



**SHIRE OF PEPPERMINT GROVE**

# **ATTACHMENTS**

**Ordinary Council Meeting**

26th September 2023

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## **Ordinary Council Meeting**

### **8.3.1 – List of Accounts Paid - August 2023**

## Accounts Paid - August 2023

Payment / Invoice	Date Description	Amount
<b>EFT Payment - EFT00533</b>		
<b>3029 - Australian Taxation Office</b>		
	30/06/23 GST Settlement	9,266.00
	30/06/23 GST Settlement	13.00
	<b>Total 3029</b>	<b>9,279.00</b>
	<b>Total EFT00533</b>	<b>9,279.00</b>
<b>EFT Payment - EFT00534</b>		
<b>162 - Western Metropolitan Regional Council</b>		
M-2307428	16/07/23 Green Pass Waste Management - 01-16 July 23	4,479.73
INV-81674	01/07/23 SOPG2023-24H1 Service Delivery Charge - 01 July to 31 Dec 2023	32,538.70
M-2308128	31/07/23 Green Pass Waste Management - 16-31 July 2023	4,756.47
	<b>Total 162</b>	<b>41,774.90</b>
<b>2093 - SHAMROCK ELECTRICS</b>		
0042219 PO03299	25/07/23 Aministration building electrical maintenance	987.80
	<b>Total 2093</b>	<b>987.80</b>
<b>2414 - Open Systems Technology Pty Ltd (Council First)</b>		
SI007905	19/07/23 Avepoint cloud backup July 2023 - 50%	111.38
SI007890	03/07/23 Microsoft Azure - June 2023	782.00
SI007906	19/07/23 Jet Reports - 24/07/23 to 23/08/23	374.00
SI007919	01/08/23 STP Transactions - June 2023	33.00
	<b>Total 2414</b>	<b>1,300.38</b>
<b>300 - VEOLIA RECYCLING &amp; RECOVERY (PERTH) PTY LTD</b>		
54528249 PO03275	31/07/23 Depot Waste - Veolia 4.5 Skip Bin	366.67
CR ADJ. 54200083 PO02818	31/07/23	
	<b>Total 300</b>	<b>366.67</b>
<b>3002 - Winc Australia Pty Ltd</b>		
9043013720 PO03327	26/07/23 stationery as purchased online	158.41
9043030588 PO03334	27/07/23 stationery as ordered online	242.31
	<b>Total 3002</b>	<b>400.72</b>
<b>3012 - Bunnings Trade</b>		
2433 00186239 PO03307	18/07/23 Reo bar and tools	187.28
	<b>Total 3012</b>	<b>187.28</b>
<b>3044 - DU Electrical Pty Ltd</b>		
00017596 PO03296	20/07/23 Blank flange for pump room leak	275.00
	<b>Total 3044</b>	<b>275.00</b>
<b>3045 - DORMAKABA AUSTRALIA PTY LTD</b>		
35WA1116259 PO03311	21/07/23 replace 3 x circuit boards	518.95
	<b>Total 3045</b>	<b>518.95</b>
<b>3048 - Western Australian Local Government Assoc. (WALGA)</b>		
SI006059 PO03310	25/07/23 Council Connect - Website	33,919.38
	<b>Total 3048</b>	<b>33,919.38</b>
<b>3050 - ENVIRO SWEEP PTY LTD (EWCS)</b>		
112269 PO03279	26/07/23 Road Sweeping Contractor	1,021.58
CR ADJ. 112268 INV111925/112269	13/07/23	

Payment / Invoice	Date	Description	Amount
<b>Total 3050</b>			<b>1,021.58</b>
<b>3051 - TEMPTATIONS CATERING</b>			
E28092 PO03343	15/07/23	Council Meetings Catering 23/24	393.60
<b>Total 3051</b>			<b>393.60</b>
<b>3057 - CTI Couriers</b>			
CISC4602694	31/07/23	Library Courier - July 23	500.28
<b>Total 3057</b>			<b>500.28</b>
<b>3060 - BENARA NURSERIES</b>			
461509 PO03205	01/06/23	Stree tree purchases	698.36
<b>Total 3060</b>			<b>698.36</b>
<b>3080 - Work Clobber</b>			
OC691998 PO03319	26/07/23	PPE work pants	138.00
<b>Total 3080</b>			<b>138.00</b>
<b>3120 - Westbooks</b>			
337079 PO03258	02/08/23	Adult books selected online	385.71
<b>Total 3120</b>			<b>385.71</b>
<b>3221 - NAPOLEON PAPIER &amp; CO</b>			
2787 2793 2799 2808	31/07/23	magazines as selected	222.50
<b>Total 3221</b>			<b>222.50</b>
<b>3224 - ACTION LOCK SERVICE</b>			
1066806 PO03289	12/07/23	Staff kitchen door lock repair	747.00
<b>Total 3224</b>			<b>747.00</b>
<b>3225 - DOMUS NURSERY (HERITAGE WAY PTY LTD)</b>			
173185 PO03284	24/07/23	Plants	285.86
<b>Total 3225</b>			<b>285.86</b>
<b>3241 - Fire Shield Services</b>			
INV34814 PO03237	20/07/23	fire detection system - thermal detector replacement	379.50
<b>Total 3241</b>			<b>379.50</b>
<b>3286 - ThinkProject Australia Pty.Ltd.</b>			
RSL-19851 PO03321	01/07/23	Annual RAMM subscription services	7,808.56
<b>Total 3286</b>			<b>7,808.56</b>
<b>3298 - LOCAL HEALTH AUTHORITIES ANALYTICAL COMMITTEE</b>			
MA2023 098	14/07/23	Analytical Services - 2023/2024	509.30
<b>Total 3298</b>			<b>509.30</b>
<b>3357 - Fasta Couriers &amp; Taxi Trucks</b>			
284435	15/07/23	Courier to Subiaco Agenda - 07/07/2023	48.27
<b>Total 3357</b>			<b>48.27</b>
<b>3375 - TESTEL AUSTRALIA PTY LTD</b>			
WAUCD3599 PO03179	26/06/23	Depot electrical safety tagging	184.80
<b>Total 3375</b>			<b>184.80</b>
<b>3376 - METAL ARTWORK CREATIONS</b>			
20666 PO03333	31/07/23	Staff Badge J Clapham	42.79
<b>Total 3376</b>			<b>42.79</b>
<b>3458 - BEACON EQUIPMENT</b>			
71203#21 PO03323	25/07/23	Stihl cordless electrical power tools	2,551.00
<b>Total 3458</b>			<b>2,551.00</b>
<b>3466 - REPCO - GPC ASIA PACIFIC PTY LTD</b>			
4500644175 PO03322	25/07/23	Vehicle parts, fasteners, and tools	143.41

Payment / Invoice	Date	Description	Amount
4500645341 PO03340	01/08/23	Vehicle parts	105.49
<b>Total 3466</b>			<b>248.90</b>
<b>3550 - Connect Call Centre Services</b>			
00114809	15/07/23	overcalls fee contract CA0435 - June 2023	29.32
<b>Total 3550</b>			<b>29.32</b>
<b>3579 - PENNY ASKIN E0003</b>			
E0003 PA REIMBURSEMENT	24/07/23	A2 Milk	15.85
<b>Total 3579</b>			<b>15.85</b>
<b>3611 - MICHAEL COSTARELLA E0005</b>			
E0005 MC REIMBURSEMENT	27/07/23	Internet and Telephone July 2023	179.98
<b>Total 3611</b>			<b>179.98</b>
<b>3773 - Fos Electrical Pty Ltd</b>			
INV-0597 PO03259	18/04/23	Solar panels annual maintenance & grid protection relay testing	2,640.00
<b>Total 3773</b>			<b>2,640.00</b>
<b>3933 - Euroz Hartleys Limited</b>			
REFUND EUROZ HARTLEYS 230802	02/08/23	REFUND EUROZ HARTLEYS 230802 - MHP Bond 20/02/2019 #7087	550.00
<b>Total 3933</b>			<b>550.00</b>
<b>516 - McLeods Barristers &amp; Solicitors</b>			
131229	31/07/23	Matter: 51332 Swimming Pool Inspection and Enforcement Practices	1,079.10
<b>Total 516</b>			<b>1,079.10</b>
<b>660 - WORMALD Australia</b>			
8993756 PO03308	14/07/23	5-yearly hydrant servicing & parts replacement	650.10
<b>Total 660</b>			<b>650.10</b>
<b>693 - Clean City Group Pty Ltd</b>			
1568 PO03276	31/07/23	Waste - Bin Return Service	1,650.00
<b>Total 693</b>			<b>1,650.00</b>
<b>883 - FujiFilm Business Innovations Australia PtyLtd</b>			
MV713448 PO02887	19/07/23	Digitising of Building Plans	4,062.54
<b>Total 883</b>			<b>4,062.54</b>
<b>Total EFT00534</b>			<b>106,753.98</b>
<b>EFT Payment - EFT00535</b>			
<b>3000 - SuperChoice Aware Superannuation</b>			
PJ000795	13/07/23	FORTNIGHT 2024- 1 - From Payroll	4,540.49
PJ000797	27/07/23	FORTNIGHT 2024- 2 - From Payroll	4,553.60
JULY 2023	31/07/23	Superannuation Contribution	24,261.13
<b>Total 3000</b>			<b>33,355.22</b>
<b>Total EFT00535</b>			<b>33,355.22</b>
<b>EFT Payment</b>			
<b>EFT Payment - EFT00536</b>			
<b>1 - Australia Post</b>			
1012606219	03/08/23	Mail and postage - July 2023	780.01
<b>Total 1</b>			<b>780.01</b>
<b>162 - Western Metropolitan Regional Council</b>			
VV230731-4	31/07/23	Verge Valet - July 23	2,208.32
<b>Total 162</b>			<b>2,208.32</b>

Payment / Invoice	Date Description	Amount
<b>2414 - Open Systems Technology Pty Ltd (Council First)</b>		
SI007914	26/07/23 CF Subscription - Aug 2023	6,958.84
SI007930	09/08/23 Microsoft Azure - July 2023	793.38
SI007933	10/08/23 Avepoint Cloud Backup August 2023	111.38
<b>Total 2414</b>		<b>7,863.60</b>
<b>300 - VEOLIA RECYCLING &amp; RECOVERY (PERTH) PTY LTD</b>		
166872 PO03274	31/07/23 Residential Waste - MSW	15,494.86
<b>Total 300</b>		<b>15,494.86</b>
<b>3012 - Bunnings Trade</b>		
2433/00195311 PO03337	01/08/23 Solvents and cleaning products	192.77
<b>Total 3012</b>		<b>192.77</b>
<b>3050 - ENVIRO SWEEP PTY LTD (EWCS)</b>		
112806 PO03279	10/08/23 Road Sweeping Contractor	5,524.67
<b>Total 3050</b>		<b>5,524.67</b>
<b>3051 - TEMPTATIONS CATERING</b>		
E28082 PO03343	15/08/23 Council Meetings Catering 23/24	459.36
<b>Total 3051</b>		<b>459.36</b>
<b>3055 - StrataGreen</b>		
157470 PO03353	09/08/23 Street tree supplies	905.80
<b>Total 3055</b>		<b>905.80</b>
<b>3057 - CTI Couriers</b>		
CISC4593613	30/06/23 Courier Library van - June 2023	524.83
<b>Total 3057</b>		<b>524.83</b>
<b>3067 - MURPHYS ELECTRICAL CO</b>		
00114431 PO03153	03/04/23 BBQ maintenance	297.00
<b>Total 3067</b>		<b>297.00</b>
<b>3134 - Sunny Sign Company Pty Ltd</b>		
500659 PO03168	30/06/23 Street sign blades (various), posts, brackets, fasteners	5,562.15
<b>Total 3134</b>		<b>5,562.15</b>
<b>3239 - ASSET INFRASTRUCTURE MANAGEMENT</b>		
INV-0690 PO03218	20/06/23 Valuation of Infrastructure Assets	3,960.00
<b>Total 3239</b>		<b>3,960.00</b>
<b>3261 - STEWART FARLEY E063</b>		
230818 E063 SF REIMBURSEMENT	18/08/23 230818 E063 SF REIMBURSEMENT - Citizenship books	87.97
<b>Total 3261</b>		<b>87.97</b>
<b>3357 - Fasta Couriers &amp; Taxi Trucks</b>		
286273A	15/08/23 Agenda to Subiaco Courier 11/8	48.27

Payment / Invoice	Date	Description	Amount
<b>Total 3357</b>			<b>48.27</b>
<b>3429 - DONALD BURNETT E005</b>			
230809 E005 DB REIMBURSEMENT	09/08/23	230809 E005 DB REIMBURSEMENT	390.81
<b>Total 3429</b>			<b>390.81</b>
<b>3436 - Sports Surf Technology</b>			
INV-3798 PO03300	08/08/23	Groundwater monitoring and DWER reporting services	1,100.00
<b>Total 3436</b>			<b>1,100.00</b>
<b>3453 - SHRED-X PTY LTD</b>			
02068272	31/07/23	240L Perm. Security Bin 13/07 and 31/07	61.62
<b>Total 3453</b>			<b>61.62</b>
<b>3609 - JTAGZ PTY LTD</b>			
00027522 PO03329	28/07/23	2024 RED rig tags for registration	267.30
<b>Total 3609</b>			<b>267.30</b>
<b>3679 - PORSCHE CLUB OF WA</b>			
080823 REFUND	08/08/23	Incorrect amount paid - refund overpayment	1,358.50
<b>Total 3679</b>			<b>1,358.50</b>
<b>3718 - Nice Design</b>			
INV-4771 PO03345	01/08/23	1 set of 'Approved Additional Bin' stickers	693.00
<b>Total 3718</b>			<b>693.00</b>
<b>3735 - Vocus Ltd</b>			
P1038301	01/08/23	Shire WIFI August 2023	603.90
81094-040825	04/08/23	Yealink phones - July 2023	590.48
<b>Total 3735</b>			<b>1,194.38</b>
<b>3786 - Profounder Turfmaster Pty Ltd</b>			
INV-1116 PO03278	01/08/23	Mowing - Manners Hill Park	2,310.00
<b>Total 3786</b>			<b>2,310.00</b>
<b>3808 - Market Creations Agency</b>			
IX96-24 PO03210	30/06/23	Include Publish to and from date in Council Meetings website	2,634.50
<b>Total 3808</b>			<b>2,634.50</b>
<b>3878 - Market Creations Technology Pty Ltd T/as Intergrated ICT</b>			
28158 PO02992	31/07/23	Library to 30 June 2023	352.00
28222 PO02992	31/07/23	Library to 30 June 2023	1,335.62
28360 PO02992	31/07/23	Library to 30 June 2023	1,402.50
28361 PO02992	31/07/23	Library to 30 June 2023	687.50
<b>Total 3878</b>			<b>3,777.62</b>
<b>3930 - TLC SAFETY PTY LTD T/A EINSTEINS AUSTRALIA</b>			
20779 PO03320	24/07/23	Have a go event : Human bodies -Germs Germs Germs	396.00



Payment / Invoice	Date	Description	Amount	
<b>Total 3930</b>			<b>396.00</b>	
<b>3935 - Carmen Pozzi</b>				
REFUND CAMERON POZZI	14/08/23	MHP Refund event paid 13/02/2015	550.00	
<b>Total 3935</b>			<b>550.00</b>	
<b>3936 - Tia Jefferies E0025</b>				
230814 E0025 TJ REIMBURSEMENT	14/08/23	230814 E0025 TJ Reimbursement - PC	65.60	
<b>Total 3936</b>			<b>65.60</b>	
<b>3937 - Sam Mitchell</b>				
230817 REFUND S MITCHELL MHP	17/08/23	230817 Refund S Mitchell MHP Bond Rcpt#1555 09/03/2017	550.00	
<b>Total 3937</b>			<b>550.00</b>	
<b>516 - McLeods Barristers &amp; Solicitors</b>				
130924	28/07/23	Matter: 43399 Advice Library Management Committee	179.26	
<b>Total 516</b>			<b>179.26</b>	
<b>52 - Iron Mountain Australia Group Pty Ltd</b>				
AUD321534	31/07/23	Archive/ Storage - Aug 23	15.03	
<b>Total 52</b>			<b>15.03</b>	
<b>598 - PHIL JOHNSON PLUMBING &amp; GAS</b>				
00017275 PO03295	02/08/23	female public toilet cistern maintenance	161.00	
<b>Total 598</b>			<b>161.00</b>	
<b>693 - Clean City Group Pty Ltd</b>				
1570 PO03276	07/08/23	Waste - Bin Return Service	825.00	
<b>Total 693</b>			<b>825.00</b>	
<b>804 - DEPT OF FIRE &amp; EMERGENCY SERVICES (DFES)</b>				
66608	28/07/23	DBA Annual Monitoring - 01 July 23 to 30 June 24	1,881.00	
<b>Total 804</b>			<b>1,881.00</b>	
<b>909 - HAVILAH LEGAL</b>				
46203	11/07/23	Professional fees 26/05/23 and Disbursements 17/05/23	145.50	
46204	11/07/23	Professional fees 09/06/23 and Disbursements 17/06/23	329.00	
<b>Total 909</b>			<b>474.50</b>	
<b>Total EFT00536</b>			<b>62,794.73</b>	
<b>EFT Payment - EFT00537</b>				
<b>3029 - Australian Taxation Office</b>				
PJ000795	13/07/23	FORTNIGHT 2024- 1 - From Payroll	18,819.57	
PJ000797	27/07/23	FORTNIGHT 2024- 2 - From Payroll	18,925.57	
	01/08/23	GST Settlement	532.00	
	01/08/23	GST Settlement	17,713.00	-\$ 17,713.00
<b>Total 3029</b>			<b>20,564.14</b>	
<b>Total EFT00537</b>			<b>20,564.14</b>	

Payment / Invoice	Date	Description	Amount	
<b>Total - EFT Payment</b>			<b>232,747.07</b>	EFT Sub-total \$ <b>232,747.07</b>
<b>Other - DD00444</b>				
<b>3062 - WATER CORPORATION</b>				
9016499388 0075	11/07/23	Leake St Water - 05 May to 07 July 2023	1,752.88	
<b>Total 3062</b>			<b>1,752.88</b>	
<b>Total DD00444</b>			<b>1,752.88</b>	
<b>Other - DD00445</b>				
<b>3062 - WATER CORPORATION</b>				
9001298479 0064	24/07/23	Drainage reserve Johnston Street 22 May - 21 July 2023	178.99	
<b>Total 3062</b>			<b>178.99</b>	
<b>Total DD00445</b>			<b>178.99</b>	
<b>Other - DD00446</b>				
<b>3062 - WATER CORPORATION</b>				
9001298815 0136	25/07/23	Reserve Johnston St - 19 May to 22 Jul 2023	564.78	
<b>Total 3062</b>			<b>564.78</b>	
<b>Total DD00446</b>			<b>564.78</b>	
<b>Other</b>				
<b>Other - DD00447</b>				
<b>123 - Synergy</b>				
2037874191	14/07/23	Library/ Shire Electricity - 09 Jun to 13 July 2023	4,030.80	
<b>Total 123</b>			<b>4,030.80</b>	
<b>Total DD00447</b>			<b>4,030.80</b>	
<b>Other - DD00448</b>				
<b>3377 - WESTNET PTY LTD T/AS iinet</b>				
137463810	18/07/23	Web Hosting - July 2023	15.99	
<b>Total 3377</b>			<b>15.99</b>	
<b>Total DD00448</b>			<b>15.99</b>	
<b>Other - DD00449</b>				
<b>123 - Synergy</b>				
2097830425	31/07/23	Shire Electricity - 29 May to 27 July 2023	481.20	
<b>Total 123</b>			<b>481.20</b>	
<b>Total DD00449</b>			<b>481.20</b>	
<b>Other - DD00450</b>				
<b>123 - Synergy</b>				
2025897611	01/08/23	Streetlights - 1 July to 30 June 2023	3,511.02	
<b>Total 123</b>			<b>3,511.02</b>	
<b>Total DD00450</b>			<b>3,511.02</b>	
<b>Other - DD00451</b>				
<b>123 - Synergy</b>				
2025897417	01/08/23	Streetlights (2) MHP 28 June to 27 July 2023	37.82	
<b>Total 123</b>			<b>37.82</b>	
<b>Total DD00451</b>			<b>37.82</b>	
<b>Other - DD00452</b>				
<b>123 - Synergy</b>				
2021890122	20/07/23	Library/ Shire adjustment - 09 Jun to 13 July 2023	488.68	
<b>Total 123</b>			<b>488.68</b>	
<b>Total DD00452</b>			<b>488.68</b>	
				D/D Sub-total \$ <b>11,062.16</b>
<b>Other - CCP00042</b>				
<b>3084 - Shire Credit Cards -NAB Visa flexi purchase</b>				
MDS JG 29 JUNE TO 28 JULY 2023	28/07/23	MDS JG 29 JUNE TO 28 JULY 2023	383.82	

Payment / Invoice	Date Description	Amount	
ALS LH 29 JUNE TO 28 JULY 2023	28/07/23 ALS LH 29 JUNE TO 28 JULY 2023	3,275.46	
MSD DN 29 JUNE TO 28 JULY 2023	28/07/23 MSD DN 29 JUNE TO 28 JULY 2023	1,849.41	
DEPOT TW 29 JUNE TO 28 JULY	28/07/23 DEPOT TW 29 JUNE TO 28 JULY 2023	151.98	
MCCS MC 29 JUNE TO 28 JULY 2023	28/07/23 MCCS MC 29 JUNE TO 28 JULY 2023	6.82	
CEO DB 29 JUNE TO 28 JULY 2023	28/07/23 CEO DB 29 JUNE TO 28 JULY 2023	3,675.88	
DEPOT RY 29 JUNE TO 28 JULY	28/07/23 DEPOT RY 29 JUNE TO 28 JULY 2023	920.68	
NAB VISA FEES - JULY 2023	28/07/23 NAB VISA FEES - JULY 2023	110.00	
CLS SF 29 JUNE TO 28 JULY 2023	29/07/23 CLS SF 29 JUNE TO 28 JULY 2023	2,006.23	
	<b>Total 3084</b>	<b>12,380.28</b>	
	<b>Total CCP00042</b>	<b>12,380.28</b>	Total C/C
			\$ <b>12,380.28</b>
<b>Other - BPAY301</b>			
<b>3178 - DEPT OF TRANSPORT (Registration VEHICLE SERVICES)</b>			
1GQH552 24/09/2024	14/08/23 1GQH552 Exp 24/09/2024	84.25	
	<b>Total 3178</b>	<b>84.25</b>	
	<b>Total BPAY301</b>	<b>84.25</b>	Total BPAY
			\$ <b>84.25</b>
	<b>Grand Total - Other</b>	<b>23,526.69</b>	\$ <b>23,526.69</b>
	<b>Grand Total Accounts Paid - August 2023</b>		\$ <b>256,273.76</b>



**FlexiPurchase  
Account Statement**

**Statement for NAB**

**Statement Period:** 29 Jun 2023 to 28 Jul 2023

**Cardholder Name:** Lance Hopkinson



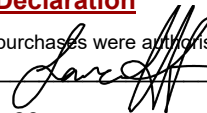
**JSKR VISA Purchasing Card (Client Expenses)**

Date	Details		Approval	Receipt Amount (\$AUD)		
	GL Code	CC Code		Department	Net	Tax
29 Jun 2023	28470	Collins Booksellers 139	Cottesloe 1106	<b>Approval Req'd</b> \$461.65	✓ \$46.16	\$507.81
Purchase Collins Booksellers books						
28 Jun 2023	28770	Academy Coffe Kitch 139	Claremont 1106	<b>Approval Req'd</b> \$13.45	✓ \$1.35	\$14.80
Purchase Academy Coffe Kitch WSLG managers meeting						
03 Jul 2023	28770	Woolworths/Cottesloe Grov 139	Cottesloe 1106	<b>Approval Req'd</b> \$30.68	✓ \$3.07	\$33.75
Purchase Woolworths/Cottesloe Grov jp and kitchen supplies						
03 Jul 2023	27250	Bale Data Services 139	Landsdale 1106	<b>Approval Req'd</b> \$87.96	✓ \$8.80	\$96.76
Purchase Bale Data Services receipt rolls						
04 Jul 2023	28770	Onemusic Australia 129	Ultimo 1106	<b>Approval Req'd</b> \$330.91	✓ \$33.09	\$364.00
Purchase Onemusic Australia APRA licence yearly						
03 Jul 2023	28530	Australian Society Of Crows Nest 129	1106	<b>Approval Req'd</b> \$90.91	✓ \$9.09	\$100.00
Purchase Australian Society Of Local history training Sally						
05 Jul 2023	27180	Peppermint News Agc 139	Peppermint Gr 1106	<b>Approval Req'd</b> \$269.82	✓ \$26.98	\$296.80
Purchase Peppermint News Agc library newspapers						
05 Jul 2023	28545	Soundcloud Yearly Next Pr 129	Berlin 1005	<b>Approval Req'd</b> \$131.82	✓ \$13.18	\$145.00
Purchase Soundcloud Yearly Next Pr yearly renewal ( oral history)						
06 Jul 2023	28470	Bigw Online 139	Bella Vista 1106	<b>Approval Req'd</b> \$118.18	✓ \$11.82	\$130.00
Purchase Bigw Online books						
10 Jul 2023	28473	Sp Jb Hi-Fi Online 139	Southbank 1106	<b>Approval Req'd</b> \$245.23	✓ \$24.52	\$269.75
Purchase Sp Jb Hi-Fi Online DVD's						
10 Jul 2023	28470	Bigw Online 139	Bella Vista 1106	<b>Approval Req'd</b> \$134.55	✓ \$13.45	\$148.00
Purchase Bigw Online books						
12 Jul 2023	28770	Woolworths/Cottesloe Grov 139	Cottesloe 1106	<b>Approval Req'd</b> \$6.82	✓ \$0.68	\$7.50
Purchase Woolworths/Cottesloe Grov KITCHEN						

18 Jul 2023	City Of Nedlands Nedlands	Approval Req'd	<input checked="" type="checkbox"/>	\$604.56
28770	139 1106	\$549.60	\$54.96	\$604.56
Purchase City Of Nedlands book club - book set hire				
19 Jul 2023	Peppermint News Agc Peppermint Gr	Approval Req'd	<input checked="" type="checkbox"/>	\$6.00
28770	139 1106	\$5.45	\$0.55	\$6.00
Purchase Peppermint News Agc CONDOLENCE CARD (PATRONS FAMILY)				
22 Jul 2023	Bigw Online Bella Vista	Approval Req'd	<input checked="" type="checkbox"/>	\$110.00
28470	139 1106	\$100.00	\$10.00	\$110.00
Purchase Bigw Online BOOKS				
24 Jul 2023	Woolworths/Cottesloe Grov Cottesloe	Approval Req'd	<input checked="" type="checkbox"/>	\$17.90
28770	139 1106	\$16.27	\$1.63	\$17.90
Purchase Woolworths/Cottesloe Grov jp supplies				
25 Jul 2023	Ap Cottesloe Ps Cottesloe	Approval Req'd	<input checked="" type="checkbox"/>	\$30.99
27250	139 1106	\$28.17	\$2.82	\$30.99
Purchase Ap Cottesloe Ps pack of clear packing tape				
26 Jul 2023	Pos Business Systems Prospect	Approval Req'd	<input checked="" type="checkbox"/>	\$315.00
27160	139 1106	\$286.36	\$28.64	\$315.00
Purchase Pos Business Systems replacement receipt printer				
28 Jul 2023	Account Fees	No Appr Req'd	<input checked="" type="checkbox"/>	\$6.82
27130	129 1106	\$6.20	\$0.62	\$6.82
Account Fees Cc Fp User Fee bank charges				
27 Jul 2023	Booktopia Pty Ltd Rhodes	Approval Req'd	<input checked="" type="checkbox"/>	\$70.02
28470	139 1106	\$63.65	\$6.37	\$70.02
Purchase Booktopia Pty Ltd BOOKS				
<b>Total for this period:</b>				<b>\$3,275.46</b>

**Cardholder Declaration**


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

Signature 

Dated 02 / 08 / 2023

Employee ID: 60

**Approved By**

Signature 

Dated 2/8/2023,

**On Completion**

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




**Statement Period:** 29 Jun 2023 to 28 Jul 2023  
**Cardholder Name:** Donald Burnett  
**JSKR VISA Purchasing Card (Client Expenses)**

[Print Report](#)

Date	Details		Approval	Receipt	Amount (\$AUD)	
	GL Code	CC Code	Department	Net	Tax	Gross
11 Jul 2023	Peppermint News Agc Peppermint Gr		Approval Req'd			\$12.00
	27140	190	0403	\$10.91	\$1.09	\$12.00
	Purchase Peppermint News Agc Farewell card					
13 Jul 2023	Reconciliation Aust Parkes		Approval Req'd			\$825.00
	27260	190	0403	\$750.00	\$75.00	\$825.00
	Purchase Reconciliation Aust Rreconciliation Australia registration					
20 Jul 2023	Adobe Acropro Subs Sydney		Approval Req'd			\$28.99
	27140	190	0403	\$26.35	\$2.64	\$28.99
	Purchase Adobe Acropro Subs Adobe subscription					
24 Jul 2023	Adobe Creative Cloud Sydney		Approval Req'd			\$871.07
	27140	190	0403	\$791.88	\$79.19	\$871.07
	Purchase Adobe Creative Cloud Adobe Creative Cloud app.					
24 Jul 2023	Local Governement Mana Mt Hawthorn		Approval Req'd			\$531.00
	26540	190	0403	\$482.73	\$48.27	\$531.00
	Purchase Local Governement Mana CEO LG Pro membership					
26 Jul 2023	Coles 0311 Mandurah		Approval Req'd			\$250.00
	27140	190	0403	\$227.27	\$22.73	\$250.00
	Purchase Coles 0311 Gift cards - farewell MCS					
26 Jul 2023	Officeworks 0614 Mandurah		Approval Req'd			\$956.00
	62101	190	0403	\$869.09	\$86.91	\$956.00
	Purchase Officeworks 0614 Chairs for Peppermint Room					
27 Jul 2023	Woolworths/Cottesloe Grov Cottesloe		Approval Req'd			\$56.00
	27140	190	0401	\$50.91	\$5.09	\$56.00
	Purchase Woolworths/Cottesloe Grov Farwell lunch MCS					
28 Jul 2023	Account Fees		No Appr Req'd			\$6.82
	27130	190	0403	\$6.20	\$0.62	\$6.82
	Account Fees Cc Fp User Fee Account fee					

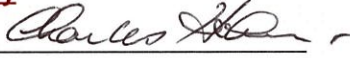
27 Jul 2023	Alh Venues/535 Stirling H Cottesloe		<b>Approval Req'd</b> <input checked="" type="checkbox"/>	\$139.00
27140	190	0403	\$126.36	\$12.64
Purchase Alh Venues/535 Stirling H Farewell lunch MCS				\$139.00
<b>Total for this period:</b>				<b>\$3,675.88</b>

**Cardholder Declaration**

I declare that all purchases were authorised or necessarily incurred on behalf of the company.  
 Signature  Dated 31/8/22

Employee ID: 5

**Approved By**

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

**On Completion**

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



**Statement Period:** 29 Jun 2023 to 28 Jul 2023  
**Cardholder Name:** Stewart Farley  
**JSKR VISA Purchasing Card (Client Expenses)**

Print Report

Date	Details		Approval	Receipt		Amount (\$AUD)
	GL Code	CC Code		Department	Net	
02 Jul 2023		Big W/High Road And Wille Willetton	Approved			\$781.00
	28471	139	1106	\$710.00	\$71.00	\$781.00
	Purchase Big W/High Road And Wille Junior Book Purchases					
02 Jul 2023		Amazon Marketplace Au Sydney South	Approved			\$29.74
	28471	139	1106	\$27.04	\$2.70	\$29.74
	Purchase Amazon Marketplace Au junior book purchases					
02 Jul 2023		Amazon Marketplace Au Sydney South	Approved			\$18.39
	28471	139	1106	\$16.72	\$1.67	\$18.39
	Purchase Amazon Marketplace Au junior book purchases					
03 Jul 2023		Amazon Au Sydney South	Approved			\$16.49
	28471	139	1106	\$14.99	\$1.50	\$16.49
	Purchase Amazon Au junior book purchases					
02 Jul 2023		Amazon Marketplace Au Sydney South	Approved			\$31.87
	28471	139	1106	\$28.97	\$2.90	\$31.87
	Purchase Amazon Marketplace Au junior book purchases					
03 Jul 2023		Amazon Au Sydney South	Approved			\$124.27
	28471	139	1106	\$112.97	\$11.30	\$124.27
	Purchase Amazon Au junior book purchases					
02 Jul 2023		Amazon Marketplace Au Sydney South	Approved			\$123.25
	28471	139	1106	\$112.05	\$11.20	\$123.25
	Purchase Amazon Marketplace Au junior book purchases					
02 Jul 2023		Amazon Marketplace Au Sydney South	Approved			\$30.69
	28471	139	1106	\$27.90	\$2.79	\$30.69
	Purchase Amazon Marketplace Au junior book purchases					
05 Jul 2023		Jacksons Drawing Sup Alfred Cove	Approved			\$148.50
	28340	139	1106	\$135.00	\$13.50	\$148.50
	Purchase Jacksons Drawing Sup school holiday craft materials					



06 Jul 2023	Amazon Marketplace Au Sydney South	Approved	<input checked="" type="checkbox"/>	\$98.78
28471	139	1106	\$89.80	\$8.98 \$98.78
Purchase Amazon Marketplace Au junior book purchases				
06 Jul 2023	Amazon Marketplace Au Sydney South	Approved	<input checked="" type="checkbox"/>	\$50.03
28471	139	1106	\$45.48	\$4.55 \$50.03
Purchase Amazon Marketplace Au junior book purchases				
08 Jul 2023	Jacksons Drawing Sup Midland	Approved	<input checked="" type="checkbox"/>	\$198.00
28340	139	1106	\$180.00	\$18.00 \$198.00
Purchase Jacksons Drawing Sup School holiday craft materials				
09 Jul 2023	Officeworks 0616 O'Connor	Approved	<input checked="" type="checkbox"/>	\$94.58
27250	139	1106	\$85.98	\$8.60 \$94.58
Purchase Officeworks 0616 paper and paper holders				
08 Jul 2023	Big W/Midland Gate S/C Midland	Approved	<input checked="" type="checkbox"/>	\$66.00
28471	139	1106	\$60.00	\$6.00 \$66.00
Purchase Big W/Midland Gate S/C junior book purchases				
10 Jul 2023	Sp School Merit Solu Perth	Approved	<input checked="" type="checkbox"/>	\$125.60
27250	139	1106	\$114.18	\$11.42 \$125.60
Purchase Sp School Merit Solu merit stickers for kids club cards				
09 Jul 2023	Bunnings 453000 O'Connor	Approved	<input checked="" type="checkbox"/>	\$32.00
28340	139	1106	\$29.09	\$2.91 \$32.00
Purchase Bunnings 453000 cardboard for holiday craft				
13 Jul 2023	Amazon Marketplace Au Sydney South	Approved	<input checked="" type="checkbox"/>	\$30.22
28471	139	1106	\$27.47	\$2.75 \$30.22
Purchase Amazon Marketplace Au junior book purchases				
28 Jul 2023	Account Fees	No Appr Req'd	<input checked="" type="checkbox"/>	\$6.82
27130	139	1106	\$6.20	\$0.62 \$6.82
Account Fees Cc Fp User Fee Account Fees				
<b>Total for this period:</b>				<b>\$2,006.23</b>

### Cardholder Declaration

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

Signature 

Dated 9 / 8 / 2023

Employee ID: 63

### Approved By

Signature 

Dated 9 / 8 / 23



**Statement Period:** 29 Jun 2023 to 28 Jul 2023  
**Cardholder Name:** Robert Young  
**JSKR VISA Purchasing Card (Client Expenses)**

[Print Report](#)

<u>Date</u>	<u>Details</u>		<u>Approval</u>	<u>Receipt</u>	<u>Amount (\$AUD)</u>	
<u>GL Code</u>	<u>CC Code</u>	<u>Department</u>	<u>Net</u>	<u>Tax</u>	<u>Gross</u>	
30 Jun 2023	Coles Express 6919 Mosman Park		<b>Approved</b>		\$122.36	
28360	139	1201	\$111.24	\$11.12	\$122.36	
Purchase Coles Express 6919 Ute Fuel						
29 Jun 2023	Bunnings 453000 O'Connor		<b>Approved</b>		\$23.00	
28350	139	1201	\$20.91	\$2.09	\$23.00	
Purchase Bunnings 453000 Misc items tim's ute						
30 Jun 2023	Bunnings 453000 O'Connor		<b>Approved</b>		\$13.28	
28350	139	1201	\$12.07	\$1.21	\$13.28	
Purchase Bunnings 453000 Misc item's Tim's ute						
05 Jul 2023	Coles Express 6919 Mosman Park		<b>Approved</b>		\$202.06	
28360	139	1201	\$183.69	\$18.37	\$202.06	
Purchase Coles Express 6919 Ute Fuel						
05 Jul 2023	Bunnings 453000 O'Connor		<b>Approved</b>		\$40.83	
28270	139	1201	\$37.12	\$3.71	\$40.83	
Purchase Bunnings 453000 Kp Toilet repair						
10 Jul 2023	Bunnings 453000 O'Connor		<b>Approved</b>		\$43.26	
28270	139	1201	\$39.33	\$3.93	\$43.26	
Purchase Bunnings 453000 Park Benches						
17 Jul 2023	Coles Express 6919 Mosman Park		<b>Approved</b>		\$118.76	
28360	139	1201	\$107.96	\$10.80	\$118.76	
Purchase Coles Express 6919 Ute Depo Fuel						
17 Jul 2023	Coles Express 6919 Mosman Park		<b>Approved</b>		\$83.68	
28360	139	1201	\$76.07	\$7.61	\$83.68	
Purchase Coles Express 6919 Ute Fuel						
18 Jul 2023	Jaycar Electronics O'Connor		<b>Approval Req'd</b>		\$12.95	
28350	139	1201	\$11.77	\$1.18	\$12.95	
Purchase Jaycar Electronics Misc Item for Tim's new ute						

19 Jul 2023	Autospark Osborne Park	Approval Req'd	<input checked="" type="checkbox"/>	\$49.98
28350	139	1201	\$45.44	\$4.54
Purchase Autospark Misc Switch's for new Ute's				
19 Jul 2023	Sp Pirate Camp Co. North Booval	Approval Req'd	<input checked="" type="checkbox"/>	\$185.10
28350	139	1201	\$168.27	\$16.83
Purchase Sp Pirate Camp Co. Misc Item's for new ute's				
17 Jul 2023	Bunnings 453000 O'Connor	Approval Req'd	<input checked="" type="checkbox"/>	\$18.60
28350	139	1201	\$16.91	\$1.69
Purchase Bunnings 453000 mlsc items				
28 Jul 2023	Account Fees	No Appr Req'd	<input checked="" type="checkbox"/>	\$6.82
27130	139	1201	\$6.20	\$0.62
Account Fees Cc Fp User Fee Bank Fee's				
<b>Total for this period:</b>				<b>\$920.68</b>

**Cardholder Declaration**

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

Signature 

Dated 31 / 07 / 2023

Employee ID: RY

**Approved By**

Signature 

Dated 31 / 07 / 2023

**On Completion**

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



**Statement Period:** 29 Jun 2023 to 28 Jul 2023  
**Cardholder Name:** Tim Whitham  
**JSKR VISA Purchasing Card (Client Expenses)**

[Print Report](#)

<u>Date</u>	<u>Details</u>	<u>Approval</u>	<u>Receipt</u>	<u>Amount (\$AUD)</u>
<u>GL Code</u>	<u>CC Code</u>	<u>Department</u>	<u>Net</u>	<u>Tax</u>
				<u>Gross</u>
06 Jul 2023	Ampol Mosman Pa 55363f Mosman Park	Approved		\$31.01
28360	139	1104	\$28.19	\$2.82
	Purchase Ampol Mosman Pa 55363f Loader Fuel.			\$31.01
10 Jul 2023	Ampol Mosman Pa 55363f Mosman Park	Approved		\$59.00
28360	139	1104	\$53.64	\$5.36
	Purchase Ampol Mosman Pa 55363f Ute Fuel.			\$59.00
11 Jul 2023	Bunnings 483000 Claremont	Approved		\$35.16
28270	139	1104	\$31.96	\$3.20
	Purchase Bunnings 483000 Hort Supplies.			\$35.16
11 Jul 2023	Ampol Mosman Pa 55363f Mosman Park	Approved		\$19.99
28360	139	1104	\$18.17	\$1.82
	Purchase Ampol Mosman Pa 55363f Ute fuel.			\$19.99
28 Jul 2023	Account Fees	No Appr Req'd		\$6.82
27130	190	1104	\$6.20	\$0.62
	Account Fees Cc Fp User Fee Bank fees.			\$6.82
<b>Total for this period:</b>				<b>\$151.98</b>

**Cardholder Declaration**

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

Signature  \_\_\_\_\_

Dated 31 / 7 / 2023

Employee ID: TW

**Approved By**

Signature  \_\_\_\_\_

Dated 31 / 07 / 2023

**On Completion**

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



**Statement Period:** 29 Jun 2023 to 28 Jul 2023  
**Cardholder Name:** Michael Costarella  
**JSKR VISA Purchasing Card (Client Expenses)**

[Print Report](#)

<u>Date</u>	<u>Details</u>	<u>Approval</u>	<u>Receipt</u>	<u>Amount (\$AUD)</u>
<u>GL Code</u>	<u>CC Code</u>	<u>Department</u>	<u>Net</u>	<u>Tax</u>
				<u>Gross</u>
28 Jul 2023	Account Fees	No Appr Req'd		\$6.82
27130	190	0403	\$6.20	\$0.62
	Account Fees Cc Fp User Fee			\$6.82
	Card Fees			
<b>Total for this period:</b>				<b>\$6.82</b>

**Cardholder Declaration**

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

Signature Michael Costarella Dated 08 / 08 / 2023

Employee ID: E0005

**Approved By**

Signature  Dated 8/8/2023 /

**On Completion**

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




**Statement Period:** 29 Jun 2023 to 28 Jul 2023  
**Cardholder Name:** Joel Lee Gajic  
**JSKR VISA Purchasing Card (Client Expenses)**

[Print Report](#)

<u>Date</u>	<u>Details</u>	<u>Approval</u>	<u>Receipt</u>	<u>Amount (\$AUD)</u>	
<u>GL Code</u>	<u>CC Code</u>	<u>Department</u>	<u>Net</u>	<u>Tax</u>	<u>Gross</u>
06 Jul 2023	Officeworks Bentleigh Eas	<b>Approval Req'd</b>		\$118.50	
27250	139	1002	\$107.73	\$10.77	\$118.50
	Purchase Officeworks HP Plotter paper rolls				
14 Jul 2023	Planning Institute Of Aus Barton	<b>Approval Req'd</b>		\$235.00	
26540	119	1002	\$213.64	\$21.36	\$235.00
	Purchase Planning Institute Of Aus PIA State Conference balance after credit from cancelled SAT training				
20 Jul 2023	Woolworths/Cottesloe Grov Cottesloe	<b>Approval Req'd</b>		\$23.50	
28280	190	1002	\$21.36	\$2.14	\$23.50
	Purchase Woolworths/Cottesloe Grov PIA divisional committee meeting catering				
28 Jul 2023	Account Fees	<b>No Appr Req'd</b>		\$6.82	
27130	190	1002	\$6.20	\$0.62	\$6.82
	Account Fees Cc Fp User Fee bank fees				
<b>Total for this period:</b>				<b>\$383.82</b>	

**Cardholder Declaration**

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

Signature  \_\_\_\_\_

Dated 15/08/2023

Employee ID: E0020

**Approved By**

Signature \_\_\_\_\_

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

**On Completion**

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



**Statement Period:** 29 Jun 2023 to 28 Jul 2023  
**Cardholder Name:** Donovan Norgard  
**JSKR VISA Purchasing Card (Client Expenses)**

[Print Report](#)

<u>Date</u>	<u>Details</u>	<u>Approval</u>	<u>Receipt</u>	<u>Amount (\$AUD)</u>	
<u>GL Code</u>	<u>CC Code</u>	<u>Department</u>	<u>Net</u>	<u>Tax</u>	<u>Gross</u>
30 Jun 2023	Jb Hi Fi Myaree Home Booragoon	<b>Approval Req'd</b>		\$187.20	
28845	129	1104	\$170.18	\$17.02	\$187.20
	Purchase Jb Hi Fi Myaree Home Laptop bag and Bluetooth mouse				
27 Jun 2023	Bp Exp Myaree 1840 Myaree	<b>Approval Req'd</b>		\$106.13	
28360	129	1104	\$96.48	\$9.65	\$106.13
	Purchase Bp Exp Myaree 1840 Fuel				
03 Jul 2023	Local Governement Mana Mt Hawthorn	<b>Approval Req'd</b>		\$531.00	
27260	129	1104	\$482.73	\$48.27	\$531.00
	Purchase Local Governement Mana LG Pro WA membership - DN				
03 Jul 2023	Adobe Acropro Subs Sydney	<b>Approval Req'd</b>		\$28.99	
28845	129	1104	\$26.35	\$2.64	\$28.99
	Purchase Adobe Acropro Subs Adobe fees				
04 Jul 2023	Ampol Mosman Pa 55363f Mosman Park	<b>Approval Req'd</b>		\$128.28	
28360	129	1104	\$116.62	\$11.66	\$128.28
	Purchase Ampol Mosman Pa 55363f Fuel				
07 Jul 2023	Wilson Parking Per113 Perth	<b>Approval Req'd</b>		\$34.42	
28845	129	1104	\$31.29	\$3.13	\$34.42
	Purchase Wilson Parking Per113 Parking				
10 Jul 2023	Hy Way Truck Kewdale	<b>Approval Req'd</b>		\$378.00	
28830	129	1104	\$343.64	\$34.36	\$378.00
	Purchase Hy Way Truck LED amber beacon Ford Ranger				
11 Jul 2023	Ampol Oconnor 55366f Oconnor	<b>Approval Req'd</b>		\$127.51	
28360	129	1104	\$115.92	\$11.59	\$127.51
	Purchase Ampol Oconnor 55366f Fuel				
20 Jul 2023	Ampol Mosman Pa 55363f Mosman Park	<b>Approval Req'd</b>		\$135.02	
28360	129	1104	\$122.75	\$12.27	\$135.02
	Purchase Ampol Mosman Pa 55363f Fuel				

23 Jul 2023	Cottesloetouchlessca Gr	Peppermint	Approval Req'd	<input checked="" type="checkbox"/>	\$26.00
28830	129	1104	\$23.64	\$2.36	\$26.00
Purchase Cottesloetouchlessca Cleaning					
23 Jul 2023	Bp Exp Myaree 1840	Myaree	Approval Req'd	<input checked="" type="checkbox"/>	\$115.56
28360	129	1104	\$105.05	\$10.51	\$115.56
Purchase Bp Exp Myaree 1840 Fuel					
25 Jul 2023	Repcos	Myaree	Approval Req'd	<input checked="" type="checkbox"/>	\$18.28
28830	129	1104	\$16.62	\$1.66	\$18.28
Purchase Repco Nyloc nuts					
28 Jul 2023	Account Fees		No Appr Req'd	<input checked="" type="checkbox"/>	\$6.82
27130	129	1104	\$6.20	\$0.62	\$6.82
Account Fees Cc Fp User Fee Bank fees					
26 Jul 2023	Canning Vale Cash &	Canningvale	Approval Req'd	<input checked="" type="checkbox"/>	\$26.20
28845	129	1104	\$23.82	\$2.38	\$26.20
Purchase Canning Vale Cash & Depot tea bags					
<b>Total for this period:</b>					<b>\$1,849.41</b>

**Cardholder Declaration**

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

Signature  \_\_\_\_\_

Dated 31 / 07 / 2023

Employee ID: 169

**Approved By**

Signature  \_\_\_\_\_

Dated 31/7/2023  
\_\_\_\_ / \_\_\_\_ / \_\_\_\_

**On Completion**

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





## **Ordinary Council Meeting**

### **8.3.2 – Financial Statements for the period ending 31st August 2023**

# SHIRE OF PEPPERMINT GROVE

## MONTHLY FINANCIAL REPORT

(Containing the required statement of financial activity and statement of financial position)

For the period ended 31 August 2023

*LOCAL GOVERNMENT ACT 1995*

*LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996*

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Note 2    Statement of Financial Activity Information	5
Note 3    Explanation of Material Variances	6

**SHIRE OF PEPPERMINT GROVE**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 AUGUST 2023**

	Supplementary Information	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
<b>OPERATING ACTIVITIES</b>							
<b>Revenue from operating activities</b>							
General rates	9	3,670,054	3,656,053	<b>3,648,204</b>	(7,849)	(0.21%)	
Grants, subsidies and contributions	12	1,399,442	3,500	<b>71,252</b>	67,752	1935.77%	▲
Fees and charges		339,195	103,406	<b>106,488</b>	3,082	2.98%	
Interest revenue		138,836	7,000	<b>17,782</b>	10,782	154.03%	▲
Other revenue		7,600	4,100	<b>2,981</b>	(1,119)	(27.29%)	▼
Profit on asset disposals	6	6,112	0	<b>0</b>	0	0.00%	
		<b>5,561,239</b>	<b>3,774,059</b>	<b>3,846,707</b>	72,648	1.92%	
<b>Expenditure from operating activities</b>							
Employee costs		(2,409,668)	(398,978)	<b>(388,527)</b>	10,451	2.62%	▲
Materials and contracts		(2,390,368)	(342,327)	<b>(342,161)</b>	166	0.05%	
Utility charges		(123,593)	(20,248)	<b>(19,808)</b>	440	2.17%	
Depreciation		(582,312)	(97,052)	<b>0</b>	97,052	100.00%	▲
Finance costs		(69,703)	0	<b>0</b>	0	0.00%	
Insurance		(118,902)	(85,727)	<b>(4,182)</b>	81,545	95.12%	▲
Other expenditure		(47,000)	0	<b>0</b>	0	0.00%	
Loss on asset disposals	6	(52,500)	0	<b>0</b>	0	0.00%	
		<b>(5,794,046)</b>	<b>(944,332)</b>	<b>(754,678)</b>	189,654	20.08%	
Non-cash amounts excluded from operating activities	Note 2(b)	628,700	97,052	<b>0</b>	(97,052)	(100.00%)	▼
<b>Amount attributable to operating activities</b>		<b>395,893</b>	<b>2,926,779</b>	<b>3,092,029</b>	165,250	5.65%	
<b>INVESTING ACTIVITIES</b>							
<b>Inflows from investing activities</b>							
Proceeds from capital grants, subsidies and contributions	13	49,162	0	<b>0</b>	0	0.00%	
Proceeds from disposal of assets	6	2,080,500	0	<b>0</b>	0	0.00%	
Proceeds from financial assets at amortised cost - self supporting loans		200,000	0	<b>0</b>	0	0.00%	
		<b>2,329,662</b>	<b>0</b>	<b>0</b>	0	0.00%	
<b>Outflows from investing activities</b>							
Payments for financial assets at amortised cost - self supporting loans		(200,000)	(200,000)	<b>0</b>	200,000	100.00%	▲
Payments for investments in associates	14	0	0	<b>(10,669)</b>	(10,669)	0.00%	▼
Payments for property, plant and equipment	5	(280,700)	0	<b>(1,546)</b>	(1,546)	0.00%	
Payments for construction of infrastructure	5	(2,575,500)	0	<b>(2,342)</b>	(2,342)	0.00%	
		<b>(3,056,200)</b>	<b>(200,000)</b>	<b>(14,557)</b>	185,443	92.72%	
<b>Amount attributable to investing activities</b>		<b>(726,538)</b>	<b>(200,000)</b>	<b>(14,557)</b>	185,443	92.72%	
<b>FINANCING ACTIVITIES</b>							
<b>Inflows from financing activities</b>							
Proceeds from new debentures	10	1,700,000	0	<b>0</b>	0	0.00%	
Transfer from reserves	4	748,284	0	<b>0</b>	0	0.00%	
		<b>2,448,284</b>	<b>0</b>	<b>0</b>	0	0.00%	
<b>Outflows from financing activities</b>							
Repayment of borrowings	10	(1,738,885)	0	<b>0</b>	0	0.00%	
Transfer to reserves	4	(715,362)	0	<b>0</b>	0	0.00%	
		<b>(2,454,247)</b>	<b>0</b>	<b>0</b>	0	0.00%	
<b>Amount attributable to financing activities</b>		<b>(5,963)</b>	<b>0</b>	<b>0</b>	0	0.00%	
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>							
<b>Surplus or deficit at the start of the financial year</b>		350,026	350,026	<b>450,211</b>	100,185	28.62%	▲
Amount attributable to operating activities		395,893	2,926,779	<b>3,092,029</b>	165,250	5.65%	▲
Amount attributable to investing activities		(726,538)	(200,000)	<b>(14,557)</b>	185,443	92.72%	▲
Amount attributable to financing activities		(5,963)	0	<b>0</b>	0	0.00%	
<b>Surplus or deficit after imposition of general rates</b>		<b>13,418</b>	<b>3,076,805</b>	<b>3,527,683</b>	450,878	14.65%	▲

**KEY INFORMATION**

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

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

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

**SHIRE OF PEPPERMINT GROVE**  
**STATEMENT OF FINANCIAL POSITION**  
**FOR THE PERIOD ENDED 31 AUGUST 2023**

	Supplementary Information	30 June 2023	31 August 2023
		\$	\$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	3	2,554,610	4,588,935
Trade and other receivables		565,146	1,821,277
<b>TOTAL CURRENT ASSETS</b>		<b>3,119,756</b>	<b>6,410,212</b>
<b>NON-CURRENT ASSETS</b>			
Trade and other receivables		92,709	92,709
Other financial assets		20,389	20,389
Investment in associate	14	109,376	120,045
Property, plant and equipment		15,589,491	15,591,038
Infrastructure		14,358,550	14,360,891
Right-of-use assets		28,761	28,761
<b>TOTAL NON-CURRENT ASSETS</b>		<b>30,199,276</b>	<b>30,213,833</b>
<b>TOTAL ASSETS</b>		<b>33,319,032</b>	<b>36,624,045</b>
<b>CURRENT LIABILITIES</b>			
Trade and other payables	8	680,985	893,969
Lease liabilities		14,983	14,983
Employee related provisions	11	159,842	159,842
<b>TOTAL CURRENT LIABILITIES</b>		<b>855,810</b>	<b>1,068,794</b>
<b>NON-CURRENT LIABILITIES</b>			
Lease liabilities		16,978	16,978
Borrowings	10	654,693	654,693
Employee related provisions		80,917	80,917
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>752,588</b>	<b>752,588</b>
<b>TOTAL LIABILITIES</b>		<b>1,608,398</b>	<b>1,821,382</b>
<b>NET ASSETS</b>		<b>31,710,634</b>	<b>34,802,663</b>
<b>EQUITY</b>			
Retained surplus		8,889,901	11,981,930
Reserve accounts	4	1,988,560	1,988,560
Revaluation surplus		20,832,173	20,832,173
<b>TOTAL EQUITY</b>		<b>31,710,634</b>	<b>34,802,663</b>

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

# NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 AUGUST 2023

## 1 BASIS OF PREPARATION AND SIGNIFICANT 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. Supporting 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.

### 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.

### Judgements and estimates

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.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimated useful life of intangible assets

### SIGNIFICANT ACCOUNTING POLICIES

Significant accounting policies utilised in the preparation of these statements are as described within the 2023-24 Annual Budget. Please refer to the adopted budget document for details of these policies.

### PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 18 September 2023

**SHIRE OF PEPPERMINT GROVE**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 AUGUST 2023**

**2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

		Adopted Budget Opening 30 June 2023	Last Year Closing 30 June 2023	Year to Date 31 August 2023
<b>(a) Net current assets used in the Statement of Financial Activity</b>				
<b>Current assets</b>				
Cash and cash equivalents	3	\$ 2,153,052	\$ 2,554,610	\$ 4,588,935
Trade and other receivables		96,000	565,146	1,821,277
		2,249,052	3,119,756	6,410,212
<b>Less: current liabilities</b>				
Trade and other payables	8	(280,000)	(680,985)	(893,969)
Lease liabilities			(14,983)	(14,983)
Borrowings	10	2,550	0	0
Employee related provisions	11		(159,842)	(159,842)
		(277,450)	(855,810)	(1,068,794)
<b>Net current assets</b>		<b>1,971,602</b>	<b>2,263,946</b>	<b>5,341,418</b>
<b>Less: Total adjustments to net current assets</b>	Note 2(c)	(1,958,184)	(1,813,735)	(1,813,735)
<b>Closing funding surplus / (deficit)</b>		<b>13,418</b>	<b>450,211</b>	<b>3,527,683</b>

**(b) Non-cash amounts excluded from operating activities**

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

		Adopted Budget	YTD Budget (a)	YTD Actual (b)
<b>Non-cash amounts excluded from operating activities</b>				
		\$	\$	\$
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals	6	(6,112)	0	0
Add: Loss on asset disposals	6	52,500	0	0
Add: Depreciation		582,312	97,052	0
<b>Total non-cash amounts excluded from operating activities</b>		<b>628,700</b>	<b>97,052</b>	<b>0</b>

**(c) Current assets and liabilities excluded from budgeted deficiency**

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

		Adopted Budget Opening 30 June 2023	Last Year Closing 30 June 2023	Year to Date 31 August 2023
<b>Adjustments to net current assets</b>				
Less: Reserve accounts	4	(1,988,558)	(1,988,560)	(1,988,560)
Add: Current liabilities not expected to be cleared at the end of the year:				
- Current portion of borrowings	10	(2,550)	0	0
- Current portion of lease liabilities			14,983	14,983
- Current portion of employee benefit provisions held in reserve	4	32,924	159,842	159,842
<b>Total adjustments to net current assets</b>	Note 2(a)	<b>(1,958,184)</b>	<b>(1,813,735)</b>	<b>(1,813,735)</b>

**CURRENT AND NON-CURRENT CLASSIFICATION**

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

**SHIRE OF PEPPERMINT GROVE  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2023**

**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 2023-24 year is \$10,000 or 10.00% whichever is the greater.

Description	Var. \$	Var. %	
	\$	%	
<b>Revenue from operating activities</b>			
<b>Grants, subsidies and contributions</b>	67,752	1935.77%	▲
Federal Assistance Grants received earlier than anticipated			
<b>Interest revenue</b>	10,782	154.03%	▲
Interest received earlier than anticipated			
<b>Other revenue</b>	(1,119)	(27.29%)	▼
<b>Expenditure from operating activities</b>			
<b>Employee costs</b>	10,451	2.62%	▲
Savings due to staff changes			
<b>Depreciation</b>	97,052	100.00%	▲
Depreciation not yet processed due to audit not yet performed			
<b>Insurance</b>	81,545	95.12%	▲
Insurance not yet paid			
<b>Non-cash amounts excluded from operating activities</b>	(97,052)	(100.00%)	▼
Depreciation (see above)			
<b>Outflows from investing activities</b>			
<b>Payments for financial assets at amortised cost - self supporting loans</b>	200,000	100.00%	▲
Loan not yet received			
<b>Payments for investments in associates</b>	(10,669)	0.00%	▼
Adjustment to balance Investment in associates			
<b>Surplus or deficit at the start of the financial year</b>	100,185	28.62%	▲
To still be confirmed once audit is complete			
<b>Surplus or deficit after imposition of general rates</b>	450,878	14.65%	▲
Due to variances described above			

**SHIRE OF PEPPERMINT GROVE**  
**SUPPLEMENTARY INFORMATION**

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SHIRE OF PEPPERMINT GROVE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 AUGUST 2023

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$0.35 M	\$0.35 M	\$0.45 M	\$0.10 M
Closing	\$0.01 M	\$3.08 M	\$3.53 M	\$0.45 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$2.60 M	56.7%
Restricted Cash	\$1.99 M	43.3%

Refer to 3 - Cash and Financial Assets

Payables		
	\$	% Outstanding
Trade Payables	\$0.89 M	
0 to 30 Days		91.4%
Over 30 Days		8.7%
Over 90 Days		0.0%

Refer to 8 - Payables

Receivables		
	\$	% Collected
Rates Receivable	\$1.69 M	54.1%
Trade Receivable	\$0.14 M	
Over 30 Days		96.9%
Over 90 Days		45.0%

Refer to 7 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.40 M	\$2.93 M	\$3.09 M	\$0.17 M

Refer to Statement of Financial Activity

Rates Revenue		
	\$	% Variance
YTD Actual	\$3.65 M	
YTD Budget	\$3.66 M	(0.2%)

Refer to 9 - Rate Revenue

Grants and Contributions		
	\$	% Variance
YTD Actual	\$0.07 M	
YTD Budget	\$0.00 M	1935.8%

Refer to 12 - Grants and Contributions

Fees and Charges		
	\$	% Variance
YTD Actual	\$0.11 M	
YTD Budget	\$0.10 M	3.0%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.73 M)	(\$0.20 M)	(\$0.01 M)	\$0.19 M

Refer to Statement of Financial Activity

Proceeds on sale		
	\$	%
YTD Actual	\$0.00 M	
Adopted Budget	\$2.08 M	(100.0%)

Refer to 6 - Disposal of Assets

Asset Acquisition		
	\$	% Spent
YTD Actual	\$0.00 M	
Adopted Budget	\$2.58 M	(99.9%)

Refer to 5 - Capital Acquisitions

Capital Grants		
	\$	% Received
YTD Actual	\$0.00 M	
Adopted Budget	\$0.05 M	(100.0%)

Refer to 5 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.01 M)	\$0.00 M	\$0.00 M	\$0.00 M

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$0.65 M

Refer to 10 - Borrowings

Reserves	
Reserves balance	\$1.99 M
Interest earned	\$0.00 M

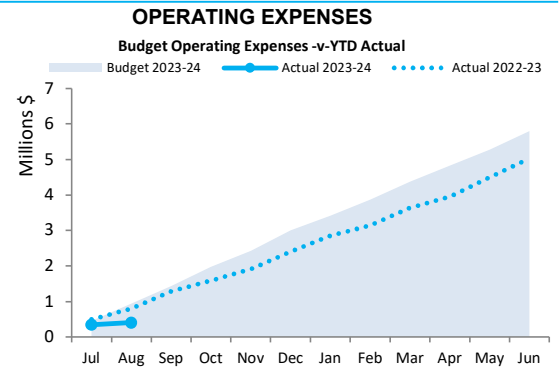
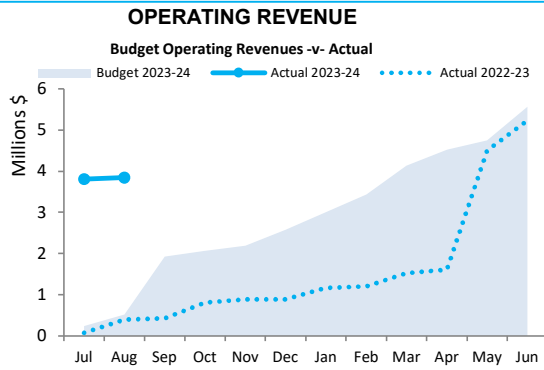
Refer to 4 - Cash Reserves

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

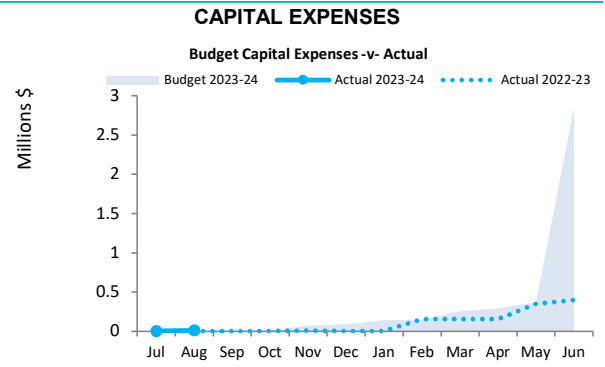
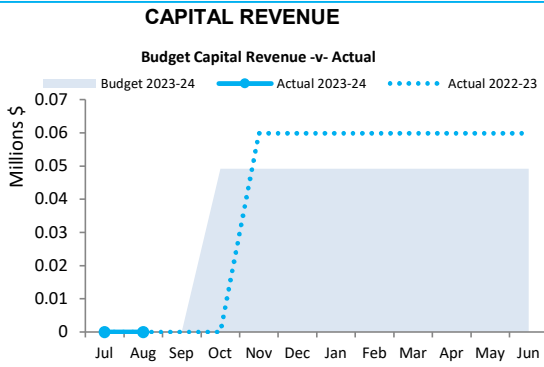
**SHIRE OF PEPPERMINT GROVE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 AUGUST 2023**

**2 KEY INFORMATION - GRAPHICAL**

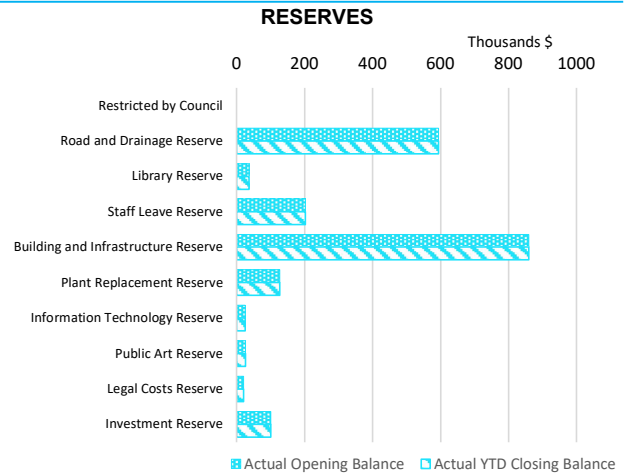
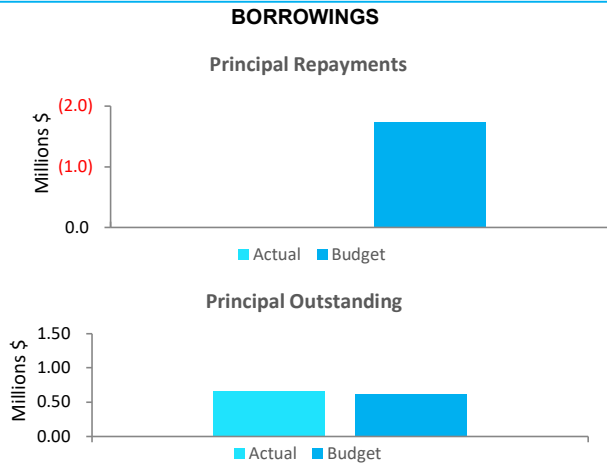
**OPERATING ACTIVITIES**



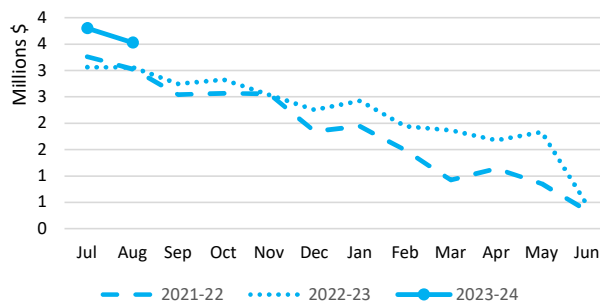
**INVESTING ACTIVITIES**



**FINANCING ACTIVITIES**



**Closing funding surplus / (deficit)**



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 31 AUGUST 2023**

**3 CASH AND FINANCIAL ASSETS**

Description	Classification	Unrestricted \$	Restricted \$	Total Cash \$	Trust \$	Institution	Interest Rate	Maturity Date
Municipal Fund	Cash and cash equivalents	2,600,375		2,600,375				
Reserve Fund		0	1,988,560	1,988,560				
<b>Total</b>		<b>2,600,375</b>	<b>1,988,560</b>	<b>4,588,935</b>	<b>0</b>			
<b>Comprising</b>								
Cash and cash equivalents		2,600,375	1,988,560	4,588,935	0			
		<b>2,600,375</b>	<b>1,988,560</b>	<b>4,588,935</b>	<b>0</b>			

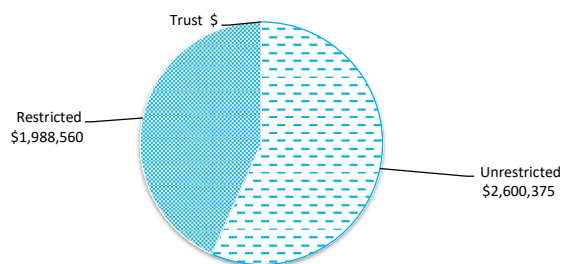
**KEY INFORMATION**

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 4 - Other assets.



**SHIRE OF PEPPERMINT GROVE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 AUGUST 2023**

**4 RESERVE ACCOUNTS**

Reserve name	Budget	Budget	Budget	Budget	Budget	Actual	Actual	Actual	Actual	Actual YTD	SOFP
	Opening Balance	Interest Earned	Transfers In (+)	Transfers Out (-)	Closing Balance	Opening Balance	Interest Earned	Transfers In (+)	Transfers Out (-)	Closing Balance	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b>Restricted by Council</b>											
Road and Drainage Reserve	595,116	25,292	37,700	(250,000)	408,108	593,360				593,360	593360
Library Reserve	56,454	2,399		(43,284)	15,569	36,344				36,344	36344
Staff Leave Reserve	182,188	7,743	30,000		219,931	201,698				201,698	201698
Building and Infrastructure Reserve	851,025	37,492	81,826	(420,000)	550,343	859,281				859,281	859281
Plant Replacement Reserve	126,616	5,381			131,997	126,309				126,309	126309
Information Technology Reserve	25,108	1,067			26,175	25,036				25,036	25036
Public Art Reserve	31,313	1,331	20,000	(35,000)	17,644	25,852				25,852	25852
Legal Costs Reserve	20,738	881			21,619	20,680				20,680	20680
Investment Reserve	100,000	4,250	460,000		564,250	100,000				100,000	100000
	<b>1,988,558</b>	<b>85,836</b>	<b>629,526</b>	<b>(748,284)</b>	<b>1,955,636</b>	<b>1,988,560</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,988,560</b>	<b>1,988,560</b>

## 5 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings - specialised	225,000			0
Furniture and equipment	9,700			0
Plant and equipment	46,000		1,546	1,546
<b>Acquisition of property, plant and equipment</b>	<b>280,700</b>	<b>0</b>	<b>1,546</b>	<b>1,546</b>
Infrastructure - roads	1,680,500			0
Infrastructure - Recreation	350,000			0
Infrastructure - Other	545,000		2,342	2,342
<b>Acquisition of infrastructure</b>	<b>2,575,500</b>	<b>0</b>	<b>2,342</b>	<b>5,434</b>
<b>Total capital acquisitions</b>	<b>2,856,200</b>	<b>0</b>	<b>3,888</b>	<b>6,980</b>
<b>Capital Acquisitions Funded By:</b>				
Capital grants and contributions	49,162	0	0	0
Borrowings	1,700,000	0	0	0
Other (disposals & C/Fwd) (exc sale of sump)	33,000	0	0	0
Reserve accounts				
Road and Drainage Reserve	250,000		0	0
Library Reserve	43,284		0	0
Building and Infrastructure Reserve	420,000		0	0
Public Art Reserve	35,000		0	0
Contribution - operations	325,754	0	3,888	3,888
<b>Capital funding total</b>	<b>2,856,200</b>	<b>0</b>	<b>3,888</b>	<b>3,888</b>

### SIGNIFICANT ACCOUNTING POLICIES

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

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 *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.

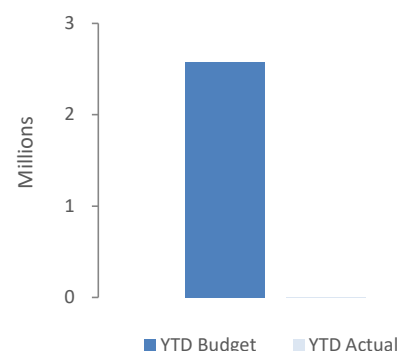
#### Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognised at fair value. Assets held at cost are depreciated and assessed for impairment annually.

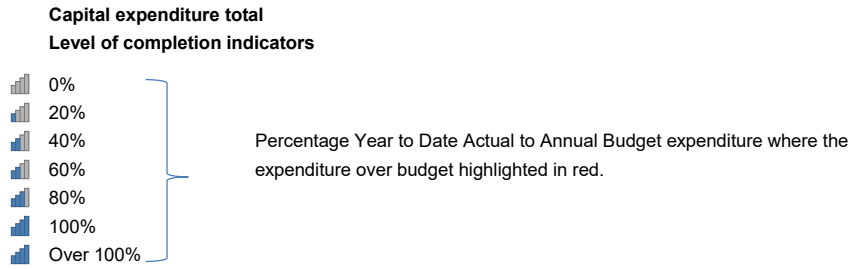
#### Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of 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.

Payments for Capital Acquisitions



5 CAPITAL ACQUISITIONS - DETAILED

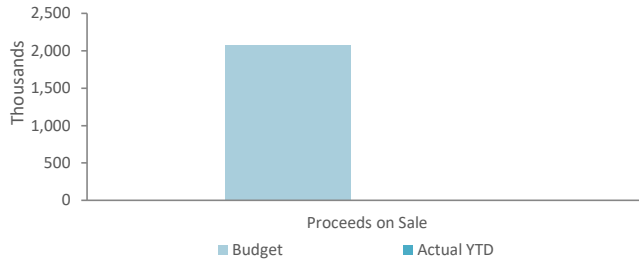


Level of completion indicator, please see table at the end of this note for further detail.

			Adopted		Variance
Account Description			Budget	YTD Budget	(Under)/Over
			\$	\$	\$
<b>Land and Buildings</b>					
Renewal	Design main entry weather protection structure - Library		7,000		0
Renewal	Painting works - Library		5,000		0
Renewal	Renewal Works - Library		15,000		0
Renewal	Composite material - Library		55,000		0
Renewal	Solar - Depot		10,000		0
Renewal	Airconditioning replacement		100,000		0
Renewal	Shade panels - Library		19,000		0
Renewal	Airconditioner replacement		8,000		0
Renewal	Painting works and sundry furniture		6,000		0
			225,000	0	0
<b>Plant and Equipment</b>					
Renewal	Vehicle replacement		38,000		0
Renewal	Minor plant		8,000	1,546	-1546
			46,000	0	1,546
					(1,546)
<b>Infrastructure - Roads</b>					
Renewal	Minor kerb renewal		10,000		0
Renewal	Minor footpath works		20,000		0
Renewal	Minor drainage works		10,000		0
Renewal	Footpath works - Esplanade to foreshore		23,000		0
Renewal	Crossland Court -paving replacement		30,000		0
New	Johnston St - sump		1,587,500		0
			1,680,500	0	0
<b>Infrastructure - Recreation</b>					
Renewal	Playground equipment - Keanes Point		350,000		0
			350,000	0	0
<b>Infrastructure - Other</b>					
New	VMS - carpark		60,000		0
New	Parking and drainage construction - Manner Hill		300,000		0
New	Mural - Manners Hill		5,000	2,342	-2342
New	Memorial wall		80,000		0
New	Foreshore works		100,000		0
			545,000	0	2,342
					(2,342)
<b>Furniture and Equipment</b>					
New	Chambers - recording equipment		9,700		0
			2,856,200	0	3,888
					(3,888)

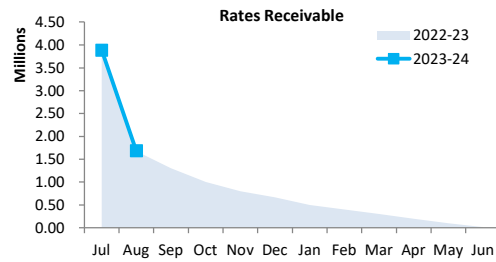
6 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
<b>Property, Plant and Equipment</b>									
	Land - freehold	2,100,000	2,047,500	0	(52,500)			0	0
	Vehicles	26,888	33,000	6,112	0			0	0
		<b>2,126,888</b>	<b>2,080,500</b>	<b>6,112</b>	<b>(52,500)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



7 RECEIVABLES

Rates receivable	30 Jun 2023	31 Aug 2023
	\$	\$
Opening arrears previous years	57,524	19,144
Levied this year	3,345,071	3,648,204
Less - collections to date	(3,383,451)	(1,982,343)
Gross rates collectable	<b>19,144</b>	<b>1,685,005</b>
Net rates collectable	<b>19,144</b>	<b>1,685,005</b>
% Collected	99.4%	54.1%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	3,146	51,281	876	45,283	100,586
Percentage	0.0%	3.1%	51.0%	0.9%	45.0%	
<b>Balance per trial balance</b>						
Trade receivables						100,586
Other receivables						35,686
<b>Total receivables general outstanding</b>						<b>136,272</b>

Amounts shown above include GST (where applicable)

KEY INFORMATION

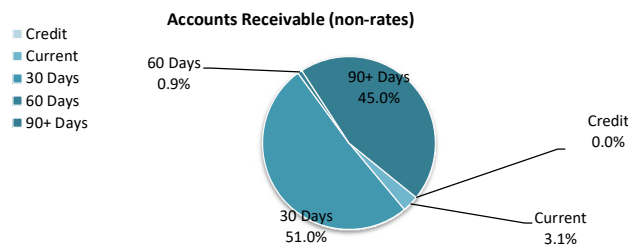
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.





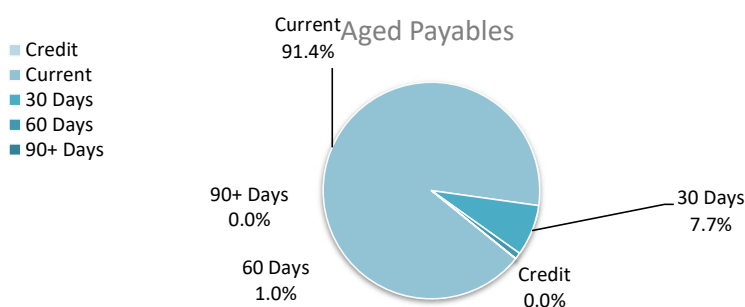
8 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	816,874	68,437	8,526	132	893,969
Percentage	0.0%	91.4%	7.7%	1.0%	0.0%	
<b>Balance per trial balance</b>						
Sundry creditors						893,969
<b>Total payables general outstanding</b>						<b>893,969</b>

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.



9 RATE REVENUE

General rate revenue

RATE TYPE	Rate in	Number of	Rateable	Rate	Budget	Total	Rate	Interim	YTD Actual
	\$ (cents)	Properties	Value	Revenue	Interim	Revenue	Revenue	Rate Revenue	Total
				\$	\$	\$	\$	\$	\$
<b>Gross rental value</b>									
Gross Rental Value	0.0756	589	46,988,483	3,549,980	14,000	3,563,980	3,648,204		3,648,204
<b>Sub-Total</b>		<b>589</b>	<b>46,988,483</b>	<b>3,549,980</b>	<b>14,000</b>	<b>3,563,980</b>	<b>3,648,204</b>	<b>0</b>	<b>3,648,204</b>
<b>Minimum payment</b>									
<b>Gross rental value</b>									
Gross Rental Value	1,494	71		106,074		106,074			0
<b>Sub-total</b>		<b>71</b>	<b>0</b>	<b>106,074</b>	<b>0</b>	<b>106,074</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total general rates</b>						<b>3,670,054</b>			<b>3,648,204</b>

10 BORROWINGS

Repayments - borrowings

Information on borrowings	Loan No.	New Loans			Principal Repayments		Principal Outstanding		Interest Repayments	
		1 July 2023	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Particulars		\$	\$	\$	\$	\$	\$	\$	\$	
Library/Community Centre	41	654,693		0		(38,885)	654,693	615,808		(45,143)
Road/Drainage - Johnston St	42	0		1,500,000		(1,500,000)	0	0		(19,060)
		654,693	0	1,500,000	0	(1,538,885)	654,693	615,808	0	(64,203)
<b>Self supporting loans</b>										
Tennis Club	43	0		200,000		(200,000)				
		0	0	200,000	0	(200,000)	0	0	0	0
<b>Total</b>		<b>654,693</b>	<b>0</b>	<b>1,700,000</b>	<b>0</b>	<b>(1,738,885)</b>	<b>654,693</b>	<b>615,808</b>	<b>0</b>	<b>(64,203)</b>
Current borrowings		1,738,885					0			
Non-current borrowings		-1,084,192					654,693			
		<b>654,693</b>					<b>654,693</b>			

All debenture repayments were financed by general purpose revenue.  
Self supporting loans are financed by repayments from third parties.

New borrowings 2023-24

Particulars	Amount Borrowed	Amount Borrowed	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
	\$	\$				\$	%	\$	\$	\$
Road/Drainage - Johnston St		1,500,000	WATC	Debentures						
Tennis Club		200,000	WATC	Self supporting						
	<b>0</b>	<b>1,700,000</b>				<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>

KEY INFORMATION

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

11 OTHER CURRENT LIABILITIES

Other current liabilities	Note	Opening Balance 1 July 2023 \$	Liability transferred from/(to) non current \$	Liability Increase \$	Liability Reduction \$	Closing Balance 31 August 2023 \$
<b>Employee Related Provisions</b>						
Provision for annual leave		112,375	0			112,375
Provision for long service leave		47,467	0			47,467
<b>Total Provisions</b>		<b>159,842</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>159,842</b>
<b>Total other current liabilities</b>		<b>159,842</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>159,842</b>

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note

**KEY INFORMATION**

**Provisions**

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

**Employee Related Provisions**

**Short-term employee benefits**

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

**Other long-term employee benefits**

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

12 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability (As revenue)	Liability	Current Liability	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	1 July 2023			31 Aug 2023	31 Aug 2023			
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Grants and subsidies</b>								
Grove Contributions				0		1,327,700		
Grants Commission - General				0		43,000	3,500	46,174
Grants Commission - Roads				0		23,000		25,078
MRWA - Direct Grant				0		5,742		
	0	0	0	0	0	1,399,442	3,500	71,252

13 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability (As revenue)	Liability	Current Liability	Adopted Budget	YTD	YTD Revenue
	1 July 2023			31 Aug 2023	31 Aug 2023	Revenue	Budget	Actual
Capital grants and subsidies	\$	\$	\$	\$	\$	\$	\$	\$
LRCI - 4				0		49,162		
	0	0	0	0	0	49,162	0	0

**SHIRE OF PEPPERMINT GROVE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 AUGUST 2023**

**14 INVESTMENT IN ASSOCIATES**

**(a) Investment in associate**

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

- Contribution to equity in associates
- Share of associates total comprehensive income arising during the period

**Carrying amount at 1 July**

- Share of associates total comprehensive income arising during the period

**Carrying amount at 30 June**

Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
\$	\$	\$
0	0	10,669
0	0	109,376
0	0	10,669
0	0	120,045

**SIGNIFICANT ACCOUNTING POLICIES**

**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 – Policy for Legal Representation costs for Elected Members and Employees**



## 2.14 LEGAL REPRESENTATION FOR ELECTED MEMBERS AND EMPLOYEES

<b>Purpose</b>	This policy sets out guidelines to assist the Shire in determining when it is appropriate to pay legal representation costs attributed to Elected Members (EM) and Employees where they have become involved in legal proceedings as a result of their official functions.
<b>Status</b>	ADMINISTRATIVE - STATUTORY
<b>Policy</b>	<p><b>1. General Principles</b></p> <p>In the first instance, the EM or Employee must refer to the Local Government Insurance Scheme for assessment of their case under the Management Liability Insurance (Elected Members and Employees Liability) cover.</p> <p><b>2. Application for Payment</b></p> <p>Should cover not be available under this scheme, a written submission is to be prepared to the Shire’s CEO, for approval by Council. The details of the written submission requesting financial support for legal services under this policy, must address the following criteria:</p> <ol style="list-style-type: none"> <li>a) The matter for which legal representation is requested;</li> <li>b) How the matter relates to the functions of the EM and Employee;</li> <li>c) The legal firm nominated to provide the legal representation;</li> <li>d) The nature of the legal representation to be sought (such as advice, representation in court, preparation of a document etc);</li> <li>e) An estimated cost of the legal representation;</li> <li>f) Why it is in the interests of the Shire for payment to be made;</li> <li>g) That the EM or Employee acted in good faith, and must not have acted unlawfully or in a way that constitutes improper conduct; and</li> <li>h) That financial support for legal services, complies with the financial interest of the Local Government Act 1995.</li> </ol> <p>2.1 As far as possible, the application is to be made before commencement of the legal representation to which the application relates.</p> <p>2.2 Each application will be reviewed by Council to determine whether the provision of legal representation costs is justified.</p> <p><b>3. Legal representation costs – Limit</b></p> <p>The Shire, in approving an application, shall set a limit on the legal representation costs to be paid, based on the estimated costs in the application and the Shire’s annual budget.</p> <p><b>4. Council’s Powers:</b></p> <p>The Council may:</p> <ul style="list-style-type: none"> <li>• Refuse;</li> <li>• Grant; or</li> <li>• Grant subject to conditions,</li> </ul>

	<p>An application for payment of legal representation costs.</p> <p>The Council may at any time revoke or vary an approval, or any conditions of approval for the payment of legal representation costs.</p> <p><b>5. Approval</b></p> <p>Council approves applications requesting legal representation costs under this policy. If there is a need for the provision of urgent legal services before an application can be considered by Council, the CEO may give an authorisation to the value of \$5,000.</p> <p>The EM or Employee shall sign an agreement with the Shire agreeing that the financial assistance shall be provided on the terms and conditions of this policy.</p> <p>Where it is the CEO who is seeking urgent financial support for Legal Services the Council shall deal with the application.</p> <p><b>6. Repayment of Legal Costs</b></p> <p>Any amount recovered by an EM or Employee in proceedings, whether for costs or damages, will be off set against any monies paid or payable by the Shire.</p> <p>Financial assistance for legal representation costs will be withdrawn where council determines, upon legal advice that a person has acted dishonestly. Where assistance is so withdrawn, the person who obtained financial support is to repay any monies already provided. The Shire may take legal action to recover such monies in court.</p>
Special Notes	
Related Procedures	
Amendment Authority Level	
Related Delegation	Chief Executive Officer
Related Local Law/Legislation	
Adopted Amended	
Review history	



## **Ordinary Council Meeting**

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

**Building and Planning Statistics**

**Infringements Issued**

**Library Statistics**

**Recycling Statistics**

**Library Management Council Minutes**

## Matters for Information and Noting

### Building Permits Issued August 2023

Application Number	Location	Description	Decision
BA 2022 / 00022	12 Keane Street	BA22 – Permit to Extend Time (Single House)	Approved
BA 2023 / 00021	34 McNeil Street	Patio	Approved
BA 2023 / 00023	460 Stirling Highway	Shop Fit Out (Barber)	Approved
BA 2023 / 00025	460 Stirling Highway	Animated Signage	Approved

### Planning Approvals and Notices Issued August 2023

Application Number	Location	Description	Delegation	Decision
DA 2023 / 00012	146 Forrest Street	Second Amendment to DA2019/00009 (Alterations and Additions to a Heritage Place)	Delegated	Approved
DA 2023 / 00015	12 Bay View Terrace	Single House		Withdrawn
DA 2023 / 00020	146 Forrest Street	Workshop, Greenhouse, Pool Pump Room, Outdoor Entertaining Area	Delegated	Approved
DA 2023 / 00021	18A Keane Street	Solar Collectors	Delegated	Approved
DA 2023 / 00024	460 Stirling Highway	Signage	Delegated	Approved
DTC-0013	11 Crossland Court	Alterations and Additions to a Grouped Dwelling		Not Exempt

### Infringements, August 2023

Reason	Amount
Stopping On A Verge	\$50.00
Parking On Footpath/Pedestrian Crossing	\$100.00

### Library Statistics, August, 2023

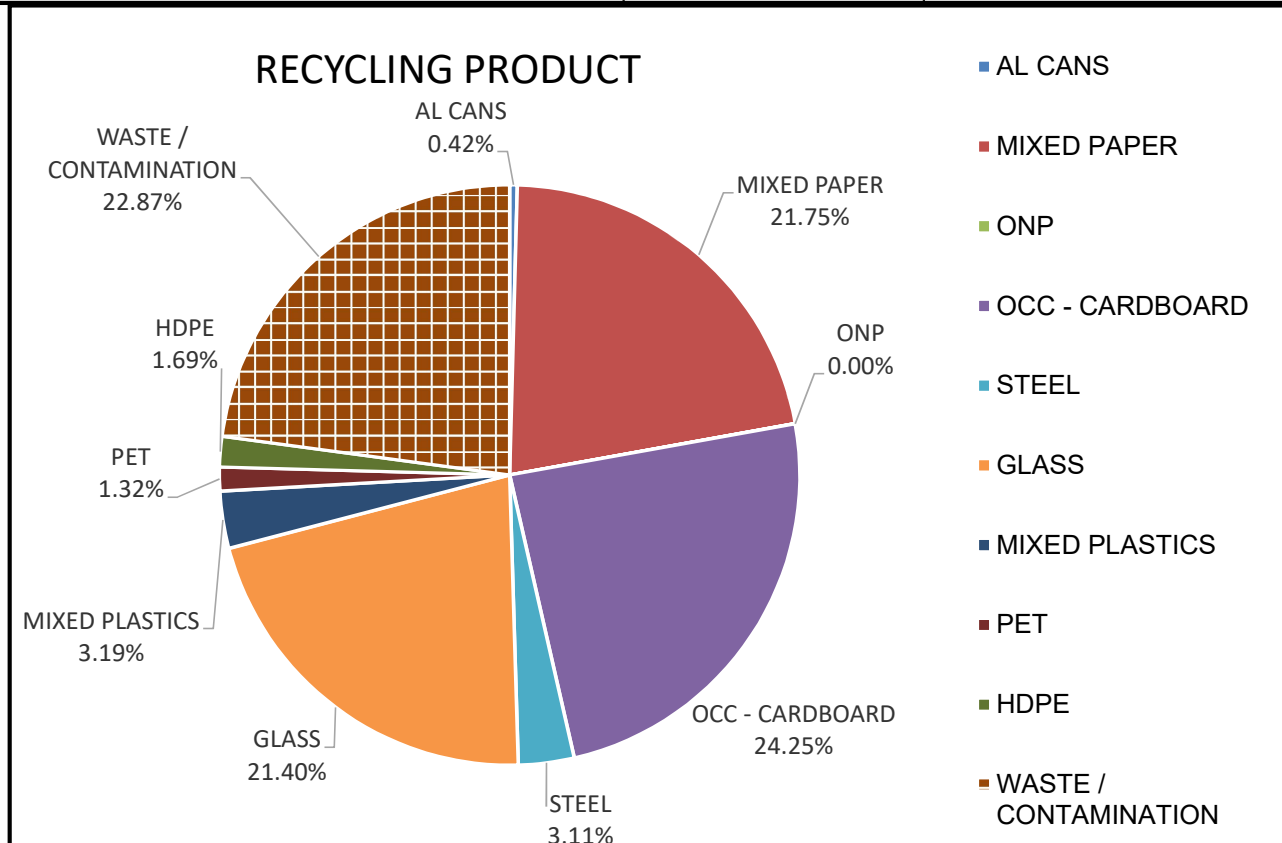
Library Statistics	August 2023	August 2022	August 2021
Loans	20,131	19,783	16,122
New Borrowers	311	274	289

# Recycling Recovery



July 2023

PRODUCT	Product - Percentage	Product - Tonnes
AL CANS	0.42	0.04
MIXED PAPER	21.75	2.31
ONP	0.00	0.00
OCC - CARDBOARD	24.25	2.58
STEEL	3.11	0.33
GLASS	21.40	2.27
MIXED PLASTICS	3.19	0.34
PET	1.32	0.14
HDPE	1.69	0.18
<b>TOTAL RECOVERED</b>	<b>77.13</b>	<b>8.19</b>
WASTE / CONTAMINATION	22.87	2.43
<b>MONTHLY TOTAL</b>	<b>100.00</b>	<b>10.62</b>





**NOTES FOR THE  
LIBRARY MANAGEMENT GROUP  
MEETING**

**HELD ON**

**Tuesday 15 August  
Shire of Peppermint Grove  
Council Chambers.**

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



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



**The Presiding Member declared the meeting open at 8.02am**

**ATTENDEES**

**Delegates:**

Town of Cottesloe

Cr M (Melissa) Harkins (Chair)

Shire of Peppermint Grove

Cr K (Karen) Farley (Via Telephone)

Town of Mosman Park

Deputy Mayor G (Georgie) Carey

Alternate Delegates/Observers:

Nil

**Officers Attending:**

Town of Cottesloe

Shane Collie, Manager Corporate Services and Governance

Shire of Peppermint Grove

Don Burnett, Chief Executive Officer  
Stewart Farley, Acting Library Co-Ordinator

Town of Mosman Park

Carissa Bywater, Chief Executive Officer

**Apologies:**

Cr D (Dawne) Horrex  
Mayor P (Paul) Shaw  
Cr C (Craig) Masarei

**1. CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING**



**OFFICER RECOMMENDATION /LMG DECISION**

**That the Minutes of the Library Management Committee Meeting held on Tuesday 16th May 2023 be confirmed as a true and accurate record of proceedings.**

**Moved Cr Carey    Seconded Cr Farley    Carried 3/0**

**2. BUSINESS ARISING FROM THE PREVIOUS MINUTES**

**Nil**

**3. FINANCIAL STATEMENTS (Attachments)**

The interim financial statements from 1 July 22 to 30 June 2023 are submitted for consideration. The library financial are subject to a separate audit.

The main variations to the adopted budget are as follows

**Income**

12140    -\$4000 IHC income. The Health Department is invoiced for costs associated with the Infant Health Clinic. Invoice pending.

20200    -\$5600 Café lease. Reduction in lease fee as agreed by LBG.

12130    -\$6,000 Oral History Contribution .Towns of Cottesloe and Mosman Park not invoiced contribution towards Oral History project.

**Expenditure**

26110    +\$63,000 Salaries. Budget error in staff overtime and penalties

26310    +\$9000 Super. Additional costs for 26110

26620    +\$16000 Employee leave accruals. Accrued Long Service Leave paid on termination (liability in each local governments accounts reduced)

27160    +\$49000 IT operations. Additional costs during IT Provider changeover. In dispute and credit may be given.

27260    +\$8000 Subscriptions. Portion of Shire's WALGA annua subscription allocated to library (first time allocated)

29200    +\$8000 building maintenance. Major cost due to a significant valve failure and repairs.

29230    -\$13000 Cleaning. Correction to cost allocation.

26310 -\$6000 Superannuation Community History. Change of staff and matching super.

28575 -\$8000 Oral History Project. Minor costs only.

CAPEX -\$18000 Capex. Projects underspent or not commenced.

The net position is an operating increase of approximately \$92,000, noting there will be a credit for the IHC costs and possibly for the IT changeover.

**OFFICER RECOMMENDATION /LMG DECISION**

**That the interim 2022/23 financial statements to be received**

**Moved Cr Carey    Seconded Cr Farley    Carried 3/0**

**4. ANNUAL KEY PERFORMANCE INDICATORS (Attachment)**

Each year the State Library require Western Australian libraries to provide statistical returns for the year. Attached is a report on The Grove Library's Key Performance indicators for the 2022/23 Financial year.

**OFFICER RECOMMENDATION**

**That the report be received.**

**This item to be carried over to the next LMG meeting.**

## 5. LIBRARY CONTRIBUTION UPDATE

This update is to provide a comparison of the financial contributions made by member Councils to the Grove library since 2012/13. The contributions include the library operations, the history unit and the community centre but do not include capital.

	2012/13	2018/19 *	2022/23
ToMP	\$623,676	\$699,006	\$670,231
ToC	\$541,040	\$606,389	\$564,556
SoPG	<u>\$116,459</u>	<u>\$130,525</u>	<u>\$125,261</u>
Total	\$1,281,175	\$1,435,920	\$1,360,048

\*(peak costs then organisational review)

The average increase in the net operating costs over the 12-year period is 0.56%. Costs peaked in 2018/19 and have reduced by 9.47% since then following an internal review by the Shire and cost saving initiatives introduced.

### OFFICER RECOMMENDATION/LMG DECISION

That the information be received.

Moved Cr Carey    Seconded Cr Farley    Carried 3/0

## 6. PURCHASE OF DIGITAL PARKING AND EVENTS SIGN.

For a number of years, the Shire has been endeavouring to get the other members of the Library Management Group, being the Towns of Mosman Park and Cottesloe to agree to the installation of a digital parking and events sign at the entry to the underground carpark off Leake Street. The sign would advise visitors of parking bay availability and advise when the parking area is full and when there are no available bays. This would avoid the issue of cars entering the parking area on busy days and having to turn around and exit when no bays are available. The sign would also have an event advisory capacity.

The Shire's 2023/24 budget made provision for \$60,000 to purchase and install this sign. In anticipation of the other two LGs not making a direct financial contribution, the majority of the project cost was budgeted for from the Shire's municipal/library reserve funds. An amount of \$26,000 was allocated from the sale of the library pool car, which was originally funded by all three members. The other two members have been asked informally if these funds could be allocated to this project even if the balance of the project isn't being funded through the agreement funding arrangements. The additional cost to the Shire over what would have been made under the normal funding arrangements for the library would be \$17,000.

#### **OFFICER RECOMMENDATION**

**That the Library Management Group note that the Shire will be purchasing a digital parking and event sign, with some of the costs being met by the funds from the sale of the library pool vehicle.**

#### **LMG DECISION**

**That the LMG does not support this project at this point in time**

**Moved Cr Carey    Seconded Cr Harkins    Carried 2/1**

## **7. MATTERS FOR INFORMATION**

### **7.1 Inter Library Loans**

Changes to the way that interlibrary loan are undertaken came into effect on the 1<sup>st</sup> July 2023. The changes primarily effect country libraries as the country courier service is to be discontinued. The country libraries will be provided with E-Books or an item will be purchased for them and a Metropolitan library loan copy via Australia Post will be last resort. Metropolitan libraries will be expected to provide items if requested and will be reimbursed 50% of the postal fee from the State Library. This may affect the postage and freight line of any future library budget.

### **7.2 Upcoming event at the Grove Library**

- Book Launch : “Count the Stars” Raewyn Caisley & Gabriel Evans - 21/08/2023
- Exhibition: St Hilda's Junior School Art Exhibition 2023. 16 - 30/09/2023
- Kim Beazley : Impact 100 W.A. Generous Australians, 27/09/2023
- The Grove Classics: Sundays in October 2023
- Book launch: Sean Avery 07/10/2023
- Extending hours for Exam Study for students from years 11, 12 & University. 9am - 12pm, Sundays October – November. 2023
- Exhibition: Artist Helen Martin, 06-18/11/23

**7.3 The Grove annual key performance indicators for 2022/23 were tabled.**

**7.4 Stewart Farley, Youth Services Coordinator gave an overview of his role in the library.**

## **8. NEXT MEETING**

The following dates are submitted for future meetings,

Tuesday 14th November 2023

Tuesday 13th February 2024

Tuesday 14th May 2024

Tuesday 13th August 2024

## **9. CLOSURE**

**Meeting closed at 8.45am.**