

CITY OF ARMADALE

MINUTES

OF CORPORATE SERVICES COMMITTEE HELD IN THE FUNCTION ROOM,
ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON TUESDAY,
10 OCTOBER 2023 AT 7.00PM.

PRESENT:

Cr K Busby (Chair)
Cr J Keogh (Deputy Chair)
Cr M J Hancock
Cr G Nixon
Cr M Northcott (Deputy for Cr Hetherington)
Cr M Silver

APOLOGIES:

Cr P A Hetherington
Cr S Peter

OBSERVERS:

Cr E J Flynn (*via Teams*)
Cr S Mosey (*via Teams*)
Cr G J Smith

IN ATTENDANCE:

Ms J Abbiss	Chief Executive Officer
Mr J Lyon	Executive Director Corporate Services
Mr P Sanders	Executive Director Development Services (<i>via Teams</i>)
Mr M Andrews	Executive Director Technical Services
Ms S van Aswegen	Executive Director Community Services (<i>via Teams</i>)
Mr M Hnatojko	Executive Manager Corporate Services
Mrs R Milnes	Manager Community Development
Ms J Cranston	Executive Assistant Community Services

PUBLIC:

Nil

*“For details of Councillor Membership on this Committee, please refer to the City’s website
– www.armadale.wa.gov.au/mayor-councillors-and-wards.”*

DISCLAIMER

The Disclaimer for protecting Councillors and staff from liability of information and advice given at Committee meetings was not read as there were no members of the public present.

DECLARATION OF MEMBERS' INTERESTS

Nil

QUESTION TIME

Nil

DEPUTATION

Nil

CONFIRMATION OF MINUTES

RECOMMEND

Minutes of the Corporate Services Committee Meeting held on 19 September 2023 be confirmed.

Moved Cr G Nixon

MOTION CARRIED

(6/0)

ITEMS REFERRED FROM INFORMATION BULLETIN

Items in Issue No.15

Nil

Committee noted the information and no further items were raised for discussion and/or further report purposes.

CONTENTS

CORPORATE SERVICES COMMITTEE

10 OCTOBER 2023

1.	FINANCIAL MANAGEMENT & PLANNING	
1.1	**STATEMENT OF FINANCIAL ACTIVITY - AUGUST 2023	4
1.2	LIST OF ACCOUNTS PAID - AUGUST 2023	8
2.	GOVERNANCE & ADMINISTRATION	
2.1	**REVIEW OF REDUNDANT DELEGATIONS OF AUTHORITY	11
2.2	DRAFT ACCESS AND INCLUSION REFERENCE GROUP TERMS OF REFERENCE	17
3.	MISCELLANEOUS	
3.1	RIVERS REGIONAL COUNCIL TO SUBSIDIARY	20
4.	COUNCILLORS' ITEMS	
	NIL	21
5.	CHIEF EXECUTIVE OFFICER'S REPORT	
	NIL	21
6.	EXECUTIVE DIRECTOR'S REPORT	
	NIL	21
	SUMMARY OF ATTACHMENTS	22

****1.1 - STATEMENT OF FINANCIAL ACTIVITY - AUGUST 2023**

WARD : ALL
 FILE No. : M/524/23
 DATE : 4 October 2023
 REF : MH
 RESPONSIBLE : Executive Director
 MANAGER : Corporate Services

In Brief:

- This report presents the City's Monthly Financial Report for the second (2) month period ended 31 August 2023.
- This report recommends accepting the Financial Report for the second (2) month period ended 31 August 2023, noting there are reportable actual to budget material variances for the period and that the opening balances for this report are preliminary with the final end of year position about to be finalized and audited by KPMG/OAG.

Tabled Items

Nil

Decision Type

- ☐ **Legislative** The decision relates to general local government legislative functions such as adopting/changing local laws, town planning schemes, rates exemptions, City policies and delegations etc.
- ☒ **Executive** The decision relates to the direction setting and oversight role of Council.
- ☐ **Quasi-judicial** The decision directly affects a person's rights or interests and requires Councillors at the time of making the decision to adhere to the principles of natural justice.

Officer Interest Declaration

Nil

Strategic Implications

4. Leadership
- 4.3 Financial Sustainability
- 4.3.2 Undertake active financial management to ensure that the annual budget is achieved and any variances are promptly identified and addressed.

Legal Implications

Local Government Act 1995 – Part 6 – Division 3 – Reporting on Activities and Finance
Local Government (Financial Management) Regulations – Part 4 – Financial Reports.

Local Government Act 1995 – s.6.11 Reserve accounts

- (1) *Subject to subsection (5), where a local government wishes to set aside money for use for a purpose in a future financial year, it is to establish and maintain a reserve account for each such purpose.*

- (2) *Subject to subsection (3), before a local government —*
- (a) *changes* the purpose of a reserve account; or*
 - (b) *uses* the money in a reserve account for another purpose, it must give one month's local public notice of the proposed change of purpose or proposed use.*
- * Absolute majority required.*
- (3) *A local government is not required to give local public notice under subsection (2) -*
- (a) *where the change of purpose or of proposed use of money has been disclosed in the annual budget of the local government for that financial year; or*
 - (b) *in such other circumstances as are prescribed.*
- (4) *A change of purpose of, or use of money in, a reserve account is to be disclosed in the annual financial report for the year in which the change occurs.*
- (5) *Regulations may prescribe the circumstances and the manner in which a local government may set aside money for use for a purpose in a future financial year without the requirement to establish and maintain a reserve account.*

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

The Statement of Financial Activity, as presented, refers and explains.

Consultation

Nil

BACKGROUND

A local government is required to prepare a statement of financial activity reporting on the revenue and expenditure as set out in the annual budget for that month. The details in the statement are those as prescribed and the statement is to be reported to Council.

COMMENTS

Presented as an attachment this month, is the second monthly financial statement (presented in nature and type format) prepared from information posted in the OneCouncil system.

For the purposes of reporting other material variances from the Statement of Financial Activity, the following indicators, as resolved by Council, have been applied.

Revenue

Material variances are identified where, for the period being reported, the actual varies to the budget by an amount of (+) or (-) \$100,000 and in these instances an explanatory comment has been provided.

Expense

Material variances are identified where, for the period being reported, the actual varies to the budget by an amount of (+) or (-) \$100,000 and in these instances an explanatory comment has been provided.

For the purposes of explaining each Material Variance, a three part approach has been taken. The parts are:

1. Period Variation

Relates specifically to the value of the Variance between the Budget and Actual figures for the period of the report.

2. Primary Reason

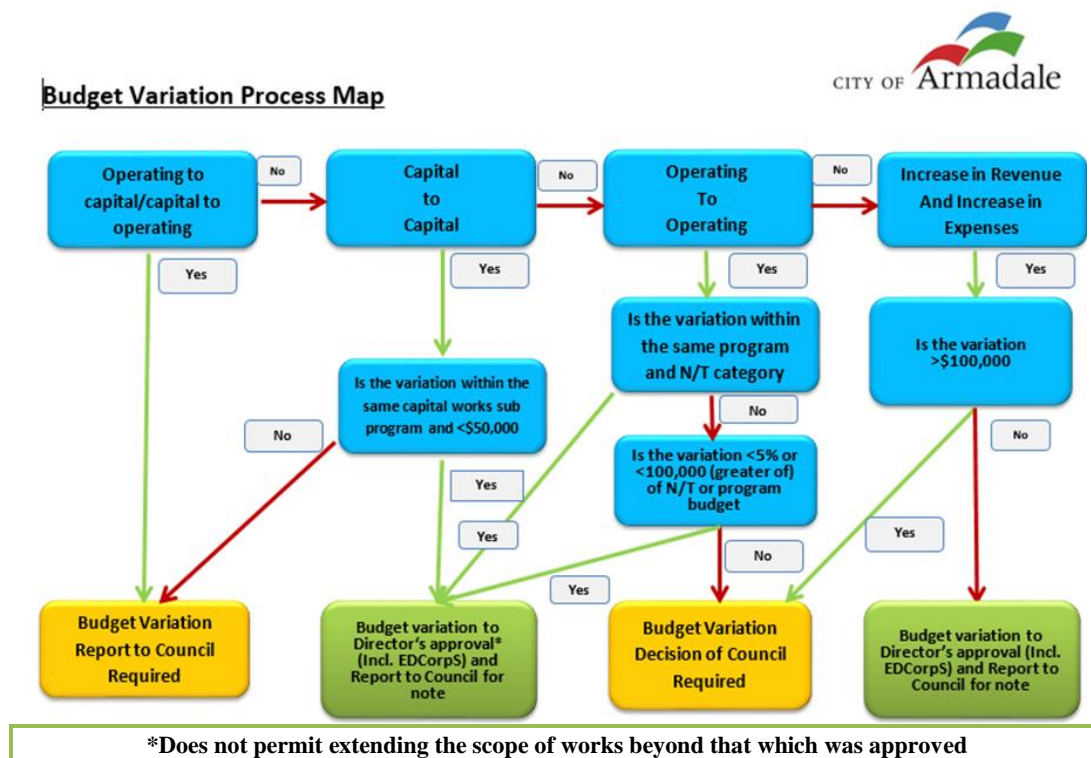
Explains the primary reasons for the period Variance. As the report is aimed at a higher level analysis, minor contributing factors are not reported.

3. Budget Impact

Forecasts the likely dollar impact on the Annual Budget position. It is important to note that figures in this part are 'indicative only' at the time of reporting, for circumstances may subsequently change.

At the 26 June 2023 Ordinary Meeting, Council adopted the Budget Variations Process Map which increased the Capital variation from \$40,000 to \$50,000 and the Operating to Operating from \$80,000 to \$100,000 to align with the adopted material variation threshold. Budget variations are presented to Council for authorisation by 'Absolute Majority' in circumstances where a forecast variation requires a movement from:

- Operating to Capital.
- Capital to Capital over \$50,000.
- Capital to Operating.
- Operating to Operating for amounts greater than 5% or \$100,000 (whichever is greater).

**DETAILS**

Presented as an attachment is the Monthly Statement of Financial Activity for the second (2) month period ended 31 August 2023.

The Monthly Statements are based on the model statements provided to the sector, which have been developed by Moore Australia, in conjunction with the Department of Local Government, Sport and Cultural Industries.

The opening balances presented for July are preliminary as the end of year accounts are due to be audited by KPMG/OAG during October. The accounts are yet to reflect the end of year reserve transfers for FY23 and do not include the infrastructure asset revaluation, which has only recently been received.

Capital Carry Forward Program Update

Included in the monthly report as an attachment is the status of the capital carry forward program as at the end of August 2023.

Rates Debtors

Last month, it was reported that there were 1670 properties that owed rates from FY23 totalling \$2.3M. City Officers have commenced the follow up with these properties and at the end of August, this had already reduced to 1534 properties totaling \$2.1M.

The complete table of rates debtors is being finalised and will be provided in the next report with the September financials.

Sundry Debtors

The total of Sundry Debtors 120+days is \$0.95M of which:

- \$675k is with Fines Enforcement Registry for collection;
- \$145k relate to Waste commercial customers which is likely to be collected;
- A further \$73k relate to Planning and Building debtors; and
- A number of community organisations make up the balance. The 60 day total which has rolled over with \$1.16M due is expected to be collected by the end of September.

ATTACHMENTS

1. 1 Rates Interest - Small Balance Written Off - August 2023
2. 2 Monthly Financial Report - Aug 2023
3. 3 Carry Forward Balances for the Monthly Financial Statements - August 2023

RECOMMEND

CS43/10/23

That Council:

1. **Pursuant to Regulation 34 of the *Local Government (Financial Management) Regulations 1996* accept the Statement of Financial Activity for the second (2) month period ended 31 August 2023; and:**
2. **Note that there are reportable actual to budget material variances for the period and this report is preliminary only for the end of August; and**
3. **Note the \$37.34 small rates debts written off under Primary Delegation 1.0 and Secondary Delegation CORPS 1.1.**

Moved Cr G Nixon
MOTION CARRIED

(6/0)

1.2 - LIST OF ACCOUNTS PAID - AUGUST 2023

WARD : ALL
 FILE No. : M/525/23
 DATE : 4 October 2023
 REF : MH
 RESPONSIBLE : Executive Director
 MANAGER : Corporate Services

In Brief:

- The report presents, pursuant to Regulation 13(1), (3) and (4) of the *Local Government (Financial Management) Regulations 1996*, the List of Accounts paid for the period 1 August to 31 August 2023 as well as the credit card statements for August 2023.

Tabled Items

Nil

Decision Type

- ☐ **Legislative** The decision relates to general local government legislative functions such as adopting/changing local laws, town planning schemes, rates exemptions, City policies and delegations etc.
- ☒ **Executive** The decision relates to the direction setting and oversight role of Council.
- ☐ **Quasi-judicial** The decision directly affects a person's rights or interests and requires Councillors at the time of making the decision to adhere to the principles of natural justice.

Officer Interest Declaration

Nil

Strategic Implications

4. Leadership
- 4.3 Financial Sustainability
- 4.3.2 Undertake active financial management to ensure that the annual budget is achieved and any variances are promptly identified and addressed.

Legal Implications

Section 6.10 (d) of the *Local Government Act 1995* refers, ie.

6.10 Financial management regulations

Regulations may provide for —

- (d) *the general management of, and the authorisation of payments out of —*
- (i) *the municipal fund; and*
- (ii) *the trust fund, of a local government.*

Regulation 13(1), (3) & (4) of the *Local Government (Financial Management) Regulations 1996* refers, ie.

13. *Lists of Accounts*

- (1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*
- (a) *the payee's name;*
 - (b) *the amount of the payment;*
 - (c) *the date of the payment; and*
 - (d) *sufficient information to identify the transaction.*
- (3) *A list prepared under subregulation (1) is to be —*
- (a) *presented to the council at the next ordinary meeting of the council after the list is prepared; and*
 - (b) *recorded in the minutes of that meeting.*
- (4) *After the list referred to in subregulation (1) has been prepared for a month the total of all other outstanding accounts is to be calculated and a statement of that amount is to be presented to the council at the meeting referred to in subregulation (3)(a).*

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

All accounts paid have been duly incurred and authorised for payment as per approved purchasing and payment procedures.

Consultation

Nil

BACKGROUND

Pursuant to Section 5.42 of the *Local Government Act 1995 (Delegation of some powers and duties to CEO)*, Council has resolved to delegate to the CEO (*Delegation Payment from Municipal and Trust Funds refers*) the exercise of its powers to make payments from the municipal and trust funds.

COMMENT

The List of Accounts paid for the period 1 August to 31 August 2023 is presented as an attachment to this report as well as the credit card statements for August 2023.

ATTACHMENTS

1. Monthly Cheque and Credit Card Report - August 2023

RECOMMEND

CS44/10/23

That Council note the List of Accounts paid as presented in the attachment to this report and summarised as follows:

Municipal Fund

Accounts paid totaling \$10,944,690.91 on cheque numbers 229 to 238, transactions 10407 to 12393 and Payrolls dated 6 August and 20 August 2023.

Credit Card

Accounts Paid totalling \$5,150.09 for the period ended August 2023.

**Moved Cr G Nixon
MOTION CARRIED**

(6/0)

****2.1 - REVIEW OF REDUNDANT DELEGATIONS OF AUTHORITY**

WARD : ALL
FILE No. : M/460/23
DATE : 4 October 2023
REF : DB
RESPONSIBLE : Executive Director
MANAGER : Corporate Services

In Brief:

- On 12 June 2023 and 26 June 2023, Council adopted a range of new delegations of authority under the *Local Government Act 1995*, the *Dog Act 1976* and *Cat Act 2011*.
- A number of existing delegations were not replaced as part of this process, as further research was required into the functions.
- This research is complete in part, and a number are presented for replacement.

Decision Type

- ☒ **Legislative** The decision relates to general local government legislative functions such as adopting/changing local laws, town planning schemes, rates exemptions, City policies and delegations etc.
- ☐ **Executive** The decision relates to the direction setting and oversight role of Council.
- ☐ **Quasi-judicial** The decision directly affects a person's rights or interests and requires Councillors at the time of making the decision to adhere to the principles of natural justice.

Officer Interest Declaration

Nil

Strategic Implications

4.1. Develop organisational frameworks to achieve consistency, transparency and clarity of decision making processes.

Legal Implications

Delegations of authority are made using enabling legislation (in this case, the *Local Government Act 1995*) to allow Officers to exercise functions and powers that would otherwise be required to be exercised by Council.

Section 5.46(2) of the *Local Government Act 1995* (Act) requires delegations made under the Act to be reviewed at least once by the delegator in every financial year.

Council Policy/Local Law Implications

New and revised delegations should not alter the ability of the City to use local laws or policies. Some policies may require an administrative amendment to reflect a change in the name of a delegation; however, the heads of power remain the same.

Budget/Financial Implications

Nil

Consultation

1. Directorate Managers.
2. Chief Executive Officer.
3. ELT.
4. External legal services provider.

BACKGROUND

On 12 and 26 June 2023 Council adopted, and repealed, a range of delegations of authority to the CEO. This represented the culmination of work involving Tranche 1 delegations as part of the overarching review of the City's delegated authority structure.

There were a handful of delegations that were not replaced and were in essence, 'held over' as further detailed assessment was required of those delegations and the powers contained in them. Those delegations are –

- a) **CORPS 11.0 Disposal of Property**
- b) **CORPS 6.0 Legal Representation for Councillors and Employees**
- c) **CORPS 7.0 Recognition of Service by Councillors**
- d) **NEW TBC Action, notices, proceedings, prosecutions and withdrawals – any other written law**
- e) **DS 3.0 Sale of Land Assets**
- f) **DS 27.0 Execution of Documents – Landgate**
- g) **NEW TBC Authorised to sign Memorandums of Understanding**
- h) **NEW TBC Planning, building and other development related applications where the City is the applicant/land owner**

For the purposes of meeting its compliance obligations with section 5.46(2) of the *Local Government Act 1995*, Council reviewed these delegations.

DETAILS OF PROPOSAL

The detailed assessment has now been done in part, the results of which are presented to Council for consideration. "CORPS 6.0 Legal Representation for Councillors and Employees" and "CORPS 7.0 Recognition of Service by Councillors" are still subject to further research with a report to be presented at a later date; henceforth they are excluded for the purposes of this report.

(1) CORPS 11.0 Disposal of property
DS 3.0 Sale of land assets

Previously, the City had a single delegation in CORPS 11.0 for the disposal of property. As part of the overall review of delegations, it was decided a better approach to delegating the authority to dispose of local government property was to split the function into two categories.

- Property that is land or buildings
- Property that is other assets (fleet, plant and equipment etcetera).

It was considered that, with the volume of activity involved with disposal of non-land assets – motor vehicles and plant primarily – it would be more manageable for the organisation to separate the core activities of the function delegated.

Accordingly, at Council's ordinary meeting on 12 June 2023, Council adopted delegation "1.1.20 Disposing of property other than land or buildings". This new delegation specifically addresses the distinction between disposing of plant/fleet assets, and land.

"CORPS 11.0 Disposal of property" was carried over by Council unchanged, as officers were intending to do more research and consideration of what was needed. The outcome of this further work is the draft delegation attached to this report "1.1.19 Disposing of property involving land or buildings".

The draft presented is a modernised version of CORPS 11.0, with the provisions relating to disposal of non-land assets removed, as those matters are now covered by a dedicated delegation.

This process also included an assessment of Development Services delegation "DS 3.0 Sale of land assets", undertaken as part of the consideration of CORPS 11.0 and the function generally. DS 3.0 was created to allow the CEO to undertake property disposals when Council had approved the disposition of property, and for the CEO to engage in negotiations with the purchaser and sign a contract of sale on behalf of the local government.

For all intents and purposes the function is the same as that of CORPS 11.0 – give effect to Council's decision to dispose of land, with the associated administrative duties. However there are some specific requirements that pertain to DS 3.0; these are incorporated into the draft attached to this report "1.1.19 Disposing of property involving land or buildings" to ensure specific land disposals relating to urban development and/or infrastructure projects are encompassed.

(2) NEW TBC Action, notices, proceedings, prosecutions and withdrawals – any other written law

This delegation was adopted by Council on 29 September 2020 (CS47/9/20). It contains a broad power to commence legal proceedings on behalf of the City under legislation other than the *Local Government Act 1995* which at the time was covered by a dedicated delegation (and remains so – "1.1.2 Local Government Act 1995 – legal proceedings").

The City has existing delegations of authority for the commencement of legal proceedings or enforcement action for a range of functions that are specific to the enabling legislation that contains the offence provisions relating to the action to be taken. These are –

DS 1.0 Planning powers and duties

Existing delegation that conveys a broad range of powers and functions under the Local Planning Scheme and *Planning and Development Act 2005*. Enforcement ability is contained in the Act and is not excluded by this delegation.

NEW TBC Building Act 2011 – Building Orders

Existing delegation that contains the power to commence a prosecution under section 133 of the *Building Act 2011*. Likely to be reviewed as part of Tranche 2 with the functions carried over.

DS 32.0 Commence Proceedings (Public Health Act 2016)

This is an existing delegation, which will be revised as part of the Tranche 2 review of the City's delegations. Whilst it will be reviewed, the function will remain.

DS 36.0 Food Act 2008 – Functions of enforcement agency

Whilst this delegation is current and delegates authority to the CEO and Manager Health Services for certain functions, it will be reviewed as part of Tranche 2 to make the functions clearer.

NEW TBC Bush Fires Act 1954 – Prosecution of Offences

Existing delegation proposed to be replaced as part of the Tranche 2 review. The basic function will be carried over.

6.1.2 Dog Act 1976 – dog control and enforcement functions

Adopted by Council on 12 June 2023 and delegates the ability to undertake proceedings under the Act.

1.1.2 Local Government Act 1995 – legal proceedings

Adopted by Council on 26 June 2023 and contains the delegated authority to commence a prosecution for offences under the LGA relating to the City's local laws or local government regulations the City is responsible for administering.

Accordingly it is recommended the delegation "NEW TBC Action, notices, proceedings, prosecutions and withdrawals – any other written law" is repealed. It's function is adequately provided for by existing delegations of authority for specific legislation and is not required.

(3) DS 27.0 Execution of Documents – Landgate

NEW TBC Authorised to sign Memorandums of Understanding

NEW TBC Planning, building and other development related applications where the City is the applicant/land owner

Policy ADM 21 – Authority to Sign Documents

Due to the number of instruments involved, including a new draft policy to replace them, this matter will be presented to Council at a later date.

(4) 1.1.5 Power of entry

Council adopted this delegation on 12 June 2023 (T2/6/23) as part of Tranche 1 of the overall delegation review. In the officer report, it was stated the new delegation “...*replaces ‘NEW TBC Local Government Act 1995 – Power of entry’ however in reality it is a carryover of the existing delegation with formatting changes...*”.

Following Council’s adoption of the delegations, officers obtained external advice that cautions against relying on s.9.10(2) of the Act to appoint an authorised person for the purposes of Division 3 powers, as that appointment should be by the local government. Consequently a revision of “1.1.5 Power of entry” is presented for consideration.

OPTIONS

1. Council can decide to not adopt and repeal the delegations described if it chooses.
2. Council can decide to retain or modify any of these delegations.

CONCLUSION

As the overall review of delegations progresses from Tranche 1 into Tranche 2 powers and functions, further minor improvements will likely be identified and highlighted for closer attention.

The approach taken by officers in this respect is that, rather than focusing on a singular annual review milestone, continuous analysis and improvement is a better methodology to ensure issues are identified and addressed promptly, thus providing better service delivery outcomes for the City.

ATTACHMENTS

1. Delegations for repeal and review/approval

RECOMMEND

CS45/10/23

That Council:

1. In accordance with section 5.42(1) of the *Local Government Act 1995*, delegate to the Chief Executive Officer the exercise of the powers and duties prescribed in the following instruments of delegation:

1.1.19 Disposing of property involving land or buildings; and
1.1.5 Power of entry

2. In accordance with section 5.45(1)(b) of the *Local Government Act 1995*, repeal the following instruments of delegation to the Chief Executive Officer:

CORPS 11.0 Disposal of property;
DS 3.0 Sale of land assets; and
NEW TBC Action, notices, proceedings, prosecutions and withdrawals – any other written law

3. Authorise the Chief Executive Officer to correct any identified minor grammatical, formatting or punctuation errors to the delegations once adopted, provided the correction does not represent a change to the function or power delegated.

ABSOLUTE MAJORITY RESOLUTION REQUIRED

Moved Cr M S Northcott
MOTION CARRIED

(6/0)

2.2 - DRAFT ACCESS AND INCLUSION REFERENCE GROUP TERMS OF REFERENCE

WARD : ALL
FILE No. : M/556/23

DATE : 4 October 2023
REF : RM
RESPONSIBLE : Executive Director
MANAGER : Community Services

In Brief:

- This report presents the draft City of Armadale Access and Inclusion Reference Group Terms of Reference.
- Recommend that:
Council endorse the draft City of Armadale Access and Inclusion Reference Group Terms of Reference

Tabled Items

Nil

Decision Type

- ☐ **Legislative** The decision relates to general local government legislative functions such as adopting/changing local laws, town planning schemes, rates exemptions, City policies and delegations etc.
- ☒ **Executive** The decision relates to the direction setting and oversight role of Council.
- ☐ **Quasi-judicial** The decision directly affects a person's rights or interests and requires Councillors at the time of making the decision to adhere to the principles of natural justice.

Officer Interest Declaration

Nil

Strategic Implications

Strategic Community Plan

Aspiration 1: Community

- 1.2 Improve Community Wellbeing
 - 1.2.2 Facilitate the alignment of service and program delivery to identified social priorities within the community.
- 1.4 An inclusive and engaged community
 - 1.4.2 Encourage the provision of inclusive and accessible facilities, services and programs within the community.

Access and Inclusion Plan 2021 – 2026

Legal Implications

Disability Services Act 1993 (amended in 2004) – Disability Access and Inclusion Plan

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

Nil

Consultation

Nil

BACKGROUND

The City's Access and Inclusion Reference Group (AIRG) was established in 1995 at the same time as the City's first Disability Access and Inclusion Plan (DAIP), with the latter required by local governments as an element of the *Disability Services Act 1993 (amended in 2004)*. Since this time the title of the Group has undergone changes, with the current title in place since February 2021.

The primary purpose of the AIRG is to garner insight into local issues and solutions associated with the DAIP's implementation, monitoring and evaluation. The AIRG comprises a City Councillor and relevant City officers, with the majority of representation coming from community organisations or community members who either live with disability, care for a person with disability or who have an interest in access and inclusion.

The AIRG Terms of Reference 2021 – 2023 were last revised in February 2021 and was presented to Council resulting in the following resolution (C2/2/21):

That Council endorse the draft City of Armadale Access and Inclusion Reference Group Terms of Reference as attached to the report.

DETAILS OF PROPOSAL

The draft AIRG Terms of Reference 2023 – 2025 is now presented to Council. The amendments to the Terms of Reference are cited in the attached document using the track changes function, with accompanying comments providing the detail. The Membership section contains the most amendments. All the sections are listed as follows:

- Introduction
- Objectives
- Powers
- Membership
- Quorum
- Meetings
- Roles and Responsibilities
- Conflicts of Interest
- Reporting
- Resources and budget
- Review
- Variations
- Term

ANALYSIS

The Access and Inclusion Reference Group is important to ensuring the City not only complies with its Access and Inclusion Plan but exceeds the AIP's eight Outcome areas by taking a locally relevant approach based on good practice. The draft Terms of Reference provides a clear framework for the governance and operation of the group, conducive to maximising the benefit of the members' local knowledge and insight.

OPTIONS

Council has the following options:

1. Endorse the draft City of Armadale Access and Inclusion Reference Group Terms of Reference as attached to this report.
2. Does not endorse the draft City of Armadale Access and Inclusion Reference Group Terms of Reference as attached to this report.
3. Amends the draft City of Armadale Access and Inclusion Reference Group Terms of Reference as attached to this report.

Option 1 is recommended.

CONCLUSION

The draft Access and Inclusion Reference Group Terms of Reference is presented to Council for endorsement. It outlines the elements required for the successful governance and operation of the AIRG in order for the City to satisfactorily implement, monitor and evaluate the Access and Inclusion Plan.

ATTACHMENTS

1. Access and Inclusion Reference Group - Draft Terms of Reference 2023 - 2025
2. No Track Changes - Access and Inclusion Reference Group - Draft Terms of Reference 2023 - 2025

RECOMMEND

CS46/10/23

That Council:

1. **Endorse the draft City of Armadale Access and Inclusion Reference Group Terms of Reference as attached to this report.**

Moved Cr M S Northcott
MOTION CARRIED

(6/0)

3.1 - RIVERS REGIONAL COUNCIL TO SUBSIDIARY

WARD : ALL
FILE No. : M/546/23

DATE : 4 October 2023
REF : NM
RESPONSIBLE : Executive Director
MANAGER : Technical Services

In Brief:

- A confidential report is presented at Attachment B-1 to this Agenda.

Strategic Implications

2.4 Sustainable Waste Management

- 2.4.1 The City will provide a contemporary, responsive and affordable waste management service to the community that balances environmental, social and financial sustainability outcomes.

Legal Implications

Sections 5.36, 5.38 and 5.39 of *Local Government Act 1995*.

Council Policy/Local Law Implications

Not applicable.

Budget/Financial Implications

There are no budget implications of adopting the recommendation of this report.

Consultation

Intra Directorate.
Legal advice.

ATTACHMENTS

A Confidential Report is presented at Attachment B-1 to this Agenda.

RECOMMEND

CS47/10/23

That Council adopt the recommendation as presented in the Confidential Report.

**Moved Cr G Nixon
MOTION CARRIED**

(6/0)

COUNCILLORS' ITEMS

Nil

Cr Nixon thanked everyone on the Corporate Services Committee and the Executive Director Corporate Services.

Cr Busby thanked everyone on the Corporate Services Committee for the last couple of years. He also thanked Executive Director Corporate Services, Executive Manager Corporate Services, the CEO, Executive Directors and the Executive Assistant. Cr Busby wished good luck to everyone who was running in the upcoming elections.

CHIEF EXECUTIVE OFFICER'S REPORT

Nil

EXECUTIVE DIRECTOR'S REPORT

Nil

MEETING DECLARED CLOSED AT 7:10PM

CORPORATE SERVICES COMMITTEE		
SUMMARY OF ATTACHMENTS		
10 OCTOBER 2023		
ATT NO.	SUBJECT	PAGE
1.1 STATEMENT OF FINANCIAL ACTIVITY - AUGUST 2023		
1.1.1	Rates Interest - Small Balance Written Off - August 2023	23
1.1.2	Monthly Financial Report - Aug 2023	24
1.1.3	Carry Forward Balances for the Monthly Financial Statements - August 2023	41
1.2 LIST OF ACCOUNTS PAID - AUGUST 2023		
1.2.1	Monthly Cheque and Credit Card Report - August 2023	45
2.1 REVIEW OF REDUNDANT DELEGATIONS OF AUTHORITY		
2.1.1	Delegations for repeal and review/approval	57
2.2 DRAFT ACCESS AND INCLUSION REFERENCE GROUP TERMS OF REFERENCE		
2.2.1	Access and Inclusion Reference Group - Draft Terms of Reference 2023 - 2025	67
2.2.2	No Track Changes - Access and Inclusion Reference Group - Draft Terms of Reference 2023 - 2025	72



RALES WRITTEN OFF
1/08/2023 to 30/08/2023

10:23:12 am

<u>Assess#</u>	<u>Property Address</u>	<u>Amount</u>
65557	2961 Albany Hwy, Kelmscott	-\$0.01
70310	20 Bromfield Dr, Kelmscott	-\$0.07
72314	125 Buckingham Rd, Kelmscott	-\$0.45
81549	15 George St, Kelmscott	-\$0.12
83034	10 Greendale Pl, Kelmscott	-\$0.03
90689	3 Mimosa Ct, Kelmscott	-\$2.25
98702	122 Salter Rd, Mount Nasura	-\$1.81
106878	16 Turner Pl, Kelmscott	-\$0.02
108133	4 Wakehurst Pl, Kelmscott	-\$3.47
164470	43 Rushton Tce, Mount Nasura	-\$0.03
168860	39 Simons Dr, Roleystone	-\$0.02
180048	99 Powell Cr, Brookdale	-\$0.03
186608	92 Ayres Rd, Forrestdale	-\$0.02
213645	36 Heritage Dr, Roleystone	-\$4.25
228444	24 Dickens Pl, Armadale	-\$0.03
243876	278 Croyden Rd, Roleystone	-\$0.06
271099	18 Baldessin Av, Harrisdale	-\$0.02
283383	5B Mornington St, Armadale	-\$2.54
306127	127 Derry Av, Mount Nasura	-\$0.22
332774	69A Yellowwood Av, Piara Waters	-\$0.08
338249	9 Slate Way, Harrisdale	-\$0.04
399554	25 Haydock St, Forrestdale	-\$0.05
413980	6 Tuff Way, Piara Waters	-\$0.02
417956	14 Abercrombie Ent, Harrisdale	-\$0.03
436679	4/17 Forrest Rd, Armadale	-\$0.96
438948	1 Research Av, Piara Waters	-\$0.09
440363	24 Bonvue Rd, Harrisdale	-\$0.03
441121	13 Catalonia St, Champion Lakes	-\$0.01
453906	1 Nobel Way, Forrestdale	-\$0.04
455176	20 Steffan Loop, Harrisdale	-\$3.00
455423	11 Foraker St, Haynes	-\$2.10
455702	18 Estela Av, Piara Waters	-\$3.50
455900	13 Girona St, Piara Waters	-\$3.37
456885	91 Percheron Cct, Forrestdale	-\$1.23
457148	9 Grafton Way, Hilbert	-\$1.98
458528	41 Mistral Cr, Forrestdale	-\$1.90
458659	45 Steffan Loop, Harrisdale	-\$0.30
459633	15 Whiffler Rd, Forrestdale	-\$1.17
459728	10 Dynasty Way, Forrestdale	-\$1.65
462258	12 Comet Way, Hilbert	-\$0.34
Total Written Off		-\$37.34

Primary Delegation CORPS 1.0 and Secondary Delegation CORPS 1.1 specifically refer - the above small debts have, following investigation, been written-off.

J Lyon

Executive Director, Corporate Services Date:

Primary Delegation CORPS no. 1.0 and Secondary Delegation CORPS no. 1.1

7/9/23

CITY OF ARMADALE

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

TABLE OF CONTENTS

Statements required by regulation

Statement of Financial Activity	2
Note 1 Basis of Preparation	3
Note 2 Statement of Financial Activity Information	4
Note 3 Explanation of Material Variances	5

CITY OF ARMADALE
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2023

	Supplementary Information	Amended Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
OPERATING ACTIVITIES							
Revenue from operating activities							
General rates	9	82,518,271	81,429,938	81,398,026	(31,912)	(0.04%)	
Rates excluding general rates	9	579,545	579,545	579,634	89	0.02%	
Grants, subsidies and contributions		3,185,720	530,947	267,814	(263,133)	(49.56%)	▼
Fees and charges		32,245,900	19,074,332	19,151,777	77,445	0.41%	
Interest revenue		6,437,100	1,072,850	1,236,680	163,830	15.27%	▲
Other revenue		648,500	108,086	56,609	(51,477)	(47.63%)	
Profit on asset disposals		192,920	0	0	0	0.00%	
		125,807,956	102,795,698	102,690,540	(105,158)	(0.10%)	
Expenditure from operating activities							
Employee costs		(49,604,500)	(8,267,470)	(7,167,423)	1,100,047	13.31%	▼
Materials and contracts		(50,429,260)	(8,404,969)	(3,957,303)	4,447,666	52.92%	▼
Utility charges		(4,470,700)	(745,114)	(446,665)	298,449	40.05%	▼
Depreciation		(27,698,000)	(4,616,334)	(4,569,192)	47,142	1.02%	
Finance costs		(1,246,280)	(207,712)	(204,221)	3,491	1.68%	
Insurance		(1,258,500)	(509,758)	(412,329)	97,429	19.11%	
Other expenditure		(4,855,346)	(809,246)	(1,135,504)	(326,258)	(40.32%)	▲
Loss on asset disposals		(994,210)	0	0	0	0.00%	
		(140,556,796)	(23,560,603)	(17,892,637)	5,667,966	24.06%	
Non-cash amounts excluded from operating activities	Note 2(b)	28,499,290	4,616,334	4,552,239	(64,095)	(1.39%)	
Amount attributable to operating activities		13,750,450	83,851,429	89,350,142	5,498,713	6.56%	
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions		13,658,740	2,276,453	1,005,549	(1,270,904)	(55.83%)	▼
Proceeds from disposal of assets		1,548,300	0	0	0	0.00%	
Developer Contribution Plans - Cash		122,180	20,363	14,391	(5,972)	(29.33%)	
Developer Contribution Plans - Gifted Assets		30,000,000	0	0	0	0.00%	
Developer Contribution Plans		2,045,900	0	0	0	0.00%	
		47,375,120	2,296,816	1,019,940	(1,276,876)	(55.59%)	
Outflows from investing activities							
Payments for property, plant and equipment	6	(27,659,100)	(4,609,850)	(3,206,904)	1,402,946	30.43%	▼
Payments for construction of infrastructure	6	(27,427,540)	(4,571,257)	(699,330)	3,871,926	84.70%	▼
Infrastructure - Gifted Assets		(30,000,000)	0	0	0	0.00%	
		(85,086,640)	(9,181,107)	(3,906,234)	5,274,873	57.45%	
Non-cash amounts excluded from investing activities	Note 2(c)	6,417,400	0	0	0	0.00%	
Amount attributable to investing activities		(31,294,120)	(6,884,291)	(2,886,294)	3,997,997	58.07%	
FINANCING ACTIVITIES							
Inflows from financing activities							
Proceeds from new debentures	10	7,578,000	0	0	0	0.00%	
Transfer from reserves	5	25,764,865	749,989	749,989	0	0.00%	
		33,342,865	749,989	749,989	0	0.00%	
Outflows from financing activities							
Repayment of borrowings	10	(4,123,090)	0	0	0	0.00%	
Payments for principal portion of lease liabilities	11	(1,427,500)	(141,795)	(141,795)	0	0.00%	
Transfer to reserves	5	(25,191,045)	0	0	0	0.00%	
		(30,741,635)	(141,795)	(141,795)	0	0.00%	
Amount attributable to financing activities		2,601,230	608,194	608,194	0	0.00%	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year		12,003,440	12,003,440	17,738,493	5,735,053	47.78%	▲
Amount attributable to operating activities		13,750,450	83,851,429	89,350,142	5,498,713	6.56%	▲
Amount attributable to investing activities		(31,294,120)	(6,884,291)	(2,886,294)	3,997,997	58.07%	▼
Amount attributable to financing activities		2,601,230	608,194	608,194	0	0.00%	
Surplus or deficit after imposition of general rates		(2,939,000)	89,578,773	104,810,535	15,231,763	17.00%	

KEY INFORMATION

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

The material variance adopted by Council for the 2023-24 year is \$100,000.

* 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.

This Financial Report albeit for the period ending 31 August 2023, should not be read as being the City's final 31 August 2023 financial position as the closing balances for the 30 June 2023 are still to be finalised and audited. Therefore the closing amounts for 30 June 2023 have not been rolled over to 1 July 2023.

**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 City 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 City 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. A separate statement of those monies appears at Note 13 to these 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 POLICES

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 21 September 2023

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

2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

		Amended Budget Opening 30 June 2023	Last Year Closing 30 June 2023	Year to Date 31 August 2023
(a) Net current assets used in the Statement of Financial Activity	Supplementary Information	\$	\$	\$
Current assets				
Cash and cash equivalents	4	9,528,742	15,165,533	19,997,616
Trade and other receivables	7	12,570,619	11,791,760	101,348,898
Other financial assets	3	120,616,240	142,779,730	134,779,730
Inventories	8	460,750	626,909	646,889
Other assets	8	500,000	890,124	1,303,565
		143,676,351	171,254,056	258,076,698
Less: current liabilities				
Trade and other payables		(28,951,609)	(25,858,789)	(25,814,138)
Other liabilities	12	(2,533,100)	(4,188,330)	(4,733,570)
Lease liabilities	11	(1,667,740)	(1,706,311)	(1,571,924)
Borrowings	10	(4,110,108)	(4,123,064)	(4,123,064)
Employee related provisions	12	(8,887,153)	(7,463,833)	(7,205,425)
		(46,149,710)	(43,340,327)	(43,448,121)
Net current assets		97,526,641	127,913,729	214,628,577
Less: Total adjustments to net current assets	Note 2(d)	(88,437,421)	(110,175,236)	(109,818,042)
Closing funding surplus / (deficit)		9,089,220	17,738,493	104,810,535

(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*.

	Amended Budget \$	YTD Budget (a) \$	YTD Actual (b) \$
Non-cash amounts excluded from operating activities			
Adjustments to operating activities			
Less: Profit on asset disposals	(192,920)	0	0
Add: Loss on asset disposals	994,210	0	0
Add: Depreciation	27,698,000	4,616,334	4,569,192
- Pensioner deferred rates	0	0	24,521
- Employee provisions	0	0	(41,474)
Total non-cash amounts excluded from operating activities	28,499,290	4,616,334	4,552,239

(c) Non-cash amounts excluded from investing activities

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

	Amended Budget \$	YTD Budget (a) \$	YTD Actual (b) \$
Adjustments to investing activities			
Movement in current unspent capital grants associated with restricted cash	6,417,400	0	0
Total non-cash amounts excluded from investing activities	6,417,400	0	0

(d) 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.

		Amended Budget Opening 30 June 2023	Last Year Closing 30 June 2023	Year to Date 31 August 2023
Adjustments to net current assets		\$	\$	\$
Less: Reserve accounts	5	(105,967,739)	(127,196,847)	(126,446,858)
- Current financial assets at amortised cost - self supporting loans				
- Land held for resale		(422,689)	(422,689)	(422,689)
Add: Current liabilities not expected to be cleared at the end of the year:				
- Current portion of borrowings	10	4,110,108	4,123,064	4,123,064
- Current portion of lease liabilities	11	1,667,740	1,706,311	1,571,924
- Current portion of contract liability held in reserve		2,533,100	4,151,092	4,151,092
- Current portion of employee benefit provisions held in reserve	5	9,642,059	7,463,833	7,205,425
Total adjustments to net current assets	Note 2(a)	(88,437,421)	(110,175,236)	(109,818,042)

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.

CITY OF ARMADALE
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 greater than \$100,000 .

Description	Var. \$	Var. %	
	\$	%	
Revenue from operating activities			
Grants, subsidies and contributions	(263,133)	(49.56%)	▼
Expected grants budgeted to be received during August have yet to arrive.		Timing	
Interest revenue	163,830	15.27%	▲
The interest rates and resulting interest revenue are currently higher than predicted in the budget.		Timing	
Expenditure from operating activities			
Employee costs	1,100,047	13.31%	▼
The variance is due to month end accruals not posted, new positions approved in the budget to be sourced; vacancies; pay increments to be implemented; and some positions currently being filled by contractors in the short term.		Timing	
Materials and contracts	4,447,666	52.92%	▼
The variance is due to timing of activities and payments that were budgeted but have yet occur at the end of August.		Timing	
Utility charges	298,449	40.05%	▼
The variance is mainly due to the timing of street light expenses not being received.		Timing	
Other expenditure	(326,258)	(40.32%)	▲
Landfill levy accrued to be paid is higher than budget to the end of August - first payment of new year is in October which is for Quarter 1		Timing	
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	(1,270,904)	(55.83%)	▼
The second grant has been received for the Piara Waters library from Department of Local, Sport and Cultural Industries.		Timing	
Payments for construction of infrastructure	3,871,926	84.70%	▼
The variance is due to timing of the capital projects of infrastructure. Refer to note 6.		Timing	
Non-cash amounts excluded from investing activities	0	0.00%	
Reflects developer contributions and spend on DCP works, which will occur throughout the year.		Timing	
Surplus or deficit at the start of the financial year	5,735,053	47.78%	▲
The actual opening surplus will be determined after the year end audit of 2022/2023 expected towards the end of the year		Timing	

CITY OF ARMADALE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2023

4 CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Term Deposits - Municipal Funds	Financial assets at amortised cost	4,000,000	0	4,000,000	0	IMB	4.45%	4/09/2023
Term Deposits - Municipal Funds	Financial assets at amortised cost	3,000,000	0	3,000,000	0	SUNCORP	4.53%	4/09/2023
Term Deposits - Municipal Funds	Financial assets at amortised cost	3,000,000	0	3,000,000	0	NAB	4.55%	4/09/2023
Term Deposits - Municipal Funds	Financial assets at amortised cost	3,000,000	0	3,000,000	0	CBA	4.47%	4/09/2023
Term Deposits - Municipal Funds	Financial assets at amortised cost	3,000,000	0	3,000,000	0	IMB	4.45%	7/09/2023
Term Deposits - Municipal Funds	Financial assets at amortised cost	2,000,000	0	2,000,000	0	NAB	4.55%	11/09/2023
Term Deposits - Municipal Funds	Financial assets at amortised cost	2,530,208	0	2,530,208	0	WESTPAC	4.65%	13/09/2023
Term Deposits - Municipal Funds	Financial assets at amortised cost	2,530,208	0	2,530,208	0	WESTPAC	4.65%	13/09/2023
Term Deposits - Municipal Funds	Financial assets at amortised cost	2,000,000	0	2,000,000	0	Bank of QLD	4.60%	27/09/2023
Term Deposits - Municipal Funds	Financial assets at amortised cost	2,000,000	0	2,000,000	0	CBA	4.26%	12/10/2023
Term Deposits - Municipal Funds	Financial assets at amortised cost	2,000,000	0	2,000,000	0	SUNCORP	4.58%	23/10/2023
Term Deposits - Municipal Funds	Financial assets at amortised cost	2,500,000	0	2,500,000	0	WESTPAC	5.11%	23/02/2024
Term Deposits - Municipal Funds	Financial assets at amortised cost	3,000,000	0	3,000,000	0	NAB	5.10%	26/02/2024
Term Deposits - Reserves	Financial assets at amortised cost	0	2,329,000	2,329,000	0	SUNCORP	4.53%	11/09/2023
Term Deposits - Reserves	Financial assets at amortised cost	0	3,000,000	3,000,000	0	IMB	4.25%	12/09/2023
Term Deposits - Reserves	Financial assets at amortised cost	0	5,000,000	5,000,000	0	BENDIGO BANK	4.35%	18/09/2023
Term Deposits - Reserves	Financial assets at amortised cost	0	2,000,000	2,000,000	0	Bank of QLD	4.50%	20/09/2023
Term Deposits - Reserves	Financial assets at amortised cost	0	5,000,000	5,000,000	0	Bank of QLD	4.60%	3/10/2023
Term Deposits - Reserves	Financial assets at amortised cost	0	5,000,000	5,000,000	0	CBA	4.32%	3/10/2023
Term Deposits - Reserves	Financial assets at amortised cost	0	2,000,000	2,000,000	0	SUNCORP	4.52%	16/10/2023
Term Deposits - Reserves	Financial assets at amortised cost	0	2,000,000	2,000,000	0	CBA	4.33%	16/10/2023
Term Deposits - Reserves	Financial assets at amortised cost	0	5,000,000	5,000,000	0	CBA	4.33%	16/10/2023
Term Deposits - Reserves	Financial assets at amortised cost	0	2,000,000	2,000,000	0	BENDIGO BANK	4.35%	17/10/2023
Term Deposits - Reserves	Financial assets at amortised cost	0	2,000,000	2,000,000	0	BENDIGO BANK	4.35%	17/10/2023
Term Deposits - Reserves	Financial assets at amortised cost	0	2,617,224	2,617,224	0	Bank of QLD	4.70%	17/10/2023
Term Deposits - Reserves	Financial assets at amortised cost	0	2,000,000	2,000,000	0	Bank of QLD	4.70%	17/10/2023
Term Deposits - Reserves	Financial assets at amortised cost	0	3,000,000	3,000,000	0	NAB	4.55%	23/10/2023
Term Deposits - Reserves	Financial assets at amortised cost	0	3,000,000	3,000,000	0	SUNCORP	4.62%	23/10/2023
Term Deposits - Reserves	Financial assets at amortised cost	0	3,000,000	3,000,000	0	BENDIGO BANK	4.50%	23/10/2023
Term Deposits - Reserves	Financial assets at amortised cost	0	3,000,000	3,000,000	0	NAB	4.55%	23/10/2023
Term Deposits - Reserves	Financial assets at amortised cost	0	5,000,000	5,000,000	0	SUNCORP	4.62%	30/10/2023
Term Deposits - Reserves	Financial assets at amortised cost	0	6,000,000	6,000,000	0	NAB	4.77%	13/11/2023
Term Deposits - Reserves	Financial assets at amortised cost	0	4,000,000	4,000,000	0	Bank of QLD	4.90%	15/11/2023
Term Deposits - Reserves	Financial assets at amortised cost	0	2,000,000	2,000,000	0	BENDIGO BANK	4.70%	20/11/2023
Term Deposits - Reserves	Financial assets at amortised cost	0	2,000,000	2,000,000	0	NAB	4.90%	27/11/2023
Term Deposits - Reserves	Financial assets at amortised cost	0	2,000,000	2,000,000	0	NAB	4.90%	27/11/2023
Term Deposits - Reserves	Financial assets at amortised cost	0	2,000,000	2,000,000	0	NAB	4.90%	27/11/2023
Term Deposits - Reserves	Financial assets at amortised cost	0	1,447,200	1,447,200	0	CBA	4.95%	7/12/2023
Term Deposits - Reserves	Financial assets at amortised cost	0	2,114,891	2,114,891	0	WESTPAC	5.28%	13/12/2023
Term Deposits - Reserves	Financial assets at amortised cost	0	3,000,000	3,000,000	0	CBA	5.15%	18/12/2023
Term Deposits - Reserves	Financial assets at amortised cost	0	3,000,000	3,000,000	0	SUNCORP	5.34%	15/01/2024
Term Deposits - Reserves	Financial assets at amortised cost	0	3,000,000	3,000,000	0	CBA	5.10%	15/01/2024
Term Deposits - Reserves	Financial assets at amortised cost	0	1,690,000	1,690,000	0	SUNCORP	5.33%	22/01/2024
Term Deposits - Reserves	Financial assets at amortised cost	0	2,000,000	2,000,000	0	BENDIGO BANK	5.35%	23/01/2024
Term Deposits - Reserves	Financial assets at amortised cost	0	2,021,000	2,021,000	0	SUNCORP	5.14%	29/01/2024
Term Deposits - Reserves	Financial assets at amortised cost	0	3,000,000	3,000,000	0	NAB	5.15%	12/02/2024
Term Deposits - Reserves	Financial assets at amortised cost	0	2,000,000	2,000,000	0	CBA	5.40%	12/02/2024
Term Deposits - Reserves	Financial assets at amortised cost	0	2,000,000	2,000,000	0	NAB	5.10%	26/02/2024
Term Deposits - Trust	Financial assets at amortised cost	0	0	0	1,200,000	SUNCORP	4.52%	16/10/2023
Term Deposits - Trust	Financial assets at amortised cost	0	0	0	2,400,000	NAB	4.77%	13/11/2023
Term Deposits - Trust	Financial assets at amortised cost	0	0	0	2,000,000	NAB	4.90%	27/11/2023
Funds - Muni Account	Cash and cash equivalents	12,895,145	7,102,471	19,997,616	1,384,381			
Total		47,455,560	107,321,786	154,777,346	6,984,381			
Comprising								
Cash and cash equivalents		12,895,145	7,102,471	19,997,616	1,384,381			
Financial assets at amortised cost		34,560,415	100,219,315	134,779,730	5,600,000			
		47,455,560	107,321,786	154,777,346	6,984,381			

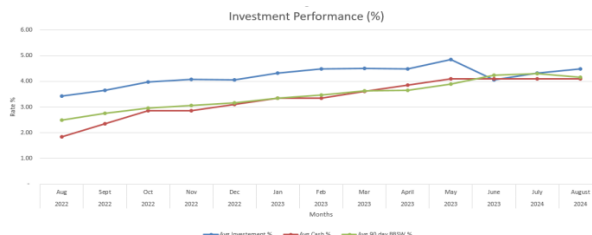
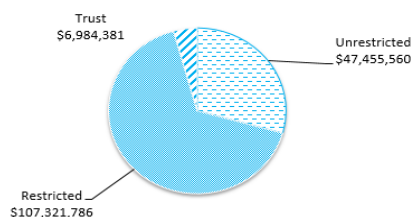
KEY INFORMATION

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.



CITY OF ARMADALE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2023

INVESTING ACTIVITIES

6 CAPITAL ACQUISITIONS

Capital acquisitions	Amended		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land - freehold land	337,000	56,167	0	(56,167)
Buildings	20,050,430	3,341,738	2,477,792	(863,946)
Furniture and equipment	747,620	124,603	103,630	(20,973)
Plant and equipment	6,524,050	1,087,342	625,481	(461,860)
Acquisition of property, plant and equipment	27,659,100	4,609,850	3,206,904	(1,402,946)
Infrastructure - roads	12,563,030	2,093,838	488,669	(1,605,169)
Infrastructure - Drainage	2,487,290	414,548	62,424	(352,125)
Infrastructure - Pathways	1,932,050	322,008	115,274	(206,735)
Infrastructure - Parks and Reserves	5,635,760	939,293	19,314	(919,980)
Infrastructure - Waste Infrastructure	4,117,790	686,298	13,650	(672,648)
Infrastructure - Other Infrastructure	291,620	48,603	0	(48,603)
Infrastructure - Landfill Cell	400,000	66,667	0	(66,667)
Acquisition of infrastructure	27,427,540	4,571,257	699,330	(6,677,819)
Total capital acquisitions	55,086,640	9,181,107	3,906,234	(8,080,765)
Capital Acquisitions Funded By:				
Capital grants and contributions	13,658,740	2,276,453	1,722,637	(553,816)
Borrowings	7,578,000	0	654,838	654,838
Lease liabilities	605,800	0	0	0
Other (disposals & C/Fwd)	1,548,300	0	0	0
Reserve accounts				
Reserves Cash Backed - SAR -A	127,600	21,267	0	(21,267)
Reserves Cash Backed - SAR -B	72,400	12,067	0	(12,067)
Reserves Cash Backed - SAR -C	21,300	3,550	0	(3,550)
Reserves Cash Backed - SAR -D	24,300	4,050	0	(4,050)
Reserves Cash Backed - SAR -F	319,745	53,291	0	(53,291)
Reserves Cash Backed - SAR -G	14,200	2,367	0	(2,367)
Reserves Cash Backed - Asset Renewal	6,833,600	1,138,933	110,858	(1,028,075)
Reserves Cash Backed - Computer Systems Technologi	1,380,000	230,000	0	(230,000)
Reserves Cash Backed - Future Community Facilities	1,275,000	212,500	0	(212,500)
Reserves Cash Backed - Future Project Funding	1,377,790	229,632	0	(229,632)
Reserves Cash Backed - Future Recreation Facilities	500,000	83,333	0	(83,333)
Reserves Cash Backed - Plant and Machinery	3,521,750	586,958	625,481	38,523
Reserves Cash Backed - Waste Management	6,011,790	1,001,965	13,650	(988,315)
Contribution - operations	8,672,935	3,067,510	778,770	(2,288,740)
Capital funding total	55,086,640	9,181,107	3,906,234	(5,274,873)

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 recognise 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 City includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

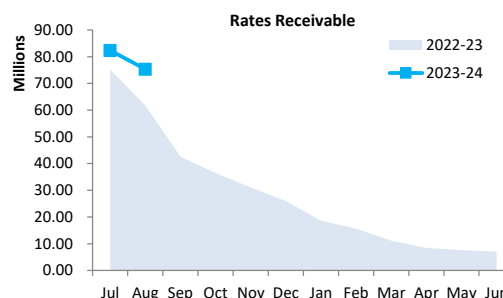
CITY OF ARMADALE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2023

OPERATING ACTIVITIES

7 RECEIVABLES

(a) Rates receivable

	30 Jun 2023	31 Aug 2023
	\$	\$
Opening arrears previous years	5,752,178	8,528,165
Levied this year	78,394,583	81,977,659
Less - collections to date	(75,578,894)	(15,175,791)
Gross rates collectable	8,567,867	75,330,033
Allowance for impairment of rates receivable	(39,702)	(39,702)
Net rates collectable	8,528,165	75,290,331
% Collected	89.8%	16.8%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	310,560	776,008	1,162,274	991,191	3,240,03
Percentage	0.0%	9.6%	24.0%	35.9%	30.6%	
Balance per trial balance						
Sundry receivable						3,240,03
GST receivable						412,27
Allowance for impairment of receivables from contracts with customers						(42,971)
ESL Receivables						7,408,66
Debtors Control - Sanitation (Rates)						10,817,18
Unclaimed Pensioner Rebate Generated						3,718,23
Unclaimed ESL Rebate claimed						505,16
Total receivables general outstanding						26,058,56

Amounts shown above include GST (where applicable)

KEY INFORMATION

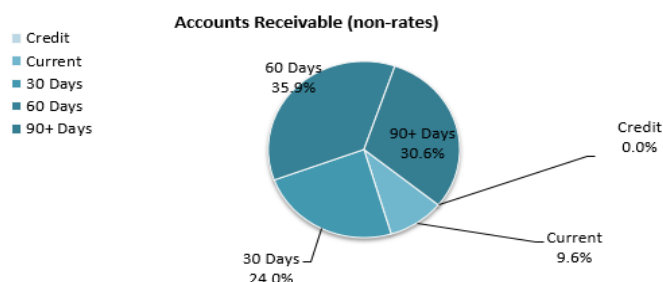
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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 City measures them subsequently at amortised cost using the effective interest rate method.



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

OPERATING ACTIVITIES

7 (b) RECEIVABLES

	Brought Forward 1 July \$	This Time Last Year 31-Aug-22 \$	31 August 2023 YTD Actual \$
General Receivables			
Debtors - General	2,036,904	3,739,507	2,463,554
Debtors - Rangers (Legacy)	210,607	177,587	212,154
Debtors - Recreation	41,210	218,363	24,764
Debtors - Libraries	-	-	-
Debtors - Fire	27,801	25,541	27,189
Debtors - Animals	193,443	197,834	197,616
Debtors - Parking	105,044	108,802	107,506
Debtors - Litter	104,977	110,559	104,419
Debtors - Off Road Vehicles	216	216	216
Debtors - Health	11,880	5,689	10,355
Debtors - Thoroughfares	7,708	6,370	7,781
Debtors - Unauthorised Signs	3,968	4,458	4,468
Debtors - Cats	5,261	7,307	4,784
Debtors - Planning & Building	75,227	98,703	75,227
	2,824,246	4,700,935	3,240,033

General Receivables - Aging

	Current	30 Days	60 Days	90 Days	120 + Days	Total
Sundry Receivable General	308,968	776,008	1,160,493	34,293	183,792	2,463,554
Libraries	-	-	-	-	-	-
Rangers	4,153	-	(180)	-	208,181	212,154
Recreation	(832)	-	1,961	-	23,635	24,764
Infringements	(1,729)	-	-	-	466,063	464,334
Planning & Building	-	-	-	-	75,227	75,227
Total Receivables General	310,560	776,008	1,162,274	34,293	956,898	3,240,033

General Receivables - Aging (continued)

Sundry Debtors Outstanding Over 120 Days Exceeding \$1,000

Debtor #	Under Investigation by	\$
Various	Fines Enforcement Registry	466,063
4826	Waste Charges	103,284
Various	Fines Enforcement Registry	208,181
Debtor	Planning & Building	75,227
89	Sports Charges	25,303
5132	Waste Charges	17,862
5113	Other	7,200
3208	Other	6,248
3336	Rates Services	6,215
5012	Other	5,100
209	Other	7,401
4633	Recreation Services	5,069
	Debtors 120+ Days < \$5,000	23,745
Total Debtors 120+ Days > \$1,000		956,898

**CITY OF ARMADALE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2023**

OPERATING ACTIVITIES

8 OTHER CURRENT ASSETS

	Opening Balance 1 July 2023	Asset Increase	Asset Reduction	Closing Balance 31 August 2023
	\$	\$	\$	\$
Other current assets				
Other financial assets at amortised cost				
Financial assets at amortised cost - term deposits	142,779,730	0	(8,000,000)	134,779,730
Inventory				
Inventory	204,220	19,980	0	224,200
Land held for resale - cost	422,689	0	0	422,689
Other assets				
Prepayments	79,529	0	0	79,529
Accrued income	810,595	413,441	0	1,224,036
Total other current assets	144,296,763	433,421	(8,000,000)	136,730,184
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Other financial assets at amortised cost

The City 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.

Inventory

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Land held for resale

Land held for development and resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development.

Borrowing costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed onto the buyer at this point.

Land held for resale is classified as current except where it is held as non-current based on the Council's intentions to release for sale.

CITY OF ARMADALE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2023

OPERATING ACTIVITIES

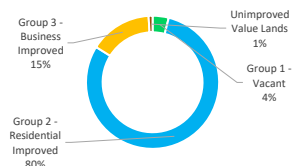
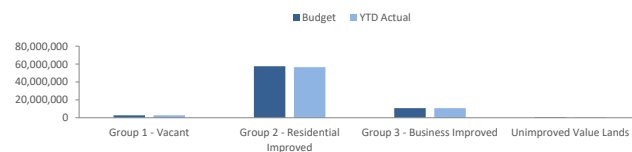
9 RATE REVENUE

General rate revenue

RATE TYPE	Rate in	Number of	Rateable	Rate	Budget	Total	Rate	YTD Actual	Total
	\$ (cents)	Properties	Value	Revenue	Interim Rate Revenue	Revenue	Revenue	Interim Rate Revenue	Revenue
				\$	\$	\$	\$	\$	\$
General Rates									
Group 1 - Vacant	0.14578	774	18,972,836	2,765,813	0	2,765,813	2,769,869	0	2,769,869
Group 2 - Residential Improved	0.09404	30,154	601,182,765	56,534,968	961,624	57,496,592	56,522,582	0	56,522,582
Group 3 - Business Improved	0.09813	773	109,082,508	10,704,722	0	10,704,722	10,712,589	0	10,712,589
Unimproved Value Lands	0.00476	125	142,746,000	678,722	0	678,722	678,757	0	678,757
Sub-Total		31,826	871,984,109	70,684,225	961,624	71,645,849	70,683,798	0	70,683,797
Minimum payment									
Gross rental value									
Group 1 - Vacant	1,175	2,126	11,491,178	2,497,157	58,728	2,555,885	2,500,400	0	2,500,400
Group 2 - Residential Improved	1,356	5,652	73,531,893	7,666,429	67,821	7,734,250	7,673,604	0	7,673,604
Group 3 - Business Improved	1,577	341	3,855,954	537,725	11,827	549,552	539,334	0	539,334
Unimproved Value Lands	1,624	14	3,426,500	22,735	0	22,735	24,360	0	24,360
Sub-total		8,133	92,305,525	10,724,046	138,376	10,862,422	10,737,698	0	10,737,698
Rate Equivalent Payments and Adjustments				30,000	0	30,000			0
Concession				(20,000)	0	(20,000)			(23,470)
Amount from general rates		39,959		81,418,271	1,100,000	82,518,271			81,398,025
Ex-gratia rates				0	0	0			0
Total general rates				81,418,271	1,100,000	82,518,271			81,398,025
Specified area rates									
	Rate in \$ (cents)								
SAR A - Armadale Town Centre	0.4356	88	29,292,669	127,600	0	127,600	127,709	0	127,709
SAR B - Kelmscott Town Centre	0.8800	79	8,232,869	72,400	0	72,400	72,656	0	72,656
SAR C - Kelmscott Industrial Area	0.1697	342	12,549,884	21,300	0	21,300	21,248	0	21,248
SAR D - South Armadale Industrial Area	0.3496	140	6,950,798	24,300	0	24,300	24,300	0	24,300
SAR F - Harrisdale/Piara Waters	0.2712	4,997	117,806,734	319,745	0	319,745	319,522	0	319,522
SAR G - Champion Lakes	0.2313	332	6,138,900	14,200	0	14,200	14,199	0	14,199
Total specified area rates		5,978	180,971,854	579,545	0	579,545	579,634	0	579,634
Total				81,997,816	1,100,000	83,097,816			81,977,659

KEY INFORMATION

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.



CITY OF ARMADALE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2023

FINANCING ACTIVITIES

10 BORROWINGS

Repayments - borrowings

Information on borrowings		New Loans			Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan No.	1 July 2023	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Governance										
296 Loan Borrowings 2009	296	54,984	0	0	0	(54,984)	54,984	0	0	(2,810)
316 Orchard House 2014	316	2,320,548	0	0	0	(164,740)	2,320,548	2,155,808	0	(108,980)
318 Orchard House 2015	318	7,265,863	0	0	0	(522,280)	7,265,863	6,743,583	0	(251,920)
323 Core System Review	323	2,174,764	0	0	0	(346,420)	2,174,764	1,828,344	0	(37,590)
342 Core System Review	342	997,463	0	0	0	(137,430)	997,463	860,033	0	(11,570)
345A Core System Review	345A	1,238,736	0	0	0	(115,970)	1,238,736	1,122,766	0	(50,620)
345B Core System Review	345B	1,320,800	0	0	0	(107,140)	1,320,800	1,213,660	0	(58,490)
345C Core System Review	345C	0	0	2,028,000	0	0	0	2,028,000	0	0
Recreation and culture										
291 Aquatic Works 2008	291	197,372	0	0	0	(34,050)	197,372	163,322	0	(13,720)
299 Aquatic Centre Upgrade 2010	299	185,493	0	0	0	(89,920)	185,493	95,573	0	(10,110)
302 Aquatic Centre Upgrade 2011	302	776,515	0	0	0	(78,150)	776,515	698,365	0	(45,590)
304 Frye Park Redevelopment 201	304	579,399	0	0	0	(58,310)	579,399	521,089	0	(34,020)
305 Piara Waters (North) Sports 20	305	318,410	0	0	0	(100,040)	318,410	218,370	0	(17,300)
311 Aquatic Centre Upgrade 2012	311	895,196	0	0	0	(82,770)	895,196	812,426	0	(39,190)
314 Oval Lighting Renewal	314	205,580	0	0	0	(101,020)	205,580	104,560	0	(6,260)
315 Armadale Golf Course	315	153,662	0	0	0	(36,750)	153,662	116,912	0	(4,250)
322 Kelmscott Library - Stage 1	322	232,264	0	0	0	(75,360)	232,264	156,904	0	(5,740)
324A Indoor Aquatic Centre	324	9,113,302	0	0	0	(493,120)	9,113,302	8,620,182	0	(169,130)
326 Armadale Hall Upgrade 2018	326	2,408,894	0	0	0	(383,710)	2,408,894	2,025,184	0	(41,640)
332 Champion Centre Upgrade	332	141,593	0	0	0	(70,530)	141,593	71,063	0	(940)
334 Armadale Library Creative Spa	334	55,572	0	0	0	(55,572)	55,572	0	0	(610)
336 Lighting Renewal - 2	336	10,298	0	0	0	(10,298)	10,298	0	0	(110)
337 AFAC Carpark	337	436,704	0	0	0	(21,920)	436,704	414,784	0	(8,340)
343 Bedforddale Fire Service	343	608,514	0	0	0	(72,290)	608,514	536,224	0	(8,530)
344 Challenge Park	344	1,128,626	0	0	0	(105,660)	1,128,626	1,022,966	0	(46,120)
346 Roleystone Theatre	346	2,939,000	0	0	0	(238,400)	2,939,000	2,700,600	0	(130,140)
347 Creyk Park 2021	347	1,267,731	0	0	0	(118,680)	1,267,731	1,149,051	0	(51,800)
339 Piara Waters Library Services	339	0	0	500,000	0	0	0	500,000	0	0
349 Piara Waters Library Services	349	0	0	4,645,000	0	0	0	4,645,000	0	0
350A Forrestdale Hub	350A	0	0	405,000	0	0	0	405,000	0	0
Transport										
317 Abbey Road Project 2014	317	356,656	0	0	0	(356,656)	356,656	0	0	(10,820)
321 Armadale Arena Roofing 2015	321	185,018	0	0	0	(90,920)	185,018	94,098	0	(5,640)
		0	0	0	0	0	0	0	0	0
Total		37,568,957	0	7,578,000	0	(4,123,090)	37,568,957	41,023,867	0	(1,171,980)
Current borrowings		4,123,064					4,123,064			
Non-current borrowings		33,445,893					33,445,893			
		37,568,957					37,568,957			

All debenture repayments were financed by general purpose revenue.

Unspent borrowings

Particulars	Date Borrowed	Unspent Balance	Borrowed During	Expended During	Unspent Balance
		30 June 2023	Year	Year	31 August 2023
		\$	\$	\$	\$
345B Core System Review	30/06/2023	1,320,800	0	0	1,320,800
346 Roleystone Theatre	30/06/2023	2,939,000	0	0	2,939,000
		4,259,800	0	0	4,259,800

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.

CITY OF ARMADALE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2023

FINANCING ACTIVITIES

11 LEASE LIABILITIES

Movement in carrying amounts

Information on leases Particulars	Lease No.	New Leases			Principal Repayments		Principal Outstanding		Interest Repayments	
		1 July 2023	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Governance		220,149	0	18,000	0	(110,900)	220,149	127,249	0	(3,800)
Corporate Services		1,638,537	0	485,400	(71,552)	(546,044)	1,566,985	1,577,893	(5,162)	(30,500)
Recreation and culture		584,415	0	77,200	(20,631)	(192,184)	563,784	469,431	(1,419)	(16,000)
Transport		61,262	0	25,200	(2,399)	(9,500)	58,863	76,962	(202)	(1,600)
Other property and services		988,746	0	0	(47,213)	(568,872)	941,533	419,874	(2,474)	(22,400)
Total		3,493,109	0	605,800	(141,795)	(1,427,500)	3,351,314	2,671,409	(9,257)	(74,300)
Current lease liabilities		1,706,311					1,571,924			
Non-current lease liabilities		1,786,799					1,779,390			
		3,493,110					3,351,314			

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

At inception of a contract, the City 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 City 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.

CITY OF ARMADALE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2023

OPERATING ACTIVITIES

12 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2023	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 August 2023
		\$	\$	\$	\$	\$
Other current liabilities						
Other liabilities						
Contract liability		4,151,092	0	0	0	4,151,092
Capital Grant/ Contributions Liabilities		0	0	545,240	0	545,240
Retentions - Contracts		37,238	0	0	0	37,238
Total other liabilities		4,188,330	0	545,240	0	4,733,570
Employee Related Provisions						
Provision for annual leave		4,256,661	0	0	(130,256)	4,126,405
Provision for long service leave		3,207,172	0	0	(128,152)	3,079,020
Total Provisions		7,463,833	0	0	(258,408)	7,205,425
Total other current liabilities		11,652,163	0	545,240	(258,408)	11,938,995
Amounts shown above include GST (where applicable)						

KEY INFORMATION

Provisions

Provisions are recognised when the City 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 City'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 City'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 City'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 City's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the City 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.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the City are recognised as a liability until such time as the City satisfies its obligations under the agreement.

**CITY OF ARMADALE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2023**

13 TRUST FUND

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

Description	Opening Balance 1 July 2023	Amount Received	Amount Paid	Closing Balance 31 Aug 2023
	\$	\$	\$	\$
Cash in Lieu - POS - A14 Plan	1,734,668	0	0	1,734,668
Cash in Lieu - POS - Agreements	30,343	0	0	30,343
Cash in Lieu - POS - Ward - Minnawarra	9,258	0	0	9,258
Cash in Lieu of Parking	239,227	0	0	239,227
POS - Precinct A - Westfield	84,685	0	0	84,685
POS - Precinct B - Seville Grove	39,315	0	0	39,315
POS - Precinct C - West Armadale	367,854	0	0	367,854
POS - Precinct F - Clifton Hills	226,587	0	0	226,587
POS - Precinct H - Mount Nasura	1,263,638	0	0	1,263,638
POS - Precinct N - Forrestdale	230,215	0	0	230,215
POS - Precinct O - Palomino	78,069	0	0	78,069
POS - Regional Recreation Infrastructure	546,545	0	0	546,545
POS Cash in Lieu - Suburb - Piara Waters	707,188	0	0	707,188
POS Cash in Lieu - Suburb - Camillo	3,219	0	0	3,219
POS Cash in Lieu - Suburb - Kelmscott	96,236	0	0	96,236
POS Cash in Lieu - Suburb - Mount Richon	118,806	0	0	118,806
POS Cash in Lieu - Suburb - Armadale	300,038	0	0	300,038
POS Cash in Lieu - Suburb - Roleystone	86,467	0	0	86,467
POS Cash in Lieu - Suburb - Bedfordale	236,575	0	0	236,575
Nomination Deposits	240	500	0	740
Wungong Road Contribution Accounts	584,709	0	0	584,709
	6,983,881	500	0	6,984,381

**CITY OF ARMADALE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2023**

14 BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
			\$	\$	\$	\$
Budget adoption						
Reserve - Infrastructure Project Contributions	C16/7/23	Capital revenue		358,050		358,050
Capital projects - CP261, CP118, and CP159	C16/7/23	Capital expenses			(358,050)	
Capital Expenditure - CFWD	CS35/8/23	Capital expenses			(24,052,290)	(24,052,290)
DCP contribution	CS35/8/23	Non cash item	208,900			(24,052,290)
Cashbacked Reserve - NF	CS35/8/23	Capital revenue		208,900		(23,843,390)
Non- cash adjustment DCP	CS35/8/23	Non cash item	(208,900)			(23,843,390)
Reserves - Infrastructure Project Contribution	CS35/8/23	Capital revenue		724,050		(23,119,340)
Reserves - Asset Renewal	CS35/8/23	Capital revenue		2,782,300		(20,337,040)
Reserves - Waste Management	CS35/8/23	Capital revenue		2,040,790		(18,296,250)
Reserves - Future Project Funding	CS35/8/23	Capital revenue		777,790		(17,518,460)
Reserves - Project Funds Rolled Over	CS35/8/23	Capital revenue		461,290		(17,057,170)
Reserves - Plant and Machinery	CS35/8/23	Capital revenue		1,719,050		(15,338,120)
Capital grants	CS35/8/23	Capital revenue		9,390,140		(5,947,980)
Sales proceeds	CS35/8/23	Capital revenue		842,000		(5,105,980)
Cash in Lieu - POS - A14 Plan	CS35/8/23	Capital revenue		122,180		(4,983,800)
Operating expense - CFWD	CS35/8/23	Operating expenses			(3,695,960)	(8,679,760)
Operating grants	CS35/8/23	Operating revenue		775,820		(7,903,940)
Adjustment to opening surplus	CS35/8/23	Opening surplus(deficit)		4,964,940		(2,939,000)
Capital expense - Generator	Aug 2023	Capital expenses			(20,000)	(2,959,000)
Cashbacked Reserve - Plant & Machinery	Aug 2023	Capital revenue		20,000		(2,939,000)
				25,187,300	(28,126,300)	(2,939,000)

FY22/23 CFWDS with Funding Source 31 August 2023	FY23 Project Budget	Cfwd Budget	Actual Invoiced	Spend	Committed	Funding Source	Techn Services comments for Corporate Services Committee - October 2023 meeting
	\$	\$	\$	%			
Planning Phase							
St Francis Xavier Church	\$1,297,000	\$1,286,790	\$0	0%	\$1,225	Reserve & Grant	Roof structure and asbestos investigations are complete. Fencing and retaining wall designs for the site are being finalised. WAPOL needs to complete agreed works before the City can take possession of the site. The City has received the \$600k contribution from WAPOL.
Bus Shelters New	\$28,500	\$28,500	\$0	0%	\$0	Grant/Muni	Planning in progress with PTA and planned for installation by the end of June 2024.
Bus Shelters Renew	\$42,700	\$25,020	\$0	0%	\$0	Grant/Muni	Planning in progress with PTA and planned for installation by the end of June 2024.
Leachate Management System	\$50,000	\$40,580	\$0	0%	\$0	Reserve	Construction commenced. Contractor on site preparing the LMS
Leachate Ponds Construction	\$725,000	\$717,200	\$5,850	1%	\$0	Reserve	Will be complete in January 2024.
Relocate Vehicle Washbay	\$305,300	\$305,300	\$0	0%	\$76,000	Reserve	Washbay drawings being developed and approvals being sought ahead of construction. Project start date pushed later into the program
Road Upgrade – Eighth Rd	\$4,985,900	\$4,712,600	\$353,194	7%	\$1,960,695	Grant	Design progressing - Land Acquisitions exc. Lot 300 and underground services (St. 1) completed. Costing review underway for alternative approach.
CCTV Upgrade Landfill	\$30,500	\$30,500	\$0	0%	\$0	Reserve	Work scoped and quote received for; maintenance of existing CCTV, installation of new radars/cameras including to the transfer station and admin areas, plus carrying out software updates and the upgrade of the server/PC/workstation.
Landfill Gas – Flare Relocation	\$200,000	\$200,000	\$0	0%	\$2,860	Reserve	Tender Closed - no compliant submissions. Moving to RFQ to progress asap
Data Connection Landfill	\$16,200	\$16,200	\$0	0%	\$0	Reserve	This project out to tender with an estimated commencement date of October 2023.
Optic Fibre to Depot	\$163,020	\$163,020	\$0	0%	\$0	Muni	Funds carried forward but project remains under review due to potential Depot redevelopment
Landfill Gas Capture - Facility	\$20,000	\$20,000	\$0	0%	\$0	Reserve	Urgent priority to complete RFQ as it delays the award of the Leachate Ponds
Bryan Gell Reserve	\$50,000	\$48,800	\$0	0%	\$0	Muni	Progressing - awaiting third party cooperation for works to be completed this calendar year
Total Planning Phase	\$7,914,120	\$7,594,510	\$359,044				
Detailed Design Phase							
Nicholson Rd/Wright Rd	\$143,200	\$127,720	\$1,878	1%	\$215,321	Grant	Design completed. Planned for construction in November 2023
Railway Ave/Streich Ave	\$229,900	\$215,520	\$68	0%	\$267,021	Grant	Construction expected to be completed in November 2023
Ranford Rd/Lake Rd	\$155,200	\$139,420	\$196,845	141%	\$9,578	Grant	Design completed. Planned for construction in December 2023
LATM Seville Grove	\$142,000	\$142,000	\$0	0%	\$0	Muni	Community consultation completed. Council report for final approval planned in November 2023 and construction planned by end of June 2024.
Road Upgrade Mason Rd Design	\$208,900	\$208,900	\$0	0%	\$0	DCP	95% Design completed. Discussions currently progressing with PTA and Department of Education regarding pedestrian crossing location prior to finalising IFT drawing package
Springdale Oval – Bore and Pump	\$15,800	\$15,800	\$0	0%	\$0	Muni	Construction works underway.
Woodcroft Reserve	\$46,200	\$44,840	\$0	0%	\$0	Muni	Installation completion by November 2023
Champion Lakes Community Centre	\$390,300	\$390,300	\$0	0%	\$28,186	Reserve	The City has engaged a contractor to install the solar carport structure which aligns to CLRA user group requirements. An architect has been engaged to complete the scope of works and plans for the main building.
LED Replacement Sports Lighting	\$63,200	\$57,200	\$0	0%	\$0	Muni	\$300k required to undertake project in full (Cross Park). Grant applications in progress
Rowley Rd (Tonkin to Hopkinson) Design	\$137,300	\$63,580	\$41,651	66%	\$0	Grant	50% design completed and sent to internal stakeholders for comments. Design only project this FY.
Burtonia Park Improvements	\$400,000	\$400,000	\$0	0%	\$0	Grant	Design tender is complete and will be advertised this weekend 30 September – 1 October 2023
Yellowwood Park Improvements	\$200,000	\$200,000	\$0	0%	\$0	Grant	Project design planned for completion in December 2023 with installation around April/May 2024.
William Skeet Oval AFL net	\$80,000	\$80,000	\$0	0%	\$0	Muni	William Skeet AFL net replacement (taller) – design required and quotes to follow with hopeful installation in March 2024
LATM – Renewal Projects	\$142,500	\$116,480	\$0	0%	\$10,335	Reserve	Community consultation completed. Council report for final approval planned in Nov 2023 and construction planned by end of June 2024.
Streetscapes Projects	\$101,800	\$101,800	\$0	0%	\$0	Muni	Rosette Place at Rosette Park has been identified due to lack of parking with design to be completed in January 2024 and construction by June 2024
Depot Workshop Animal Management	\$200,000	\$183,560	\$15,748	9%	\$0	Reserve	The \$383k is being used as the baseline to define the scope and brief of the design which has received Councillor input. Design to progress as soon as possible with construction to follow
Detailed Design Total	\$2,656,300	\$2,487,120	\$256,189				
Procurement and Contracts Phase							
Rothery Park	\$317,250	\$317,250	\$0	0%	\$289,895	Reserve	Tender awarded July 2023. Program of works to be provided by the Contractor. Updated program to be provided.
Bate Park Drainage	\$200,000	\$196,350	\$0	0%	\$244,850	Reserve	Project planned for completion by end of June 2024
Kellogg Park Drainage	\$214,700	\$210,450	\$0	0%	\$426,152	Reserve	Project planned for completion by end of June 2024
Springdale Park AFL Back Net	\$25,900	\$23,400	\$0	0%	\$0	Muni	Project planned for completion by end of November 2023
Null and Civic Space Upgrade	\$900,000	\$870,780	\$11,370	1%	\$63,625	Grant	Project planned for completion by end of June 2024. Initial RFQ responses were beyond budget therefore scope reduced. Second approach to market had no respondents. As such the team plans to reassess the best means to achieve a timely installation.
Administration Building Lift	\$390,000	\$371,290	\$0	0%	\$0	Reserve & Muni	Contract awarded
Landfill Gas Capture	\$95,300	\$81,590	\$0	0%	\$0	Reserve	Urgent priority to complete RFQ as it delays the award of the Leachate Ponds
Procurement Total	\$2,143,150	\$2,071,110	\$11,370				

FY22/23 CFWDS with Funding Source 31 August 2023	FY23 Project Budget	Cfwd Budget	Actual Invoiced	Spend	Committed	Funding Source	Tech Services comments for Corporate Services Committee - October 2023 meeting
	\$	\$	\$	%			
Construction Phases							
Entry Statement - Forrestdale	\$33,760	\$22,260	\$0	0%	\$0	Muni	Completion by December 2023, subject to manufacturing works.
Entry Statement - Kelmscott	\$34,000	\$34,000	\$0	0%	\$0	Muni	Completion by December 2023, subject to manufacturing works.
Municipal Drink Fountain	\$15,500	\$15,500	\$0	0%	\$0	Muni	Project planned for completion by end of October 2023
Entry Statement - Armadale	\$59,300	\$59,300	\$0	0%	\$0	Muni	Completion by December 2023, subject to manufacturing works.
Entry Statement - Roleystone	\$34,400	\$34,400	\$0	0%	\$0	Muni	Completion by December 2023, subject to manufacturing works.
Borello Park	\$200,000	\$193,310	\$0	0%	\$122,780	Muni	Project planned for completion by end of December 2023
Fancote Park Stage 1 Design	\$60,000	\$38,800	\$0	0%	\$0	Muni	Design completion planned by end of December 2023
John Dunn Pavilion	\$1,152,240	\$220,920	\$4,914	2%	\$0	Reserve	Lower ground building was made available to user groups in May 2023. Works still in progress – waterproof membrane/tiling works to be completed to decking by end October 2023. Entrance rectification works tender responses received and evaluated. Works planned to commence in October 23, with a December 2023 finish.
Roleystone Theatre	\$4,149,700	\$2,963,050	\$653,388	22%	\$898,944	Reserve & Muni	Discussions with contractor ongoing, project now expected to conclude February 2024. Engagement with local stakeholders is ongoing
RK Bushfire Station	\$4,082,100	\$2,100,190	\$1,164,981	55%	\$1,537,438	Grant and Muni	Practical completion expected late October 2023
Carradine Rd Culvert	\$2,248,300	\$2,237,290	\$62,424	3%	\$1,712,441	Reserve	Construction commencement delayed due to excessive water in culvert and delays with Utilities providers. Service Relocation underway – Construction commencement December 2023
Alfred Skeet Oval Kitchen	\$133,830	\$115,890	\$0	0%	\$0	Grant and Muni	Target Completion – December 2023. Alfred Skeet Kitchen – engaged with users regarding the refurbishment. Their preference is for refurbishment works to start in October 2023. An interim provision of kitchen equipment has been procured and delivered to site to support operations.
Neilsen- Forrest Rd	\$193,900	\$190,410	\$0	0%	\$19,958	Muni	Design completed. Construction to be completed by June 2024.
Roley Pools Trail Bridge	\$230,000	\$196,050	\$0	0%	\$0	Reserve & Muni	Project requires a different strategy to make progress. The market isn't interested in this complex project as it stands
Construction Phases Total	\$12,627,030	\$8,421,370	\$1,885,707				
Completion Phase							
Barossa Loop Skate Park Conversion	\$206,200	\$60,610	\$8,940	15%	\$0	Muni	Construction complete in consolidation period
George Foster Reserve	\$46,600	\$18,630	\$0	0%	\$0	Muni	Construction complete in consolidation period
Massell Reserve	\$46,600	\$39,010	\$0	0%	\$0	Muni	Construction complete in consolidation period
Transfer Station	\$124,730	\$16,420	\$0	0%	\$0	Reserve	Works progressing as per greater landfill program of works
Waste Bins	\$20,000	\$20,000	\$0	0%	\$0	Reserve	Bins for new are a bulk drop off - required finalisation of plans for relocation from old bulk area which has been completed in this current financial year
Shipwreck Park Toilets	\$170,000	\$7,940	\$10,523	133%	\$15,486	Muni	The structural, external cladding, and electrical upgrades are completed. The internal fit-out is at 95% completed however there has been a slight delay in the final 5% due to a delay in receiving equipment. As a result, we anticipate the project to be fully completed in late September, early October 2023
Gwynne Skate Artworks	\$77,600	\$39,340	\$0	0%	\$0	Muni	Final works scheduled
Verdant Reserve	\$260,200	\$122,180	\$0	0%	\$0	POS/Trust	Construction complete in consolidation period
Completion Phase Total	\$951,930	\$324,130	\$19,463				
Supplier Delay							
Fleet & Plant Total	\$3,154,180	\$3,154,050	\$554,180	18%	\$0	Reserve & Sales	Fleet and Plant ordered with delivery issues ongoing
Supplier Delay Total	\$3,154,180	\$3,154,050	\$554,180				
TOTAL (Revised)	\$29,446,710	\$24,052,290	\$3,085,953				

Accounts Paid and Submitted to Corporate Services Committee on 10 October 2023

Payments made between 01-Aug-2023 and 31-Aug-2023

Trans #	Date	Payee	Description	Amount
11307	2/08/2023	Hays Personnel Services (Aust) Pty Ltd	Hire of Temporary Staff	1,594.74
11308	2/08/2023	Downer EDI Works Limited	Asphalt Layed - Various Locations	57,416.32
11309	2/08/2023	Water Corporation	Water Usage Charges and Standpipe Hire	39,591.44
11310	2/08/2023	Synergy Energy	Electricity Charges	30,103.66
11311	2/08/2023	Westzone Enterprises Pty Ltd	Rent/Outgoings Armadale Library	56,972.66
11312	2/08/2023	MAIA Financial Pty Ltd	Computer Equipment Leases	20,486.02
11313	2/08/2023	Centaman Systems Pty Ltd	Computer Equipment	731.50
11314	2/08/2023	Jones Lang Lasalle (WA) Pty Ltd	Electrical Services - Orchard House	17,022.09
11315	2/08/2023	Dowsing Concrete	Concrete and Kerbing Works - Various Locations	263,145.98
11316	2/08/2023	Pivotel Satellite Pty Ltd	Telephone Charges	49.50
11317	2/08/2023	AFGR Equipment Australia Pty Ltd	Capital Program - John Deere Bulldozer (P527)	539,000.00
11318	2/08/2023	Allstate Kerbing And Concrete	Concrete and Kerbing Works - Various Locations	41,813.48
11319	2/08/2023	Programmed Skilled Workforce	Hire of Temporary Staff	1,050.24
11320	2/08/2023	On Tap Plumbing & Gas Pty Ltd	Plumbing Services	396.00
11321	2/08/2023	Corbeau Arts Space	Loch Mess Mini Monster Project	2,791.14
11322	2/08/2023	Prestige Catering	Catering	1,008.90
11323	2/08/2023	QTM Pty Ltd	Hire of Traffic Controllers	5,745.59
11324	2/08/2023	Subway Seville Grove	Catering	110.00
11325	2/08/2023	Corsign WA Pty Ltd	Parts for Street Signs	303.60
11326	2/08/2023	BrightMark Group Pty Ltd	Clean Carpets - Depot	2,818.00
11327	2/08/2023	Cat Welfare Society Inc t/a Cat Haven	Cat Collections	2,078.05
11328	2/08/2023	Tidy Up	Rubbish Collections Various Sites	1,515.00
11329	2/08/2023	Keyrange Group Pty Ltd t/as Fire and Civil (WA)	Pressure Testing - John Dunn	660.00
11330	4/08/2023	Alinta Gas	Gas Charges	12,067.90
11331	4/08/2023	Armadale Lock & Key Service	Keys Cut - Evelyn Gribble Centre	1,616.50
11332	4/08/2023	Beaver Tree Services Aust Pty Ltd	Remove Fallen Limb - Seville Drive	436.70
11333	4/08/2023	BP Australia Pty Ltd	Diesel Fuel Depot	32,986.80
11334	4/08/2023	Brook Marsh Pty Ltd	Surveying Services	1,210.00
11335	4/08/2023	Byford Bobcats	Hire of Bobcat	680.00
11336	4/08/2023	Landgate	GRV and Interim Schedules	4,362.16
11337	4/08/2023	Hays Personnel Services (Aust) Pty Ltd	Hire of Temporary Staff	3,966.70
11338	4/08/2023	Pure Air Filters	Disposal of Air Filters - Depot Workshop	146.85
11339	4/08/2023	Sportsworld of WA	Drive Rings / Drive Sticks	330.00
11340	4/08/2023	Water Corporation	Trade Waste Permit	2,921.19
11341	4/08/2023	Westbooks	Library Resources	2,260.33
11342	4/08/2023	Synergy Energy	Electricity Charges	5,730.41
11343	4/08/2023	Work Clobber	Protective Clothing	168.30
11344	4/08/2023	Apac Aid Incorporated	Gardening Products	510.95
11345	4/08/2023	Bunnings Building Supplies Pty Ltd	Hardware Consumables	152.15
11346	4/08/2023	StrataGreen	Gardening Products	280.50
11347	4/08/2023	Leisure Institute of WA Aquatics (Inc)	Staff Training	2,211.00
11348	4/08/2023	RSEA Pty Ltd	Protective Clothing	997.09
11349	4/08/2023	Truck Centre (WA) Pty Ltd	Trucks Maintenance	8,835.70
11350	4/08/2023	Hot Cotton	Staff Uniforms	317.35
11351	4/08/2023	Michael Page International	Hire of Temporary Staff	2,802.02
11352	4/08/2023	Dept of Premier and Cabinet	Advertising	218.40
11353	4/08/2023	Commercial Aquatics Australia	Service Pool Heating - AFAC	2,365.00
11354	4/08/2023	Forrest Road Fresh	Catering	90.00
11355	4/08/2023	Tyrecycle Pty Ltd	Tyre Collections Landfill Site	1,100.30
11356	4/08/2023	Sonic HealthPlus	Preplacement Medicals	664.40
11357	4/08/2023	Redfish Technologies Pty Ltd	Computer Equipment	617.77
11358	4/08/2023	Vorgee Pty Ltd	Retail Items - AFAC Kiosk	5,300.35
11359	4/08/2023	GISSA International Pty Ltd	A-Spec Subscription 2023/24	4,220.70
11360	4/08/2023	Quick Super	Superannuation Contributions - Payroll	244,291.83
11361	4/08/2023	Play Check	Consultancy Services	330.00
11362	4/08/2023	PRF Industries Pty Ltd	Electrical Services	393.25
11363	4/08/2023	Frontline Fire & Rescue Equipment	Protective Clothing	522.18
11364	4/08/2023	Black Rubber Pty Ltd	Tyres Replacement - Various	2,132.00
11365	4/08/2023	Downings Electrical Service	Electrical Services	969.10
11366	4/08/2023	The Workwear Group	Staff Uniforms	595.19
11367	4/08/2023	Paramount Electrical Services	Electrical Services	23,141.20
11368	4/08/2023	Seisma Pty Ltd	Hire of Temporary Staff	49,619.46
11369	4/08/2023	Taylor to Suit	Stage Theming Costs for Carols by Candlelight Event Dec	1,553.75
11370	4/08/2023	Labourforce Impex Personnel Pty Ltd	Hire of Temporary Staff	2,019.11
11371	4/08/2023	Graffiti Systems Australia	Graffiti Removal Various Locations	2,161.17
11372	4/08/2023	Battery World Armadale	Battery Replacement - P2018	687.00
11373	4/08/2023	LD&D Australia Pty Limited	Refreshments	277.49
11374	4/08/2023	Dial Before You Dig Australia Ltd	Membership/Referral Fee - 2023/24	7,495.84
11375	4/08/2023	The Event Team (WA) Pty Ltd	Perth Kilt Run Medals - Deposit	3,289.00
11376	4/08/2023	Selectro Services	Repair Heat Pump - AFAC	462.00
11377	4/08/2023	Onceover Mobile Car Detailing	Vehicle Detailing - P497	275.00
11378	4/08/2023	Dept for Child Protection	Duplicate Payment Refund	356.50
11379	4/08/2023	Southern Cross Protection Pty Ltd	Security Patrols AFAC	60.00
11380	4/08/2023	Manda's Mini Indulges	Catering	101.50
11381	4/08/2023	Nationwide Australia Roofing Holdings Pty Ltd	Inspection Fee Roof Leak	363.00
11382	4/08/2023	Total Green Recycling	eWaste Recycling Landfill Site	2,696.07
11383	4/08/2023	Bridgestone Australia Ltd	Tyres - P1991	1,453.76
11384	4/08/2023	Pirtek Canning Vale	Parts - Depot Workshop	4,658.24
11385	4/08/2023	A Parker	Judging Services - Armadale Young Writer	500.00
11386	4/08/2023	Tidy Up	Rubbish Collections Various Sites	2,985.00
11387	4/08/2023	Harvey Norman AV/IT Armadale	Microwave - Depot	299.00
11388	4/08/2023	Techstreet Pty Ltd	Australian Standards - Subscription	11,565.40
11389	4/08/2023	ChoiceOne Pty Ltd	Hire of Temporary Staff	11,114.52
11390	4/08/2023	Retravisision Cannington	Dishwasher - Visitors Centre	495.00
11391	4/08/2023	Instant Scaffolds	Hire of Equipment John Dunn Pavilion	264.00
11392	4/08/2023	ActivTec Solutions Pty Ltd	Service First Aid Stations - AFAC	528.00

10/2023

Page 1 of 11

Accounts Paid and Submitted to Corporate Services Committee on 10 October 2023

Payments made between 01-Aug-2023 and 31-Aug-2023

Trans #	Date	Payee	Description	Amount
11393	4/08/2023	Pickleball Superstore Pty Ltd	Sporting Equipment - AFAC	535.00
11394	4/08/2023	Talent International Pty Ltd	Hire of Temporary Staff	6,454.80
11395	4/08/2023	Guardian Tactile Systems Pty Ltd	Stainless Steel Tactiles - John Dunn	3,088.05
11396	4/08/2023	On Point Consultancy Pty Ltd	Project Management Services	17,545.00
11397	4/08/2023	So Media Group Pty Ltd	Social & Marketing Package	22,000.00
11398	4/08/2023	Celtic Builders	Refund Verge Bond	400.00
11399	4/08/2023	Development WA	Rates Refund Credit Balance	215.55
11400	4/08/2023	Development WA	Rates Refund Credit Balance	8,953.10
11401	4/08/2023	Development WA	Rates Refund Credit Balance	3,355.43
11402	4/08/2023	Jessica Miles	Meeting Room Refund	253.00
00229	7/08/2023	City of Armadale	Arts & Events Team Consumables	1,500.00
00230	7/08/2023	City of Armadale	Petty Cash Recoup - Health Services	477.55
00231	7/08/2023	City of Armadale	Petty Cash Recoup - Library & Heritage	97.75
11403	9/08/2023	Armadale Newsagency	Newspapers Armadale Library - July 2023	766.55
11404	9/08/2023	J Blackwood & Son Pty Ltd	Drum Bunding Polyethylene - AFAC Maintenance	2,882.41
11405	9/08/2023	DORMA Australia Pty Ltd	Repair Auto Door - AFAC	484.00
11406	9/08/2023	Construction Training Fund	CTF Levy collected Less Commission-Jul23	16,666.26
11407	9/08/2023	Beaver Tree Services Aust Pty Ltd	Tree Pruning and Removal Services	99,781.07
11408	9/08/2023	Challis Liquor Store	Refreshments	345.91
11409	9/08/2023	Cornerstone Legal Pty Ltd	Legal Services	9,110.45
11410	9/08/2023	Hays Personnel Services (Aust) Pty Ltd	Hire of Temporary Staff	4,136.90
11411	9/08/2023	Planning Institute of Aust (WA Division)	Staff Training	485.00
11412	9/08/2023	Ambius	Hire of Plants Various Locations	3,635.72
11413	9/08/2023	Roleystone Courier	Advertising - Armadale Alive	8,965.00
11414	9/08/2023	Daimler Trucks Perth	Parts - P213	921.24
11415	9/08/2023	Water Corporation	Water Service Charges	1,280.63
11416	9/08/2023	Zipform Pty Ltd	Stationery - Rates	3,045.73
11417	9/08/2023	Gecko Contracting Turf & Landscaping	Fertiliser Spraying - Various Locations	24,345.20
11418	9/08/2023	Bunnings Building Supplies Pty Ltd	Hardware Consumables	676.69
11419	9/08/2023	Officeworks Business Direct	Stationery	685.00
11420	9/08/2023	Leisure Institute of WA Aquatics (Inc)	Staff Training	517.00
11421	9/08/2023	Onhold Magic Pty Ltd	Messages on Hold - August 2023	110.00
11422	9/08/2023	Serpentine Spring Water	Refreshments	85.50
11423	9/08/2023	Arbor Centre Pty Ltd	Consultancy Services	957.00
11424	9/08/2023	Porter Consulting Engineers	Consultancy Services	16,379.00
11425	9/08/2023	Apple Pty Ltd	Computer Equipment	2,224.40
11426	9/08/2023	Tyrecycle Pty Ltd	Tyre Collections - Landfill Site	1,251.80
11427	9/08/2023	Sonic HealthPlus	Preplacement Medicals	1,245.20
11428	9/08/2023	Greenfield Gardening	Landscaping Services - Landfill Site	3,465.00
11429	9/08/2023	Centrecare Corporate	Consultancy Services	2,986.50
11430	9/08/2023	Australian Office Leading Brands	Stationery	118.23
11431	9/08/2023	Neopost Australia Pty Ltd	Stationery	906.40
11432	9/08/2023	Horizon West Landscape & Irrigation	Tree Planting	2,365.00
11433	9/08/2023	WOW Wilderness Eco Projects	Gardening Products	2,141.00
11434	9/08/2023	Mother Earth Gardening & Landscaping	Leaf Removal - William Skeet Oval	528.00
11435	9/08/2023	New Water Ways Inc	Connecting to Country Bus Tour	55.00
11436	9/08/2023	Datacom Systems (AU) Pty Ltd - WA Division	Computer Equipment	2,000.92
11437	9/08/2023	Prestige Property Maintenance Pty Ltd	Mowing Services Various Reserves	8,676.09
11438	9/08/2023	Black Rubber Pty Ltd	Tyres - P1508	1,509.70
11439	9/08/2023	Turf Care WA Pty Ltd	Fertiliser - Various Reserves	15,161.52
11440	9/08/2023	7 to 1 Photography	Photography Services - National Tree	484.00
11441	9/08/2023	Paramount Electrical Services	Electrical Services - Depot	875.65
11442	9/08/2023	Hi Tech Security WA Pty Ltd	Data Packs Landfill Site - July 2023	356.95
11443	9/08/2023	Programmed Skilled Workforce	Hire of Temporary Staff	13,088.02
11444	9/08/2023	Travelwest Publications WA Pty Ltd	Advertising - Hello Perth	440.00
11445	9/08/2023	BJ Ball	Stationery	1,897.07
11446	9/08/2023	Battery World Armadale	Parts - P1985	264.00
11447	9/08/2023	Quicklee Express Transport & Distribution	Courier Services - July 23	539.00
11448	9/08/2023	LD&D Australia Pty Limited	Refreshments	324.94
11449	9/08/2023	Hudson Global Resources (Aust) Pty Limited	Hire of Temporary Staff	4,862.18
11450	9/08/2023	Belvista Properties	Rent/Outgoings Kelmscott Library	23,453.30
11451	9/08/2023	Geared Construction Pty Ltd	Construction Works-Piara Waters Library	343,173.11
11452	9/08/2023	Smart Waste Solutions Australia Pty Ltd	Parts - P1520	406.45
11453	9/08/2023	Aussie Broadband Pty Ltd	NBN Services Various Sites	779.00
11454	9/08/2023	BCE Surveying Pty Ltd	Surveying Services	2,145.00
11455	9/08/2023	K Duchow	Expenses Reimbursement	357.00
11456	9/08/2023	Manda's Mini Indulges	Catering	180.40
11457	9/08/2023	Payroll Edge Consulting	Consultancy Services - RAID Register	495.00
11458	9/08/2023	Bridgestone Australia Ltd	Tyres - P2004	1,161.16
11459	9/08/2023	Penske Australia	Parts - P535	229.90
11460	9/08/2023	Nordic Fitness Equipment	Cleaning Materials	1,190.00
11461	9/08/2023	Swan Group WA Pty Ltd	Construction Works Roleystone Theatre	151,011.84
11462	9/08/2023	GFG Temp Assist	Hire of Temporary Staff	25,135.99
11463	9/08/2023	Sandy Taylor Digital Marketing	Website Maintenance - July 23	330.00
11464	9/08/2023	Techstreet Pty Ltd	Australian Standard - AS1742.5	79.20
11465	9/08/2023	UGC Holdings Pty Ltd	Various Parks / Reserves - Weed Control	18,369.31
11466	9/08/2023	Eurotech Group Pty Ltd	Black - Wire Sign Stakes	133.65
11467	9/08/2023	Attheetha Leela	Expenses Reimbursement	357.00
11468	9/08/2023	NPB Security Australia Pty Ltd	Security Services	17,239.86
11469	9/08/2023	Niche Diving Services	Pool Maintenance - AFAC	13,215.40
11470	9/08/2023	Incline Vegetation Management	Mulching/Slashing - Page Road	1,518.00
11471	9/08/2023	Soil4ce	Consultancy Services	1,072.50
11472	9/08/2023	South Beach Eco Trust trading as Ecoburbia	Presentation - School Holiday Program	715.00
11473	9/08/2023	Adventure Kids Entertainment	Presentation - School Holiday Program	325.00
11474	9/08/2023	MySmart Pty Ltd	Smart Lighting - AFAC	891.00
11475	9/08/2023	Wollaston Avenue Development Pty Ltd	Land Acquisition	8,470.00

10/2023

Page 2 of 11

Accounts Paid and Submitted to Corporate Services Committee on 10 October 2023

Payments made between 01-Aug-2023 and 31-Aug-2023

Trans #	Date	Payee	Description	Amount
11476	9/08/2023	JM Corbett & LM Willis	Security Incentive Scheme Rebate	100.00
11477	9/08/2023	Robert Neil Walker	Refund AHOSAT Registration	50.00
11478	9/08/2023	Murray Hight	Refund AHOSAT Registration	50.00
11479	9/08/2023	Liz Fitzpatrick	Refund AHOSAT Registration	50.00
11480	9/08/2023	F & M Fontana	Security Incentive Scheme Rebate	250.00
11481	9/08/2023	Thomas Nambiaparambil Jose	Security Incentive Scheme Rebate	200.00
11482	9/08/2023	Ashley & Kelly Peel	Security Incentive Scheme Rebate	200.00
11483	9/08/2023	Maria Vincenza Clements	Security Incentive Scheme Rebate	200.00
11484	9/08/2023	Rodney Gerald & Judith Hood	Security Incentive Scheme Rebate	250.00
11485	9/08/2023	Katrina McMillan	Security Incentive Scheme Rebate	200.00
11486	9/08/2023	Marie Jayne Martin	Security Incentive Scheme Rebate	250.00
11487	9/08/2023	Belinda Parry	Security Incentive Scheme Rebate	250.00
11488	9/08/2023	Paul & Jacqueline Hubbard	Security Incentive Scheme Rebate	150.00
11489	9/08/2023	Adam Freeman	Expenses Reimbursement	340.00
11490	9/08/2023	Stefanie Seiler	Security Incentive Scheme Rebate	150.00
11491	9/08/2023	Elle Delahaye	Expenses Reimbursement	129.00
11492	9/08/2023	Wesleyan Methodist Church WA District	Bond Booking Refund	500.00
11493	9/08/2023	Aaron Beales	Expenses Reimbursement	324.00
11494	9/08/2023	Motivo Design Studio Pty Ltd	Refund Planning Application	295.00
11495	9/08/2023	Jade Bryan	Expenses Reimbursement	324.02
11496	9/08/2023	Australian Institute of Company Director	Staff Training	11,900.00
11497	9/08/2023	George Putland	Expenses Reimbursement	23.00
11498	9/08/2023	Dept of Education School Resourcing	Rates Refund Credit Balance	1,516.49
11499	9/08/2023	Sylvia Broadbent	Expenses Reimbursement	324.00
11500	9/08/2023	LJ Mills	Rates Refund Credit Balance	919.32
11501	9/08/2023	Digital Transformation Agency Official	Digital Transformation Agency - Amazon AWS	100,000.00
11502	11/08/2023	Alinta Gas	Gas Charges	493.60
11503	11/08/2023	Armadale Lock & Key Service	Locks and Key Replacements - Various Locations	793.00
11504	11/08/2023	J Blackwood & Son Pty Ltd	Hardware Consumables	205.66
11505	11/08/2023	Australia Post	Commission - Rates Payments	303.23
11506	11/08/2023	Australian Services Union	Australian Services Union Payroll Deductions	440.50
11507	11/08/2023	DORMA Australia Pty Ltd	Service Auto Door - Admin Building	88.00
11508	11/08/2023	Baileys Fertilisers	Fertiliser - Memorial Park	2,475.00
11509	11/08/2023	Beaver Tree Services Aust Pty Ltd	Tree Clean Up & Removal	1,235.30
11510	11/08/2023	BOC Gases Australia Limited	Gas & Cylinder Rental	159.91
11511	11/08/2023	BP Australia Pty Ltd	Diesel Fuel Landfill Site	7,647.98
11512	11/08/2023	Child Support Agency	Child Support Payroll Deductions	2,332.47
11513	11/08/2023	City of Armadale-Social Club	Social Club (employee) Payroll Deductions	330.00
11514	11/08/2023	Dept Of Mines, Industry Regulation And Safety	Building Services Levy Collected	44,734.36
11515	11/08/2023	Heavy Automatics WA Pty Ltd	Repairs - P1515	4,083.77
11516	11/08/2023	LGRCEU	LGRCEU Payroll Deductions	262.62
11517	11/08/2023	Local Government Professionals Aust WA	Affiliate Membership 2023/24	185.00
11518	11/08/2023	Local Health Authorities Analytical Committee	LHAAC Analytical Services 2023/24	23,736.07
11519	11/08/2023	Royal Lifesaving Society	Swim School Certificates	330.00
11520	11/08/2023	Daimler Trucks Perth	Repairs - P1504	4,217.71
11521	11/08/2023	Rivers Regional Council	Annual Contribution 2023/24	80,918.20
11522	11/08/2023	Water Corporation	Water Service Charges	3,412.96
11523	11/08/2023	Gecko Contracting Turf & Landscaping	Construction Works Retention	23,863.79
11524	11/08/2023	Bunnings Building Supplies Pty Ltd	Hardware Consumables	551.35
11525	11/08/2023	E & MJ Roshier Pty Ltd	Parts - P436/P437/P438/P455	2,525.07
11526	11/08/2023	Kleenheat Gas Pty Ltd	Gas Bottles - Landfill Forklift	252.16
11527	11/08/2023	Kelyn Training Services	Staff Training	620.00
11528	11/08/2023	Sports Turf Technology Pty Ltd	Bore Logger Data Sims Renewal	31,944.00
11529	11/08/2023	IW Projects Pty Ltd	Consultancy Services	2,741.75
11530	11/08/2023	RSEA Pty Ltd	Protective Clothing	273.66
11531	11/08/2023	Refresh Waters Pty Ltd	Refreshments	44.00
11532	11/08/2023	Michael Page International	Hire of Temporary Staff	1,598.88
11533	11/08/2023	Porter Consulting Engineers	Consultancy Services	1,650.00
11534	11/08/2023	The Scottish Banner	AHG+PKR - 1/4 page ad in August edition	600.00
11535	11/08/2023	Superior Pak Pty Ltd	Repairs - P535	10,986.80
11536	11/08/2023	Commercial Aquatics Australia	Repair Chlorine Gas Leak	209.00
11537	11/08/2023	Apple Pty Ltd	Computer Equipment	2,042.70
11538	11/08/2023	Rent A Fence Pty Ltd	Hire of Equipment John Dunn	742.50
11539	11/08/2023	Forrest Road Fresh	Catering	170.90
11540	11/08/2023	Sonic HealthPlus	Preplacement Medicals	1,328.80
11541	11/08/2023	Sports Star Trophies	Trophies - AYWA	251.50
11542	11/08/2023	Australian Office Leading Brands	Stationery	900.36
11543	11/08/2023	P W Sanders	Communications Reimbursement	79.99
11544	11/08/2023	Asset Infrastructure Management Pty Ltd	Consultancy Services	4,950.00
11545	11/08/2023	Horizon West Landscape & Irrigation	Tree Planting - Harber Park	357.50
11546	11/08/2023	Budget Rent a Car	Hire of Motor Vehicle	5,072.29
11547	11/08/2023	Quick Super	Superannuation Contributions - Payroll	245,979.70
11548	11/08/2023	Art Gallery of WA	Award Prizes - OTF 2023	515.70
11549	11/08/2023	Capital Recycling	Remove Sweepings Depot	7,638.68
11550	11/08/2023	Bisht Pty Ltd	Newspapers Seville Grove Library	83.30
11551	11/08/2023	SCP Conservation And Land Management	Install and Remove - Damaged Gate	308.00
11552	11/08/2023	Labourforce Impex Personnel Pty Ltd	Hire of Temporary Staff	2,141.79
11553	11/08/2023	Programmed Skilled Workforce	Hire of Temporary Staff	8,408.43
11554	11/08/2023	Battery World Armadale	Truck Jump Starter & Replacement Batteries	1,549.00
11555	11/08/2023	Wesroof	Repair Cladding - Challenge Park PT	83.92
11556	11/08/2023	LD&D Australia Pty Limited	Refreshments	62.60
11557	11/08/2023	Contra-Flow Pty Ltd	Hire of Traffic Controllers	1,284.36
11558	11/08/2023	District Refrigeration & Airconditioning Pty Ltd	Degas Fridges/Freezers Landfill Site	984.50
11559	11/08/2023	JDS Building and Maintenance Services Pty Ltd	Remove Debris	23,595.00
11560	11/08/2023	Katherine John Entertainment (KJE)	Stage Program/Infrastructure	1,100.00
11561	11/08/2023	L R Puig Grajales	Expenses Reimbursement	35.64

10/2023

Page 3 of 11

Accounts Paid and Submitted to Corporate Services Committee on 10 October 2023

Payments made between 01-Aug-2023 and 31-Aug-2023

Trans #	Date	Payee	Description	Amount
11562	11/08/2023	QTM Pty Ltd	Hire of Traffic Controllers	5,576.34
11563	11/08/2023	Southern Cross Protection Pty Ltd	Casual Patrol	40.79
11564	11/08/2023	Perth Hydraulic Centre	Parts - P1515	67.05
11565	11/08/2023	ATO PAYG	Tax Deductions Payroll	401,357.00
11566	11/08/2023	ATC Work Smart INC	Hire of Trainee	124.08
11567	11/08/2023	Delta T Technologies (WA) Pty Ltd	Service Equipment - AFAC	2,436.50
11568	11/08/2023	Harvey Norman AV/IT Armadale	Smart TV - Armadale Library	795.00
11569	11/08/2023	ChoiceOne Pty Ltd	Hire of Temporary Staff	2,056.32
11570	11/08/2023	Examiner Newspapers (WA)	Advertising	770.00
11571	11/08/2023	Incline Vegetation Management	Slashing Services	2,000.00
11572	11/08/2023	Coby Halpin	Expenses Reimbursement	468.94
11573	11/08/2023	Supa Pest and Weed Control	Weed Control - Various Locations	30,212.22
11574	11/08/2023	AAA Safety Training and Consultancy Pty Ltd	Staff Training	3,600.00
11575	11/08/2023	David Kilby	Security Incentive Scheme Rebate	250.00
11576	11/08/2023	Pamela Joy Bright Jones	Security Incentive Scheme Rebate	200.00
11577	11/08/2023	Marcus Tey	Security Incentive Scheme Rebate	200.00
11578	11/08/2023	Muiz Murad	Security Incentive Scheme Rebate	200.00
11579	11/08/2023	Melinda Morgan	Security Incentive Scheme Rebate	200.00
11580	11/08/2023	Wendy Elizabeth Owen	Security Incentive Scheme Rebate	250.00
11581	11/08/2023	Guardian Exercise Rehabilitation	Refund AFAC Memberships	347.00
11582	11/08/2023	Australian Local Government Association	Event Tickets	175.00
11583	11/08/2023	Kylie Payne	Expenses Reimbursement	30.71
11584	11/08/2023	Dylan Dunster	Sporting Recreation and Development Donation	250.00
11585	11/08/2023	Dale Christian Academy	Refund Booking Bond	500.00
00232	15/08/2023	City of Rockingham	Long Service Leave Liability Staff Payment	23,405.87
00233	15/08/2023	City of Armadale	Animal Sterilisation Refund	788.35
00234	15/08/2023	City of Armadale-Armadale Library	Petty Cash Recoup - Armadale Library	142.95
11787	16/08/2023	Alinta Gas	Gas Charges	37.40
11788	16/08/2023	Armadale Lock & Key Service	Service Locks - AFAC	162.50
11789	16/08/2023	Armadale Gosnells Landcare Group	City Contribution 2023/24	187,332.20
11790	16/08/2023	J Blackwood & Son Pty Ltd	Hardware Consumables	334.19
11791	16/08/2023	Australia Post	Commission - Rates Payments	4,868.80
11792	16/08/2023	Australian Institute of Management (AIM)	Staff Training	1,382.00
11793	16/08/2023	DORMA Australia Pty Ltd	Repair Auto Door - AFAC	491.65
11794	16/08/2023	Baileys Fertilisers	Gardening Products	656.26
11795	16/08/2023	Beaver Tree Services Aust Pty Ltd	Tree and Mulching Services	28,878.30
11796	16/08/2023	Browns Sweeping	Street Sweeping Various Locations	30,574.02
11797	16/08/2023	Cornerstone Legal Pty Ltd	Legal Services	2,339.15
11798	16/08/2023	Landgate	Title Searches Rates - July 2023	427.00
11799	16/08/2023	Dept of Transport	Motor Vehicle Searches - July 2023	316.80
11800	16/08/2023	Dept of Local Govt, Sport & Cultural Industries	Electricity Charges	139.06
11801	16/08/2023	Gibbons Holden	Parts - P2014	436.75
11802	16/08/2023	Hays Personnel Services (Aust) Pty Ltd	Hire of Temporary Staff	4,620.26
11803	16/08/2023	Artistry of Flowers	Sympathy Arrangements	309.00
11804	16/08/2023	Ixom Operations Pty Ltd	Chlorine Gas - AFAC	4,764.02
11805	16/08/2023	Pure Air Filters	Parts - Various Plant	151.25
11806	16/08/2023	Ambius	Hire of Plants AFAC - August 2023	2,237.81
11807	16/08/2023	Roleystone Courier	Advertising - Spring into Armadale	815.00
11808	16/08/2023	Daimler Trucks Perth	Parts - P213	247.48
11809	16/08/2023	Water Corporation	Trade Waste Permit	352.65
11810	16/08/2023	Synergy Energy	Electricity Charges	263,351.74
11811	16/08/2023	WA Reticulation Supplies	Consumables Parks	1,733.90
11812	16/08/2023	Hello World	Flights / Accommodation Conference	1,400.00
11813	16/08/2023	Bunnings Building Supplies Pty Ltd	Hardware Consumables	203.93
11814	16/08/2023	Toolmart	G Size Acetylene Welder	815.00
11815	16/08/2023	McLeods Barristers & Solicitors	Legal Services	6,103.74
11816	16/08/2023	Truck Centre (WA) Pty Ltd	Parts - P1519	155.31
11817	16/08/2023	Blueprint Homes (WA) Pty Ltd	Release of Kerb Bond	1,200.00
11818	16/08/2023	Dale Alcock Homes Pty Ltd	Release of Verge Bond	400.00
11819	16/08/2023	Wren Oil	Admin & Compliance Fee	16.50
11820	16/08/2023	Plunkett Homes (1903) Pty Ltd	Release of Verge Bond	6,000.00
11821	16/08/2023	Serpentine Plant Farm	Gardening Products	536.25
11822	16/08/2023	Fulton Hogan Industries Pty Ltd	Fertiliser Supplies	3,590.40
11823	16/08/2023	Affordable Living Homes	Release of Verge Bond	1,200.00
11824	16/08/2023	Summit Homes Group	Release of Verge Bond	1,200.00
11825	16/08/2023	Swan Towing Service	Towing Charges	649.00
11826	16/08/2023	Superior Pak Pty Ltd	Service Repairs - P537	1,640.12
11827	16/08/2023	Apple Pty Ltd	Computer Equipment	8,751.05
11828	16/08/2023	Imagesource Digital Solutions	Billboards - Spring into Armadale	4,702.50
11829	16/08/2023	Sonic HealthPlus	Preplacement Medicals	664.40
11830	16/08/2023	Greenfield Gardening	Landscape Maintenance Landfill Site	6,270.00
11831	16/08/2023	Horizon West Landscape & Irrigation	Garden Maintenance	3,905.00
11832	16/08/2023	Acurix Networks Pty Ltd	Public WIFI Access Various Sites	5,438.25
11833	16/08/2023	Western Tree Recyclers	Greenwaste Processing Roleystone Site	25,533.75
11834	16/08/2023	C R Omacini	Expenses Reimbursement	31.89
11835	16/08/2023	Budget Rent a Car	Hire of Motor Vehicle	1,318.78
11836	16/08/2023	The Information Management Group Pty Ltd	Archival Storage & Supplies - July 2023	1,419.63
11837	16/08/2023	Totally Workwear	Staff Safety Wear	44.96
11838	16/08/2023	Albox Australia	Stationery	290.75
11839	16/08/2023	New Water Ways Inc	Staff Training	55.00
11840	16/08/2023	Datacom Systems (AU) Pty Ltd - WA Division	Computer Equipment	81,610.24
11841	16/08/2023	Avantgarde Technologies Pty Ltd	Veeam Cloud Connect Offsite	4,213.00
11842	16/08/2023	Black Rubber Pty Ltd	Tyre Repairs and Replacements - Various Plant	5,102.50
11843	16/08/2023	Downings Electrical Service	Electrical Services	110.00
11844	16/08/2023	SCP Conservation And Land Management	Fencing - Palomino Park	1,749.00
11845	16/08/2023	Wow Group (WA) Pty Ltd	Release of Verge Bond	400.00

10/2023

Page 4 of 11

Accounts Paid and Submitted to Corporate Services Committee on 10 October 2023

Payments made between 01-Aug-2023 and 31-Aug-2023

Trans #	Date	Payee	Description	Amount
11846	16/08/2023	Stott & Hoare	Global Project Subscription Renewal	6,716.60
11847	16/08/2023	Paramount Electrical Services	Electrical Services	883.45
11848	16/08/2023	Hi Tech Security WA Pty Ltd	Rental/Monitoring CCTV Camera	2,398.03
11849	16/08/2023	Down To Earth Training & Assessing	Staff Training	7,160.00
11850	16/08/2023	Supercivil Pty Ltd	Bobcat Profiler	7,150.00
11851	16/08/2023	Battery World Armadale	Parts - P1914	495.30
11852	16/08/2023	LD&D Australia Pty Limited	Refreshments	324.94
11853	16/08/2023	Hudson Global Resources (Aust) Pty Limited	Hire of Temporary Staff	3,454.70
11854	16/08/2023	Spectur Limited	Rental/Monitoring CCTV Camera	993.30
11855	16/08/2023	Agent Sales & Services Pty Ltd	Pool Chemicals	250.80
11856	16/08/2023	Rentokil Initial Pty Ltd	Hire of Plants	1,481.10
11857	16/08/2023	Odour Control Systems International Limited	Spray Nozzles - Landfill Site	1,045.00
11858	16/08/2023	The Calapai Family Trust T/A Intellitrac	GPS Expenses Various Plant - July 2023	1,828.20
11859	16/08/2023	Valspar Paint (Australia) Pty Ltd	Paint Supplies	355.30
11860	16/08/2023	Prestige Catering	Catering	1,408.80
11861	16/08/2023	Southern Bins Pty Ltd	Hire of Skip Bins	1,020.00
11862	16/08/2023	A Bowden	Expenses Reimbursement	87.00
11863	16/08/2023	Southern Cross Protection Pty Ltd	Security Guard Services	1,182.93
11864	16/08/2023	Manda's Mini Indulges	Catering	754.50
11865	16/08/2023	ABM Landscaping	Paving Repairs - CBD	9,652.50
11866	16/08/2023	My Homes WA Pty Ltd	Release of Verge Bond	400.00
11867	16/08/2023	Cr Scott Mosey	Reimbursement of Communication Costs	1,255.42
11868	16/08/2023	Cr Sartaj Virk	Reimbursement of Communication Costs	1,129.00
11869	16/08/2023	Cr Keyur Kamdar	Balance Conference Expenses	1.31
11870	16/08/2023	Bal Homes	Release of Verge Bond	400.00
11871	16/08/2023	Workforce Insight Pty Ltd	Consultancy Services	4,578.13
11872	16/08/2023	Consultas Pty Ltd	Consultancy Services	5,225.00
11873	16/08/2023	(A)POD Pty Ltd	Architectural Services	12,365.43
11874	16/08/2023	Just Because Cookies and Cakes	Event Catering	480.00
11875	16/08/2023	Edrill Environmental	Groundwater Monitoring	2,439.80
11876	16/08/2023	Irrigation Australia Limited	Staff Training	3,590.40
11877	16/08/2023	AAA Safety Training and Consultancy Pty Ltd	Staff Training	2,655.00
11878	16/08/2023	Taiawhio Lester Teala	Entertainment - OTF 2023	500.00
11879	16/08/2023	Chandima Dissanayake	Reserve Bond Refund	200.00
11880	16/08/2023	C and M Edwards	Sporting Recreation and Development Donation	250.00
11881	16/08/2023	QBE Workers Compensation	Rehabilitation Invoice	349.10
11882	16/08/2023	Two's Gether Cafe	Refund Food Stall Permit	103.00
11883	16/08/2023	Subiaco Building Company	Refund Verge Bond	400.00
11884	16/08/2023	Subiaco Building Company	Refund Verge Bond	400.00
11885	16/08/2023	Norfolk Homes	Refund Verge Bond	400.00
11886	16/08/2023	Ha-Decgroup Pty Ltd	Refund Verge Bond	400.00
00235	17/08/2023	City of Armadale	Cash Advance - Conference Attendance	500.00
00236	17/08/2023	City of Armadale	Petty Cash Recoup - Seville Grove Library	24.90
00237	17/08/2023	City of Armadale-Kelmscott Library	Petty Cash Recoup - Kelmscott Library	53.35
11887	18/08/2023	DORMA Australia Pty Ltd	Auto Door Repairs - Various Locations	757.21
11888	18/08/2023	Beaver Tree Services Aust Pty Ltd	Tree Pruning - Ardross Street	755.70
11889	18/08/2023	Gibbons Holden	Repairs - P1972	1,176.20
11890	18/08/2023	Hays Personnel Services (Aust) Pty Ltd	Hire of Temporary Staff	4,343.64
11891	18/08/2023	Planning Institute of Aust (WA Division)	Staff Training	1,300.00
11892	18/08/2023	Volunteering WA	Staff Training	396.00
11893	18/08/2023	Water Corporation	Water Service Charges	1,487.11
11894	18/08/2023	Westbooks	Library Resources	472.88
11895	18/08/2023	Synergy Energy	Electricity Charges	1,136.25
11896	18/08/2023	Gecko Contracting Turf & Landscaping	Turf and Landscaping Services - Various Locations	49,165.71
11897	18/08/2023	Bunnings Building Supplies Pty Ltd	Hardware Consumables	211.24
11898	18/08/2023	JB HIFI Group Pty Ltd (Armadale)	Computer Equipment	439.60
11899	18/08/2023	RSEA Pty Ltd	Protective Clothing	1,191.63
11900	18/08/2023	LGIS Liability	Insurance Excess - P2032	500.00
11901	18/08/2023	Michael Page International	Hire of Temporary Staff	2,692.13
11902	18/08/2023	Dale Alcock Homes Pty Ltd	Security Bond Refund	800.00
11903	18/08/2023	Centaman Systems Pty Ltd	Envibe License Renewal	51,920.00
11904	18/08/2023	Natural Area Management & Services	Tree Planting/Maintenance	5,104.00
11905	18/08/2023	Commercial Aquatics Australia	Pool Equipment Maintenance	3,971.00
11906	18/08/2023	Apple Pty Ltd	Computer Equipment	800.80
11907	18/08/2023	Sonic HealthPlus	Preplacement Medicals	499.96
11908	18/08/2023	Temptations Catering	Catering	1,747.68
11909	18/08/2023	Better Pets and Gardens Kelmscott	Animal Food/Cat Litter - Pound	213.60
11910	18/08/2023	Plantrite	Gardening Products	9,918.70
11911	18/08/2023	Horizon West Landscape & Irrigation	Garden Maintenance Liscombe Park	294.95
11912	18/08/2023	Totally Workwear	Staff Uniforms	498.89
11913	18/08/2023	Scott Printers Pty Ltd	Printing - Armadale Heritage Trees	2,178.00
11914	18/08/2023	Black Rubber Pty Ltd	Stationery	1,688.70
11915	18/08/2023	Turf Care WA Pty Ltd	Fertiliser Services - Harrisdale Playing	924.00
11916	18/08/2023	Art Gallery of WA	Textile Book Prize - OTF 2023	72.00
11917	18/08/2023	7 to 1 Photography	Photography Services - IAS Event	1,210.00
11918	18/08/2023	Paramount Electrical Services	Electrical Services	3,253.95
11919	18/08/2023	West Power Group Pty Ltd	Service Admin Generator	381.70
11920	18/08/2023	Labourforce Impex Personnel Pty Ltd	Hire of Temporary Staff	2,283.89
11921	18/08/2023	Programmed Skilled Workforce	Hire of Temporary Staff	3,360.46
11922	18/08/2023	BJ Ball	Stationery	443.37
11923	18/08/2023	J M Clarke	NAIDOC Themed "For Our Elders"	4,618.64
11924	18/08/2023	LD&D Australia Pty Limited	Refreshments	62.60
11925	18/08/2023	Spectur Limited	Rental/Monitoring CCTV Camera	2,887.50
11926	18/08/2023	Para-Mobility Pty. Ltd.	Parts - AFAC	181.50
11927	18/08/2023	Hospitality Industry Service Providers (HISP)	Refreshments AFAC	83.50
11928	18/08/2023	L R Pulg Grajales	Expenses Reimbursement	27.34

10/2023

Page 5 of 11

Accounts Paid and Submitted to Corporate Services Committee on 10 October 2023

Payments made between 01-Aug-2023 and 31-Aug-2023

Trans #	Date	Payee	Description	Amount
11929	18/08/2023	M & M Family Trust T/A CCS Strategic	Consultancy Services	15,904.35
11930	18/08/2023	Novaproducts Global	Parts - John Dunn Pavilion	154.00
11931	18/08/2023	Bridgestone Australia Ltd	Tyres - P2050	1,100.00
11932	18/08/2023	Moray and Agnew	Legal Services	259.60
11933	18/08/2023	GFG Temp Assist	Hire of Temporary Staff	1,567.50
11934	18/08/2023	IWM (PBH) PTY LTD	Hire of Skip Bin	291.50
11935	18/08/2023	Tidy Up	Collection of Dumped Rubbish	6,270.00
11936	18/08/2023	A Class Auto Electrical and Air Conditioning	Air Conditioning Repairs and Parts - Various Plant	6,477.90
11937	18/08/2023	Harvey Norman AV/IT Armadale	Creche Minor Equipment	168.00
11938	18/08/2023	Illion Australia Pty Ltd	Financial Reports - Various Businesses	352.00
11939	18/08/2023	Central West Refrigeration	Parts/Service Bottle Filter - AFAC	2,672.27
11940	18/08/2023	Lemac Films and Digital Pty Ltd	Magewell Pro Convert NDI to HDMI	2,619.99
11941	18/08/2023	Scoutta Pty Ltd T/A Viaje Strategic	Consultancy Services	3,190.00
11942	18/08/2023	NDY Management Pty Limited	Heating Review - AFAC	1,259.50
11943	18/08/2023	Armadale Garden & Firewood Supplies	Gardening Products	270.00
11944	18/08/2023	On Point Corporation Pty Ltd	Staff Training	3,630.00
11945	18/08/2023	Talent International Pty Ltd	Hire of Temporary Staff	12,909.60
11946	18/08/2023	Lessen with Peg -Rethink Waste	School Holiday Program - Creating	450.00
11947	18/08/2023	On Point Consultancy Pty Ltd	Consultancy Services	16,940.00
11948	18/08/2023	Mariana Kirova / Eco Fashion Sewing	Library Event - Eco Fashion Sewing	220.00
11949	18/08/2023	Proline Wa Pty Ltd	Remove Asbestos	2,972.20
11950	18/08/2023	WAIVPAY Ltd	People Choice Award Vouchers	205.90
11951	18/08/2023	Karratha Central Apartments	Conference Accommodation	720.00
11952	18/08/2023	Coronis & Esther Nilson	Refund Overpayment of Debtor Account	405.00
11953	18/08/2023	Dale Christian School	Refund Booking Bond	500.00
11954	18/08/2023	Carey Baptist College	Refund Booking Bond	500.00
11955	18/08/2023	Allianz	Refund Invoice Paid in Error	310.00
11956	18/08/2023	Melissa Creagh	Sporting Recreation and Development Donation	350.00
11957	18/08/2023	Shanelle McSwain	Sporting Recreation and Development Donation	250.00
11958	18/08/2023	Lee Tekorona	Sporting Recreation and Development Donation	250.00
00238	21/08/2023	City of Armadale	Cash Advance - Writers Festival23	760.00
11959	23/08/2023	Able Westchem	Cleaning Chemicals	212.95
11960	23/08/2023	Alinta Gas	Gas Charges	70.25
11961	23/08/2023	ALS Library Services Pty Ltd	Library Resources	426.56
11962	23/08/2023	Armadale Lock & Key Service	Padlocks and Security Keys	1,710.00
11963	23/08/2023	Beaver Tree Services Aust Pty Ltd	Depot Mulching	1,485.00
11964	23/08/2023	Challenge Chemicals Australia	Cleaning Chemicals	356.14
11965	23/08/2023	City of Gosnells	Long Service Leave Liability Staff Payment	18,068.24
11966	23/08/2023	Civica Pty Ltd	Consultancy Services	28,832.54
11967	23/08/2023	Down Under Signs Pty Ltd	Depot Signs	579.41
11968	23/08/2023	ERS Australia	Dispose Oil Filters Depot	380.30
11969	23/08/2023	Hays Personnel Services (Aust) Pty Ltd	Hire of Temporary Staff	19,803.92
11970	23/08/2023	Jason Signmakers	Repair Bus Shelters	3,841.57
11971	23/08/2023	K Mart-Armadale	White Goods - Champion Centre	144.00
11972	23/08/2023	Shenton Enterprises Pty Ltd	Repair Equipment - AFAC	1,602.98
11973	23/08/2023	Veolia Recycling and Recovery Pty Ltd	General Waste Collections	95,681.61
11974	23/08/2023	Daimler Trucks Perth	Parts - P213	1,160.48
11975	23/08/2023	WALGA	WALGA Subscriptions Renewal 2023/24	62,733.85
11976	23/08/2023	Water Corporation	Water Usage Charges	1,304.26
11977	23/08/2023	Synergy Energy	Electricity Charges	5,151.97
11978	23/08/2023	Work Clobber	Protective Clothing	1,609.75
11979	23/08/2023	WA Reticulation Supplies	Parts - Landfill Site	5.25
11980	23/08/2023	Bunnings Building Supplies Pty Ltd	Hardware Consumables	1,016.26
11981	23/08/2023	Technology One Ltd	Consultancy Services	4,730.00
11982	23/08/2023	Kelyn Training Services	Staff Training	3,990.00
11983	23/08/2023	Specialised Lifting Service	Service Crane - P195/P212/P213/P234	875.88
11984	23/08/2023	Toolmart	Inspection Fee	44.00
11985	23/08/2023	John Hughes Group	Repairs - P1920	103.00
11986	23/08/2023	Datafuel Financial Systems Pty Ltd	Repair Database - Depot	242.00
11987	23/08/2023	Serpentine Spring Water	Refreshments Landfill Site	66.50
11988	23/08/2023	McLeods Barristers & Solicitors	Legal Services	80.18
11989	23/08/2023	RSEA Pty Ltd	Protective Clothing	341.46
11990	23/08/2023	Voicedata Services Pty Ltd	Mitell Systems Support	330.00
11991	23/08/2023	MAIA Financial Pty Ltd	Computer Equipment Leases	29,271.74
11992	23/08/2023	BSA Advanced Property Solutions (WA) Pty Ltd	A/C Maintenance	1,069.20
11993	23/08/2023	Ventura Home Group Pty Ltd	Verge Refund	400.00
11994	23/08/2023	Waterlogic Australia Pty Ltd	Hire of Water Fountain Depot Amenities	260.91
11995	23/08/2023	Programmed Property Services Pty Ltd	Grounds Maintenance AFAC - July 2023	5,296.50
11996	23/08/2023	Swan Towing Service	Towing Charges - P1515	649.00
11997	23/08/2023	Apple Pty Ltd	Computer Equipment	54,694.75
11998	23/08/2023	Beacon Equipment	Parts - Parks Minor Equipment	1,438.00
11999	23/08/2023	Tyrecycle Pty Ltd	Tyre Collections Landfill Site	2,204.79
12000	23/08/2023	Jones Lang Lasalle (WA) Pty Ltd	Electrical Services - Orchard House	368.50
12001	23/08/2023	Sonic HealthPlus	Preplacement Medicals	580.80
12002	23/08/2023	Greenfield Gardening	Landscape Maintenance Landfill Site	5,960.63
12003	23/08/2023	P W Sanders	Expenses Reimbursement	19.50
12004	23/08/2023	The Lifting Company Pty Ltd	Visual Inspection Lifting Equipment	984.50
12005	23/08/2023	Complete Office Supplies	Stationery	638.71
12006	23/08/2023	Carlisle Events Hire Pty Ltd	Hire of Equipment - Pioneers Reunion	379.50
12007	23/08/2023	Mother Earth Gardening & Landscaping	Streetscapes Maintenance Wright Road	1,705.00
12008	23/08/2023	Aveling Training & Consulting	Staff Training	80.00
12009	23/08/2023	LFA First Response	First Aid Supplies - AFAC	731.28
12010	23/08/2023	AlSCO Pty Ltd	Clean Depot Workshop Uniforms	907.15
12011	23/08/2023	Scott Printers Pty Ltd	Printing - City Views August Edition	9,979.20
12012	23/08/2023	Datacom Systems (AU) Pty Ltd - WA Division	Computer Equipment	1,399.34
12013	23/08/2023	Bistel Construction Pty Ltd	Construction Works RKBFB	582,240.24

10/2023

Page 6 of 11

Accounts Paid and Submitted to Corporate Services Committee on 10 October 2023

Payments made between 01-Aug-2023 and 31-Aug-2023

Trans #	Date	Payee	Description	Amount
12014	23/08/2023	E Fire & Safety	Log Book Cabinets - Depot	2,145.00
12015	23/08/2023	Black Rubber Pty Ltd	Tyres - P1519	124.00
12016	23/08/2023	Metro Filters	Clean Filters - AFAC Cafe	20.00
12017	23/08/2023	SCP Conservation And Land Management	Maintenance Works - Various Reserves	2,101.00
12018	23/08/2023	7 to 1 Photography	Photography Services - Pioneers Reunion	484.00
12019	23/08/2023	Paramount Electrical Services	Electrical Services	1,954.00
12020	23/08/2023	Alinea Inc	Library Freight Service 2023/24	7,865.47
12021	23/08/2023	Micro Products Australia	Computer Equipment	780.00
12022	23/08/2023	Hi Tech Security WA Pty Ltd	Parts - Administration Centre	1,664.85
12023	23/08/2023	Programmed Skilled Workforce	Hire of Temporary Staff	5,905.09
12024	23/08/2023	Security Management Australasia Pty Ltd	Repair CCTV Cameras - Various Locations	2,046.00
12025	23/08/2023	BJ Ball	Stationery	1,741.93
12026	23/08/2023	Domeshtelter Australia Pty Ltd	Endwall for Domeshtelter Structure	2,237.40
12027	23/08/2023	Graffiti Systems Australia	Remove Graffiti Various Locations	4,156.20
12028	23/08/2023	On Tap Plumbing & Gas Pty Ltd	Plumbing Services	14,246.64
12029	23/08/2023	LD&D Australia Pty Limited	Refreshments	497.59
12030	23/08/2023	Hudson Global Resources (Aust) Pty Limited	Hire of Temporary Staff	5,011.84
12031	23/08/2023	Run Energy Pty Limited	Gas Collection & Flare Maintenance	2,585.00
12032	23/08/2023	Katherine John Entertainment (KJE)	MC/Entertainment - OTF 2023	1,045.00
12033	23/08/2023	Prestige Catering	Catering	6,855.50
12034	23/08/2023	Southern Bins Pty Ltd	Hire of Skip Bin	1,020.00
12035	23/08/2023	A Bowden	Expenses Reimbursement	57.46
12036	23/08/2023	Agrimate	Replace Fencing - Westfield Scout Hall	1,298.00
12037	23/08/2023	Southern Cross Protection Pty Ltd	Casual Patrols	612.48
12038	23/08/2023	Manda's Mini Indulges	Catering	75.00
12039	23/08/2023	Total Green Recycling	eWaste Recycling Landfill Site	3,426.20
12040	23/08/2023	Bridgestone Australia Ltd	Tyres - P1888	2,561.68
12041	23/08/2023	Norda Architects Pty Ltd	Architectural Services	3,113.00
12042	23/08/2023	The Pink Cafe (Kelmscott)	Catering	200.00
12043	23/08/2023	Perth Better Homes	Shade Sails - Joe Saunders Reserve	3,773.00
12044	23/08/2023	GFG Temp Assist	Hire of Temporary Staff	24,233.40
12045	23/08/2023	Miracle Recreation Equipment	Repair Equipment - Barossa Park	220.00
12046	23/08/2023	Subway Armadale Central	Catering	315.90
12047	23/08/2023	Donald Cant Watts Corke	Superintendent Services	4,340.60
12048	23/08/2023	Annie Knoth	Mindfulness & Meditation Classes	1,160.00
12049	23/08/2023	Classic Hire	Hire of Equipment	33.00
12050	23/08/2023	Marketforce Pty Ltd	Advertising	453.20
12051	23/08/2023	N.H Bushby & K Geary	Repair Dishwasher - AFAC	926.20
12052	23/08/2023	Western Environmental Pty Ltd	Groundwater Monitoring Landfill Site	6,017.00
12053	23/08/2023	WA Treeworks Pty Ltd	Tree Maintenance - Various Locations	25,107.50
12054	23/08/2023	Supa Pest and Weed Control	Weed Control - Various Locations	7,837.50
12055	23/08/2023	Civil Engineering Assignments	Consultancy Services	7,313.63
12056	23/08/2023	AAA Safety Training and Consultancy Pty Ltd	Staff Training	590.00
12057	23/08/2023	Chamber of Commerce and Industry of WA	CCIWA Annual Membership	12,112.00
12058	23/08/2023	Global Synthetics Pty Ltd	Geotextile Material for new Landfill Cell - Landfill Site	40,159.04
12059	23/08/2023	Scari Hayley	Expenses Reimbursement	50.96
12060	23/08/2023	Marion Le Crayon	Entertainment - OTF 2023	390.00
12061	23/08/2023	MySmart Pty Ltd	Smart Lighting - AFAC	891.00
12062	23/08/2023	S.A.B Corporate Services Pty Ltd	Refreshments - Tree Planting Day	602.00
12063	23/08/2023	Brendan Bell	Security Incentive Scheme Rebate	200.00
12064	23/08/2023	Adrian New	Security Incentive Scheme Rebate	100.00
12065	23/08/2023	Aaron Abraham	Security Incentive Scheme Rebate	100.00
12066	23/08/2023	Wilfredo Jr Santiago	Security Incentive Scheme Rebate	200.00
12067	23/08/2023	Robert Druid-Sutton	Security Incentive Scheme Rebate	250.00
12068	23/08/2023	Ngairie Ruth Smith	Security Incentive Scheme Rebate	250.00
12069	23/08/2023	Lynette Lardner-Higgins	Security Incentive Scheme Rebate	250.00
12070	23/08/2023	Khai Le Yeoh	Security Incentive Scheme Rebate	200.00
12071	23/08/2023	Gurvinder Singh	Security Incentive Scheme Rebate	200.00
12072	23/08/2023	Carol Davis	Security Incentive Scheme Rebate	250.00
12073	23/08/2023	Mount Auto Equip Services P/L	Software Update for Workshop	863.94
12074	23/08/2023	Karratha Central Apartments	Conference Accommodation	180.00
12075	23/08/2023	Mission with Nutrition	Pioneer Reunion Floral Arrangements	1,100.00
12076	23/08/2023	Francis Ronald Fitzgerald	Security Incentive Scheme Rebate	250.00
12077	23/08/2023	Abigail Salonga	Security Incentive Scheme Rebate	200.00
12078	23/08/2023	Lisa Gilewski	Sporting Recreation and Development Donation	250.00
12079	23/08/2023	Jessica Nunn	Sporting Recreation and Development Donation	250.00
12080	23/08/2023	Hedroom Pty Ltd	Refund of Building Services Levy	61.65
12081	23/08/2023	Neil Elliott	Donation to Artist	150.00
12082	23/08/2023	Sheryl Collis	Security Incentive Scheme Rebate	250.00
12083	23/08/2023	Patricia Trudgen	Security Incentive Scheme Rebate	250.00
12084	23/08/2023	Mohamed Zulhilmi Bun Bacha	Security Incentive Scheme Rebate	200.00
12085	23/08/2023	Michael O'Shea	Security Incentive Scheme Rebate	250.00
12086	23/08/2023	Lynne Whitley	Security Incentive Scheme Rebate	250.00
12087	23/08/2023	Lynette Grace Bright Jones	Security Incentive Scheme Rebate	200.00
12088	23/08/2023	Keith Turner	Security Incentive Scheme Rebate	250.00
12089	23/08/2023	Joyce and Graeme Cornwill	Security Incentive Scheme Rebate	250.00
12090	23/08/2023	Joy Ann Manning	Security Incentive Scheme Rebate	250.00
12091	23/08/2023	Jacob Hartley	Security Incentive Scheme Rebate	200.00
12092	23/08/2023	Helen Derbyshire	Security Incentive Scheme Rebate	250.00
12093	23/08/2023	Helen Charlesworth	Security Incentive Scheme Rebate	250.00
12094	23/08/2023	Debby Shih	Security Incentive Scheme Rebate	130.00
12095	23/08/2023	Claire Neaves	Security Incentive Scheme Rebate	200.00
12096	23/08/2023	Caroline Sutton	Security Incentive Scheme Rebate	200.00
12097	23/08/2023	Andriani O'Connor	Security Incentive Scheme Rebate	250.00
12098	25/08/2023	Armadale Lock & Key Service	Padlocks - Various Reserves	954.00
12099	25/08/2023	Armadale Kelmscott Self Storage	Storage Unit Rental	170.00

10/2023

Page 7 of 11

Accounts Paid and Submitted to Corporate Services Committee on 10 October 2023

Payments made between 01-Aug-2023 and 31-Aug-2023

Trans #	Date	Payee	Description	Amount
12100	25/08/2023	J Blackwood & Son Pty Ltd	Parts - Ranger Services	1,568.45
12101	25/08/2023	Australian Institute of Management (AIM)	Staff Training	491.00
12102	25/08/2023	Australian Services Union	Australian Services Union Payroll Deductions	467.00
12103	25/08/2023	Beaver Tree Services Aust Pty Ltd	Tree Maintenance - Various Locations	17,157.80
12104	25/08/2023	Benara Nurseries	Gardening Products	1,321.32
12105	25/08/2023	BP Australia Pty Ltd	Diesel Fuel Landfill Site	8,573.68
12106	25/08/2023	Browns Sweeping	High Pressure Clean Broome Road	264.00
12107	25/08/2023	Child Support Agency	Child Support Payroll Deductions	2,750.16
12108	25/08/2023	City of Armadale-Social Club	Social Club (employee) Payroll Deductions	330.00
12109	25/08/2023	Heatley Sales Pty Ltd	Lifting Trolley - Depot Workshop	1,393.34
12110	25/08/2023	LGRCEU	LGRCEU Payroll Deductions	262.62
12111	25/08/2023	Major Motors Pty Ltd	Parts - P496	475.77
12112	25/08/2023	Sunny Sign Company Pty Ltd	Truck Marker	44.00
12113	25/08/2023	Water Corporation	Trade Waste Permit	2,697.39
12114	25/08/2023	Synergy Energy	Electricity Charges	6,470.58
12115	25/08/2023	Work Clobber	Protective Clothing	143.10
12116	25/08/2023	Office Line	Office Furniture - Lower 145	12,793.00
12117	25/08/2023	Bunnings Building Supplies Pty Ltd	Hardware Consumables	1,712.48
12118	25/08/2023	IW Projects Pty Ltd	Consultancy Services	11,597.30
12119	25/08/2023	RSEA Pty Ltd	Protective Clothing	816.87
12120	25/08/2023	Michael Page International	Hire of Temporary Staff	2,886.19
12121	25/08/2023	BSA Advanced Property Solutions (WA) Pty Ltd	Investigate and Repair A/C - Champion Centre	1,075.25
12122	25/08/2023	Elliotts Filtration	Repair Iron Filter	1,578.50
12123	25/08/2023	Forrest Road Fresh	Water Supplies	1,200.00
12124	25/08/2023	Sonic HealthPlus	Preplacement Medicals	1,245.20
12125	25/08/2023	Vanguard Press	Brochure Display/Transport/Storage	718.25
12126	25/08/2023	Plantrite	Gardening Products	9,917.60
12127	25/08/2023	UDLA	Design Review Panel	550.00
12128	25/08/2023	Urbis Pty Ltd	Consultancy Services	8,250.00
12129	25/08/2023	Quick Super	Superannuation Contributions - Payroll	246,176.70
12130	25/08/2023	Datacom Systems (AU) Pty Ltd - WA Division	Veeam Data Platform Foundation	17,076.18
12131	25/08/2023	Black Rubber Pty Ltd	Tyres - P1515	1,329.00
12132	25/08/2023	J I Mackay	Exhibition Curating - OTF 2023	2,610.00
12133	25/08/2023	Downings Electrical Service	Electrical Services	363.00
12134	25/08/2023	Armadale Gymnastics Club Inc	Equipment Setup - 23.07.2023	329.05
12135	25/08/2023	Paramount Electrical Services	Electrical Services	4,833.51
12136	25/08/2023	Labourforce Impex Personnel Pty Ltd	Hire of Temporary Staff	2,232.46
12137	25/08/2023	Allstate Kerbing And Concrete	Kerbing Repairs	1,440.11
12138	25/08/2023	Programmed Skilled Workforce	Hire of Temporary Staff	5,787.25
12139	25/08/2023	JB Hi-Fi-Commercial	Computer Equipment	413.00
12140	25/08/2023	Supercivil Pty Ltd	Asphalt Layed - Parker Avenue	3,821.84
12141	25/08/2023	Z B Barry	Art Installer - OTF 2023	975.00
12142	25/08/2023	Bug Busters Pty Ltd	Pest Control - AFAC	275.00
12143	25/08/2023	J M Clarke	Expenses Reimbursement	119.50
12144	25/08/2023	LD&D Australia Pty Limited	Refreshments	62.60
12145	25/08/2023	NewGround Water Services	Bore Pumps and Installation	27,627.41
12146	25/08/2023	Spectur Limited	Hire/Monitor Security Cameras	2,976.60
12147	25/08/2023	Nightlife Music Pty Ltd	Nightlife Music Licence AFAC	407.00
12148	25/08/2023	AAC Wristbands Australia Pty Ltd	Wristbands - AFAC	3,048.38
12149	25/08/2023	District Refrigeration & Airconditioning Pty Ltd	Degas Fridges/Freezers Landfill Site	1,105.50
12150	25/08/2023	Prestige Catering	Catering	1,216.50
12151	25/08/2023	Qtm Pty Ltd	Hire of Traffic Controllers	795.36
12152	25/08/2023	Chemical Essentials Pty Ltd	Cleaning Chemicals	4,770.15
12153	25/08/2023	Cart 21 Cafe and Lunch Bar	Catering	453.53
12154	25/08/2023	BrightMark Group Pty Ltd	Cleaning Services	78,407.20
12155	25/08/2023	CDM Australia Pty. Ltd.	Photocopier Usage	59.15
12156	25/08/2023	S Walker	Expenses Reimbursement	20.20
12157	25/08/2023	Manda's Mini Indulges	Catering	117.50
12158	25/08/2023	ATO PAYG	Taxation Deductions Payroll	416,865.00
12159	25/08/2023	Smartsheet Inc	Additional Licences	752.69
12160	25/08/2023	Bridgestone Australia Ltd	Tyres - P1746	2,100.78
12161	25/08/2023	Swan Group WA Pty Ltd	Construction Works Roleystone Theatre	174,773.24
12162	25/08/2023	IRIS ID Pty Ltd	SunSquirt Data Package	82.50
12163	25/08/2023	ATC Work Smart INC	Hire of Trainee	198.53
12164	25/08/2023	Tidy Up	Collection of Dumped Rubbish	3,120.00
12165	25/08/2023	Kanyana Wildlife Rehabilitation Centre	Staff Training	4,860.00
12166	25/08/2023	Examiner Newspapers (WA)	Advertising	874.94
12167	25/08/2023	Graphic Art Mart	Staff Training	657.80
12168	25/08/2023	Authentic Security Pty Ltd	Banking Collections Admin - July 2023	1,298.88
12169	25/08/2023	Soil4ce	Consultancy Services	5,115.00
12170	25/08/2023	Insurance Smash Repairs	Insurance Excess - P496	500.00
12171	25/08/2023	Gorey Electrical Services	Electrical Services	6,650.00
12172	25/08/2023	Kirilee Lennerts	Book Week - Costume Workshop	360.00
12173	25/08/2023	Proline Contractors and Bensons	Remove Asbestos	275.00
12174	25/08/2023	Tents of Jacob Ministries Inc	Refund Damaged Items	56.60
12175	25/08/2023	G. Kerr and M.L. Kerr	Security Incentive Scheme Rebate	250.00
12176	25/08/2023	Nirmal Mathews	Security Incentive Scheme Rebate	50.00
12177	25/08/2023	Kelmscott Physiotherapy	Physio Services - AFAC	384.00
12178	25/08/2023	Samantha Brown	Sporting Recreation and Development Donation	250.00
12179	25/08/2023	Calvin Ashley De Vos	Security Incentive Scheme Rebate	100.00
12180	25/08/2023	Bev Phipps	Workshop Fee with Playgroup Mums	2,950.00
12181	25/08/2023	Queenie Ann Codog Donoso	Refund Cancelled Booking	19.20
12182	25/08/2023	J Ling	Refund Booking Bond	500.00
12183	25/08/2023	Michelle Kite	Expenses Reimbursement	475.32
12184	25/08/2023	Leone Reeves	Crossover Subsidy	400.00
12185	25/08/2023	Christophe Vandenhoven	Security Incentive Scheme Rebate	200.00

10/2023

Page 8 of 11

Accounts Paid and Submitted to Corporate Services Committee on 10 October 2023

Payments made between 01-Aug-2023 and 31-Aug-2023

Trans #	Date	Payee	Description	Amount
12186	25/08/2023	Wallangarra Riding Pony Club	Refund Cancelled Booking	232.62
12187	25/08/2023	Amelia Sofield	Expenses Reimbursement	58.70
12188	25/08/2023	McGovern Investment Group	Crossover Subsidy	400.00
12189	25/08/2023	Australian Real Equity Pty Ltd	Land Acquisition	350,680.00
00239	28/08/2023	City of Armadale	Petty Cash - Armadale Volunteer Services	250.00
00240	28/08/2023	City of Armadale-Depot	Petty Cash Recoup - Depot	374.20
12190	31/08/2023	Alinta Gas	Gas Charges	14,674.45
12191	31/08/2023	ALS Library Services Pty Ltd	Library Resources	139.16
12192	31/08/2023	Armadale Kelmscott Self Storage	Storage Unit Rental	285.00
12193	31/08/2023	J Blackwood & Son Pty Ltd	Parts - AFAC	193.59
12194	31/08/2023	Australia Post	Commission - Rates Payments	11,190.82
12195	31/08/2023	Beaver Tree Services Aust Pty Ltd	Tree Maintenance - Various Locations	4,831.75
12196	31/08/2023	Browns Sweeping	High Pressure Cleaning Memorial Park	960.00
12197	31/08/2023	Challenge Chemicals Australia	Cleaning Chemicals	545.29
12198	31/08/2023	Chefmaster Australia	Cleaning Materials	105.17
12199	31/08/2023	CJD Equipment Pty Ltd	Parts - P1529	799.12
12200	31/08/2023	WINC Australia Pty Ltd	Cleaning Materials	10,374.72
12201	31/08/2023	Landgate	GRV Valuations G2023/15	1,353.43
12202	31/08/2023	Down Under Signs Pty Ltd	Corflute Signage	191.52
12203	31/08/2023	Hays Personnel Services (Aust) Pty Ltd	Hire of Temporary Staff	6,704.41
12204	31/08/2023	JLR Pumps	Bore Works - Brian O'Neil Reserve	1,023.00
12205	31/08/2023	Lori's Fuel Station	Fuel Costs Various Plant - July 2023	10,067.87
12206	31/08/2023	Ixom Operations Pty Ltd	Pool Chemicals	301.10
12207	31/08/2023	Prosser 2015 Pty Ltd	1 x Replacement Vehicle - Corolla P556	30,819.88
12208	31/08/2023	Smoke And Mirrors Audio Visual	Hire of Equipment - Pioneers Reunion	953.00
12209	31/08/2023	Veolia Recycling and Recovery Pty Ltd	General Bin Waste Collections	7,728.12
12210	31/08/2023	Sunny Industrial Brushware Pty Ltd	Parts - P237	858.00
12211	31/08/2023	Sunny Sign Company Pty Ltd	Lawn Mowing Signs - Various Location	1,646.70
12212	31/08/2023	Target Towing Service	Towing Charges	165.00
12213	31/08/2023	Telstra	Telephone Charges Landline - July 2023	21,835.14
12214	31/08/2023	Total Packaging (WA) Pty Ltd	Cleaning Materials	2,145.00
12215	31/08/2023	WALGA	Staff Training	8,786.90
12216	31/08/2023	Water Corporation	Water Usage Charges	30,386.51
12217	31/08/2023	Synergy Energy	Electricity Charges	30,573.55
12218	31/08/2023	Wurth Australia Pty Ltd	Parts - Depot Workshop	1,175.57
12219	31/08/2023	Zipform Pty Ltd	Rates Brochures 2023/24	11,044.00
12220	31/08/2023	Gecko Contracting Turf & Landscaping	Garden Maintenance - Community Centres	3,416.25
12221	31/08/2023	Bladon WA	Promotional Materials	753.50
12222	31/08/2023	Bunnings Building Supplies Pty Ltd	Hardware Consumables	2,256.85
12223	31/08/2023	E & MJ Roshier Pty Ltd	Parts - FP480	3,668.16
12224	31/08/2023	StrataGreen	Gardening Products	820.02
12225	31/08/2023	Toolmart	Irrigation Tools - Various Reserves	2,299.75
12226	31/08/2023	Blue Tang (WA) Pty Ltd atf The Reef Unit Trust	Consultancy Services	1,100.00
12227	31/08/2023	Armadale Society of Artists (Inc)	Supervision Services - OTF 2023	1,000.00
12228	31/08/2023	Leisure Institute of WA Aquatics (Inc)	Conference & Seminars	2,227.50
12229	31/08/2023	RSEA Pty Ltd	Protective Clothing	1,204.44
12230	31/08/2023	Book Easy Pty Ltd	Bookeasy Booking Fee - July 2023	220.00
12231	31/08/2023	MAIA Financial Pty Ltd	Computer Equipment Leases	43,235.80
12232	31/08/2023	Blueprint Homes (WA) Pty Ltd	Release of Kerb Bond	2,800.00
12233	31/08/2023	GCM Enviro Pty Ltd	Parts - P1502	1,570.19
12234	31/08/2023	Webb & Brown-Neaves Pty Ltd	Release of Verge Bond	400.00
12235	31/08/2023	Buswest	Hire of Coach IAS Programs	1,705.00
12236	31/08/2023	Ventura Home Group Pty Ltd	Release of Verge Bond	1,200.00
12237	31/08/2023	SSB PTY LTD	Release of Kerb Bond	800.00
12238	31/08/2023	BGC Residential Pty Ltd	Release of Verge Bond	800.00
12239	31/08/2023	Valvoline (Australia)	Fuels & Oils	1,962.73
12240	31/08/2023	Data #3 Limited	Adobe Acrobat Licences	318.12
12241	31/08/2023	Ricoh Australia Pty Ltd	Photocopier Usage - July 2023	4,830.01
12242	31/08/2023	Lightforce Assets Pty Ltd	Repair and Replace Guardrails	4,455.00
12243	31/08/2023	Programmed Property Services Pty Ltd	Playground Maintenance - Various Locations	19,020.62
12244	31/08/2023	Summit Homes Group	Release of Verge Bond	400.00
12245	31/08/2023	Red Ink Homes Pty Ltd	Release of Verge Bond	1,600.00
12246	31/08/2023	Archival Survival	Storage Boxes - Museum	3,411.05
12247	31/08/2023	Growers Agrishop	Gardening Products	8,790.00
12248	31/08/2023	Fitness Australia	Tickets / Booking Fee	470.89
12249	31/08/2023	Trugrade Pty Ltd	Graffiti Removal - Paint and Chemical Supplies	1,215.50
12250	31/08/2023	Commercial Aquatics Australia	Service Equipment AFAC - July 2023	3,954.96
12251	31/08/2023	Beacon Equipment	Parts - Minor Equipment	688.00
12252	31/08/2023	Sonic HealthPlus	Preplacement Medicals	2,689.50
12253	31/08/2023	Greenfield Gardening	Landscape Maintenance Landfill Site	4,970.63
12254	31/08/2023	Insolvency & Trustee Service Australia	Motor Vehicle Searches - July 2023	8.00
12255	31/08/2023	Complete Office Supplies	Stationery	5,523.61
12256	31/08/2023	Questamon Training Services	Staff Training	1,495.00
12257	31/08/2023	Horizon West Landscape & Irrigation	Depot Garden Maintenance	2,717.00
12258	31/08/2023	Home Group WA Pty Ltd	Release of Kerb Bond	4,000.00
12259	31/08/2023	Vorgee Pty Ltd	Retail Items - AFAC Kiosk	1,534.50
12260	31/08/2023	Galt Geotechnics	Consultancy Services	5,610.00
12261	31/08/2023	Western Tree Recyclers	Greenwaste Processing Roleystone Site	8,473.62
12262	31/08/2023	Dowsing Concrete	Concrete and Kerbing Works - Various Locations	9,858.20
12263	31/08/2023	Create It	Hire/Monitor Security Cameras	2,662.00
12264	31/08/2023	Impression Research Pty Ltd	PrinterFace Subscription Renewal	10,395.00
12265	31/08/2023	Scott Printers Pty Ltd	Printing - Green Waste Collection	1,021.90
12266	31/08/2023	Datacom Systems (AU) Pty Ltd - WA Division	Cisco Umbrella DNS Security	20,017.59
12267	31/08/2023	Veris Australia Pty Ltd	Locate Utility Services	12,507.00
12268	31/08/2023	JJ Richards & Sons Pty Ltd	Document Destruction Depot - July 2023	17.60
12269	31/08/2023	Prestige Property Maintenance Pty Ltd	Mowing Services	7,685.77

10/2023

Page 9 of 11

Accounts Paid and Submitted to Corporate Services Committee on 10 October 2023

Payments made between 01-Aug-2023 and 31-Aug-2023

Trans #	Date	Payee	Description	Amount
12270	31/08/2023	WRC Mechanical WA	Wheel Alignment - P234	319.00
12271	31/08/2023	E Fire & Safety	Service Fire Detection System	726.00
12272	31/08/2023	Black Rubber Pty Ltd	Tyres - P1525	451.00
12273	31/08/2023	Cr Michelle Silver	Reimbursement of Communication Expenses	332.00
12274	31/08/2023	Talis Consultants	Consultancy Services	21,117.25
12275	31/08/2023	Landmark Products Pty Ltd	Restroom - Shipwreck Park	4,925.25
12276	31/08/2023	Wow Group (WA) Pty Ltd	Release of Verge Bond	400.00
12277	31/08/2023	Great Lakes Community Resources Inc	Kerbside Mattress Collections	20,753.70
12278	31/08/2023	Paramount Electrical Services	Electrical Services	15,260.26
12279	31/08/2023	Aveling Homes Pty Ltd	Release of Verge Bond	800.00
12280	31/08/2023	Pivotel Satellite Pty Ltd	Telephone Charges	49.50
12281	31/08/2023	Pure Homes Pty Ltd	Release of Verge Bond	2,800.00
12282	31/08/2023	TANKS2GO	Fuel Tank Repairs - Depot	12,644.50
12283	31/08/2023	Instant Products Hire	Hire of Equipment Landfill Site	2,063.17
12284	31/08/2023	Hi Tech Security WA Pty Ltd	Fire Alarm Indicators - AFAC	5,071.00
12285	31/08/2023	Programmed Skilled Workforce	Hire of Temporary Staff	9,276.99
12286	31/08/2023	BJ Ball	Stationery	877.89
12287	31/08/2023	Battery World Armadale	Parts - Depot Workshop	689.00
12288	31/08/2023	On Tap Plumbing & Gas Pty Ltd	Plumbing Services	12,385.19
12289	31/08/2023	LD&D Australia Pty Limited	Refreshments	378.99
12290	31/08/2023	Inclusion Solutions Limited	Grow Your Knowledge Workshop	904.98
12291	31/08/2023	Hudson Global Resources (Aust) Pty Limited	Hire of Temporary Staff	4,222.42
12292	31/08/2023	Sprayline Spraying Equipment	Parts - P526	398.20
12293	31/08/2023	Paradigm Information Technology (IT)	CM 10 Upgrade Services	5,174.40
12294	31/08/2023	West Coast Commercial Industries	Maintenance Works - AFAC	4,243.98
12295	31/08/2023	Intelife Group Limited	Clean BBQ's Various Locations	1,332.28
12296	31/08/2023	Lions Club of Harrisdale Piara Waters Inc	Catering - July 23 - Enviro Centre	400.00
12297	31/08/2023	Katherine John Entertainment (KJE)	Stage & Performer Coordinator	3,300.00
12298	31/08/2023	Remondis Australia Pty Ltd	Cardboard Collections - July 2023	1,402.10
12299	31/08/2023	TPG Network Pty Ltd	Ethernet Service Depot - July 2023	6,032.40
12300	31/08/2023	GPC Asia Pacific Pty Ltd T/A Cova	Parts - Depot Workshop	9,214.50
12301	31/08/2023	Prestige Catering	Catering	1,512.60
12302	31/08/2023	Qtm Pty Ltd	Hire of Message Boards	17,622.00
12303	31/08/2023	Southern Educational Resources Pty Ltd	Stationery	522.50
12304	31/08/2023	Rosmech Sales & Service Pty Ltd	Parts - P237	145.24
12305	31/08/2023	WA Building Company	Release of Kerb Bond	800.00
12306	31/08/2023	VPG Hilbert Pty Ltd	Outstanding Works - Landscaping POS	170,125.00
12307	31/08/2023	Southern Bins Pty Ltd	Hire of Skip Bins	1,530.00
12308	31/08/2023	Cart 21 Cafe and Lunch Bar	Catering	192.50
12309	31/08/2023	Agrimate	Ringlock Fencing Installation	4,064.50
12310	31/08/2023	First Homebuilders Pty Ltd	Release of Verge Bond	400.00
12311	31/08/2023	Southern Cross Protection Pty Ltd	Security Alarm Responses - Various Sites	2,961.34
12312	31/08/2023	BCE Surveying Pty Ltd	Volumetric Survey - Landfill Site	3,245.00
12313	31/08/2023	Corsign WA Pty Ltd	Street Sign	73.70
12314	31/08/2023	MDM Entertainment Pty Ltd	Library Resources	1,630.66
12315	31/08/2023	Barrelhouse Saloon and Eatery Armadale	Catering	405.00
12316	31/08/2023	Manda's Mini Indulgences	Catering	17.50
12317	31/08/2023	Dynamic Gift International Pty Ltd	Gift Bag Items	3,519.45
12318	31/08/2023	R J Turner Engineering	Consultancy Services	1,750.00
12319	31/08/2023	Relive Imaging	Photography Services	330.00
12320	31/08/2023	Bridgestone Australia Ltd	Tyres - P1996	517.44
12321	31/08/2023	Penske Australia	Parts - P534	246.80
12322	31/08/2023	Lalli Consulting Engineers	Consultancy Services	1,980.00
12323	31/08/2023	Hunt Architects Pty Ltd	Architectural Services	8,514.00
12324	31/08/2023	Cr John Keogh	Reimbursement of Communication Costs	737.10
12325	31/08/2023	Custom Built Saunas	Sauna / Steam Room Works	1,661.00
12326	31/08/2023	Pirtek Canning Vale	Parts - P236	375.03
12327	31/08/2023	Norda Architects Pty Ltd	Architectural Services	13,366.10
12328	31/08/2023	La Vida Australia Pty Ltd	Release of Verge Bond	1,200.00
12329	31/08/2023	Austmag	Magnetic Sheets	148.50
12330	31/08/2023	Moray and Agnew	Legal Services	363.44
12331	31/08/2023	GFG Temp Assist	Hire of Temporary Staff	17,556.00
12332	31/08/2023	Shelford Constructions Pty Ltd	Release of Verge Bond	400.00
12333	31/08/2023	Bal Homes	Release of Verge Bond	400.00
12334	31/08/2023	Donald Cant Watts Corke	Superintendent Services	4,340.60
12335	31/08/2023	Illion Australia Pty Ltd	Financial Reports Search	111.10
12336	31/08/2023	UGC Holdings Pty Ltd	Weed Control - Various Locations	33,372.19
12337	31/08/2023	Maitland Consulting Group Pty Ltd	Consultancy Services	6,270.00
12338	31/08/2023	ChoiceOne Pty Ltd	Hire of Temporary Staff	12,002.11
12339	31/08/2023	Celebration Homes	Release of Kerb Bond	1,200.00
12340	31/08/2023	Classic Hire	Hire of Generator Landfill Site	2,940.30
12341	31/08/2023	Examiner Newspapers (WA)	Advertising - Public Notices	731.94
12342	31/08/2023	Margaret Robson Kett	Judging Services - Armadale Young Writer	500.00
12343	31/08/2023	Simply Perfect	Advertising - Winter Waterfalls	1,536.00
12344	31/08/2023	4Park Pty Ltd t/a Forpark Australia	Play Equipment - John Dunn	7,028.34
12345	31/08/2023	Wizard Pharmacy Kelmscott Stargate	Newspapers Seville Grove Library	83.30
12346	31/08/2023	Frontline Technology Services Pty Ltd	Network & Virtualisation Platform	15,819.49
12347	31/08/2023	Advantage Glass 2 Pty Ltd	Reglaze Sliding Door - AFAC	3,850.00
12348	31/08/2023	Homebuyers Centre	Release of Kerb Bond	1,600.00
12349	31/08/2023	MM IT Consulting (WA) Pty Ltd	Desktop Packaging Services	6,435.00
12350	31/08/2023	Instant Scaffolds	Hire of Scaffolding John Dunn	264.00
12351	31/08/2023	Insurance Smash Repairs	Insurance Excess - P2041	500.00
12352	31/08/2023	Evernergi Pty Ltd	Consultancy Services	6,589.00
12353	31/08/2023	Supa Pest and Weed Control	Weed Control - Various Locations	9,143.75
12354	31/08/2023	HK Calibration Technologies Pty Ltd	Thermometer Calibration	687.50
12355	31/08/2023	Precision Safety Solutions	Gas Testing Equipment - Civil Works	17,169.07

10/2023

Page 10 of 11

Accounts Paid and Submitted to Corporate Services Committee on 10 October 2023

Payments made between 01-Aug-2023 and 31-Aug-2023

Trans #	Date	Payee	Description	Amount
12356	31/08/2023	Omnicom Media Group Australia Pty Ltd	Advertising	8,325.89
12357	31/08/2023	Perth Picker Hire	Hire of Picker	2,021.25
12358	31/08/2023	Chloe Clements	Judging Services - OTF 2023	150.00
12359	31/08/2023	Elite Pool Covers Holdings Pty Ltd	Maintenance Pool Covers	750.20
12360	31/08/2023	BCI Media Group Pty Ltd	Enterprise/Evaluation Licence	17,215.00
12361	31/08/2023	Little People Play	Children's Week Event	665.30
12362	31/08/2023	Kyooya Designs	Judging Services - OTF 2023	150.00
12363	31/08/2023	Hoang Long Nguyen	Judging Services - OTF 2023	150.00
12364	31/08/2023	WAIVPAY LTD	Gift Cards Purchase	617.70
12365	31/08/2023	Kosters Outdoor Pty Ltd	Security Bond Refund	400.00
12366	31/08/2023	Sarbuild Pty Ltd	Security Bond Refund	400.00
12367	31/08/2023	T P Hoskin	Security Bond Refund	400.00
12368	31/08/2023	Marawar Pty Ltd	Security Bond Refund	400.00
12369	31/08/2023	Mair Property Securities Ltd	Security Bond Refund	400.00
12370	31/08/2023	Sebastian Havea	Sporting Recreation and Development Donation	250.00
12371	31/08/2023	Stacey Gilewski	Sporting Recreation and Development Donation	250.00
12372	31/08/2023	Jennifer Anne Howarth	Security Incentive Scheme Rebate	250.00
12373	31/08/2023	Naoki Ito	Security Incentive Scheme Rebate	200.00
12374	31/08/2023	Barbara Ann Milner	Security Incentive Scheme Rebate	250.00
12375	31/08/2023	Rejuvenate Physio	Physio Services - AFAC	384.00
12376	31/08/2023	Carolyn Ryder	Expenses Reimbursement	89.60
12377	31/08/2023	Juan Camillo Rodriguez Martinez	Security Incentive Scheme Rebate	200.00
12378	31/08/2023	Hilburn Constructions Pty Ltd	Refund Verge Bond	400.00
12379	31/08/2023	Hilburn Constructions Pty Ltd	Refund Verge Bond	400.00
12380	31/08/2023	Hilburn Constructions Pty Ltd	Refund Verge Bond	400.00
12381	31/08/2023	Hilburn Constructions Pty Ltd	Refund Verge Bond	400.00
12382	31/08/2023	Hilburn Constructions Pty Ltd	Refund Verge Bond	400.00
12383	31/08/2023	Hilburn Constructions Pty Ltd	Refund Verge Bond	400.00
12384	31/08/2023	Hilburn Constructions Pty Ltd	Refund Verge Bond	400.00
12385	31/08/2023	Superior Homes (AUST) Pty Ltd	Refund Verge Bond	400.00
12386	31/08/2023	J D Woodhouse	Refund Verge Bond	400.00
12387	31/08/2023	G J Walling	Refund Kerb Bond	400.00
12388	31/08/2023	Fairway Building Pty Ltd	Refund Verge Bond	400.00
12389	31/08/2023	Aldin Pty Ltd	Refund Verge Bond	400.00
12390	31/08/2023	Farinosi & Sons Mitre 10	Hardware Consumables	210.50
12391	31/08/2023	Storm Deetlefs-Tait	Refund Double Payment AFAC	417.00
12392	31/08/2023	Tony and Cheryl Sullivan	Security Incentive Scheme Rebate	200.00
12393	31/08/2023	Arlyn Jarantilla	Security Incentive Scheme Rebate	200.00
06/08/2023	6/08/2023	Payroll	Net Pay	1,261,409.69
20/08/2023	20/08/2023	Payroll	Net Pay	1,289,023.98
Total				10,944,690.91

Credit Card Transactions Report 27/7/2023 to 25/08/2023									
Transaction N		Tran Type	Tran Reference	Invoice Date	Actual	GST	Transaction Description	PJ Code	Supporting Paperwork Provided
Credit card Chief Executive Officer									
4828		No Transaction					No Transaction		
Credit Card Accounts Payable Officer Financial Services-CBA Card					\$3,075.33				
4836	Invoice	Kogan		27/07/2023	\$270.95	\$24.63	USB Headsets	3300-410005-61030-1001	All Receipts/Paperwork Attached
4836	Invoice	Survey Monkey		2/08/2023	\$384.00	\$34.91	Survey Subscription Renewal	1300-410065-61170-1001	All Receipts/Paperwork Attached
4836	Invoice	Mega Hand Car Wash		3/08/2023	\$100.00	\$9.09	Vehicle Detailing - P1978	W05000579	All Receipts/Paperwork Attached
4836	Invoice	Rethink Change		3/08/2023	\$282.38	\$25.67	Rethink Change Conference	3310-410065-60040-2075	All Receipts/Paperwork Attached
4836	Invoice	Sendgrid		4/08/2023	\$138.15		Monthly Sendgrid Fee	2501-410072-61190-1001	All Receipts/Paperwork Attached
4836	Fees	International Transaction Fee		4/08/2023	\$3.45		International Transaction Fee	2501-410072-61190-1001	All Receipts/Paperwork Attached
4836	Invoice	Shutterstock		8/08/2023	\$251.90		Image Subscription	2310-410072-61190-1001	All Receipts/Paperwork Attached
4836	Invoice	Crown Towers		8/08/2023	\$368.10	\$33.46	Accommodation - WALGA Convention	1000-410065-60040-1001	All Receipts/Paperwork Attached
4836	Invoice	DBCA		9/08/2023	\$33.00	\$3.00	Landscape Subscription Renewal	5200-410071-61330-1001	All Receipts/Paperwork Attached
4836	Invoice	Kogan		10/08/2023	\$99.00	\$9.00	First - Membership	3300-410005-61030-1001	All Receipts/Paperwork Attached
4836	Invoice	Shutterstock		15/08/2023	\$251.90		Image Subscription	2310-410072-61190-1001	All Receipts/Paperwork Attached
4836	Invoice	Mailchimp		16/08/2023	\$573.17		Email Marketing Service	3300-410006-61170-1001	All Receipts/Paperwork Attached
4836	Fees	International Transaction Fee		16/08/2023	\$14.33		International Transaction Fees	3300-410006-61170-1001	All Receipts/Paperwork Attached
4836	Invoice	WA Assn for Mental Health		23/08/2023	\$305.00	\$27.73	Mental Health Awareness Ribbons	2010-410062-61260-1001	All Receipts/Paperwork Attached
Credit Card Financial Accountant Financial Services- CBA Card					\$2,074.76				
4851	Invoice	SNAP INC SNAP SNAP ADS Sydney AUS		27/07/2023	\$ 7.03	\$ 0.64	Communication & Marketing	1100-410065-61190-1035	All Receipts/Paperwork Attached
4851	Invoice	STK*Shutterstock 8666633954 NY		27/07/2023	\$ 29.00	\$ -	Communication & Marketing	1100-410065-60050-1072	All Receipts/Paperwork Attached
4851	Invoice	SNAP INC SNAP SNAP ADS Sydney AUS		27/07/2023	\$ 6.82	\$ 0.62	Communication & Marketing	1100-410065-61190-1035	All Receipts/Paperwork Attached
4851	Invoice	APPLE.COM/BILL SYDNEY AUS		28/07/2023	\$ 13.99	\$ 1.27	Library	2300-410072-61170-1001	All Receipts/Paperwork Attached
4851	Invoice	SNAP INC SNAP SNAP ADS Sydney AUS		28/07/2023	\$ 7.24	\$ 0.66	Communication & Marketing	1100-410065-61190-1035	All Receipts/Paperwork Attached
4851	Invoice	SNAP INC SNAP SNAP ADS Sydney AUS		29/07/2023	\$ 7.45	\$ 0.68	Communication & Marketing	1100-410065-61190-1035	All Receipts/Paperwork Attached
4851	Invoice	SNAP INC SNAP SNAP ADS Sydney AUS		30/07/2023	\$ 8.12	\$ 0.74	Communication & Marketing	1100-410065-61190-1035	All Receipts/Paperwork Attached
4851	Invoice	FACEBK *YYHK65B8W2 fb.me/ads IRL		31/07/2023	\$ 373.32	\$ -	Communication & Marketing - please split as per the below:		All Receipts/Paperwork Attached
					35.40		Bookable	2510-410072-61190-1017	All Receipts/Paperwork Attached
					5.37		ROIs	2510-410072-61190-1017	All Receipts/Paperwork Attached
					332.55		Remaining balance	1100-410065-61190-1035	All Receipts/Paperwork Attached
4851	Invoice	SNAP INC SNAP SNAP ADS Sydney AUS		31/07/2023	\$ 7.76	\$ 0.71	Communication & Marketing	1100-410065-61190-1035	All Receipts/Paperwork Attached
4851	Invoice	SNAP INC SNAP SNAP ADS Sydney AUS		1/08/2023	\$ 7.04	\$ 0.64	Communication & Marketing	1100-410065-61190-1035	All Receipts/Paperwork Attached
4851	Invoice	SNAP INC SNAP SNAP ADS Sydney AUS		2/08/2023	\$ 6.80	\$ 0.62	Communication & Marketing	1100-410065-61190-1035	All Receipts/Paperwork Attached
4851	Invoice	SNAP INC SNAP SNAP ADS Sydney AUS		3/08/2023	\$ 6.99	\$ 0.64	Communication & Marketing	1100-410065-61190-1035	All Receipts/Paperwork Attached
4851	Invoice	SNAP INC SNAP SNAP ADS Sydney AUS		4/08/2023	\$ 6.62	\$ 0.60	Communication & Marketing	1100-410065-61190-1035	All Receipts/Paperwork Attached
4851	Invoice	SNAP INC SNAP SNAP ADS Sydney AUS		5/08/2023	\$ 7.27	\$ 0.66	Communication & Marketing	1100-410065-61190-1035	All Receipts/Paperwork Attached
4851	Invoice	SNAP INC SNAP SNAP ADS Sydney AUS		6/08/2023	\$ 7.65	\$ 0.70	Communication & Marketing	1100-410065-61190-1035	All Receipts/Paperwork Attached
4851	Invoice	FONTBASE DOVER DE 3.00US DOLLAR		6/08/2023	\$ 4.59	\$ -	Communication & Marketing	1100-410065-60050-1072	All Receipts/Paperwork Attached
4851	Invoice	INTNL TRANSACTION FEE USA		6/08/2023	\$ 0.11	\$ -	International Charged	3100-410065-66010-1001	All Receipts/Paperwork Attached
4851	Invoice	SNAP INC SNAP SNAP ADS Sydney AUS		7/08/2023	\$ 7.52	\$ 0.68	Communication & Marketing	1100-410065-61190-1035	All Receipts/Paperwork Attached
4851	Invoice	SNAP INC SNAP SNAP ADS Sydney AUS		8/08/2023	\$ 6.79	\$ 0.62	Communication & Marketing	1100-410065-61190-1035	All Receipts/Paperwork Attached
4851	Invoice	SNAP INC SNAP SNAP ADS Sydney AUS		9/08/2023	\$ 6.36	\$ 0.58	Communication & Marketing	1100-410065-61190-1035	All Receipts/Paperwork Attached
4851	Invoice	SNAP INC SNAP SNAP ADS Sydney AUS		10/08/2023	\$ 6.49	\$ 0.59	Communication & Marketing	1100-410065-61190-1035	All Receipts/Paperwork Attached
4851	Invoice	SNAP INC SNAP SNAP ADS Sydney AUS		11/08/2023	\$ 6.11	\$ 0.56	Communication & Marketing	1100-410065-61190-1035	All Receipts/Paperwork Attached
4851	Invoice	SNAP INC SNAP SNAP ADS Sydney AUS		12/08/2023	\$ 6.84	\$ 0.62	Communication & Marketing	1100-410065-61190-1035	All Receipts/Paperwork Attached
4851	Invoice	SNAP INC SNAP SNAP ADS Sydney AUS		13/08/2023	\$ 7.28	\$ 0.66	Communication & Marketing	1100-410065-61190-1035	All Receipts/Paperwork Attached
4851	Invoice	SNAP INC SNAP SNAP ADS Sydney AUS		14/08/2023	\$ 6.77	\$ 0.62	Communication & Marketing	1100-410065-61190-1035	All Receipts/Paperwork Attached
4851	Invoice	SNAP INC SNAP SNAP ADS Sydney AUS		15/08/2023	\$ 6.04	\$ 0.55	Communication & Marketing	1100-410065-61190-1035	All Receipts/Paperwork Attached
4851	Invoice	SNAP INC SNAP SNAP ADS Sydney AUS		16/08/2023	\$ 5.67	\$ 0.52	Communication & Marketing	1100-410065-61190-1035	All Receipts/Paperwork Attached
4851	Invoice	SNAP INC SNAP SNAP ADS Sydney AUS		17/08/2023	\$ 5.93	\$ 0.54	Communication & Marketing	1100-410065-61190-1035	All Receipts/Paperwork Attached
4851	Invoice	FACEBK *BPR771P7W2 fb.me/ads IRL		17/08/2023	\$ 1,250.00	\$ -	Communication & Marketing	1100-410065-61190-1035	All Receipts/Paperwork Attached
4851	Invoice	SNAP INC SNAP SNAP ADS Sydney AUS		18/08/2023	\$ 5.50	\$ 0.50	Communication & Marketing	1100-410065-61190-1035	All Receipts/Paperwork Attached
4851	Invoice	SNAP INC SNAP SNAP ADS Sydney AUS		19/08/2023	\$ 5.68	\$ 0.52	Communication & Marketing	1100-410065-61190-1035	All Receipts/Paperwork Attached
4851	Invoice	SNAP INC SNAP SNAP ADS Sydney AUS		20/08/2023	\$ 4.98	\$ 0.45	Communication & Marketing	1100-410065-61190-1035	All Receipts/Paperwork Attached
4851	Invoice	STK*Shutterstock 8666633954 NY		24/08/2023	\$ 229.00	\$ -	Communication & Marketing	1100-410065-60050-1072	All Receipts/Paperwork Attached
Credit Card Coordinator Community Emergency Services- CBA									
4802		No Transaction					No Transaction		
Grand Total					\$5,150.09				

Delegations for repeal



Delegation of authority

Delegation	CORPS 11.0 Disposal of Property
Category	Primary Delegations - Council to CEO
Delegator	Council
Express power to delegate	5.42 Local Government Act 1995
Express power or duty delegated	<p>Authority to dispose of property to:</p> <ul style="list-style-type: none">a. to the highest bidder at public auction [s.3.58(2)(a)].b. to the person who at public tender called by the local government makes what is considered by the delegate to be, the most acceptable tender, whether or not it is the highest tenders [s.3.58(2)(b)] <p>The Authority to dispose of property by private treaty only in accordance with section 3.58(3) and prior to the disposal, to consider any submissions received following the giving of public notice [s.3.58(3)]</p>



Delegation of authority

Function	<p>The delegation to dispose of property is to be in accordance with the following conditions:</p> <p>a) disposal of assets is limited to matters specified in the Annual Budget and in any other case, a Council resolution is required.</p> <p>b) in accordance with s.5.43:</p> <p>i. the disposal of land or buildings, for any single project or where not part of a project but part of a single transaction, is limited to a maximum value of \$5,000 or less.</p> <p>ii. The disposal of property other than land or buildings is limited to a maximum value of \$100,000 or less.</p> <p>c) When determining the method of disposal:</p> <ul style="list-style-type: none"> Where a public auction is determined as the method of disposal: <ul style="list-style-type: none"> - Reserve price has been set by independent valuation. - Where the reserve price is not achieved at auction, negotiation may be undertaken to achieve the sale at up to a -10% variation on the set reserve price. Where a public tender is determined as the method of disposal and the tender does not achieve a reasonable price for the disposal of the property, then the CEO is to determine if better value could be achieved through another disposal method and if so, must determine not to accept any tender and use an alternative disposal method. Where a private treaty is determined [s.3.58(3)] as the method of disposal, authority to: <ul style="list-style-type: none"> - Negotiate the sale of the property up to a -10% variance on the valuation; and - Consider any public submissions received and determine if to proceed with the disposal, ensuring that the reasons for such a decision are recorded. <p>d) Where the market value of the property excluding land:</p> <p>i. is determined as being less than \$20,000; or</p> <p>ii. the entire consideration received by the local government for the disposition is used to purchase other property, and where the total consideration for the other property is not more, or worth more, than \$75,000 (F&G r.30(3) exclusions)</p> <p>disposals may be undertaken without reference to Council for resolution; and in any case, be undertaken to ensure that the best value return is achieved however, where the property is determined as having a nil market value, then the disposal must ensure environmentally responsible disposal.</p> <p>e) Disposals of assets are to be in accordance with the Management Practice.</p>
Delegates	Chief Executive Officer
Statutory framework	s.3.58 Local Government Act 1995
Policy	FIN 7 - Disposal of Assets (Management Practice - FIN 7 - Disposal of Assets)
Date adopted	23 September 2019
Adoption references	Resolution - CS84/9/19



Delegation of authority

Delegation	DS 3.0 Sale of land assets
Category	Primary Delegations - Council to CEO
Delegator	Council
Express power or duty delegated	<p>Pursuant to Sections 5.42 and 5.43(d) of the Local Government Act 1995, delegates to the Chief Executive Officer (CEO) authority to:</p> <ul style="list-style-type: none"> • sign any offer and acceptance for the sale of land, including land in the Public Open Space Strategy (POS Strategy), former Recreation and / or Drainage Reserves and the City's Strategic Land Assets or land, where offers are not less than 10% below a current market valuation and do not exceed 100% of a current market valuation, subject to Council determining the sale of land being by private treaty; • lodge any contracts, transfer documents and any other related documents in relation to the above if no submissions are received following advertising as required under Section 3.58(3)(iii) of the Local Government Act 1995. <p>Any Contract for Sale entered into under Delegated Authority by the CEO, be reported in the Executive Director Development Services Report for Council's information.</p>
Delegates	Chief Executive Officer
Conditions	<p>Any Contract for Sale entered into under Delegated Authority by the CEO, be reported in the Executive Director Development Services Report for Council's information.</p> <p>Not to be on delegated.</p>
Statutory framework	Sections 5.42 and 5.43(d) of the Local Government Act 1995
Policy	Nil
Date adopted	27 May 2019
Adoption references	Resolution - D31/5/19
Last reviewed	27 May 2019



Delegation of authority

Delegation	NEW TBC Action, notices, proceedings, prosecutions and withdrawals - any other written law
Delegator	Council
Express power to delegate	<i>Local Government Act 1995</i> 5.42 Delegation of some powers to the CEO As determined by the Act under which the function is to be performed.
Express power or duty delegated	The exercise of any powers, the enforcement of any statutory provisions or the protection of any legal interests under any other written law (other than the <i>Local Government Act 1995</i> its subsidiary legislation or the City of Armadale Local Laws which is covered by a separate delegation) for which the local government has responsibility.
Function	The taking of any action, serving or withdrawal of a notice or otherwise, commencement of legal proceedings or prosecutions on behalf of the City of Armadale.
Delegates	Chief Executive Officer
Conditions	The Act under which the function is to be performed has express power to delegate the function. Any conditions or requirements of performing the function are as determined by the Act under which the function is to be performed. A memorandum to Elected Members in the event of intention to enter into prosecution if the amount is over \$50,000.
Express power to subdelegate	Local Government Act 1995 s5.44 CEO may delegate some powers and duties to other employees. The Act under which the function is to be performed has power to sub-delegate.
Statutory framework	<i>Local Government Act 1995</i>
Record keeping	The exercise of this delegation is to be recorded in Attain.
Date adopted	29 September 2020
Adoption references	Council Meeting of 29 September 2020 - CS47/9/20

Delegations for review/adoption



Delegation of authority

Delegation	1.1.19 Disposing of property involving land and buildings (DRAFT)
Category	Corporate Services Directorate
Head of power	Part 1 - Local Government Act 1995
Delegator	Council
Express power to delegate	<p>Local Government Act 1995 s. 5.42 - Delegation of some powers or duties to the CEO s. 5.43 - Limits on delegations to CEO</p>
Express power or duty delegated	<p>Local Government Act 1995 s. 3.58(2), (3) and (5) - Disposing of Property s. 9.49B - Contract formalities</p> <p>Local Government (Functions and General) Regulations 1996 r. 30 - Dispositions of property excluded from Act s. 3.58</p>
Function	<ol style="list-style-type: none"> 1. Give local public notice of a proposed disposition of property [Act, s. 3.58(3)(a)] 2. Dispose of local government property to the highest bidder at public auction [Act, s. 3.58(2)(a)] 3. Dispose of local government property by way of private treaty [Act, s. 3.58(3)] 4. Dispose of local government property where the disposition of land is an exempt disposition in the circumstances prescribed by regulation 30(2)(a), (d),(e),(f) and (g) of the <i>Local Government (Functions and General) Regulations 1996</i> [Act, s. 3.58(5)(d)] 5. Negotiate the terms and conditions of a sale with the purchaser and enter into a contract of sale with the purchaser on behalf of the local government [Act, s. 9.49B]
Delegates	Chief Executive Officer



Delegation of authority

Conditions	<ol style="list-style-type: none"> 1. A Council resolution must be effect in order to commence the process for a disposition of property for any of the methods prescribed by Functions 1 - 4 above. 2. Disposal of land and buildings must comply with the requirements of s. 3.58 of the Act, unless the disposal is an exempt disposition pursuant to regulation 30 of the <i>Local Government (Functions and General) Regulations 1996</i>. 3. If a public auction is decided to be the method of disposal, a reserve price shall be set by independent valuation not less than 6 months old, if the reserve price is not achieved at auction, negotiation may be undertaken by the delegate to achieve the sale at up to a -10% variation on the set reserve price. 4. If a public tender is decided to be the method of disposal and the tender does not achieve a -10% variance on a valuation not less than 6 months old for the disposal of the property, then the CEO shall determine if better value could be achieved through another disposal method and if so, must determine not to accept any tender and use an alternative disposal method. 5. Where a disposition of property is to be by private treaty, public notice is to be provided in accordance with s. 3.58(3)(a) prior to Council considering the matter. 6. If it is decided a private treaty is the preferred method of disposal, the delegate may negotiate the sale of the property up to a -10% variance on a valuation not less than 6 months old, and consider any public submissions received and determine if to proceed with the disposal, ensuring that the reasons for such a decision are recorded. 7. Execution of any documents relating to the administration of the disposition must be in accordance with Policy - Execution of Documents. 8. Any Contract for Sale entered into under Delegated Authority by the CEO, be reported in the relevant Executive Director's report for Council's information.
Express power to subdelegate	Nil.
Subdelegate conditions	N/A
Statutory framework	<p>Local Government Act 1995</p> <p>s. 5.42 - Delegation of some powers and duties to CEO</p> <p>s. 3.58 – Disposal of Property</p> <p>s. 9.49B - Contract formalities</p> <p>Local Government (Functions and General) Regulations 1996</p> <p>r. 30 – Dispositions of property excluded from Act s. 3.58</p>
Policy	<p>FIN 7 - Disposal of Assets</p> <p>Execution of Documents</p>
Record keeping	Exercise of the authority is to be recorded in the City's records management system and Attain.



Delegation of authority

Delegation	1.1.5 Power of entry (DRAFT)
Category	Community Services Directorate
Head of power	Part 1 - Local Government Act 1995
Delegator	Council
Express power to delegate	Local Government Act 1995 s. 5.42 - Delegation of some powers or duties to the CEO
Express power or duty delegated	Local Government Act 1995 s. 3.31 - General procedure for entering property s. 3.32 - Notice of entry s. 3.33 - Entry under warrant s. 3.34 - Entry in an emergency s. 3.36 - Opening fences
Function	<ol style="list-style-type: none"> 1. Authorise a person to enter land, premises or thing without the consent of the owner or occupier unless the owner or occupier objects to the entry [Act, s. 3.31(2)] 2. Give notice of entry [Act, s. 3.32] 3. Seek and execute an entry under warrant [Act, s. 3.33(2)] 4. Execute entry in an emergency, using such force as is reasonable [Act, s. 3.34(1) and (3)] 5. Give notice of intent to open a fence [Act, s. 3.36]
Delegates	Chief Executive Officer
Conditions	<p>The authority is to be exercised in accordance with the criteria contained within the following sections of the Act -</p> <ol style="list-style-type: none"> 1) General procedure for entering property [s. 3.31(1)] 2) Notice of entry [s. 3.32] 3) Entry under warrant [s. 3.33] 4) Entry in emergency [s. 3.34] 5) Opening fences [s. 3.36]
Express power to subdelegate	Local Government Act 1995 s. 5.44 - CEO may delegate powers and duties to other employees.
Statutory framework	Local Government Act 1995 Part 3, Division 3, Subdivision 3 - prescribes statutory processes for Powers of Entry.
Record keeping	Exercise of the authority is to be recorded in the City's records management system and Attain.



Delegation of authority

Amendments			
Approved	Type	Amendment	References
12 Jun 2023	New delegation	Nil	T2/6/23

DRAFT



City of Armadale Access and Inclusion Reference Group Terms of Reference

1. Introduction

The City of Armadale recognises that it plays a crucial role in ensuring that the City's services and events; buildings and facilities; information and communication; quality of service; complaints and safeguarding; consultation and engagement; and employment, people and culture are accessible to everyone and therefore inclusive of all community members, as prescribed by the *Disability Services Act 1993 (amended in 2004)*. The City has endorsed an Access and Inclusion Reference Group to progress these outcomes and inform future planning to support access and inclusion.

The City of Armadale Access and Inclusion Reference Group envisions an inclusive community in which all members of the community have the resources, opportunities and capabilities to engage in education and training; participate in employment, unpaid or voluntary work including family and carer responsibilities; connect with people, using local services, and participate in local, cultural and recreational activities; and influencing decisions that affect them.

The Reference Group was established in 1995 to address the barriers for people in the community for people with disability in conjunction with launching the City's first Disability Services Plan as stipulated by the *Disability Services Act (1993)*.

2. Objectives

The purpose of the Access and Inclusion Reference Group is to provide insight and advice to the City of Armadale with regard to addressing access and inclusion matters in the community, in the context of implementing the seven outcomes of the City's Access and Inclusion Plan.

Objectives

- 1.1 To be proactive in monitoring, evaluating and reviewing the City of Armadale Access and Inclusion Plan
- 1.2 To provide advice regarding strategies for effective consultation and collaboration with the community
- 1.3 To provide representative input/advice on items referred to the Group by City of Armadale staff or Reference Group Members
- 1.4 To provide representation on working parties as required

3. Powers

The Group acts in an advisory capacity, providing recommendations to various City Departments and Council. The decisions and recommendations of the Group are not binding and are advisory only.

Members are to be aware that they are members of a Reference Group and are not authorised to make any public statements or purports to be on behalf of the City or the Group; (including verbal, written or personal), that commits the City to any action.



4. Membership

Membership of the Group will comprise:

4.1 Elected Member (*voting member*)

The Council will be represented by one Councillor

4.2-3 City of Armadale Officers (*non-voting members*)

City of Armadale officers will be represented by:

- Community Development Officer
- ~~Building Services Manager~~ Head of Program Delivery – Technical Services
- Other Officers as required

4.3-2 Community representation (*voting members*)

The Reference Group will have Community Representation of no more than seven (~~8~~) members. This includes;

- Sector community organisations
- Community members with a disability, their family or carer; or an interest in access and inclusion

~~The total membership of the Group including City of Armadale staff will comprise 10 members.~~

4.4 Other (*non-voting members*)

Additional City of Armadale Officers and specialised organisations/persons will be invited as required.

~~Where practicable one half of the total members are to retire and be reviewed every two (2) years excepting that the City's Councillor Representative who shall stand down every two (2) years coinciding with Council elections. With the position of Councillor Representative then vacant, the same Councillor may be elected by Council to serve a subsequent term.~~

~~An option will be offered to the Council represented member who steps down after their two (2) year term, to remain as a non-voting advisory member should they not be elected by Council to serve a subsequent term or they are not elected to council, until such time that they can apply for full membership through the normal processes for the Community representation of the Access and Inclusion Reference Group.~~

Membership will be reviewed should a member miss three (3) consecutive meetings.

~~The total membership of the Group including City of Armadale staff will comprise of no more than 13 members.~~

~~Where practicable one half of the total members are to retire and be reviewed every two (2) years excepting that the City's Councillor Representative who shall stand down every two (2) years coinciding with Council elections. With the position of Councillor Representative then vacant, the same Councillor may be elected by Council to serve a subsequent term.~~

Appointment

- The Councillor will be appointed as per Council's appointment process to working groups.
- City Officers from relevant departments will be requested to attend.
- Vacancies will be advertised in the local newspaper and social media. Interested people will be required to complete an 'Access and Inclusion Reference Group Application Form'.



Commented [AB1]: As the group advises the City of Armadale, City of Armadale Officers should not have voting rights.

Commented [AB2]: Recently changed name of this position from Building Services Manager

Commented [AB3]: By raising the number of the Community Representation members, it allows a better opportunity to reach the required number for a Quorum

Commented [AB4]: Moving to section 4.4 Other

Commented [AB5]: By offering this option, should the previous chair still want to be involved until they can apply through the normal Community representation membership application, it provides them an option. This would be a non-voting position but could also benefit the new Chair with having the previous Chair to offer advice if required

- Recommendations for appointment and the final approval of applications will be made by the Executive Director Community Services and the Chair of the Group.

Members are to be aware that they are members of a Reference Group and are not authorised to make any public statements; (including verbal, written or personal), that commits the City to any action or purports to be on behalf of the City or the Group.

It is expected that meetings are conducted in an environment of courtesy and respect; and in accordance with the City of Armadale's Code of Conduct for Elected Members, Committees, Staff and Volunteers. All members of the Reference group are to adhere to the guidelines for an acceptable standard of professional conduct.



5. Quorum

- A quorum is achieved by ~~half~~ at least four of the voting members of the Group being present.
- Every endeavour will be made to achieve a reasonable spread of representation.

Commented [AB6]: As the maximum number of voting members can now stand at nine, to go on the lower side of half the voting members than the higher side would make it easier to reach a quorum especially if the maximum number of voting members is not reached at any time due to late suitable applicants.

6. Meetings

Meetings

- Meetings will take place every second month and last for a duration of two (2) hours held in a City of Armadale Function Room. Meeting locations may be changed subject to availability and topic of discussion.
- Notice of meetings shall be given to members at least three (3) weeks before each meeting.
- Other meetings will be held as necessary. If required, meetings will be arranged outside of the normal meeting times at a time convenient to members.
- Where practicable, Members will be given appropriate notice if a meeting is cancelled or postponed.

Administration

- Administration of the agenda, notes and minutes is the responsibility of the City of Armadale.
- Maintaining the membership database is the responsibility of the City of Armadale.
- Actions from the meeting will be published in the City's Councillor Information Bulletin.
- Members may email Agenda items to the City three (3) weeks prior to a meeting.
- Agendas will be circulated by email as far in advance of each meeting as is practical, preferably seven (7) days prior to a meeting.
- The City Officer will ensure that meeting minutes are prepared as an accurate record of each meeting's proceedings and are distributed within ten (10) working days from the date of the meeting.

7. Roles and Responsibilities

Members of the Access and Inclusion Reference Group are responsible for:

- Contributing to the discussion of access and inclusion issues in the community and subsequent ideas for solutions for the purpose of:
 - Including the agreed action in the City's Access and Inclusion Plan under the relevant outcome
 - Referral to the appropriate organisation participating in the Access and Inclusion Network for potential collaborative sector projects
- Contributing to the City's strategic direction via comment on discrete strategies and plans
- Suggesting items for inclusion in the Group's meeting Agendas
- Adhering to the City's Code of Conduct for Elected Members, Committees, Staff and Volunteers

Chairperson

- The appointed Councillor is the Chair.
- The Chair sets and approves the meeting Agenda
- If the Chairperson is unable to attend a meeting a City staff member will be the Chairperson for that meeting.
- The Chairperson is responsible for the proper conduct of the Group.



8. Conflicts of Interest

Members with a personal or financial interest in an item for discussion must declare a conflict of interest to the Reference Group by completing a Declaration of Conflict of Interest Form (Form B).

Members should seek advice from City Officers if uncertain.

9. Reporting

The City's Access and Inclusion Plan will include contributions of the Access and Inclusion Reference Group. An annual report detailing Council's progress on meeting the seven outcome areas in the Plan is presented to the Department of Communities as part of legislative requirements. When the Access and Inclusion Plan is reviewed and renewed every five years by the Access and Inclusion Reference Group, the new Plan is presented to the Department of Communities and Council for endorsement.

Information regarding meetings and actions resulting from the meetings will be published in the City's Councillor Information Bulletin.

10. Resources and Budget

The meetings will take place in the City of Armadale Function Room, and where necessary audio-visual equipment is provided.

A Community Development Officer will attend these meetings and is responsible for the administration of the Group.

\$~~400~~600 is allocated to the Reference Group per financial year for catering costs.

11. Review

A review of the Access and Inclusion Reference Group Terms of Reference will be conducted every two (2) years in association with membership appointment. The new Terms of Reference will be presented to Council for endorsement.

12. Variations

This Terms of Reference may be amended, varied or modified only in writing after endorsement by Council.

13. Term

This Terms of Reference is effective from 1 ~~March~~November 2021-2023 and continues until 01 ~~March~~November 2025.





City of Armadale Access and Inclusion Reference Group Terms of Reference

1. Introduction

The City of Armadale recognises that it plays a crucial role in ensuring that the City's services and events; buildings and facilities; information and communication; quality of service; complaints and safeguarding; consultation and engagement; and employment, people and culture are accessible to everyone and therefore inclusive of all community members, as prescribed by the *Disability Services Act 1993 (amended in 2004)*. The City has endorsed an Access and Inclusion Reference Group to progress these outcomes and inform future planning to support access and inclusion.

The City of Armadale Access and Inclusion Reference Group envisions an inclusive community in which all members of the community have the resources, opportunities and capabilities to engage in education and training; participate in employment, unpaid or voluntary work including family and carer responsibilities; connect with people, using local services, and participate in local, cultural and recreational activities; and influencing decisions that affect them.

The Reference Group was established in 1995 to address the barriers for people in the community for people with disability in conjunction with launching the City's first Disability Services Plan as stipulated by the *Disability Services Act (1993)*.

2. Objectives

The purpose of the Access and Inclusion Reference Group is to provide insight and advice to the City of Armadale with regard to addressing access and inclusion matters in the community, in the context of implementing the seven outcomes of the City's Access and Inclusion Plan.

Objectives

- 1.1 To be proactive in monitoring, evaluating and reviewing the City of Armadale Access and Inclusion Plan
- 1.2 To provide advice regarding strategies for effective consultation and collaboration with the community
- 1.3 To provide representative input/advice on items referred to the Group by City of Armadale staff or Reference Group Members
- 1.4 To provide representation on working parties as required

3. Powers

The Group acts in an advisory capacity, providing recommendations to various City Departments and Council. The decisions and recommendations of the Group are not binding and are advisory only.

Members are to be aware that they are members of a Reference Group and are not authorised to make any public statements or purports to be on behalf of the City or the Group; (including verbal, written or personal), that commits the City to any action.



4. Membership

Membership of the Group will comprise:

4.1 Elected Member (voting member)

The Council will be represented by one Councillor

4.3 City of Armadale Officers (non-voting members)

City of Armadale officers will be represented by:

- Community Development Officer
- Head of Program Delivery – Technical Services
- Other Officers as required

4.2 Community representation (voting members)

The Reference Group will have Community Representation of no more than seven (8) members.

This includes;

- Sector community organisations
- Community members with a disability, their family or carer; or an interest in access and inclusion

4.4 Other (non-voting members)

Additional City of Armadale Officers and specialised organisations/persons will be invited as required.

Where practicable one half of the total members are to retire and be reviewed every two (2) years excepting that the City's Councillor Representative who shall stand down every two (2) years coinciding with Council elections. With the position of Councillor Representative then vacant, the same Councillor may be elected by Council to serve a subsequent term. An option will be offered to the Council represented member who steps down after their two (2) year term, to remain as a non-voting advisory member should they not be elected by Council to serve a subsequent term or they are not elected to council, until such time that they can apply for full membership through the normal processes for the Community representation of the Access and Inclusion Reference Group. Membership will be reviewed should a member miss three (3) consecutive meetings.

The total membership of the Group including City of Armadale staff will comprise of no more than 13 members. *Appointment*

- The Councillor will be appointed as per Council's appointment process to working groups.
- City Officers from relevant departments will be requested to attend.
- Vacancies will be advertised in the local newspaper and social media. Interested people will be required to complete an 'Access and Inclusion Reference Group Application Form'.
- Recommendations for appointment and the final approval of applications will be made by the Executive Director Community Services and the Chair of the Group.

Members are to be aware that they are members of a Reference Group and are not authorised to make any public statements; (including verbal, written or personal), that commits the City to any action or purports to be on behalf of the City or the Group.

It is expected that meetings are conducted in an environment of courtesy and respect; and in accordance with the City of Armadale's Code of Conduct for Elected Members, Committees, Staff and Volunteers. All members of the Reference group are to adhere to the guidelines for an acceptable standard of professional conduct.



5. Quorum

- A quorum is achieved by at least four of the voting members of the Group being present.
- Every endeavour will be made to achieve a reasonable spread of representation.

6. Meetings

Meetings

- Meetings will take place every second month and last for a duration of two (2) hours held in a City of Armadale Function Room. Meeting locations may be changed subject to availability and topic of discussion.
- Notice of meetings shall be given to members at least three (3) weeks before each meeting.
- Other meetings will be held as necessary. If required, meetings will be arranged outside of the normal meeting times at a time convenient to members.
- Where practicable, Members will be given appropriate notice if a meeting is cancelled or postponed.

Administration

- Administration of the agenda, notes and minutes is the responsibility of the City of Armadale.
- Maintaining the membership database is the responsibility of the City of Armadale.
- Actions from the meeting will be published in the City's Councillor Information Bulletin.
- Members may email Agenda items to the City three (3) weeks prior to a meeting.
- Agendas will be circulated by email as far in advance of each meeting as is practical, preferably seven (7) days prior to a meeting.
- The City Officer will ensure that meeting minutes are prepared as an accurate record of each meeting's proceedings and are distributed within ten (10) working days from the date of the meeting.

7. Roles and Responsibilities

Members of the Access and Inclusion Reference Group are responsible for:

- Contributing to the discussion of access and inclusion issues in the community and subsequent ideas for solutions for the purpose of:
 - Including the agreed action in the City's Access and Inclusion Plan under the relevant outcome
 - Referral to the appropriate organisation participating in the Access and Inclusion Network for potential collaborative sector projects
- Contributing to the City's strategic direction via comment on discrete strategies and plans
- Suggesting items for inclusion in the Group's meeting Agendas
- Adhering to the City's Code of Conduct for Elected Members, Committees, Staff and Volunteers

Chairperson

- The appointed Councillor is the Chair.
- The Chair sets and approves the meeting Agenda
- If the Chairperson is unable to attend a meeting a City staff member will be the Chairperson for that meeting.
- The Chairperson is responsible for the proper conduct of the Group.



8. Conflicts of Interest

Members with a personal or financial interest in an item for discussion must declare a conflict of interest to the Reference Group by completing a Declaration of Conflict of Interest Form (Form B).

Members should seek advice from City Officers if uncertain.

9. Reporting

The City's Access and Inclusion Plan will include contributions of the Access and Inclusion Reference Group. An annual report detailing Council's progress on meeting the seven outcome areas in the Plan is presented to the Department of Communities as part of legislative requirements. When the Access and Inclusion Plan is reviewed and renewed every five years by the Access and Inclusion Reference Group, the new Plan is presented to the Department of Communities and Council for endorsement.

Information regarding meetings and actions resulting from the meetings will be published in the City's Councillor Information Bulletin.

10. Resources and Budget

The meetings will take place in the City of Armadale Function Room, and where necessary audio-visual equipment is provided.

A Community Development Officer will attend these meetings and is responsible for the administration of the Group.

\$600 is allocated to the Reference Group per financial year for catering costs.

11. Review

A review of the Access and Inclusion Reference Group Terms of Reference will be conducted every two (2) years in association with membership appointment. The new Terms of Reference will be presented to Council for endorsement.

12. Variations

This Terms of Reference may be amended, varied or modified only in writing after endorsement by Council.

13. Term

This Terms of Reference is effective from 1 November 2023 and continues until 01 November 2025.

