Park	1,100.00
	Total 3025	1,100.00
3045 - DORMAKABA AUSTRALIA PTY LTD		
35WA1247929 PO00103	23/08/24 non-scheduled public carpark gates service	253.00
	Total 3045	253.00
3051 - TEMPTATIONS CATERING		
E29720 PO00074	10/09/24 Temptations catering	459.36
	Total 3051	459.36
3057 - CTI Couriers		
CISC4713403	31/08/24 Library Courier Fee - Aug 2024	625.32
	Total 3057	625.32
3067 - MURPHYS ELECTRICAL CO		
00117173 PO00142	28/08/24 Replace fluoro tubes in library	627.55
	Total 3067	627.55
3071 - LOCAL GOVERNMENT PROFESSIONALS WA		
40697 PO00024	15/07/24 Finance for Non-Finance People - September 2024	545.00
	Total 3071	545.00
3120 - Westbooks		
343721 PO00002	29/08/24 Books as purchased online	495.04
	Total 3120	495.04
3221 - NAPOLEON PAPIER & CO		
3341334833603372 339133993411	31/08/24 magazines as selected	549.98
	Total 3221	549.98
3230 - Sontec Integrated Systems		
20729 1	01/08/24 Invoice PINV00169	955.57
	Total 3230	955.57
3239 - ASSET INFRASTRUCTURE MANAGEMENT		
INV-0748	01/08/24 RAMM - Various additions and tree database	2,640.00
	Total 3239	2,640.00
3286 - ThinkProject Australia Pty.Ltd.		
INV-0699 PO00096	31/08/24 RAMM aerial imagery updates	1,144.00

Accounts Paid - September 2024

Payment / Invoice	Date	Description	Amount
Total 3286			1,144.00
3357 - Fasta Couriers & Taxi Trucks			
301790 2	15/08/24	Adgenda courier to Subiaco	130.50
240808 JOB 3232 2	30/08/24	JOB 3232 - Adjustment	20.33
Total 3357			110.17
340 - TOWN OF COTTESLOE			
15670	01/08/24	Remaining Health Services	2,351.25
15669-1	01/08/24	Remaining Health Service	2,351.25
Total 340			4,702.50
3429 - DONALD BURNETT E005			
240909 REFUND D BURNETT	09/09/24	CEO Data Aug - Oct 2024	653.85
Total 3429			653.85
3436 - Sports Surf Technology			
INV-4098 PO00134	12/09/24	Retic and groundwater services - Manners Hill Park	880.00
Total 3436			880.00
3604 - Officeworks			
615349220 PO00004	01/08/24	Mouse Pad	472.57
615695334 PO00067	01/08/24	A4 Micron sheet protectors 50 pack	71.85
616122490 PO00107	26/08/24	Adjustable Footrest	384.66
Total 3604			929.08
3660 - Iconic Property Services			
PSI038883 PO00071	21/08/24	Anti-graffiti film removal library, community room & main entry	20,477.60
PSI039080 PO00112	11/08/24	Public toilet waterless urinal deep clean & H2zero filter replacement	1,063.13
Total 3660			21,540.73
3735 - Vocus Ltd			
81094 AUGUST 2024	03/09/24	Yealink Services 1/8/24-31/8/24	711.84
Total 3735			711.84
3789 - EFTSure Pty.Ltd.			
INV-23808	01/09/24	EFTsure Softwear Service - 12 months	6,029.96
Total 3789			6,029.96
3854 - Tim Davies Landscaping Pty Ltd			
SI-129120	23/08/24	Freshwater Bay Memorial Wall construction (CAPEX O004)	29,432.33
Total 3854			29,432.33
3857 - Delta Roofing			
IV00000003629 PO00128	04/09/24	Reception area roof leak diagnostics and repair	770.00
Total 3857			770.00

Accounts Paid - September 2024

Payment / Invoice	Date Description	Amount
3878 - Market Creations Technology Pty Ltd T/as Intergrated ICT		
32178	01/08/24 Managed Endpoint Protection	1,212.75
33899	28/08/24 Microsoft 365 Business Basic - August 24	9.90
34068	28/08/24 Backup Storage - August 2024	309.34
	Total 3878	1,531.99
3892 - Telstra Limited		
4074199284 AUG 24	10/08/24 Works Admin DN Aug 2024	107.00
6362254800 AUG 24	26/08/24 Depot NBN Aug 2024	75.00
	Total 3892	182.00
3917 - AV Media Systems WA		
141363 PO00106	14/08/24 mobile tv stand delivered and installed	2,299.00
	Total 3917	2,299.00
3943 - Pay@bility Pty Ltd T/A Benefit@bility		
PJ000043	05/09/24 FORTNIGHT 2025- 5 - From Payroll	661.11
	Total 3943	661.11
3952 - CLPM Pty Ltd - George Murray		
240830 REFUND BA2023/00026 37 LEAKE	30/08/24 BA2023/00026 Refund 37 Leake Street	1,000.00
	Total 3952	1,000.00
3974 - LG Best Practices		
22575 PO00088	31/08/24 Rates services for 24-25	3,872.00
	Total 3974	3,872.00
3989 - Infocouncil Pty Ltd		
INFO-203950	27/08/24 Automated publishing to website	1,683.00
INFO-203951	27/08/24 Travel expenses for Infocouncil team	1,867.50
	Total 3989	3,550.50
3998 - Professional Tree Surgeons		
1507 PO00029	02/09/24 Street Tree Clearance Pruning - Various	247.50
1480 PO00095	23/08/24 SPG Annual VTA list - various works	775.50
	Total 3998	1,023.00
52 - Iron Mountain Australia Group Pty Ltd		
AUD536322	31/08/24 Storage Service 1/9/24-30/9/24	15.77
	Total 52	15.77
598 - PHIL JOHNSON PLUMBING & GAS		
00019184 PO00099	05/09/24 Keanes Point - Water Corp backflow device testing	120.00
	Total 598	120.00
693 - Clean City Group Pty Ltd		
1690 PO00035	01/09/24 Bin Return Service	825.00
1693 PO00035	10/09/24 Bin Return Service	935.00
	Total 693	1,760.00

Accounts Paid - September 2024

Payment / Invoice	Date Description	Amount
V00006 - McLeods Lawyers Pty Ltd		
140701	29/08/24 Mt No:50321 Lease: 160 Bay View Terrace	133.54
	Total V00006	133.54
V00009 - Landscape and Maintenance Solutions		
INV-4335 PO00093	02/09/24 Manners Hill Park - mowing services	2,453.00
	Total V00009	2,453.00
V00018 - Town of Victoria Park		
84864 PO00120	11/09/24 Cockitrough Bird Waterer Station	4,950.00
	Total V00018	4,950.00
V00019 - PERDAMAN ADVANCED ENERGY PTY LTD		
00001825 PO00127	04/09/24 Feability study for BESS	627.00
	Total V00019	627.00
V00020 - Coastview Australia Pty Ltd		
240913 REFUND COASTVIEW	13/09/24 Double Payment	5,073.22
	Total V00020	5,073.22
V00021 - LGRCEU		
PJ000043	05/09/24 FORTNIGHT 2025- 5 - From Payroll	11.00
	Total V00021	11.00
V00022 - Carole Crommelin		
240913 REFUND CAROLE	13/09/24 Refund Memorial Plaque - Barry Crommelin	400.00
	Total V00022	400.00
	Total EFT00016	138,349.61
EFT Payment - EFT00017		
3000 - SuperChoice Aware Superannuation		
PJ000052	19/09/24 FORTNIGHT 2025- 6 - From Payroll	4,930.03
SUPER SEPT 24 2	19/09/24 Superannuation Contribution	12,983.98
	Total 3000	17,914.01
	Total EFT00017	17,914.01
EFT Payment - EFT00018		
3029 - Australian Taxation Office		
PJ000022	08/08/24 FORTNIGHT 2025- 3 - From Payroll	18,471.71
PJ000030	22/08/24 FORTNIGHT 2025- 4 - From Payroll	17,817.71
	01/09/24 GST Settlement	34,693.00
	01/09/24 GST Settlement	-23,852.00
	Total 3029	47,130.42
	Total EFT00018	47,130.42
EFT Payment - EFT00019		
1 - Australia Post		
1013476793	17/09/24 Postage Charges - August 2024	37.32

Accounts Paid - September 2024

Payment / Invoice	Date	Description	Amount
Total 1			37.32
162 - Western Metropolitan Regional Council			
VV240831-4	01/09/24	Verge Valet August 2024	2,535.34
M-2409434	15/09/24	WMRC Tip Passes	6,493.23
Total 162			9,028.57
2233 - EASIFLEET			
PJ000052	19/09/24	FORTNIGHT 2025- 6 - From Payroll	620.77
240919 EASI D BURNETT	19/09/24	240919 EASI D BURNETT GST COMPONENT	62.08
Total 2233			682.85
2414 - Open Systems Technology Pty Ltd (Council First)			
SI008636	16/09/24	Microsoft 365 1/10/24-31/10/24	1,333.32
SI008661	26/09/24	STP Transactions - August 2024	33.00
Total 2414			1,366.32
300 - VEOLIA RECYCLING & RECOVERY (PERTH) PTY LTD			
PO00028 167351	01/09/24	Residential Waste MSW	16,384.68
Total 300			16,384.68
3002 - Winc Australia Pty Ltd			
9046237092	19/09/24	stationery as ordered online	500.96
PO00158			
9046238678	20/09/24	stationery as ordered online	20.99
PO00158			
Total 3002			521.95
3005 - Acoustiguide			
20240014 PO00064	01/09/24	Annual App Fee 01/07/24-30/06/25	1,320.00
Total 3005			1,320.00
3036 - Perth Auto Alliance Pty Ltd T/AS Challenger, Lynford, Titan Ford			
TMCS7661919 PO00051	01/09/24	Ford Ranger 11EI839 service	905.00
Total 3036			905.00
3050 - ENVIRO SWEEP PTY LTD (EWCS)			
124987 PO00031	06/09/24	Road Sweeping Contractor	2,424.08
Total 3050			2,424.08
3051 - TEMPTATIONS CATERING			
E29731 PO00074	24/09/24	Temptations catering	393.60
Total 3051			393.60
3061 - DOT OPERATING ACCOUNT (DEPT OF TRANSPORT - DOI REGO SEARCHES)			
8054397	01/09/24	3 DOT Searches	13.20
8057135	16/09/24	DOT Searches August 2024	9.10
Total 3061			22.30
3079 - ABCO PRODUCTS PTY LTD			
INV974328 PO00146	16/09/24	Slimline paper interleaved hand towels	123.53

Accounts Paid - September 2024

Payment / Invoice	Date Description	Amount
Total 3079		123.53
3120 - Westbooks		
344087 PO00155	19/09/24 Local Stock adult books	2,500.15
Total 3120		2,500.15
3233 - THE CHURCHES COMMISSION ON EDUCATION T/A YOUTHCARE		
ARINV02272 PO00130	12/09/24 Donation for Chaplaincy Service - FY24/25	990.00
Total 3233		990.00
3357 - Fasta Couriers & Taxi Trucks		
302473	01/09/24 Agenda courier to Subiaco 23/8/24	76.29
303118	15/09/24 Agenda courier to Subiaco 6/9/24	47.65
Total 3357		123.94
3375 - TESTEL AUSTRALIA PTY LTD		
WAUCD5349 PO00081	03/09/24 Annual appliance safety testing	99.00
Total 3375		99.00
3458 - BEACON EQUIPMENT		
77117#21 PO00135	10/09/24 Stihl AP500 batteries	1,170.00
Total 3458		1,170.00
3461 - KAREN BLAIR ILLUSTRATOR		
184 PO00149	01/09/24 full day CBW presentation (3 x 1 hr)	683.00
Total 3461		683.00
3490 - CRISTY JANE BURNE		
2208 PO00148	23/08/24 CBW author presentation	700.00
Total 3490		700.00
3604 - Officeworks		
616565770 PO00139	18/09/24 REFLEX A4 Copy paper	202.94
Total 3604		202.94
3655 - JASON SIGNMAKERS		
40945 PO00157	16/09/24 Signage banding steel	139.63
Total 3655		139.63
3660 - Iconic Property Services		
PSI038754 PO00040	01/09/24 Cleaning of Depot Building - Aug 24	12,134.98
Total 3660		12,134.98
3704 - Terpkos Engineering Pty Ltd		
22258 PO00160	01/09/24 Order PO00160	1,870.00
Total 3704		1,870.00
3868 - Dugite Earthmoving Pty Ltd T/as J&V Earthmoving		
INV-1094 PO00145	16/09/24 Esplanade drainage pipeworks	803.83

Accounts Paid - September 2024

Payment / Invoice	Date Description	Amount
Total 3868		803.83
3878 - Market Creations Technology Pty Ltd T/as Intergrated ICT		
33673 PO00102	01/09/24 Charger Adapter Dell XPS	146.30
Total 3878		146.30
3892 - Telstra Limited		
4074199284 SEPT	10/09/24 Works Admin DN Sept 2024	110.00
4074199292 SEPT 2024	10/09/24 T Whitham Sept 2024	112.18
6362254800 SEPT 2024	08/09/24 Depot NBN Sept 2024	75.00
Total 3892		297.18
3913 - Delivering Outcomes Pty Ltd		
INV-0056 PO00077	17/09/24 WHS inductions - Footpaths	1,056.00
Total 3913		1,056.00
3943 - Pay@bility Pty Ltd T/A Benefit@bility		
PJ000052	19/09/24 FORTNIGHT 2025- 6 - From Payroll	661.11
240901 BENEFITABILITY	01/09/24 GST Claim Value JC	143.24
Total 3943		804.35
3998 - Professional Tree Surgeons		
1492 PO00029	01/09/24 Street Tree Clearance Pruning - Various	1,710.50
1536 PO00029	01/09/24 Street Tree Clearance Pruning - Various	2,640.00
1539 PO00029	01/09/24 Street Tree Clearance Pruning - Various	495.00
1581 PO00132	26/09/24 Johnston St sump fallen tree	371.25
1582 PO00010	26/09/24 Foreshore tree works and planting	28,952.30
Total 3998		34,169.05
448 - LANDGATE		
396877	06/09/24 GRV INT VALS METRO SHRD AND DFES	112.20
Total 448		112.20
598 - PHIL JOHNSON PLUMBING & GAS		
00019303 PO00131	18/09/24 Keanes Point facilities - trough water leak repair	112.00
Total 598		112.00
693 - Clean City Group Pty Ltd		
1694 PO00035	17/09/24 Bin Return Service	935.00
1697 PO00036	26/09/24 Park inspection and maintenance services - MHP	1,408.00
Total 693		2,343.00
697 - LGIS WA		
MO0070056	13/09/24 Insurance Excess - Claim 21/12/23	1,000.00
Total 697		1,000.00
V00004 - AVP UNIT TRUST T/A ASSET VALUATION ADVISORY		

Accounts Paid - September 2024

Payment / Invoice	Date	Description	Amount
2322 PO00023	01/09/24	Library Cafe Market Rental Valuation Report	1,980.00
		Total V00004	1,980.00
V00006 - McLeods Lawyers Pty Ltd			
141138	04/09/24	Mat No: 4995 Annual Audit for SoPG	192.50
		Total V00006	192.50
V00021 - LGRCEU			
PJ000052	19/09/24	FORTNIGHT 2025- 6 - From Payroll	22.00
		Total V00021	22.00
V00023 - Norman Jorgensen			
17.9.2024 PO00150	17/09/24	CBW Author presentation	775.50
		Total V00023	775.50
V00024 - ALINEA INC			
INV40704	01/09/24	Inter Library Loan Service 24/25	6,518.90
		Total V00024	6,518.90
V00026 - Ruixue Liu			
BA2024/00006 16	25/09/24	BA2024/00006 - refund due to double payment	110.00
		Total V00026	110.00
V00027 - Candice Debattista			
REFUND C	18/09/24	MHP Refund Candice Debattista 15/4/24	550.00
		Total V00027	550.00
		Total EFT00019	104,816.65
EFT Payment - EFT00020			
3149 - Cr Charles Hohnen			
240930 C HOHEN 3	30/09/24	Sitting Fee 3 Qrt 2024/25	2,531.00
		Total 3149	2,531.00
3150 - Cr Karen Farley			
240930 K FARLEY	30/09/24	Sitting Fee Qrt 3 2024/25	9,440.00
		Total 3150	9,440.00
3152 - Cr Peter Macintosh			
MACINTOSH 3	30/09/24	Sitting Fee 3 Qrt 2024/25	2,841.00
		Total 3152	2,841.00
3291 - Rentokil Initial Pty Ltd (Cannon Hygiene)			
98001699 PO00167	01/09/24	Sanitary Unit annual serving 2024-25	2,059.24
		Total 3291	2,059.24
3626 - Cr Doug Jackson			
JACKSON 3 QRT	30/09/24	Sitting Fee 3 Qrt 2024/25	2,841.00

Accounts Paid - September 2024

Payment / Invoice	Date Description	Amount
Total 3626		2,841.00
3627 - Cr Patrick Dawkins		
240930 P DAWSON 3 QRT 24/25	30/09/24 Sitting Fee 3 Qrt 2024/25	3,889.00
Total 3627		3,889.00
3949 - Cr Emerald Bond		
240930 E BOND 3 QRT 24/25	30/09/24 Sitting Fee 3 Qrt 2024/25	2,841.00
Total 3949		2,841.00
3950 - Cr Jessamy Mahony		
240930 J MAHONEY 3 QRT 24/25	30/09/24 Sitting Fee 3 Qrt 2024/25	2,841.00
Total 3950		2,841.00
Total EFT00020		29,283.24
Grand Total - EFT Payments		Sub-total EFT \$ 363,387.80
Other		
Other - DD00013		
123 - Synergy		
2014211666	09/08/24 Shire Admin Electricity 12/7/24 - 8/8/24	4,527.91
Total 123		4,527.91
Total DD00013		4,527.91
Other - DD00014		
123 - Synergy		
3000224850	01/09/24 Depot Electricity 31/5/24-29/7/24	1,405.82
Total 123		1,405.82
Total DD00014		1,405.82
Other - DD00015		
123 - Synergy		
2038213341	02/09/24 Streetlights (2) 28 July to 27 August 2024	40.92
Total 123		40.92
Total DD00015		40.92
Other - DD00016		
123 - Synergy		
2094163311	01/09/24 Streetlights 25 July to 24 August 2024	3,556.93
Total 123		3,556.93
Total DD00016		3,556.93
Grand Total - Direct Debit Payments		Sub-total DD \$ 9,531.58
Other - CC00003		
3084 - Shire Credit Cards -NAB Visa flexi purchase		

Accounts Paid - September 2024

Payment / Invoice	Date Description	Amount
DN DEPOT 30 JUL TO 28 AUG 2024	31/08/24 DN DEPOT 30 JUL TO 28 AUG 2024	966.19
JC MCCA 30 JUL TO 28 AUG 2024	31/08/24 JC MCCA 30 JUL TO 28 AUG 2024	6.82
JG MDS 30 JUL TO 28 AUG 2024	31/08/24 JG MDS 30 JUL TO 28 AUG 2024	772.43
LH ALS 30 JUL TO 28 AUG 2024	31/08/24 LH ALS 30 JUL TO 28 AUG 2024	2,280.52
PA 30 JUL TO 28 AUG 2024	31/08/24 PA 30 JUL TO 28 AUG 2024	100.77
RY DEPOT 30 JUL TO 28 AUG 24	31/08/24 RY DEPOT 30 JUL TO 28 AUG 24	576.62
TW DEPOT 30 JUL TO 28 AUG 2024	31/08/24 TW DEPOT 30 JUL TO 28 AUG 2024	504.19
DB CEO 30 JUL TO 28 AUG 24	31/08/24 DB CEO 30 JUL TO 28 AUG 24	2,653.03
SF CLS 30 JUL TO 28 AUG 24	31/08/24 SF CLS 30 JUL TO 28 AUG 24	2,998.32
NAB VISA FEES - AUG 24	31/08/24 NAB VISA FEES - AUG 24	110.00
	Total 3084	10,968.89
	Total CC00003	10,968.89

	Sub-total CC
Grand Total - Credit Cards Payment	\$ 10,968.89

	Grand Total Accounts Paid - September 2024
	\$ 383,888.27



FlexiPurchase
Account Statement

Statement for NAB

Statement Period: 29 Aug 2024 to 27 Sep 2024

Cardholder Name: Donovan Norgard

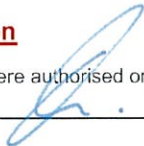


JSKR VISA Purchasing Card (Client Expenses)

Date	Details		Approval	Receipt Amount (\$AUD)		
GL Code	CC Code	Department	Net	Tax	Gross	
28 Aug 2024	Ampol Mosman Pa 55363f Mosman Park		Approval Req'd	☒	\$100.74	
22510	1130	3001	\$91.58	\$9.16	\$100.74	
Purchase Ampol Mosman Pa 55363f Fuel						
05 Sep 2024	Ampol Mosman Pa 55363f Mosman Park		Approval Req'd	☒	\$131.50	
22510	1130	3001	\$119.55	\$11.95	\$131.50	
Purchase Ampol Mosman Pa 55363f Fuel						
12 Sep 2024	Ampol Mosman Pa 55363f Mosman Park		Approval Req'd	☒	\$141.85	
22510	1130	3001	\$128.95	\$12.90	\$141.85	
Purchase Ampol Mosman Pa 55363f Fuel						
12 Sep 2024	Insulwest Carlisle		Approval Req'd	☒	\$715.00	
22580	1130	3001	\$650.00	\$65.00	\$715.00	
Purchase Insulwest Bagged cold mix asphalt						
19 Sep 2024	Aco Polycrete Canningvale		Approval Req'd	☒	\$171.60	
22420	1130	3001	\$156.00	\$15.60	\$171.60	
Purchase Aco Polycrete Services pit lids						
19 Sep 2024	Ampol Mosman Pa 55363f Mosman Park		Approval Req'd	☒	\$110.16	
22510	1130	3001	\$100.15	\$10.01	\$110.16	
Purchase Ampol Mosman Pa 55363f Fuel						
27 Sep 2024	Account Fees		No Appr Req'd	☐	\$6.82	
22230	1130	3001	\$6.20	\$0.62	\$6.82	
Account Fees Cc Fp User Fee Bank fees						
Total for this period:					\$1,377.67	

Cardholder Declaration

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

Signature  Dated 01 / 10 / 2024

Employee ID: 169

Approved By

Signature  Acting CEO

Dated 1/10/2024

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 Aug 2024 to 27 Sep 2024

Cardholder Name: Stewart Farley



JSKR VISA Purchasing Card (Client Expenses)

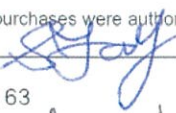
Date	Details		Approval	Receipt Amount (\$AUD)		
	Gl. Code	CC Code		Net	Tax	Gross
01 Sep 2024	22320	Officeworks 0610 1150	Cannington 4001	Approval Req'd \$29.07	✓ \$2.91	\$31.98 \$31.98
Purchase Officeworks 0610 brochure holder and white board pens						
01 Sep 2024	22540	Big W/High Road And Wille 1150 Willetton	4001	Approval Req'd \$27.27	✓ \$2.73	\$30.00 \$30.00
Purchase Big W/High Road And Wille Junior book purchases - early readers						
01 Sep 2024	22540	Big W/High Road And Wille 1150 Willetton	4001	Approval Req'd \$41.82	✓ \$4.18	\$46.00 \$46.00
Purchase Big W/High Road And Wille junior book purchases						
02 Sep 2024	22650	Educational Art Suppli 1150	Nedlands 4001	Approval Req'd \$31.53	✓ \$3.15	\$34.68 \$34.68
Purchase Educational Art Suppli stickers for craft activity						
05 Sep 2024	22540	The Nile Afhx-Qp25 1150 Thenile.Com.A	4001	Approval Req'd \$65.83	✓ \$6.58	\$72.41 \$72.41
Purchase The Nile Afhx-Qp25 Junior Book Purchases						
05 Sep 2024	22540	Amazon Marketplace Au Sydney 1150 South	4001	Approval Req'd \$23.99	✓ \$2.40	\$26.39 \$26.39
Purchase Amazon Marketplace Au Junior Book Purchases						
05 Sep 2024	22540	Amazon Marketplace Au Sydney 1150 South	4001	Approval Req'd \$168.60	✓ \$16.86	\$185.46 \$185.46
Purchase Amazon Marketplace Au Junior Book Purchases						
05 Sep 2024	22540	Amazon Marketplace Au Sydney 1150 South	4001	Approval Req'd \$51.35	✓ \$5.13	\$56.48 \$56.48
Purchase Amazon Marketplace Au Junior Book Purchases						
05 Sep 2024		Amazon Marketplace Au Sydney South		Approval Req'd	✓	\$43.45

	22540	1150	4001		\$39.50	\$3.95	\$43.45
	Purchase Amazon Marketplace Au Junior Book Purchases						
05 Sep 2024	Amazon Marketplace Au Sydney South			Approval Req'd	✓		\$447.02
	22540	1150	4001		\$406.38	\$40.64	\$447.02
	Purchase Amazon Marketplace Au Junior Book Purchases						
05 Sep 2024	Amazon Marketplace Au Sydney South			Approval Req'd	✓		\$250.48
	22540	1150	4001		\$227.71	\$22.77	\$250.48
	Purchase Amazon Marketplace Au Junior Book Purchases						
07 Sep 2024	Amazon Marketplace Au Sydney South			Approval Req'd	✓		\$199.33
	22540	1150	4001		\$181.21	\$18.12	\$199.33
	Purchase Amazon Marketplace Au Junior Book Purchases						
05 Sep 2024	Amazon Marketplace Au Sydney South			Approval Req'd	✓		\$256.21
	22540	1150	4001		\$232.92	\$23.29	\$256.21
	Purchase Amazon Marketplace Au Junior Book Purchases						
05 Sep 2024	Amazon Marketplace Au Sydney South			Approval Req'd	✓		\$48.10
	22540	1150	4001		\$43.73	\$4.37	\$48.10
	Purchase Amazon Marketplace Au Junior Book Purchases						
08 Sep 2024	Kmart 1024 Kardinya			Approval Req'd	✓		\$317.00
	22540	1150	4001		\$288.18	\$28.82	\$317.00
	Purchase Kmart 1024 junior book purchases						
08 Sep 2024	Amazon Marketplace Au Sydney South			Approval Req'd	✓		\$48.75
	22540	1150	4001		\$44.32	\$4.43	\$48.75
	Purchase Amazon Marketplace Au Junior Book Purchases						
10 Sep 2024	Educational Art Suppli Nedlands			Approval Req'd	✓		\$151.47
	22650	1150	4001		\$137.70	\$13.77	\$151.47
	Purchase Educational Art Suppli craft materials for school holiday program						
05 Sep 2024	Amazon Marketplace Au Sydney South			Approval Req'd	✓		\$34.14
	22540	1150	4001		\$31.04	\$3.10	\$34.14
	Purchase Amazon Marketplace Au Junior Book Purchases						
14 Sep 2024	Big W/Rockingham Road Spearwood			Approval Req'd	✓		\$105.00
	22540	1150	4001		\$95.45	\$9.55	\$105.00
	Purchase Big W/Rockingham Road junior book purchases						
14 Sep 2024	Farmer Jacks Spearwo Spearwood			Approval Req'd	✓		\$20.58
	22650	1150	4001		\$18.71	\$1.87	\$20.58
	Purchase Farmer Jacks Spearwo Leaf Round Bowl for craft activity						

12 Sep 2024	Amazon Marketplace Au Sydney South	Approval Req'd	☒	\$269.52	
22540	1150	4001	\$245.02	\$24.50	\$269.52
Purchase Amazon Marketplace Au Junior Book Purchases					
05 Sep 2024	Amazon Marketplace Au Sydney South	Approval Req'd	☒	\$183.36	
22540	1150	4001	\$166.69	\$16.67	\$183.36
Purchase Amazon Marketplace Au Junior Book Purchases					
17 Sep 2024	Educate2empower Macclesfield	Approval Req'd	☒	\$28.08	
22540	1150	4001	\$25.53	\$2.55	\$28.08
Purchase Educate2empower Junior Book Purchases					
19 Sep 2024	Amazon Marketplace Au Sydney South	Approval Req'd	☒	\$15.54	
22540	1150	4001	\$14.13	\$1.41	\$15.54
Purchase Amazon Marketplace Au junior book purchase					
19 Sep 2024	Amazon Au Sydney South	Approval Req'd	☒	\$28.93	
22540	1150	4001	\$26.30	\$2.63	\$28.93
Purchase Amazon Au Junior Book Purchases					
19 Sep 2024	Amazon Marketplace Au Sydney South	Approval Req'd	☒	\$51.79	
22540	1150	4001	\$47.08	\$4.71	\$51.79
Purchase Amazon Marketplace Au Junior Book Purchases					
19 Sep 2024	Amazon Au Sydney South	Approval Req'd	☒	\$15.00	
22540	1150	4001	\$13.64	\$1.36	\$15.00
Purchase Amazon Au Bank fee					
27 Sep 2024	Account Fees	No Appr Req'd	☐	\$6.82	
22230	1150	4001	\$6.20	\$0.62	\$6.82
Account Fees Co Fp User Fee Bank Charges					
Total for this period:				\$3,003.97	

Cardholder Declaration

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

Signature 

Dated 16 / 10 / 2024

Employee ID: 63

Approved By

Signature 

Dated 16 / 10 / 2024

Library Co-ordinator on leave

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 Aug 2024 to 27 Sep 2024

Cardholder Name: Tim Whitham



JSKR VISA Purchasing Card (Client Expenses)

Date	Details		Approval	Receipt Amount (\$AUD)		
GL Code	CC Code	Department	Net	Tax	Gross	
09 Sep 2024	Ampol Mosman Pa 55363f Mosman Park		Approved	☒		\$74.01
22510	1220	3001	\$67.28	\$6.73	\$74.01	
Purchase Ampol Mosman Pa 55363f Loader Fuel.						
10 Sep 2024	Bunnings 483000 Claremont		Approval Req'd	☒		\$190.52
22445	1220	3001	\$173.20	\$17.32	\$190.52	
Purchase Bunnings 483000 Hort Supplies.						
16 Sep 2024	Ampol Mosman Pa 55363f Mosman Park		Approval Req'd	☒		\$131.00
22510	1220	3001	\$119.09	\$11.91	\$131.00	
Purchase Ampol Mosman Pa 55363f Ute Fuel.						
27 Sep 2024	Account Fees		No Appr Req'd	☐		\$6.82
22230	1220	3001	\$6.20	\$0.62	\$6.82	
Account Fees Cc Fp User Fee Account Fees.						
Total for this period:						\$402.35

Cardholder Declaration

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

Signature _____

Dated 1 / 10 / 2024

Employee ID: TW

Approved By

Signature _____

Dated 01 / 10 / 2024

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 Aug 2024 to 27 Sep 2024

Cardholder Name: Robert Young



JSKR VISA Purchasing Card (Client Expenses)

Date	Details	Approval	Receipt Amount (\$AUD)		
GL Code	CC Code	Department	Net	Tax	Gross
29 Aug 2024	Hare & Forbes P/L Kewdale	Approved		☒	\$50.82
22890	1220	3001	\$46.20	\$4.62	\$50.82
Purchase Hare & Forbes P/L Drill Press Guard					
28 Aug 2024	Bunnings 453000 O'Connor	Approved		☒	\$3.62
22870	1220	3001	\$3.29	\$0.33	\$3.62
Purchase Bunnings 453000 Street Signs					
30 Aug 2024	Bp Greenwood 6171 Greenwood	Approved		☒	\$136.02
22510	1220	3001	\$123.65	\$12.37	\$136.02
Purchase Bp Greenwood 6171 Ute Fuel					
09 Sep 2024	Coles Express 6919 Mosman Park	Approved		☒	\$136.64
22510	1220	3001	\$124.22	\$12.42	\$136.64
Purchase Coles Express 6919 Ute Fuel					
18 Sep 2024	Coles Express 6919 Mosman Park	Approval Req'd		☒	\$136.41
22510	1220	3001	\$124.01	\$12.40	\$136.41
Purchase Coles Express 6919 Ute Fuel					
27 Sep 2024	Account Fees	No Appr Req'd		☐	\$6.82
22230	1220	3001	\$6.20	\$0.62	\$6.82
Account Fees Cc Fp User Fee Bank Fees					
Total for this period:					\$470.33

Cardholder Declaration

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

Signature _____

Dated 1 / 10 / 2024

Employee ID: RY

Approved By

Signature _____

Dated 01 / 10 / 2024

On Completion



Statement for NAB

Statement Period: 29 Aug 2024 to 27 Sep 2024
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 Aug 2024	Cei Pty Limited Knoxfield	4001	Approval Req'd	\$353.06	\$388.37
22320	1150			\$35.31	\$388.37
Purchase Cei Pty Limited Book Covering					
28 Aug 2024	Bale Data Services Landsdale	4001	Approval Req'd	\$87.96	\$96.76
22320	1150			\$8.80	\$96.76
Purchase Bale Data Services Receipt printer rolls					
30 Aug 2024	Woolworths/Cottesloe Grov Cottesloe	4001	Approval Req'd	\$5.91	\$6.50
22850	1150			\$0.59	\$6.50
Purchase Woolworths/Cottesloe Grov kitchen					
02 Sep 2024	Allstamps.Com.Au Malaga	4001	Approval Req'd	\$52.73	\$58.00
22320	1150			\$5.27	\$58.00
Purchase Allstamps.Com.Au Do Not Remove Newspaper Stamp					
03 Sep 2024	Appliances Online Sydney	4001	Approval Req'd	\$704.55	\$775.00
22600	1150			\$70.45	\$775.00
Purchase Appliances Online replacement dishwasher (Library)					
10 Sep 2024	Peppermint News Agc Peppermint Gr	4001	Approval Req'd	\$202.73	\$223.00
22280	1150			\$20.27	\$223.00
Purchase Peppermint News Agc monthly library newspapers					
10 Sep 2024	Damowest Plastics Osborne Park	4001	Approval Req'd	\$900.00	\$990.00
22600	1150			\$90.00	\$990.00
Purchase Damowest Plastics magazine rack holders (new magazine area)					
11 Sep 2024	Bunnings 483000 Claremont	4001	Approval Req'd	\$117.93	\$129.72
22600	1150			\$11.79	\$129.72
Purchase Bunnings 483000 parts and tools for new magazine area					
14 Sep 2024	Apple Online Au Sydney	4201	Approval Req'd	\$135.45	\$149.00
22260	1030			\$13.55	\$149.00
Purchase Apple Online Au Apple developer license					
11 Sep 2024	Bunnings 317000 Melville	4001	Approval Req'd	\$103.20	\$113.52
22600	1150			\$10.32	\$113.52
Purchase Bunnings 317000 parts and tools for new magazine area					

17 Sep 2024	Woolworths/Cottesloe Grov	Approval Req'd	☒	\$31.15
22850	Cottesloe			
Purchase Woolworths/Cottesloe Grov	1150			
JP kitchen supplies	4001	\$28.32	\$2.83	\$31.15
18 Sep 2024	Brayco Commercial Pl Rivervale	Approval Req'd	☒	\$1,104.00
22600	1150	\$1,003.64	\$100.36	\$1,104.00
Purchase Brayco Commercial Pl	4001			
tables and chairs for magazine area				
18 Sep 2024	Freshwaters Peppermint Gr	Approval Req'd	☒	\$15.20
22850	1150	\$13.82	\$1.38	\$15.20
Purchase Freshwaters	4001			
WSLG managers meeting				
17 Sep 2024	Bunnings 483000 Claremont	Approval Req'd	☒	\$22.21
22600	1150	\$20.19	\$2.02	\$22.21
Purchase Bunnings 483000	4001			
parts/tools new magazine area				
19 Sep 2024	Bunnings 309000 Subiaco	Approval Req'd	☒	\$39.64
22600	1150	\$36.04	\$3.60	\$39.64
Purchase Bunnings 309000	4001			
lock for pod and new magazine area build				
24 Sep 2024	Woolworths/Cottesloe Grov	Approval Req'd	☒	\$7.00
22850	Cottesloe			
Purchase Woolworths/Cottesloe Grov	1150	\$6.36	\$0.64	\$7.00
kitchen	4001			
25 Sep 2024	Officeworks Bentleigh Eas	Approval Req'd	☒	\$69.90
22320	1150	\$63.55	\$6.35	\$69.90
Purchase Officeworks	4001			
scissors				
27 Sep 2024	Account Fees	No Appr Req'd	☐	\$6.82
22230	1150	\$6.20	\$0.62	\$6.82
Account Fees Cc Fp User Fee	4001			
bank charges				
Total for this period:				\$4,225.74

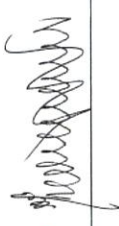
Cardholder Declaration

I declare that all purchases were authorised or necessarily incurred on behalf of the company, Dated 03/10/24

Signature 

Employee ID: 60

Approved By

Signature  Dated 03/10/2024

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 Aug 2024 to 27 Sep 2024

Cardholder Name: Joel Lee Gajic



JSKR VISA Purchasing Card (Client Expenses)

Date	Details		Approval	Receipt Amount (\$AUD)	
GL Code	CC Code	Department	Net	Tax	Gross
28 Aug 2024	Post Newspapers	Shenton Park	Approved	☒	\$573.06
22280	1010	2001	\$520.96	\$52.10	\$573.06
Purchase Post Newspapers					
Public notice advertising of draft LPP7					
03 Sep 2024	Raine Square	Perth	Approval Req'd	☒	\$16.20
20180	1010	2001	\$14.73	\$1.47	\$16.20
Purchase Raine Square					
car parking fees DPLH meeting					
15 Sep 2024	Costco Wholesale	Austr Perth	Approval Req'd	☒	\$88.98
	Airport				
22240	420	1001	\$80.89	\$8.09	\$88.98
Purchase Costco Wholesale Austr					
coffee pods for staffroom					
27 Sep 2024	Account Fees		No Appr Req'd	☐	\$6.82
22230	1010	2001	\$6.20	\$0.62	\$6.82
Account Fees Cc Fp User Fee					
bank fees					
Total for this period:					\$685.06

Cardholder Declaration

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

Signature

Dated 4 / 10 / 2024

Employee ID: E0020

Approved By

Signature

Dated 7/10/2024

On Completion

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



Statement for NAB



Statement Period: 29 Aug 2024 to 27 Sep 2024
Cardholder Name: Jeremy Clapham

JSKR VISA Purchasing Card (Client Expenses)

Date	Details		Approval	Receipt Amount (\$AUD)	
	GL Code	CC Code Department		Net	Tax Gross
28 Aug 2024		R And J Marinich Pty Ltd Mount Hawthor	Approval Req'd		\$79.90
20130	420	1001		\$72.64	\$7.26
Purchase R And J Marinich Pty Ltd Protective clothing samples					
28 Aug 2024		Jasonl.Com.Au Allawah	Approval Req'd		\$419.00
22600	420	1001		\$380.91	\$38.09
Purchase Jasonl.Com.Au Meeting table					
19 Sep 2024		Brayco Commercial Pt Rivervale	Approval Req'd		\$1,104.00
22600	1150	4001		\$1,003.64	\$100.36
Purchase Brayco Commercial Pt Table and chairs for the Library					
20 Sep 2024		Ato Payment Sydney	Approval Req'd		\$121.67
22240	420	1001		\$110.61	\$11.06
Purchase Ato Payment Interest on ATO amount					
27 Sep 2024		Account Fees	No Appr Req'd		\$6.82
22230	420	1001		\$6.20	\$0.62
Account Fees Cc Fp User Fee Bank fees					
Total for this period:					\$1,731.39

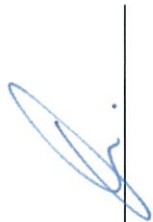
Cardholder Declaration

I declare that all purchases were authorised or necessarily incurred on behalf of the company
Signature _____ Dated 01/10/2024

Employee ID: E0031

Approved By

Signature _____



Dated 01 / 10 / 2024 _____

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 Aug 2024 to 27 Sep 2024

Cardholder Name: Penny Askin



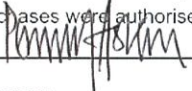
JSKR VISA Purchasing Card (Client Expenses)

Date	Details		Approval	Receipt Amount (\$AUD)		
	GL Code	CC Code		Net	Tax	Gross
29 Aug 2024	Woolworths/Cottesloe Grov Cottesloe		No Appr Req'd		☒	\$5.75
	22450	420		\$5.23	\$0.52	\$5.75
	Purchase Woolworths/Cottesloe Grov Shire Kitchen Supplies					
04 Sep 2024	Woolworths/Cottesloe Grov Cottesloe		No Appr Req'd		☒	\$7.75
	22450	420		\$7.05	\$0.70	\$7.75
	Purchase Woolworths/Cottesloe Grov Shire Kitchen Supplies					
04 Sep 2024	Peppermint News Agc Peppermint Gr		No Appr Req'd		☒	\$21.00
	22730	1170		\$19.09	\$1.91	\$21.00
	Purchase Peppermint News Agc Raffle tickets for Carols by Candlelight					
05 Sep 2024	Demmer Galleries Osborne Park		No Appr Req'd		☒	\$220.00
	22240	420		\$200.00	\$20.00	\$220.00
	Purchase Demmer Galleries Official photo reframe of King Charles for Council Chambers					
10 Sep 2024	Woolworths/Cottesloe Grov Cottesloe		No Appr Req'd		☒	\$7.75
	22450	420		\$7.05	\$0.70	\$7.75
	Purchase Woolworths/Cottesloe Grov Shire Kitchen Supplies					
12 Sep 2024	Woolworths/Cottesloe Grov Cottesloe		No Appr Req'd		☒	\$4.45
	22450	420		\$4.05	\$0.40	\$4.45
	Purchase Woolworths/Cottesloe Grov Shire Kitchen Supplies					
16 Sep 2024	Woolworths/Cottesloe Grov Cottesloe		No Appr Req'd		☒	\$3.25
	22450	420		\$2.95	\$0.30	\$3.25
	Purchase Woolworths/Cottesloe Grov Shire Kitchen Supplies					
24 Sep 2024	Woolworths/Cottesloe Grov Cottesloe		No Appr Req'd		☒	\$6.75
	22450	420		\$6.14	\$0.61	\$6.75
	Purchase Woolworths/Cottesloe Grov Shire Kitchen Supplies					

25 Sep 2024	Woolworths/Cottesloe Grov Cottesloe		No Appr Req'd	☒	\$5.75
22450	420	1001	\$5.23	\$0.52	\$5.75
Purchase Woolworths/Cottesloe Grov Shire Kitchen Supplies					
27 Sep 2024	Account Fees		No Appr Req'd	☐	\$6.82
22230	420	1001	\$6.20	\$0.62	\$6.82
Account Fees Cc Fp User Fee Account Fees					
26 Sep 2024	Woolworths/Cottesloe Grov Cottesloe		No Appr Req'd	☒	\$4.90
22450	420	1001	\$4.45	\$0.45	\$4.90
Purchase Woolworths/Cottesloe Grov Shire Kitchen Supplies					
Total for this period:					\$294.17

Cardholder Declaration

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

Signature 

Dated 07 / 10 / 2024

Employee ID: E0003

Approved By

Signature 

Dated 07/10/2024

On Completion

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



Ordinary Council Meeting

8.3.2 Interim Financial Statements 31st September 2024

SHIRE OF PEPPERMINT GROVE
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2024

	Amended Budget Estimates	YTD Budget Estimates	YTD Actual	Variance* \$	Variance* %	Var.
Note	(a) \$	(b) \$	(c) \$	(c) - (b) \$	((c) - (b))/(b) %	
OPERATING ACTIVITIES						
Revenue from operating activities						
General rates	3,646,025	3,646,025	3,644,565	(1,460)	(0.04%)	
Rates excluding general rates	108,630	108,630	108,630	0	0.00%	
Grants, subsidies and contributions	1,540,356	337,931	336,630	(1,301)	(0.38%)	
Fees and charges	305,455	121,207	177,299	56,092	46.28%	▲
Interest revenue	206,000	26,000	44,088	18,088	69.57%	▲
Other revenue	7,600	4,350	2,683	(1,667)	(38.32%)	
Profit on asset disposals	418,000	0	0	0	0.00%	
	6,232,066	4,244,143	4,313,895	69,752	1.64%	
Expenditure from operating activities						
Employee costs	(2,575,550)	(653,614)	(612,722)	40,892	6.26%	
Materials and contracts	(2,550,486)	(679,886)	(577,478)	102,408	15.06%	▲
Utility charges	(117,500)	(28,970)	(23,560)	5,410	18.67%	
Depreciation	(468,350)	(117,088)	0	117,088	100.00%	▲
Finance costs	(69,702)	0	(2,214)	(2,214)	0.00%	
Insurance	(101,150)	(78,350)	(48,346)	30,004	38.29%	▲
Other expenditure	(136,600)	(27,900)	(28,524)	(624)	(2.24%)	
	(6,019,338)	(1,585,808)	(1,292,844)	292,964	18.47%	
Non cash amounts excluded from operating activities	2(c) 50,350	117,088	0	(117,088)	(100.00%)	▼
Amount attributable to operating activities	263,078	2,775,423	3,021,051	245,628	8.85%	
INVESTING ACTIVITIES						
Inflows from investing activities						
Proceeds from capital grants, subsidies and contributions	49,162	0	0	0	0.00%	
Proceeds from disposal of assets	2,078,000	0	0	0	0.00%	
Proceeds from financial assets at amortised cost - self supporting loans	200,000	0	0	0	0.00%	
	2,327,162	0	0	0	0.00%	
Outflows from investing activities						
Payments for property, plant and equipment	(2,293,000)	(20,000)	(19,579)	421	2.11%	
Payments for construction of infrastructure	(747,000)	0	(36,917)	(36,917)	0.00%	
Payments for financial assets at amortised cost - self supporting loans	(200,000)	0	0	0	0.00%	
	(3,240,000)	(20,000)	(56,496)	(36,496)	(182.48%)	
Amount attributable to investing activities	(912,838)	(20,000)	(56,496)	(36,496)	(182.48%)	
FINANCING ACTIVITIES						
Inflows from financing activities						
Proceeds from new borrowings	1,700,000	0	0	0	0.00%	
Transfer from reserves	643,000	0	0	0	0.00%	
	2,343,000	0	0	0	0.00%	
Outflows from financing activities						
Repayment of borrowings	(1,738,886)	0	0	0	0.00%	
Transfer to reserves	(773,862)	0	0	0	0.00%	
	(2,512,748)	0	0	0	0.00%	
Amount attributable to financing activities	(169,748)	0	0	0	0.00%	
MOVEMENT IN SURPLUS OR DEFICIT						
Surplus or deficit at the start of the financial year	2(a) 821,747	821,747	687,887	(133,860)	(16.29%)	▼
Amount attributable to operating activities	263,078	2,775,423	3,021,051	245,628	8.85%	
Amount attributable to investing activities	(912,838)	(20,000)	(56,496)	(36,496)	(182.48%)	▼
Amount attributable to financing activities	(169,748)	0	0	0	0.00%	
Surplus or deficit after imposition of general rates	2,239	3,577,170	3,652,442	75,272	2.10%	

KEY INFORMATION

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

▲ Indicates a variance with a positive impact on the financial position.

▼ Indicates a variance with a negative impact on the financial position.

Refer to Note 3 for an explanation of the reasons for the variance.

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

SHIRE OF PEPPERMINT GROVE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2024

1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supplementary information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 15 October 2024

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

MATERIAL ACCOUNTING POLICIES

Material accounting policies utilised in the preparation of these statements are as described within the 2024-25 Annual Budget. Please refer to the adopted budget document for details of these policies.

Critical accounting estimates and judgements

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:

- Fair value measurement of assets carried at reportable value including:
 - Property, plant and equipment
 - Infrastructure
- Impairment losses of non-financial assets
- Expected credit losses on financial assets
- Assets held for sale
- Investment property
- Estimated useful life of intangible assets
- Measurement of employee benefits
- Measurement of provisions
- Estimation uncertainties and judgements made in relation to lease

FM Reg 34 (2)(b) 3 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially. The material variance adopted by Council for the 2024-25 year is \$10,000 and 10.00% whichever is the greater.

Description	Var. \$ \$	Var. % %
Revenue from operating activities		
Fees and charges	56,092	46.28% ▲
More development application fees than were budgeted for - 29k, Community Centre hire fees more than budgeted for - 8k, Freshwaters lease undercharge in previous years - 10k		
Interest revenue	18,088	69.57% ▲
More interest received than budgeted for.		
Expenditure from operating activities		
Materials and contracts	102,408	15.06% ▲
Less spent on consultants than budgeted for - 45k, parks and reserves maintenance fees less than budgeted for - 23k, ROW maintenance less than budgeted for -12k, timing of WMRC contributions - 18k.		
Depreciation	117,088	100.00% ▲
Depreciation not processed until audit has been completed.		
Insurance	30,004	38.29% ▲
Timing of insurance premiums		
Non cash amounts excluded from operating activities	(117,088)	(100.00%) ▼
See comment on depreciation above.		
Surplus or deficit at the start of the financial year	(133,860)	(16.29%) ▼
Completion of year end work, subject to finalisation of audit.		

SHIRE OF PEPPERMINT GROVE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2024

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$0.82 M	\$0.82 M	\$0.69 M	(\$0.13 M)
Closing	\$0.00 M	\$3.58 M	\$3.65 M	\$0.08 M
Refer to Statement of Financial Activity				

Cash and cash equivalents			Payables		Receivables	
	\$	% of total		\$		% Collected
Unrestricted Cash	\$2.23 M	50.9%	Trade Payables	\$0.09 M		
Restricted Cash	\$2.16 M	49.1%	0 to 30 Days			57.0%
			Over 30 Days			95.1%
			Over 90 Days			53.1%
Refer to 3 - Cash and Financial Assets			Refer to 8 - Payables		Refer to 7 - Receivables	

Key Operating Activities

Amount attributable to operating activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.26 M	\$2.78 M	\$3.02 M	\$0.25 M
Refer to Statement of Financial Activity			

Rates Revenue			Grants and Contributions			Fees and Charges		
YTD Actual	\$	% Variance	YTD Actual	\$	% Variance	YTD Actual	\$	% Variance
YTD Budget	\$3.65 M	(0.0%)	YTD Budget	\$0.34 M	(0.4%)	YTD Budget	\$0.12 M	46.3%
Refer to 12 - Grants and Contributions			Refer to Statement of Financial Activity					

Key Investing Activities

Amount attributable to investing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.91 M)	(\$0.02 M)	(\$0.06 M)	(\$0.04 M)
Refer to Statement of Financial Activity			

Proceeds on sale			Asset Acquisition			Capital Grants		
YTD Actual	\$	%	YTD Actual	\$	% Spent	YTD Actual	\$	% Received
Amended Budget	\$2.08 M	(100.0%)	Amended Budget	\$0.75 M	(95.1%)	Amended Budget	\$0.05 M	(100.0%)
Refer to 6 - Disposal of Assets			Refer to 5 - Capital Acquisitions			Refer to 5 - Capital Acquisitions		

Key Financing Activities

Amount attributable to financing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.17 M)	\$0.00 M	\$0.00 M	\$0.00 M
Refer to Statement of Financial Activity			

Borrowings		Reserves		Lease Liability	
Principal repayments	\$0.00 M	Reserves balance	\$2.13 M	Principal repayments	\$0.00 M
Interest expense	(\$0.00 M)	Net Movement	\$0.00 M	Interest expense	\$0.00 M
Principal due	\$0.62 M			Principal due	\$0.01 M
Refer to 9 - Borrowings		Refer to 4 - Cash Reserves		Refer to Note 10 - Lease Liabilities	

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

SHIRE OF PEPPERMINT GROVE
 SUPPLEMENTARY INFORMATION
 FOR THE PERIOD ENDED 30 SEPTEMBER 2024

3 CASH AND FINANCIAL ASSETS AT AMORTISED COST

Description	Classification	Unrestricted	Restricted	Total	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Municipal Fund	Cash and cash equivalents	2,231,114	2,155,390	4,386,504		NAB	4.15%	N/A
Total		2,231,114	2,155,390	4,386,504	0			
Comprising								
Cash and cash equivalents		2,231,114	2,155,390	4,386,504	0			
		2,231,114	2,155,390	4,386,504	0			

KEY INFORMATION

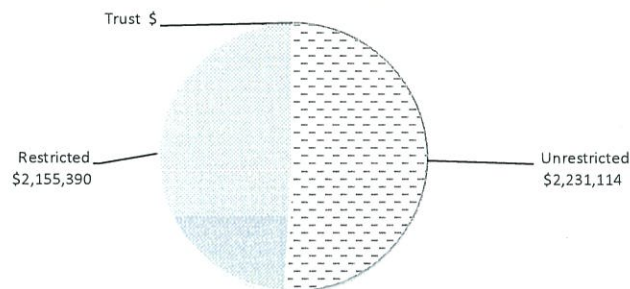
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 7 - Other assets.



5 CAPITAL ACQUISITIONS

Capital acquisitions	Amended		YTD Actual	YTD Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land - freehold land	1,600,000			0
Buildings - specialised	596,500	20,000	19,579	(421)
Plant and equipment	96,500			0
Acquisition of property, plant and equipment	2,293,000	20,000	19,579	(421)
Infrastructure - roads	32,000			0
Infrastructure - footpaths	20,000			0
Infrastructure - drainage	30,000			0
Infrastructure - parks & ovals	397,000		6,200	6,200
Infrastructure - other	268,000		30,717	30,717
Acquisition of infrastructure	747,000	0	36,917	36,917
Total of PPE and Infrastructure.	3,040,000	20,000	56,496	36,496
Total capital acquisitions	3,040,000	20,000	56,496	36,496
Capital Acquisitions Funded By:				
Capital grants and contributions	49,162	0	0	0
Borrowings	1,500,000	0	0	0
Other (disposals & C/Fwd)	78,000	0	0	0
Reserve accounts				
Road & Drainage Reserve	250,000		0	0
Building & Infrastructure Reserve	393,000		0	0
Contribution - operations	769,838	20,000	56,496	36,496
Capital funding total	3,040,000	20,000	56,496	36,496

KEY INFORMATION

Initial recognition

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Local Government (Financial Management) Regulation 17A(5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the Shire's revaluation policy, are recognised at cost and disclosed as being at reportable value.

Measurement after recognition

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2)*. Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

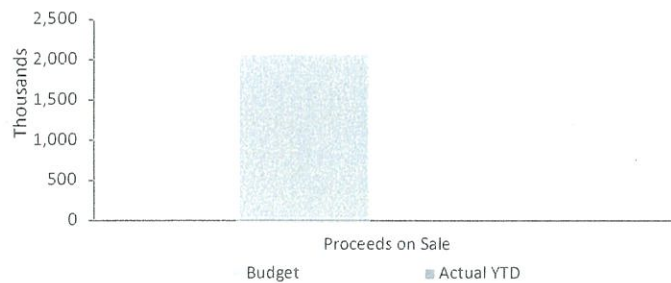
Reportable Value

In accordance with *Local Government (Financial Management) Regulation 17A(2)*, the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

6 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Property, Plant and Equipment								
	Land - Johnston St sump	1,600,000	2,000,000	400,000	0			0	0
	Plant and equipment - vehicle	30,000	40,000	10,000	0			0	0
	Plant and equipment - vehicle	30,000	38,000	8,000	0			0	0
		1,660,000	2,078,000	418,000	0	0	0	0	0



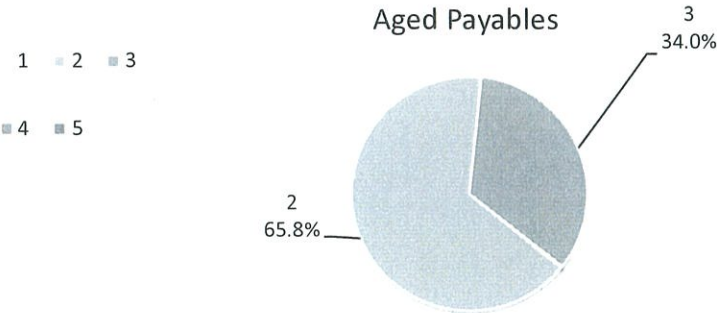
8 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	61,188	31,614	147	0	92,949
Percentage	0.0%	65.8%	34.0%	0.2%	0.0%	
Balance per trial balance						
Sundry creditors						92,949
ATO liabilities						2,473
Other payables						518,722
Total payables general outstanding						614,144

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period 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. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



10 LEASE LIABILITIES

Movement in carrying amounts

Information on leases Particulars	Lease No.	1 July 2024	New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Photocopiers		7,860					7,860	7,860		
Total		7,860	0	0	0	0	7,860	7,860	0	0
Current lease liabilities		1,853					1,853			
Non-current lease liabilities		6,007					6,007			
		7,860					7,860			

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is or contains a lease, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

SHIRE OF PEPPERMINT GROVE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2024

OPERATING ACTIVITIES

12 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue		
	Liability	Increase in	Decrease in	Liability	Current	Amended	YTD	YTD
	1 July 2024	Liability	Liability	30 Sep 2024	Liability	Budget	Budget	Revenue
	\$	\$	(As revenue)	\$	\$	Revenue	\$	\$
Grants and subsidies								
Grove Contributions					0	1,459,356	334,431	334,431
Grants Commission - General					0	47,000	3,500	1,661
Grants Commission - Roads					0	26,000		538
MRWA - Direct Grant					0	7,000		0
Infant Health					0	1,000		
	0	0	0	0	0	1,540,356	337,931	336,630

SHIRE OF PEPPERMINT GROVE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2024

14 INVESTMENT IN ASSOCIATES

(a) Investment in associate

The table below reflects the financial results of the Shire's investment in associates as reported by the associate.

Aggregate carrying amount of interests in associates accounted for using the equity method are reflected in the table below.

Carrying amount at 1 July
Carrying amount at 30 June

Amended Budget Revenue	YTD Budget	YTD Revenue Actual
\$	\$	\$
		139,485
0	0	139,485

KEY INFORMATION

Investments in associates

An associate is an entity over which the Shire has the power to participate in the financial and operating policy decisions of the investee but not control or joint control of those policies.

Investments in associates are accounted for using the equity method. The equity method of accounting, is whereby the investment is initially recognised at cost and adjusted thereafter for the post-acquisition change in the Shire's share of net assets of the associate. In addition, the Shire's share of the profit or loss of the associate is included in the Shire's profit or loss.



Ordinary Council Meeting

8.4.1 Local Government Elections Advocacy Positions

- Local Government Reform Proposal Submission
- Advocacy Positions for a new *Local Government Act*

Local Government Reform Proposal

Submission

February 2022

About WALGA

The WA Local Government Association (WALGA) is working for Local Government in Western Australia. As the peak industry body, WALGA advocates on behalf of 139 Western Australian Local Governments. As the united voice of Local Government in Western Australia, WALGA is an independent, membership-based organization representing and supporting the work and interests of Local Governments in Western Australia. WALGA provides an essential voice for 1,215 Elected Members, approximately 22,000 Local Government employees (16,500 Full Time Equivalents) as well as over 2.5 million constituents of Local Governments in Western Australia.

Contacts

Nick Sloan
Chief Executive Officer
nsloan@walga.asn.au

Tony Brown
Executive Manager Governance and
Organisational Services
tbrown@walga.asn.au

James McGovern
Manager Governance and Procurement
jmcgovern@walga.asn.au

Local Government Act Review Process

WALGA, through consultation with the Local Government Sector, endorsed sector advocacy positions relating to Local Government Act amendments in March 2019 and December 2020. These advocacy positions were developed considering (but not limited to):

- The Department of Local Government, Sport and Cultural Industries (DLGSC) consultation on Act Reform (2017-2020)
- The City of Perth Inquiry Report (mid 2020)
- The State Parliament's Select Committee Report into Local Government (late 2020)

In December 2020, WALGA endorsed the following principles for any review of the Local Government Act:

Local Government Reform – WALGA Principles

That the following key principles be embodied in the Local Government Act:

1. Uphold the general competence principle currently embodied in the Local Government Act
2. Provide for a flexible, principles-based legislative framework
3. Promote a size and scale compliance regime
4. Promote enabling legislation that empowers Local Government to carry out activities beneficial to its community taking into consideration Local Governments' role in creating a sustainable and resilient community through:
 - a. Economic development
 - b. Environmental protection, and
 - c. Social advancement
5. Avoid red tape and 'de-clutter' the extensive regulatory regime that underpins the Local Government Act, and
6. The State Government must not assign legislative responsibilities to Local Governments unless there is provision for resources required to fulfil the responsibilities.

It is worth noting that of the above principles, items 1, 2 and 3 are addressed in these legislative reform proposals and principles 4 and 5 are partially addressed.

Local Government Response

WALGA released the Local Government Reform Proposals – Summary of Proposed Reforms Discussion Paper on 24 November 2021, calling for a response by 28 January 2022.

This document is based on submissions made by 65 respondent Local Governments. The overall response indicates majority support for many of the proposed reforms, most commonly where reforms align with current sector advocacy positions.

Key Issues

The submissions included strong commentary on the following proposed reforms that are of concern:

Item 6.6 Audit Committees

The proposed reform to require a majority of independent members on Audit Committees, and mandate that the Audit Committee chair be an independent person, was strongly challenged. A fundamental purpose of an Audit Committee is to provide the vehicle for governance of a Local Government's affairs, and this links directly with the role of Council under Section 2.7(1)(a) of the *Local Government Act* ('the Act'). For this

Local Government Reform Proposal Submission

reason, the sector supports a Council Member majority on Audit Committees and acknowledges the role of the Office of the Auditor General as the independent auditor of Local Governments. The sector confirmed that appointing independent members to Audit Committees is supported and practiced, and that Audit Committees can elect an independent member as Chair under provisions of s.5.12 of the Act. The sector supports the concept of shared regional Audit Committees on proviso there be a majority of Council Members, and the payment of meetings fees or defined reimbursements to independent Audit Committee members be legislatively authorised.

Item 4.3 Introduction of Preferential Voting

The sector remains in favour of the first past the post method of vote counting. Risk of the infiltration of party politics, and that preference swapping leading to alliances amongst candidates has potential for factionalisation of Councils, were pre-eminent in the response. 'First past the post' voting remains favoured on the grounds of its simplicity, efficiency, ease of voter understanding, transparency and candidates campaigning based on the merits of the individual. However, if 'first past the post' is not retained, then optional preferential voting is preferred.

Item 4.4 Public Vote to Elect Mayor or President of Band 1 and 2 Local Governments

Retaining the discretion to choose between popularly-elected Mayors and Presidents of Band 1 and 2 Local Governments remains the favoured option. Respondents queried the lack of detailed benefit of the proposal to enshrine one system of election over another, commenting that the alternate method of election provided under s.2.11 and s.2.12 of the Act permits both a Local Government and electors of the district to exercise agency for change.

Item 4.5 Tiered Limits on the Number of Councillors

There is broad support for WALGA's proposed option that Local Governments with populations up to 5,000 be represented by between 5 and 7 Council Members. The remaining categories of representation are supported.

Item 3.5 Chief Executive Officer Key Performance Indicators

There is support for the reporting of CEO KPIs that reflect the strategic direction and operational function of the Local Government, to the exclusion of reporting KPIs of a confidential nature (i.e. workplace or risk-based matters). There is also support for the exclusion of reporting performance review results which is regarded as a private matter between employer and employee, to be maintained as a confidential record of the Local Government.

The following provides a detailed response to each legislative reform proposal.

Theme 1: Early Intervention, Effective Regulation and Stronger Penalties

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
1.1 Early Intervention Powers - It is proposed to establish a Chief Inspector of Local Government (the Inspector), supported by an Office of the Local Government Inspector (the Inspectorate). - The Inspector would receive minor and serious complaints about elected members. - The Inspector would oversee complaints relating to local government CEOs. - Local Governments would still be responsible for dealing with minor behavioural complaints. - The Inspector would have powers of a standing inquiry, able to investigate and intervene in any local government where potential issues are identified. - The Inspector would have the authority to assess, triage, refer, investigate, or close complaints, having regard to various public interest criteria – considering laws such as the <i>Corruption, Crime and Misconduct Act 2003</i>, the <i>Occupational Safety and Health Act 1984</i>, the <i>Building Act 2011</i>, and other legislation. - The Inspector would have powers to implement minor penalties for less serious breaches of the Act, with an appeal mechanism. - The Inspector would also have the power to order a local government to address non-compliance with the Act or Regulations. - The Inspector would be supported by a panel of Local Government Monitors (see item 1.2). - The existing Local Government Standards Panel would be replaced with a new Conduct Panel (see item 1.3). Penalties for breaches to the Local Government Act and Regulations will be reviewed and are proposed to be generally strengthened (see item 1.4). - These reforms would be supported by new powers to more quickly resolve issues within local government (see items 1.5 and 1.6).	Current Local Government Position Items 1.1, 1.2 and 1.3 generally align with WALGA Advocacy Position 2.6.8 - 'Establish Office of Independent Assessor' <i>The Local Government sector supports:</i> <i>Establishing an Office of the Independent Assessor to replace the Standards Panel to provide an independent body to receive, investigate and assess complaints against Elected Members and undertake inquiries.</i> <i>Remove the CEO from being involved in processing complaints.</i> <i>That an early intervention framework of monitoring to support Local Governments be provided with any associated costs to be the responsibility of the State Government.</i> <i>An external oversight model for local level behavioural complaints made under Council Member, Committee Member and Candidate Codes of Conduct, that is closely aligned to the Victorian Councillor Complaints Framework.</i> Comment The Local Government sector is in favour of early intervention and a swift response to potentially disruptive or dysfunctional behaviours. The Proposed Reforms state 'Local Governments would still be responsible for dealing with minor behavioural complaints' and therefore do not go as far as the Sector's recent request for an external oversight model for the independent assessment of local level complaints (State Council Res: 264.5/2021 – September 2021). However this will be mitigated with the Inspector able to respond to a Local Government having unresolved matters by appointing a monitor to assist the Local Government. It is expected the Local Government Inspectorate would be funded by the State Government, however it is noted that the cost of the Local Government Monitors and the Conduct Panel would be borne by the Local Government concerned.

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
	<u>Recommendation – Items 1.1 to 1.3</u> 1. Support the proposed reforms as they align with the sectors position on external oversight and support. 2. Request the Minister to explore alternate mechanisms for resolving local level complaints.
1.2 Local Government Monitors • A panel of Local Government Monitors would be established. • Monitors could be appointed by the Inspector to go into a local government and try to resolve problems. • The purpose of Monitors would be to proactively fix problems, rather than to identify blame or collect evidence. • Monitors would be qualified specialists, such as: ○ Experienced and respected former Mayors, Presidents, and CEOs ○ to act as mentors and facilitators ○ Dispute resolution experts - to address the breakdown of professional working relationships ○ Certified Practising Accountants and other financial specialists - to assist with financial management and reporting issues ○ Governance specialists and lawyers - to assist councils resolve legal issues ○ HR and procurement experts - to help with processes like recruiting a CEO or undertaking a major land transaction. • Only the Inspector would have the power to appoint Monitors. • Local governments would be able to make requests to the Inspector to appoint Monitors for a specific purpose. Monitor Case Study 1 – Financial Management The Inspector receives information that a local government is not collecting rates correctly under the <i>Local Government Act 1995</i>. Upon initial review, the Inspector identifies that there may be a problem. The Inspector appoints a Monitor who specialises in financial management in local government. The Monitor visits the local government and identifies that the system used to manage rates is not correctly issuing rates notices. The Monitor works with	As above <u>Recommendation – Items 1.1 to 1.3</u> 1. Support the proposed reforms as they align with the sectors position on external oversight and support. 2. Request the Minister to explore alternate mechanisms for resolving local level complaints.

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
the local government to rectify the error, and issue corrections to impacted ratepayers. Monitor Case Study 2 – Dispute Resolution The Inspector receives a complaint from one councillor that another councillor is repeatedly publishing derogatory personal attacks against another councillor on social media, and that the issue has not been able to be resolved at the local government level. The Inspector identifies that there has been a relationship breakdown between the two councillors due to a disagreement on council. The Inspector appoints a Monitor to host mediation sessions between the councillors. The Monitor works with the councillors to address the dispute. Through regular meetings, the councillors agree to a working relationship based on the council's code of conduct. After the mediation, the Monitor occasionally makes contact with both councillors to ensure there is a cordial working relationship between the councillors.	
1.3 Conduct Panel - The Standards Panel is proposed to be replaced with a new Local Government Conduct Panel. - The Conduct Panel would be comprised of suitably qualified and experienced professionals. Sitting councillors will not be eligible to serve on the Conduct Panel. - The Inspector would provide evidence to the Conduct Panel for adjudication. - The Conduct Panel would have powers to impose stronger penalties – potentially including being able to suspend councillors for up to three months, with an appeal mechanism. - For very serious or repeated breaches of the Local Government Act, the Conduct Panel would have the power to recommend prosecution through the courts. - Any person who is subject to a complaint before the Conduct Panel would have the right to address the Conduct Panel before the Panel makes a decision.	As above Recommendation – Items 1.1 to 1.3 - Support the proposed reforms as they align with the sectors position on external oversight and support. - Request the Minister to explore alternate mechanisms for resolving local level complaints.

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
1.4 Review of Penalties - Penalties for breaching the Local Government Act are proposed to be strengthened. - It is proposed that the suspension of councillors (for up to three months) is established as the main penalty where a councillor breaches the Local Government Act or Regulations on more than one occasion. - Councillors who are disqualified would not be eligible for sitting fees or allowances. They will also not be able to attend meetings, or use their official office (such as their title or council email address). - It is proposed that a councillor who is suspended multiple times may become disqualified from office. - Councillors who do not complete mandatory training within a certain timeframe will also not be able to receive sitting fees or allowances.	Current Local Government Position Items 1.4 and 1.5 <u>expand upon</u> Advocacy Position 2.6.9 - 'Stand Down Proposal' WALGA supports, in principle, a proposal for an individual elected member to be 'stood down' from their duties when they are under investigation, have been charged, or when their continued presence prevents Council from properly discharging its functions or affects the Council's reputation, subject to further policy development work being undertaken. Further policy development of the Stand Down Provisions must involve active consultation with WALGA and specific consideration of the following issues of concern to the Sector: - That the Department of Local Government endeavour to ensure established principles of natural justice and procedural fairness are embodied in all aspects of the proposed Stand Down Provisions; and - That activities associated with the term 'disruptive behaviour', presented as reason to stand down a defined Elected Member on the basis their continued presence may make a Council unworkable, are thoroughly examined and clearly identified to ensure there is awareness, consistency and opportunity for avoidance. Comment The Local Government sector has long-standing advocacy positions supporting stronger penalties as a deterrent to disruptive Council Member behaviours. Clear guidance will be required to ensure there is consistent application of the power given to Presiding Members. Recommendation - Item 1.4 Supported
1.5 Rapid Red Card Resolutions It is proposed that Standing Orders are made consistent across Western Australia (see item 2.6). Published recordings of all meetings would also become standard (item 3.1).	

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
- It is proposed that Presiding Members have the power to "red card" any attendee (including councillors) who unreasonably and repeatedly interrupt council meetings. This power would: - Require the Presiding Member to issue a clear first warning - If the disruptions continue, the Presiding Member will have the power to "red card" that person, who must be silent for the rest of the meeting. A councillor issued with a red card will still vote, but must not speak or move motions - If the person continues to be disruptive, the Presiding Member can instruct that they leave the meeting. - Any Presiding Member who uses the "red card" or ejection power will be required to notify the Inspector. - Where an elected member refuses to comply with an instruction to be silent or leave, or where it can be demonstrated that the presiding member has not followed the law in using these powers, penalties can be imposed through a review by the Inspector.	<u>Recommendation - Item 1.5</u> Supported subject to a provision permitting council members to call a point of order to overrule the presiding member by absolute majority.
1.6 Vexatious Complaint Referrals - Local governments already have a general responsibility to provide ratepayers and members of the public with assistance in responding to queries about the local government's operations. Local governments should resolve queries and complaints in a respectful, transparent and equitable manner. - Unfortunately, local government resources can become unreasonably diverted when a person makes repeated vexatious queries, especially after a local government has already provided a substantial response to the person's query. - It is proposed that if a person makes repeated complaints to a local government CEO that are vexatious, the CEO will have the power to refer that person's complaints to the Inspectorate, which after assessment of the facts may then rule the complaint vexatious.	<u>Current Local Government Position</u> Item 1.6 expands upon Advocacy Position 2.6.11 – 'Vexatious complainants in relation to FOI applications' WALGA advocates for the Freedom of Information Act 1992 (WA) to be reviewed, including consideration of: - Enabling the Information Commissioner to declare vexatious applicants similar to the provisions of section 114 of the Right to Information Act 2009 (QLD); - Enabling an agency to recover reasonable costs incurred through the processing of a Freedom of Information access application where the application is subsequently withdrawn; and - Modernisation to address the use of electronic communications and information. Comment The Act has been expanded significantly in recent years to permit an increased level of public involvement, scrutiny and access to information

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
	relating to the decisions, operations and affairs of Local Government in WA. Introducing a means to limit capacity for unreasonable complainants to negatively impact Local Governments will provide a necessary balance between the openness and transparency of the sector and the reasonable entitlement of citizens to interact with their Local Government. <u>Recommendation – Item 1.6</u> Supported, subject to the legislation including the ability of a person to lodge an appeal with the Inspector.
1.7 Minor Other Reforms • Potential other reforms to strengthen guidance for local governments are being considered. • For example, one option being considered is the potential use of sector-wide guidance notices. Guidance notices could be published by the Minister or Inspector, to give specific direction for how local governments should meet the requirements of the Local Government Act and Regulations. For instance, the Minister could publish guidance notices to clarify the process for how potential conflicts of interests should be managed. • It is also proposed (see item 1.1) that the Inspector has the power to issue notices to individual local governments to require them to rectify non-compliance with the Act or Regulations.	<u>Current Local Government Position</u> Item 1.7 aligns with Advocacy Position 2.6 - 'Support DLGSC as service provider / capacity builder' WALGA supports the continuance of the Department of Local Government, Sport and Cultural Industries as a direct service provider of compliance and recommend the Department fund its capacity building role through the utilisation of third party service providers. In addition, WALGA calls on the State Government to ensure there is proper resourcing of the Department of Local Government, Sport and Cultural Industries to conduct timely inquiries and interventions when instigated under the provisions of the Local Government Act 1995. <u>Comment</u> Operational guidance from the Department of Local Government, Sport and Cultural Industries leads to consistent understanding and application of statutory provisions by Local Government. The proposed reform that the Inspector issue non-compliance notices appears to replicate the Minister's powers under Section 9.14A – 'Notice to prevent continuing contravention'. <u>Recommendation – Item 1.7</u> Supported

Theme 2: Reducing Red Tape, Increasing Consistency and Simplicity

WALGA COMMENTS & RECOMMENDATIONS	
PROPOSED REFORMS	
2.1 Resource Sharing - Amendments are proposed to encourage and enable local governments, especially smaller regional local governments, to share resources, including Chief Executive Officers and senior employees. - Local governments in bands 2, 3 or 4 would be able to appoint a shared CEO at up to two salary bands above the highest band. For example, a band 3 and a band 4 council sharing a CEO could remunerate to the level of band 1.	Current Local Government Position Item 2.1 aligns with Advocacy Position 2.6 – Local Government Legislation – ‘Avoid red tape and ‘de-clutter’ the extensive regulatory regime that underpins the Local Government Act’ and Advocacy Position 2.3.1 – ‘Regional Collaboration’. <i>Local Governments should be empowered to form single and joint subsidiaries, and beneficial enterprises. In addition, compliance requirements of Regional Councils should be reviewed and reduced.</i> Comment The proposed reforms will rely upon statutory provisions that enable and enhance regional collaboration. Recent over-regulation of Regional Subsidiaries in 2016 resulted in no subsidiaries being formed since that time. Recommendation – Item 2.1 Supported
2.2 Standardisation of Crossovers - It is proposed to amend the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> to standardise the process for approving crossovers for residential properties and residential developments on local roads. - A Crossover Working Group has provided preliminary advice to the Minister and DLGSC to inform this. - The DLGSC will work with the sector to develop standardised design and construction standards.	Current Local Government Position Comment WALGA developed the Template Crossover Guideline and Specification resource in 2017 and have been part of the Minister’s working group on red tape reduction that has been looking at standardisation of crossovers. It is envisaged that the process for crossovers will be standardised, however the design standards would be different dependant on location. Recommendation – Item 2.2 Supported

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
2.3 Introduce Innovation Provisions - New provisions are proposed to allow exemptions from certain requirements of the <i>Local Government Act 1995</i>, for: - Short-term trials and pilot projects - Urgent responses to emergencies.	Comment It is arguable communities expect all levels of Government will apply innovative solutions to complex and emerging issues difficult to resolve by traditional means. Exemptions constructed with appropriate checks and balances, particularly where expenditure of public funds are concerned, has potential to facilitate efficient and effective outcomes. <u>Recommendation – Item 2.3</u> Supported
2.4 Streamline Local Laws - It is proposed that local laws would only need to be reviewed by the local government every 15 years. - Local laws not reviewed in the timeframe would lapse, meaning that old laws will be automatically removed and no longer applicable. - Local governments adopting Model Local Laws will have reduced advertising requirements.	Current Local Government Position Items 2.4, 2.5 and 2.6 expand upon Advocacy Position 2.6.35 - 'Local law-making process should be simplified'. <i>The Local Law making process should be simplified as follows:</i> <i>The requirement to give state-wide notice should be reviewed, with consideration given to Local Governments only being required to provide local public notice;</i> <i>Eliminate the requirement to consult on local laws when a model is used;</i> <i>Consider deleting the requirement to review local laws periodically. Local Governments, by administering local laws, will determine when it is necessary to amend or revoke a local law; and</i> <i>Introduce certification of local laws by a legal practitioner in place of scrutiny by Parliament's Delegated Legislation Committee.</i> Comment Proposed reforms meet the Sector's preference for simplified local law-making processes. Model local laws are supported, whilst recognising the models themselves will require review by State Government departments with the relevant administrative responsibility. For example, the Model Local Law (Standing Orders) 1998 formed the basis of many Local Government meeting procedures local law but no review was completed. This model was

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
	superseded by individual local laws with added contemporary provisions. This pattern will repeat itself if model local laws are not reviewed to remain contemporary to the Sector's requirements. <u>Recommendation – Items 2.4 to 2.6 Supported</u>
2.5 Simplifying Approvals for Small Business and Community Events - Proposed reforms would introduce greater consistency for approvals for: - alfresco and outdoor dining - minor small business signage rules - running community events.	As above <u>Recommendation – Items 2.4 to 2.6 Supported</u>
2.6 Standardised Meeting Procedures, Including Public Question Time - To provide greater clarity for ratepayers and applicants for decisions made by council, it is proposed that the meeting procedures and standing orders for all local government meetings, including for public question time, are standardised across the State. - Regulations would introduce standard requirements for public question time, and the procedures for meetings generally. - Members of the public across all local governments would have the same opportunities to address council and ask questions.	As above <u>Recommendation – Items 2.4 to 2.6 Supported</u>
2.7 Regional Subsidiaries - Work is continuing to consider how Regional Subsidiaries can be best established to: - Enable Regional Subsidiaries to provide a clear and defined public benefit for people within member local governments - Provide for flexibility and innovation while ensuring appropriate transparency and accountability of ratepayer funds - Where appropriate, facilitate financing of initiatives by Regional Subsidiaries within a reasonable and defined limit of risk	<u>Current Local Government Position</u> Item 2.7 <u>aligns</u> with Advocacy Position 2.3.1 - 'Regional Collaboration': <i>Local Governments should be empowered to form single and joint subsidiaries, and beneficial enterprises. In addition, compliance requirements of Regional Councils should be reviewed and reduced.</i> <u>Comment</u> Under the Regional Subsidiary model, two or more Local Governments can

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
o Ensure all employees of a Regional Subsidiary have the same employment conditions as those directly employed by member local governments.	establish a regional subsidiary to undertake a shared service function on behalf of its member Local Governments. The model provides increased flexibility when compared to the Regional Local Government model because regional subsidiaries are primarily governed and regulated by a charter rather than legislation. While the regional subsidiary model's governance structure is primarily representative, it allows independent and commercially focussed directors to be appointed to the board of management. A key advantage of the regional subsidiary model is the use of a charter, as opposed to legislation, as the primary governance and regulatory instrument. Accordingly, the legislative provisions governing the establishment of regional subsidiaries should be light, leaving most of the regulation to the regional subsidiary charter, which can be adapted to suit the specific circumstances of each regional subsidiary. <u>Recommendation – Item 2.7</u> Supported subject to the use of a charter as the primary governance and regulatory instrument.

Theme 3: Greater Transparency & Accountability

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
3.1 Recordings and Live-Streaming of All Council Meetings - It is proposed that all local governments will be required to record meetings. - Band 1 and 2 local governments would be required to livestream meetings, and make video recordings available as public archives. - Band 1 and 2 are larger local governments are generally located in larger urban areas, with generally very good telecommunications infrastructure, and many already have audio-visual equipment. - Band 1 and 2 local governments would be required to livestream meetings, and make video recordings available as public archives. - Several local governments already use platforms such as YouTube, Microsoft Teams, and Vimeo to stream and publish meeting recordings. - Limited exceptions would be made for meetings held outside the ordinary council chambers, where audio recordings may be used. - Recognising their generally smaller scale, typically smaller operating budget, and potential to be in more remote locations, band 3 and 4 local governments would be required to record and publish audio recordings, at a minimum. These local governments would still be encouraged to livestream or video record meetings. - All council meeting recordings would need to be published at the same time as the meeting minutes. Recordings of all confidential items would also need to be submitted to the DLGSC for archiving.	Current Local Government Position Item 3.1 expands upon Advocacy Position 2.6 – ‘Promote a size and scale compliance regime’ and Advocacy Position 2.6.31 – ‘Attendance at Council Meetings by Technology’ <i>A review of the ability of Elected Members to log into Council meetings should be undertaken.</i> Comment Local Governments introducing electronic meeting procedures and the means for remote public attendance in response to the COVID-19 pandemic led to a swift uptake of streaming Council meetings. The proposed reform that Band 1 and 2 Local Governments will be required to livestream meetings may be problematic where technical capability such as reliable bandwidth impacts the district. The sector does not support the requirement to submit recordings of confidential items to the Department. Confidential items may include legal advice which is subject to legal privilege. Such privilege is at risk of being lost by the dissemination of the advice. Recommendation – Item 3.1 - Support live streaming the ordinary and special council meetings of Band 1 and 2 Local Governments and audio recording the ordinary and special council meetings of Band 3 and 4 Local Governments. - Do not support archiving the recordings of confidential matters by the Department of Local Government, Sport and Cultural Industries.

PROPOSED REFORMS		WALGA COMMENTS & RECOMMENDATIONS
3.2 Recording All Votes in Council Minutes		
- To support the transparency of decision-making by councillors, it is proposed that the individual votes cast by all councillors for all council resolutions would be required to be published in the council minutes, and identify those for, against, on leave, absent or who left the chamber. - Regulations would prescribe how votes are to be consistently minuted.	Comment There is an evolving common practice that Council Minutes record the vote of each Council Member present at a meeting. <u>Recommendation – Item 3.2</u> Supported	
3.3 Clearer Guidance for Meeting Items that may be Confidential		
- Recognising the importance of open and transparent decision-making, it is considered that confidential meetings and confidential meeting items should only be used in limited, specific circumstances. - It is proposed to make the Act more specific in prescribing items that may be confidential, and items that should remain open to the public. - Items not prescribed as being confidential could still be held as confidential items only with the prior written consent of the Inspector. - All confidential items would be required to be audio recorded, with those recordings submitted to the DLGSC (see Item 3.1).	Comment Clarifying the provisions of the Act has broad support within the sector. New reforms requiring Local Governments to video or audio record Council meetings (Item 3.1) will add to the formal record of proceedings that includes written Minutes. While being supported, the requirement to provide audio recordings of confidential matters to the DLGSC is queried on the basis that written and audio records can be readily accessed from a Local Government if required. The sector has concerns with submitting confidential items to the DLGSC is supported. <u>Recommendation – Item 3.3</u> Supported, subject to deleting the requirement to provide confidential items to the DLGSC.	
3.4 Additional Online Registers		
- It is proposed to require local governments to report specific information in online registers on the local government's website. Regulations would prescribe the information to be included. - The following new registers, each updated quarterly, are proposed: Lease Register to capture information about the leases the local government is party to (either as lessor or lessee) Community Grants Register to outline all grants and funding	Comment This proposal follows recent Act amendments that ensure a range of information is published on Local Government websites. WALGA has sought clarity that the contracts register excludes contracts of employment. <u>Recommendation – Item 3.4</u> Supported	

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
provided by the local government ○ Interests Disclosure Register which collates all disclosures made by elected members about their interests related to matters considered by council ○ Applicant Contribution Register accounting for funds collected from applicant contributions, such as cash-in-lieu for public open space and car parking ○ Contracts Register that discloses all contracts above \$100,000.	
3.5 Chief Executive Officer Key Performance Indicators (KPIs) be Published • To provide for minimum transparency, it is proposed to mandate that the KPIs agreed as performance metrics for CEOs: ○ Be published in council meeting minutes as soon as they are agreed prior to (before the start of the annual period) ○ The KPIs and the results be published in the minutes of the performance review meeting (at the end of the period) ○ The CEO has a right to provide written comments to be published alongside the KPIs and results to provide context as may be appropriate (for instance, the impact of events in that year that may have influenced the results against KPIs).	Comment In principle, this proposal has some merit and would be particularly effective if all CEO KPIs consistently reflect Strategic Community Plans and Corporate Business Plans of Local Governments, together with KPIs reflective of the CEO's statutory functions under Section 5.41 of the Act. This approach would inform the community of the CEO's performance related to the strategic direction and operational function of the Local Government. In practice, the drafting of statutory provisions will require sensitive consideration of certain KPIs i.e. those relating to issues affecting the workplace or identified risk-based concerns, to reflect the way Audit Committees currently deal with some internal control, risk and legislative compliance issues confidentially. This approach will protect the interests of Local Governments and other parties associated with such KPIs. It would be prudent for exemptions to be provided, based on matters of confidentiality. The proposed reforms and recent Act amendments signal a clear intent to permit closer community involvement and scrutiny of Local Government. However, negative consequences are likely if Local Government Council's responsibility as the employing authority of the CEO became blurred due to perceived community entitlement to comment, question and influence KPIs and the performance review process. Additionally, the publication of CEO KPI's will elevate this employment position to a high degree of public scrutiny seldom evident in the public or private sector, if at all. It is worth investigating whether the proposed reforms considered whether this factor could impact on the recruitment of

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
	CEO's, particularly from outside the Local Government sector. The results of performance reviews should be confidential information between the employer and employee and should not be published and should remain within the confidential human resource records of the organisation. <u>Recommendation – Item 3.5</u> 1. Conditionally support the reporting of CEO KPIs that are consistent with the strategic direction and operational function of the Local Government, subject to exemptions for publishing KPI's of a confidential nature; 2. Do not support the results of performance reviews being published.

Theme 4: Stronger Local Democracy and Community Engagement

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
4.1 Community and Stakeholder Engagement Charters - It is proposed to introduce a requirement for local governments to prepare a community and stakeholder engagement charter which sets out how local government will communicate processes and decisions with their community. - A model Charter would be published to assist local governments who wish to adopt a standard form.	Current Local Government Position Items 4.1 and 4.2 generally align with Advocacy Position 2.6.34 - 'Support responsive, aspirational and innovative community engagement principles' <i>The Local Government sector supports:</i> <i>Responsive, aspirational and innovative community engagement principles</i> <i>Encapsulation of aims and principles in a community engagement policy, and</i> <i>The option of hosting an Annual Community Meeting to present on past performance and outline future prospects and plans.</i> Comment As indicated in Item 4.1 commentary, many Local Governments have already developed stakeholder engagement charters, or similar engagement strategies, that reflect their unique communities of interest. The development of guidance by the DLGSC, based on standards such as the International Standard for Public Participation practice, is supported in favour of taking a prescriptive approach or conducting a survey for the sake of a survey. Item 4.2 has potential to provide benchmarking of community satisfaction levels across Band 1 and 2 Local Governments. Recommendation – Item 4.1 Supported
4.2 Ratepayer Satisfaction Surveys (Band 1 and 2 local governments only) - It is proposed to introduce a requirement that every four years, all local governments in bands 1 and 2 hold an independently-managed ratepayer satisfaction survey. - Results would be required to be reported publicly at a council meeting	Recommendation – Item 4.2 Supported Support the conduct of community, rather than ratepayer, satisfaction surveys.

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
and published on the local government's website. All local governments would be required to publish a response to the results.	
4.3 Introduction of Preferential Voting - Preferential voting is proposed be adopted as the method to replace the current first past the post system in local government elections. - In preferential voting, voters number candidates in order of their preferences. - Preferential voting is used in State and Federal elections in Western Australia (and in other states). This provides voters with more choice and control over who they elect. - All other states use a form of preferential voting for local government.	Current Local Government Position Item 4.3 does not align with Advocacy Position 2.5.1 – 'First Past the Post voting system' <i>The Local Government sector supports:</i> - Four year terms with a two year spill - Greater participation in Local Government elections - The option to hold elections through: - Online voting - Postal voting, and - In-person voting - Voting at Local Government elections to be voluntary - The first past the post method of counting votes Comment It should be noted that the sector's advocacy against compulsory voting and 'All in, All out' 4 year terms has been successful and these items are not included in the reform proposals. The introduction of preferential voting will be a return to the system of voting prior to the Local Government Act 1995. The Local Government Advisory Board reported on voting systems in 2006 ('Local Government Structural Reform in Western Australia: Ensuring the Future Sustainability of Communities') and provided the following comments in support of both first past the post voting and preferential voting: 'Comments in support of retaining first past the post include: • Quick to count. Preferential voting is time consuming to count. • Easily understood. • Removes politics out of campaigning. Preferential will encourage

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
	<i>alliances formed for the distribution of preferences and party politics into local government.</i> • <i>Preferential voting allows election rigging through alliances or 'dummy' candidates.</i> • <i>In a preferential system, the person that receives the highest number of first preference votes does not necessarily get elected.'</i> <i>'Comments in support of replacing first past the post include:</i> • <i>Preferential voting is more democratic and removes an area of confusion.</i> • <i>Preferential voting ensures that the most popular candidates are elected who best reflect the will of the voters.</i> • <i>Preferential system should be introduced. In FPP elections, candidates work together to get votes for each other. Preferential would make it more difficult for this practice to take place.</i> • <i>FPP does not adequately reflect the wishes of electors when there are three candidates or more.</i> • <i>FPP is unsuitable when there is more than one vacancy.</i> • <i>Allows for a greater representation from a range of interest groups and prevents domination of elections by mainstream party politics.'</i> The Sector supports first past the post voting for its simplicity and fundamental apolitical nature, therefore the proposed reforms are not supported. A number of Local Governments raised the need for a fall back position if this proposal is progressed by the State Government. Optional Preferential voting was considered as the better preferential voting system according to the feedback. Recommendation – Item 4.3 1. Oppose the proposal for preferential voting and support first past the post method of counting votes. 2. However, if 'first past the post' is not retained then optional preferential voting is preferred.

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
4.4 Public Vote to Elect the Mayor and President • Mayors and Presidents of all local governments perform an important public leadership role within their local communities. • Band 1 and 2 local governments generally have larger councils than those in bands 3 and 4. • Accordingly, it is proposed that the Mayor or President for all band 1 and 2 councils is to be elected through a vote of the electors of the district. Councils in bands 3 and 4 would retain the current system. • A number of Band 1 and Band 2 councils have already moved towards Public Vote to Elect the Mayor and President in recent years, including City of Stirling and City of Rockingham.	Current Local Government Position Item 4.4 does not align with Advocacy Position 2.5.2 - 'Election of Mayors and Presidents be at the discretion of Local Government.' <i>Local Governments should determine whether their Mayor or President will be elected by the Council or elected by the community.</i> Comment There are 43 Band 1 and 2 Local Governments with 22 popularly electing the Mayor or President: Band 1 - 15 Band 2 - 7 The remaining 21 Local Governments have a Council-elected Mayor or President. The sector does not support a requirement for the role of Mayor or President to be determined by electors. The sector considers that its current system of having the Mayor elected directly by Council assists in ensuring the Mayor/President has the support of the majority of Council. Further, it assists in avoiding party politics. Recommendation – Item 4.4 Oppose this proposal and support retaining the current provision, that the election of Mayors and Presidents be at the discretion of each Local Government.
4.5 Tiered Limits on the Number of Councillors • It is proposed to limit the number of councillors based on the population of the entire local government. • Some smaller local governments have already been moving to having smaller councils to reduce costs for ratepayers. • The Local Government Panel Report proposed: ○ For a population of up to 5,000 – five councillors (including the President)	Current Local Government Position Item 4.5 does not align with Advocacy Position 2.5.1 – 'Councils consist of between six and 15 (including the Mayor/President)' <i>Local Governments being enabled to determine the number of Elected Members required on the Council between six and 15 (including the Mayor/President)</i>

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
○ population of between 5,000 and 75,000 – five to nine councillors (including the Mayor/President) ○ population of above 75,000 – nine to fifteen councillors (including Mayor).	Comment The proposed reform to restrict Local Governments with populations under 5,000 to 5 Council Members does not reflect the varied communities of interest within this grouping. Some Local Governments are essentially regional centres such as the Shires of Katanning (9), Dandaragan (9), Merredin (9), Moora (9) and Northampton (9) (current Councillor numbers bracketed). Local Governments such as the Shire of Ngaanyatjaraku (9) manage substantial land areas, manage isolated communities such as the Shire of Meekatharra (7) and culturally diverse communities such as the Shire of Christmas Island (9). Some Local Governments with populations up to 5,000 warrant a greater number of Councillors to effectively share the representative role that Council Members play within their communities. The additional proposed reforms in population categories over 5,000 generally reflect the current Councillor numbers. <u>Recommendation – Item 4.5</u> Recommend 5 to 7 Council Members for populations up to 5,000 and support the remaining proposed reforms.
4.6 No Wards for Small Councils (Band 3 and 4 Councils only) • It is proposed that the use of wards for councils in bands 3 and 4 is abolished. • Wards increase the complexity of elections, as this requires multiple versions of ballot papers to be prepared for a local government's election. • In smaller local governments, the population of wards can be very small. • These wards often have councillors elected unopposed, or elect a councillor with a very small number of votes. Some local governments have ward councillors elected with less than 50 votes. • There has been a trend in smaller local governments looking to reduce the use of wards, with only 10 councils in bands 3 and 4 still having wards.	Comment The proposed reform to discontinue wards in Band 3 and 4 Local Governments brings alignment with the majority and provides that affected Local Governments will no longer have to conduct 8 year ward reviews or make representation to the Local Government Advisory Board to revert to a no wards system. Remaining proposed reforms will improve and clarify election processes. <u>Recommendation – Items 4.6 to 4.9</u> Supported

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
4.7 Electoral Reform – Clear Lease Requirements for Candidate and Voter Eligibility - Reforms are proposed to prevent the use of "sham leases" in council elections. Sham leases are where a person creates a lease only to be able to vote or run as a candidate for council. - The City of Perth Inquiry Report identified sham leases as an issue. - Electoral rules are proposed to be strengthened: - A minimum lease period of 12 months will be required for anyone to register a person to vote or run for council. - Home based businesses will not be eligible to register a person to vote or run for council, because any residents are already the eligible voter(s) for that address. - Clarifying the minimum criteria for leases eligible to register a person to vote or run for council. - The reforms would include minimum lease periods to qualify as a registered business (minimum of 12 months), and the exclusion of home based businesses (where the resident is already eligible) and very small sub-leases. - The basis of eligibility for each candidate (e.g. type of property and suburb of property) is proposed to be published, including in the candidate pack for electors.	As above <u>Recommendation – Items 4.6 to 4.9 Supported</u>
4.8 Reform of Candidate Profiles - Further work will be undertaken to evaluate how longer candidate profiles could be accommodated. - Longer candidate profiles would provide more information to electors, potentially through publishing profiles online. - It is important to have sufficient information available to assist electors make informed decisions when casting their vote.	As above <u>Recommendation – Items 4.6 to 4.9 Supported</u>

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
4.9 Minor Other Electoral Reforms - Minor other electoral reforms are proposed to include: - The introduction of standard processes for vote re-counts if there is a very small margin between candidates (e.g. where there is a margin of less than 10 votes a recount will always be required) - The introduction of more specific rules concerning local government council candidates' use of electoral rolls.	As above <u>Recommendation – Items 4.6 to 4.9 Supported</u>

Theme 5: Clear Roles and Responsibilities

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
5.1 Introduce Principles in the Act - It is proposed to include new principles in the Act, including: - The recognition of Aboriginal Western Australians - Tiering of local governments (with bands being as assigned by the Salaries and Allowances Tribunal) - Community Engagement - Financial Management.	<u>Current Local Government Position</u> Item 5.1 generally aligns with Advocacy Position 2.6 - Legislative Intent <i>Provide flexible, principles-based legislative framework.</i> <u>Recommendation – Item 5.1</u> Supported
5.2 Greater Role Clarity - The <u>Local Government Act Review Panel</u> recommended that roles and responsibilities of elected members and senior staff be better defined in law. - It is proposed that these roles and responsibilities are further defined in the legislation. - These proposed roles will be open to further consultation and input. These roles would be further strengthened through Council Communications Agreements (see item 5.3). 5.2.1 - Mayor or President Role - It is proposed to amend the Act to specify the roles and responsibilities of the Mayor or President. - While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that the Mayor or President is responsible for: - Representing and speaking on behalf of the whole council and the local government, at all times being consistent with the resolutions of council - Facilitating the democratic decision-making of council by presiding at council meetings in accordance with the Act - Developing and maintaining professional working relationships between councillors and the CEO - Performing civic and ceremonial duties on behalf of the local	<u>Current Local Government Position</u> Item 5.2 aligns with Advocacy Position 2.6.36 - 'Roles and Responsibilities' <i>That clarification of roles and responsibilities for Mayors/ Presidents, Councillors and CEOs be reviewed to ensure that there is no ambiguity.</i> <u>Recommendation – Item 5.2</u> Supported <u>Recommendation – Item 5.2.1</u> Supported

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
government Working effectively with the CEO and councillors in overseeing the delivery of the services, operations, initiatives and functions of the local government. 5.2.2 - Council Role • It is proposed to amend the Act to specify the roles and responsibilities of the Council, which is the entity consisting of all of the councillors and led by the Mayor or President. • While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that the Council is responsible for: ◦ Making significant decisions and determining policies through democratic deliberation at council meetings ◦ Ensuring the local government is adequately resourced to deliver the local governments operations, services and functions - including all functions that support informed decision-making by council ◦ Providing a safe working environment for the CEO; ◦ Providing strategic direction to the CEO; Monitoring and reviewing the performance of the local government.	<u>Recommendation – Item 5.2.2</u> Supported
5.2.3 - Elected Member (Councillor) Role • It is proposed to amend the Act to specify the roles and responsibilities of all elected councillors. • While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that every elected councillor is responsible for: ◦ Considering and representing, fairly and without bias, the current and future interests of all people who live, work and visit the district (including for councillors elected for a particular ward) ◦ Positively and fairly contribute and apply their knowledge, skill, and judgement to the democratic decision-making process of council ◦ Applying relevant law and policy in contributing to the decision-making of the council ◦ Engaging in the effective forward planning and review of the local governments' resources, and the performance of its operations, services, and functions	<u>Recommendation – Item 5.2.3</u> Supported

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
- Communicating the decisions and resolutions of council to stakeholders and the public - Developing and maintaining professional working relationships with all other councillors and the CEO - Maintaining and developing their knowledge and skills relevant to local government - Facilitating public engagement with local government. It is proposed that elected members should not be able to use their title (e.g. "Councillor", "Mayor", or "President") and associated resources of their office (such as email address) unless they are performing their role in their official capacity. 5.2.4 - CEO Role - The <i>Local Government Act 1995</i> requires local governments to employ a CEO to run the local government administration and implement the decisions of council. - To provide greater clarity, it is proposed to amend the Act to specify the roles and responsibilities of all local government CEOs. - While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that the CEO of a local government is responsible for: - Coordinating the professional advice and assistance necessary for all elected members to enable the council to perform its decision-making functions - Facilitating the implementation of council decisions - Ensuring functions and decisions lawfully delegated by council are managed prudently on behalf of the council - Managing the effective delivery of the services, operations, initiatives and functions of the local government determined by the council - Providing timely and accurate information and advice to all councillors in line with the Council Communications Agreement (see item 5.3) - Overseeing the compliance of the operations of the local government with State and Federal legislation on behalf of the council - Implementing and maintaining systems to enable effective planning, management, and reporting on behalf of the council.	5.2.4 There is the requirement for more detail for this item. The general direction of the proposal is supported, subject to including reference that the CEO is responsible for the recruitment and performance management of all staff as indicated in the current Act/Regulations. <u>Recommendation – Items 5.2.4</u> Supported, subject to including reference that the CEO is responsible for the recruitment and performance management of all staff as indicated in the current Act/Regulations.

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
5.3 Council Communication Agreements • In State Government, there are written Communication Agreements between Ministers and agencies that set standards for how information and advice will be provided. • It is proposed that local governments will need to have Council Communications Agreements between the council and the CEO. • These Council Communication Agreements would clearly specify the information that is to be provided to councillors, how it will be provided, and the timeframes for when it will be provided. • A template would be published by DLGSC. This default template will come into force if a council and CEO do not make a specific other agreement within a certain timeframe following any election.	Comment The availability of information not already in the public domain to Councillors under Section 5.92 of the Act can become contentious in the absence of a clear statement in support of the function the Council Member is performing. This can place CEO's in the invidious position of ruling on the availability of a record of the Local Government, when it is also their function under Section 5.41(h) of the Act to <i>'ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law'</i>. Consistent availability of information motivates this proposed reform and it does not appear that individual Council Communication Agreements will be a means to that end. There is a better case for a uniform approach in the form of a regulated Agreement, in much the same way that the Communication Agreements between Ministers and agencies are based on provisions of the <i>Public Sector Management Act 1994</i>. Recommendation – Item 5.3 Support a consistent, regulated Communications Agreement.
5.4 Local Governments May Pay Superannuation Contributions for Elected Members • It is proposed that local governments should be able to decide, through a vote of council, to pay superannuation contributions for elected members. These contributions would be additional to existing allowances. • Superannuation is widely recognised as an important entitlement to provide long term financial security. • Other states have already moved to allow councils to make superannuation contributions for councillors. • Allowing council to provide superannuation is important part of encouraging equality for people represented on council – particularly for women and younger people. • Providing superannuation to councillors recognises that the commitment to elected office can reduce a person's opportunity to undertake employment and earn superannuation contributions.	Comment WALGA was in the process of consulting with the sector when this reform was announced. The feedback to date from Local Governments has majority support. The proposed discretionary approach will permit Local Governments to exercise general competence powers to make their own determination on paying superannuation to Council Members. Recommendation – Item 5.4 Supported

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
5.5 Local Governments May Establish Education Allowances - Local governments will have the option of contributing to the education expenses for councillors, up to a defined maximum value, for tuition costs for further education that is directly related to their role on council. - Councils will be able to decide on a policy for education expenses, up to a maximum yearly value for each councillor. Councils may also decide not to make this entitlement available to elected members. - Any allowance would only be able to be used for tuition fees for courses, such as training programs, diplomas, and university studies, which relate to local government. - Where it is made available, this allowance will help councillors further develop skills to assist with making informed decisions on important questions before council, and also provide professional development opportunities for councillors.	Current Local Government Position Item 5.5 <u>generally aligns</u> with Advocacy Position 2.8 - Elected Member Training <i>Support Local Governments being required to establish an Elected Member Training Policy to encourage training and include budgetary provision of funding for Elected Members;</i> Comment The proposal augments recent Act amendments that require Local Governments to adopt a professional development policy for Council Members. Many Local Governments now budget for training requirements that align with the policy statement. Recommendation – Item 5.5 Supported
5.6 Standardised Election Caretaker period - A statewide caretaker period for local governments is proposed. - All local governments across the State would have the same clearly defined election period, during which: - Councils do not make major decisions with criteria to be developed defining 'major' - Incumbent councillors who nominate for re-election are not to represent the local government, act on behalf of the council, or use local government resources to support campaigning activities. There are consistent election conduct rules for all candidates.	Comment WALGA developed a template Caretaker Policy in 2017 on request for a consistent approach. There are no know instances where Caretaker Policy have led to unforeseen or unmanageable consequences impacting on decision-making functions. Recommendation – Item 5.6 Supported

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
5.7 Remove WALGA from the Act - The Local Government Panel Report recommended that WALGA not be constituted under the <i>Local Government Act 1995</i>. - Separating WALGA out of the Act will provide clarity that WALGA is not a State Government entity.	Comment WALGA is conducting its own due diligence on this proposal, previously identified in the Local Government Review Panel Report. The outcome of this reform would require a transition of WALGA from a body constituted under the Act to an incorporated association. It is important to the Local Government sector that the provisions relating to the mutual self-insurance scheme and tender exempt prequalified supply panels remain in the Act and are not affected by this proposal. Further work is being carried out by WALGA to fully understand the effect this proposal will have on WALGA and the sector. Recommendation – Item 5.7 1. Support for this proposal is subject to WALGA undertaking further due diligence on the broader implications of the proposal and subsequent consultation with the sector. 2. Any proposed reforms ensure that: a) The Local Government Act retain statutory provisions permitting WALGA to provide the sector with the mutual self-insurance scheme and preferred supplier program tender exemptions; and b) There be no disadvantages to WALGA's capacity to provide services and represent the interests of the sector.
5.8 CEO Recruitment - It is proposed that DLGSC establishes a panel of approved panel members to perform the role of the independent person on CEO recruitment panels. - Councils will be able to select an independent person from the approved list. Councils will still be able to appoint people outside of the panel with the approval of the Inspector.	Comment The proposed reform augments the CEO Standards in relation to recruitment introduced in February 2021. Recommendation – Item 5.8 Supported on the proviso that no cost is associated with the use of the approved panel.

Theme 6: Improved Financial Management and Reporting

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
6.1 Model Financial Statements and Tiered Financial Reporting • The Minister strongly believes in transparency and accountability in local government. The public rightly expects the highest standards of integrity, good governance, and prudent financial management in local government. • It is critically important that clear information about the financial position of local governments is openly available to ratepayers. Financial information also supports community decision-making about local government services and projects. • Local governments differ significantly in the complexity of their operations. Smaller local governments generally have much less operating complexity than larger local governments. • The Office of the Auditor General has identified opportunities to improve financial reporting, to make statements clearer, and reduce unnecessary complexity. • Recognising the difference in the complexity of smaller and larger local governments, it is proposed that financial reporting requirements should be tiered – meaning that larger local governments will have greater financial reporting requirements than smaller local governments. • It is proposed to establish standard templates for Annual Financial Statements for band 1 and 2 councils, and simpler, clearer financial statements for band 3 and 4. • Online Registers, updated quarterly (see item 3.4), would provide faster and greater transparency than current annual reports. Standard templates will be published for use by local governments. • Simpler Strategic and Financial Planning (item 6.2) would also improve the budgeting process.	Current Local Government Position Items 6.1 and 6.2 generally align with Advocacy Position 2.6 – Support a size and scale compliance regime and Advocacy Position 2.6.24 – Financial Management and Procurement. <i>The Local Government sector:</i> 1. <i>Requests the Minister for Local Government to direct the Department of Local Government to prepare a Model set of Financial Statements and Annual Budget Statements for the Local Government sector, in consultation with the Office of the Auditor General.</i> 2. <i>Requests the Department of Local Government to re-assess the amount of detail required to be included in annual financial reports, in particular for small and medium sized entities as suggested by the Office of Auditor General.</i> Comment The Sector has a long-standing position for a broad review of the financial management and reporting provisions of the Act, which remain largely unchanged since commencing in 1996. Recommendation – Item 6.1 Supported

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
6.2 Simplify Strategic and Financial Planning • Having clear information about the finances of local government is an important part of enabling informed public and ratepayer engagement and input to decision-making. • The framework for financial planning should be based around information being clear, transparent, and easy to understand for all ratepayers and members of the public. • In order to provide more consistency and clarity across the State, it is proposed that greater use of templates is introduced to make planning and reporting clearer and simpler, providing greater transparency for ratepayers. • Local governments would be required to adopt a standard set of plans, and there will be templates published by the DLGSC for use or adaption by local governments. • It is proposed that the plans that are required are: ◦ Simplified Council Plans that replace existing Strategic Community Plans and set high-level objectives, with a new plan required at least every eight years. These will be short-form plans, with a template available from the DLGSC ◦ Simplified Asset Management Plans to consistently forecast costs of maintaining the local government's assets. A new plan will be required at least every ten years, though local governments should update the plan regularly if the local government gains or disposes of major assets (e.g. land, buildings, or roads). A template will be provided, and methods of valuations will be simplified to reduce red tape ◦ Simplified Long Term Financial Plans will outline any long term financial management and sustainability issues, and any investments and debts. A template will be provided, and these plans will be required to be reviewed in detail at least every four years ◦ A new Rates and Revenue Policy (see item 6.3) that identifies the approximate value of rates that will need to be collected in future years (referencing the Asset Management Plan and Long Term Financial Plan) – providing a forecast to ratepayers (updated at least every four years)	As above <u>Recommendation – Item 6.2</u> Supported

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
o The use of simple, one-page Service Proposals and Project Proposals that outline what proposed services or initiatives will cost, to be made available through council meetings. These will become Service Plans and Project Plans added to the yearly budget if approved by council. This provides clear transparency for what the functions and initiatives of the local government cost to deliver. Templates will be available for use by local governments	
6.3 Rates and Revenue Policy • The Rates and Revenue Policy is proposed to increase transparency for ratepayers by linking rates to basic operating costs and the minimum costs for maintaining essential infrastructure. • A Rates and Revenue Policy would be required to provide ratepayers with a forecast of future costs of providing local government services. • The Policy would need to reflect the Asset Management Plan and the Long Term Financial Plan (see item 6.2), providing a forecast of what rates would need to be, to cover unavoidable costs. • A template would be published for use or adaption by all local governments. • The Local Government Panel Report included this recommendation.	Current Local Government Position Item 6.3 generally aligns with Advocacy Position 2.1.6 - Rate Setting and WALGA's Rate Setting Policy Statement. <i>Councils' deliberative rate setting processes reference their Integrated Planning Framework – a thorough strategic, financial and asset management planning process – and draw upon the community's willingness and capacity to pay.</i> <u>Recommendation – Item 6.3</u> Supported
6.4 Monthly Reporting of Credit Card Statements • The statements of a local government's credit cards used by local government employees will be required to be tabled at council at meetings on a monthly basis. • This provides oversight of incidental local government spending.	Comment This proposed reform reflects widespread common practice for credit card transactions to be included in monthly financial reports and lists of accounts paid. <u>Recommendation – Item 6.4</u> Supported

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
6.5 Amended Financial Ratios - Financial ratios will be reviewed in detail, building on work already underway by the DLGSC. - The methods of calculating ratios and indicators will be reviewed to ensure that the results are accurate and useful.	Current Local Government Position Item 6.5 <u>aligns</u> with Advocacy Position 2.6.25 - Review and reduce financial ratios. Advocate to the Minister for Local Government to amend the Local Government (Financial Management) Regulations 1996 to prescribe the following ratios: - Operating Surplus Ratio, - Net Financial Liabilities Ratio, - Debt Service Coverage Ratio, and - Current Ratio. Recommendation – Item 6.5 Supported
6.6 Audit Committees - To ensure independent oversight, it is proposed the Chair of any Audit Committee be required to be an independent person who is not on council or an employee of the local government. - Audit Committees would also need to consider proactive risk management. - To reduce costs, it is proposed that local governments should be able to establish shared Regional Audit Committees. - The Committees would be able to include council members but would be required to include a majority of independent members and an independent chairperson.	Current Local Government Position Item 6.6 <u>does not align</u> with Advocacy Position 2.2.4 – Accountability and Audit <i>That audit committees of Local Government, led and overseen by the Council, have a clearly defined role with an Elected Member majority and chair.</i> Comment The Sector's view is well established, that the Council must maintain, and be seen by the community to have, majority involvement and investment in the purpose of an Audit Committee. There is sector support for some independent members on the Audit Committee, however not a majority. The dual effect of the proposed reform is to guarantee a place for a majority of independent persons on Audit Committees, with the additional requirement that an independent person Chair this Committee. Presently, not all Local Government Audit Committees are able to include an independent person. This may be for a variety of reasons not least of which

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
	is a lack of suitable, available candidates with the required qualification, skill and experience. It would be counter-productive if the proposed reforms led to the appointment of unsuitable independent persons to a skills-based role. The concept of Regional Audit Committees has apparent merit in this case but there is no detail regarding practicalities; for example, is the Regional Audit Committee intended to include the same independent persons who will meet separately with each Local Government within the region? There is too little certainty that the imperative question of appropriate representation will be managed as a consequence of the proposed reforms for it to be supported. The proposal for the Audit Committees to also consider proactive risk management is supported. <u>Recommendation – Item 6.6</u> <u>1. Support the role of the Office of the Auditor General as the responsible entity for independent oversight of Local Government audits.</u> <u>2. Support Audit Committees of Local Government with an Elected Member majority including independent members, and to consider proactive risk management issues.</u> <u>3. Support the proposal to establish shared regional Audit Committees</u> <u>4. Support the appointment of an independent member as chair of the Audit Committee to remain at the discretion of each Local Government.</u> <u>5. Support the payment of meeting fees or defined reimbursements to independent Audit Committee members.</u>

PROPOSED REFORMS	WALGA COMMENTS & RECOMMENDATIONS
6.7 Building Upgrade Finance - Reforms would allow local governments to provide loans to third parties for specific building improvements - such as cladding, heritage and green energy fixtures. - This would allow local governments to lend funds to improve buildings within their district. - Limits and checks and balances would be established to ensure that financial risks are proactively managed.	<u>Current Local Government Position</u> Item 6.7 <u>aligns</u> with Advocacy Position 2.6.26 - Building Upgrade Finance. <i>The Local Government Act 1995 should be amended to enable a Building Upgrade Finance mechanism in Western Australia.</i> Comment Building Upgrade Finance would enable Local Governments to guarantee finance for building upgrades for non-residential property owners. In addition to building upgrades to achieve environmental outcomes, Local Governments have identified an opportunity to use this approach to finance general upgrades to increase the commercial appeal of buildings for potential tenants. In this way, BUF is viewed as means to encourage economic investment to meet the challenges of a soft commercial lease market and achieve economic growth. <u>Recommendation – Item 6.7</u> Supported
6.8 Cost of Waste Service to be Specified on Rates Notices - It is proposed that waste charges are required to be separately shown on rate notices (for all properties which receive a waste service). - This would provide transparency and awareness of costs for ratepayers.	Comment This proposed reform will require a relatively simple calculation. <u>Recommendation – Item 6.8</u> Supported

Additional Reform Proposals

In December 2020, WALGA State Council considered the sector's feedback on the discussion paper 'Advocacy Positions for a New Local Government Act: Key Issues from Recent Inquiries into Local Government' (Rec: 142.6/2020).

It is **recommended** that the Local Government Reform Proposals process be conducted in alignment with the following WALGA advocacy position.

Legislative Intent

That the following key principles be embodied in the Local Government Act:

1. Uphold the general competence principle currently embodied in the Local Government Act
2. Provide for a flexible, principles-based legislative framework
3. Promote a size and scale compliance regime
4. Promote enabling legislation that empowers Local Government to carry out activities beneficial to its community taking into consideration Local Governments' role in creating a sustainable and resilient community through:
 - a. Economic development;
 - b. Environmental protection; and
 - c. Social advancement
5. Avoid red tape and 'de-clutter' the extensive regulatory regime that underpins the Local Government Act, and
6. The State Government must not assign legislative responsibilities to Local Governments unless there is provision for resources required to fulfil the responsibilities.

It is **recommended** that the following additional advocacy positions be included in the sector's response:

Rating Exemptions

That an independent review of all rate exemptions be undertaken.

Fees and Charges

That:

1. An independent review be undertaken to remove fees and charges from legislation and regulation; and
2. Local Government be empowered to set fees and charges for Local Government services.

Financial Management and Procurement

That the Local Government sector:

- Supports Local Governments being able to use freehold land to secure debt; and
- Supports the alignment of Local Government procurement thresholds, rules and policies with the State Government.

Disposal of Property Exemption

Regulation 30 (3) of the *Local Government (Functions and General) Regulations 1996* should not include any financial threshold limitation on a disposition where it is used exclusively to purchase other property. The current limit is \$75,000 and this type of activity commonly applies to a trade-in situation.

Tender Exemption General Practitioner Services

That the reform proposals provide for inclusion of a tender exemption for General Practitioner (GP) services under Part 4, Division 2 of the *Local Government (Functions and General) Regulations 1996*, to support Local Governments to secure and retain necessary primary health care services for their communities.

Elector's Meetings

That WALGA advocate to the Minister for Local Government to amend the *Local Government Act 1995* to provide protections against the misuse of special electors meetings by:

1. prohibiting a matter previously considered being resubmitted; and
2. ensuring that motions to be considered are relevant to Local Government.

Technical Amendment Proposals

WALGA's Governance and Organisational Service team monitors the Local Government Act and associated regulations for inconsistencies and potential error. The following matters are proposed for inclusion in the reform process.

Part 4 – Elections and other Polls

s.4.9 <i>Election day for extraordinary elections</i>	Section 4.9(1)(a) provides that the President/Mayor may exercise authority to determine the extraordinary election day, if not already fixed under paragraph (b), with s.4.9(1)(b) stating 'if a day has not already been fixed under paragraph (a)' Additionally, s.4.17 provides for Council to determine, with approval of the Electoral Commissioner, to allow a vacancy to remain unfilled. This has potential to lead to a further anomaly in the exercise of power under s.4.9(1)(a) and (b). <u>Recommend legislative amendment that brings chronological order to the decision-making powers for considering vacancies and determination of extraordinary election day.</u>
--	---

Part 5 – Administration

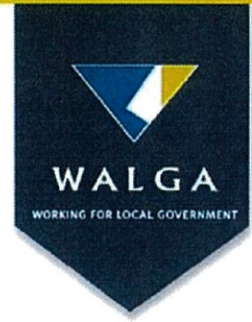
s.5.36(4) & (5A) Admin. r.18A(2) <i>Local government employees</i>	Administration Regulations, Schedule.2, clause 6 requires a Local Government to advertise the position of CEO <u>if the position is vacant</u>. Regulations do not, however, prescribe classes of persons under s.5.36(5A). Compliance with Admin.r.18A(2) advertising is unrealistic when a CEO leaves the Local Governments employment with little or no notice period. The WALGA Template Policy for Temporary Employment or Appointment of CEO (s.5.39C), includes protocols for Temporary CEO appointments. <u>Recommend regulations be made under s.5.36(5A) prescribing classes of persons as a 'temporary CEO appointed under short term contract, where the person appointed is NOT an existing employee of the Local Government'.</u>
---	---

Local Government Reform Proposal Submission

s.5.94	The Act requires public access or inspection rights for documents that contain personal information, i.e. electoral roll, owner / occupier, rate record [s.5.94(m) and (s)]. The Act only limits the right to access this information where the CEO is unable to be satisfied that the information will not be used for a commercial purpose [Admin.r.29B].
Public can inspect certain local government information	WALGA members have expressed concern of the risks that may extend to information when combined with other personal information, for example, cyber security / identity theft risks or personal safety risks. <i>Recommend there be an analysis of the public benefit versus public risk arising from statutory provisions that requires public disclosure of documents containing personal details (i.e. electoral rolls, rate record) in the context of the potential for this information to be manipulated or misused for improper purposes.</i>

Local Government (Administration) Regulations 1996

Admin.r. 29D	Requires list of council members and staff positions that provide primary and annual returns to be kept on the website for 5 years. S.5.88(3) requires returns to be removed from the register when a person is no longer relevant. Admin.r.29D is inconsistent with s.5.88(3), meaning that the names and positions will remain on the website despite the returns being removed from the Financial Interests Register.
Period for which information to be kept on official website	<i>Recommend amending Admin.r.29D so that it is consistent with s.5.88(3).</i>



Advocacy Positions for a New Local Government Act

**Key issues from recent inquiries
into Local Government**

December 2020

About WALGA

The WA Local Government Association (WALGA) is working for Local Government in Western Australia. As the peak industry body, WALGA advocates on behalf of 139 Western Australian Local Governments. As the united voice of Local Government in Western Australia, WALGA is an independent, membership-based organization representing and supporting the work and interests of Local Governments in Western Australia. WALGA provides an essential voice for 1,220 Elected Members, approximately 22,000 Local Government employees (16,500 Full Time Equivalent's) as well as over 2.5 million constituents of Local Governments in Western Australia.

Contacts

Nick Sloan
Chief Executive Officer
nsloan@walga.asn.au

James McGovern
Manager Governance and Procurement
jmcgovern@walga.asn.au

Tony Brown
Executive Manager Governance and
Organisational Services
tbrown@walga.asn.au

Tim Lane
Manager Strategy and Association
Governance
tlane@walga.asn.au

Contents

About WALGA	2
Contacts	2
Recommendations	4
Background	7
Local Government Review Panel.....	7
City of Perth Inquiry	7
Select Committee into Local Government.....	7
Key Issues	8
New Local Government Act.....	8
Legislative Intent	9
Intergovernmental Cooperation	12
Elections.....	13
Rating Exemptions	16
Fees and Charges	17
Road Funding.....	18
Regional Collaboration	19
Community Engagement	22
Roles and Responsibilities.....	24
External Oversight.....	26
Financial Management and Procurement.....	28
Accountability and Audit	33

Recommendations

New Local Government Act

That the State Government prepare a new Local Government Act as a priority.

Legislative Intent

That the following key principles be embodied in the Local Government Act:

1. Uphold the general competence principle currently embodied in the Local Government Act
2. Provide for a flexible, principles-based legislative framework
3. Promote a size and scale compliance regime
4. Promote enabling legislation that empowers Local Government to carry out activities beneficial to its community taking into consideration Local Governments' role in creating a sustainable and resilient community through:
 - i. Economic development
 - ii. Environmental protection, and
 - iii. Social advancement
5. Avoid red tape and 'de-clutter' the extensive regulatory regime that underpins the Local Government Act, and
6. The State Government must not assign legislative responsibilities to Local Governments unless there is provision for resources required to fulfil the responsibilities.

Intergovernmental Cooperation

That a Partners in Government Agreement promoting a collaborative partnership approach be signed by the Premier, Minister for Local Government, Western Australian Local Government Association and Local Government Professionals WA at the commencement of each term of the State Government.

Elections

The Local Government sector supports:

1. Four year terms with a two year spill
2. Greater participation in Local Government elections
3. The option to hold elections through:
 - Online voting
 - Postal voting, and
 - In-person voting
4. Voting at Local Government elections to be voluntary
5. The first past the post method of counting votes

6. Local Governments being enabled to determine the number of Elected Members required on the Council between six and 15 (including the Mayor/President)
7. Local Governments to determine if the Mayor or President is elected by the Council or the community at large.
8. Continuation of the property franchise.

Rating Exemptions

That an independent review of all rate exemptions be undertaken.

Fees and Charges

That:

1. An independent review be undertaken to remove fees and charges from legislation and regulation and,
2. Local Government be empowered to set fees and charges for Local Government services.

Road Funding

That the Government returns to Local Government at least 27 percent of motor vehicle licence fee collections.

Regional Collaboration

That:

1. Local Governments be empowered to form single and joint subsidiaries, and beneficial enterprises, and
2. Compliance requirements of Regional Councils be reviewed and reduced.

Community Engagement

The Local Government sector supports:

1. Responsive, aspirational and innovative community engagement principles
2. Encapsulation of aims and principles in a community engagement policy, and
3. The option of hosting an Annual Community Meeting to present on past performance and outline future prospects and plans.

Roles and Responsibilities

That clarification of roles and responsibilities for mayors / presidents, councillors and CEO's be considered to ensure that there is no ambiguity.

External Oversight

The Local Government sector supports:

1. Establishing an Office of the Independent Assessor to replace the Standards Panel to provide an independent body to receive, investigate and assess complaints against elected members and undertake inquiries.
2. Remove the CEO from being involved in processing complaints
3. That an early intervention framework of monitoring to support local governments be provided with any associated costs to be the responsibility of the State Government.

Financial Management and Procurement

That the Local Government sector:

1. Requests the Minister for Local Government to direct the Department of Local Government to prepare a Model set of Financial Statements and Annual Budget Statements for the Local Government sector, in consultation with the Office of the Auditor General;
2. Requests the Department of Local Government to re-assess the amount of detail required to be included in annual financial reports, in particular for small and medium sized entities as suggested by the Office of Auditor General;
3. Supports Local Governments being able to use freehold land to secure debt;
4. Supports Building Upgrade Finance being permitted for specific purposes such as cladding, heritage and green improvements;
5. Supports the alignment of Local Government procurement thresholds, rules and policies with the State Government.

Accountability and Audit

That audit committees of Local Government, led and overseen by the Council, have a clearly defined role with an Elected Member majority and chair.

Background

Three significant inquiries relating to Local Government in Western Australia have released their final reports in August and September 2020.

This paper, which was endorsed by State Council on 2 December 2020 (Resolution 142.6/2020), aims to distil key issues raised by these reports and identify strategic advocacy positions of the Local Government sector to inform the strategic direction of legislative reform.

Local Government Review Panel

As part of the Review of the Local Government Act, the Local Government Review Panel was formed to guide the strategic direction of the review and to recommend high level guiding principles for a new act.

The [Local Government Review Panel Final Report](#) was released on 5 August 2020.

City of Perth Inquiry

The Authorised Inquiry into the City of Perth was announced on 24 April 2018 by the Minister for Local Government.

The report contains 341 recommendations, of which 132 have implications for the Local Government sector.

The [Report of the Inquiry into the City of Perth](#) was tabled in Parliament on 11 August 2020.

Select Committee into Local Government

The Legislative Council Select Committee into Local Government commenced on 26 June 2019.

The Committee had broad terms of reference to inquire into Local Government in Western Australia and made a number of recommendations relating to key Local Government sector issues.

The [Select Committee into Local Government Final Report – Inquiry into Local Government](#) was tabled in Parliament on 22 September 2020.

Key Issues

New Local Government Act

The Local Government Review Panel Final Report states:

When the Western Australia Government launched the Local Government Act Review its objectives were to produce 'a new, modern Act that empowers local governments to better deliver for the community', and that local government should be 'Agile, Smart and Inclusive'. Those objectives remain valid.

Discussion

The current *Local Government Act 1995* was proclaimed in 1996 and has been effective at enshrining the general competence principle which has enabled Local Governments to govern in the best interests of their communities. However, over the last 25 years there has been significant regulation and compliance obligations added to the legislation.

The current Local Government Act contains ten parts and totals 490 pages. In addition, there are 13 sets of regulations comprising a further 460 pages. This is a legislative burden on the Local Government sector and requires a significant reduction and a move to a principle over prescription approach to a new Act.

The Local Government Act should facilitate Local Governments utilising their general competence powers within a legislative framework that provides for good governance and accountability to the community for decision-making. The Local Government sector seeks a reduced regulatory approach accompanied by best practice guidance, support and assistance.

With a State Election due in March 2021 it is appropriate for the sector to seek a commitment for the progression of a new Local Government Act.

Local Government Position:

That the State Government prepare a new Local Government Act as a priority.

Legislative Intent

The Local Government Review Panel Final Report recommends:

2. *The Panel recommends the following statement of intent (vision) for a new Act:*

An Act to provide for a system of local government relevant to Western Australia that develops and supports sustainable, accountable, collaborative and capable local governments through democratic representation, the provision of services, opportunities and enhanced well-being for each and every community.
3. *The Panel recommends the adoption of the following objectives for a new Act:*
 - a. *Democratic and accountable local government that recognises the diversity of and within Western Australia's communities.*
 - b. *Recognition of the specific needs and culture of Western Australia's Aboriginal people.*
 - c. *Promotion and improvement of the community's economic, social and environmental well-being.*
 - d. *An adaptive and forward-looking legislative framework, which supports and enables councils to provide local leadership for the whole community, and to collaborate with each other and with other key stakeholders at a regional level.*
 - e. *Open and transparent community participation in the decisions and affairs of local governments.*
 - f. *Enhanced capability of the local government sector, with a focus on continuous improvement and sustainability.*
 - g. *Efficient and effective service delivery and regulation that is responsive to current and future community needs.*
 - h. *Informed decision-making by local governments which is in the interest of their communities, within a legislative framework that supports balance and certainty in relation to the different interests of their communities.*
 - i. *Accountability of local governments to their communities through processes that demonstrate good governance.*
 - j. *Support for approaches and opportunities which foster collaboration and cooperation both within the local government sector and across all levels of Government.*
4. *The Panel recommends an Act that is considerably shorter, less prescriptive and minimises the use of regulations by establishing clear principles, robust processes, model charters, guidelines and templates.*
5. *The Panel recognises the diversity of local governments in Western Australia and supports a new Act which is responsive to this but does not recommend the adoption of a multi-tiered legislative framework.*
6. *The Panel recommends the inclusion of a statement of the role and principal functions of local governments that makes it clear their basic statutory responsibilities, retaining the overall power of general competency in the current Local Government Act.*

The Select Committee into Local Government recommends:

1. *The Government consider implementing a compliance regime that differentiates between local governments based on their size and scale where appropriate.*

Discussion

Throughout WALGA's consultation with the sector on the Local Government Act review, there has been overwhelming support for *principles over prescription*, an approach that avoids red tape and declutters the extensive regulatory regime. The following key principles are fundamental drivers of future Local Government legislation.

General competence

The Local Government Act is founded on the general competence powers principle, which gives Local Governments the legal capacity to do anything that is not prohibited by law. This principle is uniformly supported by the Local Government sector and that it should not be diluted by over-regulating the operations of Local Government.

The general competence principle recognises the democratic mandate of Local Government to represent, plan, and provides services for its community.

Flexible, principles-based legislative framework

The Local Government Act works well when Local Governments apply their general competence powers within a legislative framework that provides for good governance, with accountability to the community for decision-making.

The Local Government Act should focus on principles and objectives, not on process. Best practice, guidance material and smart people working together to solve problems drive innovation; prescriptive regulation drives compliance for the sake of compliance.

To focus on the process and not the principles and objectives risks embedding today's practice into legislation instead of allowing Local Governments the flexibility to innovate and adapt to new methods and new technologies. Not everything a Local Government should do needs to be legislated. Ultimately, Councils are considered to be generally competent and are accountable to the community through democratic elections held every two years.

Size and scale compliance regime

There is a marked appetite to differentiate between Local Governments based on size and scale. There is a significant difference in the compliance requirements of the City of Stirling compared to the Shire of Murchison. Areas such as the integrated planning and reporting framework, internal audits and model procurement policies are example areas that could be considered on a size and scale approach.

Promote enabling legislation

Promote enabling legislation that empowers Local Government to carry out activities beneficial to its community taking into consideration the Local Government's role in creating a sustainable and resilient community through:

- Economic development
- Environmental protection, and
- Social advancement.

There is a need to provide enabling legislation with a 'menu of opportunities' for the sector. Legislation should enable Local Governments to carry out a range of activities, even though all Local Governments may not want to undertake the activity.

Reduce red tape

WALGA has called for the de-cluttering of the extensive regulatory regime that underpins the Local Government Act. The legislative and regulatory regime represents a considerable challenge to the delivery of effective and efficient governance.

The State Government must not assign legislative responsibilities to Local Governments unless there is provision for resources required to fulfil the responsibilities.

The State Government should not impose responsibilities to Local Governments without adequate resourcing. This principle is contained within the British Columbia Community Charter and is supported by the Local Government sector.

Local Government Position:

That the following key principles be embodied in the Local Government Act:

1. Uphold the general competence principle currently embodied in the Local Government Act
2. Provide for a flexible, principles-based legislative framework
3. Promote a size and scale compliance regime
4. Promote enabling legislation that empowers Local Government to carry out activities beneficial to its community taking into consideration Local Governments' role in creating a sustainable and resilient community through:
 - i. Economic development
 - ii. Environmental protection, and
 - iii. Social advancement
5. Avoid red tape and 'de-clutter' the extensive regulatory regime that underpins the Local Government Act, and
6. The State Government must not assign legislative responsibilities to Local Governments unless there is provision for resources required to fulfil the responsibilities.

Intergovernmental Cooperation

The Local Government Review Panel Final Report recommends:

- 15 *The Panel recommends that the new Act include a set of principles for intergovernmental relations that make clear local government's role and obligations as part of the broader system of government, and that underpin a range of ongoing arrangements such as the State Local Government Partnership.*

Discussion

Local Government strongly supports the enhanced collaboration between State and Local Government, as two spheres of government responsible for delivering public infrastructure and services for the benefit of the Western Australian community.

A Partners in Government Agreement, to be signed by the Premier, Minister for Local Government and Local Government leaders should contain:

- A preamble highlighting the importance of collaboration and partnership
- Objectives and principles
- Meetings of the Partners in Government Group comprising senior State and Local Government decision makers
- Collaboration aims and ideals, and
- Key focus areas.

Collaboration and partnership between the State and Local Government sectors aims to leverage the strengths of both spheres of Government for the benefit of Western Australia: the State's leadership and policy direction, and Local Government's on-the-ground presence in every community in our large and diverse state.

Local Government Position:

That a Partners in Government Agreement promoting a collaborative partnership approach be signed by the Premier, Minister for Local Government, Western Australian Local Government Association and Local Government Professionals WA at the commencement of each term of the State Government.

Elections

The Local Government Review Panel Final Report recommends:

19. *Optional preferential voting be adopted in place of the current first past the post system.*
20. *The principle of one vote per person be included in the legislation, subject to Recommendation 21 below.*
21. *Property franchise voting should be replaced with the requirement for local governments to introduce mechanisms for regular and effective consultation with the business community.*
22. *Local government elections are held once every four years, two years after but to otherwise accord with the timing of the State election.*
23. *All local government elections should be overseen by the Western Australian Electoral Commissioner.*
24. *Provision in the new Act for electronic/online voting to be introduced in the future once the integrity of the process can be assured (including allowing for a pilot).*
25. *The Panel makes the following further recommendations in relation to elections:*
 - a. *Postal voting be required, with lodgement of these votes to be allowed in person on and before election day.*
 - b. *The election process extended to provide more time for the issuing and receipt of postal votes.*
 - c. *The information local government candidates must provide at nomination should be expanded to ensure that adequate information is given for voters to make an informed decision. Candidate nomination forms should also include declaration of membership of a political party and these forms should be published and available during the election period.*
 - d. *A caretaker policy should be introduced barring elected members up for re-election from representing the council at events, handing out council grants or donations and moving substantive notices of motion in the period before the election, and a requirement to comply with this policy should be included in the Code of Conduct.*
 - e. *The donor and the candidate should co-sign each declaration of a gift made.*
 - f. *Donations via crowd funding platforms should be regulated so far as possible.*
26. *In respect to elected member representation, the Panel recommends:*
 - a. *Population should be used to determine the number of elected member positions:*

- (i) *Population of up to 5,000 – 5 councillors (including President).*
 - (ii) *Population of between 5,000 and 75,000 – 5 to 9 councillors (including Mayor/President).*
 - (iii) *Population of above 75,000 – 9 to 15 councillors (including Mayor).*
- b. *Ward boundary reviews, to ensure equitable representation is maintained, should be conducted every four years by the Office of the Electoral Distribution Commissioners, with the support of the WAEC and should be conducted using similar processes and principles that are in place for state electoral boundaries as contained in the Electoral Act 1907.*
- c. *Current classification bands 3 and 4 should not have multiple wards unless the Local Government Commission permits it in the interests of ensuring local democracy is enabled in certain communities.*
- d. *The changes to wards and elected member numbers due to the above recommendations should be phased in.*

Discussion

The overwhelming majority of Local Governments support retaining four year terms with a half spill every two years. A principle of the current two year election cycle is to support the continuity of knowledge and experience of the Local Government. A key risk of a proposal for an all in/all out term is the loss of knowledge and the influence of a Council.

Promoting voting participation in Local Government elections is a priority and can be achieved through a range of voting options, such as:

- On-line voting
- Postal voting, and
- In-person voting.

In respect to voting methods, Local Governments over the past 40 years have experienced preferential voting, proportionate preferential voting and the current first past the post method. Due to its simplicity, and ease of understanding, the Local Government sector supports first past the post voting.

The Local Government sector opposes compulsory voting in Local Government elections.

In respect to Elected Member representation, the general competence principle should apply, enabling a Local Government to determine the appropriate number, between six and 15 elected members (including the Mayor/President), depending on local requirements. This philosophy also extends to the decision to have a Mayor or President elected by the Council or elected at large by the community.

The Local Government sector supports continuation of the status quo with regards to the property franchise.

Local Government Position:

The Local Government sector supports:

1. Four year terms with a two year spill
2. Greater participation in Local Government elections
3. The option to hold elections through
 - Online voting
 - Postal voting, and
 - In-person voting
4. Voting at Local Government elections to be voluntary
5. The first past the post method of counting votes
6. Local Governments being enabled to determine the number of Elected Members required on the Council between six and 15 (including the Mayor/President)
7. Local Governments to determine if the Mayor or President is elected by the Council or the community at large
8. Continuation of the property franchise.

Rating Exemptions

The Local Government Review Panel Final Report recommends:

50(c) *The Economic Regulatory Authority (ERA) should be asked to undertake a review of the rating system, including a thorough examination of the case for the current wide range of exemptions.*

The Select Committee into Local Government recommends:

- 8 *Recognising that the current charitable purposes rate exemption produces perverse outcomes and may inappropriately shield commercial operations from paying rates, the Government clarify the charitable purposes rate exemption in any new local government Act.*
- 9 *The Government conduct a broad review of the rate exemptions to be included in any new local government Act.*

Discussion

Exemptions from rates represent significant revenue leakage for Local Government. Recent data indicates that revenue foregone represents approximately two percent of rate revenue. This shortfall in lost revenue must then be made up from other ratepayers.

Rating exemptions relating to charitable purposes are particularly concerning as this exemption has extended in scope beyond its original intent to provide rating exemptions for the commercial undertakings of not-for-profit organisations. For instance, Independent Living Units, which often cost far more than the median house, are often exempt from rates. The net result of this is that millions of dollars of revenue is lost to Local Government which then has to be recouped from other ratepayers, many of whom would not be in a position to afford an Independent Living Unit themselves.

The rating exemptions that are of concern for the sector relate to the following:

- Rating of Charitable Purpose properties
- Department of Housing: Leasing to Charitable Organisations
- Government Trading Entities
- State Agreement Act projects
- State Owned Unallocated Crown Land

On this basis, the Local Government sector supports an independent review of all rating exemptions to enhance equity among ratepayers in the community.

Local Government Position:

That an independent review of all rate exemptions be undertaken.

Fees and Charges

The Local Government Review Panel Final Report recommends:

- 51 *The Panel recommends that local governments should be able to set reasonable fees and charges according to a rating and revenue strategy, with the oversight of the Audit, Risk and Improvement Committee.*
- 52 *The Panel recommends that local governments and State Government apply cost recovery principles when setting fees and charges.*

Discussion

Fees and charges represent a significant source of discretionary revenue for Local Governments. Examples include dog registration fees, fees for building approvals and swimming pool entrance fees.

Currently fees and charges are determined by legislation or regulation, with an upper limit set by legislation, or by the Local Government. Fees mandated by legislation often do not keep pace with the cost of delivery meaning that ratepayers will subsidise particular activities without any ability to have input into the setting of the fee.

While cost recovery should be a consideration for the setting of fees and charges, there are some services that Local Governments may choose to subsidise to encourage activities with overall community benefit.

Setting fees and charges is a core government function and should be a deliberative decision of the Council.

Local Government Position:

That:

1. An independent review be undertaken to remove fees and charges from legislation and regulation and,
2. Local Government be empowered to set fees and charges for Local Government services.

Road Funding

The Select Committee into Local Government recommends:

7. *The Government consider returning to local governments at least 27 percent of motor vehicle licence fee collections.*

Discussion

Local Governments are responsible for 127,500km of roads in Western Australia, representing 88 percent of the public road network.

With a replacement value close to \$30 billion, the Local Government road network is a significant state asset that connects people and places and facilitates economic activity across all of Western Australia.

In their final report, the Select Committee into Local Government found that the shortfall between local government expenditure on road preservation and the amount required to maintain roads at their current condition has continued to increase over the past five years to \$155.74 million in 2018-19.

To that end, the Local Government sector advocates for road funding from the State Government to return to 27 percent of vehicle licence fees.

Local Government Position:

That the Government returns to Local Government at least 27 percent of motor vehicle licence fee collections.

Regional Collaboration

The Local Government Review Panel recommends:

12. *The Panel recommends that the new Act should promote and mandate expanded regional cooperation between local governments by:*
 - a. *Making increased collaboration a specific objective and principle.*
 - b. *Providing an improved model of joint (regional) subsidiaries that can be used for strategic planning, resource sharing, shared services delivery and commercial enterprises (see also Recommendations 14 and 39).*
 - c. *Requiring regional cooperation as part of IPR (see also Recommendation 35).*
13. *The Panel recommends that consideration also be given to the potential need for a new form of 'regional authority' to enable collaboration on specific issues between governments and with other key stakeholders.*
14. *The Panel recommends:*
 - a. *The regional council model is discontinued.*
 - b. *A flexible model of joint (regional) and single (local) subsidiaries be introduced in order to enable:*
 - (i) *collaboration between local governments; and/or*
 - (ii) *involvement of local government in economic development including commercial activities.*
40. *The Panel recommends that the new Act should provide the freedom for local governments to be involved in commercial activities where it is in the public interest and subject to competitive neutrality principles.*
41. *The Panel recommends that 'beneficial enterprises' not be introduced as a new mechanism for local government commercial activities, but that instead an updated and more flexible subsidiary model should provide for the following:*
 - a. *Local government autonomy to establish a single or joint subsidiary to:*
 - (i) *Carry out any scheme, work or undertaking on behalf of the council;*
 - (ii) *Manage or administer any property or facilities on behalf of the council;*
 - (iii) *Provide facilities or services on behalf of the council; and/or*
 - (iv) *Carry out any other functions on behalf of the council.*
 - b. *The subsidiary to be established through a charter.*
 - c. *The charter to be certified by an independent and suitably experienced legal practitioner as within power and National Competition Policy.*
 - d. *Public notice of the proposal to establish the subsidiary to ensure that there are no private operators that would be significantly disadvantaged.*
 - e. *The subsidiary to be able to undertake commercial activities (within the limits of competitive neutrality and a thorough risk assessment).*

- f. The subsidiary to have the ability to acquire, hold, dispose of or otherwise deal with property.*
 - g. Dividends able to be paid to member local governments.*
 - h. The requirement for employees of the subsidiary to be employed under the same award or agreement conditions as the relevant local government/s and within the jurisdiction of the Western Australian Industrial Relations Commission.*
 - i. No requirement for ministerial approval at the outset, but reserve powers for the Minister for Local Government to intervene if issues arise should be included.*
42. *The Panel recommends local governments should utilise the subsidiary models and, as a general rule, should not form entities outside this, such as under the Associations Incorporation Act, except as a means of establishing or maintaining partnerships with other local or regional organisations in those instances where the local government is not the dominant party.*

Discussion

The Local Government sector supports streamlined and effective regional collaboration to leverage economies of scale, combined resources and enhanced accountability.

Regional collaboration provides many benefits for the community, including:

- Efficient service delivery leveraging economies of scale
- Enhanced accountability for specific functions, and
- Reduced risk by quarantining ratepayer funds in a separate legal entity

Flexibility for local governments to select and adapt the most suitable collaborative model to local circumstances is crucial for the benefits of regional collaboration to be realised. While competitive neutrality is important, and should be respected, the ability to undertake commercial activities is important, particularly to address instances of market failure.

The subsidiary model, governed by a charter, provides simplicity and can be customised to meet local and service delivery needs.

The beneficial enterprises model provides for a commercial focus while increasing accountability and reducing risk by quarantining ratepayer funds.

To that end, the local government sector supports the ability to utilise a range of fit-for-purpose regional collaborative models.

Local Government position

That:

1. Local Governments be empowered to form single and joint subsidiaries, and beneficial enterprises, and
2. Compliance requirements of Regional Councils be reviewed and reduced.

Community Engagement

The Local Government Review Panel Final Report recommends:

33. *The Panel recommends that the following community engagement principles should be included in the new Act:*
- a. *Councils actively engage with their local communities;*
 - b. *Councils are responsive to the needs, interests and aspirations of individuals and groups within its community;*
 - c. *Community engagement processes have clearly defined objectives and scope;*
 - d. *Participants in community engagement have access to objective, relevant and timely information to inform their participation;*
 - e. *Participants in community engagement are representative of the persons and groups affected by the matter that is the subject of the community engagement;*
 - f. *Participants in community engagement are entitled to reasonable support to enable meaningful and informed engagement; and,*
 - g. *Participants in community engagement are informed of the ways in which the community engagement process will influence council decision-making.*
34. *The Panel recommends a Community Engagement Charter be required as a mechanism for guiding and enhancing community participation in local decision-making, and that a model charter be prepared to set parameters and provide guidance on mechanisms to be used.*
35. *The Panel recommends the Annual Electors' Meeting is replaced by an Annual Community Meeting whereby:*
- a. *As a minimum, councils provide information on their achievements and future prospects;*
 - b. *Councils report on the local government's financial performance and performance against relevant Council Plans;*
 - c. *Both the mayor/president and the Chair of the Audit Committee address the meeting;*
 - d. *There is ample time for questions; and,*
 - e. *Wider community participation is encouraged through different delivery mechanisms.*

Discussion

With a local presence in every community in Western Australia, community engagement is core business for Local Government.

Principles and methods supporting responsive, aspirational and innovative community engagement are supported. Local Governments are often on the frontier of innovative community engagement methods, such as participatory budgeting and deliberative democracy.

To that end, the Local Government sector supports community engagement aims and principles to be encapsulated in a policy. However, the content of such a policy should not be prescribed; Local Governments, with knowledge and regular touchpoints with their communities, are best placed to determine the content of a community engagement policy.

An optional Annual Community Meeting is supported, at which Local Governments could present their annual report, financial performance and recent achievements, and outline their future prospects and plans.

Local Government Position:

The Local Government sector supports:

1. Responsive, aspirational and innovative community engagement principles
2. Encapsulation of aims and principles in a community engagement policy, and
3. The option of hosting an Annual Community Meeting to present on past performance and outline future prospects and plans.

Roles and Responsibilities

The Local Government Review Panel Final Report recommends:

28. *The Panel recommends significant changes in the Act to the current statements of roles and responsibilities for mayors/presidents, councillors and CEOs and that the Act should include a new statement of responsibilities for the 'council' which captures the roles and responsibilities of all councillors acting collectively as the council.*
- 29-32. *Revised statements of roles and responsibilities that are specific to address the following issues:*
- *Community leadership*
 - *Strategic planning*
 - *Continuous improvement*
 - *Executive function (for mayors/presidents)*
 - *Guiding the CEO (for mayors/presidents)*
 - *Training*

The Select Committee into Local Government Report recommends:

26. *The Government clarify the roles of council and the chief executive officer, and the distinction between governance and operational matters, in any new local government Act.*

Discussion

The *Local Government Act 1995* is predicated on separate roles and responsibilities for Elected Members and the administration, as summarised in the Second Reading Speech:

*'The new Act will provide a clear distinction between the representative and policy making role of the elected Councillors and the administrative and advisory role of the chief executive officer and other staff.'*¹

The Inquiry Report's recommendations for training and induction are reflective of the mandatory training and continuing professional development requirements introduced in the *Local Government Legislation Amendment Act 2019*.

WALGA has long advocated for absolute certainty in responsibilities and separation of powers associated with employees. Appointing and dismissing senior designated employees falls within the function of the CEO.

From this perspective, clarification of roles and responsibilities requires similar consideration of a clearly defined separation of powers between the governing body and the administration.

¹ Government of Western Australia, Local Government Bill Second Reading, 31 Aug. 1995 pp. 7547-7551

Local Government Position:

That clarification of roles and responsibilities for mayors / presidents, councillors and CEO's be considered to ensure that there is no ambiguity.

External Oversight

The Local Government Review Panel Final Report recommends:

57. *The Panel recommends that there should be an early intervention framework of monitoring to support local governments. The department should have additional powers to appoint and support the monitor with councils responsible for the direct costs of the monitor.*
58. *The Panel recommends the Minister should have the power to direct local governments and make declarations in respect to the Local Government Act during a declared state of emergency.*
59. *The Panel recommends establishing an Office of the Independent Assessor that should:*
 - a. *Be an independent body to receive, investigate and assess complaints against elected members and undertake inquiries. This removes the CEO from being involved in processing and determining complaints.*
 - b. *Be a statutory appointment by the Governor.*
 - c. *Upon assessment, refer the complaint back to the council (behaviour-related), the State Administrative Tribunal (SAT) (serious breaches), or to another appropriate body (such as, Corruption and Crime Commission, Public Sector Commission, Ombudsman) according to the subject of the complaint.*
 - d. *Replace the Standards Panel by investigating and making determinations on Rules of Conduct breaches. SAT will determine the penalties.*
 - e. *Amongst other powers, have the power to investigate, to order compulsory mediation and to deal with abuses of process.*
 - f. *Be required to notify the CEO and council of any matters on a confidential basis.*

The City of Perth Inquiry Report recommends:

- 323-332. *An Office of Inspector of Local Government (Inspector) be established as an independent statutory office, responsible to the Minister for Local Government.*

The Select Committee into Local Government Report recommends:

25. *The Government give active consideration, as part of the review of the Local Government Act 1995, to establishing a new independent statutory body to regulate and support the local government sector.*

Discussion

The recommendation from the Local Government Act Review Panel to replace the Standards Panel with an Office of the Independent Assessor is worth supporting. The proposal is to set-up an independent body to receive, investigate and assess complaints against elected members and undertake inquiries. This removes the CEO from being involved in processing and determining complaints, which has previously put the CEO in an invidious position.

An early intervention framework of monitoring to support Local Governments should also be provided, with costs to be the responsibility of the State Government.

Local Government Position:

The Local Government sector supports:

1. Establishing an Office of the Independent Assessor to replace the Standards Panel to provide an independent body to receive, investigate and assess complaints against elected members and undertake inquiries.
2. Remove the CEO from being involved in processing complaints
3. That an early intervention framework of monitoring to support local governments be provided with any associated costs to be the responsibility of the State Government.

Financial Management and Procurement

The Local Government Review Panel Final Report recommends:

43. *The Panel recommends the following financial management principles be included in the new Act:*
- a. *Councils should have regard to achieving intergenerational equity, including ensuring the following:*
 - (i) *Policy decisions are made after considering their financial effects on future generations*
 - (ii) *The current generation funds the cost of its services, and*
 - (iii) *Long life infrastructure may appropriately be funded by borrowings*
 - b. *Revenue, expenses, assets, liabilities, investments and financial transactions are managed in accordance with the council's financial policies and strategic plans*
 - c. *Financial risks are monitored and managed prudently having regard to economic circumstances*
 - d. *Financial policies and strategic plans, including the Revenue and Rating Strategy and Investment policy, seek to provide stability and predictability in the financial impact on the community; and*
 - e. *Accounts and records that explain the financial operations and financial position of the council are kept.*
44. *Having regard to the need for sound financial decision-making and accountability, the Panel recommends the following:*
- a. *Local governments should be required to adopt or justify departures from a model investment policy to the Audit, Risk and Improvement Committee and relevant State Government Agency.*
 - b. *Local governments should be able to use freehold land to secure debt.*
 - c. *Debt should not be used for recurrent expenditure except in an emergency situation.*
 - d. *Notice should continue to be required to be given for borrowings not included in the local government's annual budget.*
 - e. *Building upgrade finance is permitted for specific purposes such as cladding, heritage and green improvements.*
 - f. *Local governments should adopt program budgeting to more clearly show the actual cost of delivering a service or undertaking an activity.*
 - g. *Local governments should report on the percentage of their expenditure spent on local businesses in their annual report.*
45. *The Panel recommends that local government procurement thresholds, rules and policies are, where applicable, aligned with the State Government, including (but not limited to):*
- a. *Tender threshold (currently \$250,000);*

- b. *Procurement rules and methods for goods and services under the tender threshold;*
 - c. *Procurement policies, including sustainable procurement, procuring from disability enterprises, buy local (where 'local' refers to Western Australia or a specific region of the state determined by the local government) and Aboriginal businesses; and*
 - d. *Using TendersWA as the primary tender platform.*
46. *The Panel recommends the development of a model procurement policy for all local governments. If a local government chooses to deviate from the policy it should be required to explain its reasoning to the responsible State Government agency.*
47. *The Panel recommends enhancing legislation to regulate and guide the establishment and management of panel contracts.*
48. *The Panel recommends a requirement for local governments to have an open register of local businesses with local governments determining what is considered 'local' to their community.*
49. *The Panel recommends breaches of the local government procurement rules to be referred to the Office of the Independent Assessor to use the appropriate powers under the new Local Government Act.*

The Select Committee into Local Government recommends:

12. *The Government give active consideration to providing, through the Department of Local Government, Sport and Cultural Industries, an accounting advice helpdesk service to the local government sector similar to the service provided by the Department of Treasury to the State government sector.*
13. *The Government:*
- *consider reducing the financial reporting requirements on local governments*
 - *in doing so, take into account the information provided by the Office of the Auditor General, set out at Appendix 3 and Appendix 4 of this report.*
14. *The Department of Local Government, Sport and Cultural Industries and the Government consider the introduction of tiered financial reporting for local governments.*

The City of Perth Inquiry Report recommends:

188. *The State Government consider amendments to the Local Government Act 1995 to provide for better practice financial management through the establishment of Local Government Financial Management Instructions (similar to the Treasurer's Instructions for State Government) that establish a minimum set of standards and*

requirements for the financial administration of local government (Financial Management Instructions).

189. *The "WA Accounting Manual" be reviewed, updated and promulgated by the Department within the next 12 months.*
190. *The Minister for Local Government consider prescribing the format of the annual budget and financial report to provide consistency across local government.*

Discussion

The sector has considered a number of the recommendations from the reports and supports reviewing the financial reporting requirements for Local Governments.

Model Financial Statements

WALGA has recently formed a Sector Reference Group to review the current financial ratios and to suggest more appropriate ratios. The Reference Group believes the first action to be taken should be for the Department of Local Government to prepare a Model set of Financial Reports for the Local Government sector. This is to enable consistent financial reporting across the sector which would then allow for ratios to be more meaningful for sector analysis.

The following is an excerpt of notes from the group;

The Working Group discussed the possibility of progressing this resolution as soon as possible, rather than waiting for the work on financial ratios to be completed. It was decided that this should be actioned as a priority. A signal from the Minister for Local Government as to whether this proposal is supported will assist in guiding the group's next steps, noting that the actual development of a model set of accounts would take time and resources. The group also noted that the Office of Auditor General (OAG) have made complementary recommendations relating to financial reporting. For example, in the [Audit Results Report – Annual 2018-19 Financial Audits of Local Government Entities](#), it was recommended that DLGSC re-assess the amount of detail required to be included in annual financial reports.

Resolved:

That WALGA advocates to the Minister for Local Government that the Department of Local Government to prepare a Model set of Financial Reports for the Local Government sector, in consultation with the Office of the Auditor General.

The concept on a model set of accounts is not new. Every other State produces one in some form. This document would be produced annually by the Department and be endorsed by the OAG.

The proposal would involve a detailed set of accounts, including notes, would be available to the industry in March of each year. The document would provide a template for Statements and Notes. These items would include references to legislation and Accounting Standards so the user can gain an appreciation as to why the information is required. Accompanying text could provide a greater understanding of the information and the cross referencing to other information. For example, the note on calculating financial ratios would include how those ratios are calculated, hence doing away with the need for Departmental Guidance Notes.

The benefits that would accrue to the Local Government sector and the community would be substantial. One set of model reports that could provide clear outcomes, rather than waiting for the annual audit to see if a Local Government had interpreted the standards and legislation correctly. Small Local Government would benefit as they may not have qualified accountants on staff and this would provide cost savings. Accessing information about each Local Government would be simplified. The audit process would also be simplified. All of these measures have the ability to lower costs incurred by Local Government in producing the annual financial report.

Use of Debt

The sector's long held position is that the Act should allow Local Governments to use freehold land, in addition to its general fund, as security when borrowing. Currently a Local Government can only borrow against its cash. In most cases this is sufficient, however there have been examples of Local Governments borrowing for large scale infrastructure projects that would benefit from being able to use their freehold land as security.

Building Upgrade Finance

Building Upgrade Finance would enable Local Governments to guarantee finance for building upgrades for non-residential property owners. In addition to building upgrades to achieve environmental outcomes, Local Governments have identified an opportunity to use this approach to finance general upgrades to increase the commercial appeal of buildings for potential tenants. In this way, BUF is viewed as means to encourage economic investment to meet the challenges of a soft commercial lease market and achieve economic growth.

Procurement

WALGA has consistently supported the alignment of the tender threshold with that of the State Government and broadly supports the principle that suppliers of goods, services and works competing for contracts will benefit where procurement processes across State and Local Government has more similarities than differences.

Local Government Position:

That the Local Government sector:

1. Requests the Minister for Local Government to direct the Department of Local Government to prepare a Model set of Financial Statements and Annual Budget Statements for the Local Government sector, in consultation with the Office of the Auditor General;
2. Requests the Department of Local Government to re-assess the amount of detail required to be included in annual financial reports, in particular for small and medium sized entities as suggested by the Office of Auditor General;
3. Supports Local Governments being able to use freehold land to secure debt;
4. Supports Building Upgrade Finance being permitted for specific purposes such as cladding, heritage and green improvements;
5. Supports the alignment of Local Government procurement thresholds, rules and policies with the State Government.

Accountability and Audit

The Local Government Review Panel Final Report recommends:

53. *The Panel recommends the role of audit committees be expanded to become Internal Audit, Risk and Improvement Committees and:*
 - a. *The majority of the Committee members, including the Chair, should be independent of the local government and should be drawn from a suitably qualified panel.*
 - b. *To address the impost on small local governments, the committee could be established on a regional basis.*
54. *The Panel recommends the main roles of the Audit, Risk and Improvement Committee should include:*
 - a. *Developing an audit plan which focuses on compliance, risk (including procurement), financial management, fraud control, governance and delivery of Council Plans;*
 - b. *Identifying continuous improvement opportunities and monitoring programs and projects in this area;*
 - c. *Conducting the mandatory internal audits as outlined in the audit plan; and*
 - d. *Providing advice to the council in relation to these matters.*

The Select Committee into Local Government recommends:

11. *The Government give active consideration to facilitating, through the Department of Local Government, Sport and Cultural Industries, a shared internal audit service for the Local Government sector, particularly to assist small and medium councils.*

Discussion

The Local Government sector supports a robust self-regulation audit framework, which includes a role for the audit committee overseen by council, and a role for the Office of the Auditor General in conducting financial and performance audits of Local Government.

In accordance with the principles of self-governance and self-regulation, majority independent membership of audit committees is not supported. Oversight of the affairs of the Local Government is a fundamental role of the Council, and should not be confused by diffusing responsibility among an audit committee comprised of a majority of non-elected members. Notwithstanding, the Local Government sector acknowledges that some independent expertise may be beneficial to the audit committee process.

The Local Government sector supports a clearly defined role for the audit committee, led and overseen by the elected Council.

Local Government Position:

That audit committees of Local Government, led and overseen by the Council, have a clearly defined role with an Elected Member majority.



Ordinary Council Meeting

8.4.2 Matters for Information and Noting

- Planning Approvals
- Infringements
- Library Statistics

Matters for Information and Noting

Building Permits Issued September 2024

Application Number	Location	Description	Decision
BA2024/00035	17 Venn Street	Internal Alterations and Additions	Approved
BA2024/00036	29 Hurstford Close	Single House and Ancillary Works	Approved
BA2024/00026	12 The Esplanade	Main Entry Stairs and Garage Additions	Approved

Development Applications Determined September 2024

Application Number	Location	Description	Discretion Sought	Decision
DA2024/00008	29 Hurstford Close	Amendment to Development Approval for a Single House and Ancillary Works for Internal Alterations and Changes to Openings	N/A	Delegated Approval
DA2024/00016	44 Keane Street	Single House and Ancillary Works	Plot Ratio, Lot Boundary Setback, Visual Privacy, Siteworks, Boundary (Dividing) Fencing	Approved under Section 257C (PD Act)
DA2024/00022	32 Keane Street	Alterations and Additions to a Single House, Carport and an Outbuilding (Bikestore)	Primary Street Setback, Lot Boundary Setback, Amount of Small Outbuildings	Approved under Section 257C (PD Act)

Infringements September 2024

Breach	Amount
Causing an Obstruction	\$100

Library Statistics 2024

Library Statistics	September 2024	September 2023	September 2022
Loans	19,739	19,032	19,345
New Borrowers	89	269	98