



City of **Perth**

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# Agenda

Agenda Briefing Session

8 December 2020

## Notice of Meeting

### To the Lord Mayor and Councillors

The next Agenda Briefing Session will be held on Tuesday, 8 December 2020 in the Council Chamber, Level 9, 27 St Georges Terrace, Perth commencing at 5pm.

**Michelle Reynolds**

Chief Executive Officer

3 December 2020

## Information

This information is provided on matters which may affect members of the public. If you have any queries on procedural matters, please contact a member of the City's Governance team via [governance@cityofperth.wa.gov.au](mailto:governance@cityofperth.wa.gov.au)

## Question Time for the Public

An opportunity is available at Council meetings for members of the public to ask a question about any issue relating to the City. This time is available only for asking questions and not for making statements. Complex questions requiring research should be submitted as early as possible to allow the City time to prepare a response.

The Presiding Person may nominate a member of staff to answer the question and may also determine that any complex question requiring research be answered in writing. No debate or discussion can take place on any question or answer.

To ask a question, please complete the Public Question Time form available on the City's website [www.perth.wa.gov.au/council/council-meetings](http://www.perth.wa.gov.au/council/council-meetings).

## Deputations

To submit a deputation request, please complete the Deputation Request form available on the City's website [www.perth.wa.gov.au/council/council-meetings](http://www.perth.wa.gov.au/council/council-meetings).

## Disclaimer

Members of the public should note that in any discussion regarding any planning or other applications that any statement or intimation of approval made by any Commissioner or officer of the City during the course of any meeting is not intended to be, and is not to be taken as, notice of approval from the City. No action should be taken on any item discussed at a Council meeting prior to written advice on the resolution of the Council being received.

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## 1. Declaration of opening

## 2. Acknowledgement of Country/Prayer

### Acknowledgement of Country

I respectfully acknowledge the Traditional Owners of the land on which we meet, the Whadjuk (Whad-juk) Nyoongar people of Western Australia, and pay my respects to Elders past and present. It is a privilege to be standing on Whadjuk Nyoongar country.

### Prayer

Almighty God, under whose providence we hold responsibility for this City grant us wisdom to understand its present needs, foresight to anticipate its future growth, and grace to serve our fellow citizens with integrity and selfless devotion. And to Thee, be all blessing and glory forever. Amen.

### 3. Attendance

#### Elected members in attendance

Lord Mayor	Basil Zempilas (Presiding Member)
Deputy Lord Mayor	Sandy Anghie
Councillors	Di Bain
	Clyde Bevan
	Brent Fleeton
	Liam Gobbert
	Rebecca Gordon
	Viktor Ko
	Catherine Lezer

#### Officers in attendance

Chief Executive Officer	Michelle Reynolds
General Manager Corporate Services	Bill Parker
General Manager Planning and Economic Development	Jayson Miragliotta
General Manager Community Development	Anne Banks-McAllister
General Manager Infrastructure and Operations	Chris Kopec
Project Director Strategic Finance (CFO)	Michael Kent
Alliance Manager Executive Services	Kylie Johnson
Alliance Manager Governance	Danielle Uniza
Governance Officer	Ashlee Rutigliano

#### 3.1 Apologies

#### 3.2 Leave of absence

#### 3.3 Applications for leave of absence

This item will be dealt with at the Ordinary Council Meeting.

**4. Announcements by the Lord Mayor**

**5. Public Participation**

**5.1 Public Questions**

**5.2 Deputations**

**6. Disclosures of Interests**

**7. Confirmation of minutes**

This item will be dealt with at the Ordinary Council Meeting.

**8. Questions by members which due notice has been given**

This item will be dealt with at the Ordinary Council Meeting.

**9. Correspondence**

This item will be dealt with at the Ordinary Council Meeting.

**10. Petitions**

This item will be dealt with at the Ordinary Council Meeting.

## 11. Planning and Economic Development Alliance Reports

Nil

## 12. Community Development Alliance Reports

### 12.1 COVID-19 Rebound Community Wellbeing Grants (Round 1) 2020/21

Responsible Officer	Anne Banks-McAllister, General Manager Community Development
Voting Requirement	Simple Majority
Attachments	Attachment 12.1A – Detailed Officer Assessment

#### Purpose

To recommend Community Wellbeing Grants to applicants, under the COVID-19 Grants and Sponsorship Program.

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#### Recommendation

That Council:

1. APPROVES Community Wellbeing Grants totalling \$35,000 (excluding GST) to the following applicants:
    - 1.1 OzHarvest for OzHarvest & Ruah: Food Relief Outreach (\$20,000)
    - 1.2 Stay Sharp Program Inc for Stay Sharp Program (\$15,000)
  2. DECLINES Community Wellbeing Grants to the following applicants:
    - 2.1 Hair Aid Inc for Hair Aid Community Cuts
    - 2.2 Talkable for Talkable – Training for Early Childhood Educators.
-

## Background

1. Community Wellbeing Grants are available to organisations who deliver community-led projects, programs and services that build strong and resilient communities and address key issues at a local level. The City aims to support a diverse range of programs and services that help build strong, connected and inclusive communities and deliver practical and sustainable outcomes.
2. Through the Community Wellbeing Grant program, the City will fund the development and facilitation of a new community program, expand on an existing program or for other innovative and creative community projects and services that demonstrate clear community benefit and align to the City's Strategic Community Plan.
3. The Community Wellbeing Grant program objectives are:
 

Connect People	<ul style="list-style-type: none"> <li>• Encourage increased participation in community and civic life, embracing youth, seniors, people with a disability and people from all walks of life.</li> <li>• Strengthen social cohesion and belonging.</li> <li>• Encourage the development of grassroots community networks and relationships.</li> <li>• Enhance the health of the City's community through improvements to physical, mental and social wellbeing.</li> </ul>
Enhance Health and Equality	<ul style="list-style-type: none"> <li>• Increase knowledge, change attitudes or modify behaviours to improve health and wellbeing outcomes.</li> <li>• Facilitate inclusion and equitable access to community life, services and facilities.</li> </ul>
Build Community Capacity and Encourage Collaboration	<ul style="list-style-type: none"> <li>• Support collaboration between stakeholders who aim to work towards a common goal and share services.</li> <li>• Increase community capacity to address local needs.</li> <li>• Promote belonging to a shared heritage.</li> <li>• Contribute to the City's neighbourhood profile.</li> </ul>
4. The City of Perth holds two funding rounds for the Community Wellbeing Grants each Financial Year.
5. Applicants may apply for grants of up to \$20,000 (excluding GST). There is no maximum contribution for Community Wellbeing Grants - this means that the means the City can provide up to 100% the project expenditure (within the funding limit of \$20,000) however, applicants that can demonstrate investment from other public and private sources are assessed favourably under the assessment criteria.

## Discussion

6. The City accepted applications for Community Wellbeing grants during a five-week period between Tuesday 29 July until 31 August 2020. Of the 6 applications received, two are recommended for approval, two for decline and two have been withdrawn by the applicants. This is a relatively high rate of decline compared to other programs. This is because while the projects may have merit, they are either not within a local government's remit to support, being the core remit of other agencies, and/or duplicate existing services already on offer within the City, and therefore would not represent good value for money for the community.
7. Funding recommendations are based on quality of the application, satisfaction of assessment criteria and available budget. Each assessment criteria have clear descriptions and a rating scale which guides the assessors as to what an appropriate score would be. The scores for each assessment criteria are averaged and then placed in a matrix and ranked highest to lowest.
8. The applications were assessed by a three-person assessment panel, consisting of staff from the Community Development Alliance, in accordance with Policy 18.13 Grants and Sponsorship Policy.
9. A detailed Officer Assessment of all applications is included at Attachment 12.1A. A minimum score threshold of 60% was identified for approval. Applicants scoring below this threshold are recommended for decline.

No.	Applicant	Project	Requested Amount	Assessment Score	Recommendation
1	OzHarvest	OzHarvest & Ruah: Food Relief Outreach for Vulnerable Community Members	\$20,000	64%	\$20,000
2	Stay Sharp Program Inc.	Stay Sharp Program: Empower community-dwelling elderly to stay mentally healthy through exercise and cognitive program	\$19,040	61%	\$15,000
3	Talkable	Talkable - Training for Early Childhood Educators	\$8,015	53%	Decline
4	Hair Aid Inc.	Hair Aid Community Cuts	\$20,000	38%	Decline
	<b>TOTAL</b>		<b>\$67,055 Requested</b>		<b>\$35,000 Recommended</b>

## Stakeholder Engagement

Not applicable

## Decision Implications

10. If any grants are declined or approved for an amount less than the recommended level, it is likely the projects will be scaled back or not proceed.
11. It is generally not possible to support every application or the total request of each applicant. This may result in unavoidable dissatisfaction from some applicants.

## Strategic, Legal and Policy Implications

Strategic			
Strategic Aspiration:	Community	Plan	<p>People</p> <p>A safe, activated and welcoming city that celebrates its diversity and sense of community, providing unique educational, cultural, sporting and lifestyle offerings.</p>
Strategic Objective:	Community	Plan	<p>1.2 Timely and contemporary community infrastructure and services.</p> <p>1.3 Accessible and relevant community support services, and playing a leading role with homelessness.</p> <p>1.4 An inclusive approach that embraces youth, seniors, people with a disability, and people from all walks of life.</p> <p>1.8 A community that is healthy in its lifestyle and wellbeing, and generous towards helping others.</p>
Issue Specific Strategies and Plans:			<p>COVID-19 Economic Rebound Strategy</p> <p>6.2 Re-invent and Revive, Table 4</p>

Legal and Policy	
Legislation:	Not applicable
Legal advice:	Not applicable
Policy	<p>18.13 – Sponsorship and Grants.</p> <p>The policy directs that there be a consistent and transparent assessment process and criteria to guide recommendations to Council. An eligibility check has been conducted on all applications to ensure they are compliant with the policy and the necessary assessment process has been followed.</p>



## Financial Implications

The financial implications of the recommendations are accommodated within the existing budget.

Account Number	1066 100 50 10045 7901	Operating
Account Description	Community Wellbeing Grants	
Total Budget	\$145,000	
Budget – This report	\$35,000	
Remaining Budget	\$110,000	
Budget Impact	Accommodated in existing approved budget	

A second round of Community Wellbeing Grants will open in January. The remaining budget will be allocated to these projects.

## Relevant Documents

[COVID-19 Grants and Sponsorship Program Guidelines](#)

## Further information

Not Applicable

## Detailed Officer Assessment

## COVID-19 Rebound Community Wellbeing Grants (Round 1) 2020/21

## OzHarvest

## Applicant Details

Applicant Name	OzHarvest
Entity Name	Oz Harvest Limited
Entity Type	Australian Public Company
ABN	33107782196
ABN status	Active
ATO Endorsed Charity type	Public Benevolent Institution

## Applicant Description

1. Established in 2014, OzHarvest rescues surplus food that would otherwise go to waste from commercial businesses and delivers that food at no cost to charities feeding vulnerable Australians.
2. OzHarvest aims to address two fundamental challenges in society – the waste of quality excess food and the growing need for food relief for the vulnerable in the community. Since inception OzHarvest WA has delivered 15 million meals to vulnerable Western Australians and diverted five million kilograms of good food from landfill.

## Project Details

Project Title	OzHarvest & Ruah: Food Relief Outreach for Vulnerable Community Members
Project Dates	1 January – 31 December 2021
Venue	Ruah Centre, 33 Shenton Street, Northbridge
Estimated participation	500
Total Project Cost	\$60,434
Total Amount Requested	\$20,000 (33% of the total project budget)
Recommendation	<b>Approve</b>
Recommended amount	<b>\$20,000 (33% of the total project budget)</b>
Assessment score	25.50 out of 40 (64%)

## Project Description

3. Ruah Community Services (Ruah) is an independent not-for-profit integrated community service provider which provides specialised support to those in the WA community that experience homelessness, family and domestic violence, mental illness and offers specialist legal services.
4. Through this project, OzHarvest will collaborate with the Ruah Centre, Northbridge (33 Shenton Street, Northbridge) to deliver a fortnightly food relief outreach service at the Centre.
5. This service will be a fortnightly breakfast food service from the Ruah Centre premises in Northbridge;
6. The project aims to improve access to nutritious food and community support for people experiencing homelessness and those at-risk, including people sleeping rough on the streets of Perth, people in transitional accommodation and other vulnerable community members.
7. The proposal is to deliver 26 fortnightly outreach sessions in 2021, offering a regular 4-hour window offering support services, connection to community, and a nourishing meal.
8. The project consists of two key elements:
  - (a) a hot meal in a welcoming community setting (a barbeque breakfast in a safe and inclusive communal space). This provides a soft entry point for Ruah's outreach workers to check in on clients first thing in the morning, make referrals to supports and services, follow up regularly with clients and monitor the state of rough sleeping and homelessness in Perth; and
  - (b) a fresh fruit and vegetable marketplace - selection of fresh produce collected from local supermarkets in a mini market stall, allowing Ruah clients to choose what they would like with dignity, at no cost. The marketplace will be manned by OzHarvest staff/volunteers, who will also use the opportunity to engage in caring conversations with clients.
9. This project is expected to benefit 100 vulnerable community members per fortnight, totalling at least 500 unique individuals over the proposed one-year project period.
10. Once the project concludes, OzHarvest will continue supporting the Ruah Centre by providing weekly food donations as part of their core Food Rescue activities. The Ruah Centre will continue supporting outreach attendees through its existing core services, advocacy and referrals.

## Previous Support and Acquittals (5-year period)

11. The City of Perth has not previously supported this applicant.

## Community Wellbeing Grants - Assessment Scorecard

12. The application was assessed in accordance with Policy 18.13 Grants and Sponsorship.
13. The application was assessed by a three-person assessment panel from the Community Development Alliance. Scoring has been averaged for each outcome.
14. The application has received an assessment score above the 60% minimum threshold required for support. The assessment score of 64% is considered high when benchmarked against other applications in this program and indicates a good alignment with the objectives of the program.

Community Benefit and Support	Score (max 5)
Evidence there is community need and a gap in the current level of service delivery.	3.83
The extent the project assists in the development of strong and resilient communities, and how it increases participation in community life.	3.00
Has the project demonstrated broad support from the local community (could include residents, service providers or community groups)?	3.00
Alignment to the Program Objectives	Score (max 5)
Does the project connect people in the community?	2.83
Does the project increase opportunity and access for all community members?	2.83
Does the project build community capacity and encourage collaboration?	3.33
Capacity to Deliver	Score (max 5)
Does the applicant have a demonstrated capacity to manage all aspects of the project?	3.50
Does the project demonstrate financial viability through evidence of support from other government agencies, organisations or other grants or partnerships?	3.17
<b>TOTAL ASSESSMENT SCORE: 25.50 out of 40 (64%)</b>	

## Assessment Panel Comments

- The project assists the City in addressing food waste while providing support and connection for vulnerable community members.

## Stay Sharp Program

### Applicant Details

Applicant Name	Stay Sharp Program Incorporated
Entity Name	Stay Sharp Program
Entity Type	Other Unincorporated Entity
ABN	12676751472
ABN status	Active
ATO Endorsed Charity type	Not endorsed

### Applicant Description

1. The Stay Sharp Program is a not-for-profit incorporated organisation established in 2016.
2. The Stay Sharp Program was founded with the objective of reducing a person's relative risk of developing dementia related diseases through the improvement of overall physical and cognitive health.
3. The program currently caters for men and women over 55 of various fitness levels.
4. Since 2016, the program has been delivered in collaboration with Edith Cowan University at the Perth & Tattersall's Bowling & Recreation Club in East Perth to more than 300 participants.

### Project Details

Project Title	Stay Sharp Program
Project Dates	1 November 2020 – 30 June 2021
Venue	Perth and Tattersall's Bowling & Recreation Club, East Perth and other locations across the City
Estimated participation	60
Total Project Cost	\$19,530
Total Amount Requested	<b>\$19,040</b> (97.5% of the total project budget)
Recommendation	<b>Approval</b>
Recommended amount	<b>\$15,000</b> (77% of the total project budget)
Assessment score	24.33 out of 40 (61%)

### Project Description

5. The Stay Sharp Program aims to empower the elderly to sustain good mental health and keep themselves connected with others through a community and evidence-based program consisting of physical and cognitive activities. A major point of difference of the program is the focus on eccentric exercise. Eccentric exercise includes activating muscles that are stretch during

movements (such as sitting to a chair slowly and lowering a dumbbell slowly) in combination with exercise and cognitive activities.

6. A typical program format of the program consists of 2.5-hour weekly sessions over 8 weeks that caters for men and women over 60 years of various fitness levels. The 2.5-hour session is divided into 1-hour of exercise, 30-minute morning tea and 1-hour of cognitive health session.
7. COVID-19 impacted the face-to-face delivery of the program in 2020. Through this Grant Stay Sharp will aim to continue the program at Perth and Tattersall's Bowling & Recreation Club in East Perth and extend the delivery to at least one more location across the City of Perth.

## Previous Support and Acquittals (5-year period)

8. The City of Perth has not previously supported this applicant.

## Community Wellbeing Grants - Assessment Scorecard

16. The application was assessed in accordance with Policy 18.13 Grants and Sponsorship.
17. The application was assessed by a three-person assessment panel from the Community Development Alliance. Scoring has been averaged for each outcome.
18. The application has received an assessment score above the 60% minimum threshold required for support. The assessment score of 61% is considered above average when benchmarked against other applications in this program and indicates a reasonable alignment with the objectives of the program.

Community Benefit and Support	Score (max 5)
Evidence there is community need and a gap in the current level of service delivery.	2.83
The extent the project assists in the development of strong and resilient communities, and how it increases participation in community life.	3.33
Has the project demonstrated broad support from the local community (could include residents, service providers or community groups)?	2.83
Alignment to the Program Objectives	Score (max 5)
Does the project connect people in the community?	3.00
Does the project increase opportunity and access for all community members?	2.83
Does the project build community capacity and encourage collaboration?	3.50
Capacity to Deliver	Score (max 5)
Does the applicant have a demonstrated capacity to manage all aspects of the project?	3.50
Does the project demonstrate financial viability through evidence of support from other government agencies, organisations or other grants or partnerships?	2.50
<b>TOTAL ASSESSMENT SCORE: 24.33 out of 40 (61%)</b>	

## Assessment Panel Comments

9. The project is recommended for approval. The project is an existing project which provides the elderly, including those who are self-isolated, with a program to be connected with others and physical and cognitive activities.
10. The project will be extended to a new location within the City, providing more opportunities to engage new clients in 2.5 hour weekly sessions to be connected to the community and physical and cognitive active which they may have not had access to before.
11. The project will be in collaboration with Edith Cowan University and other experts, ensuring an evidence-based project is delivered.
12. An amount of \$15,000 is recommended, which is not the full amount of \$19,040 requested. Having reviewed the application and the budget breakdown provided, the Panel noted the evaluation costs were very high and it was proposed for five people to complete the evaluation. The Panel agreed that this seemed excessive and the recommendation reflects this.

## Hair Aid Community Cuts

### Applicant Details

Entity Name	Hair Aid Inc.
Entity Type	Other Incorporated Entity
ABN	72 170 732 477
ABN status	Active
ATO Endorsed Charity type	Public Benevolent Institution

### Applicant Description

1. Hair Aid is an Australian not-for-profit organisation established in 2010. Hair Aid's purpose is to support vulnerable members of the community by gifting haircuts. The aim is to provide them with confidence, dignity and overall improving health and wellbeing.
2. Hair Aid volunteers provided 12,470 free haircuts a year throughout Australia (2019).
3. Hair Aid coordinate volunteer hairdresser teams to work with community organisations, charities, government and churches that support homeless, domestic violence sufferers, youth mental health, long term unemployed, culturally and linguistically diverse and those suffering at a time of crisis.
4. Hair Aid coordinates and trains volunteers who commit to 2-3 hours every six weeks in their own community. Hair Aid provide volunteers with resource kits (medical kits, hygiene items, COVID-19 packs, cleaning items, scissor, clippers, combs, capes, medical kit, tagged and tested power board, unbreakable mirror and neck clippers) for the free haircuts.

### Project Details

Project Title	Hair Aid Community Cuts
Project Dates	15 October – 30 April 2021
Venue	Perth CBD and surrounds (Ronald McDonald House, RUAH Centre, St Barts, Salvation Army and Moore Street)
Estimated participation	1700
Total Project Cost	\$23,321
Total Amount Requested	\$20,000 (85.75% of the total project budget)
Recommendation	<b>Decline</b>
Recommended amount	<b>\$0</b>
Assessment score	19.33 out of 40 (48%)



## Project Description

5. The funding would be used to re-equip and deliver the project in two existing locations at the Ronald McDonald House (Nedlands) and RUAH Centre (Northbridge) and in three new locations at St Bart's (East Perth), Salvation Army and Moore Street.
6. The project aims to enable local salon workers and other local businesses to use their skills and resources to assist within the community. Hair Aid note that a relatively small thing like a haircut can elevate a person's self-esteem, make them more presentable for potential job opportunities, secure rental accommodation, be presentable at court, motivate support for medical help and reach out and connect with family.

## Previous Support and Acquittals (5-year period)

7. The City of Perth has not previously supported this applicant.

## Community Wellbeing Grants - Assessment Scorecard

19. The application was assessed in accordance with Policy 18.13 Grants and Sponsorship.
20. The application was assessed by a three-person assessment panel from the Community Development Alliance. Scoring has been averaged for each outcome that was addressed.
21. The application has received an assessment score above the 60% minimum threshold required for support. The assessment score of 48% is considered low when benchmarked against other applications in this program and indicates a weak alignment with the objectives of the program.

Community Benefit and Support	Score (max 5)
Evidence there is community need and a gap in the current level of service delivery.	2.50
The extent the project assists in the development of strong and resilient communities, and how it increases participation in community life.	2.67
Has the project demonstrated broad support from the local community (could include residents, service providers or community groups)?	2.83
Alignment to the Program Objectives	Score (max 5)
Does the project connect people in the community?	2.33
Does the project increase opportunity and access for all community members?	2.17
Does the project build community capacity and encourage collaboration?	1.33
Capacity to Deliver	Score (max 5)
Does the applicant have a demonstrated capacity to manage all aspects of the project?	3.83

Does the project demonstrate financial viability through evidence of support from other government agencies, organisations or other grants or partnerships?	1.67
<b>TOTAL ASSESSMENT SCORE: 19.33 out of 40 (48%)</b>	

## Assessment Panel Comments

8. The application is recommended for decline as the project is a duplication of services that are already offered by other providers in the City of Perth for people experiencing homelessness. There are currently two hairdresser services operating at Moore Street Homelessness Services- Short Back and Sides (weekly) and through Perth Homelessness We Care.
9. A large proportion of the funding request was also for administration costs (\$7,987) and the purchase of equipment (\$9,421).
10. No letters of support from the proposed partner locations were included. The majority of the funding was requested from the City with no other contributors listed.

# Talkable

## Applicant Details

Applicant Name	Talkable
Entity Name	Karen Elizabeth Nitsche
Entity Type	Individual/Sole Trader
ABN	80603850751
ABN status	Active
ATO Endorsed Charity type	Not endorsed

## Applicant Description

1. Talkable was established in 2016 as a social enterprise with the mission to raise “talkable toddlers”. Talkable provides online and face-to-face education and training to foster language and literacy development for parents, carers and early childhood educators.

## Project Details

Project Title	Talkable – Training for Early Childhood Educators
Project Dates	2 November 2020 – 30 June 2021
Venue	Early Learning Centres within the City of Perth
Estimated participation	100
Total Project Cost	\$8,015
Total Amount Requested	\$8,015 (100% of the total project budget)
Recommendation	<b>Decline</b>
Recommended amount	<b>\$0</b>
Assessment score	15.33 out of 40 (38%)

## Project Description

2. The Talkable project would provide five local early learning centres and early childhood educators training on language and early literacy development. The project will be delivered through a combination of in-person group sessions and a mobile application which will guide the early childhood educators through weekly language-learning strategies.
3. Through preliminary consultation, the early learning centres confirmed are:
  - a. Unicare (UWA)
  - b. UWA Early Learning Centre (UWA)
  - c. The Akidamy School of Early Learning (East Perth)
  - d. Kidz Galore Early Learning (West Perth)
  - e. A fifth centre would be selected

4. The Talkable project is based on research demonstrating babies and toddlers who are exposed to loving, engaging and rich communication opportunities everyday have the best chance to learn how to engage and communicate with others, develop reading skills and later succeed in schooling years.
5. Over the 10-week program, the early childhood educators will:
  - a. learn about one practical strategy per week that promotes language development. The program is paced to allow participants to practice incorporating this strategy on a weekly basis into their everyday interactions with the children in their care;
  - b. participate in shared book reading activities and will be trained in the use of key word sign. This is an evidenced- based strategy that promotes early language development in children who are not yet talking; and
  - c. complete a weekly guided self-reflection journal to embed their learning and will retain access to the mobile application following completion of the project.

## Previous Support and Acquittals (5-year period)

6. The City of Perth has not previously supported this applicant.

## Community Wellbeing Grants - Assessment Scorecard

22. The application was assessed in accordance with Policy 18.13 Grants and Sponsorship.
23. The application was assessed by a three-person assessment panel from the Community Development Alliance. Scoring has been averaged for each outcome that was addressed.
24. The application has received an assessment score above the 60% minimum threshold required for support. The assessment score of 38% is considered low when benchmarked against other applications in this program and indicates a weak alignment with the objectives of the program.

Community Benefit and Support	Score (max 5)
Evidence there is community need and a gap in the current level of service delivery.	2.17
The extent the project assists in the development of strong and resilient communities, and how it increases participation in community life.	1.67
Has the project demonstrated broad support from the local community (could include residents, service providers or community groups)?	1.83
Alignment to the Program Objectives	Score (max 5)
Does the project connect people in the community?	1.67
Does the project increase opportunity and access for all community members?	1.00
Does the project build community capacity and encourage collaboration?	1.50
Capacity to Deliver	Score (max 5)

Does the applicant have a demonstrated capacity to manage all aspects of the project?	3.33
Does the project demonstrate financial viability through evidence of support from other government agencies, organisations or other grants or partnerships?	2.17
<b>TOTAL ASSESSMENT SCORE: 15.33 out of 40 (38%)</b>	

## Assessment Panel Comments

7. The application is recommended for decline as while appearing to be a worthwhile project, the benefit to the City of Perth community was not sufficiently demonstrated and the reach is low as it is a specialist area.
8. This project did not fit into the remit of the City of Perth. Essentially this is a professional development program for childcare workers and teachers which should be delivered by the centres involved.

## 12.2 COVID-19 Rebound Precinct Improvement Grant – Activate Perth - #FillThisSpace Phase 2

Responsible Officer	Anne Banks-McAllister, General Manager Community Development
Voting Requirement	Simple Majority
Attachments	Attachment 12.2A - #FillThisSpace Phase 1 Placements (2019-2020)

### Purpose

To recommend a Precinct Improvement Grant to Activate Perth under the COVID-19 Rebound Grants and Sponsorship Program.

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### Recommendation

That Council APPROVES a Precinct Improvement Grant of \$100,000 (ex GST) to Activate Perth for Phase 2 of the #FillThisSpace program.

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## Background

1. The Precinct Improvement Grant Program is part of the City's COVID-19 Rebound Strategy and offers matched funding to incorporated not-for-profit organisations to undertake development initiatives, place branding and marketing activities for the benefit of the broader community in a City neighbourhood or precinct.
2. Established in 2017, Activate Perth is an incorporated, not-for-profit association. Activate Perth's vision states: *"By connecting people and spaces to reactivate our city centre, we want to make a powerful difference to the vibrancy, vitality and economic prosperity of Perth"*.
3. #FillThisSpace Phase 1 (June 2019 – June 2020)

At its Ordinary Council Meeting on 18 December 2018, Council approved a grant of \$100,000 to Activate Perth to support the first phase of the #FillThisSpace program. 'FillThisSpace' is a city revitalisation program that aims to support new enterprise in vacant spaces within Perth city. Through the program, Activate Perth connects creative entrepreneurs, start-ups and not-for-profit organisations with property owners and property managers seeking to activate their vacant tenancies.

4. #FillThisSpace supports entrepreneurs and small and unique businesses to trial their business model, lease-free for a 3 to 6 month period, in a relatively low-risk environment. Participants take out a rent-free space in the city and pay outgoings. Property owners benefit through revitalisation of an otherwise empty space and the increased potential of longer-term leasing activity. The ultimate objective of the program is to convert the short-term tenancies into longer-term commercial leases. The surrounding precinct and existing businesses also benefit from additional foot traffic.
5. During Phase 1 (June 2019 – June 2020), Activate Perth placed sixteen tenancies across the city, exceeding the KPI to place ten tenancies over the period. Tenant industry categories ranged from food and beverage, fashion, arts and fitness. A full list of the tenancies placed over Phase 1 is included at Attachment 12.2A.
6. Each placement was launched with a #FillThisSpace event, attended by key stakeholders and accompanied by social media and PR campaign to build awareness of the tenancy. Activate Perth supported tenants with retail workshops, promotion across the Activate Perth social media channels and assistance wherever needed for store/office set up.
7. Over this period Activate Perth have advised that the #FillThisSpace program achieved the following:
  - a. supported the creation of 50 jobs.
  - b. activated 16 vacant properties.
  - c. placed 16 tenancies in the city, five tenancies who are still on rolling leases and covering outgoings and one tenancy which converted to a paid rolling lease (at time of sponsorship application).

8. Evidence from other comparable projects including 'Renew Newcastle' and 'Renew Adelaide' demonstrates that projects such as these can generate the following outcomes:
  - a. Increased sense of safety and security amongst the community as the number of empty shopfronts decreases and footfall increases.
  - b. Improved business and community confidence.
  - c. Improved 'brand value' and differentiation of the city with consequential benefits in tourism and inward investment.
9. The State Government has also supported the initiative through a grant of \$200,000 which satisfies the matched funding requirements under this Grant.

## Discussion

### Applicant Details

Entity Name	Activate Perth
Entity Type	Other Incorporated Entity
ABN	67 287 921 803
ABN status	Active
ATO Endorsed Charity type	Not endorsed

### Project Details

Project title	#FillThisSpace Phase 2
Project date	1 January 2021 – 31 December 2021
Total project cost	\$200,000
Total amount requested	\$100,000 (50% of the total project cost)
Recommendation	<b>Approve</b>
Recommendation amount	<b>\$100,000 (50% of the total project cost)</b>
Assessment score	73.84 out of 100 (74%)

10. Phase 2 of #FillThisSpace is proposed to run for the duration of the 2021 calendar year.
11. Learnings and feedback from Phase 1 have resulted in the following changes for Phase 2:
  - a. Consolidate the program and focus exclusively on developing a cluster of tenancies in the Hay and Murray Street Malls.
    - (i) Through focussing on the city core, Activate Perth will create a cluster of multiple tenancies in close proximity to each other (including surrounding laneways, Carillon City, Plaza Arcade, London Court, 140 William and vacant street facing shop fronts). The cluster approach will mean that businesses will be able to be promoted through joint marketing campaigns and promotions. #FillThisSpace tenants will be able to support each other.



- b. Activate Perth to take on greater liability by becoming a head lessee and creating smaller collectives in spaces with tenants who may not be able to take on the responsibility of a larger tenancy.
    - (i) A key learning from Phase 1 was that landlords sometimes had reservations about the ability of the tenant to stick to a goodwill agreement, and in many cases the landlord insisted on a lessee signing a more rigorous legal contract. This impacted the intent and success of the program. In some cases, the bond and outgoings required were high and prohibitive to the tenant. Activate Perth will take a head licence and sub-licences to the program participant. This provides owners certainty around insurance, liability and reinstatement by dealing with an experienced and accountable organisation. Property owners can provide 30 days' notice to vacate at any point to Activate Perth and its tenant, which negates the potential lost opportunity to lease spaces commercially.
  - c. Expand the program to include activations around art and music to attract more people to the core of the city for the benefit of existing businesses and #FillThisSpace tenants.
    - (i) Activate Perth will complement the program with a year-long program of activations around the Malls such as music on balconies, laneway art, light installations that showcase heritage spaces. The activations will focus on creative, artistic or culturally interesting uses of vacant space to attract visitation and experiences that are unique to the city. The aim of these activations is to increase foot traffic, vibrancy and improve commercial opportunity for #FillThisSpace tenants and existing businesses.
12. A diverse range of businesses will be programmed. When selecting businesses to place, Activate Perth prioritises businesses which offer a point-of-difference for city retail, assisting Perth to develop a unique retail offering and experiences that are differentiated from suburban shopping centres.
13. Activate Perth will also host a series of retail and business workshops. These workshops will be facilitated by experts in their area and offer #FillThisSpace tenants the opportunity to develop their skills within the retail space.
14. Activate Perth has also taken on a strong role in advocating for Commercial Tenancy law reform to the Western Australian Government.
15. The following Key Performance Indicators will underpin Phase 2 of #FillThisSpace:
- a. 15 - 22 new tenancies launched
  - b. 2- 3 tenancies converted into permanent leases
  - c. 1 -2 head leases taken out
  - d. 30 - 60 new jobs supported or created
  - e. 12 activations delivered (1 per month)
  - f. 9 retail / businesses workshops delivered

#### Previous Support and Acquittals (5-year period)

Year	Amount	Project
2015-16	\$0	
2016-17	\$0	
2017-18	\$0	
2018-19	\$100,000	#FillThisSpace Phase 1
2019-20	\$8,500	Strategic Brand Review
<b>TOTAL</b>	<b>\$108,500</b>	

16. The City of Perth has received an acquittal for the previous support and City Officers can confirm that all previous funding has been satisfactorily acquitted.

#### Sponsorship Recognition

17. In addition to the broader benefits of the sponsorship outlined above, the applicant will provide the following opportunities for acknowledgement of the City's support:
- The City of Perth will be acknowledged as a Major Sponsor of Activate Perth and will receive the following recognition:
    - Logo recognition on all promotional materials including all email newsletters, #FillThisSpace and Activate Perth marketing collateral.
    - Verbal acknowledgement at all events.
    - Acknowledgement/"shout out" in all communications related to the event/projects.
    - Signage at all events.
    - Acknowledgment on Activate Perth office "Hero Wall."

#### Precinct Improvement Grant - Assessment Scorecard

18. The application was assessed by a panel of three staff from across the Community Development and Planning & Economic Development Alliances, in accordance with Policy 18.13 Grants and Sponsorship Policy.
19. The application has received an assessment score above the 65% minimum threshold required for support. The assessment score of 74% is considered above average when benchmarked against other applications in this program and indicates substantial alignment with the objectives of the program.

Assessment Criteria	Score (max 5)
<i>The application has been assessed against the following criteria</i>	
<b>COVID-19 Economic Rebound and Support for Local Business (25%)</b>	
The potential of the project to support the City of Perth's economic rebound from the COVID-19 pandemic and support local business, such as through employment and job	3.5

Assessment Criteria	Score (max 5)
<i>The application has been assessed against the following criteria</i>	
creation, additional visitation and economic participation and/or skills and workforce development.	
<b>Subtotal</b>	<b>17.5/25</b>
<b>Community Support (25%)</b>	
The extent to which the proposed project has demonstrated support from local traders and business, landowners and residents.	4.00
<b>Subtotal (weighted score)</b>	<b>20/25</b>
<b>3. Activation and Enhancement of the Precinct (15%)</b>	
The potential of the project to activate and enhance a specific precinct area in the City of Perth, through improvements, publicity or marketing, that would lead to increased awareness, media profile or visitation.	4.33
The degree to which the project demonstrates strong alignment with existing public realm outcomes and design and fits within and complements existing and planned City of Perth designs and works.	3.50
<b>Subtotal (weighted score)</b>	<b>11.75/15</b>
<b>4. Community Benefit (15%)</b>	
The extent to which the project provides a benefit to the wider community of residents, visitors and tourists, business owners, traders and/or landowners within the precinct.	3.83
The extent to which the project assists in the development of a strong and resilient precinct area and increases participation in community life.	4.17
<b>Subtotal (weighted score)</b>	<b>12/15</b>
<b>5. Quality (10%)</b>	
The quality of the proposed project, as indicated through the quality of participants (e.g artists or manufacturers), design, plans and/ or creativity of idea.	3.17
<b>Subtotal (weighted score)</b>	<b>6.34/10</b>
<b>6. Organisational Capacity and Project Feasibility (10%)</b>	
The extent to which the applicant demonstrates feasibility to carry out the project including clear and realistic objectives, timeframe and budget, financial viability and funding from other public and private sources.	3.67
The capacity of the applicant to deliver and maintain the proposed project, demonstrated by either evidence of the applicant having previously successfully delivered, or have evidence of its ability to deliver similar projects.	3.33
Demonstrated value for money.	3.17
Evidence of an appropriate evaluation method to measure the outcomes of the projects and benefits to the precinct area.	2.33
<b>Subtotal (weighted score)</b>	<b>6.25/10</b>

Assessment Criteria	Score (max 5)
<i>The application has been assessed against the following criteria</i>	
<b>TOTAL ASSESSMENT SCORE: 73.84 out of 100 (74%)</b>	

#### Assessment Panel comments

20. Activate Perth should be commended for their leadership role in activating empty premises with vibrant activity and strengthening precincts, whilst giving opportunity to new small businesses. Activate Perth has an experienced board and staff with a strong profile in the community which assists in the project achieving its objectives.
21. The changes identified for Phase 2, including the consolidation of the project footprint were strongly supported by the panel. This will allow for a strong focus on the central core of the city. The plan to take out head leases was also strongly supported by the assessment panel.
22. Evaluation was identified by the panel as a weakness of the application. It is recommended that \$10,000 of the City's grant is tied to the procurement of an independent evaluation report which provides clear data on the outputs and outcomes of the program. It is expected this will assist Activate Perth to clearly demonstrate the successes of the program and provide insights to inform the future direction of the program.

#### Stakeholder Engagement

Not applicable

#### Decision Implications

23. If the grant is not approved at the recommended level or declined, this is likely to have a significant impact on the ability of Activate Perth to deliver Phase 2 of the #FillThisSpace program.

#### Strategic, Legal and Policy Implications

Strategic	
Strategic Community Plan Aspiration:	Prosperity A city with a diverse and resilient economy capitalising upon its unique competitive advantages and creative reputation, attracting sustainable investment in education, tourism, entertainment, commerce, technology and trade.
Strategic Community Plan Objective:	4.4 Attract and support new and existing business to create a CBD retail experience that is superior to suburban competition.

	<p>4.5</p> <p>A “can do” reputation that delivers investment and assists small businesses and development generally, through a willingness to assist and encourage.</p> <p>4.6</p> <p>Precincts that utilise their unique sense of place, local pride and enthusiasm to encourage investment and economic activity.</p>
Issue Specific Strategies and Plans:	COVID-19 Economic Rebound Strategy

Legal and Policy	
Legislation:	Not applicable
Legal advice:	Not applicable
Policy	<p><a href="#">18.13 – Sponsorship and Grants</a></p> <p>The policy directs that there be a consistent and transparent assessment process and criteria to guide recommendations to Council. An eligibility check has been conducted on this application to ensure it is compliant with the policy and the necessary assessment process has been followed.</p>

## Financial Implications

The financial implications of the recommendation(s) are accommodated within the existing budget.

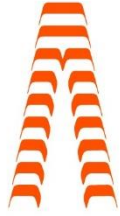
Account Number	1066 100 50 10168 7901	Operating
Account Description	Precinct Improvement Grants	
Total Budget	\$240,000	
Budget – This report	\$100,000	
Remaining Budget	\$140,000	
Budget Impact	Accommodated within existing approved budget	

## Relevant Documents

[COVID-19 Grants and Sponsorship Program Guidelines](#)

## Further information

Not applicable



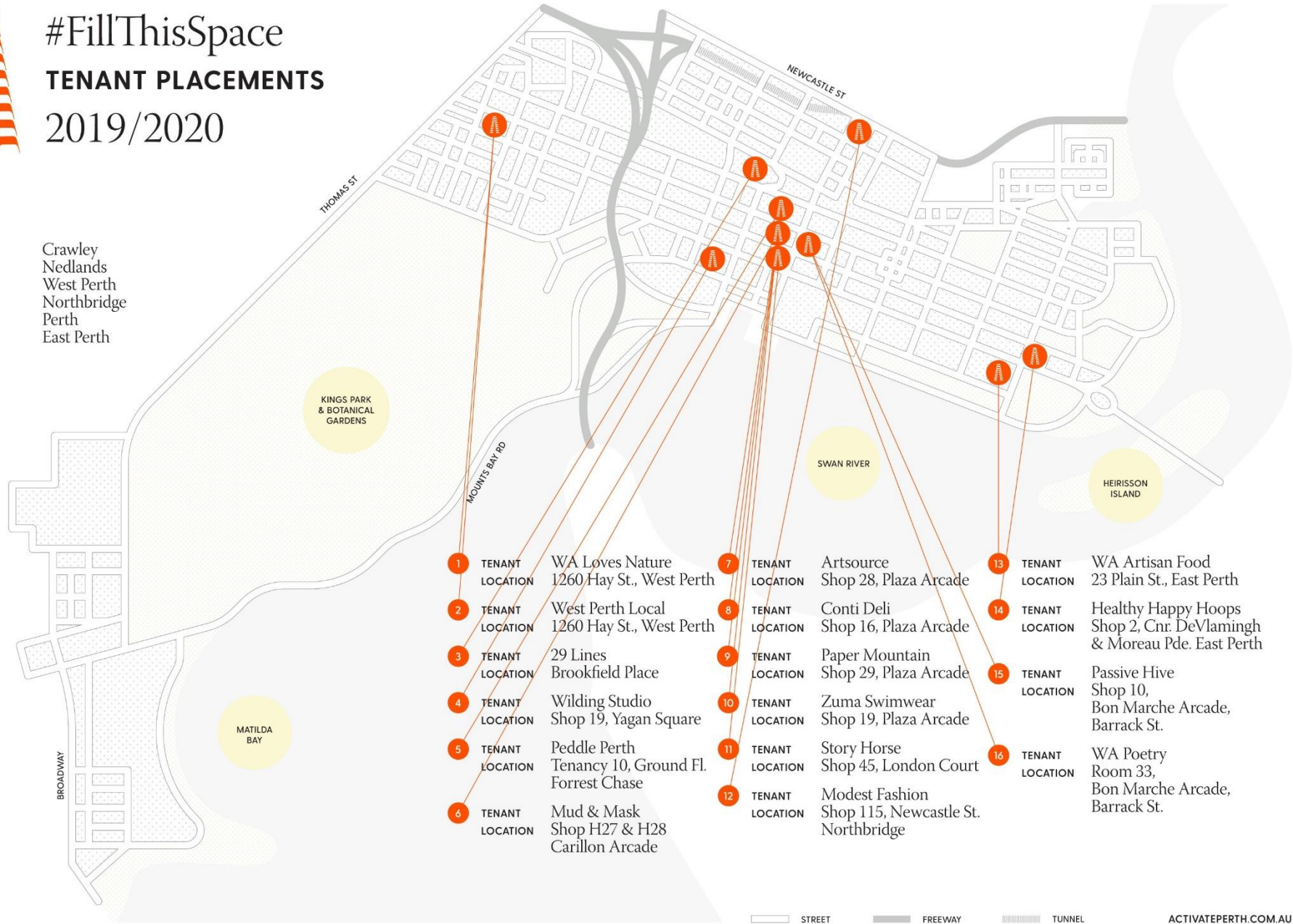
# #FillThisSpace

## TENANT PLACEMENTS

### 2019/2020

#### SUBURBS

Crawley  
Nedlands  
West Perth  
Northbridge  
Perth  
East Perth





## 12.3 COVID-19 Rebound Event Sponsorship (Round 2) Financial Year 2020/21

Responsible Officer	Anne Banks-McAllister General Manager Community Development
Voting Requirement	Simple Majority
Attachments	Attachment 12.3A – Detailed Officer Assessment

### Purpose

To recommend Event Sponsorships to applicants, under the COVID-19 Grants and Sponsorship Program.

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### Recommendation

That Council:

1. APPROVES Event Sponsorships totalling \$302,125 (excluding GST) to the following applicants:
    - 1.1 Propel Youth Arts WA Incorporated for Youth Week KickstART Festival 2021 (\$25,000)
    - 1.2 HBF Health Limited for HBF Run for a Reason 2021 (\$36,500)
    - 1.3 Black Swan State Theatre Company Ltd for Maali Festival 2021 (\$35,000)
    - 1.4 Nursery & Garden Industry WA (inc) for Perth Garden and Outdoor Living Festival 2021 (\$35,000 cash sponsorship and up to \$55,000 in-kind support)
    - 1.4 Brookfield Commercial Operations Pty Ltd for Winter Lights at Brookfield Place 2021 (\$25,000)
    - 1.5 Japan Festival Inc. for Perth Japan Festival Matsuri 2021 (\$15,000)
    - 1.6 The Trustee for the Olszowy Family Trust (Perth Indonesian Community Incorporated) for Summer Time Multicultural Festival and Food Bazaar 2021 (\$13,625)
    - 1.7 Tarruru Pty Ltd for Remedy: Actions for the City (\$7,500)
    - 1.8 Indian Society of Western Australia Incorporated for ISWA HOLI 2021, Festival of Colours (\$14,500)
    - 1.9 The Trustee for R & S CAMPBELL FAMILY TRUST (Campbell Management Services Pty Ltd trading as CMS Events) for City Wine 2021 (\$15,000)
    - 1.10 Buddha's Light International Association of Western Australia Incorporated for Buddha's Birthday and Multicultural Festival 2021 (\$25,000)
  2. DECLINES Event sponsorships for the following applicants:
    - 2.1 Kids Camps Inc. for Perth's Big Charity Camp Out
    - 2.2 The Trustee for Mother's Day Classic Foundation for Mother's Day Classic Local 2021 – Perth
    - 2.3 The Home Away From Home Inc Up for All Night Supporting Ronald McDonald House Charities WA
    - 2.4 Jasmine Rose Leivers for WA Made Film Festival
-

## Background

1. The City of Perth's COVID-19 Rebound Strategy recognises that events and activations are a critical tool for supporting the city's economic rebound and community connection:

### *6.2 Re-invent and Revive*

*Investment in events and other arts and cultural activities are critical to ensure Perth is ready to welcome people back to the city once restrictions on large gatherings have been relaxed. Grants for events and activations will provide cash and in-kind support for those with widespread appeal that create a feeling of safety and vibrancy within the city, encourage people to support local businesses, and enhance the city's reputation as a great place to be.*

*Events and festivals are one way the City can attract people back into Perth and support the hospitality, retail and tourism sectors. City grants will help to build capacity within the struggling events and cultural sectors, with the aim of emerging from this crisis more resilient than before, creating an 'always something on in the city' perception that attracts visitors and is supported by residents.*

2. The COVID-19 Grants and Sponsorship Guidelines were adopted by Council at its Ordinary Council Meeting on 28 July 2020 to align grant and sponsorship decision making with the COVID-19 Economic Rebound Strategy.

## Discussion

3. Event Sponsorship is available to organisations who deliver events that bring social, economic and cultural benefits to support the City's aspiration to be a vibrant, connected and progressive city. To contribute to this vision, the City supports events that attract increased visitation, encourage broad community participation and create activation of city spaces for residents and visitors to enjoy. The City welcomes events that actively engage local businesses and promote new economic and tourism opportunities.
4. Event Sponsorship is available in two streams, which recognise the outcomes sought by the City:

Community Stream	Commercial Stream
Community Event Sponsorships are typically managed by not-for-profit and community-based member-organisations. The events are widely accessible to the public and maintain a core focus on free programming that activates the city.	Commercial Event Sponsorships are typically managed under a commercial structure, with revenue generated through commercial sponsorships, ticket sales and other income streams.
Events provide opportunities for the community to connect and often celebrate important cultural traditions and actively engage and support Perth's diverse communities. Community Event Sponsorships help to support events that celebrate the spirit of a community, provide opportunities for active community participation, help build opportunities to share cultural	The program supports events which activate and enliven the city, enhance Perth's reputation on a local and state level, encourage increased visitation and deliver increased economic benefits to the City's stakeholders, with opportunities for local businesses to leverage the event.



experiences with a wider public, and create vibrant and resilient communities

## Assessment Summary

5. The City holds two funding rounds annually for the Event Sponsorship program. This is the second Round for the 2020/21 Financial Year.
6. The City received 16 applications in this Round, one of which was ineligible as their event date fell outside the required timeframe for activity funding. This applicant was supported through the Venue Support program for venue hire at the Perth Town Hall. Of the remaining 15 applications, 11 are recommended for approval and four are recommended for decline.
7. The applications were assessed by a three-person assessment panel, consisting of staff the Community Development and Planning & Economic Development Alliances, in accordance with Policy 18.13 Grants and Sponsorship Policy.
8. A detailed Officer Assessment of all applications is included at Attachment 12.3A.
9. Funding recommendations are based on quality of the application, satisfaction of assessment criteria and available budget. The maximum funding contribution provided by the City cannot exceed 30% of the total event budget.
10. The applications were assessed against the assessment criteria outlined in the COVID-19 Rebound Grants and Sponsorship Program Guidelines. Each assessment criteria has clear descriptions and a rating scale which guides the assessors as to what an appropriate score would be. The scores for each assessment criteria are averaged and then placed in a matrix and ranked highest to lowest.
11. A minimum score threshold of 80% for approval was set based on the quality of applications. Applicant's scoring below this threshold are recommended to be declined for funding.
12. Due to the awarding of bonus points aligned to optional criteria informed by the City's Strategic Community Plan, it is possible for applicants to receive over 100% for high scoring applications.

Rank	Applicant	Project	Sponsorship Stream	Requested Amount	Assessment Score	Recommendation
1	Propel Youth Arts WA	Youth Week WA KicksART Festival	Community	\$25,000	104%	\$25,000
2	HBF Health Limited	HBF Run for a Reason	Commercial	\$40,000	102%	\$36,500
3	Black Swan State Theatre Company	Maali Festival	Community	\$50,000	95.5%	\$35,000
4	Nursery and Garden Industry WA	Perth Garden and Outdoor Living Festival	Commercial	\$135,000	89%	\$35,000 (cash) Up to \$55,000 (in-kind)

5	Brookfield Commercial Operations	Winter Lights at Brookfield Place	Community	\$70,000	87%	\$25,000
6	Japan Festival	Perth Japan Festival Matsuri	Community	\$15,000	87%	\$15,000
7	Perth Indonesian Community	Summer Time Multicultural Festival and Food Bazaar	Community	\$13,625	84.5%	\$13,625
8	TARRURU	REMEDY: Actions for the City	Community	\$7,500	81%	\$7,500
9	Indian Society of WA	ISWA HOLI 2021, Festival of Colours	Community	\$15,000	81%	\$14,500
10	CMS Events	City Wine	Commercial	\$20,000	80%	\$15,000
11	Buddha's Light International Association of Western Australia Inc.	Buddha's Birthday and Multicultural Festival 2021	Community	\$40,000	80%	\$25,000
12	Cahoots Org	Perth's Big Charity Camp Out	Community	\$75,000	77.5%	Decline
13	Mother's Day Classic Foundation	Mother's Day Classic Local 2021	Community	\$12,500	67%	Decline
14	Ronald McDonald House Charities WA	Up All Night supporting Ronald McDonald House Charities WA	Community	\$15,000	66%	Decline
15	Miss Jasmine Leivers	WA Made Film Festival	Commercial	\$10,000	49%	Decline
<b>TOTAL</b>				<b>\$543,625 Requested</b>		<b>\$247,125 (cash)</b>  <b>Up to \$55,000 (In-kind)</b>  <b>TOTAL \$302,125 Recommended</b>

13. The 15 applications assessed requested support totalling \$543,625. Of the applications assessed, 11 are recommended for approval and four for decline. This is a total recommended support of \$247,125 (\$302,125 cash and up to \$55,000 in-kind).

## Stakeholder Engagement

Not applicable

## Decision Implications

15. If any sponsorships are not approved at the recommended level or are declined, it is likely to have a significant impact on the ability of the applicants to deliver successful events and/or their ability to deliver their events within the City's boundaries may be compromised and or the events would need to be scaled back.
16. It is generally not possible to support every application or the total request for each applicant. This may result in unavoidable dissatisfaction from some applicants.

## Strategic, Legal and Policy Implications

Strategic	
Strategic Community Plan Aspiration:	<p>People A safe, activated and welcoming city that celebrates its diversity and sense of community, providing unique educational, cultural, sporting and lifestyle offerings.</p> <p>Prosperity A city with a diverse and resilient economy capitalising upon its unique competitive advantages and creative reputation, attracting sustainable investment in education, tourism, entertainment, commerce, technology and trade.</p>
Strategic Community Plan Objective:	<p>1.6 Thriving and sustainable cultural, artistic and heritage industries, activities and events that encourage locals and visitors to come back for more.</p> <p>4.8 Iconic signature events positioned strategically to create vibrancy that attracts intrastate, interstate and international visitors</p>
Issue Specific Strategies and Plans:	<p>COVID-19 Economic Rebound Strategy</p> <p>6.2 Re-invent and Revive, Table 4</p>
Legal and Policy	
Legislation:	Not applicable
Legal advice:	Not applicable
Policy	<p>18.13 – Sponsorship and Grants</p> <p>The policy directs that there be a consistent and transparent assessment process and criteria to guide recommendations to Council. An eligibility check has been conducted on all applications to ensure they are compliant with the Policy and the necessary assessment process has been followed.</p>

## Financial Implications

The financial implications of the recommendations are accommodated within the existing budget.

Account Number	1066 100 50 10078 7901	Operating
Account Description	Event Sponsorship	
Total Budget	\$740,000	
Budget – This report	\$302,125	
Existing commitments previously approved by Council	\$429,000	
Remaining Budget	\$8,875	
Budget Impact	Accommodated in existing approved budget	

## Relevant Documents

[COVID-19 Grants and Sponsorship Program Guidelines](#)

## Further information

Not Applicable

## Detailed Officer Assessment

## COVID-19 Rebound Event Sponsorship (Round 2) 2020/21

## Propel Youth Arts WA | Youth Week WA KickstART Festival 2021

## Applicant Details

Entity Name	Propel Youth Arts WA Incorporated
Entity Type	Other Incorporated Entity
ABN	68091189304
ABN status	Active
ATO Endorsed Charity type	Charity

## Applicant Description

1. Propel Youth Arts WA is the peak body for youth arts in Western Australia established in 2003. The organisation provides access to information, networks, mentoring, skills development and employment in the arts and creative industries to young people and those who work with them.

## Event Details

Sponsorship Category	Community Stream
Project title	Youth Week WA KickstART Festival 2021
Project date	9 – 16 April 2021
Venue	Perth Cultural Centre and surrounding venues
Estimated attendance	16,000
Ticket price	Free to attend
Total project budget	\$193,036
Total amount requested	\$25,000 (13% of the total project budget)
Recommendation	<b>Approve</b>
Recommended amount	<b>\$25,000 (13% of the total project budget)</b>
Assessment score	62.18 out of 60 (104%)  <i>NOTE: Due to the awarding of bonus points aligned to optional criteria informed by the City's Strategic Community Plan, it is possible for applicants to receive over 100% for high scoring applications.</i>

## Event Description

2. Youth Week WA KickstART Festival is the flagship event for Youth Week WA. Held during the April school holidays, KickstART has grown into a large-scale youth festival offering young people in WA, aged between 12 and 26, free opportunities to develop their creative skills, showcase their work to the community, and to find out about the arts organisations, cultural institutions, and service providers available to them within the Perth Metropolitan Area.
3. Each year a Youth Week WA Planning Committee (the Committee) is formed to devise, plan and contribute to the implementation of all activities, workshops and talks held throughout the Festival. Program content for the 2021 Festival will be devised by the Committee in consultation with the Propel Creative Coordinator. The final program will be confirmed before the end of January 2021.
4. Due to COVID-19, the 2020 event was presented online, as KickstART Virtual. This entirely online initiative featured a virtual marketplace for local young creatives in addition to free workshops, talks and hangouts specifically tailored to young creative people in WA.
5. Most events held were streamed live and then archived for later viewing, which has extended the life of the Festival beyond a season of the year. Pivoting to an online festival in 2020 was a success and KickstART 2021 will have a significant online component.
6. The 2021 Festival will include a range of online-only activities, similar to KickstART Virtual, and key in-person events, which will also be professionally live streamed online to further build on engagement from young people who live regionally, have a disability and/or have other barriers to attending events.
7. The key components of the KickstART program are:
  - (a) Festival Day  
A full-day event in the Perth Cultural Centre and the KickstART opening event, featuring KickstART Music and KickstART Markets. Free activities, interactive installations, and drop-in workshops will be offered throughout the day.
  - (b) Youth Week WA Launch  
For the first time in over five years, the official launch event for Youth Week WA will be held in Perth. The event will feature speeches from the Minister for Youth and the 2021 Youth Week WA Ambassadors, along with youth performances and other spotlighting opportunities. Propel is currently in discussions with the Youth Affairs Council of WA to schedule their annual WA Youth Awards (usually scheduled for October each year) as part of the formalities during the Youth Week WA Launch.
  - (c) KickstART Workshops  
20 - 25 skill-building sessions facilitated by emerging and established local artists for an estimated 300 participants.
  - (d) KickstART Special Events  
Four to five participatory events with arts specific outcomes or addressing social issues.

- (e) **Mentorships**  
Two to three artform-specific mentorships will be offered where young people learn directly from an industry professional, with public outcomes during the Youth Week WA KickstART Festival. The Festival also engages more than 40 young volunteers each with an interest in the arts and cultural industries. Volunteers are provided with hands-on experience during the Festival and mentored by Propel staff.
- (f) **Live Performances**  
Eight to ten live professional performance opportunities for young and emerging artists/arts groups in music, theatre, and site-specific work.
- (g) **Exhibitions**  
Four to five exhibition opportunities, with one encouraging broad participation from across WA (The Sketchbook Project, a collaborative and visual experience showcasing 400 completed sketchbooks from youth people across Western Australia) and others supporting young artists through mentorship with a local curator.
- (h) **Talks**  
Eight to ten presentations by inspirational young leaders based on topics relevant to the arts or broader social issues affecting young people, with topics advised by the Committee.
- (i) **KickstART Wrap Party**  
An outdoor contemporary music concert held at the Art Gallery WA with a line-up of popular Perth artists, with food trucks, guest speakers and hang out zone.

#### **Alignment to the City of Perth COVID-19 Rebound Priorities**

- 8. The event aims to draw an estimated 16,000 people into the city from the Perth metropolitan area and generate economic benefit, primarily for local hospitality traders. The event will engage with local business who will have the opportunity to directly participate in the event through offering discounts to participants or as a potential venues for the event.
- 9. KickstART Festival engages a wide variety of businesses within the events and hospitality sectors providing employment opportunities of over 150 young people and artists through various contractors and suppliers (such as catering, entertainers, advertising, print and signage production, photography, merchandise providers etc). The event provides support for local employment and provides opportunities for these young people to develop career building skills.

#### **COVID Contingency Plan**

- 10. The applicant has submitted information to the City of Perth as to how they would adapt the event should COVID restrictions be reinstated and what measures that they would put in place to ensure the health and safety of attendees and staff.
- 11. The Festival can be converted to an online model, as they did for the KickstART Virtual in 2020. Larger performance events are likely to be cancelled should restrictions on gathering sizes be reintroduced.

## Previous Support and Acquittals (5-year period)

Year	Amount	Project
2015/16	\$0	N/A
2016/17	\$7,500	Mosaic
2017/18	\$8,500	Mosaic
2018/19	\$8,000	Mosaic
	\$10,000	Youth Week WA KickstART Festival (Event Grant)
2019/20	\$7,500	Mosaic
	\$15,000	KickstART Festival (Arts Grant)
<b><u>TOTAL</u></b>	<b><u>\$56,500</u></b>	

12. The City of Perth has received an acquittal for the previous support and City Officers can confirm that all previous funding has been satisfactorily acquitted.

## Sponsorship Recognition

13. In addition to the broader benefits of the sponsorship outlined above, the applicant will provide the following opportunities for acknowledgement of the City's support:
- (a) Opportunity for a City of Perth activation at key events including the KickstART Festival Day;
  - (b) Opportunity for a City of Perth stall in the market area during the KickstART Festival Day;
  - (c) Provision for a full-page City of Perth advertisement within the KickstART Festival brochure;
  - (d) Inclusion in the Propel Youth Arts WA Annual Report;
  - (e) Verbal acknowledgment of City of Perth sponsorship at all high attendance events, including the Program launch event;
  - (f) Access for City of Perth to use images and videos produced during KickstART, with permission from individual content creators;
  - (g) Acknowledgment in several Propel e-newsletters and social media channels; and
  - (h) Social media leveraging opportunities, including the access for the City of Perth to run promotions and competitions relevant to young people in the lead up to and during the KickstART Festival.

## Event Sponsorship – Community Stream Assessment Scorecard

14. The application was assessed in accordance with Policy 18.13 Grants and Sponsorship Policy.
15. The application was assessed by a three-person assessment panel. Scoring has been averaged for each outcome that was addressed.
16. The application has received the top assessment score, well above the 80% minimum threshold required for support. The assessment score of 104% is considered very high when benchmarked against other applications in this program and indicates a very strong alignment with the



objectives of the program. The panel recommends funding the full request of \$25,000, which is a \$10,000 increase on previous years. This increase will support the Festival to grow.

17. Applicants were required to address a minimum number of criteria based on the amount request.
- (a) Under \$15,000 (Address **three** of the essential criteria)
  - (b) \$15,000 - \$40,000 (Address **five** of the essential criteria)
  - (c) \$40,000+ (Address all **six** of the essential criteria)

Based on the requested amount of \$25,000 the applicant needed to address a minimum of five of the essential criteria.

Essential Assessment Criteria	Score (max 5)
Does the event help encourage a sense of community and strengthen social cohesion?	4.33
To what extent does the event provide opportunities for the community to connect and actively participate in community life?	4.17
To what extent does the event celebrate the diversity of Perth?	4.17
To what extent does the event position Perth as a great place to be?	3.67
To what extent does the event activate the city with vibrant activity, prioritising public spaces?	3.83
Does the event stimulate the local economy and provide opportunities for engagement with local businesses?	3.50
Event Delivery Criteria	Score (max 5)
Does the applicant have a demonstrated capacity to manage all aspects of the event?	4.50
Does the event demonstrate financial viability through evidence of support from other government agencies, business or community organisations?	3.67
Does the event offer an adequate level and value of sponsorship benefits?	3.33
Additional COVID-19 Rebound Criteria	Score (max 5)
To what extent does the project encourage people to support and drive traffic to local Perth businesses in the hospitality, retail and/or tourism sectors?	3.50
To what extent does the project help to support the local events and/or cultural sectors through opportunities for employment of local practitioners and/or businesses?	4.33
Does the applicant have a realistic contingency plan should restrictions on large gatherings be enforced at the time of the event AND to what extent does the applicant have measures in place to ensure the health of attendees and staff, and measures which build confidence in the public that the event is safe to attend?	3.67
<b>Sub-total score 46.67 out of 60</b>	
Optional Assessment Criteria	

*The below are non-essential criteria (optional) based on goals identified in the City of Perth Strategic Community Plan. Applicants who can demonstrate their project achieves any of these outcomes can receive additional assessment points for each of these criteria.*

To what extent does the event provide experiences that are unique to the City?	3.50
Does the project celebrate Aboriginal culture?	4.17
To what extent are environmental and sustainable practices integrated into the event?	3.67
To what extent does the event demonstrate an inclusive approach that embraces youth, seniors, people with a disability, and people from all walks of life?	4.17

**TOTAL ASSESSMENT SCORE: 62.18 out of 60 (104%)**

*NOTE: Due to the awarding of bonus points aligned to optional criteria informed by the City's Strategic Community Plan, it is possible for applicants to receive over 100% for high scoring applications.*

## Assessment Panel Comments

18. KickstART Festival is a fantastic initiative from an organisation working to build WA's creative community by providing young people with access to the arts.
19. The event engages with young people in a meaningful way and is crucial to building community in Perth. Community collaboration, cohesion and participation is strongly encouraged, and proactively developed into the programming through the Festival day and various workshops on offer. This event fills a gap in the market for Perth.
20. Particularly noteworthy is the annual mentorship program, which in previous years had partnerships with community groups, diversity and inclusivity objectives, Aboriginal programming, and representation from the LGBTQI+ community.
21. This event has an extensive program across multiple days and locations with plenty of opportunities for local businesses to be actively involved, especially within the Northbridge neighbourhood. The Festival actively engages and works with local businesses providing cross promotional opportunities and discounted offers.
22. KickstART has a significant reach in terms of attendees and sector development with an estimated 100 local creative jobs involved in this project.

## HBF Run for a Reason

### Applicant Details

Entity Name	HBF Health Limited
Entity Type	Australian Public Company
ABN	11126884786
ABN status	Active
ATO Endorsed Charity type	Not Endorsed

### Applicant Description

1. HBF is a leading WA not-for-profit health insurer with a vision to be Australia's most trusted and valued member-based organisation.

### Event Details

Sponsorship Category	Commercial Stream
Event name	HBF Run for a Reason
Event dates	23 May 2021
Venue	Perth CBD and Gloucester Park
Estimated attendance	41,000
Ticket price	Free for spectators Participant fees for 2021 are yet to be set
Total project budget	\$2,239,600
Total amount requested	\$40,000 (1.8% of the total project budget)
Recommendation	<b>Approve</b>
Recommended amount	<b>\$36,500 (1.5% of the total project budget)</b>
Assessment score	61 out of 60 (102%) <i>NOTE: Due to the awarding of bonus points aligned to optional criteria informed by the City's Strategic Community Plan, it is possible for applicants to receive over 100% for high scoring applications.</i>

### Event Description

2. The HBF Run for a Reason is the largest community running event in Western Australia with more than 33,300 participants taking part in 2019 (2020 event was cancelled due to COVID-19). The event is now the second largest running event in Australia, behind the Sydney City to Surf.
3. The City of Perth has a long-standing history as the home of the Run for a Reason start, with thousands of participants travelling into the city on public transport or staying overnight in city

accommodation. 2019 Run for a Reason participant research identified 79% of participants returned to the city and spent an estimated \$417,417 in Perth, with 4.1% of participants reporting to have purchased accommodation as a result of the event, equating to an estimated 1,122 room nights.

4. HBF Run for a Reason provides a large platform to encourage the WA community to participate in a mass running and walking event for their own reason, whether that be for fun, fitness and/or fundraising. The event raises funds for more than 200 WA health related charities each year with \$10.2 million raised so far.
5. HBF Run for a Reason has three distances where participants can walk, jog, run or wheel (prams or wheelchairs) in the Half Marathon, 12km or 4km. Each distance has different start waves to cater for all fitness levels and abilities.
6. All distances start on the intersection of William and Hay Streets between 5:45am - 9:30am. Participants are marshalled 45 minutes before their start time along Murray and Hay Street Malls with a bag drop station available at Forrest Place. Family entertainment is available such as face painting, music and partner activations to bring to life the city over the morning.
7. The course routes all showcase the city with the Half Marathon and 4km taking participants along the Swan River. The 12km course and Half Marathon also go through the Graham Farmer Freeway tunnel and past Optus Stadium before all routes join and finish in Gloucester Park.
8. HBF Run for a Reason supports four feature charities: Cancer Council WA, Diabetes WA, Heart Foundation, and Lifeline WA which are attributed to the four largest health related issues affecting West Australians. The event also supports the "Flick Your Kit" initiative managed by St Vincent de Paul, who collect close to 3,000kg of warm clothing from participants at the start-line each year to assist West Australia's homeless and low-income earners.
9. HBF run an extensive campaign in the lead up to the event with a series of initiatives and activations. Each year event street banners and pole wraps are installed with footpath decals being incorporated for the first time in 2019. Larger activations have included 'reason ribbons' in Elizabeth Quay and an interactive artwork installation in Yagan Square. This is combined with a four-month integrated marketing campaign to gain awareness for the event, drive registrations and encourage community engagement.
10. The Run for a Reason Event Centre is held over two days for participants to collect their event packs and free Run for a Reason t-shirt. The 2021 centre is planned at the Perth Convention and Exhibition Centre. This is combined with a retail exhibit and health and wellness exhibition stands.

#### **Alignment to the City of Perth COVID-19 Rebound Priorities**

11. The event aims to draw an estimated 41,000 people into the city from the Perth metropolitan, regional areas, interstate and international (pending boarder restrictions) and will generate significant economic benefit, primarily for local hospitality traders, including hotels.

## COVID Contingency Plan

12. The applicant has submitted information to the City of Perth as to how they would adapt the event should COVID restrictions be reinstated and what measures that they would put in place to ensure the health and safety of attendees and staff.
13. HBF are committed to ensuring Run for a Reason is planned in accordance with all restrictions and guidance from the Federal and State Governments and Department of Health around COVID safe and general event practices.

## Previous Support and Acquittals (5-year period)

Year	Amount	Project
2015/16	\$25,000	HBF Run for a Reason
2016/17	\$25,000	HBF Run for a Reason
2017/18	\$35,000	HBF Run for a Reason
2018/19	\$36,500	HBF Run for a Reason
2019/20	\$0	\$36,500 was approved by Council for the 2020 event however this was cancelled due to COVID-19.
<b><u>TOTAL</u></b>	<b><u>\$121,500</u></b>	

1. The City of Perth has received an acquittal for the previous support and City Officers can confirm that all previous funding has been satisfactorily acquitted.

## Sponsorship Recognition

2. In addition to the broader benefits of the sponsorship outlined above, the applicant will provide the following opportunities for acknowledgement of the City's support:
  - (a) Naming rights to the Bag Drop at Forrest Place Mall 'City of Perth Bag Drop';
  - (b) Naming Rights to the start line 'City of Perth Start';
  - (c) Opportunity for a nominated City representative to attend the start and officially start one of the 4km start waves;
  - (d) Opportunity for City of Perth to activate near the start line;
  - (e) Opportunity for an oncourse entertainment zone e.g. City of Perth Marching Band;
  - (f) City of Perth logo on all printed material including volunteer t-shirt, participant bib and event guide;
  - (g) City of Perth logo on digital assets including website footer and EDM footer;
  - (h) City of Perth signage including 8 tear drop banners and 14 crowd control barriers;
  - (i) 30 second TVC played on loop at the Event Centre and Finish Line;
  - (j) Opportunity to have customised digital content on start arch;
  - (k) Promotional tile in one electronic direct mail to participant database;
  - (l) 1 x Facebook post and 1x Instagram post on HBF Run platform promoting the City;
  - (m) Inclusion in the digital goody bag for participants;
  - (n) City of Perth recognition in MC announcements on event day; and
  - (o) Access to post event research.

## Event Sponsorship – Commercial Stream Assessment Scorecard

3. The application was assessed in accordance with Policy 18.13 Grants and Sponsorship Policy.
4. The application was assessed by a three-person assessment panel. Scoring has been averaged for each outcome that was addressed.
5. The application has received an assessment score well above the 80% minimum threshold required for support. The assessment score of 102% is considered very high when benchmarked against other applications in this program and indicates a very strong alignment with the objectives of the program.
6. Applicants were required to address a minimum number of criteria based on the amount request.
  - (i) Under \$15,000 (Address three of the essential criteria)
  - (ii) \$15,000 - \$40,000 (Address five of the essential criteria)
  - (iii) \$40,000+ (Address all six of the essential criteria)

Based on the requested amount of \$40,000 the applicant needed to address all six of the essential criteria.

Essential Assessment Criteria	Score (max 5)
Does the event encourage the participation of the broader community?	4.17
To what extent does the event position Perth as a great place to be?	4.00
To what does the event activate the city with vibrant activity, prioritising public spaces?	4.00
To what extent does the event raise the profile of Perth and position it as a Capital City that is internationally recognisable, unique and inviting?	3.50
Does the event stimulate the local economy and provide opportunities for engagement with local businesses?	4.00
Does the event contribute to a unique tourism offering for local, national and international audiences?	3.67
Event Delivery Criteria	Score (max 5)
Does the applicant have a demonstrated capacity to manage all aspects of the event?	4.83
Does the event demonstrate financial viability through evidence of support from other government agencies, business or community organisations?	4.50
Does the event offer an adequate level and value of sponsorship benefits?	4.33
Additional COVID-19 Rebound Criteria	Score (max 5)
To what extent does the project encourage people to support and drive traffic to local Perth businesses in the hospitality, retail and/or tourism sectors?	3.83

To what extent does the project help to support the local events and/or cultural sectors through opportunities for employment of local practitioners and/or businesses?	4.33
Does the applicant have a realistic contingency plan should restrictions on large gatherings be enforced at the time of the event AND to what extent does the applicant have measures in place to ensure the health of attendees and staff, and measures which build confidence in the public that the event is safe to attend?	3.50
<b>Sub-total score 48.66 out of 60</b>	
<b>Optional Assessment Criteria</b> <i>The below are non-essential criteria (optional) based on goals identified in the City of Perth Strategic Community Plan. Applicants who can demonstrate their project achieves any of these outcomes can receive additional assessment points for each of these criteria.</i>	
To what extent does the event provide experiences that are unique to the City?	3.67
Does the project celebrate Aboriginal culture?	N/A
To what extent are environmental and sustainable practices integrated into the event?	4.17
To what extent does the event demonstrate an inclusive approach that embraces youth, seniors, people with a disability, and people from all walks of life?	4.50
<b><u>TOTAL ASSESSMENT SCORE: 61 out of 60.00 (102%)</u></b> <i>NOTE: Due to the awarding of bonus points aligned to optional criteria informed by the City's Strategic Community Plan, it is possible for applicants to receive over 100% for high scoring applications.</i>	

## Assessment Panel Comments

7. HBF Run for a Reason is an iconic event that is community-centric, all-inclusive and a highlight in the sporting event season.
8. Being a mass event that draws in a significant number of people to the city and East Perth area, the event provides economic benefit for the city. The Panel noted that previous collaboration between event organisers and the City has been beneficial to local businesses. The Panel encourages the applicant to engage with city traders with less call on the City's administration to facilitate this engagement/communication.
9. This is a great opportunity for the City to leverage off the extensive marketing campaign, which runs for several months in the lead-up and targets the HBF members of WA.
10. Due to the nature of this event requiring significant road closures/hostile vehicle mitigation, it is an expensive event to run. But it is also a large event, drawing approximately 40,000 attendees into the City with 59% in 2019 estimated to have spent \$417,000, creating an investment ratio of 1:11 for \$36,500 investment by the City.
11. The panel recommends funding at the same level as what was approved in 2020 (\$36,500) as no justification was provided for the increase in the requested amount (\$40,000).

## Applicant Details

Entity Name	Black Swan State Theatre Company Ltd
Entity Type	Australian Public Company
ABN	28053092961
ABN status	Active
ATO Endorsed Charity type	Charity

## Applicant Description

1. Black Swan is the State Theatre Company of Western Australia and aims to create exceptional theatre that nurtures Western Australian audiences and artists, and promotes artists within the state, nationally and internationally.

## Event Details

Sponsorship Category	Community Stream
Project title	Maali Festival
Project date	9 – 10 July 2021
Venue	State Theatre Centre of WA: Courtyard, Heath Ledger Theatre Middar Room; Studio Underground; Studio Underground Foyer; Heath Ledger Theatre Foyer and Alex Hotel Foyer
Estimated attendance	2,500
Ticket price	Free
Total project budget	\$231,236
Total amount requested	\$50,000 (22% of the total project budget)
Recommendation	<b>Approve</b>
Recommended amount	<b>\$35,000 (15% of the total project budget)</b>
Assessment score	57.35 out of 60 (95.5%)

## Event Description

2. Maali Festival is a celebration of First Nations culture and arts. The inaugural event will be held at the State Theatre Centre of WA as part of NAIDOC Week 2021.
3. The Festival aims to bring all people, but specifically those of the Nyoongar nations, together to celebrate and acknowledge the diversity and resilience of the oldest living culture in the world through theatre, dance, singing and storytelling. Maali is the traditional name given to the black swan by the Nyoongar people.



4. The Festival is a multi-disciplinary arts festival curated by Black Swan State Theatre Company's Resident Artists Chloe Ogilvie (Yamatji Nhanda) and Ian Michael (Nyoongar). Maali was devised by Ian and Chloe as part of their residency and it offers them the opportunity to lead as young First Nations artists. Mentored by the team at Black Swan, Ian and Chloe have worked closely with individuals such as Barry McGuire and Phil Walley Stack to gain insight into cultural protocol and advise on arts and festival best practice.
5. Organisers aim for the Maali Festival to be open, inclusive and accessible. The event is free-to-the-public, to ensure the whole community is able to attend without any financial barrier. Maali Festival is also an all-ages event, with specific activities for families and young people.
6. The Festival is curated to ensure First Nations culture is showcased across all forms of art and performance, allowing patrons to experience living First Nations culture both in its oldest and traditional forms such as a Welcome to Country, or traditional dance and song, alongside more contemporary forms of storytelling, theatre, visual art and music.
7. The Festival will include a full day's program of events, presented free-to-the-public, including:
  - (a) Smoking Ceremony and Welcome to Country
  - (b) Market stalls from local Nyoongar artists
  - (c) A high tea and storytelling with local Elders
  - (d) Performances, play reading and activations at the new WA Museum Boola Bardip, Alex Hotel and Perth Cultural Centre
  - (e) First Nations artists and arts companies prominently featuring Nyoongar culture
  - (f) performance by WAAPA Aboriginal Performance students
  - (g) Moort (family) time with face painting and creation stories read by an Elder for children
  - (h) Live music
  - (i) Collaboration with Artrage on pop-ups in vacant shop fronts in Forrest Chase.
8. Maali Festival will provide market-stall-style spaces for local First Nations artists to sell and display their products and wares. First Nations local businesses will be engaged to provide services such as catering, production dressing, decor, photography, videography and food and beverage stalls.
9. The Smoking Ceremony from the Derrbarl Yerrigan (Swan River), through the city and Perth Cultural Centre is an event that will activate public space and attract a roaming crowd as it moves through the city.
10. The aims of the event are to:
  - (a) promote inclusivity, strong community and cultural diversity
  - (b) celebrate and promote local First Nations artists and foster opportunities for local artists to develop career pathways and provide mentorship
  - (c) activate shared public spaces with events that celebrate culture and a sense of belonging and offer First Nations people a safe and warm welcome
  - (d) empower First Nations artists by seeing their culture and art celebrated by the whole community and impart a true sense of belonging.
11. Organisers aim to ensure First Nations people feel the venues spaces are culturally safe to practice culture without judgement or discrimination and for events to follow traditional

protocols so the Nyoongar and the First Nations community feel that the festival represents and is completely inclusive of their community.

12. The organiser's vision is for the event to be a fully First Nations festival; from the front-of-house staff to artists and volunteers. Maali Festival will provide a platform for local, emerging artists alongside some of the most-esteemed First Nations artists in the country.
13. City of Perth funding would be used to directly support the following activities:
  - (a) Binjarreb Pinjarra (artist fees);
  - (b) Elders High Tea (Elders fee and transport);
  - (c) Phil Walley Stack (artists fee); and
  - (d) Auslan (Welcome to Country and Bindjareb Pinjarra)
1. Black Swan State Theatre Company will also connect with the following First Nations organisations; Wirrpanda Foundation, Deadly Sista Girlz program, Abmusic, Derbarl Yerrigan Heath Service Inc, The Graham (Polly) Farmer Foundation, Edith Cowan University and Clontarf Foundation.

#### **Alignment to the City of Perth COVID-19 Rebound Priorities**

2. The event anticipates attracting 2,500 people to the Perth CBD, which will assist in generating economic benefit, primarily for local hospitality traders. In particular, the following:
  - (a) established partnership with the Alex Hotel, hosting performances and accommodation for 15 interstate artists;
  - (b) employment of over 65 local artists and community members; and
  - (c) engagement of local business as contractors and suppliers including and not limited to: Yirra Yaakin, Deadly Denim, Aarli, Known Associates etc.
3. The Maali Festival will help to support the local events and cultural sectors through employment opportunities for local practitioners and businesses. The program features Western Australian artists, performers and local businesses. For the inaugural festival, the focus is very much on local artists and artists from Western Australia. The applicant hopes that the Maali Festival has a future that will grow beyond Black Swan State Theatre Company to become its own entity and, with it, build and grow the profile of these local artists and businesses. In 2021, Maali Festival will employ over 65 local artists, community members and 15 interstate artists. The applicant will connect with ten local businesses and companies over the two-day festival, including Yirra Yaakin, The Alex Hotel, Deadly Denim, Aarli, Known Associates and more.

#### **COVID-19 Contingency Plan**

4. The applicant has submitted information to the City of Perth as to how they would adapt the event should COVID-19 restrictions be reinstated and what measures that they would put in place to ensure the health and safety of attendees and staff.

#### **Previous Support and Acquittals (5-year period)**

Year	Amount	Project
2015/16	\$50,000	Production Partner - The Caucasian Chalk Circle
2016/17	\$30,000	Open Day Partner

2017/18	\$18,000	Sector Development Program
2018/19	\$45,000	Sector Development Program
2019/20	\$45,000	Sector Development Program
2020/21	\$45,000	Sector Development Program
<b>TOTAL</b>	<b>\$233,000</b>	

5. The City of Perth has received an acquittal for the previous support and City Officers can confirm that all previous funding has been satisfactorily acquitted.

## Sponsorship Recognition

6. In addition to the broader benefits of the sponsorship outlined above, the applicant will provide the following opportunities for acknowledgement of the City's support:
- (a) The City of Perth will be acknowledged on all marketing materials, posters, banners, postcards, even signage, website, e-newsletters and social media posts;
  - (b) Engagement with City of Perth's Elders Advisory Board to be participate in the Elders High Tea; and
  - (c) Opportunity for City of Perth representative to speak during Maali Festival.

## Event Sponsorship – Community Stream Assessment Scorecard

7. The application was assessed in accordance with Policy 18.13 Grants and Sponsorship Policy.
8. The application was assessed by a three-person assessment panel. Scoring has been averaged for each outcome that was addressed.
9. The application has received an assessment score well above the 80% minimum threshold required for support. The assessment score of 95.5% is considered high when benchmarked against other applications in this program and indicates a strong alignment with the objectives of the program.
10. Applicants were required to address a minimum number of criteria based on the amount request.
- (a) Under \$15,000 (Address three of the essential criteria)
  - (b) \$15,000 - \$40,000 (Address five of the essential criteria)
  - (c) \$40,000+ (Address all six of the essential criteria)

Based on the requested amount of \$50,000 the applicant needed to address all six of the essential criteria.

Essential Assessment Criteria	Score (max 5)
Does the event help encourage a sense of community and strengthen social cohesion?	4.17
To what extent does the event provide opportunities for the community to connect and actively participate in community life?	3.83
To what extent does the event celebrate the diversity of Perth?	4.00

To what extent does the event position Perth as a great place to be?	3.67
To what extent does the event activate the city with vibrant activity, prioritising public spaces?	3.67
Does the event stimulate the local economy and provide opportunities for engagement with local businesses?	3.67
<b>Event Delivery Criteria</b>	Score (max 5)
Does the applicant have a demonstrated capacity to manage all aspects of the event?	3.33
Does the event demonstrate financial viability through evidence of support from other government agencies, business or community organisations?	3.33
Does the event offer an adequate level and value of sponsorship benefits?	3.00
<b>Additional COVID-19 Rebound Criteria</b>	Score (max 5)
To what extent does the project encourage people to support and drive traffic to local Perth businesses in the hospitality, retail and/or tourism sectors?	3.50
To what extent does the project help to support the local events and/or cultural sectors through opportunities for employment of local practitioners and/or businesses?	4.17
Does the applicant have a realistic contingency plan should restrictions on large gatherings be enforced at the time of the event AND to what extent does the applicant have measures in place to ensure the health of attendees and staff, and measures which build confidence in the public that the event is safe to attend?	3.67
<b>Sub-total score 44.01 out of 60</b>	
<b>Optional Assessment Criteria</b>	
<i>The below are non-essential criteria (optional) based on goals identified in the City of Perth Strategic Community Plan. Applicants who can demonstrate their project achieves any of these outcomes can receive additional assessment points for each of these criteria.</i>	
To what extent does the event provide experiences that are unique to the City?	4.17
Does the project celebrate Aboriginal culture?	5.00
To what extent are environmental and sustainable practices integrated into the event?	N/A
To what extent does the event demonstrate an inclusive approach that embraces youth, seniors, people with a disability, and people from all walks of life?	4.17
<b><u>TOTAL ASSESSMENT SCORE: 57.35 out of 60 (95.5%)</u></b>	

## Assessment Panel Comments

11. The Maali Festival promotes community cohesion and engagement, by showcasing and celebrating the history of the First Nations people in Perth. There will be opportunities for the community to connect, educate and experience the history of the First Nations through theatre, dance, story-telling and ceremonies by the artists.
12. The Festival fills a gap in the sector for a dynamic, multi-artform Nyoongar arts festival which has enormous potential to grow each year into a signature event that attracts visitors nationally and internationally.
13. The applicant will make a concerted effort to work with local businesses to leverage off the event, including food, retail and accommodation venues nearby.
14. A large funding request (\$50,000) given the small number of attendees (2,500). The Panel recommended looking at more outdoor venues and venues where attendee numbers wouldn't be constrained. The Panel felt that if marketed well an event like this could potentially attract over 7,000+ people across the two days.
15. Due to the event being new, the Panel recommended \$35,000 for first year seed funding.

# Perth Garden and Outdoor Living Festival

## Applicant Details

Entity Name	Nursery & Garden Industry WA (inc)
Entity Type	Other Incorporated Entity
ABN	92717005170
ABN status	Active
ATO Endorsed Charity type	Not endorsed

## Applicant Description

1. The Nursery and Garden Industry Western Australia (NGIWA) is the peak industry body representing more than 200 commercial growers, retailers and suppliers. NGIWA is committed to providing professional and technical leadership through education, support and representation to advance the growth and profitability of its members.
2. Corporate Sports Australia (CSA) has been contracted to manage the event.

## Event Details

Sponsorship Category	Commercial Stream
Event name	Perth Garden and Outdoor Living Festival
Event dates	29 April – 2 May 2021
Venue	Langley Park
Estimated attendance	46,000
Ticket price	Standard: \$22; Concession: \$15; Under 18 years of age: Free 50% discount for all City of Perth residents
Total project budget	\$982,000
Total amount requested	\$135,000 (14% of the total project budget)
Recommendation	<b>Approve</b>
Recommended amount	<b>\$35,000 – cash sponsorship; and</b> <b>Up to \$55, 000 In-kind support for venue hire and City fees and charges</b> <b>(8.5% of the total project budget)</b>
Assessment score	53.33 out of 60 (89%)

## Event Description

3. The Perth Garden and Outdoor Living Festival is the longest running garden, landscape and outdoor event in Western Australia.

4. The Festival showcases plants and flowers unique to WA that can't normally be seen in one venue. The Festival highlights the outdoor living that people of WA enjoy due to the climate and showcases our native plants and nurseries to the world.
5. The Perth Garden and Outdoor Living Festival has been held at McCallum Park, Town of Victoria Park for the past five years. The applicant would like to grow the event and is exploring the possibility of holding the event at Langley Park as the venue for 2021. This is subject to approved funding from the City of Perth.
6. The Festival will comprise of the following components:
  - (a) garden concepts
  - (b) landscape show gardens
  - (c) floral displays
  - (d) sustainable living ideas
  - (e) garden trend
  - (f) information on outdoor living
  - (g) walking tours of local City of Perth gardens and parks
  - (h) talks and seminars on sustainable practices
  - (i) workshops by experts in Aboriginal culture to teach and celebrate Aboriginal heritage, including native bush tucker workshops.
7. NGIWA runs an extensive campaign, in partnership with Seven West Media, in the lead up to the event with a series of initiatives and activations including an integrated marketing campaign to gain awareness for the event, drive attendance numbers and encourage community engagement.

#### **Increased costs in move to Langley Park**

8. There are substantially greater and additional costs involved to move the event from McCallum Park to Langley Park, these include but are not limited to:
  - (a) Venue Hire – the event requires a two-week bump-in period which in addition to the event days and bump-out amounts to a large cost for the use of Langley Park
  - (b) Traffic Management
  - (c) Hostile Vehicle Management
  - (d) Shade – provision of shade at Langley Park is essential
  - (e) Temporary plants and trees for shading areas
  - (f) Traffic Management – increased traffic management costs
  - (g) Fencing – the larger area would require additional fencing
  - (h) Extra ticketing booth and staff – the anticipated increase in attendance would require additional ticketing and staffing
  - (i) Improved parking pick-up area – a designated area would be required for attendees to park and collect their purchases
  - (j) City of Perth Residents 50% discount vouchers (printing and delivery)
  - (k) Signage and marketing collateral – new signage would need to be produced with the new venue name
  - (l) Floral Activation (Perth letters)

The recommendation reflects the following in-kind costs.

Item	Estimated in-kind cost (ex GST)
Reserve Hire Fees (Langley Park) 2 sections of Langley Park 19 days including bump-in and bump-out Community event	\$40,000
Council service – Line and Sweep	\$2,000
Parking 200 car bays per event day	\$9,000
Bins	\$2,000
Provision of Power	\$2,000
	<b>\$55,000</b>

### Alignment to the City of Perth COVID-19 Rebound Priorities

1. The event aims to draw in an estimated 46,000 visitors into the city and will attract attendance from the local and greater metropolitan area, regional areas, interstate and international (border restrictions permitting). This increased visitation will have substantial economic benefits for the city.
2. Event organisers are committed to engaging local businesses and city residents by:
  - (a) City of Perth residents and business owners will be given 50% entry discount;
  - (b) City of Perth businesses will be provided free entry vouchers for customers;
  - (c) City of Perth businesses will be given a 25% weighting on any supplier tenders, resulting in all suppliers to the event being local; and
  - (d) City of Perth businesses (relevant and applicable) promoted extensively in all communications and the event magazine.

### COVID Contingency Plan

3. The applicant has submitted information to the City of Perth as to how they would adapt the event should COVID-19 restrictions be reinstated and what measures that they would put in place to ensure the health and safety of attendees and staff.
4. The applicant will comply with all Government and health regulations at the time. They have engaged Corporate Sports Australia (event manager) to provide a detailed COVID-19 plan and all exhibitors will be required to do the same.

### Previous Support and Acquittals (5-year period)

5. The City has not previously supported this applicant.

### Sponsorship Recognition

6. In addition to the broader benefits of the sponsorship outlined above, the applicant will provide the following opportunities for acknowledgement of the City's support:
  - (a) City of Perth residents will be given 50% entry discount;



- (b) City of Perth businesses will be given 25% weighting on all supplier tenders hopefully ensuring all suppliers, where applicable, will be City of Perth businesses;
- (c) City of Perth businesses will be provided with free entry vouchers for customers;
- (d) City of Perth website link in e-newsletters;
- (e) Social media acknowledgement; and
- (f) Nominated City of Perth representative to present winning show gardens.

## Event Sponsorship – Commercial Stream Assessment Scorecard

7. The application was assessed in accordance with Policy 18.13 Grants and Sponsorship Policy.
8. The application was assessed by a three-person assessment panel. Scoring has been averaged for each outcome that was addressed.
9. The application has received an assessment score above the 80% minimum threshold required for support. The assessment score of 89% is considered high when benchmarked against other applications in this program and indicates a strong alignment with the objectives of the program.
10. Applicants were required to address a minimum number of criteria based on the amount request.
  - (a) Under \$15,000 (Address **three** of the essential criteria)
  - (b) \$15,000 - \$40,000 (Address **five** of the essential criteria)
  - (c) \$40,000+ (Address all **six** of the essential criteria)

Based on the requested amount of \$135,000 the applicant needed to address all six of the essential criteria.

Essential Assessment Criteria	Score (max 5)
Does the event encourage the participation of the broader community?	3.50
To what extent does the event position Perth as a great place to be?	3.50
To what does the event activate the city with vibrant activity, prioritising public spaces?	3.00
To what extent does the event raise the profile of Perth and position it as a Capital City that is internationally recognisable, unique and inviting?	3.17
Does the event stimulate the local economy and provide opportunities for engagement with local businesses?	3.50
Does the event contribute to a unique tourism offering for local, national and international audiences?	3.00
Event Delivery Criteria	Score (max 5)
Does the applicant have a demonstrated capacity to manage all aspects of the event?	4.50
Does the event demonstrate financial viability through evidence of support from other government agencies, business or community organisations?	2.33

Does the event offer an adequate level and value of sponsorship benefits?	4.00
<b>Additional COVID-19 Rebound Criteria</b>	<b>Score (max 5)</b>
To what extent does the project encourage people to support and drive traffic to local Perth businesses in the hospitality, retail and/or tourism sectors?	3.00
To what extent does the project help to support the local events and/or cultural sectors through opportunities for employment of local practitioners and/or businesses?	4.17
Does the applicant have a realistic contingency plan should restrictions on large gatherings be enforced at the time of the event AND to what extent does the applicant have measures in place to ensure the health of attendees and staff, and measures which build confidence in the public that the event is safe to attend?	2.83
<b>Sub-total 40.5 out of 60</b>	
<b>Optional Assessment Criteria</b>	
<i>The below are non-essential criteria (optional) based on goals identified in the City of Perth Strategic Community Plan. Applicants who can demonstrate their project achieves any of these outcomes can receive additional assessment points for each of these criteria.</i>	
To what extent does the event provide experiences that are unique to the City?	4.17
Does the project celebrate Aboriginal culture?	2.83
To what extent are environmental and sustainable practices integrated into the event?	3.33
To what extent does the event demonstrate an inclusive approach that embraces youth, seniors, people with a disability, and people from all walks of life?	2.50
<b><u>TOTAL ASSESSMENT SCORE: 53.33 out of 60 (89%)</u></b>	

## Assessment Panel Comments

11. The Panel agreed that this is the type of event the City should attract and bid for, adding diversity to its event calendar with a new high-calibre event that will attract a new demographic into the city. Hosting an event of this prestige and significance raises the profile of Perth as a capital city. This event will be a highlight on the City's annual calendar of events. It is cemented as the garden festival show of Perth, has a strong track record and is run by an experienced event organiser.
12. The event will attract a significant number of visitors into the city who wouldn't normally visit the city on a weekend. This increased visitation will provide substantial economic benefits to the city, including CPP Parking and nearby traders, with the possibility for accommodation spend. 50% discount to City of Perth residents, 50% discount to City businesses to be involved, and 25% weighting for exhibitors to be from City of Perth are exemplary offerings that should be applauded and replicated by other event organisers.
13. The event has broad appeal, is well suited to city residents and has high attendance with low impact. This event provides the Perth community with an activity that is wholesome, inclusive, engaging and focuses on the environment and sustainable practices.

14. The media partnership is extensive and will give tangible benefits to the City's brand through mainstream media channels. This is a great opportunity for the City to leverage off the event marketing campaign.
15. The Panel recommends in-kind support for venue hire and all associated City of Perth fees and charges to go some way towards making it cost neutral for the organisers to move the event to the city and make it more attractive for the event organiser to relocate into the city. In addition, it is recommended that a cash component be offered to assist with additional costs that would be incurred as a result of the new location, such as hostile vehicle mitigation, traffic management, provision of shade and production of signage.

## Winter Lights at Brookfield Place

### Applicant Details

Entity Name	Brookfield Commercial Operations Pty Ltd
Entity Type	Australian Private Company
ABN	86120690940
ABN status	Active
ATO Endorsed Charity type	Not endorsed

### Applicant Description

1. Brookfield Commercial Operations manages Brookfield Place, a 120,000 sqm precinct in the Perth CBD. Brookfield Place activates its indoor and outdoor public spaces year-round through a mix of retail, culture, and events.

### Event Details

Sponsorship Category	Community Stream
Project title	Winter Lights at Brookfield Place
Project date	14 – 24 July 2021
Venue	Brookfield Place
Estimated attendance	50,000
Ticket price	Free to attend
Total project budget	\$550,000
Total amount requested	\$70,000 (13% of the total project budget)
Recommendation	<b>Approve</b>
Recommended amount	<b>\$25,000 (5% of the total project budget)</b>
Assessment score	52.33 out of 60.00 (87%)

### Event Description

2. The Winter Lights at Brookfield Place is an annual event which activates Brookfield Place with public displays of art and light installations. Following the success of the inaugural festival in 2013, Brookfield Place has continued to grow the festival with the 2019 event drawing in record crowds of more than 50,000 visitors. The 2020 festival was cancelled due to COVID-19.
3. The Festival is open to the public and free to attend, with the theme based on sports to tie in with the upcoming Olympics.

4. The event will include projections on the heritage buildings along St Georges Terrace, in addition to bringing art and light into the Brookfield Place precinct public spaces through installations, lighting, exhibitions and interactive performances pieces.
5. Local and international artists will be chosen based on artistic merit, activation of space, innovation in technology and design, interactivity and cost effectiveness. Installations that promote interactive engagement are also selected.

#### Alignment to the City of Perth COVID-19 Rebound Priorities

6. The Festival aims to attract 50,000 visitors to the city over 11 nights, at what is otherwise a quiet time during the winter. This increased visitation brings economic benefit for Brookfield Place businesses and other nearby city traders with increased spend on food and beverage.

#### COVID Contingency Plan

7. The applicant has submitted information to the City of Perth as to how they would adapt the event should COVID restrictions be reinstated and what measures that they would put in place to ensure the health and safety of attendees and staff.
8. Should COVID-19 activity increase in WA in 2021 and further restrictions be placed on large gatherings outside of the current 2 sqm per person rule, Brookfield Properties may decide to postpone, cancel or modify the event.

#### Previous Support and Acquittals (5-year period)

Year	Amount	Project
2015/16	\$0	N/A
2016/17	\$20,000	Winter Lights at Brookfield Place
2017/18	\$20,000	Winter Lights at Brookfield Place
2018/19	\$25,000	Winter Lights at Brookfield Place
2019/20	\$0	\$25,000 was approved by Council for the 2020 event which was cancelled due to COVID-19
<b><u>TOTAL</u></b>	<b><u>\$65,000</u></b>	

9. The City of Perth has received an acquittal for the previous support and City Officers can confirm that all previous funding has been satisfactorily acquitted.

#### Sponsorship Recognition

10. In addition to the broader benefits of the sponsorship outlined above, the applicant will provide the following opportunities for acknowledgement of the City's support:
  - (a) City of Perth logo included on all event collateral including projections on the Terrace, social media, promotional flyers, event video and in lift screen advertising and in print at Brookfield Place properties;

- (b) City of Perth logo promotion and recognition on related websites, e-newsletters to local staff, key tenant contacts and external database, social media platforms and media releases and
- (c) City of Perth acknowledged during the opening launch speech.

## Event Sponsorship – Community Stream Assessment Scorecard

11. The application was assessed in accordance with Policy 18.13 Grants and Sponsorship Policy.
12. The application was assessed by a three-person assessment panel. Scoring has been averaged for each outcome that was addressed.
13. The application has received an assessment score well above the 80% minimum threshold required for support. The assessment score of 87% is considered high when benchmarked against other applications in this program and indicates a strong alignment with the objectives of the program and the COVID-19 Rebound Strategy.
14. Applicants were required to address a minimum number of criteria based on the amount request.
  - (a) Under \$15,000 (Address three of the essential criteria)
  - (b) \$15,000 - \$40,000 (Address five of the essential criteria)
  - (c) \$40,000+ (Address all six of the essential criteria)

Based on the requested amount of \$70,000 the applicant needed to address all six of the essential criteria.

Essential Assessment Criteria	Score (max 5)
Does the event help encourage a sense of community and strengthen social cohesion?	3.17
To what extent does the event provide opportunities for the community to connect and actively participate in community life?	3.33
To what extent does the event celebrate the diversity of Perth?	2.33
To what extent does the event position Perth as a great place to be?	4.00
To what extent does the event activate the city with vibrant activity, prioritising public spaces?	3.17
Does the event stimulate the local economy and provide opportunities for engagement with local businesses?	3.50
Event Delivery Criteria	Score (max 5)
Does the applicant have a demonstrated capacity to manage all aspects of the event?	4.67
Does the event demonstrate financial viability through evidence of support from other government agencies, business or community organisations?	4.17

Does the event offer an adequate level and value of sponsorship benefits?	3.83
<b>Additional COVID-19 Rebound Criteria</b>	Score (max 5)
To what extent does the project encourage people to support and drive traffic to local Perth businesses in the hospitality, retail and/or tourism sectors?	3.50
To what extent does the project help to support the local events and/or cultural sectors through opportunities for employment of local practitioners and/or businesses?	2.83
Does the applicant have a realistic contingency plan should restrictions on large gatherings be enforced at the time of the event AND to what extent does the applicant have measures in place to ensure the health of attendees and staff, and measures which build confidence in the public that the event is safe to attend?	3.50
<b>Sub-total score 42 out of 60</b>	
<b>Optional Assessment Criteria</b> <i>The below are non-essential criteria (optional) based on goals identified in the City of Perth Strategic Community Plan. Applicants who can demonstrate their project achieves any of these outcomes can receive additional assessment points for each of these criteria.</i>	
To what extent does the event provide experiences that are unique to the City?	3.00
Does the project celebrate Aboriginal culture?	1.83
To what extent are environmental and sustainable practices integrated into the event?	2.00
To what extent does the event demonstrate an inclusive approach that embraces youth, seniors, people with a disability, and people from all walks of life?	3.50
<b><u>TOTAL ASSESSMENT SCORE: 52.33 out of 60.00 (87%)</u></b>	

## Assessment Panel Comments

15. The Winter Lights at Brookfield Place brings vibrancy to St Georges Terrace and the Brookfield precinct during an otherwise quiet period. The event appeals to a broad demographic and can be enjoyed by all as the programming is free to attend. The sporting theme for 2021 is a good tie-in with the Olympics and has broad community appeal.
16. With estimated attendance of 50,000 there would be significant increased economic benefits to the local traders and retailers in Brookfield Place and surrounds for the duration of the event. The event engages with local businesses and encourages cross-promotion and offerings such as food and drink specials for the general-public coming in to see the activation. There are multiple opportunities for local businesses to leverage off this event.
17. The event is also intentionally scheduled alongside the City of Perth Winter campaign, so that both events can leverage their marketing campaigns and increase exposure.
18. For future events, the Panel recommended that some of the static/passive installations have a cultural link to Perth as a destination or cultural identity. The project needs better involvement

of WA cultural industries, and consideration of how the event adds to Perth's unique cultural identity rather than replicating light festivals in other locations.

19. The requested funding amount of \$70,000 is deemed high given no evidence is provided on how the event is expanding on previous years. The increased funding is difficult to justify and the Panel recommends funding at the same level as what was approved for the cancelled 2020 event (\$25,000). The proposed event for 2021 is a replica of the proposed event for 2020.



# Perth Japan Festival Matsuri 2021

## Applicant Details

Entity Name	Japan Festival Inc
Entity Type	Other Incorporated Entity
ABN	12787414676
ABN status	Active
ATO Endorsed Charity type	Not endorsed

## Applicant Description

1. Japan Festival is a non-profit organisation that was established to conduct events aimed at cultural exchange between Australia and Japan. The organisation aims to showcase Japanese culture to the local community through both corporate and community events and also supports Japanese migrants living in Western Australia.

## Event Details

Sponsorship Category	Community Stream
Project title	Perth Japan Festival Matsuri 2021
Project date	6 March 2021
Venue	Lot 4 Elizabeth Quay
Estimated attendance	15,000
Ticket price	Free to attend
Total project budget	\$115,375
Total amount requested	\$15,000 (13% of the total project budget)
Recommendation	<b>Approve</b>
Recommended amount	<b>\$15,000 (13% of the total project budget)</b>
Assessment score	47.66 out of 55 (87%)

## Event Description

2. The Japan Festival is a community event showcasing Japanese culture. The Festival includes traditional music and dress, martial arts and dance demonstrations, and Japanese food and goods. The event has been held in the City since 2014.
3. The annual Japan Festival Matsuri is the biggest Japanese cultural event in WA and the only event held in Perth that is dedicated to celebrating Japanese culture.
4. The aim of the event is to promote good relations between Japan and Australia, provide an opportunity for the Japanese community to unite and celebrate together, and to provide non-Japanese residents with an understanding of Japanese culture, tradition and way of life.

5. The event includes the following cultural performances:
  - (a) Japanese music performed on traditional instruments
  - (b) Japanese choir
  - (c) Martial arts demonstrations
  - (d) Japanese dancing
  - (e) Japanese kimono parade
6. Contemporary Japanese culture will also be represented and will feature Cos-play, the practice of dressing up as a character from a film, book, or video game, especially one from the Japanese genres of manga or anime.
7. Stage performances will be broadcast from two trailer-mounted LED screens so visitors at the rear of the venue can also enjoy the stage activities.
8. Approximately 25 food stalls will provide Japanese cuisine. Other stalls will provide information and displays about Japan and Japanese services, and there will also be free games for children.

#### Alignment to the City of Perth COVID-19 Rebound Priorities

9. The event aims to attract 15,000 people to the city from the surrounding suburbs and the greater metropolitan region. It is expected that the increased visitation will mean increased spend at retail and hospitality businesses surrounding EQ.

#### COVID Contingency Plan

10. The applicant has submitted information to the City of Perth as to how they would adapt the event should COVID restrictions be reinstated and what measures that they would put in place to ensure the health and safety of attendees and staff.
11. The event at EQ is fenced and only one entry point and one exit point will be operating on the day as a means of controlling the number of people inside the venue at any one time. Should the regulations on gathering sizes change then it is easy to adjust the number of people permitted inside the venue. Should restrictions be at such a level that makes the event unviable, then the event will likely be cancelled.

#### Previous Support and Acquittals (5-year period)

Year	Amount	Project
2015/16	\$8,400	Japan Festival Matsuri
2016/17	\$8,400	Japan Festival Matsuri
2017/18	\$10,000	Japan Festival Matsuri
2018/19	\$10,000	Japan Festival Matsuri
2019/20	\$15,000	Japan Festival Matsuri
<b><u>TOTAL</u></b>	<b><u>\$51,800</u></b>	

12. The City of Perth has received an acquittal for the previous support and City Officers can confirm that all previous funding has been satisfactorily acquitted.

## Sponsorship Recognition

13. In addition to the broader benefits of the sponsorship outlined above, the applicant will provide the following opportunities for acknowledgement of the City's support:
  - (a) Logo displayed on the trailer-mounted LED screens at the event
  - (b) Acknowledgement as a Major Sponsor at the event by speakers and the MC
  - (c) An opportunity for a City of Perth representative to speak at the event
  - (d) Acknowledgement as a Major Sponsor on radio advertising/promotions
  - (e) The City of Perth acknowledged/tagged in social media

## Event Sponsorship – Community Stream Assessment Scorecard

14. The application was assessed in accordance with Policy 18.13 Grants and Sponsorship Policy.
15. The application was assessed by a three-person assessment panel. Scoring has been averaged for each outcome that was addressed.
16. The application has received an assessment score above the 80% minimum threshold required for support. The assessment score of 87% is considered high when benchmarked against other applications in this program and indicates a strong alignment with the objectives of the program. The full request of \$15,000 is recommended.
17. Applicants were required to address a minimum number of criteria based on the amount request.
  - (a) Under \$15,000 (Address **three** of the essential criteria)
  - (b) \$15,000 - \$40,000 (Address **five** of the essential criteria)
  - (c) \$40,000+ (Address all **six** of the essential criteria)

Based on the requested amount of \$15,000 the applicant needed to address five of the essential criteria.

Essential Assessment Criteria	Score (max 5)
Does the event help encourage a sense of community and strengthen social cohesion?	3.83
To what extent does the event provide opportunities for the community to connect and actively participate in community life?	3.83
To what extent does the event celebrate the diversity of Perth?	4
To what extent does the event position Perth as a great place to be?	3.5
To what extent does the event activate the city with vibrant activity, prioritising public spaces?	3.33
Does the event stimulate the local economy and provide opportunities for engagement with local businesses?	N/A

Event Delivery Criteria	Score (max 5)
Does the applicant have a demonstrated capacity to manage all aspects of the event?	5
Does the event demonstrate financial viability through evidence of support from other government agencies, business or community organisations?	4.17
Does the event offer an adequate level and value of sponsorship benefits?	3.83
Additional COVID-19 Rebound Criteria	Score (max 5)
To what extent does the project encourage people to support and drive traffic to local Perth businesses in the hospitality, retail and/or tourism sectors?	2.17
To what extent does the project help to support the local events and/or cultural sectors through opportunities for employment of local practitioners and/or businesses?	3.83
Does the applicant have a realistic contingency plan should restrictions on large gatherings be enforced at the time of the event AND to what extent does the applicant have measures in place to ensure the health of attendees and staff, and measures which build confidence in the public that the event is safe to attend?	4.17
Sub-total score 47.66 out of 55	
Optional Assessment Criteria	
<i>The below are non-essential criteria (optional) based on goals identified in the City of Perth Strategic Community Plan. Applicants who can demonstrate their project achieves any of these outcomes can receive additional assessment points for each of these criteria.</i>	
To what extent does the event provide experiences that are unique to the City?	N/A
Does the project celebrate Aboriginal culture?	N/A
To what extent are environmental and sustainable practices integrated into the event?	N/A
To what extent does the event demonstrate an inclusive approach that embraces youth, seniors, people with a disability, and people from all walks of life?	N/A
<b><u>TOTAL ASSESSMENT SCORE: 47.66 out of 55 (87%)</u></b>	

## Assessment Panel Comments

18. This is an important, well-developed cultural event that is unique in programming and provides opportunities for the community to learn, engage and connect through workshops, performances and demonstrations. The event has increasingly grown in popularity over recent years (it used to be held in Forrest Place but needed to move as a result of high attendance numbers).
19. The event delivers vibrant activity, attracts a broad demographic and is free-to-attend making it widely accessible.

20. The event is largely food and beverage driven, with 25 food stalls. Given the event is situated in Elizabeth Quay away from the CBD, the panel suggested that local businesses get first preference for stall trading opportunities, particularly in the current economic environment.
21. The Japan Festival is run by seasoned operators who consistently deliver successful events.

# Summertime Multicultural Festival and Food Bazaar

## Applicant Details

Applicant Name	Perth Indonesian Community Incorporated
Entity Name	The Trustee for the Olszowy Family Trust
Entity Type	Other Trust
ABN	65133640532
ABN status	Active
ATO Endorsed Charity type	Not endorsed

## Applicant Description

1. The Perth Indonesian Community Incorporated (PICI) is a volunteer-run not-for-profit organisation that aims to promote Indonesian culture in Australia.

## Event Details

Sponsorship Category	Community Stream
Event Title	Summertime Multicultural Festival and Food Bazaar
Event Date	6 March 2021
Venue	Forrest Place
Estimated attendance	15,000
Ticket price	Free to attend
Total project budget	\$74,479.40
Total amount requested	\$13,625 (18.5% of the total project budget)
Recommendation	<b>Approve</b>
Recommended amount	<b>\$13,625 (18.5% of the total project budget)</b>
Assessment score	46.51 out of 55 (84.5%)

## Event Description

2. The Summertime Multicultural Festival and Food Bazaar is a free family-friendly community event that celebrates multiculturalism in Perth.
3. The event will consist of the following activities:
  - (a) 129 multicultural dance displays and traditional and modern music performances including the Aboriginal community group, Madjitol Moorna
  - (b) cultural garment exhibition stalls
  - (c) batik art workshop (traditional cloth painting)
  - (d) multicultural food bazaar with 15 different multicultural vendors

- (e) free supervised bounce castle and face painting for children entertainment.

### Alignment to the City of Perth COVID-19 Rebound Priorities

- 4. The event aims to attract an estimated 15,000 visitors into the city which is likely to have an economic benefit with increased spend at local city businesses around Forrest Place.

### COVID Contingency Plan

- 5. The applicant has submitted information to the City of Perth as to how they would adapt the event should COVID-19 restrictions be reinstated and what measures that they would put in place to ensure the health and safety of attendees and staff.

### Previous Support and Acquittals (5-year period)

Year	Amount	Project
2015/16	\$0	N/A
2016/17	\$0	N/A
2017/18	\$0	N/A
2018/19	\$0	N/A
2019/20	\$13,327.28	Forrest Place Multicultural Festival and Food Bazaar
<b><u>TOTAL</u></b>	<b><u>\$13,327.28</u></b>	

- 6. The City of Perth has received an acquittal for the previous support and City Officers can confirm that all previous funding has been satisfactorily acquitted.

### Sponsorship Recognition

- 7. In addition to the broader benefits of the sponsorship outlined above, the applicant will provide the following opportunities for acknowledgement of the City's support:
  - (a) City of Perth representative invited to deliver a welcome speech;
  - (b) Recognition and promotion through e-newsletters;
  - (c) City of Perth outdoor banners displayed at the event; and
  - (d) Facebook live videos promoting the event.

### Event Sponsorship – Community Stream Assessment Scorecard

- 8. The application was assessed in accordance with Policy 18.13 Grants and Sponsorship Policy.
- 9. The application was assessed by a three-person assessment panel. Scoring has been averaged for each outcome that was addressed.
- 10. The application has received an assessment score above the 80% minimum threshold required for support. The assessment score of 84.5% is considered high when benchmarked against other

applications in this program and indicates a strong alignment with the objectives of the program. This event has strong cultural outcomes. The full request of \$13,625 is recommended.

11. Applicants were required to address a minimum number of criteria based on the amount request.

- (a) Under \$15,000 (Address **three** of the essential criteria)
- (b) \$15,000 - \$40,000 (Address **five** of the essential criteria)
- (c) \$40,000+ (Address all **six** of the essential criteria)

Based on the requested amount of \$13,625 the applicant needed to address a minimum of three of the essential criteria.

Essential Assessment Criteria	Score (max 5)
Does the event help encourage a sense of community and strengthen social cohesion?	4.67
To what extent does the event provide opportunities for the community to connect and actively participate in community life?	4.33
To what extent does the event celebrate the diversity of Perth?	4.33
To what extent does the event position Perth as a great place to be?	N/A
To what extent does the event activate the city with vibrant activity, prioritising public spaces?	3.00
Does the event stimulate the local economy and provide opportunities for engagement with local businesses?	2.67
Event Delivery Criteria	Score (max 5)
Does the applicant have a demonstrated capacity to manage all aspects of the event?	3.33
Does the event demonstrate financial viability through evidence of support from other government agencies, business or community organisations?	3.50
Does the event offer an adequate level and value of sponsorship benefits?	2.50
Additional COVID-19 Rebound Criteria	Score (max 5)
To what extent does the project encourage people to support and drive traffic to local Perth businesses in the hospitality, retail and/or tourism sectors?	2.67
To what extent does the project help to support the local events and/or cultural sectors through opportunities for employment of local practitioners and/or businesses?	2.17
Does the applicant have a realistic contingency plan should restrictions on large gatherings be enforced at the time of the event AND to what extent does the applicant have measures in place to ensure the health of attendees and staff, and measures which build confidence in the public that the event is safe to attend?	2.67
<b>Sub-total score 35.84 out of 55</b>	
Optional Assessment Criteria	



*The below are non-essential criteria (optional) based on goals identified in the City of Perth Strategic Community Plan. Applicants who can demonstrate their project achieves any of these outcomes can receive additional assessment points for each of these criteria.*

To what extent does the event provide experiences that are unique to the City?	2.67
Does the project celebrate Aboriginal culture?	3.67
To what extent are environmental and sustainable practices integrated into the event?	1.33
To what extent does the event demonstrate an inclusive approach that embraces youth, seniors, people with a disability, and people from all walks of life?	3.00
<b><u>TOTAL ASSESSMENT SCORE: 46.51 out of 55 (84.5%)</u></b>	

## Assessment Panel Comments

11. This event is a great addition to the city event calendar. Events like this celebrate Perth's diversity and provide opportunities for all to participate in community, strengthening social cohesion.
12. The free-to-attend event makes it widely accessible to a broad demographic and provides an opportunity for the greater community to connect.
13. This event is well placed geographically (Forrest Place) to provide economic benefits to city businesses with a possibility for increased trade to retailers in the area, but potentially decreased trade for food outlets due to food on offer at the event.
14. It is recommended that better integration of sustainability practices be taken into consideration for future events.

## Applicant Details

Entity Name	Tarruru Pty Ltd
Entity Type	Australian Private Company
ABN	89164406286
ABN status	Active
ATO Endorsed Charity type	Not endorsed

## Applicant Description

1. Tarruru was established in 2013 as an Aboriginal social enterprise that produces innovative and contemporary arts and creative initiatives. These initiatives aim to foster reconciliation, strengthen community, respect heritage, and create opportunities for both audiences, and creative practitioners with opportunities for public engagement intercultural exchange.
2. Tarruru produce and deliver programming including exhibitions, publications and digital projects for meaningful dialogue across cultures, in partnership with a range of corporate, government and non-government stakeholders.

## Event Details

Sponsorship Category	Community Stream
Project title	REMEDY: Actions for the City
Project date	6 March – 30 June 2021
Venue	City of Perth Library Perth Town Hall Lower Foyer Centre for Stories Yagan Square Council House Garden Murray Street Mall
Estimated attendance	2,000
Ticket price	Weaving Connections Workshops (\$50 – Standard Adult or \$35 – Concession) Plant Matters (\$20 – Standard Adult; \$15 – Concession; or \$10 – Children) Pop-Up Dinner (\$150 per person per dinner); Rise: Art and Music Performance (\$15 – Standard Adult or \$10 – Concession)
Total project budget	\$25,000
Total amount requested	\$7,500 (30% of the total project budget)

Recommendation	Approve
Recommended amount	\$7,500 (30% of the total project budget)
Assessment score	36.33 out of 45 (81%)

## Event Description

3. 'REMEDY: Actions for the City' is a series of artistic and craft-based activations and workshops held across Northbridge and the Perth CBD.
4. The program provides a platform for a range of both local creative practitioners to engage audiences, present their work and promote their practice, whilst activating city spaces (both indoor venues and public space).
5. The event will consist of activities including:
  - (a) Weaving Connections  
Recurring weaving workshops led by experienced teachers and weavers such as Sian Bouchard and Noongar weaver, Sharon Egan. Aim to exhibit the woven works in a public presentation at the Town Hall. Class of between 15-20 people at the Centre for Stories, and possibly the City of Perth Library. The aim is to create a Perth Weavers Group.
  - (b) Plant Matters  
A series of bush medicine and ethnobotanical<sup>1</sup> walks through the City and explore bush medicine from the perspective of Whadjuk and Noongar cultural custodians with the plan of partnering with Walter McGuire and Vivienne Hansen.
  - (c) Pop-up Dinners x 3  
Presented in partnership with local Perth creative Lucy Aboagye and Fervor who work with local communities, traditional owners and businesses to promote beauty and assets of their region. The dinners will bring a diverse range of groups to create a unique dining experience in unusual locations around the Perth CBD.
  - (d) Rise: Art and Music Performance  
Music events in public spaces including:
    - i. Soul Alphabet, a group of young African woman whose focus is on diversity and inclusion, to host events for young CALD<sup>2</sup> people to showcase their musical, poetic and creative talents; and
    - ii. Choir groups to perform within the Perth CBD including Madjtil Moorna, a group of Indigenous and non-Indigenous people who sign in language to build understanding, hope and joy.

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<sup>1</sup> *ethnobotanical – ethnobotany is the study of a region's plants and their practical uses through the traditional knowledge of a local culture and people.*

<sup>2</sup> *CALD is the acronym for 'culturally and linguistically diverse'*

## Alignment to the City of Perth COVID-19 Rebound Priorities

6. The program aims to attract an estimated 2,000 people to various locations around the city which will generate economic benefit, primarily for local hospitality traders and local CALD and Aboriginal creative practitioners and artists. A key motivation of producing Remedy is to provide employment and visibility for creative practitioners and local businesses.
7. The program will also aim to activate the city with vibrant activity and provide opportunities for people to participate.

## COVID-19 Contingency Plan

8. The applicant has submitted information to the City of Perth as to how they would adapt the event should COVID-19 restrictions be reinstated and what measures that they would put in place to ensure the health and safety of attendees and staff. The majority of events can be adapted and translated into a digital format if required. They can be delivered via Zoom or Google Hangout.
9. Organisers will manage audience capacity through adhering to venue limitations by using ticketed reservations and ensuring that any events for the public realm maintain social distancing through limitations on numbers per square metre.

## Previous Support and Acquittals (5-year period)

10. The City has not previously funded this applicant.

## Sponsorship Recognition

11. In addition to the broader benefits of the sponsorship outlined above, the applicant will provide the following opportunities for acknowledgement of the City's support:
  - (a) City of Perth's support recognised on all associated collateral and material produced for the project (online and a quantity of printed programmes) and social media.
  - (b) Access to content including film and photography resulting from the activations.

## Event Sponsorship – Community Stream Assessment Scorecard

12. The application was assessed in accordance with Policy 18.13 Grants and Sponsorship Policy.
13. The application was assessed by a three-person assessment panel. Scoring has been averaged for each outcome that was addressed.
14. The application has received an assessment score of 81% above the 80% minimum threshold required for support. The assessment score has been benchmarked against other applications in this program and indicates a good alignment with the objectives of the program. The Panel recommends funding at the requested amount of \$7,500.
15. Applicants were required to address a minimum number of criteria based on the amount request.
  - (a) Under \$15,000 (Address **three** of the essential criteria)

- (b) \$15,000 - \$40,000 (Address **five** of the essential criteria)
- (c) \$40,000+ (Address all **six** of the essential criteria)

Based on the requested amount of \$7,500 the applicant needed to address a minimum of three of the essential criteria.

Essential Assessment Criteria	Score (max 5)
Does the event help encourage a sense of community and strengthen social cohesion?	3.83
To what extent does the event provide opportunities for the community to connect and actively participate in community life?	3.50
To what extent does the event celebrate the diversity of Perth?	4.00
To what extent does the event position Perth as a great place to be?	N/A
To what extent does the event activate the city with vibrant activity, prioritising public spaces?	N/A
Does the event stimulate the local economy and provide opportunities for engagement with local businesses?	N/A
Event Delivery Criteria	Score (max 5)
Does the applicant have a demonstrated capacity to manage all aspects of the event?	2.50
Does the event demonstrate financial viability through evidence of support from other government agencies, business or community organisations?	2.33
Does the event offer an adequate level and value of sponsorship benefits?	2.67
Additional COVID-19 Rebound Criteria	Score (max 5)
To what extent does the project encourage people to support and drive traffic to local Perth businesses in the hospitality, retail and/or tourism sectors?	2.50
To what extent does the project help to support the local events and/or cultural sectors through opportunities for employment of local practitioners and/or businesses?	3.50
Does the applicant have a realistic contingency plan should restrictions on large gatherings be enforced at the time of the event AND to what extent does the applicant have measures in place to ensure the health of attendees and staff, and measures which build confidence in the public that the event is safe to attend?	4.17
<b>Sub-total score 29 out of 55 (81%)</b>	
Optional Assessment Criteria	

*The below are non-essential criteria (optional) based on goals identified in the City of Perth Strategic Community Plan. Applicants who can demonstrate their project achieves any of these outcomes can receive additional assessment points for each of these criteria.*

To what extent does the event provide experiences that are unique to the City?	N/A
Does the project celebrate Aboriginal culture?	5.00
To what extent are environmental and sustainable practices integrated into the event?	N/A
To what extent does the event demonstrate an inclusive approach that embraces youth, seniors, people with a disability, and people from all walks of life?	2.33
<b><u>TOTAL ASSESSMENT SCORE: 36.33 out of 45 (81%)</u></b>	

## Assessment Panel Comments

16. Although a ticket price is charged for the events and workshops, the applicant has applied under the Community category in recognition of the community participation and connection objectives that underpin the programming.
17. The program of events is offering unique experiences including weaving workshops, bush medicine walks and opportunities for the community to engage, connect and learn from Elders and the indigenous community. The focus is around engagement and collaboration, with the program heavily focused towards community involvement, aligning with the project's assessment criteria to connect and actively participate in community life, whilst also encouraging a sense of community and strengthen social cohesion.

### Applicant Details

Entity Name	Indian Society of WA Incorporated
Entity Type	Other Incorporated Entity
ABN	65 011 281 230
ABN status	Active
ATO Endorsed Charity type	Not endorsed

### Applicant Description

1. The Indian Society of Western Australia (ISWA) is a not-for-profit incorporated peak body that integrates, promotes and leads the people of Indian origin in Western Australia to contribute and share their cultural heritage with the wider Australian community.

### Event Details

Sponsorship Category	Community Stream
Project title	ISWA HOLI 2021, Festival of Colours
Project date	28 March 2021
Venue	Supreme Court
Estimated attendance	10,000
Ticket price	Free to attend
Total project budget	\$47,800
Total amount requested	\$15,000 (31.38% of the total project budget)
Recommendation	<b>Approve</b>
Recommended amount	<b>\$14,500 (30% of the total project budget)</b>
Assessment score	40.31 out of 50 (81%)

### Event Description

2. Holi, the Festival of Colours, is celebrated across the globe as a symbol of friendship, universal brotherhood, and love.
3. The free, family-friendly community event provides a colourful, fun experience for attendees who play with vibrant colours whilst enjoying the music. The event will consist of the following event components:
  - (a) colour stalls
  - (b) food and healthy drink stalls
  - (c) entertainment from DJs and a range of multicultural dance performances

(d) water slides, rides and games.

4. ISWA aims to promote and share the rich and vibrant cultural heritage of India to the wider Western Australian community. A primary objective of ISWA is to engage youth through various events and initiatives that promote and enable cultural exchange and appreciation of cultural diversity and vibrancy among youth, young adults and middle-aged adults in Perth. The ISWA Holi 2021, Festival of Colours event meets this objective.

#### **Alignment to the City of Perth COVID-19 Rebound Priorities**

5. The event aims to attract a significant number of visitors into the city (10,000 attendees) which is likely to lead to economic benefit for City traders.

#### **COVID Contingency Plan**

6. The applicant has submitted information to the City of Perth as to how they would adapt the event should COVID restrictions be reinstated and what measures that they would put in place to ensure the health and safety of attendees and staff.
7. The Festival will comply with government guidelines. Should restrictions of gathering sizes be reintroduced the event will introduce a ticketing system whereby people will be required to register for a free ticket to attend. Ticket numbers will be restricted as per government regulations, thereby ensuring only a limited number of people can attend this free event.

#### **Previous Support and Acquittals (5-year period)**

8. The City has not previously funded this applicant.

#### **Sponsorship Recognition**

9. In addition to the broader benefits of the sponsorship outlined above, the applicant will provide the following opportunities for acknowledgement of the City's support:
  - (a) City of Perth will be promoted as a major sponsor for the event across social media, the ISWA website, all Holi 2021 digital and print marketing materials.

#### **Event Sponsorship – Community Stream Assessment Scorecard**

10. The application was assessed in accordance with Policy 18.13 Grants and Sponsorship Policy.
11. The application was assessed by a three-person assessment panel. Scoring has been averaged for each outcome that was addressed.
12. The application has received an assessment score above the 80% minimum threshold required for support. The assessment score of 81% is considered high when benchmarked against other applications in this program and indicates a good alignment with the objectives of the program.
13. Applicants were required to address a minimum number of criteria based on the amount request.



- (a) Under \$15,000 (Address **three** of the essential criteria)
- (b) \$15,000 - \$40,000 (Address **five** of the essential criteria)
- (c) \$40,000+ (Address all **six** of the essential criteria)

Based on the requested amount of \$15,000 the applicant needed to address five of the essential criteria.

Essential Assessment Criteria	Score (max 5)
Does the event help encourage a sense of community and strengthen social cohesion?	3.83
To what extent does the event provide opportunities for the community to connect and actively participate in community life?	3.50
To what extent does the event celebrate the diversity of Perth?	3.83
To what extent does the event position Perth as a great place to be?	N/A
To what extent does the event activate the city with vibrant activity, prioritising public spaces?	3.33
Does the event stimulate the local economy and provide opportunities for engagement with local businesses?	N/A
Event Delivery Criteria	Score (max 5)
Does the applicant have a demonstrated capacity to manage all aspects of the event?	2.83
Does the event demonstrate financial viability through evidence of support from other government agencies, business or community organisations?	2.67
Does the event offer an adequate level and value of sponsorship benefits?	2.83
Additional COVID-19 Rebound Criteria	Score (max 5)
To what extent does the project encourage people to support and drive traffic to local Perth businesses in the hospitality, retail and/or tourism sectors?	1.83
To what extent does the project help to support the local events and/or cultural sectors through opportunities for employment of local practitioners and/or businesses?	3.33
Does the applicant have a realistic contingency plan should restrictions on large gatherings be enforced at the time of the event AND to what extent does the applicant have measures in place to ensure the health of attendees and staff, and measures which build confidence in the public that the event is safe to attend?	3.33
<b>Sub-total score 31.31 out of 50</b>	
Optional Assessment Criteria	

*The below are non-essential criteria (optional) based on goals identified in the City of Perth Strategic Community Plan. Applicants who can demonstrate their project achieves any of these outcomes can receive additional assessment points for each of these criteria.*

To what extent does the event provide experiences that are unique to the City?	3.00
Does the project celebrate Aboriginal culture?	N/A
To what extent are environmental and sustainable practices integrated into the event?	2.83
To what extent does the event demonstrate an inclusive approach that embraces youth, seniors, people with a disability, and people from all walks of life?	3.17
<b><u>TOTAL ASSESSMENT SCORE: 40.31 out of 50 (81%)</u></b>	

## Assessment Panel Comments

14. A vibrant community celebration of multi-culturalism that would benefit from the City's support in assisting to promote the event to increase the diversity of attendees.
15. Event will engage Perth and greater metro businesses to deliver and service the event, through infrastructure, staffing, food and entertainment. The Panel encourages ISWA to identify and engage with local city traders to provide opportunities for cross-promotion.
16. The application is recommended for \$14,500 which is 30% of their event budget, the maximum permissible funding contribution by the City under the Event Sponsorship program.

## City Wine 2021

### Applicant Details

Applicant Name	Campbell Management Services Pty Ltd trading as CMS Events
Entity Name	The Trustee for R & S CAMPBELL FAMILY TRUST
Entity Type	Discretionary Trading Trust
ABN	12144918674
ABN status	Active
ATO Endorsed Charity type	Not endorsed

### Applicant Description

1. Campbell Management Services Pty Ltd, T/A CMS Events is a private event management company which specialises in public exhibitions and events including food and wine, trade exhibitions, seminars, functions, tourism and community events, sporting events and entertainment.

### Event Details

Sponsorship Category	Commercial Stream
Event name	City Wine 2021
Event dates	Friday 21 May 2021 (4pm – 10pm) Saturday 22 May 2021 (2pm – 9pm)
Venue	Russell Square, Northbridge
Estimated attendance	3,500
Ticket price	Attendee ticket prices for 2021 are yet to be set Exhibition Styled Promotion Stands: Base Stand: \$1,450; Silver Stand: \$1,550; and Gold Stand: \$1,650; Food Vendor Stand: \$800; Producer Stand: \$900
Total project budget	\$167,520
Total amount requested	\$20,000 (12% of the total project budget)
Recommendation	<b>Approve</b>
Recommended amount	<b>\$15,000 (9% of the total project budget)</b>
Assessment score	48.03 out of 60 (80%)

### Event Description

2. City Wine 2021 is a ticketed, annual event which is part of Wine and Food Events WA, an annual showcases of WA's best wine, brews and foods through a series of events including Unwined

(Subiaco), On Cloud Wine (Fremantle) and Sunset Wine (Scarborough). City Wine is a part of this event series.

3. The event focus is on wine and food lovers. The event has an anticipated attendance of 3,500 over the two days. Friday evening targets city-based employees, with friends being targeted on the Saturday. The event is being marketed as “Perth’s Winter Wine Festival”.
4. The event has been held for the past 7 years in either the Urban Orchard (Perth Cultural Centre) and in Yagan Square. This is the first time the event is being held in Russell Square, Northbridge
5. The event will see Russell Square as a relaxed park atmosphere with the following components:
  - (a) Individual exhibition styled promotion stands for over 40 WA wineries, craft brewers including ciders and spirits, to showcase their products
  - (b) Individual local food vendor and produce stall
  - (c) Entertainment from local DJ’s.

#### **Alignment to the City of Perth’s COVID-19 Rebound Priorities**

6. The event aims to attract an estimated 3,500 people into the city, during the off-peak events season (May) increasing vibrancy in the city, in particular Northbridge. The event will engage with local business who will have the opportunity to directly participate in the event through a ‘Stay Longer in Perth Business Program’. A digital strategy will build traffic through the website and subsequently to promote businesses.

#### **COVID Contingency Plan**

7. The applicant has submitted information to the City of Perth as to how they would adapt the event should COVID restrictions be reinstated and what measures that they would put in place to ensure the health and safety of attendees and staff.
8. Currently all planning is under the Stage 4 restrictions (50% capacity). The applicant’s contingency model can be reduced to a capacity of 500 and remain financially sustainable. Should restrictions become less than 500, the event will be postponed or cancelled.

#### **Previous Support and Acquittals (5-year period)**

9. The City has not previously funded this applicant.

#### **Sponsorship Recognition**

10. In addition to the broader benefits of the sponsorship outlined above, the applicant will provide the following opportunities for acknowledgement of the City’s support:
  - (a) City of Perth logo inclusion on the visual marketing material including website, printed promotional materials, electronic direct mail and press releases;
  - (b) Opportunity for the City of Perth to provide signage to display at the event;
  - (c) Opportunity for the City of Perth activation / installation creative to be identified as the City of Perth 'presented' space; and
  - (d) Inclusion in relevant digital content and social media.

## Event Sponsorship – Commercial Stream Assessment Scorecard

11. The application was assessed in accordance with Policy 18.13 Grants and Sponsorship Policy.
12. The application was assessed by a three-person assessment panel. Scoring has been averaged for each outcome that was addressed.
13. The application has received an assessment score of 80% which is the minimum threshold required for support. This indicates good alignment with the objectives of the Event Sponsorship program.
14. Applicants were required to address a minimum number of criteria based on the amount request.
  - (a) Under \$15,000 (Address **three** of the essential criteria)
  - (b) \$15,000 - \$40,000 (Address **five** of the essential criteria)
  - (c) \$40,000+ (Address all **six** of the essential criteria)

Based on the requested amount of \$20,000 the applicant needed to address a minimum of five of the essential criteria.

Essential Assessment Criteria	Score (max 5)
Does the event encourage the participation of the broader community?	3.17
To what extent does the event position Perth as a great place to be?	3.00
To what does the event activate the city with vibrant activity, prioritising public spaces?	3.00
To what extent does the event raise the profile of Perth and position it as a Capital City that is internationally recognisable, unique and inviting?	3.17
Does the event stimulate the local economy and provide opportunities for engagement with local businesses?	3.33
Does the event contribute to a unique tourism offering for local, national and international audiences?	3.17
Event Delivery Criteria	Score (max 5)
Does the applicant have a demonstrated capacity to manage all aspects of the event?	4.50
Does the event demonstrate financial viability through evidence of support from other government agencies, business or community organisations?	3.67
Does the event offer an adequate level and value of sponsorship benefits?	3.17
Additional COVID-19 Rebound Criteria	Score (max 5)
To what extent does the project encourage people to support and drive traffic to local Perth businesses in the hospitality, retail and/or tourism sectors?	2.17
To what extent does the project help to support the local events and/or cultural sectors through opportunities for employment of local practitioners and/or businesses?	3.50

Does the applicant have a realistic contingency plan should restrictions on large gatherings be enforced at the time of the event AND to what extent does the applicant have measures in place to ensure the health of attendees and staff, and measures which build confidence in the public that the event is safe to attend?	4.17
<b>Sub-Total 40.02 out of 60</b>	
<b>Optional Assessment Criteria</b> <i>The below are non-essential criteria (optional) based on goals identified in the City of Perth Strategic Community Plan. Applicants who can demonstrate their project achieves any of these outcomes can receive additional assessment points for each of these criteria.</i>	
To what extent does the event provide experiences that are unique to the City?	1.83
Does the project celebrate Aboriginal culture?	1.17
To what extent are environmental and sustainable practices integrated into the event?	3.50
To what extent does the event demonstrate an inclusive approach that embraces youth, seniors, people with a disability, and people from all walks of life?	1.50
<b><u>TOTAL ASSESSMENT SCORE: 48.03 out of 60 (80%)</u></b>	

## Assessment Panel Comments

15. The applicant has proposed to hold the event in Russell Square, Northbridge for 2021, which has been identified as an area to prioritise for activation.
16. The event is being held in late May 2021, which brings activation to Northbridge and the city during an off-peak events period.
17. The event is licensed and ticketed, so isn't openly accessible to the whole community, however in previous years the event entry price was reasonable.
18. Given the current economic climate, it would have been beneficial to see better indication of local business and WA exhibitor support. Tiered pricing to give cheaper sites for smaller producers would have been valuable inclusions. The "Stay Longer In Perth Business Program" was light on information, essentially either paid promotion of exhibitors or sponsors, or website listings of limited effect. There was no demonstration of any existing partnerships with food and beverage, hotels or other hospitality identified in the application.
19. The Panel recommend partial funding of \$15,000 given the limited number of attendees and lack of detail around engagement with local businesses.

# Buddha's Birthday and Multicultural Festival 2021

## Applicant Details

Entity Name	Buddha's Light International Association of Western Australia Incorporated
Entity Type	Other Incorporated Entity
ABN	86642350067
ABN status	Active
ATO Endorsed Charity type	Charity

## Applicant Description

1. Buddha's Light International Association (BLIA) was established in 1991 comprising of monastics and lay Buddhists worldwide. Their mission is to apply tenets of Humanistic Buddhism to benefit the community through promoting culture, education, charity works, raising gender equality, providing medical services and emergency relief, and supporting environmental sustainability.

## Event Details

Sponsorship Category	Community Stream
Project title	Buddha's Birthday and Multicultural Festival 2021
Project date	17 – 18 April 2021
Venue	Supreme Court Gardens
Estimated attendance	20,000
Ticket price	Free to attend
Total project budget	\$190,000
Total amount requested	\$40,000 (21% of the total project budget)
Recommendation	<b>Approve</b>
Recommended amount	<b>\$25,000 (13% of the total project budget)</b>
Assessment score	48.01 out of 60 (80%)

## Event Description

2. Buddha's Birthday & Multicultural Festival (BBMF) is an annual community event which has been celebrated in Perth since 1992. This event has been held at various locations in Perth City including Supreme Court Gardens, Langley Park and Elizabeth Quay.
3. BBMF is a free, family friendly two-day event that showcases and celebrates diversity through Buddhist ceremonies, meditation, art, cultural display, music, dance performances, mindfulness activities and a vegetarian food fair to promote health and well-being. It is a non-alcoholic event.

The event's main objectives are to promote social harmony, mutual respect and understanding through Buddha's teachings of compassion and loving kindness.

4. Activities that comprise the event are:
  - (a) multicultural performances
  - (b) multi-faith Blessing Ceremony for World Peace and Harmony
  - (c) multicultural Vegetarian Food Fair and local food truck participation
  - (d) art & craft display
  - (e) dragon & lion dance
  - (f) children art & craft DIY
  - (g) Buddha's Birth Place exhibition - Lumbini Garden display
  - (h) mindfulness activities including Tai Chi, Meditation and talks
  - (i) Buddha's Birthday Education Project
  - (j) baby blessings
  - (k) Buddha's bathing and prayers
  - (l) mass Meditation and mass tea meditation
  - (m) fireworks
  - (n) environmental and mental awareness project
  - (o) Vege Plan A (Be Kind Be Vego) project

#### **Alignment to the City of Perth COVID-19 Rebound Priorities**

5. The event aims to attract 20,000 people to the city which is significant visitation and should lead to economic benefit to local city traders.

#### **COVID Contingency Plan**

6. The applicant has submitted information to the City of Perth as to how they would adapt the event should COVID restrictions be reinstated and what measures that they would put in place to ensure the health and safety of attendees and staff.
7. The applicant will adhere to the Government's health advice and put measures in place to reduce the health risks to attendees, staff and volunteers. Depending on the restrictions at the time of the event, the event may scale down, postpone or cancel and change the delivery mode to a virtual event to engage with audiences.

#### **Previous Support and Acquittals (5-year period)**

Year	Amount	Project
2015/16	\$39,000	Buddha's Birthday & Multicultural Festival 2015
2016/17	\$39,000	Buddha's Birthday & Multicultural Festival 2016
2017/18	\$39,000	Buddha's Birthday & Multicultural Festival 2017
2018/19	\$20,000	Buddha's Birthday & Multicultural Festival 2018
2019/20	\$0	Buddha's Birthday & Multicultural Festival 2019 – \$25,000 approved by Council resolution but event cancelled due to COVID-19



<u>TOTAL</u>	<u>\$137,000</u>
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8. The City of Perth has received an acquittal for the previous support and City Officers can confirm that all previous funding has been satisfactorily acquitted.

## Sponsorship Recognition

9. In addition to the broader benefits of the sponsorship outlined above, the applicant will provide the following opportunities for acknowledgement of the City's support:
- (a) City of Perth to be acknowledged on social media
  - (b) Dedicated space to carry out on-site leveraging activities
  - (c) Inclusion in all press releases and other media activities
  - (d) City of Perth signage to be displayed at the event
  - (e) Opportunity for the Lord Mayor, or representative, to officiate at the official ceremony
  - (f) Verbal recognition of the City of Perth's support and of Elected Members in attendance at the event
  - (g) Logo inclusion in all print, outdoor and broadcast advertising

## Event Sponsorship – Community Stream Assessment Scorecard

10. The application was assessed in accordance with Policy 18.13 Grants and Sponsorship Policy.
11. The application was assessed by a three-person assessment panel. Scoring has been averaged for each outcome that was addressed.
20. The application has received an assessment score of 80% which is the minimum threshold required for support. This indicates good alignment with the objectives of the Event Sponsorship program.
12. Applicants were required to address a minimum number of criteria based on the amount request.
- (a) Under \$15,000 (Address **three** of the essential criteria)
  - (b) \$15,000 - \$40,000 (Address **five** of the essential criteria)
  - (c) \$40,000+ (Address all **six** of the essential criteria)

Based on the requested amount of \$40,000 the applicant needed to address all six of the essential criteria.

Essential Assessment Criteria	Score (max 5)
Does the event help encourage a sense of community and strengthen social cohesion?	4.17
To what extent does the event provide opportunities for the community to connect and actively participate in community life?	4.00
To what extent does the event celebrate the diversity of Perth?	4.00
To what extent does the event position Perth as a great place to be?	3.67

To what extent does the event activate the city with vibrant activity, prioritising public spaces?	3.00
Does the event stimulate the local economy and provide opportunities for engagement with local businesses?	3.00
<b>Event Delivery Criteria</b>	Score (max 5)
Does the applicant have a demonstrated capacity to manage all aspects of the event?	4.67
Does the event demonstrate financial viability through evidence of support from other government agencies, business or community organisations?	3.67
Does the event offer an adequate level and value of sponsorship benefits?	3.50
<b>Additional COVID-19 Rebound Criteria</b>	Score (max 5)
To what extent does the project encourage people to support and drive traffic to local Perth businesses in the hospitality, retail and/or tourism sectors?	3.00
To what extent does the project help to support the local events and/or cultural sectors through opportunities for employment of local practitioners and/or businesses?	3.83
Does the applicant have a realistic contingency plan should restrictions on large gatherings be enforced at the time of the event AND to what extent does the applicant have measures in place to ensure the health of attendees and staff, and measures which build confidence in the public that the event is safe to attend?	3.50
<b>Sub-total score 44.01 out of 60</b>	
<b>Optional Assessment Criteria</b>	
<i>The below are non-essential criteria (optional) based on goals identified in the City of Perth Strategic Community Plan. Applicants who can demonstrate their project achieves any of these outcomes can receive additional assessment points for each of these criteria.</i>	
To what extent does the event provide experiences that are unique to the City?	N/A
Does the project celebrate Aboriginal culture?	N/A
To what extent are environmental and sustainable practices integrated into the event?	4.00
To what extent does the event demonstrate an inclusive approach that embraces youth, seniors, people with a disability, and people from all walks of life?	N/A
<b><u>TOTAL ASSESSMENT SCORE: 48.01 out of 60 (80%)</u></b>	

## Assessment Panel Comments

13. A positive multicultural, community-focused event that promotes inclusivity and provides opportunities for the community to engage and connect with one another, including several information stalls, arts and crafts stalls, performances and activities for children. Sound consideration has been given to inclusivity for other cultures and lifestyles, and its free ticket price results in maximum 'walk in' exposure, which enriches the cultural offering of Perth.

14. Buddha's Birthday is a long running event of 28 years, with conscientious operators who deliver each year to a good standard. The event offers diversity to the city's events landscape which should be encouraged.
15. Contingency plans are well thought-out, as are sustainable environmental practices encouraging compostable event materials.
16. The recommendation of \$25,000 is in-line with the amount approved by Council in 2020. No new event components are proposed and no justification has been given for the increased funding request.

### Applicant Details

Applicant Name	Cahoots Org
Entity Name	Kids Camps Inc
Entity Type	Other Incorporated Entity
ABN	61107589574
ABN status	Active
ATO Endorsed Charity type	Public Benevolent Institution

### Applicant Description

1. Established in 1999, Cahoots aims to create inclusive opportunities for children and young people living with disability and others that face exceptional challenges, to develop friendships, skills and confidence.

### Event Details

Sponsorship Category	Community Stream
Project title	Perth's Big Charity Camp Out
Project date	3 - 4 April 2021
Venue	Western Australian Cricket Association (WACA)
Estimated attendance	1,360
Ticket price	Ticketed prices ranging from \$22 - \$220 All Companion Card Holders will be free Vendor/Exhibitor Stall will be \$200
Total project budget	\$250,368
Total amount requested	\$75,000 (30% of the total project budget)
Recommendation	<b>Decline</b>
Recommended amount	\$0
Assessment score	46.54 out of 60 (77.5%)

### Event Description

2. Perth's Big Charity Camp Out is new community event that has been developed with a mission to build strong, inclusive, and resilient communities.
3. The event will be held across two days at the Western Australian Cricket Association (WACA) grounds. Beginning at 3pm on the 3 April 2021, attendees will arrive to set up their tents in

designated areas followed by an evening of entertainment from 5pm to 9:30pm. Those who don't want to commit to the overnight stay will be welcomed to join for the evening.

4. The event will consist of the following activities:
  - (a) Family friendly movie on a big screen
  - (b) Performances by winning participants in the all ability talent show 'Cahoots in Concert'
  - (c) Market stalls from local food vendors, tourism and hospitality businesses
  - (d) Children's activities
  - (e) Educational workshops on Aboriginal and Torres Strait Islander culture, environmental sustainability, health and wellbeing and more.
5. On the morning on 4 April 2021, all campers will be given breakfast and encouraged to take part in a free bootcamp or yoga session before packing up and leaving the venue by 11am. All activities will be inclusive of people of all abilities.
6. Community support services and not-for-profits who service the City of Perth and surrounding areas will be encouraged to purchase tent spots to sell to their members, families and/or corporate connections. Each tent will have a fundraising goal of \$400 of which 100% will go directly towards that organisation. These organisations will also be given the opportunity to promote their service and provide information to attendees and create long-term and sustainable connections with the services.

#### **Alignment to the City of Perth COVID-19 Rebound Priorities**

7. The applicant will aim to work with business and tourism to promote the City of Perth, businesses and individuals through the following means:
  - (a) Promotion of local businesses - local businesses will be invited to have a presence at the event, creating more awareness and connecting them with new customers.
  - (b) Businesses will have the opportunity to provide a promotional item or discount voucher, encouraging event participants and attendees to connect and engage with them following the event.

#### **COVID-19 Contingency Plan**

8. The applicant has submitted information to the City of Perth as to how they would adapt the event should COVID-19 restrictions be reinstated and what measures that they would put in place to ensure the health and safety of attendees and staff.
9. The event plan is based on Stage 4 restrictions. Promotion of the event will include the COVID-19 safety plan, ensuring the public safety is the events top priority and all infection control and hygiene controls are included in the event delivery. Additionally, all attendees will be screened, with pre-attendance questions and temperature taken at the front gate.

#### **Previous Support and Acquittals (5-year period)**

Year	Amount	Project
2015/16	\$0	N/A
2016/17	\$0	N/A

2017/18	\$0	N/A
2018/19	\$7,500	Cahoots Connect Camp (Community Enhancement Grant)
2019/20	\$0	N/A
<b><u>TOTAL</u></b>	<b><u>\$7,500</u></b>	

10. The City of Perth has received an acquittal for the previous support and City Officers can confirm that all previous funding has been satisfactorily acquitted.

## Sponsorship Recognition

11. In addition to the broader benefits of the sponsorship outlined above, the applicant will provide the following opportunities for acknowledgement of the City's support:
- (a) Recognition on all promotional material including social media and e-newsletters
  - (b) City of Perth representative to have a speaking opportunity at the event.

## Event Sponsorship – Community Stream Assessment Scorecard

12. The application was assessed in accordance with Policy 18.13 Grants and Sponsorship Policy.
13. The application was assessed by a three-person assessment panel. Scoring has been averaged for each outcome that was addressed.
14. The application has received an assessment score below the 80% minimum threshold required for support. The assessment score of 77.5% is considered low when benchmarked against other applications in this program and does not indicate a strong alignment with the objectives of the program.
15. Applicants were required to address a minimum number of criteria based on the amount request.
- (a) Under \$15,000 (Address **three** of the essential criteria)
  - (b) \$15,000 - \$40,000 (Address **five** of the essential criteria)
  - (c) \$40,000+ (Address all **six** of the essential criteria)

Based on the requested amount of \$75,000 the applicant needed to address all six of the essential criteria.

Essential Assessment Criteria	Score (max 5)
Does the event help encourage a sense of community and strengthen social cohesion?	3.50
To what extent does the event provide opportunities for the community to connect and actively participate in community life?	3.00
To what extent does the event celebrate the diversity of Perth?	3.50
To what extent does the event position Perth as a great place to be?	2.50

To what extent does the event activate the city with vibrant activity, prioritising public spaces?	1.50
Does the event stimulate the local economy and provide opportunities for engagement with local businesses?	2.67
<b>Event Delivery Criteria</b>	Score (max 5)
Does the applicant have a demonstrated capacity to manage all aspects of the event?	2.83
Does the event demonstrate financial viability through evidence of support from other government agencies, business or community organisations?	0.83
Does the event offer an adequate level and value of sponsorship benefits?	2.67
<b>Additional COVID-19 Rebound Criteria</b>	Score (max 5)
To what extent does the project encourage people to support and drive traffic to local Perth businesses in the hospitality, retail and/or tourism sectors?	2.83
To what extent does the project help to support the local events and/or cultural sectors through opportunities for employment of local practitioners and/or businesses?	3.00
Does the applicant have a realistic contingency plan should restrictions on large gatherings be enforced at the time of the event AND to what extent does the applicant have measures in place to ensure the health of attendees and staff, and measures which build confidence in the public that the event is safe to attend?	4.17
<b>Sub-total score</b>	<b>33 out of 60</b>
<b>Optional Assessment Criteria</b> <i>The below are non-essential criteria (optional) based on goals identified in the City of Perth Strategic Community Plan. Applicants who can demonstrate their project achieves any of these outcomes can receive additional assessment points for each of these criteria.</i>	
To what extent does the event provide experiences that are unique to the City?	2.50
Does the project celebrate Aboriginal culture?	3.17
To what extent are environmental and sustainable practices integrated into the event?	2.67
To what extent does the event demonstrate an inclusive approach that embraces youth, seniors, people with a disability, and people from all walks of life?	4.67
<b><u>TOTAL ASSESSMENT SCORE: 46.54 out of 60 (77.5%)</u></b>	

## Assessment Panel Comments

16. All assessors agreed that Cahoots is a very worthy organisation, with an important purpose and mission, however this application has not demonstrated alignment with the assessment criteria of this program and there is a lack of demonstrated success with the proposed model of event.
17. The amount requested of \$75,000 is very high given the small number of attendees (1,360 attendees), and the event will likely provide minimal economic benefit to city traders
18. There was no diversified funding identified (the City is the only major funder listed), or previous track record of success in this model. The City is essentially being asked to sponsor \$55 per person for each person to attend this event, which is unrealistically high. The submitted budget was perceived as risky by the assessment panel who noted it didn't demonstrate a good value for money sponsorship.
19. Vendor participation numbers were perceived as highly optimistic given it is a first-year event. Roughly 40% of costs are going to approximately 10 staff positions. Demonstration in the budget of 'worst case', 'medium' and 'best case' scenarios really demonstrate the organisers aren't confident in how well the event will be received.
20. The Panel noted that in recognition of the social and community benefits of the event, the City would be interested to consider this event again in future, if the applicant could work on increasing attendance and the budget revised to be more realistic.



## Mother's Day Classic Local 2021 - Perth

### Applicant Details

Applicant Name	Mother's Day Classic Foundation Ltd
Entity Name	The Trustee for Mother's Day Classic Foundation
Entity Type	Discretionary Investment Trust
ABN	16179157565
ABN status	Active
ATO Endorsed Charity type	Yes

### Applicant Description

1. The Mother's Day Classic Foundation (MDC Foundation) is a charitable group supporting the National Breast Cancer Foundation, a not-for-profit organisation that supports research into breast cancer prevention and treatment. Over the past 23 years, the MDC Foundation has raised over \$37 million for breast cancer research.

### Event Details

Sponsorship Category	Community Stream
Project title	Mother's Day Classic Local 2021 - Perth
Project date	3 – 9 May 2021
Venue	Possible venues, subject to further consultation, including with City of Perth, are: 1) Elizabeth Quay (along riverside foreshore footpaths) 2) JH Abrahams (footpaths around Crawley) 3) Wellington Square 4) Langley Park
Estimated attendance	1,200
Ticket price	Adult: \$40 - \$55; Concession/Child: \$35 - \$50; Family: TBC
Total project budget	\$50,300
Total amount requested	\$12,500 (25% of the total project budget)
Recommendation	<b>Decline</b>
Recommended amount	\$0
Assessment score	30.01 out of 45 (67%)

### Event Description

2. The Mother's Day Classic is an annual national event which aims to raise funds for research, build awareness and unite the community around the vital women's causes, focusing on breast cancer

research. Traditionally, the event has been run as a mass community participation fun run/walk and has been held in Perth for 12 years.

3. In 2020, MDC pivoted to a virtual event in response to COVID-19.
4. In 2021, the event will be rebranded 'Mother's Day Classic Local' (MDCL). In response to the uncertainty around COVID-19 and their associated restrictions, MDCL combines the flexibility of virtual fun-run or walk with the community atmosphere seen at past physical MDC events.
5. MDCL is a community participation fun run/walk that takes place around a few different city locations, instead of one location as in the past. Participants will be encouraged to gather at an MDCL location to participate by walking or running the suggested route.
6. MDC Foundation are proposing the following venues:
  - (a) Elizabeth Quay (along riverside foreshore footpaths);
  - (b) JH Abrahams (footpaths around Crawley);
  - (c) Wellington Square; and
  - (d) Langley Park.
7. The participants will be encouraged to visit these locations, as suggested routes, during their training phase and in event week. The locations will be set up with some minor signage and a team of volunteers on Mother's Day to assist people around the route and create the community atmosphere without all the big infrastructure and crowds. Existing pathways and tracks will be used to ensure participants can complete their desired walk or run at the venues without having to close roads and in their own time if they so desire.
8. All registered participants will receive a race pack which includes a race bib, medallion and sponsor goods.

#### **Alignment to the City of Perth COVID-19 Rebound Priorities**

9. MDC Foundation proposes that, MDCL in conjunction with the City of Perth will invite local businesses to join the 'City Highlights' promotion to encourage participants to visit and spend in and around each run/walk location. MDC Foundation seek to support local businesses by engaging with them to encourage participants to extend their stay on Mother's Day by incorporating brunches, lunches and hampers that can be enjoyed after people have completed the Mother's Day Classic.

#### **COVID Contingency Plan**

10. The applicant has submitted information to the City of Perth as to how they would adapt the event should COVID restrictions be reinstated and what measures that they would put in place to ensure the health and safety of attendees and staff.
11. The event will proceed in a virtual space should restrictions on gathering sizes be reinstated at the time of the event.

## Previous Support and Acquittals (5-year period)

Year	Amount	Project
2015/16	\$12,000	Perth Mother's Day Classic
2016/17	\$10,000	Perth Mother's Day Classic
2017/18	\$5,000	Perth Mother's Day Classic
2018/19	\$5,000	Perth Mother's Day Classic
2019/20	\$5,000	Perth Mother's Day Classic
<b><u>TOTAL</u></b>	<b><u>\$37,000</u></b>	

12. The City of Perth has received an acquittal for the previous support and City Officers can confirm that all previous funding has been satisfactorily acquitted.

## Sponsorship Recognition

13. In addition to the broader benefits of the sponsorship outlined above, the applicant will provide the following opportunities for acknowledgement of the City's support:
- (a) City of Perth logo on all marketing collateral including posters and flyers;
  - (b) Recognition in all e-newsletters throughout entire campaign period including one banner advertisement and on event social media;
  - (c) Banner advertisement and organisation profile on the event website;
  - (d) Opportunity to run a competition throughout the training period, featured on the Competition Page and promoted through event social media;
  - (e) Opportunity to include a 'participant exclusive' offer in virtual showbag;
  - (f) Blog content hosted on the City of Perth website.

## Event Sponsorship – Community Stream Assessment Scorecard

14. The application was assessed in accordance with Policy 18.13 Grants and Sponsorship Policy.
15. The application was assessed by a three-person assessment panel. Scoring has been averaged for each outcome that was addressed.
16. The application has received an assessment score well below the 80% minimum threshold required for support. The assessment score of 67% is considered low when benchmarked against other applications in this program and indicates insufficient alignment with the objectives of the program and is recommended for decline.
17. Applicants were required to address a minimum number of criteria based on the amount request.
- (a) Under \$15,000 (Address **three** of the essential criteria)
  - (b) \$15,000 - \$40,000 (Address **five** of the essential criteria)
  - (c) \$40,000+ (Address all **six** of the essential criteria)

Based on the requested amount of \$12,500 the applicant needed to address a minimum of three of the essential criteria.

Essential Assessment Criteria	Score (max 5)
Does the event help encourage a sense of community and strengthen social cohesion?	N/A
To what extent does the event provide opportunities for the community to connect and actively participate in community life?	3.33
To what extent does the event celebrate the diversity of Perth?	N/A
To what extent does the event position Perth as a great place to be?	N/A
To what extent does the event activate the city with vibrant activity, prioritising public spaces?	3.17
Does the event stimulate the local economy and provide opportunities for engagement with local businesses?	2.67
Event Delivery Criteria	Score (max 5)
Does the applicant have a demonstrated capacity to manage all aspects of the event?	3.50
Does the event demonstrate financial viability through evidence of support from other government agencies, business or community organisations?	2.17
Does the event offer an adequate level and value of sponsorship benefits?	2.67
Additional COVID-19 Rebound Criteria	Score (max 5)
To what extent does the project encourage people to support and drive traffic to local Perth businesses in the hospitality, retail and/or tourism sectors?	3.33
To what extent does the project help to support the local events and/or cultural sectors through opportunities for employment of local practitioners and/or businesses?	0.67
Does the applicant have a realistic contingency plan should restrictions on large gatherings be enforced at the time of the event AND to what extent does the applicant have measures in place to ensure the health of attendees and staff, and measures which build confidence in the public that the event is safe to attend?	2.83
<b>Sub-total score 24.34 out of 45</b>	
Optional Assessment Criteria	
<i>The below are non-essential criteria (optional) based on goals identified in the City of Perth Strategic Community Plan. Applicants who can demonstrate their project achieves any of these outcomes can receive additional assessment points for each of these criteria.</i>	
To what extent does the event provide experiences that are unique to the City?	N/A
Does the project celebrate Aboriginal culture?	N/A

To what extent are environmental and sustainable practices integrated into the event?	2.00
To what extent does the event demonstrate an inclusive approach that embraces youth, seniors, people with a disability, and people from all walks of life?	3.67
<b><u>TOTAL ASSESSMENT SCORE: 30.01 out of 45 (67%)</u></b>	

## Assessment Panel Comments

18. The event has changed its model to a local approach, utilising local volunteers to setup and run the Perth event, and posting exhibitor packs to attendees rather than building event hubs. As such, the scale of this event will be significantly diminished, as well as much cheaper to run.
19. The proposed visitation of 1,200, dispersed across different city locations, is a large decrease in visitation when compared to previous year's events that attracted 2,800 visitors to one central location. Reduced visitation could significantly reduce benefits for city traders.
20. The applicant has mentioned collaboration with local businesses via special promotions and digital engagement to increase patronage, however, it is noted that the applicant would be reliant on the City's administration to facilitate this engagement.
21. The applicant failed to justify the increased funding request, particularly with the change in business model.

## Up All Night supporting Ronald McDonald House Charities WA

### Applicant Details

Applicant Name	Ronald McDonald House Charities Western Australia
Entity Name	The Home Away From Home Inc
Entity Type	Other Incorporated Entity
ABN	17197600778
ABN status	Active
ATO Endorsed Charity type	Public Benevolent Institution

### Applicant Description

1. The Ronald McDonald House Western Australia (RMHC WA) is an independent not-for-profit organisation dedicated to providing programs for families with seriously ill children. RMHC WA was established in 1990 with the mission to keep families close by providing a home away from home for regional WA families who have a sick child receiving hospital treatment in Perth.

### Event Details

Sponsorship Category	Community Stream
Project title	Up All Night supporting Ronald McDonald House Charities WA
Project date	6 – 7 March 2021
Venue	Elizabeth Quay - Bell Tower Arbor – (Start/finish Zone)
Estimated attendance	1,300
Ticket price	Each participant is required to pay a registration fee (Early Bird Registration: \$25 or Standard Registration: \$50) and fundraise a minimum of \$500)
Total project budget	\$400,000
Total amount requested	\$15,000 (3.75% of the total project budget)
Recommendation	<b>Decline</b>
Recommended amount	\$0
Assessment score	29.65 out of 45 (67%)

### Event Description

2. The 'Up All Night' event is a fundraising family-friendly event where participants walk from dusk until dawn to raise awareness and vital funds in support of RMHC WA. The premise of the event is that families facing childhood illness know what it is like to be up all night, so the event provides individual participants and/or teams a chance to walk a night in their shoes.

3. The event is an overnight marathon distance walk (42km) starting and ending at the Bell Tower Arbor at Elizabeth Quay with pit stops every 5km for participants to recharge and refresh. The walk will commence at the Bell Tower at 9pm on Saturday 6 March 2021 and finish the next morning, Sunday 7 March 2021 at the same location at 10am.
4. In 2019, the event saw 637 participants and raised \$104,718.
5. RMHC WA will provide participants with free monthly training walks at Kings Park, Elizabeth Quay and other locations leading into the event.

#### Alignment to the City of Perth COVID-19 Rebound Priorities

6. Alignment to the COVID-19 Rebound Priorities are limited with as the event does not happen during a peak businesses period. While the event starts and finishes in the City of Perth much of the event takes place outside the City's boundaries.

#### COVID-19 Contingency Plan

7. The applicant has submitted information to the City of Perth as to how they would adapt the event should COVID-19 restrictions be reinstated and what measures that they would put in place to ensure the health and safety of attendees and staff.
8. The applicant is developing a COVID-19 response strategy which will include hygiene practices and social distancing guidelines for all participants. In the event of further restrictions on large gatherings the start of the event can be staggered. In the event of a cancellation, participants can have the option of taking part in the Up All Night virtual event aimed at regional areas.

#### Previous Support and Acquittals (5-year period)

Year	Amount	Project
2015/16	\$0	N/A
2016/17	\$0	N/A
2017/18	\$8,500	Mission ImPERTHable
2018/19	\$0	N/A
2019/20	\$5,000	Up All Night supporting Ronald McDonald House Charities WA
<b><u>TOTAL</u></b>	<b><u>\$13,500</u></b>	

9. The City of Perth has received an acquittal for the previous support and City Officers can confirm that all previous funding has been satisfactorily acquitted.

#### Sponsorship Recognition

10. In addition to the broader benefits of the sponsorship outlined above, the applicant would provide the following opportunities for acknowledgement of the City's support:

- (a) City of Perth recognition on the event's social media
- (b) City of Perth logo recognition on the event start/finish arch, dedicated signage at the 1km mark of the event, fence covers, screens and on route back to finish line
- (c) City of Perth verbal recognition in the welcome speech
- (d) City of Perth logo recognition on the events dedicated page on RMHC WA website
- (e) City of Perth and RMHC WA official partnership announcement by the events Facebook page

## Event Sponsorship – Community Stream Assessment Scorecard

11. The application was assessed in accordance with Policy 18.13 Grants and Sponsorship Policy.
12. The application was assessed by a three-person assessment panel. Scoring has been averaged for each outcome that was addressed.
13. The application has received an assessment score well below the 80% minimum threshold required for support. The assessment score of 67% is considered low when benchmarked against other applications in this program and doesn't indicate a strong alignment with the objectives of the program. The Panel recommend this event for decline.
14. Applicants were required to address a minimum number of criteria based on the amount request.
  - (a) Under \$15,000 (Address **three** of the essential criteria)
  - (b) \$15,000 - \$40,000 (Address **five** of the essential criteria)
  - (c) \$40,000+ (Address all **six** of the essential criteria)

Based on the requested amount of \$15,000 the applicant needed to address a minimum of five of the essential criteria.

Essential Assessment Criteria	Score (max 5)
Does the event help encourage a sense of community and strengthen social cohesion?	1.83
To what extent does the event provide opportunities for the community to connect and actively participate in community life?	1.33
To what extent does the event celebrate the diversity of Perth?	2.33
To what extent does the event position Perth as a great place to be?	N/A
To what extent does the event activate the city with vibrant activity, prioritising public spaces?	N/A
Does the event stimulate the local economy and provide opportunities for engagement with local businesses?	N/A
Event Delivery Criteria	Score (max 5)
Does the applicant have a demonstrated capacity to manage all aspects of the event?	4.00



Does the event demonstrate financial viability through evidence of support from other government agencies, business or community organisations?	3.33
Does the event offer an adequate level and value of sponsorship benefits?	2.83
<b>Additional COVID-19 Rebound Criteria</b>	<b>Score (max 5)</b>
To what extent does the project encourage people to support and drive traffic to local Perth businesses in the hospitality, retail and/or tourism sectors?	1.33
To what extent does the project help to support the local events and/or cultural sectors through opportunities for employment of local practitioners and/or businesses?	2.17
Does the applicant have a realistic contingency plan should restrictions on large gatherings be enforced at the time of the event AND to what extent does the applicant have measures in place to ensure the health of attendees and staff, and measures which build confidence in the public that the event is safe to attend?	3.00
<b>Sub-total score 22.15 out of 45</b>	
<b>Optional Assessment Criteria</b>	
<i>The below are non-essential criteria (optional) based on goals identified in the City of Perth Strategic Community Plan. Applicants who can demonstrate their project achieves any of these outcomes can receive additional assessment points for each of these criteria.</i>	
To what extent does the event provide experiences that are unique to the City?	3.00
Does the project celebrate Aboriginal culture?	N/A
To what extent are environmental and sustainable practices integrated into the event?	1.83
To what extent does the event demonstrate an inclusive approach that embraces youth, seniors, people with a disability, and people from all walks of life?	2.67
<b><u>TOTAL ASSESSMENT SCORE: 29.65 out of 45 (67%)</u></b>	

## Assessment Panel Comments

15. Whilst the organisation is a worthy not-for-profit, from the budget provided in the application the event does not appear to require financial support from the City to run. The event has high expenditure for the format of the event and appears that it could be coordinated for much less, generating a larger portion for fundraising and providing better value for money for a sponsorship investment.
16. There is limited economic benefit to the city's businesses due to its timing (at night) and low attendance (<1,500 people).
17. The applicant failed to address a minimum of five essential criteria required for funding requests \$15,000 - \$40,000.

# WA Made Film Festival

## Applicant Details

Entity Name	Jasmine Rose Leivers
Entity Type	Individual/Sole Trader
ABN	57906734849
ABN status	Active
ATO Endorsed Charity type	Not endorsed

## Applicant Description

1. Jasmine Rose Leivers is an Individual/Sole Trader and founder of the WA Made Film Festival. The vision for the WA Made Film Festival is to celebrate and promote Western Australia's vibrant and diverse cultures through the artistic medium of film.

## Event Details

Sponsorship Category	Commercial Stream
Event name	WA Made Film Festival
Event dates	12 March – 14 March 2021
Venue	Palace Cinemas Raine Square Northbridge Piazza
Estimated attendance	675
Ticket price	Various – ticket prices have not yet been set for 2021 but will all be under \$50.
Total project budget	\$33,336
Total amount requested	\$10,000 (30% of the total project budget)
Recommendation	<b>Decline</b>
Recommended amount	\$0
Assessment score	22 out of 45 (49%)

## Event Description

2. The WA Made Film Festival is a community event that aims to provide a platform for established and emerging WA filmmakers to showcase their work on the cinema screen. 2021 will be the second year of the event which will include WA-made feature films, short films, television, web content and documentaries.

3. The WA Made Film Festival also provides an opportunity for cinema-goers to see WA-made films which may not get a traditional cinema release and showcase WA locations and unique WA-focused stories to the general-public, film professionals and arts enthusiasts.
4. Submissions for the WA Made Film Festival are encouraged from all over WA from all levels of filmmaking qualifications - from low-budget student films to big budget, studio productions. Submissions are encouraged from all genres including romance, thriller, drama, comedy and horror. There is a cost to submit films to the festival for program consideration. This ranges from \$5-\$15 for short films/web series and \$25 for feature films.
5. The event will include the following ticketed component:

Event component	WA Made Film Festival
Event dates	12 March – 14 March 2021
Venue	Palace Cinemas Raine Square
Estimated attendance	600
Ticket price	Various (TBC for 2021)
<p>Three ticketed evening sessions and various ticketed day screenings will be scheduled. Each session will include a 30-minute Q&amp;A with filmmakers including directors, screenwriters, producers and actors. Each session is both industry and audience focused allowing members of the public to gain insight into the local film industry.</p> <p>All evening sessions will include a networking event to be held for one hour before each screening and one hour after each screening. These networking sessions will include sponsored food and beverages which will be included in the ticket price. The networking sessions will allow the general-public to interact with local filmmakers and build professional relationships to help strengthen the local industry.</p>	

6. The event will comprise the following free component:

Event component	WA Made Film Festival
Event dates	13 March 2021
Venue	Northbridge Piazza
Estimated attendance	75
Ticket price	Free to attend
A 1.5-hour screening of family-friendly WA made short films from 7pm for the general public.	

7. A new initiative has been introduced for the 2021 WA Made Film Festival called Get Smart! - a smartphone filmmaking challenge designed to offer WA residents an opportunity to make short films using their smartphone.

### Alignment to the City of Perth COVID-19 Rebound Priorities

8. The event aims to attract 675 attendees from the local and greater Perth metropolitan and regional areas. Self-promotion opportunities are available for local Perth businesses via a WA Made Film Festival Advertising Package which includes cinema advertising, advertising in the WA Made Film Festival digital program, social media exposure and WA Made Film Festival website advertising.

### COVID Contingency Plan

9. The applicant has submitted information to the City as to how they would adapt the event should COVID restrictions be reinstated and what measures that they would put in place to ensure the health and safety of attendees and staff. Should restrictions on gathering sizes be enforced at the time of the event the applicant will restrict attendance numbers through ticket sales. The program will also be offered online. The applicant will adhere to all Government advice.

### Previous Support and Acquittals (5-year period)

Year	Amount	Project
2015/16	\$0	
2016/17	\$0	
2017/18	\$0	
2018/19	\$0	
2019/20	\$6,500	WA Made Film Festival – Arts Grant
<b><u>TOTAL</u></b>	<b><u>\$6,500</u></b>	

10. The City of Perth has received an acquittal for the previous support and City Officers can confirm that all previous funding has been satisfactorily acquitted.

### Sponsorship Recognition

11. In addition to the broader benefits of the sponsorship outlined above, the applicant would provide the following opportunities for acknowledgement of the City's support:
- (a) City of Perth's support recognised on all print advertising for the event, event website, e-newsletters, social media and red carpet media wall
  - (b) Video advertisement and/or slide screened prior to every cinema screening
  - (c) City of Perth banner advertisement on the event's website
  - (d) City of Perth advertisement on the digital poster screen in the bar at the event during pre-screening and post-screening events
  - (e) City of Perth recognised during opening night speech
  - (f) Full page advertisement on the event's digital program

## Event Sponsorship – Commercial Stream Assessment Scorecard

12. The application was assessed in accordance with Policy 18.13 Grants and Sponsorship Policy.
13. The application was assessed by a three-person assessment panel. Scoring has been averaged for each outcome that was addressed.
14. The application has received an assessment score well below the 80% minimum threshold required for support. The assessment score of 49% is considered very low when benchmarked against other applications in this program and indicates a low-level alignment with the objectives of the program and is recommended for decline.
15. Applicants were required to address a minimum number of criteria based on the amount request.
  - (a) Under \$15,000 (Address **three** of the essential criteria)
  - (b) \$15,000 - \$40,000 (Address **five** of the essential criteria)
  - (c) \$40,000+ (Address all **six** of the essential criteria)

Based on the requested amount of \$10,000 the applicant needed to address a minimum of three of the essential criteria.

Essential Assessment Criteria	Score (max 5)
Does the event encourage the participation of the broader community?	1.67
To what extent does the event position Perth as a great place to be?	N/A
To what does the event activate the city with vibrant activity, prioritising public spaces?	2.33
To what extent does the event raise the profile of Perth and position it as a Capital City that is internationally recognisable, unique and inviting?	N/A
Does the event stimulate the local economy and provide opportunities for engagement with local businesses?	2.50
Does the event contribute to a unique tourism offering for local, national and international audiences?	N/A
Event Delivery Criteria	Score (max 5)
Does the applicant have a demonstrated capacity to manage all aspects of the event?	3.67
Does the event demonstrate financial viability through evidence of support from other government agencies, business or community organisations?	1.50
Does the event offer an adequate level and value of sponsorship benefits?	2.67
Additional COVID-19 Rebound Criteria	Score (max 5)
To what extent does the project encourage people to support and drive traffic to local Perth businesses in the hospitality, retail and/or tourism sectors?	2.17

To what extent does the project help to support the local events and/or cultural sectors through opportunities for employment of local practitioners and/or businesses?	3.00
Does the applicant have a realistic contingency plan should restrictions on large gatherings be enforced at the time of the event AND to what extent does the applicant have measures in place to ensure the health of attendees and staff, and measures which build confidence in the public that the event is safe to attend?	2.50
<b>Sub-total score 22.01 out of 45</b>	
<b>Optional Assessment Criteria</b> <i>The below are non-essential criteria (optional) based on goals identified in the City of Perth Strategic Community Plan. Applicants who can demonstrate their project achieves any of these outcomes can receive additional assessment points for each of these criteria.</i>	
To what extent does the event provide experiences that are unique to the City?	N/A
Does the project celebrate Aboriginal culture?	N/A
To what extent are environmental and sustainable practices integrated into the event?	N/A
To what extent does the event demonstrate an inclusive approach that embraces youth, seniors, people with a disability, and people from all walks of life?	N/A
<b><u>TOTAL ASSESSMENT SCORE: 22 out of 45 (49%)</u></b>	

## Assessment Panel Comments

16. The event will only draw a small number of people into the city.
17. The Panel felt that the premise of the event is good and that the city should be supporting the local film making, however, it is suggested that this event should instead be a free, outdoor event and not a predominantly paid indoor event. The free component at Northbridge Piazza is estimated to only attract 75 people. The event does not strongly align with the COVID-19 Rebound Strategy in creating widely accessible vibrant activity.

## 12.4 COVID-19 Economic Development Sponsorship 2020/21 – Business News 40under40 Awards

Responsible Officer	Anne Banks-McAllister, General Manager Community Development
Voting Requirement	Simple Majority
Attachments	Not applicable

### Purpose

To recommend an Economic Development Sponsorship to Business News Pty Ltd, under the COVID-19 Grants and Sponsorship Program.

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### Recommendation

That Council APPROVES an Economic Development Sponsorship of \$20,000 (ex GST) to Business News Pty Ltd for the 2021 40under40 Awards.

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## Background

1. This request for sponsorship has been considered under the City's COVID-19 Rebound Grants and Sponsorship program which supports economic rebound through strategic funding of activation, events, arts, cultural and community wellbeing activities, local business support and investment attraction initiatives.
2. As part of the City's economic development activities, the City seeks to strategically engage with key industry sectors to assist in nurturing a thriving, diverse and competitive business environment.

## Discussion

### Applicant Details

Applicant Name	Business News
Entity Name	Business News Pty
Entity Type	Australian Private Company
ABN	73 009 193 140
ABN status	Active
ATO Endorsed Charity type	Not endorsed

3. Business News Pty Ltd is a Western Australian industry publication that aims to deliver high-quality news and information services. Business News coordinates an event program to complement its printed and online news platforms.

### Project Details

Sponsorship Category	Business Key Sector Development Sponsorship
Project name	40under40 Awards
Project dates	29/09/2020 – 10/03/2021
Venue	Crown Perth
Estimated attendance	600
Ticket price	\$295
Total project cost	\$200,000
Total amount requested	\$25,000 (12.5% of the total project budget)
Recommendation	<b>Approve</b>
Recommended amount	<b>\$20,000 (7.5% of the total project budget)</b>
Assessment score	48.5 out of 65 (75%)

4. Established in 2002, the 40under40 Awards are a Business News initiative that seeks to recognise and celebrate forty outstanding young leaders under the age of 40 within Western Australia.
5. The City of Perth has supported the 40under40 Awards since inception in 2002.



6. The awards attract entrants from a broad range of industries across the State, from business champions to community leaders and medical researchers, with the aim of showcasing the very best of the state's business and entrepreneurial talents.
7. A panel of judges, including a representative from the City of Perth, assess the applicants before narrowing down to 40, acknowledging not only personal determination and commercial success but also philanthropic pursuits. The most outstanding candidate is crowned First Among Equals and becomes the program ambassador for the following year.
8. City of Perth sponsorship includes the 'City of Perth Strategic Alliance Award'. This Award acknowledges an individual whose motivation, leadership and entrepreneurial spirit has turned a unique business concept into a successful and nationally recognised brand. A People's Choice Award is also awarded.
9. The awards will be presented at Crown Perth on 10 March 2021.
10. The applicant has submitted information to the City of Perth as to how they would adapt the event should COVID restrictions be reinstated and what measures that they would put in place to ensure the health and safety of attendees and staff. Currently all planning is under the Stage 4 restrictions. Should restrictions increase, the applicants will transfer the judging process to online through Zoom and the Awards Night will be postponed.

#### Previous Support and Acquittals (5-year period)

Year	Amount	Project
2015/16	\$20,000	40under40 Awards
2016/17	\$20,000	40under40 Awards
2017/18	\$19,000	40under40 Awards
2018/19	\$18,000	40under40 Awards
2019/20	\$18,000	40under40 Awards
<b>TOTAL</b>	<b>\$96,000</b>	

11. The City of Perth has received an acquittal for the previous support and City Officers can confirm that all previous funding has been satisfactorily acquitted.

#### Sponsorship Recognition

12. In addition to the broader benefits of the sponsorship outlined above, the applicant will provide the following opportunities for acknowledgement of the City's support:
  - a. Award Naming Rights (City of Perth Strategic Alliance Award)
    - i) City of Perth judge to select the winner
    - ii) Opportunity for a nominated City of Perth representative to present the Award
  - b. City of Perth logo inclusion and acknowledgement
  - c. City of Perth logo will be published in all print advertising material promoting the awards and in the post event sponsor thank you advertisement

- d. City of Perth logo will be published in all HTML emails sent to an extensive database promoting the awards
- e. City of Perth logo, company profile and URL link will be published on the awards website
- f. City of Perth will be acknowledged in copy and tagged in social media campaigns promoting the awards
- g. City of Perth logo and acknowledgements will be incorporated into the awards event collateral and order of proceedings
- h. One post editorial feature quarter page print advertisement

### Economic Development Sponsorship –Assessment Scorecard

- 13. The application was assessed by a panel of three staff from across the Community Development and Planning & Economic Development Alliances, in accordance with Policy 18.13 Grants and Sponsorship.
- 14. The application has received an assessment score above the 65% minimum threshold required for support. The assessment score of 75% is considered above average when benchmarked against other applications in this program and indicates substantial alignment with the objectives of the program.

Essential Assessment Criteria	Score (max 5)
<i>All applicants are assessed on the following criteria:</i>	
<b>Alignment with a Key Sector</b>	
To what extent does the project support the growth and development of an established or emerging key sector that represents strategic importance to the City of Perth's economy?	3.66
To what extent does the project assist the City of Perth in developing a compelling narrative on our unique selling points and raise the profile and reputation of the City of Perth as a premier Capital City to do business within the relevant sector?	3.83
<b>Prestige and Significance</b>	
To what extent does the applicant demonstrate prestige and significance?	4.33
<b>Project Plan and Other Funding Sources</b>	
Has the applicant provided evidence of a robust project plan?	4.00
Has the applicant included a budget detailing investment through a variety of funding sources?	4.16
Has the applicant demonstrated what specific elements the City of Perth funding is supporting and what extra capacity the funding will enable?	3.50
<b>Sponsorship Benefits</b>	
Please rate the level of benefits and recognition provided to the City	4.16
<b>Sub-total 27.66 out of 35</b>	
<b>Additional Project Outcomes</b>	Score (max 5)
<i>Applicants must address <b>at least two</b> of the following six outcome areas. Applicants can address as many outcome areas as are relevant to the project or initiative.</i>	
Outcome 1. Investment Attraction	3.16
Outcome 2. International Business Development	2.83
Outcome 3. Short term Direct Economic Benefits	3.66
Outcome 4. Long term Economic Development	3.50
Outcome 5. Professional Development, Training and Skill Development	3.83

Outcome 6. Linkages and Knowledge Exchange	3.83
<b>Sub-total 20.83 out of 30</b>	
<b><u>TOTAL ASSESSMENT SCORE: 48.5 out of 65 (75%)</u></b>	

#### Assessment Panel comments

15. An Economic Development Sponsorship of \$20,000 is recommended. City funding will enable the applicant to present the Awards - one of the premier business awards in Western Australia, promote a broad range of industries and showcase the very best of the state's business and entrepreneurial talents.
16. The Awards have a strong alignment with the City's aims to encourage, recognise and celebrate business excellence. Historically, the winners have come from a wide range of key focus sectors such as technology, medical, tourism and resources. The winners, and subsequent media exposure, raise the profile of Perth.
17. Events such as these support and encourage young people to be successful in business start-ups, and entrepreneurial activity, develop key sectors within the Perth economy and also to stay in Perth to develop their career.

#### Stakeholder Engagement

Not applicable

#### Decision Implications

19. If the sponsorship is not approved at the recommended level or declined, the quality of the event is likely to be affected. It may also negatively impact on the City's relationship with this applicant having been a long-term (18 year) supporter of the event.

#### Strategic, Legal and Policy Implications

<b>Strategic</b>	
<b>Strategic Community Plan Aspiration:</b>	Prosperity A city with a diverse and resilient economy capitalising upon its unique competitive advantages and creative reputation, attracting sustainable investment in education, tourism, entertainment, commerce, technology and trade.
<b>Strategic Community Plan Objective:</b>	4.3 Strategic brand positioning for Perth as a city that is internationally recognisable, unique and inviting.
<b>Issue Specific Strategies and Plans:</b>	COVID-19 Economic Rebound Strategy 6.2 Re-invent and Revive, Table 4
<b>Legal and Policy</b>	
<b>Legislation:</b>	Not applicable

Legal advice:	Not applicable
Policy	<p>18.13 – Sponsorship and Grants</p> <p>The policy directs that there be a consistent and transparent assessment process and criteria to guide recommendations to Council. An eligibility check has been conducted on all applications to ensure they are compliant with the Policy and the necessary assessment process has been followed.</p>

## Financial Implications

The financial implications of the recommendations are accommodated within the existing budget.

Account Number	106610050100957901	Operating
Account Description	Economic Development Sponsorship	
Total Budget	\$690,000	
Budget – This report	\$20,000	
Existing commitments previously approved by Council	\$435,000	
Remaining Budget	\$235,000	
Budget Impact	Accommodated in existing approved budget	

## Relevant Documents

[COVID-19 Grants and Sponsorship Program Guidelines](#)

## Further information

Not Applicable

## 12.5 LGBTQIA+ Advisory Group Terms of Reference

Responsible Officer	Anne Banks-McAllister, General Manager Community Development
Voting Requirement	Simple Majority
Attachments	Attachment 12.5A – LGBTQIA+ Advisory Group - Terms of Reference

### Purpose

To consider the proposed Terms of Reference for the LGBTQIA+ Advisory Group established by Council to guide the development of a Diversity, Equity and Inclusion Framework for the City and to authorise the Chief Executive Officer to invite nominees recommended for appointment to the LGBTQIA+ Advisory Group to attend a meeting before the membership is formally endorsed by Council.

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### Recommendation

That Council:

1. ENDORSES the LGBTQIA+ Advisory Group Terms of Reference, as detailed in Attachment 12.5A.
  2. ENDORSES the meetings of the LGBTQIA+ Advisory Group to commence in February 2021.
  3. AUTHORISES the Chief Executive Officer to invite nominees recommended for appointment to the LGBTQIA+ Advisory Group to attend meetings commencing in February 2021, with the purpose of the inaugural meeting to:
    - 3.1 Review the Terms of Reference
    - 3.2 Appoint a chair or co-chairs
    - 3.3 Develop a workplan for the Advisory Group
  4. ENDORSES appointment of selected nominees to the LGBTQIA+ Advisory Group to be formally endorsed at the March 2021 Ordinary Council Meeting
  5. APPROVES the development of a Diversity, Equity and Inclusion Framework to be presented back to Council by July 2021.
-

## Background

1. At its meeting held on 24 November 2020, a Notice of Motion was proposed that Council establish a LGBTQIA+ Advisory Group to promote inclusivity and progress the needs of the LGBTQIA+ community with the objective of the group being to assist with the development of a Diversity, Equity and Inclusion framework for Council's consideration by July 2021.
2. Council unanimously resolved to establish a LGBTQIA+ Advisory Group to promote inclusivity and progress the needs of the LGBTQIA+ community and that a Terms of Reference for the LGBTQIA+ Advisory Group be developed and presented back to the December 2020 meeting. The Terms of Reference to include:
  - a. Membership of the group to consist of a diverse makeup of members within the community.
  - b. An objective of the group being to assist with the development of a Diversity, Equity and Inclusion framework for Councils consideration by July 2021.
  - c. An objective of the group being to assist with the development of other initiatives.

## Discussion

3. In response to the Council resolution, a Terms of Reference for a LGBTQIA+ Advisory Group has been proposed, as detailed in Attachment 12.5A.
4. The LGBTQIA+ Advisory Group will guide the City in its growth as a diverse, equitable and inclusive organisation which represents all members of community. The Advisory Group will provide a forum for consultation, feedback and discussion on all matters of diversity, equity and inclusion in the City of Perth.
5. The Advisory Group will also assist the City with its future strategic agenda relating to the development of a proposed Equity, Diversity and Inclusion Framework, and will advise and make recommendations on appropriate initiatives and activities that will help the City of Perth achieve its key diversity aims.
6. The LGBTQIA+ Advisory Group should act as a channel to challenge the City in terms of our practice, approach and development of diversity, equity and inclusion; where progress is limited or, in support of underrepresented or disadvantaged individuals/ groups.
7. To achieve Council's deadline of July 2021 for the completion of an Equity, Diversity and Inclusion Framework, it is proposed that Council authorise the Chief Executive Officer to invite nominees recommended for appointment to the LGBTQIA+ Advisory Group to attend meetings in advance of Council's formal endorsement.

## Stakeholder Engagement

8. External Stakeholder Engagement was not undertaken in the development of the Terms of Reference. However, engagement with the City's internal Pride Committee informed the development of the Terms of Reference, in addition to feedback received from the LGBTQIA+ community in recent weeks.

## Decision Implications

9. If Council supports this recommendation the City will call for nominations for representatives to participate in the Advisory Group, with the first meeting to be convened in February 2021.
10. It is also expected the LGBTQIA+ Advisory Group, along with an internal working group will develop an equity, diversity and inclusion framework to be presented to Council by July 2021.
11. Should Council not support the recommendation, there is risk the City will not be representing the diverse community who reside within the City of Perth.
12. If Council does not support the recommendation to authorise the Chief Executive Officer to invite nominees recommended for appointment to the LGBTQIA+ Advisory Group to attend meetings from February 2021, it will impact the Administration's ability to deliver an equity, diversity and inclusion framework to Council by July 2021.

## Strategic, Legal and Policy Implications

Strategic	
Strategic Community Plan Aspiration:	People A safe, activated and welcoming city that celebrates its diversity and sense of community, providing unique educational, cultural, sporting and lifestyle offerings.
Strategic Community Plan Objective:	1.4 An inclusive approach that embraces youth, seniors, people with a disability, and people from all walks of life.
Issue Specific Strategies and Plans:	Nil
Legal and Policy	
Legislation:	<a href="#">Western Australian Equal Opportunity Act 1984</a> (amended 1988)
Legal advice:	Not applicable
Policy	Not applicable

## Financial Implications

The financial implications of the recommendation(s) will require additional expenditure, as an unbudgeted item.

This budget allocation is for costs associated with the development of an Equity, Diversity and Inclusion Framework and the Advisory Group, including any unforeseen consultancy fees.

Account Number	1048-100-50-XXXXXX XXXX	Operating
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Account Description	TBA
Current Budget	\$0
Amendment to Budget	\$3,000
Revised Budget	\$3,000
Budget Impact	Cost-neutral as fund will be transferred from the COVID-19 Reserve.

## Relevant Documents

Not applicable

## Further information

Not applicable





## LGBTQIA+ Advisory Group - Terms of Reference

### Acknowledgement

The City of Perth acknowledges the Whadjuk Nyoongar people, Traditional Owners of the lands and waters where the Perth city is today and pay our respects to Elders past and present.

### Background

The City of Perth intends to develop a Diversity, Equity and Inclusion framework for consideration of Council by July 2021. To support the development of this framework, a LGBTQIA+ Advisory Group has been established.

### Mandate

The LGBTQIA+ Advisory Group will guide the City in its growth as a diverse, equitable and inclusive organisation which represents all members of community. The Advisory Group will provide a forum for consultation, feedback and discussion on diversity, equity and inclusion for LGBTQIA+ people in the City of Perth.

The Advisory Group will also consider the future strategic agenda relating to diversity, equity and inclusion and will advise and make recommendations on appropriate initiatives and activities that will help the City of Perth achieve its key diversity aims.

The LGBTQIA+ Advisory Group should act as a channel to challenge the City in terms of our practice, approach and development of diversity, equity and inclusion; where progress is limited or, in support of LGBTQIA+ individuals/ groups.

The LGBTQIA+ Advisory Group is not a committee of Council.

### Guiding Principles

The Advisory Group will:

- Reflect the diversity of LGBTQIA+ community in the City of Perth
- Be respectful and inclusive in their communication
- Promote and operate through consensus decision making process
- Be focussed on outcomes that benefit the City's community
- Provide practical proposals within the City's role and sphere of influence.

## Objectives

The objectives of the LGBTQIA+ Advisory Group are as follows:

- Engage with the City to inform the LGBTQIA+ community's priorities for the Diversity, Equity and Inclusion Framework to be presented to City of Perth Council by July 2021
- Provide support to the City to develop initiatives to be outlined in the Diversity, Equity and Inclusion Framework
- Input into a coherent and integrated approach to diversity, equity and inclusion across the City;
- Provide guidance for the City to design local responses to complex diversity, equity and inclusion considerations
- Foster a greater understanding and awareness of LGBTQIA+ diversity, equity and inclusion matters within the community through community partnerships
- Facilitate opportunities to educate and celebrate the diverse social and cultural elements that make up the City of Perth
- Engage community groups and leaders in the activities of the Advisory Group.

## Membership

### Membership Composition

Membership will be a consistent of a maximum of fifteen (15) members from the LGBTQIA+ community with a minimum representation of 50% City of Perth residents. Membership will represent diversity such as, but not limited to:

- Peak bodies
- Organisations which represent a cross section of the LGBTQIA+ community and provide services to City of Perth residents
- Residents which represent a cross section of the LGBTQIA+ community
- Businesses operating in the City of Perth which represent a cross section of the LGBTQIA+ community
- Aboriginal and/or Torres Strait Islanders peoples
- People from diverse ethnic or cultural origin
- Older adults
- Youth

The membership of the Advisory Group will have equal numbers of women- and male-identified people with at least one person who identifies outside the gender binary. At least one place will be reserved for an Aboriginal or Torres Strait Islander person.

The Alliance Manager Community Services and Community Development Coordinator, or their delegates, will attend all meetings.

## Member Qualifications

Members must be City of Perth residents and/or individuals who work for organisations that provide services to City of Perth residents.

The following qualifications will be considered for appointing members to the LGBTQIA+ Advisory Group:

- Experience working in teams, with community groups, boards or organisations
- Knowledge, living or lived experience with equity, diversity and inclusion matters
- Commitment as a change agent in equity, diversity and inclusion matters in the community.

Community participation is key to the success of diversity, equity and inclusion initiatives. Additional City staff and representatives of diverse groups will be invited to attend meetings as needed to provide expertise related to a specific project or technical area. Invited representatives attend meetings in an advisory capacity and do not form part of the quorum.

Broader community engagement will also be undertaken in the development of the Diversity, Equity and Inclusion framework. The Advisory Group will support and guide the City in the development of the Stakeholder Engagement Plan for this engagement.

## Member Appointment

The City of Perth will invite nominations to participate in the LGBTQIA+ Advisory Group by advertising vacancies for a minimum of two weeks.

At the close of the application period the City will assess the applications based on the member qualifications outlined within the LGBTQIA+ Advisory Group and required membership composition. Applicants may be interviewed as part of the process.

Appointments will be upon recommendation of the Chief Executive Officer and by resolution of Council.

## Term of Appointment

Members will be appointed for a two-year term or until otherwise resolved by Council.

## Responsibility of Advisory Group Members

The Advisory Group members are expected to;

Attend and actively participate in all LGBTQIA+ Advisory Group meetings as required:

- Contribute time, knowledge, skill and expertise to the fulfillment of the Advisory Groups responsibilities
- Understand their role, expectations and the objectives of the LGBTQIA+ Advisory Group

- Develop and maintain a climate where mutual support, trust, respect, courtesy, teamwork, creativity and a sense of humour are valued
- Challenge ideas and not people, creating an environment of open-minds and where it is okay to disagree
- Communicate using inclusive and non-discriminatory language
- Work effectively with staff to provide excellent service to residents and customers, recognising the professional obligations of staff as an employee of the City of Perth and not intervening in administrative practices
- Respect all recommendations made by the LGBTQIA+ Advisory Group
- LGBTQIA+ Advisory Group members are to respect any confidential information discussed or exchanged at meetings.

If sub-groups are formed, they will report systematically to the LGBTQIA+ Advisory Group.

### Resignation of Advisory Group Members

Members who wish to resign from the Advisory Group are to submit their resignation in writing to the Chair or Co-Chairs. When a vacancy within the group is confirmed, either a nomination or Expression of Interest process will be undertaken by the City of Perth as a method of appointment for new members.

A member who fails to attend three consecutive meetings will be deemed to have resigned from the Advisory Group.

### City Staff

Staff have three principle functions with regards to the LGBTQIA+ Advisory Group:

- Secretariat role
- Strategy development, Framework and Plan advice
- supporting staff role.

Staff will prepare the agendas in consultation with the Advisory Group Chair and distribute to Advisory Group members. Staff will take minutes of all meetings for approval at the following meeting.

### Conduct of Business

#### Chair or Co-Chairs

A Chair will be nominated by the LGBTQIA+ Advisory Group at its inaugural meeting and thereafter on an annual basis. Alternatively, the Advisory Group may elect to replace a Chair arrangement with a Co-Chair arrangement. In which case, the following terms apply:

- The Advisory will elect two Co-Chairs on an annual basis
- The Co-Chairs of the LGBTQIA+ Advisory Group shall together convene the meetings

- If one designated Co-Chair is not available, then the other Co-Chair will be responsible for convening and conducting that meeting
- If both Co-Chairs are unavailable then the Advisory Group members may elect an Acting Chair for that meeting.

The Chair or Co-Chairs shall preside over the conduct of the meeting, including the preservation of good order and decorum and deciding all questions relating to the orderly procedure of the meetings.

The Chair or Co-Chairs will ensure that:

- meeting agendas are concise and relevant to current Advisory Group considerations
- meetings are conducted in an orderly manner and kept to the time allocated
- all members are given the opportunity to express their opinions and have them considered.

### Operating Procedures

Decisions will be made by consensus. If consensus cannot be reached, simple majority vote by the members present shall be followed.

Meeting agendas will be available to members a minimum of one week prior to the upcoming meeting. Meeting agenda's will be posted on the City of Perth's website.

Meeting Summary Notes shall briefly outline the substance of each of the items listed on the agenda, including actions taken and recommendations. Minutes will be approved by the Advisory Group at the next meeting.

### Quorum

Quorum shall be a simple majority of the total existing Advisory Group members, including any vacancies. In the case that quorum is not met Advisory Group members can continue the meeting, but no recommendations will be enacted until quorum is met.

### Media and Communications

All media contact shall be made through the City of Perth Corporate Communications Team.

The actions and recommendations of the LGBTQIA+ Advisory Group are subject to the policies and administrative practices of the City, including provisions pertaining to the use of the corporate logo(s), letterhead, website, information pamphlets, media advertisements and the like.

If a member of the LGBTQIA+ Advisory Group wishes to communicate to Council, City staff or the public, they shall be expected to provide a disclaimer stating that "the opinions reflected by the member are their own personal comments and are not endorsed by or representative of the LGBTQIA+ Advisory Group.

## Review of Terms of Reference

The Terms of Reference should be reviewed annually or updated as required to reflect any changes. The review will be jointly led by the Chair or Co-Chairs and the City of Perth. Changes to the Terms of Reference will be put to the City of Perth Council for endorsement.

DRAFT

‘Media Booking, Buying and Planning – EXM000046’ is presented under Item 17 as it contains confidential attachments

## 13. Infrastructure and Operations Alliance Reports

### 13.1 City of Perth Parking (CPP) Business Plan (Major Trading Undertaking)

Responsible Officer	Chris Kopec, General Manager Infrastructure and Operations
Voting Requirement	Absolute Majority
Attachments	Attachment 13.1A – City of Perth Parking (CPP) Business Plan (Major Trading Undertaking)

#### Purpose

To seek Council approval for the City of Perth Parking (CPP) Business Plan (Major Trading Undertaking), in accordance with section 3.59 of the *Local Government Act 1995*, and submit to the Minister of Local Government in accordance with the City of Perth Inquiry recommendation 226.

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#### Recommendation

That Council PROCEEDS with the major trading undertaking as detailed in Attachment 13.1A - City of Perth Parking (CPP) Business Plan (Major Trading Undertaking), in accordance with section 3.59 of the *Local Government Act 1995*.

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## Background

1. The City of Perth Inquiry contracted consultants ACIL Allen to review the City of Perth Parking business. ACIL Allen reported to the Inquiry that the City of Perth Parking business did not meet the requirement of section 3.59 *Local Government Act 1995* (the Act) and the associated Regulations. This issue was reported in Inquiry recommendations 222 to 226.
2. As the City's commercial parking operating expenditure is more than \$5 million per annum, it is defined as a major trading undertaking under the Act and is therefore required to have a business plan which addresses the parameters detailed in section 3.59 of the Act. These parameters are primarily designed to ensure that Local Governments only commence business activities that they can afford, that are reasonable to enter into and, which would not adversely affect their ability to provide core services to community.
3. In July 2020, ACIL Allen was contracted by the City of Perth to produce a business plan for the major trading undertaking which is the off-street parking business. This work was completed in September 2020 and Council endorsed a six-week statutory advertising period for the business plan at its Ordinary Council Meeting held on 29 September 2020.
4. At the completion of the advertising period on 17 November 2020, no submissions had been received.
5. Recommendation 226 of the Inquiry stated the following: "The City of Perth Council's first business plan for CPP is to be provided to the Minister for Local Government by no later than 31 December 2020."

## Discussion

6. ACIL Allen has completed the City of Perth Parking (CPP) Business Plan (Major Trading Undertaking) addressing the following three key areas:
  - a. Structure and Operations of City of Perth Parking
  - b. Business Performance and Outlook
  - c. Compliance with Statutory Requirements
7. The commencement of the City's parking business preceded the requirement for a business plan for major trading undertakings as defined in the Act. As such, the CPP business may not have considered addressing the parameters included at section 3.59 of the Act to be relevant when they came into effect. The parameters deal with the commencement of a business, not the continuation of an existing business. However, there were transitional provisions to the Act in clause 40 of Schedule 9.3 of the Act which confirmed that existing business operations must meet these requirements.
8. Completion of the City of Perth Parking (CPP) Business Plan (Major Trading Undertaking) in accordance with section 3.59 will address compliance requirements for a major trading undertaking and allow a response to recommendations 222 – 226 of the Inquiry into the City of Perth.
9. In addition to the City of Perth Parking (CPP) Business Plan (Major Trading Undertaking), the City continues to prepare a Business Plan for the CPP business which will further address revenue, cost,

method of operation, policy, best use of City assets, performance of individual carparks etc for presentation and discussion with Council prior to 30 June 2021.

## Stakeholder Engagement

10. Public consultation occurred for a six-week period from 3 October 2020 to 17 November 2020.
11. Internal engagement with Finance and Corporate Services has also been completed to inform the business plan.

## Decision Implications

12. If Council supports this recommendation, the City will meet the requirements of the *Local Government Act 1995* and comply with the recommendations from City of Perth Inquiry.
13. If Council does not support the recommendation the City will have to seek an extension from the Minister of Local Government as the deadline for 31 December 2020 will pass before another Council meeting is scheduled.

## Strategic, Legal and Policy Implications

Strategic			
Strategic Aspiration:	Community	Plan	Place Prosperity Performance
Strategic Objective:	Community	Plan	2.5 A parking service model that meets community needs from a best value for money perspective and allows for additional community benefits 4.4 Attract and support new and existing business to create a CBD retail experience that is superior to suburban competition 5.3 Commercial operations that are transparent, profitable and compete fairly and lawfully with private enterprise
Issue Specific Strategies and Plans:			Not applicable

Legal and Policy	
Legislation:	<u>Section 3.59 of the Local Government Act 1995 and the associated Regulations</u>
Legal advice:	Not Applicable

Policy	Not Applicable
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## Financial Implications

There are no direct financial implications relating to the recommendation within this report.

## Relevant Documents

Not applicable

## Further information

Not applicable



City of Perth

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# **City of Perth Parking (CPP) Business Plan (Major Trading Undertaking)**



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# 1. Structure and Operations of City of Perth Parking

*This section provides a brief overview of the City of Perth Parking (CPP) business, its compliance with the Local Government Act, its overarching governance as a business unit of the City of Perth, and a broad overview of its performance over time.*

## 1.1. Statutory Requirements

As a business of a Local Government Authority, the CPP undertaking is subject to legislative and policy requirements as they relate to the Local Government Act 1995 and the Competition Principles Agreement under the National Competition Policy. These requirements are discussed below.

### Requirements of the Local Government Act 1995

The City of Perth is a statutory entity constituted under the Local Government Act 1995 to provide services and facilities to a broad range of stakeholders including residents, commercial and retail businesses, workers, and local, national and international visitors.

One of the City of Perth's largest undertaking is its parking business, the City of Perth Parking (CPP). The City has operated CPP for over two decades. The business is a valuable asset to the City and its stakeholders. It provides essential parking facilities for businesses, visitors and residents whilst delivering a significant and consistent financial contribution to the City.

The City operates 33 commercial car parks within its boundaries, which comprise a mixture of freehold, leasehold and Crown Reserve properties. In addition to this, the City also provides parking services for on-street bays.

The City of Perth operates in accordance with the requirements of the Local Government Act 1995 (the Act) and the associated Regulations. Section 3.59 of the Act defines a trading undertaking as an activity carried on by a local government with a view to producing profit to it. A major trading undertaking is defined as a trading undertaking that, in the last completed financial year, involved; or in the current financial year or the financial year after the current financial year, is likely to involve, expenditure by the local government of more than the amount prescribed.

As the City's commercial parking operating expenditure is more than \$5 million per annum, it is defined as a major trading undertaking under the Act and is therefore required to provide a business plan. The Act requires a business plan for a major trading undertaking to address the following matters.

- *Its expected effect on the provision of facilities and services by the local government*
- *Its expected effect on other persons providing facilities and services in the district*
- *Its expected financial effect on the local government*
- *Its expected effect on matters referred to in the local government's current plan prepared under section 5.56*
- *The ability of the local government to manage the undertaking or the performance of the transaction*
- *Any other matter prescribed for the purposes of this subsection*

The City of Perth's responses to these compliance requirements under the Act is presented in **Section 3** of this Plan.

## Requirements of the Competition Principles Agreement

In 1995, the National Competition Policy process established a series of principles known as the Competition Principles Agreement. As part of a broad microeconomic reform agenda, the Australian Government and all State and Territory Governments undertook to ensure that their publicly owned businesses did not enjoy any net competitive advantage simply because they are publicly owned. This is known as **competitive neutrality**.

The primary principles relate to item 3.1 of the Competition Principles Agreement, which states:

- a. the Parties [to the Agreement] will, where appropriate, adopt a corporatisation model for these Government business enterprises (noting that a possible approach to corporatisation is the model developed by the inter-governmental committee responsible for GTE National Performance Monitoring); and*
- b. the Parties will impose on the Government business enterprise:*
  - i. full Commonwealth, State and Territory taxes or tax equivalent systems;*
  - ii. debt guarantee fees directed towards offsetting the competitive advantages provided by government guarantees; and*
  - iii. those regulations to which private sector businesses are normally subject, such as those relating to the protection of the environment, and planning and approval processes, on an equivalent basis to private sector competitors.*

Principle 7.1 also states "the principles set out in this Agreement will apply to local government, even though local governments are not Parties to this Agreement." And that "[e]ach State and Territory Party is responsible for applying those principles to local government."

The Local Government Act 1995 gives rise to these principles. However, the Act also forbids local governments from forming, acquiring, owning or operating a body corporate, making the delivery of the principles of National Competition Policy a matter for internal structures, policies and procedures of a local government authority.

The overarching intent of the Competition Principles Agreement is to reduce the misallocation of resources across the economy which can occur when there are barriers to competition in the provision of market goods. Provision of off-street parking in the Perth CBD sees the City of Perth compete directly with private sector businesses, meaning the principles of competition policy must apply.

The City of Perth's responses to these compliance requirements under the Competition Principles Agreement is presented in **Section 3** of this Plan.

## 1.2. Business Overview

City of Perth Parking is a commercial business owned and operated by the City of Perth but under its own brand identity. The business operates in direct competition with private operators in the parking industry. However, unlike private operators the operation of the City's commercial car parks is subject to local government legislation and regulations. Matters such as procurement, finance, audit and governance are subject to the Local Government Act 1995 and associated regulations.

The City of Perth has operated the commercial parking business under the banner of CPP for over two decades. The business is a valuable asset to the City and its stakeholders. It provides essential parking facilities for businesses, visitors and residents whilst delivering a significant and consistent financial contribution to the City.

Over the past ten years, the City of Perth has experienced significant growth and change as an organisation. At the same time, there has been significant progress and development around the city, particularly as a number of large capital works projects were completed such as Elizabeth Quay, Yagan Square and Perth City Link. The CPP business has grown progressively over this period and is now a significant component of the City of Perth's revenue base.

The CPP business and all parking in the City is subject to the Perth Parking Levy which has been applied by the State as per the Perth Parking Management Act 1999. The rate of the Levy is determined by the State annually. Further information on the Levy can be found in Figure 1 below.

**Figure 1: The Perth Parking Levy**

The Perth Parking Management Act 1999 forms part of the legislative framework within which the City operates. It provides for the management of parking within the Perth metropolitan area and it is from this Act that the Perth Parking Policy 2014 (the Policy) was gazetted. The Policy sets out the approach by the State Government, (in consultation with the City of Perth and other responsible planning authorities) to the development and management of parking facilities that fall within the Perth Parking Management Area. The Policy applies to all parking that occurs within the Perth Parking Management Area except parking for permanent residential purposes.

The Policy also details provisions relating to the development and management of parking facilities including event parking, motorcycle parking and parking for people with disabilities.

The Perth Parking Management Act 1999, together with the Perth Parking Management (Taxing) Act 1999 imposes parking bay license fees which are payable to the State Government for each qualifying bay. The Perth Parking Levy rates for each bay category are determined by the Department of Transport on an annual basis. The rate of increase in the parking levy has no correlation with the Perth Consumer Price Index and for many years has been substantially higher.

Revenue raised through the licensing of parking bays is used to fund the Central Area Transit (CAT) bus system (including improvements to that system), improving public transport access, enhancing the pedestrian environment, supporting bicycle access and other initiatives which support a balanced transport system to, from and within the Perth Parking Management Area.



The CPP business supports 6,117 on street fee-paying bays for the City (plus services for 839 parking meters), 11,176 off street parking bays in 33 active car parks. Most of the car parks operated by CPP are on premises owned by the City and the remainder are leased from the State or operated on behalf of private owners.

For the purposes of this Plan, the City of Perth's Major Trading Undertaking refers to the provision of off-street parking services in 33 commercial car parks. The details of these car parks are provided in Figure 2.

**Figure 2: CPP facilities in scope of the City of Perth's Major Trading Undertaking**

Car Park Name	Address	No of Bays	Region	Type
Convention Centre Car Park	21 Mounts Bay Road	1,487	River Foreshore	Under Cover
Elder Street Car Park	490 Murray Street & Elder Street	1,064	Central City	Under Cover
Queens Gardens Car Park	46-62 Nelson Crescent and Horatio Street	871	East Perth	Open Air
Royal Street Car Park	158 Royal Street	739	East Perth	Open Air
Pier Street Car Park	87-89 Pier Street	719	Central City	Under Cover
His Majesty's Car Park	377 Murray Street	654	Central City	Under Cover
State Library Car Park	15 Francis Street	615	Northbridge	Under Cover
Citiplace Car Park	1 Roe Street	485	Northbridge	Under Cover
Roe Street Car Park	68 Roe Street	473	Northbridge	Under Cover
Mayfair Street Car Park	27 Mayfair Street	445	West Perth	Under Cover
Concert Hall Car Park	Terrace Road	404	River Foreshore	Under Cover
Cultural Centre Car Park	2 Roe Street	320	Northbridge	Under Cover
Regal Place Car Park	81-95 Regal Place	293	East Perth	Under Cover
Point Fraser Car Park	1 Riverside Drive	266	River Foreshore	Open Air
Newcastle Street Car Park	47 Newcastle Street & Aberdeen Street	189	East Perth	Open Air

Car Park Name	Address	No of Bays	Region	Type
Goderich Street Car Park	133 Goderich Street	178	East Perth	Under Cover
Fire Station Car Park	1 Murray Street	161	Central City	Open Air
Aberdeen Street Car Park	121 Aberdeen Street and 104 Francis Street	85	Northbridge	Open Air
JH Abraham Reserve Car Park	Hackett Drive	79	Crawley/Nedlands	Open Air
Wellington Street Car Park	980 Wellington Street	69	West Perth	Open Air
Saunders Street Car Park	9 Saunders Street	58	East Perth	Open Air
James Street Car Park	Corner James Street & 104 Francis Street	55	Northbridge	Open Air
Coolgardie Street Car Park	9 Coolgardie Street	43	West Perth	Open Air
The Garage	347 Wellington Street	41	Central City	Under Cover
Hay Street East Car Park	262 Hay Street	27	East Perth	Open Air

The CPP is the largest provider of public parking within the City and manages 33 car parks which is far greater than any other capital city in Australia but remains competitive amongst private companies such as Wilson, Secure and other private companies. The City of Perth (via the CPP) is uniquely placed in terms of parking management compared to other capital city local government jurisdictions in Australia. The City Councils of Brisbane, Melbourne and Sydney each own only two car parks within their respective central business districts. These cities have a larger contingent of privately-owned car parks. The City of Adelaide operates a more substantial off-street parking operation, although it has nine properties and approximately 6,000 parking spaces (both significantly smaller than the CPP undertaking).

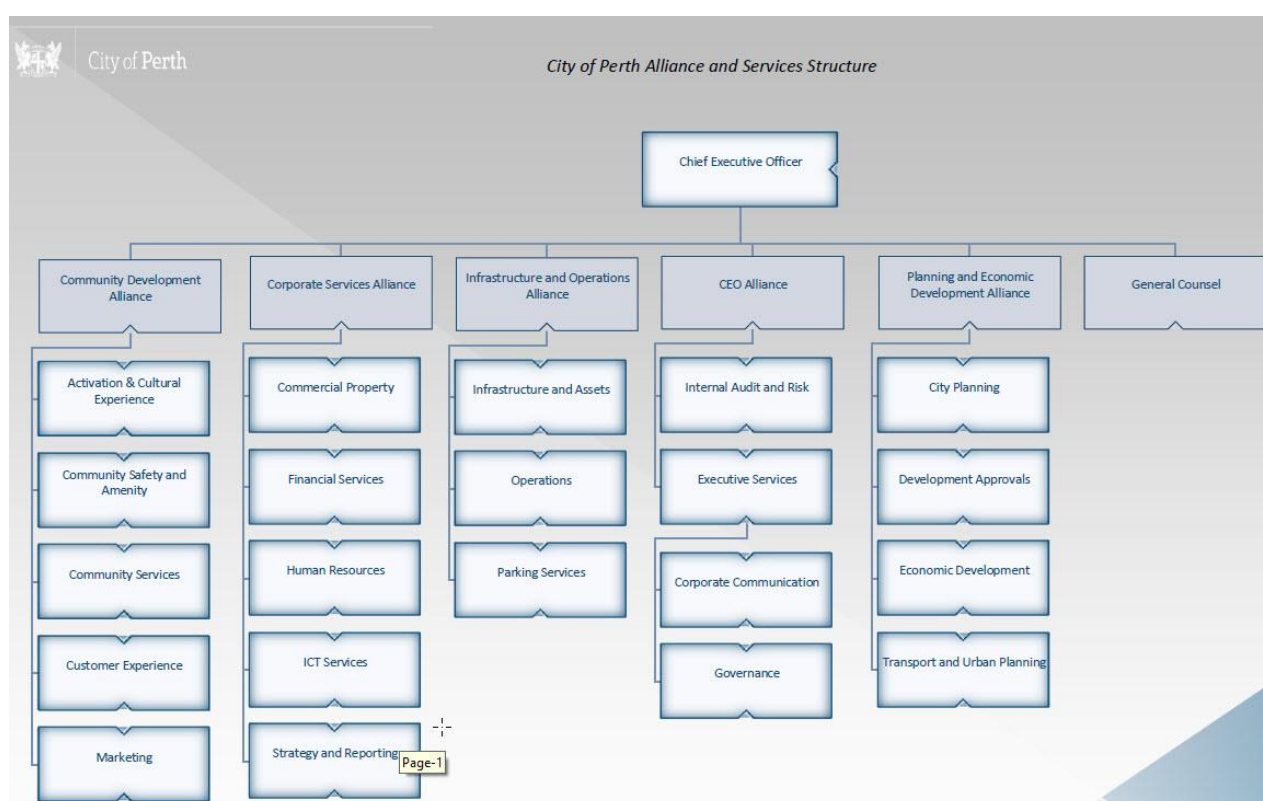
## 1.3. Governance

The CPP business is managed by the City of Perth's Parking Services Unit, which has its administrative headquarters at Council House. The Parking Services Unit sits within the Infrastructure and Operations Alliance, which is one of four divisions within the City of Perth. This structure ensures that the commercial operations of the CPP business are aligned with the broader objectives of the City of Perth.

Technical Services are provided from the City's Mayfair Street workshop in West Perth. Operations staff are based at various undercover car parks. The Operations Hub operates from the Perth Convention and Exhibition Centre Car Park, in which the security control system is based. From the Hub, staff can operate CCTV cameras in other car parks and manage access control including the opening and closing of access doors.

As part of the City of Perth administration, Parking Services acts on Council decisions by developing and putting into practice the Council's policies and resolutions. Decision making is subject to the City's policies and procedures. Principal business decisions require the ratification of the Executive Management Team and/or Council.

**Figure 3: The City of Perth Organisational Structure**



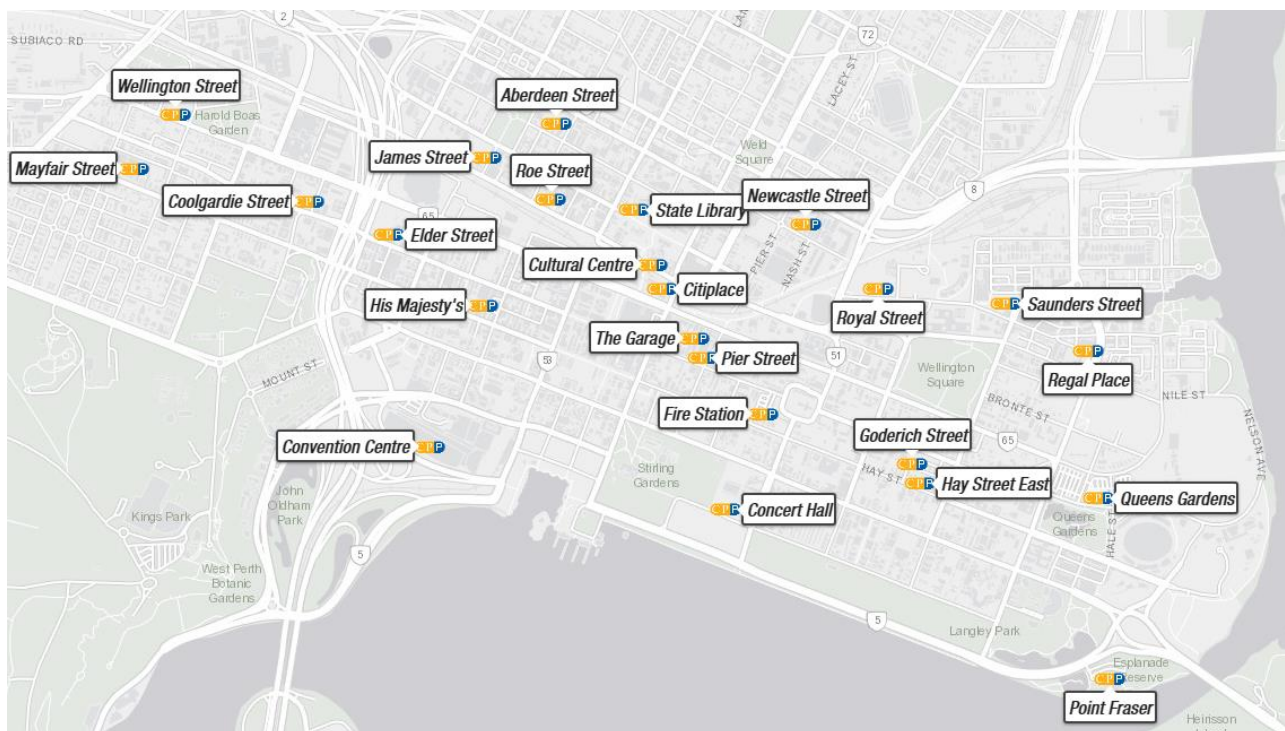
## 1.4. Operations

The City operates 33 commercial car parks within its boundaries. The City provides full parking services for all the facilities, including Operations, Technical Services, Financial Services, Parking Development, Facilities Management and Customer Service. In addition to this, the City also provides parking services for on-street bays. This comprises Technical Services, Financial Services, Customer Service and Enforcement.

As well as day to day operation of facilities, the City also supports the community in the staging of events through the use of sponsorships and partnerships. These arrangements allow the City through CPP to provide parking at a free or discounted rate to facilitate the staging of events, usually in exchange for brand exposure. Arrangements are made internally to ensure the City complies with the principles of competitive neutrality when such arrangements are made (see Section 3).

The City's portfolio of 33 commercial car parks comprises a mixture of freehold, leasehold and Crown Reserve properties (see Figure 4 below for the majority of locations). It should be noted that on-street parking is excluded from the scope of this CPP Business Plan (Major Trading Undertaking) as the City owns the land effectively creating a monopoly for this type of parking.

**Figure 4: Location of CPP commercial car parks**



## 1.5. Objectives of CPP

According to the City of Perth's *Strategic Community Plan 2019-29*, the Plan "provides critical direction to the City for its decision making processes, services and financial commitments. It will guide our services and facilities for the community, as well as determining our infrastructure requirements.

The Strategic Community Plan uses the community's aspirations as the guiding principle for the delivery of the City's services. The Strategic Community Plan articulates the City's Aspirations across the focus areas of:

1. People – a safe, activated and welcoming city that celebrates its diversity and sense of community, providing unique educational, cultural, sporting and lifestyle offerings.
2. Place – a well-planned and functional built form environment, promoting world class architecture, appreciation of heritage, diversity of land use and a sustainable, affordable and accessible integrated transport system.
3. Planet – a city that respects, protects and fosters its natural environment, embraces the principles of sustainability and acknowledges the impacts of our changing climate.
4. Prosperity – a city with a diverse and resilient economy capitalising upon its unique competitive advantages and creative reputation, attracting sustainable investment in education, tourism, entertainment, commerce, technology and trade.
5. Performance – a city led by a Council and supported by an administration that is committed to sound strategy and governance, excellence in customer service and effective and sincere engagement with all stakeholders.
6. Partnership – city that has earned the respect and support of the local industry through strong partnerships with state bodies, industry and community groups and other key stakeholders.

Across these six Aspirations, the City has identified 44 strategic objectives, all of which are detailed in the Strategic Community Plan. The CPP business is strategically aligned to the Plan across a number of focus areas and objectives, but specifically in relation to the following focus areas and objectives:

- Place, Objective 2.5: A parking service model that meets community needs from a best value for money perspective and allows for additional community benefits.
- Prosperity, Objective 4.4: Attract and support new and existing business to create a CBD retail experience that is superior to suburban competition.
- Performance, Objective 5.3: Commercial operations that are transparent, profitable and compete fairly and lawfully with private enterprise.

## 2. Business Performance and Outlook

*This section provides a brief overview of the City of Perth Parking (CPP) business, its compliance with the Local Government Act, its overarching governance as a business unit of the City of Perth, and a broad overview of its performance over time.*

### 2.1. Strategic focus areas

The City of Perth's *Four-Year Corporate Business Plan 2020-21 – 2023-24* is guided by the six Aspirations that have been set out in the Strategic Community Plan, which in turn informs each of the City of Perth's Service Unit Plans, including the Parking Services Unit which operates the CPP business undertaking.

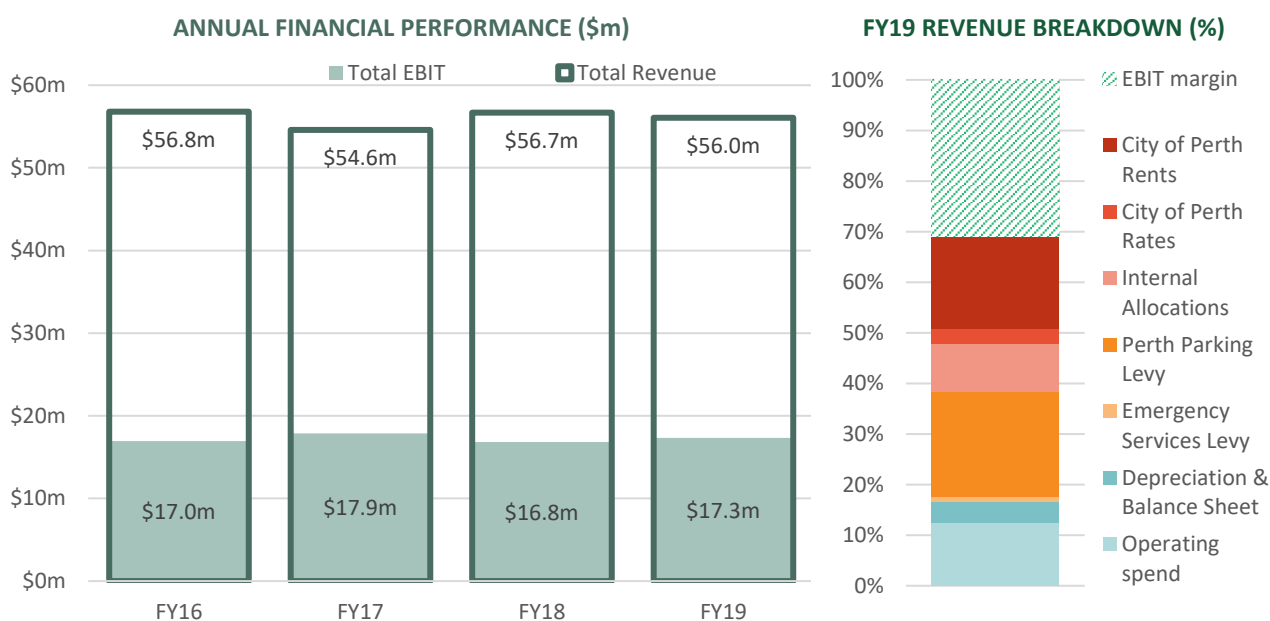
The development of the **business plan** is one of the key focus areas for the Parking Services Unit, with the other key focus areas being:

- the development of a sustainable business model that supports the Community and the City's long-term sustainable parking needs; and
- the development and implementation of education and instruction programs both in hard copy and digital that support the community to better understand how to read signs, park and utilise all the City's parking assets.

### 2.2. Business performance

The CPP undertaking has provided the City of Perth with stable annual returns over the past four years, with an average revenue of \$56 million per annum. The Earnings Before Interest and Taxes ('EBIT') margin of the undertaking has fluctuated between \$16.8 million and \$17.9 million, taking into account the allocation of a range of internal City of Perth charges. On average, the CPP undertaking has delivered the CPP an average margin of 30.8% (Figure 5).

Figure 5: Financial Performance Summary, CPP



As indicated by the second panel in the figure, the direct operational spend required to facilitate the CPP undertaking equates to 16.6% of revenue, comprising direct expenditure (12.4%) and depreciation and balance sheet charges (4.2%). Charges which are levied on the CPP undertaking by the Western Australian Government equate to 21.7% of revenue, comprising the Perth Parking Levy (20.9%) and the Emergency Services Levy (0.8%). Internal City of Perth Charges equate to 30.7% of revenue, comprising commercial equivalent rents (18.2%), internal Activity Based Costing charges (9.4%) and commercial equivalent rates (3.1%).

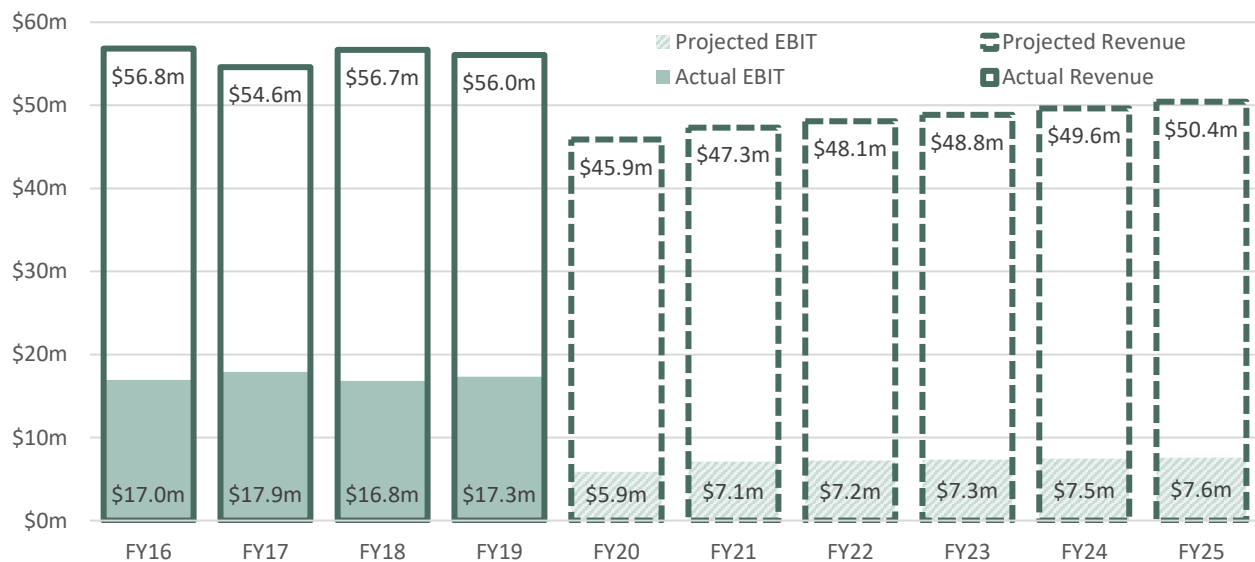
The financial indicators presented above consider the revenue and expenditure associated with the CPP undertaking's 33 commercial parking units only.

## 2.3. Business outlook

The CPP undertaking is a critical component of the City of Perth's long-term financial planning, with the City relying on the continuation of stable returns from the undertaking to underpin its broader financial outlook. As such, the outlook for the CPP undertaking for the purposes of this business plan is a product of the City's long-term financial plan and reflects expected COVID-19 revenue reductions.

The financial outlook of the CPP undertaking is presented in Figure 6. The budgeted expenditure associated with the City's commercial carparking business includes all direct and indirect expenditure incurred by the City across the 33 commercial carparks.

Figure 6: Financial Projection Outlook, CPP \$m



The CPP undertaking's financial performance was significantly impacted by the restrictions associated with measures to contain COVID-19, with unaudited preliminary accounts indicating a reduction in revenue of over \$10 million between 2018-19 and 2019-20. This in turn reduced the EBIT of the undertaking to \$5.9 million, or an EBIT margin of 12.9%. The City of Perth's long-term financial plan projects a rebound of revenue of approximately 3% in 2020-21, with revenue returning to a level which is approximately 15% below the four-year average discussed in Section 2.2. The projected EBIT does not return to pre COVID levels from 2019-20 due to the



increased rent applied after the assets were revaluated in 2018-19 and the updated internal expense allocations used in the Long-Term Financial Plan.

For the purposes of this business plan, revenues are budgeted to increase by the projected increase by 1.6% per annum over the next four years, which was the rate of increase in Perth's Consumer Price Index in 2018-19. This is expected to see revenue from the City's commercial carparking business reach \$47.3 million in 2020-21, increasing to \$50.4 million by 2024-25.

It is estimated that expenditure associated with the CPP will increase on average by 1.6% per annum over the next four years, reflecting the City's desire for maintenance of the CPP undertaking's contribution to the overall City of Perth's financial capacity. The CPP undertaking's financial outlook is subject to changes in the Perth Parking Levy and Emergency Services Levy, which are set by the Western Australian Government. Any changes to these charges which are greater than or less than the 1.6% projection included in the Long-Term Financial Plan will require the City to adjust parking rates to ensure the contribution of the CPP undertaking to the City of Perth's financial position is maintained.

## 2.4. Risks to the outlook

The City of Perth has a unique position of owning and operating a major trading undertaking like the CPP business when compared to other local governments in WA and other capital city local governments across Australia. The operation of the CPP has provided the City of Perth the opportunity to generate significant revenues from parking fees, which has in turn allowed it to keep the rates it charges residential and business ratepayers lower than they would otherwise be. It also allows the City to use the CPP as a means of progressing important economic development initiatives, such as free parking trials as a means of encouraging greater visitation to the City, and in providing competition in the market for car parking services in the CBD.

There are a range of material commercial risks associated with the CPP undertaking. The first risk is related to the capital intensity of the CPP undertaking. The CPP undertaking is a significant asset, which requires ongoing capital and operational expenditure to ensure the service meets the standards expected by the community – both residents of the City and broader user groups outside of the City itself. This requires careful planning to ensure funding is set aside to allow for ongoing investment and maintenance to be undertaken, otherwise the condition of the asset will deteriorate over time and expose to the City to safety and financial risks.

A second significant internal risk is associated with the range of competing objectives which exist within the context of the City of Perth, which are not faced by its competitors. This exposes the CPP undertaking to a risk of having unclear objectives or a focus on non-commercial outcomes which dilute its ability to achieve financial objectives which are important to the overall financial performance of the City of Perth.

The CPP's competitors themselves, who by their nature have a stronger commercial focus, are another important risk. The commercial focus of these competitors may result in them being more attuned to customer needs and provision of innovative solutions in the face of internal and external pressures. It is therefore incumbent on the City to ensure it adopts these same approaches in setting its overall strategic objectives and operational planning despite not having this same drive for profit.

The recent financial performance of the CPP undertaking suggests it is managing these risks well.



While the CPP undertaking is in a sound financial position, it is subject to several external risks which are outside of its control. These include the Perth Parking Levy, which is set by the State Government, which is a significant driver of parking rates faced by users. While worthwhile, the State Government's long-term policy objectives towards encouraging greater use of public transport and decentralisation of the public service away from the Perth Central Business District expose the CPP undertaking to future demand risks which are material to a highly capital-intensive business such as parking.

Risks associated with decentralisation extend to the private sector, where technological change and the impacts of COVID-19 appear to be accelerating a move towards increased use of telecommuting and remote work.

However, the CPP undertaking is well placed to adapt to changing circumstances as evidenced by its continued profitability during the 2019-20 financial year as the impacts of COVID-19 emerged. While patronage reduced significantly, reducing the CPP undertaking's revenue, car parking facilities were still required to support essential workers. The City was able to mitigate revenue loss with expense reductions and staff roster amendments. This episode demonstrated how the strengths of the CPP undertaking in the context of the broader objectives of the City of Perth can be harnessed while still delivering a commercial outcome for the City's ratepayers.

## 3. Compliance with Statutory Requirements

*This section details the City's assessment of the CPP business in terms of its effect on the provision of services on the community, on other service providers, the ability of the City of Perth to effectively manage the major undertaking, and compliance with competitive neutrality principles.*

### 3.1. Compliance with the Local Government Act 1995

The City of Perth operates in accordance with the requirements of the Local Government Act 1995 (the Act) and the associated Regulations. Section 3.59 of the Act defines a trading undertaking as an activity carried on by a local government with a view to producing profit to it. A major trading undertaking is defined as a trading undertaking that, in the last completed financial year, involved; or in the current financial year or the financial year after the current financial year, is likely to involve, expenditure by the local government of more than the amount prescribed. The prescribed amount if the trading undertaking is entered by a local government the district of which is in the metropolitan area, the amount that is the lesser of \$5,000,000; or 10% of the lowest operating expenditure of:

- the operating expenditure incurred by the local government from its municipal fund in the last completed financial year
- the operating expenditure likely to be incurred by the local government from its municipal fund in the current financial year
- the operating expenditure likely to be incurred by the local government from its municipal fund in the financial year after the current financial year.

As the City's commercial parking operating expenditure is more than \$5 million per annum, it is defined as a major trading undertaking under the Act.

In accordance with section 3.59 (3) of the Act, the City is required to provide a business plan for any major trading undertaking it operates:

*The business plan is to include an overall assessment of the major trading undertaking or major land transaction and is to include details of –*

- a. its expected effect on the provision of facilities and services by the local government;*
- b. its expected effect on other persons providing facilities and services in the district;*
- c. its expected financial effect on the local government;*
- d. its expected effect on matters referred to in the local government's current plan prepared under section 5.56;*
- e. the ability of the local government to manage the undertaking or the performance of the transaction; and*
- f. any other matter prescribed for the purposes of this subsection.*

The previous sections of this document provide a range of evidence to satisfy the statutory requirements outlined in Section 3.59 (3) of the Act. However, for clarity, the remainder of this section outlines a response to each criteria in order.

## Expected effect on the provision of facilities and services by the local government

The CPP undertaking contributes to the maintenance of assets, provision of services and execution of various capital works projects to support and enhance the City, through the significant revenues which are generated by the undertaking. Aside from revenue contribution to the City, the commercial parking business also contributes to the City's broader purpose of enhancing the City of Perth as a place to visit, live, work, and conduct business.

Some examples of these non-commercial benefits include:

- adjustment of operational hours to accommodate events,
- the ability to cross-subsidise non-commercial carparking locations which support the City's overall place-making objectives, and
- innovative pricing structures and other initiatives provide the City with opportunities to influence visitation into the Perth CBD and support local businesses.

## Expected effect on other persons providing facilities and services in the district (Executive Function Test)

To address section 3.59(3)(b) of the Local Government Act 1995, the City considers Section 3.18 (3) of the Act, which states:

A local government is to satisfy itself that services and facilities that it provides –

- Integrate and coordinate, so far as practical, with any provided by the Commonwealth, the State or any public body;*
- Do not duplicate, to an extent that the local government considers inappropriate, services or facilities provided by the Commonwealth, the State or any other body or person, whether public or private; and*
- Are managed efficiently and effectively.*

Each of these requirements is addressed respectively below:

- Integrate and coordinate, so far as practical, with any provided by the Commonwealth, the State or any public body:*

The Commonwealth and State do not provide paid public parking within the boundaries of the City of Perth. The City is not aware of any other public body which provides services and facilities like those provided by the City. As such, the integration and coordination of the City's commercial parking services with those provided by the Commonwealth, State or public bodies cannot be implemented.

- Do not duplicate, to an extent that the local government considers inappropriate, services or facilities provided by the Commonwealth, the State or any other body or person, whether public or private:*

The City has been an operator of parking facilities within the City of Perth boundaries for over 60 years. The City's provision of these services' pre-dates the Local Government Act 1995. During this timeframe, the City has operated in competition with private operators which have maintained their presence in the central Perth area. There are also several independent operators of facilities attached to venues. The combination of the number and variety of providers allows for a competitive representation of the industry.

c. *Are managed efficiently and effectively:*

The CPP undertaking delivers the City of Perth a significant financial return on an annual basis, while providing the City with an additional lever to deliver economic and social objectives which are non-commercial in nature. On this basis it is considered the CPP undertaking is operating effectively in supporting the City of Perth's broader objectives as outlined in its Strategic Community Plan.

The CPP has a relatively low direct cost associated with running its business, equating to around \$707 per parking bay per annum (12.4% of total revenue), which allows it to contribute to other corporate costs faced by the City of Perth in delivery of its statutory responsibilities.

Publication of the City of Perth's fees and charges and annual budget provides detailed information about the City's pricing, revenue and expenditure. The exposure of the City's commercial parking business to such public examination drives the need to ensure the business is conducted efficiently and effectively.

In addition, its parking rates are competitive with private sector off street parking providers in the Perth CBD and are substantially lower than average rates faced by users of off-street parking in other major Australian capital cities. The CPP delivers these efficiency outcomes while providing the broader City of Perth with substantial net revenue suggests it is operating efficiently.

## **Expected financial effect on the local government**

The CPP undertaking delivers revenue well in excess of the cost of operations, with a total cash contribution<sup>1</sup> to the City of Perth of \$36.9 million in the 2018-19 financial year. The City's long-term financial projections suggest the CPP undertaking will continue to provide significant total cash contributions in the future.

With this in mind, the CPP undertaking allows the City of Perth to set council rates at a lower level than would otherwise be the case, contributing to the City's broader objectives associated with enhancing the City as a place to visit, live, work, and conduct business.

## **Expected effect on matters referred to in the local government's current plan prepared under section 5.56 of the Local Government Act 1995**

The CPP undertaking is an important enabler for the City to achieve all six of its overarching objectives defined in the Strategic Community Plan 2019-2029. Specifically, three of the City of Perth's Strategic Community Plan 2019-2029 objectives focus directly on the CPP undertaking, including:

Place, Objective 2.5: A parking service model that meets community needs from a best value for money perspective and allows for additional community benefits.

Prosperity, Objective 4.4: Attract and support new and existing business to create a CBD retail experience that is superior to suburban competition.

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<sup>1</sup> Total cash contribution is defined as the total revenue of the CPP undertaking less operating expenditure, the Perth Parking Levy and Emergency Services Levy. The cash contribution is a reflection of the net cashflow generated by the CPP undertaking prior to the recognition of depreciation and amortisation, and internal City of Perth charges such as Activity Based Costing overhead allocation, rental payments and rates equivalent payments.

Performance, Objective 5.3: Commercial operations that are transparent, profitable and compete fairly and lawfully with private enterprise.

### **Ability of the local government to manage the undertaking or the performance of the transaction**

The City has been managing the undertaking since the operation of commercial parking services within the City boundaries, which pre-dates the Local Government Act 1995. The ability of the City to manage the undertaking has already been demonstrated via the continued success of the commercial parking business in provision of parking services to customers over the past 20 years. On-going management of car park operations is supported by experienced staff at operational level through to senior management.

The City has allocated appropriate and sufficient resources to allow operations to continue. Resources include premises specifically allocated to commercial car park operations, such as the Technical Services Team workshop as well as a fleet of vehicles for operations and technical staff. Car park operations are managed via the City's Hub at Perth Convention and Exhibition Centre Car Park.

The City's car park business is accounted for in wider City of Perth strategic planning including the Long-Term Financial Plan and the City's Corporate Asset Management Plan. The Corporate Asset Management Plan acknowledges the City's significant investment in commercial car park assets and the requirement to maintain and eventually renew those assets during and at the end of asset lifecycles.

Most car parks operated by the City are on premises owned by the City. The remainder are leased from the State Government or located on Crown Reserves.

### **Any other matter prescribed for the purposes of this subsection**

A joint venture, as defined in Regulation 10 of the Local Government (Functions and General) Regulations 1996, is a trading undertaking or land transaction that is to be jointly carried on or entered into.

The City is undertaking this major trading undertaking solely and is not jointly carrying on the undertaking with any other person or entity.

## 3.2. Compliance with the Competition Principles Agreement

In 1995, the National Competition Policy process established a series of principles known as the Competition Principles Agreement. As part of a broad microeconomic reform agenda, the Australian Government and all State and Territory Governments undertook to ensure that their publicly owned businesses did not enjoy any net competitive advantage simply because they are publicly owned. This is known as competitive neutrality.

The primary principles relate to item 3.1 of the Competition Principles Agreement, which states:

- a. *the Parties [to the Agreement] will, where appropriate, adopt a corporatisation model for these Government business enterprises (noting that a possible approach to corporatisation is the model developed by the inter-governmental committee responsible for GTE National Performance Monitoring); and*
- b. *the Parties will impose on the Government business enterprise:*
  - i. *full Commonwealth, State and Territory taxes or tax equivalent systems;*
  - ii. *debt guarantee fees directed towards offsetting the competitive advantages provided by government guarantees; and*
  - iii. *those regulations to which private sector businesses are normally subject, such as those relating to the protection of the environment, and planning and approval processes, on an equivalent basis to private sector competitors.*

The application of competitive neutrality principles is reflected in several ways across the CPP major trading undertaking. These are discussed below.

### Full Commonwealth, State and Territory tax equivalent payments

Under the National Tax Equivalent Regime ('NTER'), the City of Perth is required to levy relevant Commonwealth and State taxation payments on business enterprises within its structure. These tax equivalent payments are to flow to the shareholder-equivalent party of the business enterprise and cannot be used to directly advance the interests of the business enterprise subject to the tax regime.

In the case of the CPP major trading undertaking, this requires the City of Perth to levy:

- Company Tax (Commonwealth Government)
- Payroll Tax (Western Australian Government)
- Land Tax and Metropolitan Region Improvement Tax (Western Australian Government)
- Perth Parking Levy (Western Australian Government)
- Emergency Services Levy (Western Australian Government)

### Application of commercial rentals and local government rates on City of Perth-owned properties

The CPP undertaking is delivered on 33 properties which are either owned freehold by the City of Perth or take place on Crown Land under a management order with the Western Australian Government. For competitive neutrality purposes, these properties should be subject to commercial equivalent property rental charges, and City of Perth rates equivalent charges. This is the case, with the City raising \$10.2 million in commercial-equivalent property rental charges and \$1.8 million in rates equivalent charges in the 2019-20 financial year.

To set these rates at full commercial equivalent levels, the City of Perth engages an independent valuer on an annual basis to determine relevant property values and benchmark rental rates. These rates are then adopted by the City of Perth, which raises the revenue from the CPP major trading undertaking and transfers these to its Consolidated Account. The rent and rates payments are not used to advance the interests of the CPP major trading undertaking.

## **Recognition of City of Perth overhead costs incurred by CPP undertaking**

The City of Perth has developed and implemented a comprehensive approach to Activity Based Costing for the allocation of its overhead expenditures to each of its business units, including the CPP major trading undertaking.

Local governments are required to apply Activity Based Costing (ABC) principles to allocate corporate costs across the various service units in the business. The general principle is that those areas causing costs to be incurred should bear an appropriate proportional allocation of the corporate support costs. The City of Perth has developed and implemented a comprehensive approach to Activity Based Costing for the allocation of its overhead expenditures to each of its business units, including the CPP major trading undertaking.

This approach, effective from 1 July 2020, uses several different cost pools to accumulate the costs to be allocated and then applies relevant cost drivers for each cost pool to apportion those costs to the service units that benefit from those services. Costs allocated include finance, ICT, payroll, human resources, occupational health and safety etc. Allocations are also made to CPP for commercial rental building occupancy and facilities maintenance.

In addition, areas within the Parking Services area itself that support the CPP Off Street Parking business such as technical services and business development, make an allocation outwards for those support costs.

The cost drivers used in these allocation processes are reviewed annually for reasonableness as part of the budget process.

The City of Perth raised \$8.7 million from the CPP major trading undertaking in the 2019-20 financial year. The charges raised are transferred to its Consolidated Account and are not used to advance the interests of the CPP major trading undertaking.

## **Use of the CPP undertaking to further City of Perth economic development objectives**

The City of Perth regularly uses the assets and services of the CPP major trading undertaking to further its economic development objectives. This is achieved through a number of mechanisms including free or discounted parking, changes to opening and closing hours for individual properties to facilitate events and use of parking facilities for non-parking activities and events.

To correctly account for the lost revenue or increased expenditure associated with the use of the CPP's assets and services within the broader City of Perth's financial structure, the City of Perth is now committed to transparent pricing and recognition of the purchase of these assets and services from the CPP by other business units within the City of Perth. This will be enacted via the introduction of a policy and associated internal transfer rules. This also opens the opportunity for the City of Perth to source the assets and services of non-CPP parking entities within the Perth CBD to achieve these objectives.



City of Perth

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## 13.2 Lease of Warehouse for Storage of Christmas Decorations

Responsible Officer	Chris Kopec, General Manager Infrastructure and Operation
Voting Requirement	Absolute Majority
Attachments	Attachment 13.2A – Cost Comparisons – Owned vs Leased

### Purpose

For Council to approve the leasing of a warehouse facility for the storage of Christmas decorations and miscellaneous electrical items.

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### Recommendation

That Council:

1. APPROVES the leasing of a warehouse located at 26b Howe Street, Osborne Park, subject to final negotiations, currently advertised at a cost of \$161,680 per annum plus outgoings and CPI increases
  2. AUTHORISES the Chief Executive Officer to enter into negotiations with WA Commercial Real Estate to finalise and sign a lease agreement for 26b Howe Street, Osborne Park
  3. APPROVES the allocation of \$90,000 operational expenditure to cover the cost of the leasing of this storage facility for the remainder of the 2020/21 financial year
  4. APPROVES by ABSOLUTE MAJORITY the allocation of \$300,000 capital expenditure for the purchase and installation of new racking, as well as the dismantle and transfer of existing racking, to the new leased storage facility.
-

## Background

1. Up until December 2017 the City leased a 1000m<sup>2</sup> high span warehouse in Osborne Park for the storage of all Christmas decorations and some electrical infrastructure such as spare luminaires and poles. At the time, the cost to lease this facility was \$10,000 per month (\$120/m<sup>2</sup>) with minimal outgoings. The facility location was convenient, being 10 to 15 minutes from the CBD and less than five minutes from the City's Works Depot.
2. In June 2017, Council requested new and additional decorations be added to the 2017 Christmas displays. The City decided to lease these decorations rather than purchase. The lease was for three years, expiring December 2019, at a total cost of \$1,481,861.
3. At this time, it was the City's intent to eventually lease all decorations removing the need for a storage facility. The City believed leasing had a number of advantages over purchasing:
  - a. New decorations every three years.
  - b. Cost was all inclusive:
    - i. No maintenance costs
    - ii. No install or dismantling costs
    - iii. No storage costs
4. As a result, it was decided to cease leasing the Osborne Park warehouse and to move the City owned decorations to a City owned and vacant building at 337 Wellington Street, Perth, commonly known as The Gasworks. This facility was considered a short-term option that reduced external costs to the City but resulted in lost opportunity of using The Gasworks site for commercial return.
5. Although leasing decorations has advantages, it became apparent early in the leasing period that it was extremely expensive and did not offer any financial advantage to the City. In early 2018 the City's position changed, and the preference now is to purchase all street decorations instead of leasing them. Over the last three years the City has spent \$2,603,794 on new decorations including expansion into new locations and the replacement of leased decorations in 2020. The cost benefit analysis of this decision is shown in Attachment 13.2A.

## Discussion

### Current Status

6. The City currently owns 492 individual decorations, all of which require storage in a secure facility relatively close to the city for cost effectiveness. The Gasworks site is no longer capable of adequately storing the full complement of decorations, along with other electrical assets, which necessitated an investigation of other locations to store at least some decorations.

### Options

7. The City could continue to use The Gasworks as the primary storage site accepting that not all decorations would be stored in a single location. Facilities at The Gasworks are limited, with no capacity to store new decorations in a safe and protected manner.

8. The City's Osborne Park Works Depot is not considered an option with internal and external storage space completely utilised.
9. The Loading Dock facility under Forrest Place currently has some secure areas that could be utilised to store a portion of the City's decorations. The available space is not sufficient to take all overflow from The Gasworks and it is not considered advantageous to store decorations over multiple facilities.
10. The current commercial real estate market does offer leasing options in various light industrial areas. An investigation of the Perth commercial property market for the lease of a suitable warehouse of at least 1,500m<sup>2</sup> was undertaken in September 2020. Localities included Perth/Northbridge, Osborne Park, Balcatta, Belmont/Kewdale, Welshpool, Malaga and Canningvale. Distance from the city did not appear to provide any discount on the rate per square metre and it was difficult to find suitable warehouses particularly in the more recent developments.
11. A suitable warehouse was found in Osborne Park. This 2021m<sup>2</sup> property is located at 26b Howe Street (frontage in O'Malley St), less than five minutes from the City of Perth Works Depot, has a rear hardstand area and is easily accessible. Office space is less than 20m<sup>2</sup>, which is adequate for the intended use. Current advertised annual lease is \$161,680 (\$80/m<sup>2</sup>) plus outgoings. This represents a 33% reduction in per m<sup>2</sup> cost compared to the previous lease for Christmas decoration storage. Given the property is storage only and seldom occupied outgoings are not expected to be substantial. The warehouse has been available for lease since October 2019; and as such the City may be in a position to negotiate rates further. This property was used for financial modelling as shown in Attachment 13.2A. To turn the leased premise into a suitable storage facility for Christmas decorations, some new racking will need to be purchased and installed. Some existing racking at The Gasworks can be dismantled and transferred to the new lease facility. It is expected that the installation of suitable racking will cost \$300,000.
12. A comparable 2115m<sup>2</sup> warehouse in Osborne Park was also found listed for sale for \$3,600,000, however, the total cost of ownership including market factors and depreciation has not been calculated. Due to the research and capital commitment calculations required for such an investment, it is recommended to lease in the short to medium term (suggest 3-5 years) to resolve the immediate Christmas decoration storage issue and allow time to prepare a detailed business case to determine the best longer-term solution for the City's overall storage requirements.

## Decision Implications

13. Should Council agree with the recommendations then immediate action can take place to prepare the facility to store decorations as they are dismantled from city streets in Jan 2021.
14. If Council were not to approve the recommendations, then the City would have to rationalise the storage of decorations across multiple spaces which would be inefficient and a poor use of council owned property. In addition, some items would require storage offsite at additional cost to the City.

## Strategic, Legal and Policy Implications

<b>Strategic</b>	
Strategic Community Plan Aspiration:	People A safe, activated and welcoming city that celebrates its diversity and sense of community, providing unique educational, cultural, sporting and lifestyle offerings.
Strategic Community Plan Objective:	1.6 Thriving and sustainable cultural, artistic and heritage industries, activities and events that encourage locals and visitors to come back for more
Issue Specific Strategies and Plans:	Nil
<b>Legal and Policy</b>	
Legislation:	<p>This transaction is exempt from Section 3.59 – Commercial enterprises by local governments – including a major land transaction based on the below:</p> <p><a href="#">Regulation 8</a> of the <i>Local Government (Functions and General) Regulations 1996</i></p> <p>the land transaction is an exempt land transaction for the purposes of section 3.59 of the Act if the local government enters into it without intending to produce profit to itself</p> <p><a href="#">Regulation 8A</a> of the <i>Local Government (Functions and General) Regulations 1996</i></p> <p>the lease is exempt if the total payable over the whole term of the lease is less than \$10,000,000</p>
Legal advice:	Not applicable
Policy	Not Applicable

## Financial Implications

15. The City's current Christmas decorations operational budget does not have sufficient funds to cover the cost of the new lease, nor the additional racking to set the facility up as a suitable storage facility. It was stated in the October 2019 Council Report and presentation to award the purchase of Christmas decorations that leased costs for decorations include storage while purchase costs do not. It was indicated in the report that in selecting these new decorations, on-going maintenance and storage requirements must be considered. However, an estimated cost increase for additional storage requirements was not presented to Council at that time.
16. In order to ascertain the financial advantages or disadvantages of storing and either leasing or owning decorations, estimated costs were compiled and compared for the next ten years. Purchases are based upon the current ten-year replacement program for Christmas Decorations. Attachment 13.2A provides

all estimated costs of purchasing, maintaining, installing, dismantling and storage of City owned decorations together with estimated leasing costs for the same number of decorations.

17. According to the financial model, over the ten-year period, the City would spend an estimated \$17,625,665 owning, managing and storing its own decorations, based on the example facility listed above. In the same period, if the City were to lease decorations, it would expect to spend \$29,790,766, a difference of \$12,165,101. In addition, this proposal releases The Gasworks site for future commercial or community opportunities.
18. Based on these figures, it is advantageous for the City to continue to own, manage and store Christmas decorations.
19. In compiling these figures a number of assumptions have been made.
20. City Owned Decorations:
  - a. No increase or decrease in the number of decorations owned
  - b. Replacement of decorations every seven to eight years
  - c. Some decorations requiring mid-life upgrades
  - d. High quality materials and lighting
  - e. Warranties of three years
  - f. Storage costs at a leased 2,021m<sup>2</sup> warehouse in Osborne Park included, with an annual increase of 5%
  - g. Minimal outgoings as the property is generally vacant of personnel
  - h. Install and dismantle costs are limited to a CPI increase annually of 1.2%
21. Leased Decorations:
  - a. Per decoration cost based on final year of lease contract (2019) with a 5% increase per annum as per the previous contract. It is also reasonable to assume a 15% increase each time a new contract and new decorations become active (every three years)
  - b. No increase or decrease in the number of decorations
  - c. Cost for leased decorations is all inclusive covering storage, maintenance, installation and dismantling
22. The Infrastructure & Assets Unit is releasing \$380,000 from the 2020/21 Christmas decorations capital allocation to fund the purchase of new Christmas decorations. All approved decorations have been purchased and delivered, so the \$380,000 represent budget savings which can be repurposed to fund the required racking and the current financial year lease costs.

COST COMPARISONS - OWNED VS LEASED

CITY OWNED																						
Location	Qty	Purchase Price	2020/21		2021/22		2022/23		2023/24		2024/25		2025/26		2026/27		2027/28		2028/29		2029/30	
		Pre 20/21	Maint	Purch	Maint	Purch	Maint	Purch	Maint	Purch	Maint	Purch	Maint	Purch	Maint	Purch	Maint	Purch	Maint	Purch	Maint	Purch
EAST PERTH																						
Claisebrook Cove	28	\$52,485			\$1,400		\$1,470		\$1,544		\$1,621	\$168,000	W		W		W		\$1,875		\$1,969	
Royal Street - NE Corner Plain Street	1			\$50,000	W		W		W		\$300		\$500		\$750		\$1,250	\$75,000	W		W	
Royal Street - Plain St to Eastbrook Tce (west) Trees	14	\$102,960	W		W		W		\$1,120		\$1,176		\$1,235		\$1,297		\$1,361	\$140,000	W		W	
NORTHBRIDGE																						
William Street - Roe St to Newcastle St	24	\$52,032	\$1,920		\$2,016		\$2,117		\$2,223		\$2,334	\$204,000	W		W		W		\$2,700		\$2,835	
James Street	34		\$3,066		\$3,000	\$250,000	W		W		W		\$2,720		\$2,856	\$300,000	\$2,999		\$3,149		\$3,306	
James Street - Nicks Lane	1		\$760		\$1,000	\$150,000	W		W		W		\$750		\$788	\$175,000	\$827		\$868		\$912	
Lake Street	13	\$36,400	\$1,116		\$1,040		\$1,092		\$1,147	\$130,000	W		W		W		\$1,330		\$1,397		\$1,466	
CBD																						
St Georges Terrace - Council House/Stirling Gardens Tree	1		\$1,788		\$500	\$175,000	W		W		W		\$1,000		\$1,050		\$1,103		\$1,158	\$200,000	W	
St Georges Terrace	35 pr	\$382,056	\$1,270		W		W		\$2,800		\$2,940		\$3,087		\$3,241		\$3,403	\$437,500	W		W	
St Georges Terrace -Council House Lawns - Future Concepts	7							\$250,000	W		W		W		\$6,000		\$6,300		\$6,615		\$6,946	\$300,000
St Georges Tce -Council House Lawns - Kangaroos (move to Malls in 2023)	7	\$94,736	\$2,344		\$2,800		\$2,940		\$3,087		\$3,241		Retired		\$0		\$0		\$0		\$0	
Cathedral Avenue - City of Perth Library	1	\$18,018			\$300		\$315		\$331	\$90,000	W		W		W		\$400		\$420		\$441	
Cathedral Avenue	12	\$26,016	\$400		\$960		\$1,008		\$1,058	\$102,000	W		W		W		\$1,225		\$1,286		\$1,351	
Sherwood Crt, Howard St & The Esplanade	19	\$51,525	\$400		\$1,520		\$1,596		\$1,676	\$161,500	W		W		W		\$1,940		\$2,037		\$2,139	
Hay Street - Pier St to Barrack St	12	\$26,016	\$400		\$960		\$1,008		\$1,058	\$102,000	W		W		W		\$1,225		\$1,286		\$1,351	
Murray Street - Pier St to Barrack St	12	\$26,016	\$400		\$960		\$1,008		\$1,058	\$102,000	W		W		W		\$1,225		\$1,286		\$1,351	
Hay Street Mall	23	\$150,001	W		W		W		\$2,000		\$2,100		\$2,205	\$287,500	W		W		W		\$2,550	
Hay Street Mall Entry Statement	2													\$50,000	W		W		W			
Murray Street Mall Trees	44	\$184,800	\$11,009		W		W		\$3,520		\$3,696		\$3,881	\$352,000	W		W		W		\$4,500	
Murray Street Mall	26	\$190,092	W		W		W		\$2,080		\$2,184		\$2,293	\$325,000	W		W		W		\$2,655	
Forrest Place Pillars	2	\$32,900	\$1,380		W	\$40,000	W		W		W		\$160		\$168		\$176		\$185	\$50,000	W	
Forrest Place Flagpoles	6	\$68,082	W		W		W		\$5,000		\$480		\$504	\$84,000	W		W		W		\$615	
Murray St - William St to King St	14	\$113,259	W		W		W		\$1,120		\$1,176		\$1,235		\$1,297	\$140,000	W		W		W	
Hay St - William to King St OH	3	\$102,891	W		W		W		\$2,500		\$750		\$1,000		\$1,050	\$135,000	W		W		W	
Murray Street William to King St OH	3	\$99,403	W		W		W		\$5,000		\$1,500		\$1,750		\$1,838	\$135,000	W		W		W	
Wellington Street - Barrack St to Milligan St	36 pr	\$145,758	W		W		W		\$2,880		\$3,024		\$3,175		\$3,334	\$246,500	W		W		W	
Barrack Street - Wellington Street to St George's Terrace	18	\$74,708	W		W		W		\$1,440		\$1,512		\$1,588		\$1,667		\$1,750	\$180,000	W		W	
William Street -Wellington St to The Esplanade/Mounts Bay Rd	45	\$247,768	W		W		W		\$3,600		\$3,780		\$3,969		\$4,167	\$382,500	W		W		W	
King Street OH	8	\$120,120			\$500		\$750		\$1,000		\$1,500	\$250,000	W		W		W		\$1,750		\$1,838	
King Street Pole Wraps	16	\$77,527	\$1,180		\$1,280		\$1,344		\$1,411		\$1,482	\$96,000	W		W		W		\$1,715		\$1,801	
WEST PERTH																						
Hay Street - Corners Colin and Outram Streets	8	\$75,807	W		W		W		\$640		\$672		\$706		\$741	\$120,000	W		W		W	
Hay Street - Outram St to Colin St	21	\$52,419	W		W		W		\$1,680		\$1,764		\$1,852		\$1,945	\$105,000	W		W		W	
LOCATIONS TO BE CONFIRMED																						
Bauble Tree	1				\$750		\$1,250		\$2,500		\$250		\$500		\$1,000		\$15,000		Retired			
Giant Bauble	1				\$750		\$1,250		\$2,500		\$250		\$500		\$1,000		Retired					

Large Star (21/22 new footings, power and support pole, Causeway Teardrop)	1		Not used		Not used	\$175,000	\$1,500		\$2,500		\$3,500		\$3,750		\$4,000		\$4,250		\$4,500	\$250,000	W	
SUBTOTAL	492	\$2,603,794	\$27,433	\$50,000	\$19,736	\$790,000	\$18,648	\$250,000	\$58,472	\$687,500	\$41,232	\$718,000	\$38,359	\$1,098,500	\$38,188	\$1,739,000	\$45,765	\$832,500	\$32,227	\$500,000	\$38,024	\$300,000
OTHER																						
Inspection Charge (+1.2% pa)			\$25,513		\$34,901		\$35,320		\$35,744		\$36,173		\$36,607		\$37,046		\$37,490		\$37,940		\$38,396	
Install and Dismatle (+1.2% pa)			\$481,640		\$487,420		\$493,269		\$499,188		\$505,178		\$511,240		\$517,375		\$523,584		\$529,867		\$536,225	
Storage Lease - 2021m² @ \$80.00/m² Osborne Park (+5% pa)					\$161,680		\$169,764		\$178,252		\$187,165		\$196,523		\$206,349		\$216,667		\$227,500		\$238,875	
Additional Costs - Purchase of racking including install				\$300,000																		
Outgoings (+5% pa.)				\$5,000	\$5,250		\$5,513		\$5,788		\$6,078		\$6,381		\$6,700		\$7,036		\$7,387			
Tenders (+5% pa.)			\$10,000	\$10,000	\$10,500		\$11,025		\$11,576		\$12,155		\$12,763		\$13,401		\$14,071		\$14,775			
SUBTOTAL			\$517,153		\$699,001		\$714,103		\$729,721		\$745,880		\$762,603		\$779,915		\$797,842		\$816,414		\$835,658	
TOTAL		\$2,603,794	\$544,586	\$350,000	\$718,737	\$790,000	\$732,750	\$250,000	\$788,193	\$687,500	\$787,112	\$718,000	\$800,962	\$1,098,500	\$818,102	\$1,739,000	\$843,607	\$832,500	\$848,640	\$500,000	\$873,682	\$300,000
LEASED	Ave. Per Decoration 2019	Cost per Annum	Per Decoration	Cost per Annum	Per Decoration	Cost per Annum	Per Decoration	Cost per Annum	Per Decoration	Cost per Annum	Per Decoration	Cost per Annum	Per Decoration	Cost per Annum	Per Decoration	Cost per Annum	Per Decoration	Cost per Annum	Per Decoration	Cost per Annum	Per Decoration	Cost per Annum
492 Decorations (+ 5% pa or +15% every 3 years for replacement)	\$3,848	\$1,893,216	\$4,233	\$2,082,538	\$4,444	\$2,186,664.48	\$4,667	\$2,295,997.70	\$5,133	\$2,525,597.47	\$5,390	\$2,651,877	\$5,659	\$2,784,471	\$6,225	\$3,062,918	\$6,537	\$3,216,064	\$6,864	\$3,376,867	\$7,550	\$3,714,554

GRAND TOTAL - LEASED	\$29,790,766
GRAND TOTAL - OWNED	\$17,625,665

\$17,625,665

## 14. Corporate Services Reports

### 14.1 Monthly Financial Report for October 2020

Responsible Officer	Bill Parker, General Manager Corporate Services
Voting Requirement	Simple Majority
Attachments	Attachment 14.1A – Financial Activity Statement (Oct 20) Attachment 14.1B – Net Current Asset Position (Oct 20) Attachment 14.1C – Financial Report (Oct 20) Attachment 14.1D (1) – Variance Analysis - Core Services (Oct 20) Attachment 14.1D (2) – Variance Analysis - Projects (Oct 20)

### Purpose

This report provides Council with timely, meaningful financial insights regarding the City's operating activities, financial performance and financial position

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### Recommendation

That Council RECEIVES the following financial reports for the period ended 30 September 2020:

- a. Financial Activity Statement (Attachment 14.1A)
  - b. Net Current Asset Position (Attachment 14.1B)
  - c. Financial Report for the Period (Attachment 14.1C)
  - d. Financial Variance Analysis - Core Services (Attachment 14.1D (1))
  - e. Financial Variance Analysis - Projects (Attachment 14.2D (2)).
-



## Background

1. Presentation of a monthly financial report to Council is both a statutory obligation and good financial management practice that:
  - a. Demonstrates the City's commitment to managing its operations in a financially responsible and sustainable manner.
  - b. Provides timely identification of variances from budget expectations for revenues and expenditures and identification of emerging opportunities or changes in economic conditions.
  - c. Ensures proper accountability to the community for the use of financial resources.
2. Preparation of a monthly Financial Activity Statement (FAS) is the minimal statutory requirement of the *Local Government Act 1995* and regulation 34 of the *Local Government (Financial Management) Regulations 1996*. It is also a responsible financial management practice to allow Council to effectively execute their financial management responsibilities.
3. Financial information that is required to be reported directly to Council monthly includes:
  - a. Operational financial performance against budget expectations
  - b. Explanations for identified variances from expectations
  - c. Financial position of the City at each given month end
4. This statutory financial information may be supported by additional supporting information such as reports on rates or investments performance as determined by the City.

## Understanding the Financial Reports

5. When reading the financial information provided in this report, 'variances' (deviations from budget expectations) are classified as being either:
  - a. Favourable variance
  - b. Unfavourable variance
  - c. Timing variance
6. A timing variance relates to a budgeted revenue or expense that has not occurred at the time it was expected, but which is still expected to occur within the budget year. That is, the financial transaction will still occur - but just in a different month. There should be no impact on the projected budget surplus by year end.
7. A realised favourable or unfavourable variance is different to a timing variance. It represents a genuine difference between the actual and budgeted revenue or expenditure item.
8. A realised favourable year to date variance on a revenue item is a positive outcome for the City as it increases the projected budget surplus. An unfavourable variance on a revenue item has the opposite effect, resulting a decrease to the projected budget surplus.
9. A realised favourable variance on an expenditure item may have either of two causes - one being a saving because the outcome was achieved for a lesser cost, which has the effect of increasing the projected budget surplus. The other cause may be that the proposed expenditure may not have been

undertaken, and is not expected to be incurred in that financial year. Whilst this may seem positive from the financial position perspective, it may not be a positive outcome for the community if the service or project is not delivered.

10. A realised unfavourable year to date variance on an expenditure item (over-expenditure) results in a decrease to the projected budget surplus.
11. The Schedule of Variances (Attachment 14.1D (1) & (2)) will provide commentary on whether the nature of the variance is savings related, timing related or otherwise.
12. If a realised favourable or unfavourable variance is material in value (of significant size), it will be amended through a formal budget review process.

## Discussion

13. The Financial Activity Statement (Attachment 14.1A) indicates that operating revenue currently sits at \$36.2M versus a budget of \$33.1M to the end of the reporting month (October 2020). This represents a year to date (YTD) favourable variance of 9.7%.
14. Significant realised financial variances referenced in this report will be addressed in the mid-year budget review conducted after 31 December.
15. The major contributing factors to the favourable revenue variance were

(F = Favourable and U = Unfavourable)

Revenue	Variance - \$ & % F / U			Comment on Variances
Rates	\$607K	1%	F	<ul style="list-style-type: none"> <li>Rates revenues are disclosed as \$98.8M, which is 0.6% ahead of the YTD budget of \$98.3M due to the issuing of interim rates on properties with recently increased GRVs.</li> <li>The City is however aware that rates on certain heritage lands at Elizabeth Quay will be revalued downwards and will result in a requirement to refund around \$800K of rates raised in July. This advice was only recently provided to the City by Landgate Valuation Services (state government agency).</li> </ul>
Parking Revenues	\$2.9M	19%	F	<ul style="list-style-type: none"> <li>Parking revenues were \$2.9M ahead of budgeted targets at 31 October. The reintroduction of paid off street parking has resulted in a significant positive variance. However, it is important to note that the parking revenues will be adversely impacted by the free Christmas parking initiative.</li> </ul>

Revenue	Variance - \$ & %		F / U	Comment on Variances
Waste Charges	\$572K	6.6%	F	<ul style="list-style-type: none"> <li>Waste fees and charges were \$572K ahead of budget expectations at month end due to incorrect budget phasing. This is a timing difference only and will be correctly phased in the November accounts.</li> </ul>
Community - Fees & Charges	(\$430K)	(27.1%)	U	<ul style="list-style-type: none"> <li>(\$240K) timing difference on the issue of food premises and lodging house licences.</li> <li>(\$118K) forfeited childcare fees through Covid initiative. This will be adjusted in the statutory budget review.</li> </ul>
Interest Revenue	(\$347K)	(25%)	U	<ul style="list-style-type: none"> <li>Interest revenues are (\$347K) below budget expectations with interest rates having dropped several times since the budget was prepared. Investment performance for the month of October was strong because of one investment which is marked to the ASX share index. The annual interest revenue budget will still need to be adjusted downwards in the statutory budget review after 31 December.</li> </ul>
Rental & Hire Revenues	(\$232K)	(16.8%)	U	<ul style="list-style-type: none"> <li>Rental and hire revenues continue to be lower than budget expectations with that shortfall being split between commercial property vacancies and commercial premises (statutory Covid related rent relief) and venue hire.</li> </ul>
Contributions	(\$7K)	(2.7%)	U	<ul style="list-style-type: none"> <li>Very close to budget target.</li> </ul>
Fines & Costs	\$391K	13.2%	F	<ul style="list-style-type: none"> <li>An extremely conservative budget was set for fines (infringements) in 2020/21 because of uncertainty of the post Covid rebound. Reality has proven to be less significant than the predicted downturn impact.</li> </ul>
Other Revenues	\$260K	113.9%	F	<ul style="list-style-type: none"> <li>\$283K unbudgeted revaluation of the Colonial Mutual Fund investment. New accounting treatment.</li> </ul>

16. The Financial Activity Statement shows that operating expenditure currently sits at \$57.4M versus a budget of \$63.6M to the end of the reporting month (October 2020). This represents a year to date (YTD) favourable variance of 9.8%. (9.6% last month).

17. Significant realised financial variances referenced in this report will be addressed in the mid-year budget review conducted after 31 December.

18. The major contributing factors to the expenditure variances were:

(F = Favourable and U = Unfavourable)

Expenditure	Variance - \$ & %		F / U	Comment on Variances
Employee Costs	\$1.7M	6.9%	F	<ul style="list-style-type: none"> <li>Favourable variance due to vacant positions that now require greater rigour and more time spent in the staff recruitment process.</li> <li>Favourable variance due to staff on long service leave (this is funded from long service leave provision).</li> </ul>
Advertising	\$274K	31.5%	F	<ul style="list-style-type: none"> <li>\$170K timing variance on Christmas and New Year advertising campaigns.</li> <li>Realised saving of \$100K on Skyworks advertising. This will be amended in the budget review.</li> </ul>
Contractors and Consultants	\$3.2M	33.9%	F	<ul style="list-style-type: none"> <li>Timing variance on operating projects including container deposit scheme, core systems consolidation, feasibility studies, retail core refresh feasibility and safer city initiatives. These timing variances are anticipated to reverse in later months.</li> </ul>
Insurances	\$211K	58.9%	F	<ul style="list-style-type: none"> <li>The October premium was not accrued in the monthly accounts. This will be amended in the November accounts.</li> </ul>
Waste Tipping Fees	(361K)	(32.8%)	U	<ul style="list-style-type: none"> <li>The (\$361K) variance relating to waste tipping fees is currently under investigation.</li> </ul>
Materials	\$261K	23.9%	F	<ul style="list-style-type: none"> <li>Timing variance on the purchase of signage, bins and minor equipment.</li> </ul>
Utilities	\$173K	14.3%	F	<ul style="list-style-type: none"> <li>Timing differences on power and water costs.</li> </ul>
Depreciation	(\$215K)	(1.8%)	U	<ul style="list-style-type: none"> <li>Unfavourable non-cash variance will now be required a budget amendment in the statutory budget review.</li> </ul>
Other Expenses	(\$609K)	(23.4%)	U	<ul style="list-style-type: none"> <li>Timing differences relating to phasing of the sponsorships budget which is not known with certainty at budget time.</li> </ul>

19. The aggregation of operating revenues and operating expenses reflects a year to date Net Cash Deficit from Operations of (\$8.6M) compared to a year to date budget of (\$18.4M). This is a favourable variance of \$9.8M.
20. Investing activities reflect a result of (\$10.1M) compared to a year to date budget of (\$23.1M). This is a variance of \$13.0M, attributable to several issues associated with capital program spending which may not necessarily reflect that level of under-delivery of work.
21. The major contributing factors to this variance were:
- Capital Expenditure - Infrastructure was \$9.2M less than the year to date budget for 31 October.

Expenditure	Variance - \$ & %		F / U	Comment on Capital Variances over \$200K
East End Revitalisation	\$3.8M	54.6%	F	<ul style="list-style-type: none"> <li>Timing difference on invoicing on the East End Revitalisation project. The invoice was processed in November (after this reporting period).</li> </ul>
Wellington Square	\$1.7M	28.9%	F	<ul style="list-style-type: none"> <li>Timing difference on invoicing for the Wellington Square Playground Project.</li> <li>Project still on track for completion this year.</li> </ul>
Hostile Vehicle Incursion	\$486K	99.8%	F	<ul style="list-style-type: none"> <li>Timing variance - design completed and approvals process underway.</li> </ul>
Perth Concert Hall	\$469K	94.8%	F	<ul style="list-style-type: none"> <li>Works will not proceed due to the relinquishment of the land reserves on which the site stands.</li> </ul>
Council House & Depot Works	\$650K	94.8%	F	<ul style="list-style-type: none"> <li>Project is unlikely to proceed in the current year.</li> <li>Funded up to \$1.5M from cash backed reserve that exists specifically for this purpose.</li> </ul>
Retail Core Refresh	\$271K	100%	F	<ul style="list-style-type: none"> <li>Expenditure is now planned to commence in November.</li> </ul>
Smart Cities Pier St Solar	\$206K	100%	F	<ul style="list-style-type: none"> <li>Timing difference - business case approved and tender specifications in final draft.</li> </ul>
PCEC Carpark Subsidence Remediation	\$333K	100%	F	<ul style="list-style-type: none"> <li>Project delayed due to indication of further funding requirements, awaiting final quantity surveyor report.</li> </ul>
Irrigation Renewal	\$305K	91.4%	F	<ul style="list-style-type: none"> <li>Timing difference - design indicates a potential \$85K saving.</li> </ul>
Bollard Replacement	(\$288K)	191%	U	<ul style="list-style-type: none"> <li>Unfavourable variance as invoices were received one month earlier than expected.</li> </ul>

Further commentary on various smaller variances totalling \$1.2M is provided in Attachment 14.1D (2).

Capital Expenditure - Property, Plant & Equipment was \$3.6M (71%) under budget at month end.

Expenditure	Variance - \$ & %		F / U	Comment on Capital Variances over \$200K
Christmas Decorations	\$1.1M	85.4%	F	<ul style="list-style-type: none"> <li>Timing difference on invoicing. The City is still awaiting the invoices.</li> <li>Potential saving overall of around \$100K to be confirmed in January.</li> </ul>
Christmas Lights Trail	(461K)	(614%)	(U)	<ul style="list-style-type: none"> <li>Timing difference on invoicing for the lights as 50% was paid in advance of budget phasing.</li> <li>Still expected to be within overall budget.</li> </ul>
Core Systems Consolidation	\$468K	92.6%	F	<ul style="list-style-type: none"> <li>Stage 2 of the project was delayed allowing technology architecture discovery work to occur.</li> <li>Project was largely funded from Technology Reserve which won't be drawn down until the configuration work commences.</li> </ul>
Rubbish Truck Replacement	\$400K	100%%	F	<ul style="list-style-type: none"> <li>Orders placed - plant replacement program will be completed within the current year.</li> </ul>
Street Lighting Renewals	\$193K	92.8%	F	<ul style="list-style-type: none"> <li>Tender is currently under review.</li> </ul>

Further commentary on various smaller variances totalling \$1.2M is provided in Attachment 14.1D (2).

Grants for the acquisition of assets reflect a small grant payment received by the City earlier than expected. The major capital grant for the Wellington Square Playground was received in November and will appear on the next month's financial reports.

22. The City has undertaken a review and re-prioritisation of projects to be considered by council in December as well as presenting a capital projects update to an Elected Member engagement session in December.
23. Adjusting for opening funds (Net Current Position), generates the Budget Deficiency before Rates. This then indicates the Amount Required to be Raised from Rates. The difference between the rates amount and the deficiency before rates is the closing position. The Financial Activity Statement for the period to 31 October shows that a rate yield of \$98.8M has been levied compared to the \$98.33M budget - but this will be reduced by \$0.8M when the Heritage Land Rates changes come into effect later this year.

24. The disclosed year to date closing position of \$122.6M compares favourably to the year to date budgeted closing position of \$98.9M - a variance of 24.0%, reflecting the combined impact of the variances noted in this report for revenues, expenses, financing activity and investing activity.
25. The Net Current Position Report (Attachment 14.1B) indicates a year to date adjusted net current position value of \$119.7M versus the budget of \$105.6M.
26. The Financial Report (Attachment 14.1C) contains the statutory format financial information on the composition of the Net Current Position, supporting notes as well as some commentary about the City's financial position.
27. This report also includes details of the City's investment portfolio and debtors in addition to the statutory information.
28. The statutory terminology required to be used on 14.1 Attachment 14.1C - the Statement of Comprehensive Income (by Program and by Nature & Type) is explained in the City's Annual Budget (Page 35 - 38) and also is provided to Elected Members on the Council Hub resources.
29. The Financial Variance Analysis (Attachments 14.1D (1) and D (2)) provide further comments on the material variances disclosed relating to core services, operating projects for each service area and for capital project variances below \$200K. Due to the large number of line items in these schedules, readers are directed to those attachments for comments on specific items.

## Stakeholder Engagement

30. As the contents of this report focus on the organisation's recent past financial performance, only internal consultation is relevant to the preparation of this report.

## Decision Implications

31. Council's acknowledgement of receiving the Financial Activity Statement and supporting documents will meet its statutory obligation in respect of overseeing the City's financial resources.

## Strategic, Legal and Policy Implications

Strategic			
Strategic Aspiration:	Community	Plan	Performance
			A city led by a Council and supported by an administration that is committed to sound strategy and governance, excellence in customer service an effective and sincere engagement with all stakeholders.

Strategic Objective:	Community Plan	5.5 A financial business model underpinned by a culture of cost management, best value and strategic financial analysis that is subject to ongoing oversight, transparency and accountability.
Issue Specific Strategies and Plans:		Not applicable

Legal and Policy		
Legislation:		<a href="#">Section 6.4(1) and (2) of the Local Government Act 1995</a> <a href="#">Section 34(1) of the Local Government (Financial Management) Regulations 1996</a> <p>This section of the Act and the related Financial Management Regulation prescribe the requirement to prepare and present to Council (monthly), a Financial Activity Statement (FAS).  That FAS should contain:</p> <ul style="list-style-type: none"> <li>• Annual Budget estimates, and approved revisions to these for comparison purposes.</li> <li>• Actual amounts of income and expenditure to the end of the month of the FAS.</li> <li>• Material variances between the comparable amounts and commentary on reasons for these variances.</li> <li>• The net current assets at the end of the month to which the FAS relates.</li> <li>• An explanation of the composition of the net current assets at the end of the month to which the FAS relates.</li> </ul>
Legal Advice		Not applicable
Policy		Not applicable

## Financial Implications

32. There are no direct financial implications of receiving this report as it reflects a historical accounting of financial transactions. When material variances are noted, appropriate remedial action will be initiated by the administration in a timely and prudent manner.

## Relevant Documents

Not applicable

## Further information

Not applicable





## City of Perth Financial Activity Statement

31 October - 2020

Detail	Annual Budget	YTD Budget	Actual	YTD Budget Variance \$	YTD Budget Variance %	
<b>Revenue from Operating Activities</b>						
Operating Grants	1,132,965	291,641	331,718	40,077	13.7%	✓
Contributions and Donations	964,531	254,010	247,135	(6,875)	(2.7%)	✗
Fees and Charges - Waste	10,111,117	9,026,423	9,598,432	572,009	6.3%	✓
Fees and Charges - Community Services	4,615,637	1,590,322	1,160,014	(430,308)	(27.1%)	✗
Rental and Hire Revenue	4,238,250	1,381,695	1,149,995	(231,700)	(16.8%)	✗
Parking Fees	50,882,017	15,879,241	18,861,898	2,982,657	18.8%	✓
Fines and Costs	5,096,000	2,955,388	3,346,372	390,984	13.2%	✓
Interest Earned	3,627,896	1,390,299	1,043,116	(347,183)	(25.0%)	✗
Profit on Disposal of Assets*	614,141	117,618	93,938	(23,680)	(20.1%)	✗
Other Revenue	641,880	228,056	487,880	259,823	113.9%	✓
<b>Subtotal</b>	<b>81,924,434</b>	<b>33,114,692</b>	<b>36,320,496</b>	<b>3,205,804</b>	<b>9.7%</b>	
<b>Expenses</b>						
Employee Costs	(75,600,890)	(25,306,106)	(23,557,742)	1,748,364	6.9%	✓
Advertising	(3,150,901)	(870,984)	(596,936)	274,048	31.5%	✓
Contractors and Consultants	(36,944,369)	(9,656,920)	(6,387,400)	3,269,520	33.9%	✓
Insurance	(1,073,587)	(357,862)	(147,124)	210,738	58.9%	✓
Waste Tipping Charges	(3,303,099)	(1,101,033)	(1,462,043)	(361,010)	(32.8%)	✗
Other Charges	(4,502,287)	(1,502,189)	(1,301,220)	200,969	13.4%	✓
Materials	(3,206,319)	(1,095,473)	(833,950)	261,523	23.9%	✓
IT Support and Maintenance	(4,208,425)	(1,402,808)	(1,325,889)	76,920	5.5%	✓
Plant and Fleet Costs	(1,056,616)	(352,205)	(204,551)	147,654	41.9%	✓
Utilities	(3,632,338)	(1,211,522)	(1,038,263)	173,259	14.3%	✓
Depreciation*	(36,189,735)	(12,240,954)	(12,455,729)	(214,775)	(1.8%)	✗
Interest Expenses	(386,349)	(151,874)	(160,463)	(8,589)	(5.7%)	✗
Loss on Asset Disposal*	(2,958,594)	0	(96,183)	(96,183)	0.0%	!
Parking Bay Levy	(17,417,303)	(5,805,768)	(5,848,410)	(42,643)	(0.7%)	✗
Other Expenses	(7,707,598)	(2,597,861)	(1,988,679)	609,182	23.4%	✓
<b>Subtotal</b>	<b>(201,338,410)</b>	<b>(63,653,559)</b>	<b>(57,404,584)</b>	<b>6,248,975</b>	<b>9.8%</b>	
<b>Total - Operating Activities</b>	<b>(119,413,976)</b>	<b>(30,538,866)</b>	<b>(21,084,087)</b>	<b>9,454,779</b>	<b>31.0%</b>	
Add Back Non Cash Items*	38,534,188	12,123,336	12,457,973	334,637	2.8%	✓
<b>Net Surplus / (Deficit) from Operations</b>	<b>(80,879,788)</b>	<b>(18,415,530)</b>	<b>(8,626,114)</b>	<b>9,789,416</b>	<b>53.2%</b>	✓
<b>Investing Activities</b>						
Non Operating Grants	5,438,360	0	142,170	142,170	0.0%	!
Purchase of Property, Plant & Equipment	(21,856,430)	(5,116,589)	(1,465,932)	3,650,658	(71.3%)	✗
Construction of Infrastructure	(48,305,933)	(18,011,278)	(8,763,432)	9,247,846	(51.3%)	✗
Proceeds from Sale of Plant & Equipment	1,354,679	0	0	0	0.0%	!
<b>Sub Total - Investing Activities</b>	<b>(63,369,324)</b>	<b>(23,127,868)</b>	<b>(10,087,193)</b>	<b>13,040,674</b>	<b>56.4%</b>	!
<b>Financing Activities</b>						
New Loan Proceeds	10,000,000	0	0	0	0.0%	!
Repayment of Borrowings	(4,680,892)	(2,107,238)	(2,107,238)	0	0.0%	!
Lease Principal Payments	0	0	(22,012)	(22,012)	0.0%	!
Transfers to Reserves	(64,364,146)	(26,911,616)	(25,018,858)	1,892,758	7.0%	✓
Transfers from Reserves	73,168,374	34,388,574	32,815,000	(1,573,574)	(4.6%)	✗
<b>Sub Total - Financing Activities</b>	<b>14,123,336</b>	<b>5,369,720</b>	<b>5,666,892</b>	<b>297,172</b>	<b>2.1%</b>	✓
<b>Budget Deficiency before Rates</b>	<b>(130,125,776)</b>	<b>(36,173,678)</b>	<b>(13,046,415)</b>	<b>23,127,263</b>	<b>63.9%</b>	✓
Opening Position at 1 July	36,844,431	36,844,431	36,844,431	0	0.0%	
Amount Raised from Rates	98,332,904	98,257,904	98,865,787	607,883	0.6%	✓
<b>Closing Position Surplus (Deficit)</b>	<b>5,051,560</b>	<b>98,928,658</b>	<b>122,663,803</b>	<b>23,735,146</b>	<b>24.0%</b>	✓



## City of Perth - Net Current Assets

31-Oct-20

Detail	Annual Budget 2020/21	YTD Budget 2020/21	YTD Actual 2020/21	YTD Variance \$	%	
<b>Current Assets</b>						
Cash & Cash Equivalents - Unrestricted	2,233,443	3,000,000	4,613,761	1,613,761	54%	✓
Cash & Cash Equivalents - Restricted	2,066,022	5,000,000	5,313,640	313,640	6%	✓
Investments - Municipal Fund	25,000,000	67,500,000	87,773,391	20,273,391	30%	✓
Investments - Reserves	90,000,000	95,000,000	93,337,723	(1,662,277)	(2%)	✗
Receivables - Rates	2,400,691	34,000,000	35,080,970	1,080,970	3%	✗
Receivables - Trade & Other Receivables	8,204,618	15,000,000	14,062,470	(937,530)	(6%)	✓
Inventories	903,909	850,000	818,015	(31,985)	(4%)	✓
Deposits & Prepayments	1,152,689	4,000,000	4,269,071	269,071	7%	✗
Prepaid Parking Levy	0	12,000,000	11,714,566	(285,434)	(2%)	✓
<b>Sub Total</b>	<b>131,961,372</b>	<b>236,350,000</b>	<b>256,983,607</b>	<b>20,633,607</b>	<b>9%</b>	
<b>Current Liabilities</b>						
Trade & Other Payables	(22,516,806)	(21,500,000)	(27,676,086)	(6,176,086)	(29%)	✗
Borrowings	(4,751,628)	(2,644,390)	(2,644,390)	0	0%	!
Lease Liabilities	(261,229)	(60,000)	(62,531)	(2,531)	(4%)	✗
Provisions	0	0	0	0	0%	!
Employee Entitlements	(12,065,755)	(10,065,755)	(10,901,214)	(835,459)	(8%)	✗
<b>Sub Total</b>	<b>(39,595,418)</b>	<b>(34,270,145)</b>	<b>(41,284,221)</b>	<b>(7,014,076)</b>	<b>20%</b>	
<b>Unadjusted Net Assets</b>	<b>92,365,954</b>	<b>202,079,855</b>	<b>215,699,386</b>	<b>13,619,531</b>	<b>7%</b>	✓
<b>Less:</b>						
Restricted Cash - Reserves	(92,066,022)	(100,000,000)	(98,651,363)	1,348,637	1%	✗
<b>Add:</b>						
Current Portion of Borrowings	4,751,628	3,500,000	2,644,390	(855,610)	(24%)	✗
Employee Benefit Provisions	0	0	0	0	0%	!
Lease Liabilities	0	60,000	62,531	2,531	4%	✓
<b>Adjusted Net Current Assets</b>	<b>5,051,560</b>	<b>105,639,855</b>	<b>119,754,944</b>	<b>14,115,089</b>	<b>13%</b>	✓
<b>Net Cash Position</b>						
Cash on Hand - Unrestricted	2,233,443	3,000,000	4,613,761	1,613,761	54%	✓
Money Market Instruments - Unrestricted	25,000,000	67,500,000	87,773,391	20,273,391	30%	✓
<b>Unrestricted Cash</b>	<b>27,233,443</b>	<b>70,500,000</b>	<b>92,387,152</b>	<b>21,887,152</b>		
Cash on Hand - Restricted	2,066,022	5,000,000	5,313,640	313,640	6%	✓
Money Market Instruments Restricted	90,000,000	95,000,000	93,337,723	(1,662,277)	(2%)	✗
<b>Restricted Cash</b>	<b>92,066,022</b>	<b>100,000,000</b>	<b>98,651,363</b>	<b>(1,348,637)</b>		
<b>Net Cash</b>	<b>119,299,465</b>	<b>170,500,000</b>	<b>191,038,515</b>	<b>20,538,515</b>	<b>12%</b>	✓



## **City of Perth Financial Report**

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### **Financial Statements and Commentary for the period ending 31 October 2020**



# City of Perth Financial Report

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## City of Perth Financial Report

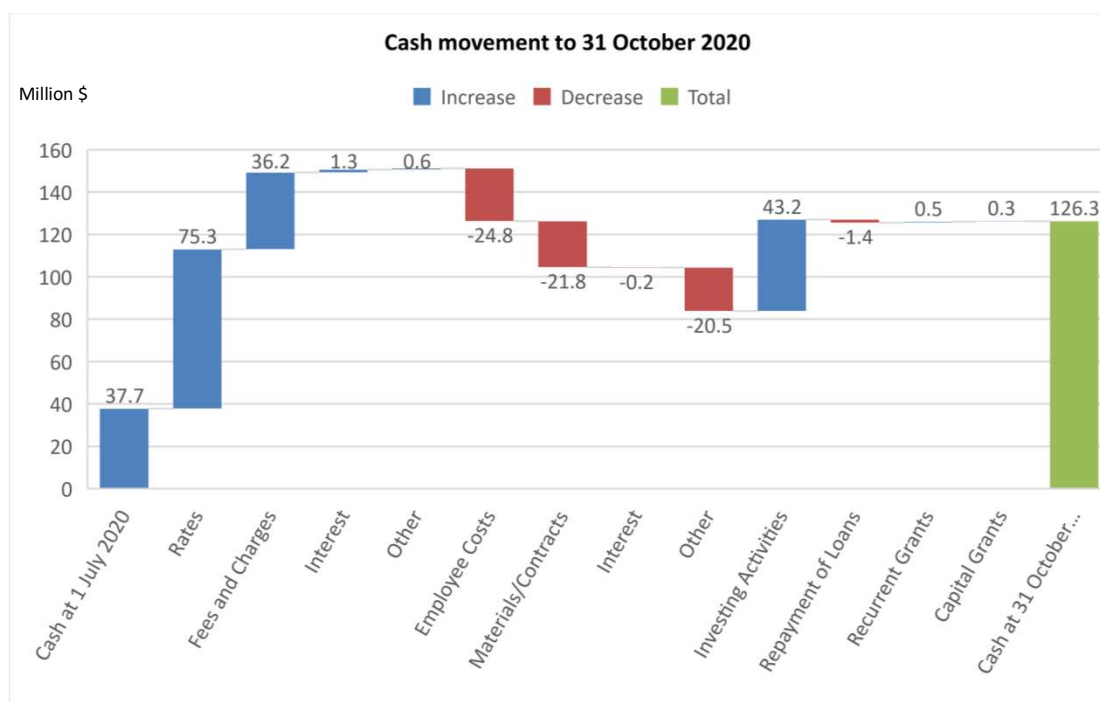
### 1.0 Balance Sheet commentary for the period ending 31 October 2020

Total net assets at 31 October 2020	\$1,320,424,113
Net current assets at 31 October 2020	\$215,788,020
Current Ratio:	3.62

#### 1.01 Cash and Cash Equivalents

This line includes petty cash and floats, balances held in the Municipal bank accounts, On Call funds and Term Deposits of less than 3 months.

The chart below explains the movement in Cash from 1 July 2020 to 31 October 2020.



#### 1.02 Deposits and Prepayments

Significant Prepayments include Parking Levy of \$11,714,566, insurance premiums of \$992,613, Data 3 Microsoft licenses of \$368,419, Technology One Support and Maintenance of \$272,209 and Pathways Annual Maintenance of \$171,152.

#### 1.03 Other financial assets at amortised cost

This line reports funds held in Term Deposits with a maturity of greater than 3 months.



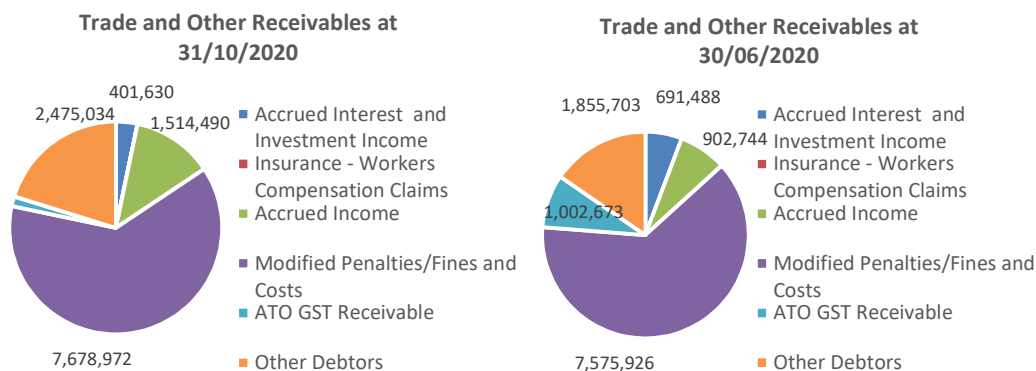
## City of Perth Financial Report

### 1.0 Balance Sheet commentary for the period ending 31 October 2020 (continued)

#### 1.04 Trade and Other Receivables (current)

Current trade and other receivables include rates, rental and events income, GST receivable and fines and infringements.

Debtor days are currently 30.79, an improvement on September (39.21) due to credit notes raised for Citistation units (disputed now resolved through lease renegotiation); Tamala Park and an insurance settlement for a long outstanding debt. In October \$483,134 were overdue > 90 days including \$281,585 deemed unrecoverable for which provision has been made in full.



#### 1.05 Other Financial Assets at amortised cost

The City holds Mortgage Backed Securities to the value of \$2,351,502.

#### 1.06 Financial Assets at fair value through profit and loss

This line discloses the City's 10,000 units share of Local Government House. WALGA revalues the units annually and the City makes financial adjustments accordingly.

#### 1.07 Right of Use Assets

Under AASB16 leases must be recognised as liabilities with the corresponding asset also brought on and depreciated over the term of the lease. Currently three assets under lease have been brought on: AMP Access Ramp; Allendale/Trinity underpass and City Arcade/Trinity Underpass.



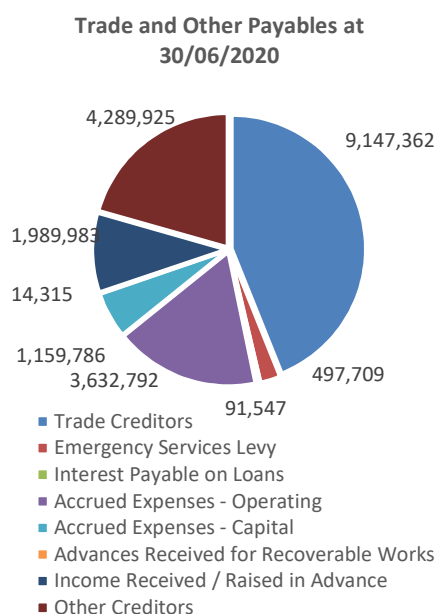
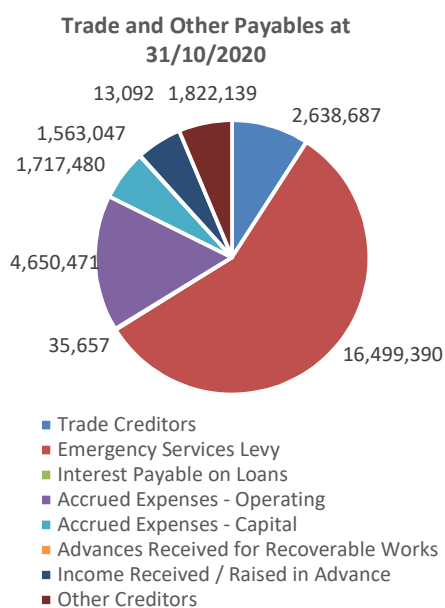
## City of Perth Financial Report

### 1.0 Balance Sheet commentary for the period ending 31 October 2020 (continued)

#### 1.08 Trade and Other Payables

Trade and Other Payables include Bonds and retentions held, parking cards, trade creditors, accrued payroll and general accruals.

Average age of creditor invoices due for payment is currently 15.9 days.



#### 1.09 Employee Benefits

Employee benefits includes Annual Leave and Long Service Leave entitlements and are accrued monthly. Long Service Leave is reconciled annually to anticipated probability of entitlement.

#### 1.10 Lease Liabilities

Under AASB16 leases must be recognised as liabilities with the corresponding asset also brought on and depreciated over the term of the lease. Currently only three leases have been brought on in this way and all relate to properties leased.

#### 1.11 Contract Liabilities

Under AASB15 and AASB1058 revenue for which performance obligations have not yet been met must be held as a liability and released when the goods/services relating to the contract have been provided or the asset completed.

Contract liabilities include \$1.425m PTA contract revenue for Moore Street capital works and \$528,243 Main Roads for Parliament House Street Lighting



## City of Perth Financial Report

### 2.0 Statement of Comprehensive Income for the period ending 31 October 2020 by Program

Detail	Note	*Budget 2020/2021	** Revised Budget YTD	Actual YTD 31/10/2020	YTD Variance	
<b>Operating Revenue</b>						
Governance		469,201	135,872	181,021	45,149	33.2%
General Purpose Funding Rates		102,412,800	99,864,203	100,161,463	297,260	0.3%
General Purpose Funding Other		-	-	-	-	-
Law, Order, Public Safety		447,750	144,182	128,373	(15,809)	(11.0%)
Health		1,182,500	383,600	43,059	(340,541)	(88.8%)
Education and Welfare		1,952,000	661,000	504,773	(156,227)	(23.6%)
Housing		-	-	-	-	-
Community Amenities		10,413,081	9,120,495	9,614,571	494,076	5.4%
Recreation and Culture		780,418	224,677	239,591	14,914	6.6%
Transport		55,947,617	18,827,253	22,251,767	3,424,514	18.2%
Economic Services		5,573,997	1,866,363	1,645,428	(220,935)	(11.8%)
Other Property and Services		82,000	27,333	33,916	6,583	24.1%
<b>Total Operating Income</b>		<b>179,261,364</b>	<b>131,254,978</b>	<b>134,803,962</b>	<b>3,548,984</b>	<b>2.7%</b>
<b>Operating Expenditure</b>						
Governance		(21,556,338)	(5,633,322)	(4,889,485)	(743,837)	13.2%
General Purpose Funding		(1,234,324)	(498,530)	(406,792)	(91,738)	18.4%
Law, Order, Public Safety		(8,659,278)	(2,905,760)	(2,460,367)	(445,393)	15.3%
Health		(3,088,219)	(1,042,889)	(872,676)	(170,213)	16.3%
Education and Welfare		(3,670,148)	(1,232,007)	(1,069,913)	(162,094)	13.2%
Housing		-	-	-	-	-
Community Amenities		(24,574,863)	(8,127,369)	(6,745,089)	(1,382,280)	17.0%
Recreation and Culture		(25,771,932)	(7,766,235)	(6,789,107)	(977,128)	12.6%
Transport		(82,803,007)	(26,022,547)	(24,361,294)	(1,661,253)	6.4%
Economic Services		(20,753,761)	(7,985,612)	(7,784,873)	(200,739)	2.5%
Other Property and Services		(6,724,519)	(2,287,415)	(1,587,056)	(700,359)	30.6%
<b>Total Operating Expenditure</b>		<b>(198,836,389)</b>	<b>(63,501,685)</b>	<b>(56,966,652)</b>	<b>(6,535,033)</b>	<b>10.3%</b>
<b>Net from Operations</b>		<b>(19,575,025)</b>	<b>67,753,293</b>	<b>77,837,310</b>	<b>10,084,017</b>	<b>14.9%</b>
<b>Finance Costs</b>						
		(386,349)	(151,874)	(123,692)	(28,182)	18.6%
<b>Net Result</b>		<b>(19,961,374)</b>	<b>67,601,419</b>	<b>77,713,618</b>	<b>10,055,835</b>	<b>14.9%</b>
<b>Grants/Contributions</b>						
Non-operating Grants and Contributions		5,438,360	-	-	-	-
<b>Total Grants/Contributions</b>		<b>5,438,360</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Disposal/Write Off of Assets</b>						
Gain/(Loss) on Disposal of Assets	2	(2,344,453)	(713)	(517)	196	(27.5%)
<b>Change in net assets resulting from operations before significant items</b>		<b>(16,867,467)</b>	<b>67,600,706</b>	<b>77,713,101</b>	<b>10,056,031</b>	<b>14.9%</b>
<b>Significant Items</b>						
Initial Recognition of Assets		-	-	142,170	142,170	-
Revaluation of Financial Assets		-	-	80,679	80,679	-
<b>Change in net assets resulting from operations after significant items</b>		<b>(16,867,467)</b>	<b>67,600,706</b>	<b>77,935,950</b>	<b>10,278,880</b>	<b>15.2%</b>

\*/\*\* 2020/2021 Budget adopted by Council on 4 August 2020





## City of Perth Financial Report

### 3.0 Statement of Comprehensive Income for the period ending 31 October 2020 by Nature or Type

Detail	Note	*Budget 2020/2021	Revised Budget YTD	Actual YTD 31/10/2020	YTD Variance	
Operating Revenue						
Rates		98,332,904	98,257,903	98,865,787	607,884	0.6%
Grants and Contributions for Non Capital Purposes		1,584,996	545,651	578,852	33,201	6.1%
Fees and Charges		75,073,688	30,833,068	34,116,711	3,283,643	10.6%
Interest and Investment Income		3,627,896	1,390,299	1,043,116	(347,183)	(25.0%)
Other Revenue		641,880	228,056	199,496	(28,560)	(12.5%)
Total Revenue from Operating Activities		179,261,364	131,254,978	134,803,962	3,548,984	2.7%
Operating Expenditure						
Employee Costs		(75,525,890)	(25,306,106)	(23,547,389)	(1,758,717)	6.9%
Materials and Contracts		(57,318,437)	(15,981,612)	(12,111,990)	(3,869,622)	24.2%
Utilities		(3,632,338)	(1,211,522)	(1,038,263)	(173,259)	14.3%
Depreciation and Amortisation		(36,189,735)	(12,240,954)	(12,455,730)	214,776	(1.8%)
Interest		(386,349)	(151,874)	(160,463)	8,589	(5.7%)
Insurance		(1,073,587)	(357,862)	(147,124)	(210,738)	58.9%
Expenses Provision		(655,791)	(202,691)	(302,060)	99,369	(49.0%)
Other Expenses from Ordinary Activities		(24,440,611)	(8,200,938)	(7,327,325)	(873,613)	10.7%
Total Expenses from Ordinary Activities		(199,222,738)	(63,653,559)	(57,090,344)	(6,563,215)	10.3%
Change in Net Assets from Ordinary Activities before Capital Amounts						
		(19,961,374)	67,601,419	77,713,618	10,112,199	15.0%
Grants/Contributions						
Grants and Contributions- Capital		5,438,360	-	-	-	-
Net Operating Surplus						
		(14,523,014)	67,601,419	77,713,618	10,112,199	15.0%
Disposal/Write Off of Assets	2	(2,344,453)	(713)	(517)	196	(27.5%)
Significant Items						
Initial Recognition of Assets		-	-	142,170	142,170	-
Revaluation of Financial Assets		-	-	80,679	80,679	-
Change in net assets resulting from operations after capital amounts and significant items						
		(16,867,467)	67,600,706	77,935,950	10,335,243	15.3%

\*/\*\* 2020/2021 Budget adopted by Council on 4 August 2020



## City of Perth Financial Report

### 4.0 Statement of Financial Position as at 31 October 2020

Detail	Note	31/10/2020	30/06/2020
<b>Current Assets</b>			
Cash and Cash Equivalents	11	126,292,279	37,727,249
Deposits/Prepayments	4	15,983,619	1,961,292
Other financial assets at amortised cost	3, 11	64,500,000	117,750,000
Financial assets at fair value through profit and loss	3, 11	5,559,877	5,479,198
Trade and Other Receivables	5	7,074,637	6,893,356
Rates Receivable	1	43,139,020	2,552,460
Inventories		831,106	806,691
<b>Total Current Assets</b>		<b>263,380,538</b>	<b>173,170,246</b>
<b>Non Current Assets</b>			
Other financial assets at amortised cost	3	2,351,502	2,370,916
Financial assets at fair value through profit and loss	3	178,053	178,053
Trade and Other Receivables	5	45,765	42,539
Investments accounted for using the equity method	3	10,438,879	9,999,506
Property, Plant and Equipment	8	695,637,535	702,541,598
Infrastructure	8	366,359,605	372,071,666
Right of Use Assets	8	3,167,707	3,201,792
Capital Work in Progress	8	37,581,020	27,351,655
<b>Total Non Current Assets</b>		<b>1,115,760,066</b>	<b>1,117,757,725</b>
<b>Total Assets</b>		<b>1,379,140,604</b>	<b>1,290,927,971</b>
<b>Current Liabilities</b>			
Trade and Other Payables	6	31,861,074	20,894,382
Employee Benefits	7	11,541,489	11,071,830
Provisions	7	80,000	80,000
Lease Liabilities		62,531	61,830
Contract Liabilities		312,657	264,042
Loan Liability	9	3,734,767	4,233,037
<b>Total Current Liabilities</b>		<b>47,592,518</b>	<b>36,605,121</b>
<b>Non Current Liabilities</b>			
Employee Benefits	7	1,954,198	1,954,198
Lease Liabilities		3,160,000	3,181,311
Contract Liabilities		2,410,605	2,153,243
Loan Liability	9	3,599,170	4,545,934
<b>Total Non Current Liabilities</b>		<b>11,123,973</b>	<b>11,834,686</b>
<b>Total Liabilities</b>		<b>58,716,491</b>	<b>48,439,807</b>
<b>Net Assets</b>		<b>\$1,320,424,113</b>	<b>\$1,242,488,164</b>
<b>Equity</b>			
Accumulated Surplus		794,450,259	708,718,168
Asset Revaluation Reserve	10	432,636,132	432,636,132
Reserves - cash/financial asset backed	10	93,337,722	101,133,864
<b>Total Equity</b>		<b>\$1,320,424,113</b>	<b>\$1,242,488,164</b>



## City of Perth Financial Report

### 5.0 Statement of Changes in Equity for the period ending 31 October 2020

Detail	Accumulated Surplus	Asset Revaluation Reserve	Reserves Cash/Investment Backed	Total Equity
<b>Balance at 1 July 2019</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
New Accounting Standards	692,525,125	469,921,563	104,338,816	1,266,785,504
Change in Accounting Policy	(100,530)	-	-	(100,530)
Net result	13,279,574			13,279,574
Revaluation of Assets	-	(39,524,472)		(39,524,472)
Asset Revaluation Reserve Transfers	(190,954)	2,239,041	-	2,048,087
Reserve Transfers	3,204,953		(3,204,953)	-
<b>Balance at 30 June 2020</b>	<b>\$708,718,168</b>	<b>\$432,636,132</b>	<b>\$101,133,863</b>	<b>\$1,242,488,163</b>
<b>Balance at 1 July 2020</b>	<b>708,718,168</b>	<b>432,636,132</b>	<b>101,133,863</b>	<b>1,242,488,162</b>
Net Result	77,935,950	-	-	77,935,949
Asset Revaluation Reserve Transfers	-	-	-	-
Reserve Transfers	7,796,142	-	(7,796,142)	-
<b>Balance at the end of the reporting period</b>	<b>\$794,450,259</b>	<b>\$432,636,132</b>	<b>\$93,337,721</b>	<b>\$1,320,424,111</b>



## City of Perth Financial Report

### 6.0 Statement of Cash Flows for the period ending 31 October 2020

	Note	*Budget 2020/2021	YTD Actual 31/10/2020	YTD Variation	
Cash Flows from Operating Activities					
Receipts					
Rates		97,832,904	75,328,738	(22,504,166)	(23.0%)
Fees and Charges		74,473,687	36,195,500	(38,278,187)	(51.4%)
Interest		3,877,896	1,332,974	(2,544,922)	(65.6%)
Other		2,126,876	625,339	(1,501,537)	(70.6%)
		178,311,363	113,482,551	(64,828,812)	(36.4%)
Payments					
Employee Costs		(76,075,890)	(24,829,400)	51,246,490	67.4%
Materials and Contracts		(56,668,437)	(21,830,276)	34,838,161	61.5%
Interest		(386,350)	(216,353)	169,997	44.0%
Other		(30,012,326)	(20,529,338)	9,482,988	31.6%
		(163,143,003)	(67,405,367)	95,737,636	58.7%
Net Cash Flows from Operating Activities	12	15,168,360	46,077,184	30,908,824	(203.8%)
Cash Flows from Investing Activities					
Proceeds from Disposal of Assets		1,354,679	612,312	(742,367)	(54.8%)
Proceeds from Disposal of Investments		-	63,431,106	63,431,106	-
Purchase Land and Buildings		(10,478,447)	(15,960)	10,462,487	(99.8%)
Purchase Infrastructure Assets		(42,662,118)	(216,864)	42,445,254	(99.5%)
Purchase Plant and Mobile Equipment		(4,450,365)	(43,357)	4,407,008	99.0%
Purchase Office Furniture and Equipment		(6,055,669)	-	6,055,669	(100.0%)
Work in Progress		-	(9,671,671)	(9,671,671)	-
Purchase of Investments		-	(10,889,446)	(10,889,446)	-
Net Cash Flows from Investing Activities		(62,291,920)	43,206,121	105,498,041	(169.4%)
Cash Flows from Financing Activities					
New Loan Proceeds		10,000,000	-	(10,000,000)	(100.0%)
Repayment of Lease Liability		-	(20,610)	(20,610)	-
Repayment of Borrowings		(4,680,892)	(1,445,034)	3,235,858	69.1%
Transfers from/to Reserves		8,804,228	-	(8,804,228)	100.0%
		14,123,336	(1,465,644)	(15,588,980)	110.4%
Cash Flows from Government and Other Parties					
Receipts from Appropriations/Grants					
Recurrent		5,438,360	490,008	(4,948,352)	(91.0%)
Capital			257,362	257,362	-
		5,438,360	747,370	(4,690,990)	(86.3%)
Net Increase (Decrease) in Cash Held		(27,561,864)	88,565,030	116,126,895	(421.3%)
Cash at 1 July 2020		60,086,319	37,727,249	(22,359,070)	(37.2%)
Cash at end of reporting period	11	32,524,455	126,292,279	93,767,824	288.3%

\*/\*\* 2020/2021 Budget adopted by Council on 4 August 2020



## City of Perth Financial Report

### 7.0 Notes to the Balance Sheet for the period ending 31 October 2020

<b>1 Rates Receivable</b>	<b>Actual YTD 31/10/2020</b>	<b>2019/20 30/06/2020</b>
Outstanding Amount at 30 June 2020	2,552,460	914,187
Rates Levied for the Year	98,473,611	97,914,435
Late Payment Penalties	778	237,011
Ex Gratia Rates	11,854	7,648
Rates Administration Fee	1,608	413,063
Rates Instalment Interest	5	393,101
Back Rates	206,238	345,332
Bins Levy	1,199,025	147,969
Emergency Services Levy	8,058,050	496,976
	<b>110,503,629</b>	<b>100,869,722</b>
Amount Received during the Period	67,364,609	98,317,262
<b>Outstanding Amount at 31 October 2020</b>	<b>\$43,139,020</b>	<b>\$2,552,460</b>
<b>2 Gain/(Loss) on Disposal/Write off of Assets</b>	<b>Annual Budget</b>	<b>Actual YTD 31/10/2020</b>
<b>Land and Buildings</b>		
Proceeds on Disposal	350,004	-
<b>Less:</b> Carrying amount of assets sold/written off	180,000	-
(Loss) on Disposal/Write Off	<b>170,004</b>	-
<b>Infrastructure</b>		
Proceeds on Disposal	-	-
<b>Less:</b> Carrying amount of assets written off	2,722,794	-
(Loss) on Write Off	<b>(2,722,794)</b>	-
<b>Plant and Mobile Equipment</b>		
Proceeds on Disposal	264,137	612,312
<b>Less:</b> Carrying amount of assets sold/written off	55,800	612,829
Loss on Disposal /Write Off	<b>208,337</b>	<b>(517)</b>
<b>Furniture and Equipment</b>		
Proceeds on Disposal	-	-
<b>Less:</b> Carrying amount of assets sold /written off	-	-
(Loss) on Disposal/Write Off	-	-
<b>Gain/(Loss) on Disposal/Write off of Assets</b>	<b>(2,344,453)</b>	<b>(517)</b>
<b>3 Other Financial Assets</b>		
<b>Current</b>	<b>31/10/2020</b>	<b>30/06/2020</b>
Bank/Term Deposits	64,500,000	117,750,000
Managed Funds	5,559,877	5,479,198
<b>Total Current Investments</b>	<b>\$70,059,877</b>	<b>\$123,229,198</b>
<b>Non Current</b>	<b>31/10/2020</b>	<b>30/06/2020</b>
<b>Other financial assets at amortised cost</b>		
Mortgage Backed Securities (MBS)	2,351,502	2,370,916
	<b>2,351,502</b>	<b>2,370,916</b>
Equity in Local Government House	178,053	178,053
Equity in Mindarie Regional Council	6,091,422	6,091,422
Equity in Tamala Park Regional Council	4,347,458	3,908,084
<b>Total financial assets at amortised cost</b>	<b>10,438,879</b>	<b>9,999,506</b>



## City of Perth Financial Report

### 7.0 Notes to the Balance Sheet for the period ending 31 October 2020 (continued)

#### 4 Deposits/Prepayments

	31/10/2020	30/06/2020
Prepaid Insurance	992,613	-
Other	3,276,440	1,961,292
	<b>\$15,983,619</b>	<b>\$1,961,292</b>

#### 5 Trade And Other Receivables

	31/10/2020	30/06/2020
<b>Current</b>		
Accrued Interest and Investment Income	401,630	691,488
Accrued Income	1,514,490	902,744
Modified Penalties/Fines and Costs	7,678,972	7,575,926
<i>Debtors - General:</i>		
Australian Taxation Office - GST Refundable	180,091	1,002,673
Other Debtors	2,475,034	1,855,703
	12,250,217	12,028,534
<b>Less: Provision for Doubtful Debts</b>	<b>(5,175,580)</b>	<b>(5,135,178)</b>
	<b>\$7,074,637</b>	<b>\$6,893,356</b>
<b>Non Current</b>		
Pensioners' Rates Deferred	45,765	42,539
	<b>\$45,765</b>	<b>\$42,539</b>

#### 6 Trade And Other Payables

	31/10/2020	30/06/2020
<b>Current</b>		
Trade Creditors	2,638,687	9,147,362
Emergency Services Levy	16,499,390	497,709
Interest Payable on Loans	35,657	91,547
Accrued Expenses - Operating	4,650,471	3,632,792
Accrued Expenses - Capital	1,717,480	1,159,786
Advances Received for Recoverable Works	13,092	14,315
Income Received / Raised in Advance	1,563,047	1,989,983
Deposits and Bonds	2,921,111	70,963
Australian Taxation Office - GST Payable	-	-
Other Creditors	1,822,139	4,289,925
	<b>\$31,861,074</b>	<b>\$20,894,382</b>



## City of Perth Financial Report

### 7.0 Notes to the Balance Sheet for the period ending 31 October 2020 (continued)

#### 7 Employee Benefits

	31/10/2020	30/06/2020
<b>Current</b>		
<b>Leave Entitlements</b>		
Annual Leave	5,464,207	5,222,850
Self Funded Leave	267,921	282,365
Motor Vehicle Settlements	-	-
Long Service Leave	5,690,013	5,443,117
Recognition of Employees- Presentations	119,348	123,498
	<b>\$11,541,489</b>	<b>\$11,071,830</b>
<b>Non Current</b>		
Annual Leave	438,821	438,821
Long Service Leave	1,515,377	1,515,377
	<b>\$1,954,198</b>	<b>\$1,954,198</b>
<b>Provisions</b>		
<b>Current</b>		
Workers Compensation	80,000	80,000
	<b>\$80,000</b>	<b>\$80,000</b>

#### 8 Property, Plant and Equipment and Work in Progress

	31/10/2020	30/06/2020
Land - fair value	374,223,986	374,223,986
<b>Less:</b> Accumulated Depreciation	(7,497,209)	(7,322,958)
	366,726,777	366,901,028
Buildings - at fair value	503,859,122	503,843,162
<b>Less:</b> Accumulated Depreciation	(219,832,523)	(215,973,801)
	284,026,599	287,869,361
Leasehold Improvements - at fair value	915,820	915,820
<b>Less:</b> Accumulated Depreciation	(241,240)	(231,549)
	674,580	684,271
Infrastructure Assets - at cost/fair value	625,346,986	624,747,814
<b>Less:</b> Accumulated Depreciation	(258,987,381)	(252,676,148)
	366,359,605	372,071,666
Plant and Mobile Equipment - at cost/fair value	39,216,506	40,845,271
<b>Less:</b> Accumulated Depreciation	(28,434,630)	(28,641,131)
	10,781,876	12,204,140
Office Furniture and Equipment - at cost/fair value	54,871,556	54,871,556
<b>Less:</b> Accumulated Depreciation	(21,443,853)	(19,988,758)
	33,427,703	34,882,798
Property, Plant and Equipment	1,061,997,140	1,074,613,264
Work in Progress - at cost	37,581,020	27,351,655
	37,581,020	27,351,655
Right of Use (Leased) assets	3,302,938	3,302,938
<b>Less:</b> Accumulated Depreciation	(135,231)	(101,146)
	3,167,707	3,201,792
<b>Total Property, Plant and Equipment and Work in Progress</b>	<b>\$1,102,745,867</b>	<b>\$1,101,964,919</b>



## City of Perth Financial Report

### 7.0 Notes to the Balance Sheet for the period ending 31 October 2020 (continued)

#### 8 Property, Plant and Equipment and Work in Progress - Movement at Cost

	Balance 30/06/2020	Acquisitions Actual YTD	Transfers Actual YTD	Discovered/Initial Recognition of Assets Actual YTD	Disposals/ Write off/ Actual YTD	Balance 31/10/2020
Land	374,223,986	-	-	-	-	374,223,986
Buildings	503,843,162	15,960	-	-	-	503,859,122
Leasehold Improvements	915,820	-	-	-	-	915,820
Infrastructure Assets	624,747,814	216,864	-	382,308	-	625,346,986
Plant and Mobile Equipment	40,845,271	43,357	-	-	(1,672,122)	39,216,506
Office Furniture and Equipment	54,871,556	-	-	-	-	54,871,556
Right of Use (Leased) assets	3,302,938	-	-	-	-	3,302,938
Work in Progress	27,351,655	10,233,009	(3,644)	-	-	37,581,020
	<b>\$1,630,102,202</b>	<b>\$10,509,190</b>	<b>(3,644)</b>	<b>382,308</b>	<b>(1,672,122)</b>	<b>\$1,639,317,934</b>

#### 9 Loan Liability

	31/10/2020	30/06/2020
<b>Current</b>		
Loans - Western Australian Treasury Corporation	3,734,767	4,233,037
<b>Non Current</b>		
Loans - Western Australian Treasury Corporation	3,599,170	4,545,934





## City of Perth Financial Report

### 7.0 Notes to the Balance Sheet for the period ending 31 October 2020 (continued)

#### 10 Reserve Funds

Purpose of Reserve Fund	Balance 30/06/2020	Transfer from Accumulated Surplus	Transfer to Accumulated Surplus	Balance 31/10/2020
Refuse Disposal and Treatment	4,349,665	16,535	-	4,366,200
Concert Hall - Refurbishment and Maint.	6,788,438	25,472	-	6,813,910
Asset Enhancement	25,030,765	95,023	(1,000,000)	24,125,788
Parking Levy	8,403,351	15,044,092	(16,000,000)	7,447,443
Art Acquisition	350,008	1,329	-	351,337
Heritage Incentive	707,291	2,689	-	709,980
Parking Facilities Development	28,666,159	100,878	(10,000,000)	18,767,037
Employee Entitlements	2,018,137	7,672	-	2,025,809
David Jones Bridge	397,653	1,512	-	399,165
Bonus Plot Ratio	685,033	2,603	-	687,636
Enterprise and Initiative	6,462,578	24,566	-	6,487,144
Public Art	559,518	52,109	-	611,627
Council House Refurbishment	1,508,928	5,921	(500,000)	1,014,849
Technology Upgrade	2,727,861	9,927	-	2,737,788
Major Infrastructure	5,917,556	6,020,273	-	11,937,829
Provisional Capital	1,525,957	-	(1,525,957)	-
Organisational Reform	5,034,966	19,214	(200,000)	4,854,180
Covid 19 Rebound Reserve	-	5,115,000	(5,115,000)	-
	<b>101,133,864</b>	<b>26,544,815</b>	<b>(34,340,957)</b>	<b>93,337,722</b>
* Asset Revaluation	432,636,132	-	-	432,636,132
	<b>\$533,769,996</b>	<b>26,544,815</b>	<b>(34,340,957)</b>	<b>\$525,973,854</b>

\* The Asset Revaluation Reserve is a non cash backed reserve and cannot be used ,except for adjustments to fixed assets on their revaluation, disposal or write off.



## City of Perth Financial Report

### 7.0 Notes to the Balance Sheet for the period ending 31 October 2020 (continued)

#### 11 Cash Reconciliation

	31/10/2020	30/06/2020
Cash and Cash Equivalents		
Cash at Bank and on Hand	9,927,402	18,164,658
Funds invested at call	116,364,877	17,562,591
Term Deposits < 3 months	-	2,000,000
	<u>126,292,279</u>	<u>37,727,249</u>
Current Financial Assets		
Term Deposits > 3 months	64,500,000	117,750,000
Managed Funds	5,559,877	5,479,198
	<u>70,059,877</u>	<u>123,229,198</u>

#### 12 Reconciliation of Net Cash Provided By Operating Activities to Operating Surplus

	31/10/2020	30/06/2020
Change in Net Assets Resulting from Operations	77,713,101	(782,008)
Adjustment for items not involving the movement of Funds:		
Depreciation	12,455,730	38,559,160
Doubtful Debts	40,402	683,455
(Gain)/Loss on Disposal/Write off/Contribution of Assets	517	1,477,961
	<u>90,209,750</u>	<u>39,938,568</u>
Revenues Provided By :		
Government Grants	(747,370)	(6,566,563)
	<u>(747,370)</u>	<u>(6,566,563)</u>
Change in Operating Assets and Liabilities		
<b>Add Back</b>		
Decrease in Inventories	-	22,918
Decrease in Accrued Interest and Dividend Income	289,858	177,344
Decrease in Deferred Debtors	-	16,754
Increase in Income Received /Raised in Advance	-	41,671
Increase in Accrued Expenses	1,017,679	296,668
Increase in Provisions	-	454,913
Increase in Trade and Other Payables	9,875,363	-
Increase in Contract Liabilities	305,977	2,417,285
<b>Deduct</b>		
Decrease in Trade and Other Payables	-	(4,388,533)
Decrease in Income Received /Raised in Advance	(428,160)	-
Decrease in Accrued Interest Payable	(55,890)	(61,164)
Increases in Deferred Debtors	(3,226)	-
Decrease in Provisions	(250,616)	-
Increase in Inventories	(24,415)	-
Increase in Trade and Other Receivables	(39,766,080)	(1,065,989)
Increase in Prepayments	(14,022,327)	(577,199)
Increase in Accrued Income	(611,746)	(9,839)
	<u>(43,673,581)</u>	<u>(2,675,171)</u>
<b>Net Cash Provided by Operating Activities</b>	<b>\$45,788,800</b>	<b>\$30,696,834</b>



## City of Perth Financial Report

### 7.0 Notes to the Balance Sheet for the period ending 31 October 2020 (continued)

#### 13 Ratios

	31/10/2020	30/06/2020
<b>1 Current Ratio</b>		
<u>Current Assets minus Restricted Assets</u>		
Current Liabilities minus Liabilities associated with Restricted Assets	3.62	2.03
<b>2 Debt Ratio</b>		
<u>Total Liabilities</u>		
Total Assets	4.26%	3.75%
<b>3 Debt Service Ratio</b>		
<u>Operating Surplus before Interest and Depreciation</u>		
Debt Principal and Interest	56.40%	6.68%
<b>4 Rate Coverage Ratio</b>		
<u>Net Rate Revenue</u>		
Operating Revenue	74.30%	51.99%
<b>5 Outstanding Rates Ratio</b>		
<u>Rates Outstanding</u>		
Rates Collectable	39.04%	2.53%
<b>6 Untied Cash to Unpaid Creditors Ratio</b>		
<u>Untied Cash</u>		
Unpaid Trade Creditors	-34.48	6.80
<b>7 Gross Debt to Revenue Ratio</b>		
<u>Gross Debt</u>		
Total Revenue	5.44%	4.59%
<b>8 Gross Debt to Economically Realisable Assets Ratio</b>		
<u>Gross Debt</u>		
Economically Realisable Assets	0.72%	0.96%

Restricted Assets includes reserve funds and tied contributions not utilised at 31 October 2020.



## City of Perth Investment Report

### 8.0 Cash Investments

#### Investment in Managed Funds - (Colonial First State Share Index Fund)

In 2008, the City invested in managed funds via Colonial First State Share Index Fund. Clause 44 (Local Government Act 1995, Transitional provisions, allow Local Governments to continue to hold any existing investments made prior to insertion of regulation 19C under grandfathering arrangements.

	Opening Value 1-Jul-20	Units Held 1-Jul-20	Closing Value 31-Oct-20	Units Held 31-Oct-20	Movement in Value \$	
CFS Wsale Index Aust Share	5,479,198	5,132,200	5,559,877	5,172,884	80,679	▲
<b>Total</b>	<b>5,479,198</b>	<b>5,132,200</b>	<b>5,559,877</b>	<b>5,172,884</b>	<b>80,679</b>	

#### Short Term Investments

##### Funds Held in OnCall Accounts:

Following is a list of investments categorised as Cash and Cash Equivalents due to their short term maturity (being less than 3 months) from date of purchase.

	S & P Credit Rating	Amount Invested \$	Interest Rate %	Term (Days)	Maturity Date	Earnings YTD \$
<b>Municipal Fund</b>						
AMP Notice		5,575,638	0.95%	OnCall	11am	20,471
	<b>A-2</b>	<b>5,575,638</b>				<b>20,471</b>
CBA Online Saver		23,537,289	0.45%	OnCall	11am	32,133
	<b>A-1</b>	<b>23,537,289</b>				<b>32,133</b>
Macquarie Online Saver		50,003,279	0.80%	OnCall	11am	31,478
	<b>A-1</b>	<b>50,003,279</b>				<b>31,478</b>
<b>Total - Municipal Fund</b>		<b>79,116,206</b>				<b>84,082</b>
<b>Reserve Fund</b>						
CBA Online Saver		37,248,671	0.45%	OnCall	11am	57,449
	<b>A-1</b>	<b>37,248,671</b>				<b>57,449</b>
<b>Total - Reserve Fund</b>		<b>37,248,671</b>				<b>57,448.99</b>
<b>Total</b>		<b>116,364,877</b>				<b>141,531</b>



## City of Perth Investment Report

### 8.0 Cash Investments (continued)

#### Longer Term Investments

##### **Term Deposits:**

*This line reports funds held in Term Deposits with a maturity of greater than 3 months*

	S & P Credit Rating	Amount Invested \$	Interest Rate %	Term (Days)	Maturity Date	Projected Earnings \$
<b>Municipal Fund</b>						
Macquarie		5,500,000	1.65%	273	10-Dec-20	67,876
	<b>A-1</b>	<b>5,500,000</b>				<b>67,876</b>
Suncorp		5,000,000	1.70%	258	30-Nov-20	60,082
Suncorp		3,000,000	0.63%	182	18-Mar-21	9,424
	<b>A-1</b>	<b>8,000,000</b>				<b>69,506</b>
<b>Total - Municipal Fund</b>						
		<b>13,500,000</b>				<b>137,382</b>
<b>Reserve Fund</b>						
AMP		5,000,000	0.75%	181	29-Mar-21	18,596
	<b>A-2</b>	<b>5,000,000</b>				<b>18,596</b>
Bank of Queensland		1,000,000	1.50%	182	05-Nov-20	7,479
Bank of Queensland		3,000,000	1.30%	273	18-Feb-21	29,170
Bank of Queensland		2,000,000	1.10%	336	06-May-21	20,252
Bank of Queensland		7,000,000	0.75%	206	25-Mar-21	29,630
Bank of Queensland		2,000,000	0.70%	273	24-Jun-21	10,471
Bank of Queensland		6,000,000	0.65%	280	15-Jul-21	29,918
	<b>A-2</b>	<b>21,000,000</b>				<b>126,921</b>
Macquarie		3,000,000	1.10%	181	12-Nov-20	16,364
Macquarie		6,000,000	1.65%	273	10-Dec-20	74,047
Macquarie		4,000,000	1.70%	274	14-Jan-21	51,047
Macquarie		3,000,000	1.40%	335	31-Mar-21	38,548
	<b>A-1</b>	<b>16,000,000</b>				<b>180,005</b>
NAB		3,000,000	1.00%	273	18-Feb-21	22,438
NAB		3,000,000	1.00%	329	15-Apr-21	27,041
NAB		3,000,000	0.95%	336	20-May-21	26,236
	<b>A-1</b>	<b>9,000,000</b>				<b>75,715</b>
<b>Total - Reserve Fund</b>						
		<b>51,000,000</b>				<b>401,237</b>
<b>Total Funds Invested &gt; 3 months</b>						
		<b>64,500,000</b>				<b>538,619</b>



## City of Perth Investment Report

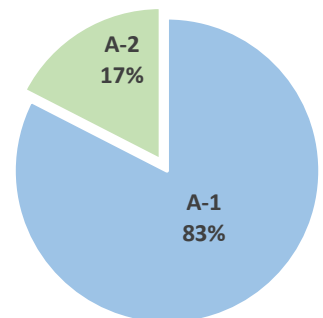
### 8.0 Cash Investments (continued)

#### Investment Portfolio Based on Credit Rating

Exposure of the investment portfolio is controlled by restricting the overall investments based on their Credit Rating.

Credit Rating	Total Invested	Actual Exposure %	Policy Limit	Compliance
A-1	\$ 149,289,239	83%	100%	✓
A-2	\$ 31,575,638	17%	60%	✓
<b>Total</b>	<b>\$ 180,864,877</b>	<b>100%</b>		

Portfolio based on Credit Rating



#### Investment Portfolio Based on Institution

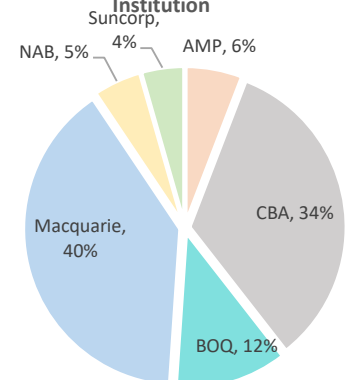
Exposure to an individual Australian deposit taking Institution or government will be restricted by their credit rating so that single entity exposure is limited.

S&P Short Term Credit Rating of A-1 - individual maximum limit 45%

S&P Short Term Credit Rating of A-1 - individual maximum limit 30%

Institution	Total Invested	Actual Exposure %	Policy Limit	Compliance
AMP	10,575,638	6%	30%	✓
CBA	60,785,960	34%	45%	✓
BOQ	21,000,000	12%	30%	✓
Macquarie	71,503,279	40%	45%	✓
NAB	9,000,000	5%	45%	✓
Suncorp	8,000,000	4%	45%	✓
<b>Total</b>	<b>180,864,877</b>	<b>100%</b>		

Investment Portfolio Based on Institution

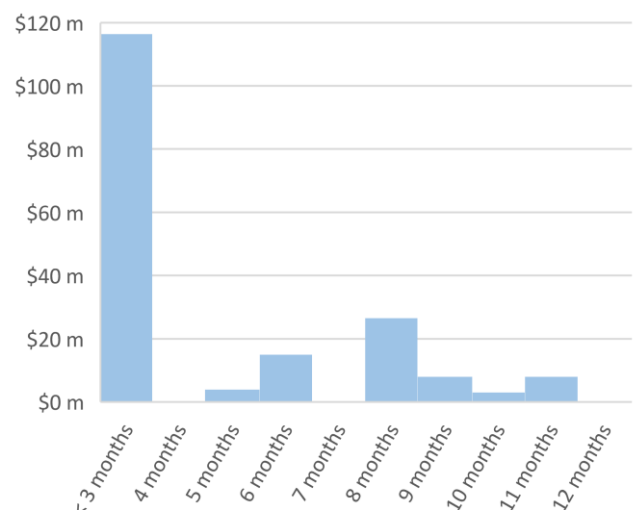


#### Investment Portfolio Based on Term to Maturity

Term of investment is based on restrictions per Investment policy and cashflow requirements.

Term	Value \$
< 3 months	\$ 116,364,877
4 months	\$ -
5 months	\$ 4,000,000
6 months	\$ 15,000,000
7 months	\$ -
8 months	\$ 26,500,000
9 months	\$ 8,000,000
10 months	\$ 3,000,000
11 months	\$ 8,000,000
12 months	\$ -
<b>Total</b>	<b>\$ 180,864,877</b>

Investment - Term to Maturity





## Core Services Year to Date Variances

	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
<b>Summary Service Unit Variances</b>					
<b>CEO Alliance</b>					
<b>Service Unit</b>					
Legal Services	0	0	0	0.0%	!
Audit and Risk	252,869	238,003	14,866	5.9%	✓
Executive Services	288,574	262,840	25,734	8.9%	✓
Chief Executive Officer	416,059	541,331	(125,272)	(30.1%)	✗
Corporate Communications	945,280	889,743	55,537	5.9%	✓
Governance	1,043,094	741,238	301,856	28.9%	✓
<b>Net Operating Result after Allocations</b>	<b>2,945,876</b>	<b>2,673,155</b>	<b>272,721</b>	<b>9.3%</b>	
<b>Corporate Services Alliance</b>					
<b>Service Unit</b>					
Financial Services	(101,405,458)	(100,769,159)	(636,299)	(0.6%)	✗
Corporate Services	(2,944,161)	(2,239,895)	(704,266)	(23.9%)	✗
Human Resources	0	28,624	(28,624)	0.0%	!
ICT	0	43,590	(43,590)	0.0%	!
Strategy and Reporting	624,170	506,466	117,704	18.9%	✓
<b>Net Operating Result after Allocations</b>	<b>(103,725,449)</b>	<b>(102,430,374)</b>	<b>(1,295,075)</b>	<b>1.2%</b>	
<b>Community Development Alliance</b>					
<b>Service Unit</b>					
Community Development	0	452	(452)	0.0%	!
Customer Experience	132,122	112,910	19,212	14.5%	✓
Marketing	325,966	322,621	3,345	1.0%	✓
Activation and Cultural Experience	1,610,575	1,429,341	181,234	11.3%	✓
Community Safety and Amenity	3,449,836	3,483,789	(33,953)	(1.0%)	✗
Community Services	3,740,710	3,487,164	253,546	6.8%	✓
<b>Net Operating Result after Allocations</b>	<b>9,259,209</b>	<b>8,836,277</b>	<b>422,932</b>	<b>4.6%</b>	
<b>Planning and Economic Development Alliance</b>					
<b>Service Unit</b>					
Planning and Economic Development	151,438	130,802	20,636	13.6%	✓
Economic Development	975,014	879,086	95,928	9.8%	✓
Development Approvals	978,654	903,524	75,130	7.7%	✓
City Planning	1,033,978	818,929	215,049	20.8%	✓
Transport and Urban Design	1,361,578	1,220,203	141,375	10.4%	✓
<b>Net Operating Result after Allocations</b>	<b>4,500,662</b>	<b>3,952,544</b>	<b>548,118</b>	<b>12.2%</b>	

### Infrastructure and Operations Alliance

#### Service Unit



## Core Services Year to Date Variances

	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
Infrastructure and Operations	0	1,016	(1,016)	0.0%	!
Operations	658,081	(1,344,097)	2,002,178	304.2%	✓
Parking Services	1,923,666	(2,391,409)	4,315,075	224.3%	✓
Infrastructure and Assets	10,900,366	10,003,443	896,923	8.2%	✓
Net Operating Result after Allocations	13,482,113	6,268,953	7,213,160	53.5%	

## Detailed Subservice Variances

### CEO Alliance

#### CEO Alliance Admin

Expenditure - Cash	254,303	242,018	12,285	4.8%	✓
Internal Allocation	63,557	59,603	3,954	6.2%	✓
Net Operating Result after Allocations	317,860	301,621	16,239	5.1%	

### CEO Alliance

#### Internal Audit

Expenditure - Cash	87,636	92,083	(4,447)	(5.1%)	✗
Internal Allocation	45,127	39,132	5,995	13.3%	✓ Under allocation from council house maintenance.
Net Operating Result after Allocations	132,763	131,215	1,548	1.2%	

### CEO Alliance

#### Advocacy and Inter-Govt Relations

Expenditure - Cash	57,991	202,999	(145,008)	(250.1%)	✗ Contract settlement.
Internal Allocation	20,958	18,969	1,989	9.5%	✓
Net Operating Result after Allocations	78,949	221,968	(143,019)	(181.2%)	

### CEO Alliance

#### Stakeholder Management

Expenditure - Cash	12,193	10,904	1,289	10.6%	✓ Timing variance related to consultancy and professional fees.
Internal Allocation	7,057	6,838	219	3.1%	✓
Net Operating Result after Allocations	19,250	17,742	1,508	7.8%	

### CEO Alliance

#### Risk Management

Expenditure - Cash	47,886	35,014	12,872	26.9%	✓ Timing variance business continuity testing and risk management roadmap.
Internal Allocation	18,813	18,007	806	4.3%	✓ Council House maintenance under allocation
Net Operating Result after Allocations	66,699	53,021	13,678	20.5%	

### CEO Alliance

#### Business Continuity

Expenditure - Cash	33,774	34,804	(1,030)	(3.0%)	✗
Internal Allocation	19,633	18,963	670	3.4%	✓





## Core Services Year to Date Variances

	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
Net Operating Result after Allocations	53,407	53,767	(360)	(0.7%)	
<b>CEO Alliance</b>					
<b>Communications</b>					
Expenditure - Cash	226,858	191,811	35,047	15.4%	✓ Previous vacancy and reduced working reduced hours for some staff.
Internal Allocation	106,894	97,882	9,012	8.4%	✓
Net Operating Result after Allocations	333,752	289,693	44,059	13.2%	
<b>CEO Alliance</b>					
<b>Creative Services</b>					
Expenditure - Cash	182,240	146,421	35,819	19.7%	✓ Timing variance in subscriptions.
Internal Allocation	78,314	71,761	6,553	8.4%	✓
Net Operating Result after Allocations	260,554	218,182	42,372	16.3%	
<b>CEO Alliance</b>					
<b>Digital Channels</b>					
Expenditure - Cash	273,625	310,633	(37,008)	(13.5%)	✗ Timing variance related to website consultancy and contractors budget to be adjusted at mid year review.
Internal Allocation	77,349	71,235	6,114	7.9%	✓
Net Operating Result after Allocations	350,974	381,868	(30,894)	(8.8%)	
<b>CEO Alliance</b>					
<b>Executive Administrative Services</b>					
Net Operating Result after Allocations	0	0	0	0.0%	
<b>CEO Alliance</b>					
<b>Governance</b>					
Expenditure - Cash	834,252	570,275	263,977	31.6%	✓ Timing variance in relation to elected members allowances, sitting fees and commissioners fees.
Expenditure - non Cash	1,024	0	1,024	100.0%	✓
Internal Allocation	163,840	148,679	15,161	9.3%	✓ Under allocation mainly from legal services, corporate services administration and council house maintenance.
Net Operating Result after Allocations	999,116	718,954	280,162	28.0%	
<b>CEO Alliance</b>					
<b>Policy Development</b>					
Expenditure - Cash	32,294	9,254	23,040	71.3%	✓ Previous vacancy.
Internal Allocation	36,147	33,379	2,768	7.7%	✓ Under allocation mainly from business systems and corporate service alliance admin.
Net Operating Result after Allocations	68,441	42,633	25,808	37.7%	



## Core Services Year to Date Variances

	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
<b>Legal Services</b>					
Expenditure - Cash	227,032	182,282	44,750	19.7%	✓ Vacant position.
Internal Recovery	(234,094)	(187,600)	(46,494)	(19.9%)	✗ Under recovery due to vacant position.
Internal Allocation	7,061	5,317	1,744	24.7%	✓ Mainly related to reduced recovery for council house maintenance.
Net Operating Result after Allocations	(1)	(1)	0	0.0%	
<b>CEO Alliance</b>					
<b>Civic and Hospitality Services</b>					
Expenditure - Cash	77,875	109,198	(31,323)	(40.2%)	✗ Variance related to Council Election, budget sits in another sub service, to be addressed at mid year review.
Internal Recovery	0	(14,939)	14,939	0.0%	! Budget for internal catering services to be addressed at the mid year budget review.
Internal Allocation	58,203	52,688	5,515	9.5%	✓
Net Operating Result after Allocations	136,078	146,947	(10,869)	(8.0%)	
<b>CEO Alliance</b>					
<b>Citizenship</b>					
Expenditure - Cash	55,980	16,344	39,636	70.8%	✓ Timing variance related to citizenship ceremonies.
Internal Allocation	28,075	26,851	1,224	4.4%	✓
Net Operating Result after Allocations	84,055	43,195	40,860	48.6%	
<b>CEO Alliance</b>					
<b>Internal Printing Services</b>					
Expenditure - Cash	32,475	19,805	12,670	39.0%	✓ Timing variance for printer maintenance.
Expenditure - non Cash	0	1,021	(1,021)	0.0%	!
Internal Recovery	0	(9,559)	9,559	0.0%	! Recovery for the cost of service from internal printing requests. This budget will be addressed at the mid year review.
Internal Allocation	11,503	11,017	486	4.2%	✓
Net Operating Result after Allocations	43,978	22,284	21,694	49.3%	
<b>CEO Alliance</b>					
<b>Council Support</b>					
Expenditure - Cash	0	30,065	(30,065)	0.0%	! Budget for Council Support to be addressed at the mid year budget review
Net Operating Result after Allocations	0	30,065	(30,065)	0.0%	
<b>Corporate Services Alliance</b>					
<b>Integrated Strategic Planning</b>					
Expenditure - Cash	114,400	45,910	68,490	59.9%	✓ Quotes to be sent out for corporate planning, reporting and stakeholder framework development.
Internal Allocation	18,977	18,082	895	4.7%	✓
Net Operating Result after Allocations	133,377	63,992	69,385	52.0%	



## Core Services Year to Date Variances

	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
<b>Corporate Recovery</b>					
Expenditure - Cash	26,888	51,471	(24,583)	(91.4%)	✗ Timing variance in consultancy expenses.
Internal Allocation	15,293	14,361	932	6.1%	✓
Net Operating Result after Allocations	42,181	65,832	(23,651)	(56.1%)	
<b>Corporate Services Alliance</b>					
<b>Integrated Corporate Performance</b>					
Expenditure - Cash	35,795	38,063	(2,268)	(6.3%)	✗
Internal Allocation	10,743	10,699	44	0.4%	✓
Net Operating Result after Allocations	46,538	48,762	(2,224)	(4.8%)	
<b>Corporate Services Alliance</b>					
<b>Organisational Capability</b>					
Expenditure - Cash	83,702	43,714	39,988	47.8%	✓ Timing variance in consultancy for organisational culture program.
Internal Allocation	7,127	7,827	(700)	(9.8%)	✗
Net Operating Result after Allocations	90,829	51,541	39,288	43.3%	
<b>Corporate Services Alliance</b>					
<b>Organisational Systems Improvement</b>					
Expenditure - Cash	48,945	49,885	(940)	(1.9%)	✗
Internal Allocation	9,476	9,520	(44)	(0.5%)	✗
Net Operating Result after Allocations	58,421	59,405	(984)	(1.7%)	
<b>Corporate Services Alliance</b>					
<b>Project Management Office</b>					
Expenditure - Cash	141,199	109,975	31,224	22.1%	✓ Timing variance in staff training \$16K and staff salary \$15K due to unpaid leave taken.
Internal Allocation	111,625	106,959	4,666	4.2%	✓
Net Operating Result after Allocations	252,824	216,934	35,890	14.2%	
<b>Corporate Services Alliance</b>					
<b>Corporate Service Alliance Admin</b>					
Expenditure - Cash	229,572	178,488	51,084	22.3%	✓ Timing variance across stationery, catering ,printing, staff salary and consultancy.
Internal Recovery	(256,323)	(200,882)	(55,441)	(21.6%)	✗ Under recovery due to \$51k timing variance across stationery, catering ,printing, staff salary and consultancy.
Internal Allocation	26,751	22,393	4,358	16.3%	✓
Net Operating Result after Allocations	0	(1)	1	0.0%	
<b>Corporate Services Alliance</b>					
<b>Strategic Finance</b>					
Expenditure - Cash	555,762	565,045	(9,283)	(1.7%)	✗
Internal Recovery	(679,125)	(668,248)	(10,877)	(1.6%)	✗



## Core Services Year to Date Variances

	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
Internal Allocation	123,363	103,203	20,160	16.3%	✓ Mainly related to reduced recovery for council house maintenance.
Net Operating Result after Allocations	0	0	0	0.0%	
<b>Corporate Services Alliance</b>					
<b>ICT Governance and Architecture</b>					
Expenditure - Cash	206,486	188,268	18,218	8.8%	✓
Internal Recovery	(259,683)	(229,035)	(30,648)	(11.8%)	✗ Under recovery due to telecommunication charges and underspent staff salaries.
Internal Allocation	53,197	40,767	12,430	23.4%	✓ Under allocation from council house maintenance and corporate services administration.
Net Operating Result after Allocations	0	0	0	0.0%	
<b>Corporate Services Alliance</b>					
<b>Technology Infrastructure</b>					
Expenditure - Cash	1,052,765	912,160	140,605	13.4%	✓ Expenses provision for ICT network preventative maintenance and telecommunication charges is currently being reviewed. The variance is also affected by timing of software licenses.
Expenditure - non Cash	284,225	235,407	48,818	17.2%	✓ Depreciation budget to be revised at mid year review to include newly capitalised assets.
Internal Recovery	(1,374,195)	(1,175,979)	(198,216)	(14.4%)	✗ Under recovery due to timing variance in consultancy provision on network system support, security, system software and telecommunication charges.
Internal Allocation	37,205	28,413	8,792	23.6%	✓ Under allocation from corporate services alliance and council house maintenance.
Net Operating Result after Allocations	0	1	(1)	0.0%	
<b>Corporate Services Alliance</b>					
<b>Technology Service and Support</b>					
Expenditure - Cash	384,949	336,780	48,169	12.5%	✓ Previous vacancy and \$34K timing variance in provision of asset purchase for desktops, meeting rooms and phones.
Expenditure - non Cash	187,356	236,350	(48,994)	(26.2%)	✗ Depreciation budget to be revised at mid year review to include newly capitalised assets.
Internal Recovery	(605,966)	(554,624)	(51,342)	(8.5%)	✗ Under recovery as a result of timing variance due to contingency provision for minor hardware.
Internal Allocation	33,661	25,083	8,578	25.5%	✓ Mainly related to reduced recovery for council house maintenance.
Net Operating Result after Allocations	0	43,589	(43,589)	0.0%	
<b>Corporate Services Alliance</b>					
<b>Business Systems</b>					
Expenditure - Cash	989,350	907,182	82,168	8.3%	✓ Timing variance consultancy provision for upgrade and software licenses.
Expenditure - non Cash	334,553	521,519	(186,966)	(55.9%)	✗ Depreciation budget to be revised at mid year review to include newly capitalised assets.
Internal Recovery	(1,357,696)	(1,453,750)	96,054	7.1%	✓ Over recovery mostly related to depreciation.
Internal Allocation	33,793	25,050	8,743	25.9%	✓ Under allocation from council house maintenance and corporate service alliance
Net Operating Result after Allocations	0	1	(1)	0.0%	
<b>Corporate Services Alliance</b>					
<b>Insight and Technology Solutions</b>					
Expenditure - Cash	629,882	594,068	35,814	5.7%	✓ Timing variance in consultancy for report writing and 0.5 FTE vacancy.
Expenditure - non Cash	0	14,647	(14,647)	0.0%	! Depreciation for Smart City infrastructure has been budgeted is in sub service Technology Infrastructure.



## Core Services Year to Date Variances

	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
Internal Recovery	(696,227)	(658,024)	(38,203)	(5.5%)	✗ Under recovery due timing variance in materials and contracts as well as staff vacancy.
Internal Allocation	66,345	49,308	17,037	25.7%	✓ Mainly related to reduced recovery for council house maintenance.
Net Operating Result after Allocations	0	(1)	1	0.0%	

### Corporate Services Alliance

#### Financial Accounting

Revenue - Cash	(63,043)	(142,705)	79,662	126.4%	✓ Timing variance, advanced payment for local road and assistance grant.
Revenue - non Cash	(116,668)	0	(116,668)	(100.0%)	✗ Timing variance sale of land at Tamala park.
Expenditure - Cash	308,030	307,753	277	0.1%	✓
Expenditure - non Cash	0	(2,170)	2,170	0.0%	⚠
Internal Recovery	(439,542)	(421,334)	(18,208)	(4.1%)	✗
Internal Allocation	136,512	122,619	13,893	10.2%	✓ Mainly timing variance in allocations from corporate services administration and council house maintenance.
Net Operating Result after Allocations	(174,711)	(135,837)	(38,874)	22.3%	

### Corporate Services Alliance

#### Transactional Accounting

Expenditure - Cash	190,491	270,795	(80,304)	(42.2%)	✗ Contract settlement.
Internal Recovery	(279,484)	(351,969)	72,485	25.9%	✓ Over recovery as result of higher direct expenses.
Internal Allocation	88,993	81,175	7,818	8.8%	✓
Net Operating Result after Allocations	0	1	(1)	0.0%	

### Corporate Services Alliance

#### Revenue Services

Revenue - Cash	(99,864,203)	(100,449,848)	585,645	0.6%	✓
Expenditure - Cash	380,684	510,146	(129,462)	(34.0%)	✗ Colonial fund reclassified as revaluation of investment in expenses rather than revenue.
Internal Recovery	(1,865,074)	(2,133,147)	268,073	14.4%	✓ Timing variance of internal rates generation of City of Perth properties.
Internal Allocation	117,846	1,439,525	(1,321,679)	(1,121.5%)	✗ Timing variance related to internal rates commercial parking
Net Operating Result after Allocations	(101,230,747)	(100,633,324)	(597,423)	0.6%	

### Corporate Services Alliance

#### Payroll

Expenditure - Cash	131,251	111,940	19,311	14.7%	✓ Timing variance due to no utilisation of agency staff.
Internal Recovery	(141,458)	(115,778)	(25,680)	(18.2%)	✗ Under recovery due to no utilisation of agency staff.
Internal Allocation	10,206	7,853	2,353	23.1%	✓ Under allocation from corporate services admin and council house maintenance.
Net Operating Result after Allocations	(1)	4,015	(4,016)	401600.0%	

### Corporate Services Alliance

#### Procurement

Expenditure - Cash	283,995	281,918	2,077	0.7%	✓
Internal Recovery	(369,651)	(358,476)	(11,175)	(3.0%)	✗
Internal Allocation	85,656	76,559	9,097	10.6%	✓



## Core Services Year to Date Variances

	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
Net Operating Result after Allocations	0	1	(1)	0.0%	
<b>Corporate Services Alliance</b>					
<b>Strategic HR Management</b>					
Expenditure - Cash	306,977	218,534	88,443	28.8%	✔ Timing variance in relation to staff organisational development courses and consultancy.
Internal Recovery	(367,134)	(266,854)	(100,280)	(27.3%)	✘ Under recovery due to timing variance in relation to staff organisational development courses and consultancy.
Internal Allocation	60,157	48,320	11,837	19.7%	✔ Mainly timing variance in allocations from legal services, corporate services administration and facilities maintenance.
Net Operating Result after Allocations	0	0	0	0.0%	
<b>Corporate Services Alliance</b>					
<b>Recruitment</b>					
Expenditure - Cash	190,130	149,757	40,373	21.2%	✔ Timing variance due to low utilisation of staff recruitment and casual staff.
Internal Recovery	(202,645)	(159,348)	(43,297)	(21.4%)	✘ Under recovery due to low utilisation of staff recruitment and casual staff.
Internal Allocation	12,515	9,591	2,924	23.4%	✔ Under allocation from corporate services admin and council house maintenance.
Net Operating Result after Allocations	0	0	0	0.0%	
<b>Corporate Services Alliance</b>					
<b>Employee Relations</b>					
Expenditure - Cash	257,961	149,391	108,570	42.1%	✔ Staff vacancies (2.8FTE)
Internal Recovery	(300,837)	(180,175)	(120,662)	(40.1%)	✘ Under recovery due to \$96k staff vacancies, \$12k timing variance in materials and contracts.
Internal Allocation	42,876	36,065	6,811	15.9%	✔ Mainly timing variance in allocations from legal services and fleet management.
Net Operating Result after Allocations	0	5,281	(5,281)	0.0%	
<b>Corporate Services Alliance</b>					
<b>Occupational Health and Safety</b>					
Expenditure - Cash	212,109	187,770	24,339	11.5%	✔ Timing variance in medical safety expense provision.
Internal Recovery	(223,926)	(176,607)	(47,319)	(21.1%)	✘ Under recovery due to timing variance in medical safety expense provision.
Internal Allocation	11,817	8,165	3,652	30.9%	✔
Net Operating Result after Allocations	0	19,328	(19,328)	0.0%	
<b>Corporate Services Alliance</b>					
<b>Commercial Property Management</b>					
Revenue - Cash	(1,382,951)	(1,212,838)	(170,113)	(12.3%)	✘ Lower income due to rental vacancies, rent free period and market rental revaluation.
Expenditure - Cash	238,526	772,019	(533,493)	(223.7%)	✘ Reallocation of budget from facilities maintenance to commercial properties to be addressed at the mid year budget review.
Expenditure - non Cash	2,351,029	2,336,243	14,786	0.6%	✔
Internal Recovery	(4,860,195)	(4,860,195)	0	0.0%	!
Internal Allocation	709,430	724,877	(15,447)	(2.2%)	✘
Net Operating Result after Allocations	(2,944,161)	(2,239,894)	(704,267)	23.9%	



## Core Services Year to Date Variances

	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
<b>Corporate Services Alliance</b>					
<b>Records Management</b>					
Revenue - Cash	0	(854)	854	0.0%	⚠
Expenditure - Cash	249,901	229,885	20,016	8.0%	✓ Timing variance in software application (\$5k), archive rentals (\$3k), postage (\$2k) and staff salary (\$14K).
Expenditure - non Cash	290	0	290	100.0%	✓
Internal Recovery	(372,263)	(331,347)	(40,916)	(11.0%)	✗ Under recovery due to timing variance in software application, archive rentals, postage and staff salary.
Internal Allocation	122,072	102,316	19,756	16.2%	✓ Mainly timing variance in under allocations from IT and council house maintenance.
<b>Net Operating Result after Allocations</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	
<b>Community Development Alliance</b>					
<b>Marketing</b>					
Expenditure - Cash	213,578	219,485	(5,907)	(2.8%)	✗
Internal Allocation	112,388	103,136	9,252	8.2%	✓
<b>Net Operating Result after Allocations</b>	<b>325,966</b>	<b>322,621</b>	<b>3,345</b>	<b>1.0%</b>	
<b>Community Development Alliance</b>					
<b>Community Development Alliance Admin</b>					
Expenditure - Cash	200,761	172,830	27,931	13.9%	✓ Mainly related to learning and development expenses and timing variance of materials & contracts.
Internal Recovery	(282,759)	(244,898)	(37,861)	(13.4%)	✗ Variance is related to Alliance admin recovery as result of delayed external expenditure.
Internal Allocation	81,998	72,520	9,478	11.6%	✓ Mainly related to reduced recovery for council house maintenance.
<b>Net Operating Result after Allocations</b>	<b>0</b>	<b>452</b>	<b>(452)</b>	<b>0.0%</b>	
<b>Community Development Alliance</b>					
<b>Customer Relationship Management</b>					
Revenue - Cash	(59,496)	(27,461)	(32,035)	(53.8%)	✗ Mainly relating to reduced hire charges banners and settlement enquiry fees.
Expenditure - Cash	491,680	441,952	49,728	10.1%	✓ Reduced expenditure due to cancellation of banners contractor expense as result of cancellations due to Covid.
Internal Recovery	(687,742)	(653,100)	(34,642)	(5.0%)	✗
Internal Allocation	269,694	237,616	32,078	11.9%	✓ Mainly reduced recovery for expenses relating to council house maintenance and IT allocation.
<b>Net Operating Result after Allocations</b>	<b>14,136</b>	<b>(993)</b>	<b>15,129</b>	<b>107.0%</b>	
<b>Community Development Alliance</b>					
<b>Community and Stakeholder Engagement</b>					
Expenditure - Cash	80,751	79,635	1,116	1.4%	✓
Internal Allocation	37,235	34,268	2,967	8.0%	✓
<b>Net Operating Result after Allocations</b>	<b>117,986</b>	<b>113,903</b>	<b>4,083</b>	<b>3.5%</b>	
<b>Community Development Alliance</b>					
<b>Community Planning</b>					



## Core Services Year to Date Variances

	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
Expenditure - Cash	52,454	45,963	6,491	12.4%	✓ Mainly related to staff vacancy Community Development Officer (advertised for recruitment in October).
Internal Allocation	44,487	38,050	6,437	14.5%	✓ Mainly related to reduced recovery for council house maintenance.
<b>Net Operating Result after Allocations</b>	<b>96,941</b>	<b>84,013</b>	<b>12,928</b>	<b>13.3%</b>	

### Community Development Alliance

#### Access and Inclusion

Expenditure - Cash	70,399	58,852	11,547	16.4%	✓ Related to staff member returning from maternity leave at reduced hours.
Internal Allocation	38,777	36,382	2,395	6.2%	✓
<b>Net Operating Result after Allocations</b>	<b>109,176</b>	<b>95,234</b>	<b>13,942</b>	<b>12.8%</b>	

### Community Development Alliance

#### Aboriginal Engagement and Reconciliation

Expenditure - Cash	72,548	38,721	33,827	46.6%	✓ Related to staff vacancy Community Development Officer (advertised for recruitment in October).
Internal Allocation	28,217	26,977	1,240	4.4%	✓
<b>Net Operating Result after Allocations</b>	<b>100,765</b>	<b>65,698</b>	<b>35,067</b>	<b>34.8%</b>	

### Community Development Alliance

#### Community Facilities

Revenue - Cash	(68,000)	(43,531)	(24,469)	(36.0%)	✗ Reduced revenue due to temporary closure Perth Town Hall as a result of Covid and re-opening at reduced capacity.
Revenue - non Cash	(950)	0	(950)	(100.0%)	✗
Expenditure - Cash	154,020	106,847	47,173	30.6%	✓ Temporary closure Perth Town Hall due to Covid and re-opening at reduced capacity & savings in casual staff salaries.
Expenditure - non Cash	87,182	84,047	3,135	3.6%	✓
Internal Allocation	129,460	125,993	3,467	2.7%	✓
<b>Net Operating Result after Allocations</b>	<b>301,712</b>	<b>273,356</b>	<b>28,356</b>	<b>9.4%</b>	

### Community Development Alliance

#### Children's Services

Revenue - Cash	(500,000)	(381,693)	(118,307)	(23.7%)	✗ Free child care initiative as part of City's Covid response and fewer child care enrolments to date.
Expenditure - Cash	559,613	459,019	100,594	18.0%	✓ Timing variance mainly related to timing of rental/outgoings expense, which is invoiced yearly. There has also been no year to date expenditure for agency staff as there are fewer child care enrolments.
Expenditure - non Cash	936	2,939	(2,003)	(214.0%)	✗ Variance mainly related to review of asset use/ownership by sub services following the implementation of new chart of accounts.
Internal Allocation	155,590	176,504	(20,914)	(13.4%)	✗ Mainly higher than budgeted recovery by facilities maintenance.
<b>Net Operating Result after Allocations</b>	<b>216,139</b>	<b>256,769</b>	<b>(40,630)</b>	<b>(18.8%)</b>	

### Community Development Alliance

#### Seniors Services

Revenue - Cash	(160,000)	(123,079)	(36,921)	(23.1%)	✗ Temporary closure Community Centre due to Covid and re-opened at reduced capacity.
Expenditure - Cash	341,251	310,438	30,813	9.0%	✓





## Core Services Year to Date Variances

	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
Expenditure - non Cash	79,484	9,996	69,488	87.4%	✓ Variance mainly related to review of asset use/ ownership by sub services following the implementation of new chart of accounts
Internal Allocation	82,499	108,326	(25,827)	(31.3%)	✗ Mainly higher than budgeted recovery by facilities maintenance.
Net Operating Result after Allocations	343,234	305,681	37,553	10.9%	

### Community Development Alliance

#### Visitor Services

Revenue - Cash	(40,000)	(28,940)	(11,060)	(27.7%)	✗ Reduced income as result of temporary closure during Covid and re-opening of Rest Centre at reduced capacity.
Expenditure - Cash	345,609	305,646	39,963	11.6%	✓
Expenditure - non Cash	17,753	2,947	14,806	83.4%	✓ Variance mainly related to review of asset use/ownership by sub services following the implementation of new chart of accounts.
Internal Allocation	93,878	120,577	(26,699)	(28.4%)	✗ Mainly higher than budgeted recovery by facilities maintenance.
Net Operating Result after Allocations	417,240	400,230	17,010	4.1%	

### Community Development Alliance

#### Community Support

Expenditure - Cash	30,501	10,567	19,934	65.4%	✓ Timing of community enhancement grants as well as learning and development expenses.
Internal Allocation	12,998	12,805	193	1.5%	✓
Net Operating Result after Allocations	43,499	23,372	20,127	46.3%	

### Community Development Alliance

#### Volunteer Services

Expenditure - Cash	7,739	7,556	183	2.4%	✓
Internal Allocation	14,926	14,595	331	2.2%	✓
Net Operating Result after Allocations	22,665	22,151	514	2.3%	

### Community Development Alliance

#### Homelessness Response

Expenditure - Cash	126,611	150,585	(23,974)	(18.9%)	✗ Related to prepaid annual expenses for hosted services, to be addressed at budget review.
Internal Allocation	61,611	58,014	3,597	5.8%	✓
Net Operating Result after Allocations	188,222	208,599	(20,377)	(10.8%)	

### Community Development Alliance

#### LMDRF Coordination

Expenditure - Cash	6,163	6,084	79	1.3%	✓
Internal Allocation	5,556	5,831	(275)	(4.9%)	✗
Net Operating Result after Allocations	11,719	11,915	(196)	(1.7%)	

### Community Development Alliance

#### Life long Learning and Development



## Core Services Year to Date Variances

	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
Revenue - Cash	(58,743)	(23,319)	(35,424)	(60.3%)	✗ Library events running at reduced capacity due to Covid, some events are also not being charged fees to encourage attendance and reduced room hire bookings.
Expenditure - Cash	1,225,293	1,015,218	210,075	17.1%	✓ Mainly relating to insurance payout \$134K for damaged glass panel, expenditure relating to repairs to offset this in coming months. The remainder of variance is related to utilities and materials and contracts timing of expenses..
Expenditure - non Cash	361,248	394,050	(32,802)	(9.1%)	✗ Variance mainly related to review of asset use/ownership by sub services following the implementation of new chart of accounts.
Internal Allocation	361,600	354,197	7,403	2.0%	✓
Net Operating Result after Allocations	1,889,398	1,740,146	149,252	7.9%	
<b>Community Development Alliance</b>					
<b>Cultural Development</b>					
Expenditure - Cash	142,232	79,402	62,830	44.2%	✓ Timing variance related to Northbridge screen curation and cultural exchange programs postponed due to Covid.
Internal Allocation	66,552	56,990	9,562	14.4%	✓ Mainly related to reduced recovery for council house maintenance.
Net Operating Result after Allocations	208,784	136,392	72,392	34.7%	
<b>Community Development Alliance</b>					
<b>Cultural Collections Management</b>					
Expenditure - Cash	287,945	228,626	59,319	20.6%	✓ Timing variance related to collection management of conservation art and displays.
Internal Allocation	84,861	76,232	8,629	10.2%	✓ Mainly related to reduced recovery for council house maintenance.
Net Operating Result after Allocations	372,806	304,858	67,948	18.2%	
<b>Community Development Alliance</b>					
<b>Cultural Heritage Management</b>					
Revenue - Cash	0	(18)	18	0.0%	⚠
Expenditure - Cash	147,821	132,817	15,004	10.2%	✓ Timing variance related to contractor expenses for condition assessment and reporting services.
Internal Allocation	48,682	45,348	3,334	6.8%	✓
Net Operating Result after Allocations	196,503	178,147	18,356	9.3%	
<b>Community Development Alliance</b>					
<b>Heritage Policy</b>					
Expenditure - Cash	92,120	88,198	3,922	4.3%	✓
Internal Allocation	32,905	31,539	1,366	4.2%	✓
Net Operating Result after Allocations	125,025	119,737	5,288	4.2%	
<b>Community Development Alliance</b>					
<b>Place Activation</b>					
Expenditure - Cash	157,508	160,712	(3,204)	(2.0%)	✗
Internal Allocation	70,275	64,346	5,929	8.4%	✓
Net Operating Result after Allocations	227,783	225,058	2,725	1.2%	

## Community Development Alliance



## Core Services Year to Date Variances

	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
<b>Events Management</b>					
Expenditure - Cash	177,921	181,365	(3,444)	(1.9%)	✗
Internal Allocation	93,290	86,284	7,006	7.5%	✓
Net Operating Result after Allocations	271,211	267,649	3,562	1.3%	
<b>Community Development Alliance</b>					
<b>Sponsorships Grants and Donations</b>					
Expenditure - Cash	130,272	126,842	3,430	2.6%	✓
Internal Allocation	78,191	70,658	7,533	9.6%	✓
Net Operating Result after Allocations	208,463	197,500	10,963	5.3%	Mainly related to reduced recovery for council house maintenance.
<b>Community Development Alliance</b>					
<b>Ranger Services</b>					
Revenue - Cash	(29,400)	(32,526)	3,126	10.6%	✓ Favourable variance relates to the timing income from auction of impounded vehicles.
Expenditure - Cash	573,449	582,771	(9,322)	(1.6%)	✗
Expenditure - non Cash	11,491	5,596	5,895	51.3%	✓ Variance mainly related to review of asset use/ownership by sub services following the implementation of new chart of accounts.
Internal Allocation	237,263	278,283	(41,020)	(17.3%)	✗ Mainly relating to internal mileage allocations from fleet.
Net Operating Result after Allocations	792,803	834,124	(41,321)	(5.2%)	
<b>Community Development Alliance</b>					
<b>Surveillance Services</b>					
Revenue - Cash	(3,200)	(955)	(2,245)	(70.2%)	✗ Reduced revenue video footage fees and CCTV monitoring at events (mostly related to lower volume of events as result of Covid).
Expenditure - Cash	794,136	761,359	32,777	4.1%	✓ Lower CCTV maintenance requirements to October.
Expenditure - non Cash	213,915	232,717	(18,802)	(8.8%)	✗ Variance mainly related to review of asset use/ownership by sub services following the implementation of new chart of accounts.
Internal Allocation	275,962	240,144	35,818	13.0%	✓ Mainly relating to internal mileage allocations from fleet and allocations from Technology Infrastructure.
Net Operating Result after Allocations	1,280,813	1,233,265	47,548	3.7%	
<b>Community Development Alliance</b>					
<b>Community Safety</b>					
Revenue - Cash	(8,250)	0	(8,250)	(100.0%)	✗ First city youth grant paid in October, income receipt yet to be recognised.
Expenditure - Cash	84,698	71,921	12,777	15.1%	✓ First city youth grant paid in October. Employee costs are lower than budget due to annual leave utilisation paid from provision.
Internal Allocation	22,610	21,948	662	2.9%	✓
Net Operating Result after Allocations	99,058	93,869	5,189	5.2%	
<b>Community Development Alliance</b>					
<b>Emergency Management</b>					



## Core Services Year to Date Variances

	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
Expenditure - Cash	51,550	42,532	9,018	17.5%	✓ Variance mainly related to timing of traffic management expenses as a result of lower event activity.
Internal Allocation	14,299	14,558	(259)	(1.8%)	✗
Net Operating Result after Allocations	65,849	57,090	8,759	13.3%	

### Community Development Alliance

#### Obstruction Approvals

Revenue - Cash	(103,332)	(94,892)	(8,440)	(8.2%)	✗
Expenditure - Cash	120,197	112,862	7,335	6.1%	✓
Internal Allocation	106,189	95,676	10,513	9.9%	✓
Net Operating Result after Allocations	123,054	113,646	9,408	7.6%	Mainly relating to recovery for expenses council house maintenance.

### Community Development Alliance

#### Event Approvals

Revenue - Cash	(35,257)	(80,943)	45,686	129.6%	✓ Higher than anticipated event activity.
Expenditure - Cash	217,356	190,093	27,263	12.5%	✓ Mainly related to a staff secondment to another area and long service leave utilisation.
Internal Allocation	98,692	89,802	8,890	9.0%	✓ Mainly relating to recovery from council house maintenance and technology infrastructure allocation.
Net Operating Result after Allocations	280,791	198,952	81,839	29.1%	

### Community Development Alliance

#### Activity Approvals Compliance

Revenue - Cash	0	(7,005)	7,005	0.0%	⚠ Revenue to be realigned to Health Approvals.
Expenditure - Cash	115,096	94,725	20,371	17.7%	✓ Under expenditure relates to staff vacancies as well as yet to be utilised staff learning and development requirements.
Expenditure - non Cash	2,515	0	2,515	100.0%	✓ Variance mainly related to review of asset use/ ownership by sub services following the implementation of new chart of accounts.
Internal Allocation	37,235	35,506	1,729	4.6%	✓
Net Operating Result after Allocations	154,846	123,226	31,620	20.4%	

### Community Development Alliance

#### Health Approvals

Revenue - Cash	(351,600)	(34,678)	(316,922)	(90.1%)	✗ Delays in annual invoicing for eating and lodging house licences as well as food premises inspections.
Expenditure - Cash	305,578	264,758	40,820	13.4%	✓ Staff vacancies and annual leave utilisation costed to the provision.
Internal Allocation	141,229	130,424	10,805	7.7%	✓ Mainly relating to council house maintenance and fleet acquisition allocation relating to the pool car.
Net Operating Result after Allocations	95,207	360,504	(265,297)	(278.7%)	

### Community Development Alliance Health Monitoring and Compliance



## Core Services Year to Date Variances

	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
Revenue - Cash	(32,000)	(8,381)	(23,619)	(73.8%)	✗ Timing variance swimming pool registration and inspection fees.
Expenditure - Cash	462,390	355,008	107,382	23.2%	✓ Mainly related to timing contractor expenses for premises inspections.
Expenditure - non Cash	0	2,781	(2,781)	0.0%	!
Internal Allocation	127,025	119,705	7,320	5.8%	✓
Net Operating Result after Allocations	557,415	469,113	88,302	15.8%	
<b>Planning and Economic Development Alliance</b>					
<b>Planning and Economic Dev Alliance Admin</b>					
Expenditure - Cash	184,738	227,200	(42,462)	(23.0%)	✗ Unanticipated consultancy costs relating to the Alliance review.
Internal Recovery	(266,745)	(302,275)	35,530	13.3%	✓ Increased recovery from General Manager's admin sub service as result of consultancy expenses alliance review.
Internal Allocation	82,007	75,075	6,932	8.5%	✓
Net Operating Result after Allocations	0	0	0	0.0%	
<b>Planning and Economic Development Alliance</b>					
<b>City Design Studio</b>					
Expenditure - Cash	89,971	72,341	17,630	19.6%	✓ Staff vacancy.
Internal Allocation	61,467	58,461	3,006	4.9%	✓
Net Operating Result after Allocations	151,438	130,802	20,636	13.6%	
<b>Planning and Economic Development Alliance</b>					
<b>Urban Strategy and Policy</b>					
Expenditure - Cash	204,798	140,928	63,870	31.2%	✓ Staff vacancies and long service/annual leave utilisation.
Internal Allocation	102,839	91,722	11,117	10.8%	✓ Mainly related to reduced recovery for council house maintenance.
Net Operating Result after Allocations	307,637	232,650	74,987	24.4%	
<b>Planning and Economic Development Alliance</b>					
<b>Planning Schemes and Planning Policy</b>					
Expenditure - Cash	188,208	169,009	19,199	10.2%	✓ Staff vacancies.
Internal Allocation	62,012	60,621	1,391	2.2%	✓
Net Operating Result after Allocations	250,220	229,630	20,590	8.2%	
<b>Planning and Economic Development Alliance</b>					
<b>Neighbourhood Planning and Renewal</b>					
Expenditure - Cash	215,144	144,505	70,639	32.8%	✓ Staff vacancy as well as timing variance for staff on long service and annual leave.
Internal Allocation	75,192	73,343	1,849	2.5%	✓
Net Operating Result after Allocations	290,336	217,848	72,488	25.0%	
<b>Planning and Economic Development Alliance</b>					
<b>Heritage Planning</b>					
Expenditure - Cash	27,158	24,953	2,205	8.1%	✓



## Core Services Year to Date Variances

	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
Internal Allocation	23,183	22,732	451	1.9%	✓
Net Operating Result after Allocations	50,341	47,685	2,656	5.3%	
<b>Planning and Economic Development Alliance</b>					
<b>City Research</b>					
Expenditure - Cash	94,680	51,266	43,414	45.9%	✓ Staff vacancy and long service leave.
Internal Allocation	40,764	39,850	914	2.2%	✓
Net Operating Result after Allocations	135,444	91,116	44,328	32.7%	
<b>Planning and Economic Development Alliance</b>					
<b>Development Assessment</b>					
Revenue - Cash	(113,332)	(72,998)	(40,334)	(35.6%)	✗ Subdued market conditions and continuing waiver of fees till December as part of the City's Covid response.
Expenditure - Cash	325,294	283,969	41,325	12.7%	✓ Staff vacancies.
Internal Allocation	200,343	188,034	12,309	6.1%	✓
Net Operating Result after Allocations	412,305	399,005	13,300	3.2%	
<b>Planning and Economic Development Alliance</b>					
<b>Development Compliance</b>					
Expenditure - Cash	96,817	83,797	13,020	13.4%	✓ Staff vacancies as well as underutilised learning and development budget.
Internal Allocation	54,203	51,577	2,626	4.8%	✓
Net Operating Result after Allocations	151,020	135,374	15,646	10.4%	
<b>Planning and Economic Development Alliance</b>					
<b>Building Approvals</b>					
Revenue - Cash	(220,080)	(187,517)	(32,563)	(14.8%)	✗ Building applications lower than expected due to COVID, conditions are improving
Expenditure - Cash	299,987	244,692	55,295	18.4%	✓ Staff vacancy, Principal Building Surveyor hired during the month
Internal Allocation	154,650	149,008	5,642	3.6%	✓
Net Operating Result after Allocations	234,557	206,183	28,374	12.1%	
<b>Planning and Economic Development Alliance</b>					
<b>Building Compliance</b>					
Expenditure - Cash	115,240	101,389	13,851	12.0%	✓ Staff vacancy, Principal Building Surveyor hired during the month
Internal Allocation	65,532	61,573	3,959	6.0%	✓
Net Operating Result after Allocations	180,772	162,962	17,810	9.9%	
<b>Planning and Economic Development Alliance</b>					
<b>Public Realm Concept Design</b>					
Expenditure - Cash	606,415	528,681	77,734	12.8%	✓ Staff vacancies.
Internal Recovery	(20,000)	0	(20,000)	(100.0%)	✗ Timing of internal staff allocation to capital projects.
Internal Allocation	251,796	239,303	12,493	5.0%	✓ Mainly related to reduced recovery for council house maintenance.



## Core Services Year to Date Variances

	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
Net Operating Result after Allocations	838,211	767,984	70,227	8.4%	
<b>Planning and Economic Development Alliance</b>					
<b>Transport Planning</b>					
Expenditure - Cash	304,135	242,491	61,644	20.3%	✔ Timing variance related to transport modelling service not requiring consulting expenditure to date.
Expenditure - non Cash	1,004	1,003	1	0.1%	✔
Internal Recovery	(818)	0	(818)	(100.0%)	✘
Internal Allocation	154,050	144,961	9,089	5.9%	✔ Mainly related to reduced recovery for council house maintenance.
Net Operating Result after Allocations	458,371	388,455	69,916	15.3%	
<b>Planning and Economic Development Alliance</b>					
<b>Traffic Management Approvals</b>					
Expenditure - Cash	24,274	23,903	371	1.5%	✔
Internal Allocation	40,722	39,861	861	2.1%	✔
Net Operating Result after Allocations	64,996	63,764	1,232	1.9%	
<b>Planning and Economic Development Alliance</b>					
<b>Sector Development</b>					
Expenditure - Cash	262,866	171,847	91,019	34.6%	✔ Timing variance related to Sector Development tender completed in August. \$50K awarded in September and work has commenced. Additional \$30K has been assessed for awarding contract.
Internal Allocation	90,944	83,046	7,898	8.7%	✔ Mainly related to reduced recovery for council house maintenance.
Net Operating Result after Allocations	353,810	254,893	98,917	28.0%	
<b>Planning and Economic Development Alliance</b>					
<b>Investment and Attraction</b>					
Expenditure - Cash	87,113	74,099	13,014	14.9%	✔ Staff vacancy.
Internal Recovery	(39,202)	0	(39,202)	(100.0%)	✘ No capital recovery of staff time allocated to smart cities projects to date.
Internal Allocation	31,861	31,087	774	2.4%	✔
Net Operating Result after Allocations	79,772	105,186	(25,414)	(31.9%)	
<b>Planning and Economic Development Alliance</b>					
<b>Economic Modelling and Analysis</b>					
Expenditure - Cash	114,694	80,231	34,463	30.0%	✔ \$13k related to staff vacancy and \$17k related to subscription expenses.
Internal Allocation	58,734	60,761	(2,027)	(3.5%)	✘
Net Operating Result after Allocations	173,428	140,992	32,436	18.7%	
<b>Planning and Economic Development Alliance</b>					
<b>Business Support</b>					
Expenditure - Cash	130,449	128,945	1,504	1.2%	✔
Internal Allocation	55,995	54,719	1,276	2.3%	✔
Net Operating Result after Allocations	186,444	183,664	2,780	1.5%	



## Core Services Year to Date Variances

	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
<b>Planning and Economic Development Alliance</b>					
<b>International Engagement</b>					
Expenditure - Cash	134,551	149,391	(14,840)	(11.0%)	✖ \$9k related to temporary additional staff requirement.
Internal Allocation	47,009	44,960	2,049	4.4%	✔
Net Operating Result after Allocations	181,560	194,351	(12,791)	(7.0%)	
<b>Infrastructure and Operations Alliance</b>					
<b>Infrastructure Design</b>					
Expenditure - Cash	269,402	235,894	33,508	12.4%	✔ Staff vacancy.
Internal Recovery	0	(39,787)	39,787	0.0%	⚠ Unbudgeted recovery of staff timesheets posted to capital projects.
Internal Allocation	77,895	69,035	8,860	11.4%	✔ Mainly related to reduced recovery council house maintenance.
Net Operating Result after Allocations	347,297	265,142	82,155	23.7%	
<b>Infrastructure and Operations Alliance</b>					
<b>Building Design</b>					
Expenditure - Cash	7,876	7,200	676	8.6%	✔
Internal Allocation	14,476	13,709	767	5.3%	✔
Net Operating Result after Allocations	22,352	20,909	1,443	6.5%	
<b>Infrastructure and Operations Alliance</b>					
<b>Infrastructure and Ops Alliance Admin</b>					
Expenditure - Cash	216,375	192,092	24,283	11.2%	✔ Timing variance across printing, stationary, travel and staff training.
Internal Recovery	(315,229)	(278,335)	(36,894)	(11.7%)	✖ Timing variance across printing, stationary, travel and staff training.
Internal Allocation	98,854	87,259	11,595	11.7%	✔ Mainly related to reduced recovery council house maintenance.
Net Operating Result after Allocations	0	1,016	(1,016)	0.0%	
<b>Infrastructure and Operations Alliance</b>					
<b>Strategic Asset Planning</b>					
Expenditure - Cash	284,009	211,875	72,134	25.4%	✔ \$53k related to staff vacancy and \$18k related to timing variance for valuation and consultancy fees.
Internal Allocation	150,742	142,055	8,687	5.8%	✔
Net Operating Result after Allocations	434,751	353,930	80,821	18.6%	
<b>Infrastructure and Operations Alliance</b>					
<b>Asset Performance Management</b>					
Expenditure - Cash	84,028	72,954	11,074	13.2%	✔ Staff vacancy.
Internal Allocation	45,669	44,584	1,085	2.4%	✔
Net Operating Result after Allocations	129,697	117,538	12,159	9.4%	
<b>Infrastructure and Operations Alliance</b>					





## Core Services Year to Date Variances

	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
<b>Infrastructure Maintenance</b>					
Revenue - Cash	(34,333)	(6,250)	(28,083)	(81.8%)	✗ Timing variance related to Main Roads direct grant.
Expenditure - Cash	1,105,452	688,164	417,288	37.7%	✓ \$101k related to staff vacancies and remaining variance related to timing of planned works.
Expenditure - non Cash	4,435,204	4,632,436	(197,232)	(4.4%)	✗ Variance mainly related to review of asset use/ownership by sub services following the implementation of new chart of accounts.
Internal Recovery	(337,523)	(317,759)	(19,764)	(5.9%)	✗ Lower than anticipated recovery of staff time.
Internal Allocation	701,615	631,812	69,803	9.9%	✓ Lower than anticipated allocation of staff time.
<b>Net Operating Result after Allocations</b>	<b>5,870,415</b>	<b>5,628,403</b>	<b>242,012</b>	<b>4.1%</b>	
<b>Infrastructure and Operations Alliance</b>					
<b>Facility Maintenance</b>					
Revenue - Cash	0	(1,810)	1,810	0.0%	⚠ Resource capacity issues for planned and reactive maintenance make up \$501k of the variance.
Expenditure - Cash	3,087,555	2,240,709	846,846	27.4%	✓ \$278k relates to a pending transfer of budget expenses to commercial property. The remainder of the variance is timing related (utilities \$66k and \$51k parking bay licence fees).
Expenditure - non Cash	1,311,660	1,161,905	149,755	11.4%	✓ Variance mainly related to review of asset use/ownership by sub services following the implementation of new chart of accounts.
Internal Recovery	(2,980,363)	(2,495,936)	(484,427)	(16.3%)	✗ Resource capacity issues for planned and reactive maintenance.
Internal Allocation	196,470	199,506	(3,036)	(1.5%)	✗
<b>Net Operating Result after Allocations</b>	<b>1,615,322</b>	<b>1,104,374</b>	<b>510,948</b>	<b>31.6%</b>	
<b>Infrastructure and Operations Alliance</b>					
<b>Electrical Maintenance</b>					
Revenue - Cash	0	(212)	212	0.0%	⚠
Expenditure - Cash	621,940	519,425	102,515	16.5%	✓ \$89k related to staff vacancy and \$20k related to timing variances for electrical and street lighting contractors.
Expenditure - non Cash	489,299	632,536	(143,237)	(29.3%)	✗ Variance mainly related to review of asset use/ownership by sub services following the implementation of new chart of accounts.
Internal Allocation	80,795	82,777	(1,982)	(2.5%)	✗
<b>Net Operating Result after Allocations</b>	<b>1,192,034</b>	<b>1,234,526</b>	<b>(42,492)</b>	<b>(3.6%)</b>	
<b>Infrastructure and Operations Alliance</b>					
<b>Public Furniture Maintenance</b>					
Revenue - Cash	(16,667)	0	(16,667)	(100.0%)	✗
Expenditure - Cash	276,203	232,248	43,955	15.9%	✓ \$26k related to position re-allocated internally and \$16k timing variance related to contractor expenses.
Expenditure - non Cash	331,928	391,750	(59,822)	(18.0%)	✗ Variance mainly related to review of asset use/ownership by sub services following the implementation of new chart of accounts.
Internal Recovery	(141,766)	(113,926)	(27,840)	(19.6%)	✗ Lower than anticipated recovery of staff time.
Internal Allocation	247,374	111,514	135,860	54.9%	✓ Lower than anticipated allocation of staff time and fleet management allocation.
<b>Net Operating Result after Allocations</b>	<b>697,072</b>	<b>621,586</b>	<b>75,486</b>	<b>10.8%</b>	

## Infrastructure and Operations Alliance Major Project Delivery



## Core Services Year to Date Variances

	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
Expenditure - Cash	584,795	461,941	122,854	21.0%	✓ Staff vacancies.
Internal Recovery	(281,313)	(66,895)	(214,418)	(76.2%)	✗ Lower than anticipated recovery of staff time against capital projects.
Internal Allocation	287,944	261,989	25,955	9.0%	✓ Mainly timing variance in allocations from HR and legal services.
<b>Net Operating Result after Allocations</b>	<b>591,426</b>	<b>657,035</b>	<b>(65,609)</b>	<b>(11.1%)</b>	
<b>Infrastructure and Operations Alliance</b>					
<b>Parks Planning</b>					
Revenue - Cash	(130,677)	(124,474)	(6,203)	(4.7%)	✗
Expenditure - Cash	171,987	154,552	17,435	10.1%	✓ Timing variance for agency staff (\$4k) and indirect employee costs (\$5k).
Internal Allocation	98,625	86,790	11,835	12.0%	✓ Mainly reduced recovery for timing expenses council house.
<b>Net Operating Result after Allocations</b>	<b>139,935</b>	<b>116,868</b>	<b>23,067</b>	<b>16.5%</b>	
<b>Infrastructure and Operations Alliance</b>					
<b>Parks and Reserves Maintenance</b>					
Revenue - Cash	0	(3,832)	3,832	0.0%	⚠
Expenditure - Cash	2,641,575	2,174,808	466,767	17.7%	✓ \$162k related to staff vacancies and \$287k related to timing of contractor expenses to be incurred in the summer.
Expenditure - non Cash	370,532	339,281	31,251	8.4%	✓ Variance mainly related to review of asset use/ownership by sub services following the implementation of new chart of accounts.
Internal Recovery	(1,503,716)	(1,563,438)	59,722	4.0%	✓ Lower recovery of staff time due to vacancies.
Internal Allocation	2,050,654	2,102,394	(51,740)	(2.5%)	✗
<b>Net Operating Result after Allocations</b>	<b>3,559,045</b>	<b>3,049,213</b>	<b>509,832</b>	<b>14.3%</b>	
<b>Infrastructure and Operations Alliance</b>					
<b>Fleet Acquisition and Management</b>					
Revenue - Cash	(27,333)	(32,106)	4,773	17.5%	✓ Higher fuel tax credit revenue.
Revenue - non Cash	0	(93,938)	93,938	0.0%	⚠ Unbudgeted profit on disposal of fleet and plant assets.
Expenditure - Cash	579,340	463,932	115,408	19.9%	✓ Timing variance in general motor vehicle maintenance \$64k and saving fuel due to hybrid vehicle use \$40k.
Expenditure - non Cash	441,646	595,105	(153,459)	(34.7%)	✗ Variance mainly related to review of asset use/ownership by sub services following the implementation of new chart of accounts.
Internal Recovery	(1,132,003)	(1,217,000)	84,997	7.5%	✓ Higher than anticipated recovery of staff time.
Internal Allocation	41,243	41,824	(581)	(1.4%)	✗
<b>Net Operating Result after Allocations</b>	<b>(97,107)</b>	<b>(242,183)</b>	<b>145,076</b>	<b>(149.4%)</b>	
<b>Infrastructure and Operations Alliance</b>					
<b>Depot Workshop Operations</b>					
Expenditure - Cash	200,693	157,346	43,347	21.6%	✓ Timing variance and \$20k underutilisation of agency staff and contractors.
Expenditure - non Cash	77,805	67,977	9,828	12.6%	✓ Variance mainly related to review of asset use/ownership by sub services following the implementation of new chart of accounts.
Internal Recovery	(150,056)	(108,287)	(41,769)	(27.8%)	✗ Under recovery due to underutilisation of agency staff and contractors.
Internal Allocation	82,632	82,634	(2)	(0.0%)	✗
<b>Net Operating Result after Allocations</b>	<b>211,074</b>	<b>199,670</b>	<b>11,404</b>	<b>5.4%</b>	



## Core Services Year to Date Variances

	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
<b>Infrastructure and Operations Alliance</b>					
<b>Mechanical Services</b>					
Expenditure - Cash	281,590	246,483	35,107	12.5%	✓
Internal Recovery	(235,255)	(174,321)	(60,934)	(25.9%)	✗ Lower recovery of staff time due to vacancies.
Internal Allocation	318,168	242,627	75,541	23.7%	✓ Lower allocation of staff time due to vacancy and underutilisation of agency staff.
<b>Net Operating Result after Allocations</b>	<b>364,503</b>	<b>314,789</b>	<b>49,714</b>	<b>13.6%</b>	
<b>Infrastructure and Operations Alliance</b>					
<b>Waste Business Development</b>					
Revenue - Cash	0	(400)	400	0.0%	⚠
Expenditure - Cash	286,941	202,339	84,602	29.5%	✓ Staff vacancies.
Internal Allocation	89,315	79,634	9,681	10.8%	✓ Mainly reduced fleet allocations.
<b>Net Operating Result after Allocations</b>	<b>376,256</b>	<b>281,573</b>	<b>94,683</b>	<b>25.2%</b>	
<b>Infrastructure and Operations Alliance</b>					
<b>Waste Collection</b>					
Revenue - Cash	(9,035,828)	(9,570,641)	534,813	5.9%	✓
Expenditure - Cash	2,675,465	2,373,282	302,183	11.3%	✓ \$283k timing variance related to delay Container Deposit scheme due to Covid.
Internal Recovery	(860,681)	(1,007,240)	146,559	17.0%	✓ \$65k timing variance internal rubbish collection rates recovery and \$65k is a result of additional labour allocations.
Internal Allocation	1,511,170	1,670,253	(159,083)	(10.5%)	✗ Labour allocations.
<b>Net Operating Result after Allocations</b>	<b>(5,709,874)</b>	<b>(6,534,346)</b>	<b>824,472</b>	<b>(14.4%)</b>	
<b>Infrastructure and Operations Alliance</b>					
<b>Street Cleaning</b>					
Revenue - Cash	(11,667)	(11,934)	267	2.3%	✓
Expenditure - Cash	1,026,586	882,543	144,043	14.0%	✓ Staff vacancy \$37k, no utilisation of agency staff \$42k and delay in awarding high pressure cleaning contract \$53k.
Internal Recovery	(1,147,014)	(1,104,647)	(42,367)	(3.7%)	✗ Timing variance recovery of staff costs.
Internal Allocation	1,776,860	1,542,082	234,778	13.2%	✓ Timing variance allocations of staff and fleet costs.
<b>Net Operating Result after Allocations</b>	<b>1,644,765</b>	<b>1,308,044</b>	<b>336,721</b>	<b>20.5%</b>	
<b>Infrastructure and Operations Alliance</b>					
<b>Graffiti Management</b>					
Expenditure - Cash	111,901	103,635	8,266	7.4%	✓
Internal Recovery	(127,317)	(160,195)	32,878	25.8%	✓ Higher than anticipated recovery of staff time.
Internal Allocation	184,900	218,835	(33,935)	(18.4%)	✗ Higher than anticipated allocation of staff time.
<b>Net Operating Result after Allocations</b>	<b>169,484</b>	<b>162,275</b>	<b>7,209</b>	<b>4.3%</b>	



## Core Services Year to Date Variances

	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
Expenditure - Cash	59,154	46,502	12,652	21.4%	✓ Staff vacancy
Internal Recovery	(145,976)	(122,649)	(23,327)	(16.0%)	✗ Reduced recovery within parking as result of staff vacancy.
Internal Allocation	86,822	76,147	10,675	12.3%	✓ Mainly related to reduced recovery for council house maintenance.
<b>Net Operating Result after Allocations</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	

### Infrastructure and Operations Alliance

#### Commercial Accounting

Revenue - Cash	0	(1,725)	1,725	0.0%	! Staff vacancy.
Expenditure - Cash	196,868	167,396	29,472	15.0%	✓
Internal Recovery	(294,709)	(254,371)	(40,338)	(13.7%)	✗ Reduced recovery as result of staff vacancy and reduced internal allocations.
Internal Allocation	97,842	88,700	9,142	9.3%	✓
<b>Net Operating Result after Allocations</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>100.0%</b>	

### Infrastructure and Operations Alliance

#### Off Street Parking

Revenue - Cash	(11,461,200)	(14,310,121)	2,848,921	24.9%	✓ Easing of Covid restrictions has resulted in a favourable variance to budget as revenue is steadily increasing.
Expenditure - Cash	6,306,519	5,974,211	332,308	5.3%	✓ Savings achieved security service, bank charges, coin collection, stores and materials and staff cost.
Expenditure - non Cash	662,046	539,588	122,458	18.5%	✓ Variance mainly related to review of asset use/ownership by sub services following the implementation of new chart of accounts.
Internal Recovery	(1,431,367)	(1,472,472)	41,105	2.9%	✓
Internal Allocation	9,208,394	8,988,497	219,897	2.4%	✓
<b>Net Operating Result after Allocations</b>	<b>3,284,392</b>	<b>(280,297)</b>	<b>3,564,689</b>	<b>108.5%</b>	

### Infrastructure and Operations Alliance

#### On Street Parking

Revenue - Cash	(4,425,866)	(4,557,798)	131,932	3.0%	✓
Expenditure - Cash	2,277,155	2,196,065	81,090	3.6%	✓
Expenditure - non Cash	157,864	68,518	89,346	56.6%	✓ Variance mainly related to review of asset use/ownership by sub services following the implementation of new chart of accounts.
Internal Recovery	(133,422)	45,873	(179,295)	(134.4%)	✗ The actual revenue within parking is greater than expenses and allocations for the month.
Internal Allocation	763,542	136,230	627,312	82.2%	✓ Reduced allocations from within parking due to lower than budgeted cash expenses.
<b>Net Operating Result after Allocations</b>	<b>(1,360,727)</b>	<b>(2,111,112)</b>	<b>750,385</b>	<b>(55.1%)</b>	

### Infrastructure and Operations Alliance

#### Parking Compliance

Revenue - Cash	(2,894,188)	(3,334,636)	440,448	15.2%	✓ Increased infringement numbers compared to budget as well as reduced appeals (with new body worn cameras playing a role in the latter).
Expenditure - Cash	2,267,347	2,248,838	18,509	0.8%	✓
Expenditure - non Cash	28,076	0	28,076	100.0%	✓ Variance mainly related to some assets' depreciation budgeted in Parking Technical support and actuals allocated to Compliance. To be addressed at Mid year budget review.
Internal Recovery	(8,276)	479,118	(487,394)	(5,889.2%)	✗ The actual revenue is greater than expenses and allocations for the month.
Internal Allocation	607,041	606,680	361	0.1%	✓



## Core Services Year to Date Variances

	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
Net Operating Result after Allocations	0	0	0	0.0%	
<b>Infrastructure and Operations Alliance</b>					
<b>Parking Technical Support</b>					
Expenditure - Cash	488,233	430,090	58,143	11.9%	✓ Parking Equipment Technician employed through agency rather than City and utilisation of leave through provision.
Expenditure - non Cash	889	43,722	(42,833)	(4,818.1%)	✗ Variance mainly related to review of asset use/ownership by sub services following the implementation of new chart of accounts.
Internal Recovery	(661,866)	(658,386)	(3,480)	(0.5%)	✗
Internal Allocation	172,744	184,574	(11,830)	(6.8%)	✗
Net Operating Result after Allocations	0	0	0	0.0%	



## Projects Year to Date Variances

### CEO Alliance

#### Capital Projects

Website Phase Three	355,000	115,000	90,815	24,185	21.0%	✓	Project at development stage, timing variance in consultancy.
Website Phase Two	50,000	45,085	33,721	11,364	25.2%	✓	Project at closing stage.

<b>Subtotal - Capital Projects</b>	<b>405,000</b>	<b>160,085</b>	<b>124,536</b>	<b>35,549</b>	<b>22.2%</b>		
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#### Operating Projects

Council Elections and Lord Mayor Election	100,000	43,333	34,234	9,099	21.0%	✓	Timing variance. Awaiting invoice from WA Electoral Commission.
Customer Perception Survey	15,000	5,000	0	5,000	100.0%	✓	Community Scorecard 2020 purchase order has been raised, pending invoicing.
Parking Business Review	80,000	0	46,433	(46,433)	0.0%	!	Partial completion of major trade undertaking and business plan, currently under public consultation until the 16th of November and then to be submitted to Council for approval.
Perth Home Grown Markets	0	0	(4,463)	4,463	0.0%	!	Incorrect allocation, to be corrected.
Review of Governance Function	38,000	0	0	0	0.0%	!	
Risk and Internal Audit Review	62,000	0	0	0	0.0%	!	
Services Review	20,000	5,000	0	5,000	100.0%	✓	Timing variance.

<b>Subtotal - Operating Projects</b>	<b>315,000</b>	<b>53,333</b>	<b>76,204</b>	<b>(22,871)</b>	<b>(42.9%)</b>		
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<b>Total - CEO Alliance</b>	<b>720,000</b>	<b>213,418</b>	<b>200,740</b>	<b>12,678</b>	<b>5.9%</b>		
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### Corporate Services Alliance

#### Capital Projects

CA Service Desk Replacement	360,000	50,000	0	50,000	100.0%	✓	Currently waiting for tender to be signed, project to commence in November.
Core System Consolidation	1,520,000	506,270	37,441	468,829	92.6%	✓	Project is dependent on ICT Strategic roadmap completion and it is currently flagged to be carried forward to 21/22. Business Analyst required to complete current stage project which includes ECM, HRP Phase 2 and Vendor Supply Portal.
ICT Audiovisual Renewal 20 21	86,000	0	0	0	0.0%	!	ICT renewal program scheduled for second half of 20/21 financial year.
ICT Desktop Asset Renewal	165,221	0	0	0	0.0%	!	ICT renewal program scheduled for second half of 20/21 financial year.
ICT Network Asset Renewal	80,000	0	24,776	(24,776)	0.0%	!	Timing variance, expenditure occurred earlier than anticipated.
ICT UPS Asset Renewal 20 21	80,000	0	8,470	(8,470)	0.0%	!	Budget in November, the remainder of the project is expected to be delivered in the later part of the year.
Project Portfolio Management System	80,000	0	0	0	0.0%	!	
Supply Chain Automation	77,977	3,874	3,874	0	0.0%	!	
Unified Comms Refresh & Replacement Telephone System	300,000	0	0	0	0.0%	!	ICT renewal program scheduled for second half of 20/21 financial year.

<b>Subtotal - Capital Projects</b>	<b>2,749,198</b>	<b>560,144</b>	<b>74,561</b>	<b>485,583</b>	<b>86.7%</b>		
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#### Operating Projects

Core System Consolidation	0	0	1,907	(1,907)	0.0%	!	
Full review of the City Strategic Community Plan	28,000	9,333	0	9,333	100.0%	✓	Request for quotes to be sent out.
PCI DSS Compliance	53,227	17,742	0	17,742	100.0%	✓	Timing variance, expenditure anticipated in the second half of the financial year and will be adjusted at the mid year review.
Rebound Strategy	3,574,481	66,667	0	66,667	100.0%	✓	Proposal to transfer funds into COVID Rebound reserve.
Risk and Internal Audit Review	0	0	63,614	(63,614)	0.0%	!	Timing variance, budget in November.

<b>Subtotal - Operating Projects</b>	<b>3,655,708</b>	<b>93,742</b>	<b>65,521</b>	<b>28,221</b>	<b>30.1%</b>		
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<b>Total - Corporate Services Alliance</b>	<b>6,404,906</b>	<b>653,886</b>	<b>140,082</b>	<b>513,804</b>	<b>78.6%</b>		
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## Projects Year to Date Variances

### Community Development Alliance

#### Capital Projects

	Annual Budget	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
Aboriginal Artwork Commission	49,946	15,000	0	15,000	100.0%	✓ Current resourcing has delayed project. Discussions underway on prioritisation of project.
ACH Database and Portal Project	107,620	26,905	0	26,905	100.0%	✓ Project delayed pending available resources and City's priorities.
Art Acquisitions	60,000	20,000	10,835	9,165	45.8%	✓ Timing variance. Acquisitions dependant on exhibitions and secondary market availability. Project on track budget expected to be fully utilised.
Branding for Perth	150,000	150,000	126,696	23,304	15.5%	✓ Project currently on hold pending CEO/Council advice. Full budget has both operational as well as capital component.
Camera Replacements Renewals in Carparks	368,000	144,000	0	144,000	100.0%	✓ Timing variance.
CCTV Camera & Pole Reactive Renewals 2020 to 21	104,000	15,000	0	15,000	100.0%	✓ Project is reactive in nature. Timing of expenditure is ad hoc. Expecting invoice in November
CCTV Camera Network New Camera Expansion 2021	395,000	190,000	176,394	13,606	7.2%	✓ Project on track to date. Tender for CCTV cameras to be issued in November
CCTV Implementation Strategy	170,851	14,339	75,478	(61,139)	(426.4%)	✗ Timing variance. CCTV cabinet installed in Moore Street. Camera poles ordered and order raised for infrastructure installation.
Development of LMDRF online record keeping and applications	100,000	0	0	0	0.0%	!
EP0 - SP Elevating Platform	19,000	0	15,490	(15,490)	0.0%	!
IT Equipment Renewal Supporting CCTV Infrastructure 20 to 21	111,000	32,000	0	32,000	100.0%	✓ Timing variance. Meeting has taken place with ICT to determine specifications for the new computers at Citywatch. Awaiting tenders to be issued
Loudspeaker	21,369	0	9,590	(9,590)	0.0%	! Server and desk microphones have been installed. Variance to budget is related to timing.
Northbridge Piazza Infrastructure Upgrades	75,000	50,000	0	50,000	100.0%	✓ Funds to be moved to Infrastructure who will be undertaking works.
Plaques	6,372	6,372	9,654	(3,282)	(51.5%)	✗ Carried forward project now completed.
Safe Night Spaces	575,000	0	0	0	0.0%	!
UC - Crew Cab Ute	133,500	0	0	0	0.0%	!
UT - Utilities	44,500	0	0	0	0.0%	!
<b>Subtotal - Capital Projects</b>	<b>2,491,158</b>	<b>663,616</b>	<b>424,137</b>	<b>239,479</b>	<b>36.1%</b>	

#### Operating Projects

Aboriginal Engagement and Advisory Groups	59,100	11,820	8,595	3,225	27.3%	✓ Advisory Group meetings have commenced and progressing.
Access and Inclusion Program	31,500	10,500	4,459	6,041	57.5%	✓ Related to Covid impacted delays in commencing with the planned initiatives.
Accreditation of Homeless Services	135,000	45,000	19,813	25,187	56.0%	✓ Project has commenced and existing costs mostly relate to the provision of additional security services to support service providers delivering services to people experiencing homelessness. Variance is related to phasing of budget.
Always On	1,150,000	383,333	389,263	(5,930)	(1.5%)	✗ Project on track. Remaining funds now to be prioritised pending business requirements.
Art Activations	270,000	0	54,665	(54,665)	0.0%	! Timing variance, expenditure relates to deposits placed for activations.
Arts and Cultural Grants	200,000	66,667	60,000	6,667	10.0%	✓ Project on track.
Arts Sponsorship	1,200,000	400,000	51,000	349,000	87.3%	✓ Sponsorships have been approved. Variance relates to timing of budget.
Assertive Outreach	100,000	10,000	0	10,000	100.0%	✓ Progressing, expenditure expected to commence in November.
Audience and Segmentation Project	30,000	30,000	0	30,000	100.0%	✓ Recommendations to be tabled with General Manager in November prior to implementation of project.
Autumn School Holidays	100,000	0	0	0	0.0%	!
Branding for Perth	350,000	0	2,432	(2,432)	0.0%	! Project currently on hold pending CEO/Council advice. Full budget has both operational as well as capital component.
Business Improvement Grants	270,000	90,000	0	90,000	100.0%	✓ Report presented to Council in November and grants awarded however will be processed upon completion of grant requirements/works.
Busking	15,000	5,000	2,054	2,946	58.9%	✓ Timing variance.
Christmas and New Years	475,000	140,000	99,359	40,641	29.0%	✓ Timing variance, budget anticipated to be utilised by December.



## Projects Year to Date Variances

	Annual Budget	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
Christmas Concerts	300,000	25,000	0	25,000	100.0%	✓ First concert planned for November and project on track.
Christmas Lights Trail	1,000,000	75,000	536,024	(461,024)	(614.7%)	✗ Timing variance related to budget phasing. 50% payment for contractors for Christmas lights.
City Dressing	50,000	10,000	0	10,000	100.0%	✓ Budget to be consolidated into the Banners project at budget review.
Collections Storage Project	50,000	16,667	3,041	13,626	81.8%	✓ Timing variance. However, commitments have been raised in October for 50% of the budget.
Community Wellbeing Grants	145,000	48,333	0	48,333	100.0%	✓ Expecting first round of grants to be presented to Council in December. Second round grants expected to be presented in March/April.
Council Elections and Lord Mayor Election	40,000	40,000	38,616	1,384	3.5%	✓ Project complete.
COVID19 Postponed Events and Projects	330,000	110,000	11,000	99,000	90.0%	✓ Timing variance to align with budget in future periods. This is a result of events needing to be rescheduled due to Covid.
CPP Parking Fee changes	40,000	27,500	6,932	20,568	74.8%	✓ Project requirements to date have been completed. Awaiting further requests for other requirements.
Economic Development Sponsorship	690,000	230,000	194,000	36,000	15.7%	✓ Project on track. Timing variance to align with budget in future periods. Most sponsorships have been agreed/awarded.
Event Sponsorship	740,000	246,667	174,000	72,667	29.5%	✓ Sponsorships on track. Final report to be presented to Council in December for full budgeted amount.
Events	0	0	55	(55)	0.0%	⚠
Events and Activation Grants	180,000	60,000	15,000	45,000	75.0%	✓ Grants are generally minor and ad hoc depending on demand.
Heritage Perth Weekend	60,000	0	227	(227)	0.0%	⚠
Homeless Services Brochure	10,000	3,333	0	3,333	100.0%	✓ Brochures have been approved, printing to be completed in November.
Impact Evaluation and insights	100,000	20,000	22,033	(2,033)	(10.2%)	✗ Project on track.
InnerCity Councils	15,000	5,000	(2,500)	7,500	150.0%	✓ Project underway and on track. Variance related to timing of the budget.
Local Heritage Survey	80,000	26,667	0	26,667	100.0%	✓ Timing variance, work is underway and spend is predicted in November/December.
Lunar New Year	50,000	0	0	0	0.0%	⚠
NAIDOC Week	10,000	0	22	(22)	0.0%	⚠
New Years Eve	450,000	50,000	0	50,000	100.0%	✓ Project on track and preparations are still underway however no expenditure required to date.
Precinct Development Grants	240,000	80,000	0	80,000	100.0%	✓ First report to go to Council in December for approximately half the budget.
Public Health and Wellbeing Plan	20,000	6,667	0	6,667	100.0%	✓ Project is being scoped and as a result has yet to incur expenditure.
Retail Extension	200,000	100,000	72,085	27,915	27.9%	✓ Spring in the city completed, some invoices received in October with additional invoices to follow to the estimated value of \$100k. Remaining funds now to be prioritised pending business requirements.
Rough Sleeper Count	10,000	5,000	475	4,525	90.5%	✓ Count occurred in October. Some expenditure pending, next count scheduled for early 2021.
Safe City Patrols	1,200,000	400,000	0	400,000	100.0%	✓ Program commenced with first invoices being received in November
Safe Night Spaces	29,000	29,000	11,190	17,810	61.4%	✓ First location has been identified and project is progressing. Second site location currently under investigation.
Skyworks	2,157,700	102,567	252,894	(150,327)	(146.6%)	✗ Project cancelled following advice from the Chief Health Officer that proceeding with Skyworks in 2021 presents too great a risk to community safety.
Small Business Grants	350,000	116,667	34,193	82,474	70.7%	✓ Grants are generally minor and ad hoc depending on demand.
Spring School Holidays	70,000	70,000	95,467	(25,467)	(36.4%)	✗ Project on track. Expenditure has been committed and variance relates to timing of budget expenditure and pending revenue contribution.
Think Perth	165,000	0	675	(675)	0.0%	⚠ Pending project in discussions and requirements scoping.
Treaty Danjoo	12,000	0	1,788	(1,788)	0.0%	⚠ Work is progressing with additional translation required, timing of budget phasing
Tuesday Morning Show	34,900	11,633	2,693	8,940	76.9%	✓ Programs have commenced and been scheduled for 20/21 FY. Variance mainly due to budget phasing of lease and hire charges (invoice due in December and January).
Twilights Hawkers Market	100,000	16,667	2,170	14,497	87.0%	✓ Timing variance, markets not commencing until November 2020.





## Projects Year to Date Variances

	Annual Budget	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
Wellington Square Enhancement	50,000	0	0	0	0.0%	⚠ Planning yet to begin. Expected to be in March/April 2021.
Winter Festival	415,000	(30,000)	(26,923)	(3,077)	(10.3%)	✗ Ticket sales city carnival school holiday event. Expenditure budget phased to end of financial year. However, project preparation expenditure has taken place.
Subtotal - Operating Projects	13,779,200	3,094,688	2,136,797	957,891	31.0%	
Total - Community Development Alliance	16,270,358	3,758,304	2,560,934	1,197,370	31.9%	
<b>Planning and Economic Development Alliance</b>						
<b>Capital Projects</b>						
Bus Shelter Program	289,000	0	23,293	(23,293)	0.0%	⚠ Prototype bus shelter has been commissioned. Next phase will be installation of bus shelter in December.
East Perth Foreshore PSP and Lighting Upgrade Works	1,300,000	45,000	0	45,000	100.0%	✓ Environmental approval is being assessed. Once approval has been received, project will be handed over for construction. Expected handover December.
Kerbside review implementation	1,350	1,350	3,148	(1,798)	(133.2%)	✗ Project completed and variance relates to residual final expense from project.
Landscaping and Hostile Vehicle Incursion Prevention	488,800	488,800	1,977	486,823	99.6%	✓ Timing variance. Design completed and planning approvals underway.
Minor Urban Interventions	150,000	0	2,170	(2,170)	0.0%	⚠
Mount Street East Concept	120,000	0	0	0	0.0%	⚠
Pedestrian Crossings Improvement 20 to 21	200,000	60,000	0	60,000	100.0%	✓ Timing variance. Works are undertaken on an ad hoc and as required basis.
Projects from Lighting Masterplan	52,525	42,577	42,577	0	0.0%	⚠ Project on track.
Retail Core Refresh	730,000	270,800	0	270,800	100.0%	✓ Expenditure anticipated to commence in November.
Roads (Crawley Nedlands) Various	62,000	5,000	0	5,000	100.0%	✓ Project design commenced in October. However, no expenditure has been incurred to date.
Smart Bus Stops Real Time Information	68,000	50,622	0	50,622	100.0%	✓ Project in specification process and quotes have been received from vendors for initial work.
Smart Cities - Data Hub Phase 2 Ops	125,000	48,000	12,919	35,081	73.1%	✓ Tender awarded and in field implementation currently underway.
Smart Cities Carbon Neutral Council Pier Street Solar	224,000	206,080	0	206,080	100.0%	✓ Business case approved and specifications for tender are in final draft. Tender expected to be released November.
Smart Water and Electricity Meters	61,000	0	0	0	0.0%	⚠ Business requirements to be defined and project has received strong sponsor support.
Spring Street pedestrian crossing	400	400	0	400	100.0%	✓
Street Furniture Replacement Program	50,000	20,000	2,149	17,851	89.3%	✓ Timing variance as furniture replacement is ad hoc in nature.
Two way Hay Street Bennett St to Victoria Ave (merge 12082)	15,000	0	0	0	0.0%	⚠
Two Way Streets West End	350,000	45,000	0	45,000	100.0%	✓ Project on hold until new calendar year as staff resources are prioritised to other projects.
Urban Forest Plan - Infill tree planting	200,000	65,000	0	65,000	100.0%	✓ Timing variance. Tree planting to take place in spring.
Winthrop Avenue/Thomas Street Shared Path	1,118,001	50,818	16,072	34,746	68.4%	✓ Design work underway. However, construction to be delayed due to other works undertaken in the project vicinity
Subtotal - Capital Projects	5,605,076	1,399,447	104,305	1,295,142	92.5%	
<b>Operating Projects</b>						
Bicycle Planning Services	5,000	1,667	316	1,351	81.0%	✓
Citipace Redevelopment	50,000	16,667	0	16,667	100.0%	✓ Project has been put on hold pending further review and consideration.
City Central Vision Plan	50,000	16,667	0	16,667	100.0%	✓ High level brief currently being prepared. No expenditure has been required to date and will be utilised on an 'as needs' basis.
City Planning Scheme No. 3	252,000	84,000	9,580	74,420	88.6%	✓ Timing variance. Project has commenced but has been delayed due to reprioritisation and resourcing availability.
City Planning Strategy	45,000	15,000	13,210	1,790	11.9%	✓ Timing variance. Update to strategy will be made based on feedback from Department of Planning, Lands and Heritage. Council will then be informed in January next year as to further progression.



## Projects Year to Date Variances

	Annual Budget	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
City Switch	75,000	25,000	0	25,000	100.0%	✓ Timing variance. Project expenditure is an annual contribution to City of Sydney. Budget phased equally but is expensed in one payment as a contribution.
Cladding audit of class 5- 8 buildings	15,150	5,050	0	5,050	100.0%	✓ Awaiting further guidance from Building Commission as to scope of audit requirements.
Claisebrook Neighbourhood Place Plan	20,000	6,667	0	6,667	100.0%	✓ First plans to be completed by December and will be followed by community consultation.
Community Infrastructure Plan	30,000	10,000	0	10,000	100.0%	✓ Timing Variance. Further scoping underway.
Co-ordination of City Infrastructure Works	5,000	1,667	0	1,667	100.0%	✓ Meetings held on a quarterly basis. No expenditure requirements to date.
CPS 2 Amendment 42 (Colin & Hay, West Perth)	5,000	1,667	0	1,667	100.0%	✓ Council approval has been received and is now lodged with State Government for approval.
CPS 2 Amendment 43 (Thomas & Wellington, West Perth)	5,000	1,667	0	1,667	100.0%	✓ Recommendation is being presented to Council in November.
CPS 2 Amendment No. 41 - Northbridge Special Entert Precinct	5,000	1,667	2,042	(375)	(22.5%)	✗ Consultation commenced at the end of October and will be completed prior to Christmas.
CPS2 Amendment 44 (Cnr Elder and Wellington Street, Central	5,000	1,667	0	1,667	100.0%	✓ Recommendation is being presented to Council in November.
CPS2 Amendment 46 and LPS26 Amendment 4	5,000	0	86	(86)	0.0%	⚠ Referred to Environmental Protection Authority.
CPS2 City Design Policy incl Environmentally Sustain Design	5,000	1,667	0	1,667	100.0%	✓ Project scope currently being reviewed.
CPS2 Development Works Exemption Planning Policy	5,000	1,667	0	1,667	100.0%	✓ Project may not progress due to State Government regulation changes.
International Relations	75,000	25,000	3,310	21,690	86.8%	✓ Travel restrictions have reduced spending requirements. Events beginning to be held in November.
Local Planning Scheme 26 Amendment 3	0	0	340	(340)	0.0%	⚠
Noise Attenuation Planning Policy	5,000	1,667	0	1,667	100.0%	✓ Project is in progress and is linked to finalisation of Amendment 41.
Parking Trial	9,000	3,000	0	3,000	100.0%	✓ No requirement for expenditure to date.
Place Analytics	40,000	13,333	23,637	(10,304)	(77.3%)	✗ Timing variance.
Proactive Planning Initiatives	100,000	33,333	0	33,333	100.0%	✓ Briefing paper with project proposals prepared and submitted to CEO.
Projects from Lighting Masterplan	0	0	260	(260)	0.0%	⚠
QE2 and UWA Structure Plan	100,000	33,333	4,000	29,333	88.0%	✓ Timing variance. Review has commenced.
Retail Core Redevelopment Projects	100,000	33,333	0	33,333	100.0%	✓ Tender for Forrest Place and walkway advertised.
Riverfront Masterplan	100,000	33,333	17,081	16,252	48.8%	✓ Timing variance. Public consultation contractor engaged as well as Elders group. Currently awaiting further invoices from contractors.
Road Network Design and Review	40,000	13,333	14,568	(1,235)	(9.3%)	✗ Project is utilised on a reactive schedule as and when requirements arise. Mounts Bay Rd Watershed audit and Murray/Elder Street audit have been completed.
Smart Cities - Data Hub Phase 2 Ops	0	0	5,470	(5,470)	0.0%	⚠ Tender awarded and in field implementation currently underway.
WACA Redevelopment Project	244,000	81,333	0	81,333	100.0%	✓ Timing variance. Study for development completed and invoice received in November. Report to Council is anticipated in December.
William Street Redefinition	250,000	83,333	0	83,333	100.0%	✓ Project awaiting independent review by Department of Transport before progressing.
Workshops	142,500	50,000	400	49,600	99.2%	✓ Current Covid climate has resulted in only scoping of workshops with minimal expenditure required at present. First workshop will be held in December.
<b>Subtotal - Operating Projects</b>	<b>1,787,650</b>	<b>596,718</b>	<b>94,300</b>	<b>502,418</b>	<b>84.2%</b>	
<b>Total - Planning and Economic Development Alliance</b>	<b>7,392,726</b>	<b>1,996,165</b>	<b>198,605</b>	<b>1,797,560</b>	<b>90.1%</b>	

### Infrastructure and Operations Alliance

#### Capital Projects

Better Bins Program	54,000	51,968	0	51,968	100.0%	✓ Timing variance, project yet to be scheduled.
Body worn cameras	38,486	38,486	38,486	0	0.0%	⚠ Project complete.
Building - 18 Stirling Street Roof Repairs	46,000	0	0	0	0.0%	⚠
Building - Council House Review and Depot Works	2,437,000	686,912	35,915	650,997	94.8%	✓ Project scope pending executive decision, potential deferral flagged to 21/22.
Building - Electrical Renewals - Library	30,000	7,500	0	7,500	100.0%	✓ Project scope under review.
Building - Emergency Lighting Replacement 20 21	315,000	78,750	0	78,750	100.0%	✓ Project scope under review.



## Projects Year to Date Variances

	Annual Budget	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
Building - Emergency Works	150,000	0	5,828	(5,828)	0.0%	⚠ Timing variance.
Building - External Lighting Upgrade - Town Hall	250,000	62,500	0	62,500	100.0%	✅ Project delayed due to change of project manager.
Building - External Rectification Works 20 21	175,000	58,235	0	58,235	100.0%	✅ Timing variance, works to commence in late November.
Building - External Rectifications - Town Hall	257,000	0	0	0	0.0%	⚠
Building - Fixtures & Fittings Renewals - PTH Auditorium Cha	75,000	18,750	0	18,750	100.0%	✅ Scope to be confirmed.
Building - Fixtures & Fittings Upgrades 20 21	80,000	20,000	0	20,000	100.0%	✅ Potential cancellation.
Building - Floor Covering Replacement 20 21	320,000	106,668	0	106,668	100.0%	✅ Timing variance, works yet to be scheduled.
Building - Library Boiler	130,000	130,000	110,654	19,346	14.9%	✅ Project completed, estimated saving \$20k.
Building - Public Toilet Utility Bins	170,000	42,500	0	42,500	100.0%	✅ Project delayed due to change of project manager.
Building - Rectification Works - Concert Hall	3,741,830	494,959	25,505	469,454	94.8%	✅ Project stalled pending further investigation of Perth Concert Hall management arrangement.
Building - Rectification Works - Library	12,000	4,000	0	4,000	100.0%	✅ Project delayed due to change of project manager.
Building - Regal Place Car Park CP41 - Gutter Replacement &	67,881	4,485	13,431	(8,946)	(199.5%)	❌ Crack rectification methodology and materials specification in progress with structural engineer
Building - Renewal - Community Facility Renewal Work	899,550	64,458	50,831	13,627	21.1%	✅ Rest centre painting work completed. Work currently underway for roof issue at child care centre.
Building - Roe Street Car Park CP08 - Repair Cracks in Slab	36,300	34,900	4,350	30,550	87.5%	✅ Timing variance.
Building - Roof Access Upgrades	184,000	45,086	0	45,086	100.0%	✅ Project delayed due to change of project manager.
Building - Stirling St Offices - Roof Replacement	7,101	7,101	7,101	0	0.0%	⚠
Building - Subsidence Renewal - PCEC Carpark	600,000	333,332	0	333,332	100.0%	✅ Project delayed due to indication of further funding requirements, awaiting final quantity surveyor report.
Building - Surveillance Replacements - Carparks	500,000	125,000	0	125,000	100.0%	✅ Project to be consolidated and delivered with surveillance services.
Building - Surveillance Upgrades	403,000	100,415	4,835	95,580	95.2%	✅ Timing variance, project in tender review stage.
Building - Waterproofing Rectification Works - Council House	210,000	69,243	0	69,243	100.0%	✅ Timing variance, works yet to be scheduled.
Christmas Decorations	1,339,679	1,339,679	195,766	1,143,913	85.4%	✅ Awaiting invoices related to \$664k of outstanding committed orders, to be fulfilled in November. Estimated saving \$100k to be confirmed in January.
Civil Structure - Bridge Replacement - John Oldham	300,000	0	0	0	0.0%	⚠
Civil Structure - Bridge Replacement - Queens Gardens	40,000	13,332	0	13,332	100.0%	✅ Design and construction proposed to be delivered in current year, additional \$92k to be brought forward from 21/22 FY.
Container Deposit Scheme	1,169,750	534,163	559,865	(25,702)	(4.8%)	❌ Timing variance, Project Delay due to Covid and resourcing issues, commissioning expected between September to October.
Drainage - Bennett St - Terrace Rd to Royal St - Relining	9,477	9,477	0	9,477	100.0%	✅
East End Revitalisation	12,484,066	7,030,492	3,193,241	3,837,251	54.6%	✅ Stage 3 complete, project scheduled for completion in late April.
GM3 - SP3 Gang Mower	65,000	0	0	0	0.0%	⚠ 20/21 Plant and Vehicle replacement program is on track and anticipated to be completed.
Hay st Mall Feature Lighting	300,000	0	0	0	0.0%	⚠ Project scheduled to commence November.
Heirisson Island Tree Planting and Irrigation	24,000	24,000	18,015	5,985	24.9%	✅ Project complete, \$6k saving.
Initial Recognition of Assets	0	0	142,170	(142,170)	0.0%	⚠ Initial recognition of assets which never form part of the budget.
LD - Loader 4WD Class 20WL	224,000	0	0	0	0.0%	⚠ 20/21 Plant and Vehicle replacement program is on track and anticipated to be completed.
Lime Street Upgrade	48,000	16,000	1,878	14,122	88.3%	✅ Timing variance.
LS - 6 - 8 Cyl Sedan	110,000	0	0	0	0.0%	⚠
LT0 - 2-3 Tonne Trucks	120,000	0	0	0	0.0%	⚠ 20/21 Plant and Vehicle replacement program is on track and anticipated to be completed.
Mclean Laneway Signage	35,526	35,526	36,352	(826)	(2.3%)	❌ Project completed.
Milligan Street – NB and SB – Hay St to St Georges Tce	120,000	0	0	0	0.0%	⚠
Moore Street Pavement Works	120,000	120,000	0	120,000	100.0%	✅ Timing variance.
MP - Minor Plant	28,000	0	0	0	0.0%	⚠ 20/21 Plant and Vehicle replacement program is on track and anticipated to be completed.
Parking equipment	4,900	4,900	0	4,900	100.0%	✅ Timing variance.
Parking Meters	0	0	1,563	(1,563)	0.0%	⚠ Timing variance.



## Projects Year to Date Variances

	Annual Budget	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
Parks and Landscapes - Inundation Rectification Works - Supr	90,000	10,000	0	10,000	100.0%	✓ Timing variance.
Parks and Landscapes - Irrigation Renewal Program	637,000	333,617	28,590	305,027	91.4%	✓ \$85k identified as potential return of funds.
Parks and Landscapes - Outdoor Furniture and Sign Assets Ren	35,000	11,668	5,572	6,096	52.2%	✓ Timing variance.
Path and Kerb Renewal 20 21	492,000	125,080	136,994	(11,914)	(9.5%)	✗ Timing variance, major works scheduled November to March.
Path and Kerb Upgrade 20 21	285,000	71,250	26,205	45,045	63.2%	✓ Timing variance, major works scheduled November to March.
PV1 - Medium Panel Vans	44,500	0	0	0	0.0%	! 20/21 Plant and Vehicle replacement program is on track and anticipated to be completed.
PV2 - Large Panel Van	225,000	0	0	0	0.0%	! 20/21 Plant and Vehicle replacement program is on track and anticipated to be completed.
RM2 - Large Rotary Mowers	206,000	0	0	0	0.0%	! 20/21 Plant and Vehicle replacement program is on track and anticipated to be completed.
Road Renewals - Delhi St - Eastern Leg	96,758	25,981	2,076	23,905	92.0%	✓ Expected to commence in December.
Road Renewals - James St Road Seal - Victoria Ave to Irwin S	9,727	2,724	0	2,724	100.0%	✓ Timing variance.
Road Renewals - James St Road Seal - William St to Cul de Sa	59,727	16,724	30,441	(13,717)	(82.0%)	✗ Stakeholder engagement completed and permits have been issued.
Road Renewals - Reactive Road Renewals	3,891	1,265	0	1,265	100.0%	✓ Timing variance.
Road Renewals - Wellington to Arthur	129,182	26,587	995	25,592	96.3%	✓ Project scheduled to commence December.
Roads - Adelaide Tce WB - Hill to Victoria Avenue	10,065	0	6,836	(6,836)	0.0%	! Timing variance.
Roads - Adelaide Tce WB - Riverside Drive to Bennett Street	49,432	0	0	0	0.0%	! Timing variance.
Roads - MRRG - Havelock St NB & SB - Wellington to Murray	159,704	42,176	0	42,176	100.0%	✓ Project start date postponed to accommodate kerbing works, expected to commence in November.
Roads - MRRG - Aberdeen St EB & WB - Museum to Beaufort St	149,238	3,000	68,300	(65,300)	(2,176.7%)	✗ Road reseal and Traffic loops completed ahead of schedule.
Roads - MRRG - Adelaide Tce EB - Plain to De Vlamingh	155,408	41,102	0	41,102	100.0%	✓ Project scheduled to commence December.
Roads - MRRG - Hampden Rd (SB)-Monash Ave to Gordon St	168,969	4,535	4,535	0	0.0%	! Timing variance.
Roads - MRRG - Milligan St NB & SB - Wellington to St George	134,368	35,842	0	35,842	100.0%	✓ Project scheduled to commence November.
Roads - MRRG - Mount St EB & WB - St Georges to Spring	138,776	39,194	0	39,194	100.0%	✓ Waiting approval from Main Roads Western Australia.
Roads - MRRG - Newcastle St (WB)-Lord to Stirling St	13,258	0	5,283	(5,283)	0.0%	! Timing variance.
Roads - MRRG - St Georges Tce WB - Victoria to Barrack	286,368	73,842	2,197	71,645	97.0%	✓ Waiting for obstruction permit approval.
Roads - MRRG - St Georges Tce WB Road Seal - William to King	192,744	50,436	0	50,436	100.0%	✓ Waiting for Main Roads Western Australia approval. Commencement date postponed to November.
Roads - MRRG - William St NB & SB - St Georges to Esplanade	145,394	38,596	104,738	(66,142)	(171.4%)	✗ Site availability sent to Main Roads Western Australia for approval.
Roads - RTR - Fairway - Clark St to Myers St	200,000	51,500	4,539	46,961	91.2%	✓ Resurfacing work expected to commence in November.
Roads - RTR - Myers St - Broadway to Parkway	255,000	65,250	32,921	32,329	49.5%	✓ Resurfacing work expected to commence in November.
Roe Street Upgrade Fitzgerald to Beaufort St	6,300,000	175,000	175,016	(16)	(0.0%)	✗ Preliminary works commenced, project pending signed funding agreement.
RS1 - Pavement Sweepers	474,000	0	0	0	0.0%	! 20/21 Plant and Vehicle replacement program is on track and anticipated to be completed.
RT1 - Rubbish Truck <12 t GUM	1,030,000	400,000	0	400,000	100.0%	✓ 20/21 Plant and Vehicle replacement program is on track and anticipated to be completed.
Stormwater Drainage Renewals 2020 to 21	864,000	216,000	50,837	165,163	76.5%	✓ Estimated surplus of \$69k and proposed transfer of \$128k to "10512 – Stormwater Upgrades".
Stormwater Drainage Upgrades 2020 to 21	379,765	50,000	0	50,000	100.0%	✓ Proposed budget transfer of \$128k from 10511-Stormwater Renewals
Street Furniture - Bollard Replacement - Hay and Murray St M	952,134	150,736	439,252	(288,516)	(191.4%)	✗ Timing variance, invoices received earlier than anticipated.
Street Furniture - Drinking Fountain Replacements	50,000	12,500	0	12,500	100.0%	✓ Timing variance.
Street Furniture - Litter Bin Replacements	270,000	90,000	75,077	14,923	16.6%	✓ Timing variance, currently in procurement stage, expected delivery in February.
Street Furniture Replacement Program	0	0	368	(368)	0.0%	! Timing variance.
Street Lighting - Adelaide Terrace Lighting Upgrade	808,000	0	7,384	(7,384)	0.0%	! Tender under review
Street Lighting - East Perth Motion 2 - Design & Implementat	503,773	121,004	127,720	(6,716)	(5.6%)	✗ Tender under review
Street Lighting - LED Upgrades	250,000	62,500	0	62,500	100.0%	✓ Tender under review
Street Lighting - Lighting Improving Coverage (LIC)	18,876	18,876	4,927	13,949	73.9%	✓ Timing variance.
Street Lighting - Renewals	831,000	207,750	15,050	192,700	92.8%	✓ Tender under review
Street Lighting - Renewals - Electrical Network Risk mitigat	309,261	83,332	6,643	76,689	92.0%	✓ Tender under review
Street Lighting - Replacing End of Useful life Lighting (REU	21,039	21,039	8,088	12,951	61.6%	✓ Tender under review



## Projects Year to Date Variances

	Annual Budget	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
Tram Shelter Rectification Works 20 21	40,000	13,332	0	13,332	100.0%	✓ Timing variance.
TU - Tray Top Ute	504,000	0	0	0	0.0%	⚠ 20/21 Plant and Vehicle replacement program is on track and anticipated to be completed.
Two Way Hill Street (St Georges Tce - Witnoom St)	493,865	9,000	0	9,000	100.0%	✓ Finalisation of design pending MRWA approvals for traffic modelling.
UC - Crew Cab Ute	267,000	0	0	0	0.0%	⚠ 20/21 Plant and Vehicle replacement program is on track and anticipated to be completed.
Wellington Square Enhancement	12,191,162	5,855,319	4,165,240	1,690,079	28.9%	✓ Timing variance and \$136k identified as additional funds required for increased signage and CCTV.
Wellington Street Stage 2B	250,000	75,000	0	75,000	100.0%	✓ Grant application in progress.
<b>Subtotal - Capital Projects</b>	<b>58,911,930</b>	<b>20,344,574</b>	<b>9,981,610</b>	<b>10,362,964</b>	<b>50.9%</b>	
<b>Non Operating Income</b>						
Initial Recognition of Assets	0	0	(142,170)	142,170	0.0%	⚠ Initial recognition of assets which never form part of the budget.
Roads - MRRG - Havelock St NB & SB - Wellington to Murray	(70,925)	0	0	0	0.0%	⚠
Roads - MRRG - Aberdeen St EB & WB - Museum to Beaufort St	(66,278)	0	0	0	0.0%	⚠
Roads - MRRG - Adelaide Tce EB - Plain to De Vlamingh	(69,017)	0	0	0	0.0%	⚠
Roads - MRRG - Milligan St NB & SB - Wellington to St George	(59,675)	0	0	0	0.0%	⚠
Roads - MRRG - Mount St EB & WB - St Georges to Spring	(61,631)	0	0	0	0.0%	⚠
Roads - MRRG - St Georges Tce WB - Victoria to Barrack	(127,175)	0	0	0	0.0%	⚠
Roads - MRRG - St Georges Tce WB Road Seal - William to King	(85,599)	0	0	0	0.0%	⚠
Roads - MRRG - William St NB & SB - St Georges to Esplanade	(64,566)	0	0	0	0.0%	⚠
Roads - RTR - Fairway - Clark St to Myers St	(200,000)	0	0	0	0.0%	⚠
Roads - RTR - Myers St - Broadway to Parkway	(255,000)	0	0	0	0.0%	⚠
Wellington Square Enhancement	(4,378,494)	0	0	0	0.0%	⚠
<b>Subtotal - Non Operating Income</b>	<b>(5,438,360)</b>	<b>0</b>	<b>(142,170)</b>	<b>142,170</b>	<b>0.0%</b>	
<b>Operating Projects</b>						
Better Bins Program	37,673	12,561	0	12,561	100.0%	✓ Part 1 of the project completed in early 2019. No specific work plan in 20-21 funds to be returned at mid year budget review.
Building - Council House Review and Depot Works	99,999	25,000	14,663	10,337	41.3%	✓ To proceed with concept design this year. Pending Council decision prior to the implementation.
Christmas Decorations	1,359,000	368,088	443,046	(74,958)	(20.4%)	✗ Major works to commence in November.
Clearing Maintenance Backlog	474,999	118,750	0	118,750	100.0%	✓ Timing variance, work not commenced due to staff resourcing.
Condition Assessment and Reporting	165,000	50,000	0	50,000	100.0%	✓ Timing variance, quotation expected in late November.
East End Revitalisation	130,000	32,499	11,057	21,442	66.0%	✓ Budget for stakeholder engagement. Stage 3 is completed. Stakeholder event is schedule on 20/11/2020.
Events	9,300	3,100	0	3,100	100.0%	✓
Lift and Relay	170,001	42,500	0	42,500	100.0%	✓ Timing variance, purchased orders have been raised in November.
Natural Area Management	59,000	19,667	8,265	11,402	58.0%	✓ Project commenced. Scheduled for completion towards the end of summer.
On Street Signage	20,000	6,667	5,739	928	13.9%	✓
Parking Operations outside COP	0	0	(18,240)	18,240	0.0%	⚠ Three month contract with Town of Victoria Park signed after budget adoption.
Rubbish Collection	99,999	16,667	0	16,667	100.0%	✓ First verge collection completed, year to date incurred expenses have been incorrectly allocated another account, this will be corrected next month.
Urban Forest Plan	180,000	45,000	0	45,000	100.0%	✓ Timing variance, tender to be advertised mid November.
Varnishing and Painting	70,000	23,333	3,267	20,066	86.0%	✓ Timing variance. Internal staff have completed inspections. Project pending request for quote.
Waste Management Strategy and Plan	20,000	6,667	0	6,667	100.0%	✓ Timing variance.
Wellington Square Enhancement	0	0	5,342	(5,342)	0.0%	⚠ Incorrect costing, to be corrected.



## Projects Year to Date Variances

	Annual Budget	YTD Budget	YTD Actuals	YTD Variance	YTD Variance %	Comments on Variances
Subtotal - Operating Projects	2,894,971	770,499	473,139	297,360	38.6%	
Total - Infrastructure and Operations Alliance	56,368,541	21,115,073	10,312,579	10,802,494	51.2%	

## 14.2 Schedule of Accounts Paid – October 2020

Responsible Officer	Bill Parker, General Manager Corporate Services
Voting Requirement	Simple Majority
Attachments	Attachment 14.2A – Schedule of Accounts Paid – October 2020

### Purpose

To note details of payments made under delegated authority for the month of October 2020.

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### Recommendation

That Council:

1. RECEIVES the Schedule of Accounts Paid under Delegated Authority 1.2.10, for the period ended 31 October 2020, (Attachment 14.2A)
2. RECORDS in the Ordinary Council Meeting minutes the summary of accounts paid being:

Total Accounts Paid	
Municipal Fund	\$13,961,909.27
Trust Fund	\$ 1,200.00
Total - All Funds	\$13,963,109.27

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## Background

1. Delegated Authority 1.2.10 has been granted to the Chief Executive Officer to make payments from the Municipal and Trust Funds.
2. This authority has then been on-delegated to the General Manager Corporate Services and Project Director Strategic Finance (CFO).
3. In accordance with Regulation 13.2 and 13.3 of the Local Government (Financial Management) Regulations 1996, where this power has been delegated, a list of payments for each month is to be compiled and presented to the Council.
4. Due to the voluminous nature of the list of accounts paid (frequently 300 + pages), and the manner in which this attachment dominates the Council Agenda Papers, the listing of payments with full disclosure of all required information, is presented in electronic format for Council perusal.
5. This summary report then facilitates the acknowledgement of the listing having been received.

## Discussion

6. The Schedule of Accounts Paid (Attachment 14.2A) contains the following payments made under Delegated Authority 1.2.10 - Payments from the Municipal & Trust Fund:

Schedule of Accounts Paid - October 2020		
<b>Municipal Fund</b>		
EFT & Cheque Payments	Direct Creditor Payments	10,604,469.12
<b>Sub Total - EFT &amp; Cheques</b>		<b>\$10,604,469.12</b>
Direct Debits	Bank Charges	83,239.22
<b>Sub Total - Direct Debits</b>		<b>\$83,239.22</b>
Payroll	PPE 13/10/2020	1,643,400.35
	PPE 27/10/2020	1,616,264.30
<b>Sub Total - Payroll</b>		<b>\$3,259,664.65</b>
Corporate Cards	September 2020	14,536.28
	Note: October will be reported in November 2020 report.	
<b>Sub Total - Cards</b>		<b>\$14,536.28</b>
New Investments	(Not Rollover Investments)	0



Sub Total Investments		\$0
Total - Municipal Fund		\$13,961,909.27
Trust Fund		
Trust EFT & Cheques		1,200.00
Total - Trust Funds		\$1,200.00

7. The Grand Total of the Schedule of Accounts Paid for the month is \$13,963,109.27.
8. This report and the detailed schedule made available on the Council Hub are presented for Council's information.

## Stakeholder Engagement

9. As the contents of this report focus on the organisation's recent past financial performance, no external consultation is relevant to the preparation of this report.

## Decision Implications

10. Council's acknowledgement of receiving the Schedule of Accounts Paid will meet its statutory obligation under Local Government (Financial Management) Regulation 13 (1).

## Strategic, Legal and Policy Implications

Strategic			
Strategic Aspiration:	Community	Plan	Performance A financial business model underpinned by a culture of cost management, best value and strategic financial analysis that is subject to ongoing oversight, transparency and accountability.
Strategic Objective:	Community	Plan	All initiatives having financial or resource implications.
Issue Specific Strategies and Plans:			Not applicable
Legal and Policy			
Legislation:	<a href="#">Regulation 13 (1) of the Local Government (Financial Management) Regulations 1996</a>		

	<p>This section of the Act and the related Financial Management Regulation prescribe the requirement to prepare a list of all payments made for each month and to present them to Council. That Schedule of Accounts Paid (the 'list') should contain, for each payment:</p> <ul style="list-style-type: none"> <li>• Payee Name.</li> <li>• Amount of the Payment.</li> <li>• Date of the Payment.</li> <li>• Sufficient information to identify the transaction.</li> </ul>
Legal advice:	Not Applicable
Policy	Not Applicable

## Financial Implications

11. There are no direct financial implications of receiving this report as it reflects a historical accounting of financial transactions that were provided for in the adopted budget (as amended).

## Relevant Documents

Not Applicable.

## Further information

Not Applicable.

# Payment Details by Invoice

# MUNICIPAL FUND



ATTACHMENT 14.2A

From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

Cheque/EFT Number	Payment Date	Payee	Payment Amount
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## Payments

003284	8/10/2020	COMMISSIONER OF STATE REVENUE	40,922.00
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	497672	PARKING BAY LICENSE - 2020-21	40,922.00			

003285	8/10/2020	WATER CORPORATION	858.89
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	9009590597	ROAD VERGE AT ADELAIDE TCE EAST PERTH	12.91			
\$APINVCE	9001928557	CHARGES - GRDN R10887 RIVERSIDE DR PERTH	845.98			

003286	15/10/2020	FINES ENFORCEMENT REGISTRY	260.55
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	100132213	RFD INFRINGEMENTS 100132213/8426134	260.55			

003287	15/10/2020	JANINE VERMEER	100.00
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	10036430	REFUND INFRINGEMENT 100036430	100.00			

003288	15/10/2020	WATER CORPORATION	1,099.67
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	9001895935	PARK AT HALE STREET EAST PERTH	1,099.67			

003289	22/10/2020	FINES ENFORCEMENT REGISTRY	541.10
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	201020	REFUND TO FER 100080606/100134301	541.10			

003290	22/10/2020	SITI BADRIAH JIM	85.90
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	8299181	INFRINGEMENT REFUND 8299181	85.90			

003291	22/10/2020	WATER CORPORATION	2,902.27
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	9002384977	DEPOT AT 24 ROBERTS ST OSBORNE PARK	2,163.41			
\$APINVCE	9001497945	TOILETS AT HACKETT DRIVE CRAWLEY	331.03			
\$APINVCE	9012387186	METERED FIRE HYDRANT STANDPIPE	407.83			

# Payment Details by Invoice

# MUNICIPAL FUND



From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>	<i>Payment Amount</i>				
003292	31/10/2020	AIBS WA CHAPTER	750.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 21935	PROFESSIONAL DEVELOPMENT	450.00			
		\$APINVCE 26358	PROFESSIONAL DDEVELOPMENT	300.00			
003293	31/10/2020	WATER CORPORATION	374.79				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 9001927124	TOILETS AT 101 MELBOURNE STREET	374.79			
208560	6/10/2020	CTI5 PTY LTD	5,000.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 06102020	DEPOSIT CONTAINER DEPOSIT SCHEME	5,000.00			
208561	8/10/2020	CTI5 PTY LTD	9,232.87				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 01068968	COIN COLLECTION FROM TICKET MACHINES 202	9,025.30	180.51		
		\$APINVCE 01068969	COIN COLLECTION FEES FOR CITIPLACE REST	396.00	7.92		
					<b>188.43</b>		
208562	8/10/2020	SHADE ENGINEERING	1,314.50				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 2021030	REINSTATEMENT AND CLEANING OF UMBRELLAS	1,314.50			
208563	8/10/2020	BIDFOOD WA PTY LTD	3,101.21				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 150332425.PER	DELIVERY OF GROCERIES TO CHILD CARE	885.64			
		\$APINVCE 150352904.PER	CATERING SUPPLIES FOR CITIPLACE COMMUNIT	54.26			
		\$APINVCE 150099100.PER	DELIVERY OF GROCERIES TO CHILD CARE	977.98			
		\$APINVCE 150332423.PER	CATERING SUPPLIES FOR CITIPLACE COMMUNIT	1,183.33			
208564	8/10/2020	TNT	36.26				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 57757535	COURIER CHARGES	13.43			
		\$APINVCE 59166525	COURIER SERVICES FOR SPARE PARTS RECEIVE	22.83			

# Payment Details by Invoice

# MUNICIPAL FUND



From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

Cheque/EFT Number	Payment Date	Payee	Payment Amount				
208565	8/10/2020	IRON MOUNTAIN AUSTRALIA GROUP PTY LTD	659.56				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE	AUS697871	OFFSITE STORAGE FOR HISTORY CENTRE ITEMS	15.22		
		\$APINVCE	109005599	MONTHLY ICT BACKUP TAPE COLLECTION/STORA	623.59		
		\$APINVCE	AUS704528	SECURE BINS (HR) FY20/21	20.75		
208566	8/10/2020	ADVANCED TRAFFIC MANAGEMENT	15,771.69				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE	139332.1	HAY AND MURRAY ST MALL, BOLLARD	3,496.19		
		\$APINVCE	00139329	HAY AND MURRAY ST MALL, BOLLARD	447.59		
		\$APINVCE	139465.1	HAY AND MURRAY ST MALL, BOLLARD	938.58		
		\$APINVCE	00139432	HAY AND MURRAY ST MALL, BOLLARD	924.95		
		\$APINVCE	1393371	HAY AND MURRAY ST MALL, BOLLARD	7,159.77		
		\$APINVCE	00139331	HAY AND MURRAY ST MALL, BOLLARD	463.73		
		\$APINVCE	00139330	HAY AND MURRAY ST MALL, BOLLARD	1,402.30		
		\$APINVCE	00139386	HAY AND MURRAY ST MALL, BOLLARD	938.58		
208567	8/10/2020	NESPRESSO	792.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE	35315478	COFFEE PODS - LEVEL 4	792.00		
208568	8/10/2020	VISUAL INSPIRATIONS AUSTRALIA PTY LTD	518.54				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE	00043547	CHRISTMAS DECORATIONS 2020- BAUBLES 300M	518.54		
208569	8/10/2020	AKCELIK & ASSOCIATES PTY LTD	2,904.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE	7058596	MAINTENANCE APPLICATION SOFTWARE	2,904.00		
208570	8/10/2020	TYRES 4U PTY LTD	54.45				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE	XX742358	NEW TYRES + PUNCTURE REPAIR FOR STREET A	54.45		
208571	8/10/2020	MAJESTIC PLUMBING	517.01				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE	238195	VARIOUS SITES - UNPLANNED PLUMBING MAINT	169.90		
		\$APINVCE	238196	VARIOUS SITES - UNPLANNED PLUMBING MAINT	347.11		

# Payment Details by Invoice

# MUNICIPAL FUND



From Period 4

To Period 4

From Date 1/10/2020

To Date 31/10/2020

Cheque/EFT

Number

Payment Date

Payee

Payment Amount

208572	8/10/2020	EOS ELECTRICAL	4,816.20
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	00013497	ELECTRICAL MAINTENANCE OF STREET LIGHTS	869.00			
\$APINVCE	00013490	ELECTRICAL MAINTENANCE OF STREET LIGHTS	3,507.20			
\$APINVCE	00013461	ELECTRICAL MAINTENANCE OF STREET LIGHTS	440.00			

208573	8/10/2020	DRAINFLOW SERVICES PTY LTD	8,866.13
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	00005878	PIT COVER REPLACEMENTS VARIOUS LOCATIONS	8,866.13			

208574	8/10/2020	JAMES BENNETT PTY LTD	2,435.35
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	3129607	LIBRARY STOCK PURCHASES OF ASSORTED BOOK	44.98			
\$APINVCE	3129606	LIBRARY STOCK PURCHASES OF ASSORTED BOOK	33.43			
\$APINVCE	PSO409568	LIBRARY STOCK PURCHASES OF ASSORTED BOOK	29.95			
\$APINVCE	4729895	LIBRARY STOCK PURCHASES OF ASSORTED BOOK	368.63			
\$APINVCE	4729889	LIBRARY STOCK PURCHASES OF ASSORTED BOOK	241.88			
\$APINVCE	3129605	LIBRARY STOCK PURCHASES OF ASSORTED BOOK	81.13			
\$APINVCE	4729891	LIBRARY STOCK PURCHASES OF ASSORTED BOOK	39.63			
\$APINVCE	PSO409596	LIBRARY STOCK PURCHASES OF ASSORTED BOOK	29.95			
\$APINVCE	4729896	LIBRARY STOCK PURCHASES OF ASSORTED BOOK	260.39			
\$APINVCE	PSO409569	LIBRARY STOCK PURCHASES OF ASSORTED BOOK	73.21			
\$APINVCE	3129609	LIBRARY STOCK PURCHASES OF ASSORTED BOOK	283.03			
\$APINVCE	3129608	LIBRARY STOCK PURCHASES OF ASSORTED BOOK	949.14			

# Payment Details by Invoice

# MUNICIPAL FUND



From Period 4

To Period 4

From Date 1/10/2020

To Date 31/10/2020

Cheque/EFT

Number

Payment Date

Payee

Payment Amount

208575	8/10/2020	GILMOUR & JOOSTE ELECTRICAL	7,485.26
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	INV-10542	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	372.38			
\$APINVCE	INV-10353	ELECTRICAL MAINTENANCE FOR STREET LIGHTI	110.00			
\$APINVCE	INV-10590	REWIRE NEW PUMP FOR DEPOT STEAM BAY	55.00			
\$APINVCE	INV-10507	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	2,307.97			
\$APINVCE	INV-9329	ELECTRICAL MAINTENANCE FOR STREET LIGHTI	165.00			
\$APINVCE	INV-10505	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	567.56			
\$APINVCE	INV-10498	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	125.60			
\$APINVCE	INV-10567	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	85.71			
\$APINVCE	INV-9318	ELECTRICAL MAINTENANCE FOR STREET LIGHTI	77.00			
\$APINVCE	INV-10568	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	165.00			
\$APINVCE	INV-10115	ELECTRICAL MAINTENANCE FOR STREET LIGHTI	1,233.88			
\$APINVCE	INV-10502	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	354.10			
\$APINVCE	INV-9434	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	213.99			
\$APINVCE	INV-10499	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	165.00			
\$APINVCE	INV-10500	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	221.80			
\$APINVCE	INV-10503	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	55.00			
\$APINVCE	INV-10540	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	220.00			
\$APINVCE	INV-10545	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	139.67			
\$APINVCE	INV-10504	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	55.00			
\$APINVCE	INV-10565	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	110.00			
\$APINVCE	INV-10452	ELECTRICAL MAINTENANCE FOR STREET LIGHTI	165.00			
\$APINVCE	INV-10541	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	288.61			
\$APINVCE	INV-10501	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	121.99			
\$APINVCE	INV-10566	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	110.00			

208576	8/10/2020	THE TRUSTEE FOR KANDIAH FAMILY TRUST NO 2 T/AS	2,865.90
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	INV212081	C.HOUSE KITCHENS WATER FILTER SERVICE	2,865.90			

208577	8/10/2020	SILVERSPRING TRUST T/AS TJ DEPIAZZI & SONS	3,357.75
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	109646	50M3 OF PINE BARK MULCH	3,357.75			

# Payment Details by Invoice

# MUNICIPAL FUND



From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>	<i>Payment Amount</i>				
208578	8/10/2020	GJK FACILITY SERVICES	297.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 388449	CAR PARK REACTIVE MAINTENANCE FOR 2020/2	49.50			
		\$APINVCE 388450	CAR PARK REACTIVE MAINTENANCE FOR 2020/2	247.50			
208579	8/10/2020	LIGHTSPEED COMMUNICATIONS AUSTRALIA PTY LTD T/AS	132,903.50				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 86940	WELLINGTON SQUARE ENHANCEMENT - FIBRE OP	32,269.38			
		\$APINVCE 86951	FIBRE OPTIC CABLING TO THE ABERDEEN ST C	16,771.00			
		\$APINVCE 86972	INFRASTRUCTURE FOR CCTV CAMERAS	31,893.54			
		\$APINVCE 86971	INFRASTRUCTURE FOR CCTV CAMERAS	51,969.58			
208580	8/10/2020	ASB MARKETING PTY LTD	1,230.35				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 231380	LEATHER COMPENDIUM X 10 WITH CREST	1,230.35			
208581	8/10/2020	WHEN ADAM MET EVE	1,188.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE COP035	GRAPHIC DESIGN - CITY'S INQUIRY RESPONSE	1,188.00			
208582	8/10/2020	CNW PTY LTD T/AS CNW ELECTRICAL WHOLESALE &	414.04				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 118369776	EVAC CENTRES & DEPOT STORE STOCK	414.04			
208583	8/10/2020	MSS SECURITY PTY LTD	3,016.07				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 70405472	MSS SECURITY TILL 30TH SEPTEMBER 2020	3,016.07			
208584	8/10/2020	DEPARTMENT OF MINES INDUSTRY REGULATION AND	21,160.24				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 502165	PTH BUILDING SERVICE LEVY SEPT 2020	21,160.24			



# Payment Details by Invoice

# MUNICIPAL FUND



From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>						<i>Payment Amount</i>
208585	8/10/2020	ELECTRICITY GENERATION AND RETAIL CORPORATION						1,668.30
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 213267750	171 ST GEORGE'S TCE PERTH	439.03				
		\$APINVCE 789996800	205 JAMES ST NORTHBRIDGE	622.90				
		\$APINVCE 913188830	4 ROYAL ST EAST PERTH	521.87				
		\$APINVCE 336606330	U 31 81 ROYAL STREET	84.50				
208586	8/10/2020	BLACKWOODS ATKINS						570.85
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE PE8720XL	STORES STOCK	127.22				
		\$APINVCE PE5887XO	STORES STOCK	95.57				
		\$APINVCE PE8831XQ	STORES STOCK	104.54				
		\$APINVCE PE8830XQ	STORES STOCK	147.97				
		\$APCREDT 232153	INVOICE PE8720XL	(21.09)				
		\$APINVCE PE1640XR	STORES STOCK	95.57				
		\$APINVCE PE7471XM	STORES STOCK	21.07				
208587	8/10/2020	AUSTRALIAN HVAC SERVICES						1,339.01
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 57840	HVAC REACTIVE MAINTENANCE/ QUOTED WORKS	231.00				
		\$APINVCE 57846	HVAC REACTIVE MAINTENANCE/ QUOTED WORKS	849.51				
		\$APINVCE 57842	HVAC REACTIVE MAINTENANCE/ QUOTED WORKS	258.50				
208588	8/10/2020	OLEOLOGY						23,012.00
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 00016499	NEW TANK FOR DEPOT WATER TREATMENT PLANT	23,012.00				
208589	8/10/2020	C BAILEY & M BAILEY						6,325.00
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE PTH923	RAINBOW PICNIC TABLES – WATERTOWN	6,325.00				
208590	8/10/2020	SURVEYTECH TRAFFIC SURVEYS PTY LTD						1,320.00
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 200904A	PEDESTRIAN COUNT SURVEY - TO DETERMINE W	1,320.00				

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208591	8/10/2020	BUNGAREE LAUNDRY SERVICES	305.03				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 00050602	BUNGAREE -COP CATERING LINEN SUPPLY	305.03			
208592	8/10/2020	BROWNES FOODS OPERATIONS PTY LTD	107.48				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 15594373	DEPOT WEEKLY MILK DELIVERY 1 JULY 2020 -	107.48			
208593	8/10/2020	AUSTRALIAN INSTITUTE OF MANAGEMENT	1,132.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 7124316	RISK MANAGEMENT TRAINING FOR VINOD	566.00			
		\$APINVCE 7124317	RISK MANAGEMENT TRAINING FOR JORDAN TAYL	566.00			

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208594	8/10/2020	ICONIC PROPERTY SERVICES	221,665.29
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	PSI011299	BATHROOM CONSUMABLES VARIOUS SITES	64.68			
\$APINVCE	PSI011295	CLEANING AND LOCK UP SERVICES VARIOUS PR	21,387.55			
\$APINVCE	PSI011315	CLEANING AND LOCK UP SERVICES VARIOUS PR	28,730.16			
\$APINVCE	PSI011298	BATHROOM CONSUMABLES VARIOUS SITES	2,089.07			
\$APINVCE	PSI011294	CLEANING AND LOCK UP SERVICES VARIOUS PR	11,362.66			
\$APINVCE	PSI011324	BATHROOM CONSUMABLES VARIOUS SITES	343.93			
\$APINVCE	PSI011332	CLEANING AND LOCK UP SERVICES VARIOUS PR	2,343.46			
\$APINVCE	PSI011316	CLEANING AND LOCK UP SERVICES VARIOUS PR	2,343.46			
\$APINVCE	PSI.11291	CLEANING AND LOCK UP SERVICES VARIOUS PR	28,730.16			
\$APINVCE	PSI011293	CLEANING AND LOCK UP SERVICES VARIOUS PR	1,169.00			
\$APINVCE	PSI011314	CLEANING AND LOCK UP SERVICES VARIOUS PR	6,543.50			
\$APINVCE	PSI011331	CLEANING AND LOCK UP SERVICES VARIOUS PR	28,730.16			
\$APINVCE	PSI011292	CLEANING AND LOCK UP SERVICES VARIOUS PR	2,343.46			
\$APINVCE	PSI011321	CLEANING AND LOCK UP SERVICES VARIOUS PR	15,509.84			
\$APINVCE	PSI011297	BATHROOM CONSUMABLES VARIOUS SITES	2,089.07			
\$APINVCE	PSI011330	CLEANING AND LOCK UP SERVICES VARIOUS PR	6,543.50			
\$APINVCE	PSI011317	CLEANING AND LOCK UP SERVICES VARIOUS PR	1,169.00			
\$APINVCE	PSI011300	BATHROOM CONSUMABLES VARIOUS SITES	256.36			
\$APINVCE	PSI0011323	BATHROOM CONSUMABLES VARIOUS SITES	682.94			
\$APINVCE	PSI011290	CLEANING AND LOCK UP SERVICES VARIOUS PR	6,543.50			
\$APINVCE	PSI011306	CLEANING AND LOCK UP SERVICES VARIOUS PR	15,509.84			
\$APINVCE	PSI011327	BATHROOM CONSUMABLES VARIOUS SITES	2,000.86			
\$APINVCE	PSI011318	CLEANING AND LOCK UP SERVICES VARIOUS PR	11,362.66			
\$APINVCE	PSI011319	CLEANING AND LOCK UP SERVICES VARIOUS PR	21,387.55			
\$APINVCE	PSI011326	BATHROOM CONSUMABLES VARIOUS SITES	1,935.11			
\$APINVCE	PSI011325	BATHROOM CONSUMABLES VARIOUS SITES	493.81			

208595	8/10/2020	CHAIN APPLICATIONS PTY LTD T/AS THE RIGGING SHED	1,777.16
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	98528	QUARTERLY TEST & TAG OF WORKING WITH HEI	1,777.16			

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<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>	<i>Payment Amount</i>				
208596	8/10/2020	CSE CROSSCOM PTY LTD	82.50				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 430206	CSE CROSSCOM MONTHLY NETWORK FEES. PERTH	55.00			
		\$APINVCE 430205	TWO WAY RADIO MONTHLY FEE FOR CITIPLACE	27.50			
208597	8/10/2020	COLLEAGUES NAGELS PTY LTD	10,236.30				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE R45105	INFRINGEMENT ROLLS	10,236.30			
208598	8/10/2020	MARK REISINGER T/AS MFR AUTOELECTRICS	2,240.41				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 1844	MODIFY BIN LIFTER / MAKE BAT	2,240.41			
208599	8/10/2020	THE BRAND AGENCY	720.50				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 244370	NYOONGAR STORYTELLING - INITIAL PROJECT	720.50			
208600	8/10/2020	FARQUHAR & FARQUHAR PTY LTD T/AS KWIK KOPY	1,398.19				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 49015	PRESTART CHECKLIST BOOKS FOR DEPOT RUBBI	1,398.19			
208601	8/10/2020	CORPORATE SCORECARD PTY LTD	611.82				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE EFX273350	STANDARD FINANCIAL ASSESSMENT- CIVCON FO	611.82			
208602	8/10/2020	YOGA VINE PTY LTD	132.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE INV-0635	YOGA AT YAGAN SQUARE	132.00			
208603	8/10/2020	PAULL & WARNER ACCIDENT REPAIR CENTRE PERTH PTY	1,334.24				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 26665	VEHICLE REPAIRS - UNDER EXCESS AMOUNT	659.85			
		\$APINVCE 26668	REPAIRS TO DAMAGE ON POOL VEHICLE - UNDE	674.39			

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208604	8/10/2020	ROWSON'S PLUMBING SERVICES PTY LTD						2,734.94
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 817817	VARIOUS SITES - UNPLANNED PLUMBING MAINT	299.13				
		\$APINVCE 817840	VARIOUS SITES - UNPLANNED PLUMBING MAINT	487.04				
		\$APINVCE 817837	VARIOUS SITES - UNPLANNED PLUMBING MAINT	315.41				
		\$APINVCE 817774	VARIOUS SITES - UNPLANNED PLUMBING MAINT	354.60				
		\$APINVCE 817836	VARIOUS SITES - UNPLANNED PLUMBING MAINT	625.03				
		\$APINVCE 817769	VARIOUS SITES - UNPLANNED PLUMBING MAINT	354.60				
		\$APINVCE 817838	VARIOUS SITES - UNPLANNED PLUMBING MAINT	299.13				
208605	8/10/2020	SONTEC INTEGRATED SYSTEMS						616.00
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 17227	DEPOT - RELOCATE PIR	616.00				
208606	8/10/2020	ALLMAKES PTY LTD T/AS BRANDWORX AUSTRALIA						130.48
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 725128	EVENTS TEAM STAFF UNIFORMS	130.48				
208607	8/10/2020	THE GROOTE FAMILY TRUST						15,466.00
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 9320	BULK WASTE VEHICLE & LABOUR HIRE COSTS -	15,466.00				
208608	8/10/2020	DDL AUSTRALIA PTY LTD						3,135.00
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE INV-154845-S7C	APPROVED TRAINING COURSE FOR MARCIN GABR	3,135.00				

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208609	8/10/2020	WINC AUSTRALIA PTY LTD	1,379.71
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	9033855232	STATIONARY FOR CITIPLACE CHILD CARE CENT	101.64			
\$APINVCE	9033883227	OUTDOOR BROCHURE HOLDERS	92.00			
\$APINVCE	9033842686	STATIONERY SUPPLIES, NON GST FOOD SUPPLI	200.97			
\$APINVCE	9033841753	COMMUNITY DEVELOPMENT ALLIANCE	84.88			
\$APINVCE	9033855508	20/21 STATIONERY AND OFFICE SUPPLIES - G	12.65			
\$APINVCE	9033886386	DEPOT CATERING, CLEANING & STATIONERY SU	54.52			
\$APINVCE	9033842763	DEPOT STORE STOCK	69.96			
\$APINVCE	9033844397	ICITY KIOSK - STATIONARY AND SUPPLIES	29.39			
\$APINVCE	9033868861	STATIONERY AND PAPER SUPPLIES FOR LEVEL	293.98			
\$APINVCE	9033839952	DEPOT STORE STOCK	69.96			
\$APINVCE	9033845242	STATIONARY ORDER FOR PARKING SERVICES LG	163.25			
\$APINVCE	9033884031	CEO ALLIANCE STATIONERY 2020-21	22.41			
\$APINVCE	9033842334	KITCHEN, CATERING, STATIONERY & CLEANING	7.13			
\$APINVCE	9033882956	COMMUNITY DEVELOPMENT ALLIANCE	176.97			

208610	8/10/2020	HOBAN RECRUITMENT	16,043.92
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	H48481	SUPPLY OF CARPENTER PATRICK O'CONNOR FOR	1,893.14			
\$APINVCE	H48150	SUPPLY OF CARPENTER PATRICK O'CONNOR FOR	1,893.14			
\$APINVCE	H48151	SOPHIE MORRISON - ELECTORAL OFFICER	4,045.66			
\$APINVCE	H48148	HOBAN - LABOUR HIRE 20/21	6,126.67			
\$APINVCE	H48149	DEPOT WORKSHOP TA LABOUR HIRE FOR TA JES	2,085.31			

208611	8/10/2020	ENVIRO INFRASTRUCTURE PTY LTD	4,762.01
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	5936	FABRICATE 3 X HANDRAILS AS PER SUPPLIED	1,543.70			
\$APINVCE	5983	MODIFY EXISTING A FRAME RACK TO SUPPORT	1,771.89			
\$APINVCE	5937	GASWORKS - INSTALL 16 X ADDITIONAL CHAIN	1,446.42			

208612	8/10/2020	CORPORATE GOVERNANCE RISK PTY LTD	5,500.00
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	IV00002295	MONTHLY HOSTING FEES FOR CORPORATE GOVER	5,500.00			

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208613	8/10/2020	INLOGIK PTY LIMITED	436.29				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	IN000044086	PROMASTER CREDIT CARD TRANSACTION	436.29		
208614	8/10/2020	LENARA NOMINEES PTY LTD T/AS PERTH NEWS DELIVERY	67.90				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	29910	NEWSPAPERS - LEVEL 2	67.90		
208615	8/10/2020	CATSAT HOLDINGS PTY LTD T/AS CADSULT	1,287.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	INV-0420	WELLINGTON SQUARE IRRIGATION	1,287.00		
208616	8/10/2020	INSIGHT ELECTRICAL TECHNOLOGY PTY LTD	1,742.40				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	31516	COUNCIL HOUSE LIGHTING UPGRADE - AS PER	1,742.40		
208617	8/10/2020	SHARON MAREE GREGORY	4,000.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	20-147	TRANSLATION OF 10 X ELDER'S BIOS FOR ELD	4,000.00		
208618	8/10/2020	T.J GREEN & D.A PARISH T/AS THE HYBRID MINDS	536.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	10186	INTERNATIONAL BURLESQUE FESTIVAL	536.00		
208619	8/10/2020	METRO TRAFFIC PLANNING PTY LTD	6,886.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	INV-1199	SKYWORKS 2021 TMP AND HVM PLAN DESIGN	6,886.00		
208620	8/10/2020	DULUXGROUP(AUSTRALIA)PTY LTD T/AS DULUX	465.46				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	WC04-0134234	PAINT AND HARDWARE SUPPLIES	232.73		
		\$APINVCE	314234	PAINT AND HARDWARE SUPPLIES	232.73		
208621	8/10/2020	LIONEL SAMSON PACKAGING UNIT TRUST T/ASSADLEIRS	323.40				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	SINV015227	STORES STOCK	323.40		

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208622	8/10/2020	J.H. FLUID TRANSFER SOLUTIONS PTY LTD T/AS PIRTEK	901.21				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE ML-T00036123	BLOWN HOSE REPLACEMENT + ASSORTED BRASS	609.27			
		\$APINVCE ML-T00036120	BLOWN HOSE REPLACEMENT + ASSORTED BRASS	291.94			
208623	8/10/2020	DATAKOM SYSTEMS (AU) PTY LTD	3,639.14				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE INV979429	FLEXERA MANAGED SERVICE - SOFTWARE	1,740.81			
		\$APINVCE EXT00156400	FLEXERA MANAGED SERVICE - SOFTWARE	1,898.33			
208624	8/10/2020	HERITAGE WAY PTY LTD (DOMUS NURSERY)	930.49				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 146334	LANDSCAPE PLANT FOR CDS PROJECT	930.49			
208625	8/10/2020	THE GRIFFITH FAMILY TRUST T/AS SUPERSTOCK SERVICES	341.77				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 40426427	MILK FOR CHILD CARE	79.53			
		\$APINVCE 40427255	MILK FOR CHILD CARE	79.53			
		\$APINVCE 40425396	MILK FOR CHILD CARE	79.53			
		\$APINVCE 40422941	FRUIT JUICE AND DAIRY PRODUCTS FOR THE C	19.60			
		\$APINVCE 40422672	FRUIT JUICE AND DAIRY PRODUCTS FOR THE C	33.18			
		\$APINVCE 40428095	FRUIT JUICE AND DAIRY PRODUCTS FOR THE C	50.40			
208626	8/10/2020	SELECT FRESH PTY LTD	456.82				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 280346	FRUIT AND VEGETABLES	78.30			
		\$APINVCE 281706	FRUIT AND VEGETABLES	54.80			
		\$APINVCE 281505	FRUIT AND VEG FOR CHILD CARE	185.27			
		\$APINVCE 281395	FRUIT AND VEGETABLES	48.00			
		\$APINVCE 281616	FRUIT AND VEGETABLES	90.45			
208627	8/10/2020	GPC ASIA PACIFIC PTY LTD T/AS COVS	74.25				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 1640239407	ISUZU LIGHT TRUCK FILTER SERVICE KITS	74.25			



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<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>	<i>Payment Amount</i>				
208628	8/10/2020	JOAN HUNTER	42.30				
	\$APINVCE	<i>Invoice Number</i> 09092020	<i>Payment Details</i> CRAFT STALL REIMBURSEMENT	<i>Amount</i> 42.30	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208629	8/10/2020	YVONNE MARY PETHER	18.00				
	\$APINVCE	<i>Invoice Number</i> 10092020	<i>Payment Details</i> CRAFT STALL REIMBURSEMENT	<i>Amount</i> 18.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208630	8/10/2020	JOAN CRAIGIE	11.25				
	\$APINVCE	<i>Invoice Number</i> 11092020	<i>Payment Details</i> CRAFT STALL REIMBURSEMENT	<i>Amount</i> 11.25	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208631	8/10/2020	CORALIE(COS) APPS	121.05				
	\$APINVCE	<i>Invoice Number</i> 09092020	<i>Payment Details</i> CRAFT STALL REIMBURSEMENT	<i>Amount</i> 121.05	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208632	8/10/2020	MAJ SUSANNE DOLVA	7.20				
	\$APINVCE	<i>Invoice Number</i> 11092020	<i>Payment Details</i> CRAFT STALL REIMBURSEMENT	<i>Amount</i> 7.20	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208633	8/10/2020	MARGARET SOMERVILLE	18.00				
	\$APINVCE	<i>Invoice Number</i> 10092020	<i>Payment Details</i> CRAFT STALL REIMBURSEMENT	<i>Amount</i> 18.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208634	8/10/2020	DOREEN WHEELER	13.50				
	\$APINVCE	<i>Invoice Number</i> 110920	<i>Payment Details</i> CRAFT STALL REIMBURSEMENT	<i>Amount</i> 13.50	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208635	8/10/2020	ELSIE MAY ALLAN	4.50				
	\$APINVCE	<i>Invoice Number</i> 110920	<i>Payment Details</i> CRAFT STALL REIMBURSEMENT	<i>Amount</i> 4.50	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208636	8/10/2020	JUNE BUSH	9.45				
	\$APINVCE	<i>Invoice Number</i> 110920	<i>Payment Details</i> CRAFT STALL REIMBURSEMENT	<i>Amount</i> 9.45	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>

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208637	8/10/2020	MARGARET FURNESS	40.50				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 09092020	CRAFT STALL REIMBURSEMENT	40.50			
208638	8/10/2020	THE TRUSTEE FOR THE QUITO PTY LTD T/AS BENARA	451.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 251534	TREE PROCUREMENT - HAY ST AND IRWIN ST	451.00			
208639	8/10/2020	COMPLETE OFFICE SUPPLIES PTY LTD	1,536.15				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 09464546	CSA FACE MASKS	1,536.15			
208640	8/10/2020	SOW FONG KHOO	26.10				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 10092020	CRAFT STALL REIMBURSEMENT	26.10			
208641	8/10/2020	MARK ERIC BRADLEY T/AS MB PLAY	330.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 000112	NARROWS EXERCISE EQUIPMENT REPAIRS	330.00			
208642	8/10/2020	SANDRA LESLEY HILL T/AS SANDRA HILL VISUAL ARTIST	33,000.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 200920	WELLINGTON SQ - DESIGN DOCUMENTATION	33,000.00			
208643	8/10/2020	THE TRUSTEE FOR CORNERSTONE LEGAL TRUST T/AS	1,817.80				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 17521	FOOD ACT PROSECUTION	1,817.80			
208644	8/10/2020	DAVID YEUNG T/AS CAR CARE(WA)KEWDALE	280.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 2200	CLEANING POOL CAR VEHICLES	280.00			
208645	8/10/2020	PERISCOPE CLOTHING PTY LTD	5,500.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE PER202001	GRANT APPROVED IN 19/20 FY (30 JUNE 2020	5,500.00			

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<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>	<i>Payment Amount</i>				
208646	8/10/2020	THE TRUSTEE FOR PAM FAMILY TRUST T/AS	495.00				
	\$APINVCE	<i>Invoice Number</i> PAM082	<i>Payment Details</i> REMOVAL OF ARTWORK FROM ROE ST CARPARK	<i>Amount</i> 495.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208647	8/10/2020	DANIELA DOMENIQUE RUSSO	300.00				
	\$APINVCE	<i>Invoice Number</i> 02	<i>Payment Details</i> CHAIR YOGA SESSIONS	<i>Amount</i> 300.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208648	8/10/2020	KINOKUNIYA BOOK STORES OF AUSTRALIA PTY LTD	1,887.45				
	\$APINVCE	<i>Invoice Number</i> 00027082	<i>Payment Details</i> YOUNG ADULT ASSORTED LIBRARY STOCK	<i>Amount</i> 1,887.45	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208649	8/10/2020	ANALYTICAL REFERENCE LABORATORY (WA) PTY LTD	462.00				
	\$APINVCE	<i>Invoice Number</i> 157374	<i>Payment Details</i> STORM WATER LINE TESTING	<i>Amount</i> 462.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208650	8/10/2020	RAVI KUMAR	7,070.00				
	\$APINVCE	<i>Invoice Number</i> 0001	<i>Payment Details</i> TEST ANALYST - SITECORE UPGRADE	<i>Amount</i> 4,910.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
	\$APINVCE	<i>Invoice Number</i> 0002	<i>Payment Details</i> TESTING - ADDITIONAL DEVICES - SITECORE	<i>Amount</i> 2,160.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208651	8/10/2020	APAC DIRECT PTY LTD T/AS WHOLESALE SAFETY	4,763.00				
	\$APINVCE	<i>Invoice Number</i> INV-3423	<i>Payment Details</i> NEW OUTDOOR FLAMMABLE SAFETY CABINET	<i>Amount</i> 4,763.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208652	8/10/2020	ECO PALLETS PTY LTD T/AS ECO PALLETS	4,433.00				
	\$APINVCE	<i>Invoice Number</i> 00007603	<i>Payment Details</i> DEPOT YARD PALLETS	<i>Amount</i> 4,433.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208653	8/10/2020	BG & E PTY LTD	4,990.70				
	\$APINVCE	<i>Invoice Number</i> A01000013961	<i>Payment Details</i> ENGINEERING CONSULTANCY – CAR PARK	<i>Amount</i> 4,990.70	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>

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208654	8/10/2020	BUNNINGS BUILDING SUPPLIES P/L	324.66
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APCREDT	01280413	INVOICE 2404/01280410	(44.22)			
\$APINVCE	2404/01118860	VARIOUS SITES - UNPLANNED MAINTENANCE -	56.01			
\$APINVCE	2452/01382604	VARIOUS SITES - UNPLANNED MAINTENANCE -	114.00			
\$APINVCE	2404/01378956	HOSE REEL AND HOSE FOR THE MALL WATERING	81.33			
\$APINVCE	2404/01372751	VARIOUS SITES - UNPLANNED MAINTENANCE -	14.64			
\$APINVCE	2404/01379486	FOR CDS	60.10			
\$APINVCE	2404/01281610	BBQ CLEANING SCRUBBERS AND SCOURERS	42.80			

208655	8/10/2020	CABCHARGE AUSTRALIA PTY LTD	204.70
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	25079536P2009	CABCHARGEACC. 25079536 CITIZENSHIP	204.70			

208656	8/10/2020	CENTRAL CITY MEDICAL CENTRE	856.50
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	0852629	HEP A & B VACCINATIONS FOR PARKING OFFIC	176.30			
\$APINVCE	0852376	HEP A & B VACCINATIONS FOR PARKING OFFIC	176.30			
\$APINVCE	0852236	HEP A & B VACCINATIONS FOR PARKING OFFIC	151.30			
\$APINVCE	0852235	HEP A & B VACCINATIONS FOR PARKING OFFIC	176.30			
\$APINVCE	0851911	HEP A & B VACCINATIONS FOR PARKING OFFIC	176.30			

208657	8/10/2020	CLASSIC TREE SERVICES	2,009.70
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	INV-32483	ROE STREET TREE ASSESSMENT COMPLETE ASSE	1,743.50			
\$APINVCE	INV-32482	ARBORICULTURE ADVICE FOR STRUCTURAL SOIL	266.20			

208658	8/10/2020	DARDANUP BUTCHERING UNIT TRUST T/AS DARDANUP	1,455.36
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	BL538346	MEAT DELIVERY FOR CHILD CARE	264.06			
\$APINVCE	BL541059	DARDANUP MEATS	232.20			
\$APINVCE	BL537621	MEAT DELIVERY FOR CHILD CARE	48.12			
\$APINVCE	BL541754	DARDANUP MEATS	667.70			
\$APINVCE	BL541521	MEAT DELIVERY FOR CHILD CARE	243.28			

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208659	8/10/2020	LANDGATE	1,680.81
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	359201-1000042	LANDGATE - VALUATIONS, TITLE SEARCHES &	118.30			
\$APINVCE	359720-1000042	LANDGATE - VALUATIONS, TITLE SEARCHES &	1,562.51			

208660	8/10/2020	DEPUTY COMMISSIONER OF TAXATION	672,190.00
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$HRPAYJNL	F 25/09/2020	HIGHER EDUCATION LOAN PROGRAM [ HELP ]	12,670.00			
\$JOURNAL	J225776	TERMINATION PAYMENT	9,843.00			
\$JOURNAL	J225776	TERMINATION PAYMENT	554.00			
\$JOURNAL	J225776	TERMINATION PAYMENT	2,722.00			
\$HRPAYJNL	F 25/09/2020	ETP TAX (CODE O)	65.00			
\$JOURNAL	J224216	F 8/11/2019 EMP 8516	(166.00)			
\$HRPAYJNL	F 25/09/2020	EXTRA TAX	40.00			
\$HRPAYJNL	F 25/09/2020	WITHHOLDING TAX (PAYG)	35,548.00			
\$HRPAYJNL	F 25/09/2020	WITHHOLDING TAX (PAYG)	456,399.00			
\$JOURNAL	J225776	TERMINATION PAYMENT EMP 4966	7,029.00			
\$JOURNAL	J225776	TERMINATION PAYMENT EMP 8409	35,931.00			
\$HRPAYJNL	F 25/09/2020	EXTRA TAX	1,807.00			
\$JOURNAL	J225776	TERMINATION PAYMENT EMP 4966	476.00			
\$HRPAYJNL	F 25/09/2020	SFSS	482.00			
\$HRPAYJNL	EF 25/09/2020	EXTRA TAX	600.00			
\$HRPAYJNL	EF 25/09/2020	HELP	1,224.00			
\$HRPAYJNL	EF 25/09/2020	WITHHOLDING TAX (PAYG)	105,106.00			
\$JOURNAL	J225776	TERMINATION PAYMENT EMP 8409	1,860.00			

208661	8/10/2020	WORKPOWER INC T/A ECOSYSTEM MANAGEMENT	709.50
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	15129	LANDSCAPING PLANTS FOR CDS PROJECT	709.50			

208662	8/10/2020	ELLENBY TREE FARM	7,174.32
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	26370	WELLINGTON SQUARE ENHANCEMENT - TREES	7,174.32			

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<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>	<i>Payment Amount</i>				
208663	8/10/2020	ELEMENT14 PTY LTD	349.52				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 6354226	SUPPLY OF ELECTRONIC COMPONENTS & PARTS	296.49			
		\$APINVCE 6353322	SUPPLY OF ELECTRONIC COMPONENTS & PARTS	7.49			
		\$APINVCE 6353537	SUPPLY OF ELECTRONIC COMPONENTS & PARTS	45.54			
208664	8/10/2020	STRATAGREEN	1,342.44				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 127294	STORES STOCK	1,342.44			
208665	8/10/2020	HAYS PERSONNEL SERVICES (AUST) PTY LTD	5,687.49				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 9551891	SUPPLY OF MAINTENANCE WORKER TONY	1,895.83			
		\$APINVCE 9551892	SUPPLY OF MAINTENANCE WORKER JASON	1,895.83			
		\$APINVCE 9537946_1	SUPPLY OF MAINTENANCE WORKER JASON	1,895.83			
208666	8/10/2020	CHANDLER MACLEOD LTD	121.26				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 93363467	RECRUITMENT - CATERING STAFF HIRE.	121.26			
208667	8/10/2020	INFORMA AUSTRALIA PTY LTD	2,744.50				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 924228588	BROWN WYATT - TRAINING 23-24 NOV 2020	2,744.50			
208668	8/10/2020	BUCHER MUNICIPAL PTY LTD	115.50				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 980182	COIL FOR COMPACTOR ON LARGE ISUZU RUBBIS	115.50			
208669	8/10/2020	MERCURY	282.57				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE CIMM4351435/3	COUNCIL HOUSE COURIERS	24.58			
		\$APINVCE CIMM4351435/4	COUNCIL HOUSE COURIERS	229.68			
		\$APINVCE CIMM4351435/1	COUNCIL HOUSE COURIERS	8.64			
		\$APINVCE CIMM4351435/5	COUNCIL HOUSE COURIERS	19.67			

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208670	8/10/2020	NATIONWIDE TRAINING PTY LTD	4,500.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 14684	STAFF TRAINING DRIVER VOC NIGHTSHIFT	4,500.00			
208671	8/10/2020	PERROTT PAINTING	16,474.61				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE SINV16768	CITIPLACE REST CENTRE REPAINT	16,474.61			
208672	8/10/2020	A RICHARDS PTY LTD T/AS RICHGRO GARDEN PRODUCTS	316.80				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 812336	ONE PALLET OF POTTING MIX.	316.80			
208673	8/10/2020	RSEA PTY LTD	158.36				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 10745515	WAC DAYSHIFT - SAFETY BOOTS - GARRY PHEL	158.36			
208674	8/10/2020	ST JOHN AMBULANCE AUSTRALIA	2,000.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE STKINV0002269	CONTAINER DEPOSIT SCHEME	2,000.00			
208675	8/10/2020	FUJI XEROX BUSINESSFORCE PTY LTD	2,272.85				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 661089881	INFRINGEMENT REMINDER AND FINAL DEMAND N	627.70			
		\$APINVCE 662089881	INFRINGEMENT REMINDER AND FINAL DEMAND N	1,645.15			
208676	8/10/2020	SPANDEX ASIA PACIFIC P/L	1,104.50				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 1221736732	SUPPLY 1 X JEIP255525 IP2555 STREETAPP,	1,104.50			
208677	8/10/2020	STATEWIDE CLEANING SUPPLIES	1,928.45				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE SI402153	CLEANING CHEMICAL AND STORES SUPPLY FOR	51.92			
		\$APINVCE SI401288	STORES AND MATERIALS	198.20			
		\$APINVCE SI400802	STORES AND MATERIALS	800.10			
		\$APINVCE B395471	STORES AND MATERIALS	802.09			
		\$APINVCE SI401290	STORES AND MATERIALS	76.14			

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208678	8/10/2020	CSP GROUP PTY LTD T/AS STIHL SHOP OSBORNE PARK	20.35				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 61194#7	REPLACEMENT PARTS FOR MINOR PLANT	20.35			
208679	8/10/2020	ABSOLUTE STONE	53,598.31				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 19023-09	PROCUREMENT OF GRANITE KERBS	53,598.31			
208680	8/10/2020	TOTAL EDEN PTY LTD	495.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 410897049	OZONE RESERVE FILTER SERVICE JULY 2020	495.00			
208681	8/10/2020	TOWN OF VICTORIA PARK	13,619.35				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 08102020	PRKNG FEE COLCTN 24/9-30/9/20+1.75%INT	13,619.35			
208682	8/10/2020	ULTIMO CATERING & EVENTS PTY LTD	2,576.42				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 00409845	COP CATERING SUPPLIES	90.86			
		\$APINVCE 00409695	COP CATERING SUPPLIES	92.40			
		\$APINVCE 00409881	COP CATERING SUPPLIES	247.50			
		\$APINVCE 00409882	COP CATERING SUPPLIES	588.50			
		\$APINVCE 00409844	COP CATERING SUPPLIES	239.80			
		\$APINVCE 00409840	COP CATERING SUPPLIES	80.96			
		\$APINVCE 00409846	COP CATERING SUPPLIES	174.35			
		\$APINVCE 00409841	COP CATERING SUPPLIES	227.26			
		\$APINVCE 00409879	COP CATERING SUPPLIES	115.50			
		\$APINVCE 00409544	COP CATERING SUPPLIES	294.14			
		\$APINVCE 00409880	COP CATERING SUPPLIES	95.70			
		\$APINVCE 00409782	COP CATERING SUPPLIES	329.45			
208683	8/10/2020	WA HINO SALES & SERVICES	234.69				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 266136	REPLACEMENT ARM SUPPORT SWITCH AND STOP	582.51			
		\$APCREDIT CM265637	INVOICE 254637	(347.82)			



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Cheque/EFT Number	Payment Date	Payee	Payment Amount				
208684	8/10/2020	WARP PTY LTD	7,473.41				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 115138	SUPPLY OF TRAFFIC MANAGEMENT FOR LORD ST	553.68			
		\$APINVCE 115173	UPDATE AND MODIFY TRAFFIC MANAGEMENT	1,983.01			
		\$APINVCE 115166	UPDATE TMP 4571 WEST PERTH VARIOUS AREAS	621.46			
		\$APINVCE 115167	UPDATE TMP 4487 HARVEST TCE	621.46			
		\$APINVCE 115136	PROVIDE TRAFFIC MANAGEMENT	637.38			
		\$APINVCE 115172	UPDATE TMP 4085 THOMAS ST	1,983.01			
		\$APINVCE 114988	UPDATE TMP 4081	1,073.41			
208685	8/10/2020	WATER DIRECT LTD	4,400.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 237/15	ANNUAL GROUNDWATER MONITORING REPORT	4,400.00			
208686	8/10/2020	JASON JARED COX	120.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 26052020A	HEALTHY LIFESTYLE - J COX	120.00			
208687	8/10/2020	BUILDERZ WA	1,000.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 31229	RFD BOND PERTH TOWN HALL-31229	1,000.00			
208688	8/10/2020	CAROLINE TRANT	169.65				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 090920	CRAFT STALL REIMBURSEMENT	169.65			
208689	8/10/2020	DEBORAH ST LAURENZ	15.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 01123835	RFD DEPOSIT PARKING CARD 01123835	15.00			
208690	8/10/2020	DODD & DODD GROUP PTY LTD	5,094.20				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE A119264	RFD DBL PAYMENT-4/11 BROWN ST EAST PTH	5,094.20			
208691	8/10/2020	DOREEN BARRETT	13.95				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 110920	CRAFT STALL REIMBURSEMENT	13.95			

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<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>	<i>Payment Amount</i>				
208692	8/10/2020	EUGENE PAEWAI	97.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 14092020	HEALTHY LIFESTYLE - E PAEWAI	97.00			
208693	8/10/2020	JEANETTE KEIGHTLEY	10.80				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 110920	CRAFT STALL REIMBURSEMENT	10.80			
208694	8/10/2020	PETER MUSCARA	3.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 09092020	RFD - COIN JAM	3.00			
208695	8/10/2020	PATRICIA BENJAMIN	13.50				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$CANCHQ 208695	CRAFT STALL REIMBURSEMENT	13.50			
208696	8/10/2020	PEGGY HOLLINGSWORTH	15.75				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$CANCHQ 208696	CRAFT STALL REIMBURSEMENT	15.75			
208697	8/10/2020	MULTIPLEX CONSTRUCTION PTY LTD	34,000.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE BPC202033	REFUND - WORKBOND 11 NEWCASTLE ST PTH	34,000.00			
208698	8/10/2020	RIO TINTO SHARED SERVICES	1,144.76				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 01117587	REFUNDD PARKING CARD CREDIT - 01117587	1,144.76			
208699	8/10/2020	ANDREW HAMMIND CHAIR COMMISSIONER	75.03				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 01102020	REIMBURE UBER EAST PTH COMM AGM	75.03			
208702	13/10/2020	PROMOPAL PTY LTD	46,200.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE INV-0221	CHRISTMAS SPEND REDEMPTION PRODUCTS	46,200.00			

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208703	15/10/2020	GLENDALOUGH UNIT TRUST T/ AS BRITTONS FORMAL	2,255.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 20092020	SMALL BUSINESS GRANT 19/20 BRITTONS FORM	2,255.00			
208704	15/10/2020	MCMULLEN NOLAN GROUP PTY LTD	1,980.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 204718	MINOR URBAN - THELMA STREET - TOPO FEATU	1,980.00			
208705	15/10/2020	BIDFOOD WA PTY LTD	4,976.69				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 150400486.PER	CATERING SUPPLIES FOR CITIPLACE COMMUNIT	380.21			
		\$APINVCE 150423868.PER	CATERING SUPPLIES FOR CITIPLACE COMMUNIT	230.70			
		\$APINVCE 150442930.PER	CATERING SUPPLIES FOR CITIPLACE COMMUNIT	458.08			
		\$APINVCE 150410938.PER	CATERING SUPPLIES FOR CITIPLACE COMMUNIT	201.48			
		\$APINVCE 150365947.PER	CATERING SUPPLIES FOR CITIPLACE COMMUNIT	700.14			
		\$APINVCE 150455449.PER	CATERING SUPPLIES FOR CITIPLACE COMMUNIT	332.55			
		\$APINVCE 149785263	CATERING SUPPLIES FOR CITIPLACE COMMUNIT	843.37			
		\$APINVCE 150438045.PER	CATERING SUPPLIES FOR CITIPLACE COMMUNIT	131.86			
		\$APINVCE 150410937.PER	CATERING SUPPLIES FOR CITIPLACE COMMUNIT	501.50			
		\$APINVCE 150467105.PER	CATERING SUPPLIES FOR CITIPLACE COMMUNIT	559.30			
		\$APINVCE 150390161.PER	CATERING SUPPLIES FOR CITIPLACE COMMUNIT	304.82			
		\$APINVCE 150438044.PER	CATERING SUPPLIES FOR CITIPLACE COMMUNIT	278.91			
		\$APINVCE 150467106.PER	CATERING SUPPLIES FOR CITIPLACE COMMUNIT	53.77			
208706	15/10/2020	ILLION AUSTRALIA PTY LTD T/AS TENDERLINK.COM	687.50				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE AU-362985	TENDERLINK SUBSCRIPTION 2020/21	687.50			
208707	15/10/2020	ARCHIVAL SURVIVAL	630.85				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 00050910	CONSERVATION TISSUE AND LARGE BOXES FOR	630.85			

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<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>						<i>Payment Amount</i>
208708	15/10/2020	IRON MOUNTAIN AUSTRALIA GROUP PTY LTD						4,352.45
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE	AUS721825	SECURE DESTRUCTION INCLUDING HIRE OF 4 B	31.12			
		\$APINVCE	AUS732572	SECURE DESTRUCTION - PAPERS	375.86			
		\$APINVCE	109005709	COLD STORAGE AT IRON MOUNTAIN 6YQN ACCOU	9.68			
		\$APINVCE	AUS732637	OFFSITE STORAGE FOR HISTORY CENTRE ITEMS	15.22			
		\$APINVCE	AUS730578	GENERAL - RR 502540 - STORAGE AND RETRIE	2,314.15			
		\$APINVCE	AUS722020	SECURE SHREDDING BIN LOWER GROUND FLOOR	10.37			
		\$APINVCE	AUS732638	NAV GENERAL STORAGE SPLIT INTO STORAGE &	1,585.68			
		\$APINVCE	AUS721824	IRON MOUNTAIN - RECYCLED WASTE BIN ORDER	10.37			
208709	15/10/2020	ADVANCED TRAFFIC MANAGEMENT						6,631.55
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE	00139499	HAY AND MURRAY ST MALL, BOLLARD	4,542.48			
		\$APINVCE	00139374	HAY AND MURRAY ST MALL, BOLLARD	2,377.97			
		\$APCREDT	CR139337	INVOICE 139337	(288.90)			
208710	15/10/2020	NESPRESSO						789.00
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE	35255688	LEVEL 2 COFFEE ORDER	789.00			
208711	15/10/2020	INTERNATIONAL ART SERVICES						791.65
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE	A-149442	16.3 CUBIC METRES OF CLIMATE & NON-CLIMA	791.65			
208712	15/10/2020	INTERFLOW PTY LTD						21,569.42
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE	000000021620	DRAINAGE WELLINGTON ST RELINE STAGE 2 -	21,569.42			
208713	15/10/2020	PERTH EDUCATION CITY						700.00
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE	EEM-29	STUDYPERTH EDUCATION AND CAREERS EXPO	700.00			

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208714	15/10/2020	GLOBAL AUTO COAT PTY LTD	1,197.36
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	SINV389629	PRIMER. TOP COAT BLUE. THINNERS. SANDING	458.69			
\$APINVCE	SINV392813	SIA RANDOM ORBITAL SANDER 150MM 5MM ORBI	275.96			
\$APINVCE	SINV392811	DX46 DUXONE 2K HS CLEAR (5LT) DX20 DUXON	462.71			

208715	15/10/2020	ALINTA SALES PTY LTD	2,004.30
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	804003079	567 HAY ST PERTH	2,004.30			

208716	15/10/2020	MAJESTIC PLUMBING	185.89
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	238247	VARIOUS SITES - UNPLANNED PLUMBING MAINT	98.40			
\$APINVCE	238248	VARIOUS SITES - UNPLANNED PLUMBING MAINT	87.49			

208717	15/10/2020	ECOLO WA	250.25
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	00015683	FORREST PLACE LOADING DOCK BIN ROOM ODOU	250.25			

208718	15/10/2020	ATOM SUPPLY	72.27
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	P2112559	DEPOT STOCK PPE	72.27			

208719	15/10/2020	AFMA (AUST FLEET MANAGERS ASSOC)	465.00
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	201887	MEMBERSHIP RENEWAL FOR ANNUAL	465.00			

208720	15/10/2020	ACCESS BRICKPAVING CO	54,670.12
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	00250922	FOOTPATH CONSTRUCTION-MYERS ST	55,785.84	1,115.72		
				<b>1,115.72</b>		

208721	15/10/2020	SUNNY INDUSTRIAL BRUSHWARE	3,198.01
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	00022402	ANNUAL SWEEPER BRUSH BLANKET ORDER FOR 3	2,139.59			
\$APINVCE	00022408	ANNUAL SWEEPER BRUSH BLANKET ORDER FOR 3	1,058.42			

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<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>						<i>Payment Amount</i>
208722	15/10/2020	SONIC HEALTHPLUS PTY LTD						706.20
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 2152009	2 X PRE-EMPLOYMENT MEDICALS FOR JESSICA	353.10				
		\$APINVCE 2152010	2 X PRE-EMPLOYMENT MEDICALS FOR JESSICA	353.10				
208723	15/10/2020	EOS ELECTRICAL						29,652.12
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 00013486	SUPPLY & INSTALL NEW BBQ, VICTORIA GDNS.	4,152.06				
		\$APINVCE 00013487	ELECTRICAL MAINTENANCE OF STREET LIGHTS	5,228.97				
		\$APINVCE 00012250	CHRISTMAS DECORATIONS 2020 INSTALLATION	8,364.49				
		\$APINVCE 00013509	VARIOUS LOCATIONS - SITE RECTIFICATION F	11,466.60				
		\$APINVCE 00013483	ELECTRICAL MAINTENANCE OF STREET LIGHTS	440.00				
208724	15/10/2020	DRAINFLOW SERVICES PTY LTD						8,870.03
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 00005882	PIT COVER REPLACEMENTS VARIOUS LOCATIONS	6,877.41				
		\$APINVCE 00006129	PIT COVER REPLACEMENTS VARIOUS LOCATIONS	1,992.62				
208725	15/10/2020	JAMES BENNETT PTY LTD						23,586.18
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 4730286	LIBRARY STOCK PURCHASES OF ASSORTED BOOK	249.26				
		\$APINVCE PSO409775	LIBRARY STOCK PURCHASES OF ASSORTED BOOK	29.95				
		\$APINVCE 4730288	LIBRARY STOCK PURCHASES OF ASSORTED BOOK	27.85				
		\$APINVCE 4730287	LIBRARY STOCK PURCHASES OF ASSORTED BOOK	24.35				
		\$APCREDIT 250732	INVOICE 4729343	(21.55)				
		\$APINVCE PSO410323	LIBRARY STOCK PURCHASES OF ASSORTED BOOK	29.95				
		\$APINVCE 4730289	LIBRARY STOCK PURCHASES OF ASSORTED BOOK	30.88				
		\$APINVCE 4730201	ASSORTED E-BOOKS - PER AXS	38.49				
		\$APINVCE D9611	ASSORTED LIBRARY STOCK FOR ACCELERATED C	23,177.00				

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208726	15/10/2020	GILMOUR & JOOSTE ELECTRICAL	9,899.11
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	INV-10620	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	220.00			
\$APINVCE	INV-10622	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	342.71			
\$APINVCE	INV-10343	ELECTRICAL MAINTENANCE FOR STREET LIGHTI	8,728.98			
\$APINVCE	INV-10619	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	110.00			
\$APINVCE	INV-10618	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	110.00			
\$APINVCE	INV-10589	ELECTRICAL MAINTENANCE FOR STREET LIGHTI	82.50			
\$APINVCE	INV-10376	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	134.42			
\$APINVCE	INV-10534	ELECTRICAL MAINTENANCE FOR STREET LIGHTI	220.00			
\$APCREDIT	CN-9948	INVOICE INV-9470	(49.50)			

208727	15/10/2020	IMAGE SOURCE DIGITAL SOLUTIONS	2,884.20
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	453765	CORE FLUTE SIGNS FOR CPP CAR PARKS ADVIS	2,884.20			

208728	15/10/2020	MESSAGENET PTY LTD	384.89
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	1191017	ORDER FOR MONTHLY MESSAGENET BILLING FOR	384.89			

208729	15/10/2020	WINDCAVE PTY LTD T/AS PAYMENT EXPRESS AUSTRALIA	95.12
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	1580606	MONTHLY SERVICE FEE FOR EFTPOS MACHINE A	95.12			

208730	15/10/2020	GJK FACILITY SERVICES	372.90
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	385055	PIER STREET STAIRWELL CLEANING CALL OUT	372.90			

208731	15/10/2020	JAPANESE TRUCK & BUS SPARES PTY LTD	525.85
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	381334	SEPTEMBER FILTER ORDER FOR LARGE ROAD SW	525.85			

208732	15/10/2020	LINFOX ARMAGUARD PTY LTD T/AS ARMAGUARD	421.60
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	06634939	COIN AND CHEQUES COLLECTION FOR FINANCE	421.60			

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208733	15/10/2020	PERTH INTERNATIONAL JAZZ FESTIVAL INC	19,800.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE INV-0016	SPONSORSHIP	19,800.00			
208734	15/10/2020	ARUP	6,431.49				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 39-201246	ROE ST ENHANCEMENT PROJECT - DETAILED DE	6,431.49			
208735	15/10/2020	WHEN ADAM MET EVE	1,287.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE COP027	GRAPHIC DESIGN WORK 20-201 AND 20-128	1,287.00			
208736	15/10/2020	DATALINE VISUAL LINK PTY LTD	496.38				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 53170	CONTRACT 100385-CSA CCTV MNTNCE	176.00			
		\$APINVCE 53173	CONTRACT 100385-CSA CCTV MNTNCE	320.38			



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208737	15/10/2020	AUSTRALIAN SUPER	198,666.24
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	146.19			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	36.15			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,088.63			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	750.28			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	3.77			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	176.40			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	10.61			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	613.42			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	20.16			
\$HRPAYJNL	EF 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	328.07			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	173.01			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	130.08			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	526.92			
\$HRPAYJNL	EF 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	1,144.37			
\$HRPAYJNL	EF 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	517.83			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	369.61			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	572.22			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	238.30			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	1,297.13			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	31.42			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	211.58			
\$HRPAYJNL	EF 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	156.91			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	139.52			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	134.81			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	993.24			
\$HRPAYJNL	EF 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	276.11			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,772.39			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	194.53			
\$HRPAYJNL	EF 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	772.29			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	221.77			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	664.69			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	3,588.51			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	143.98			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,652.31			

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\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	506.17
\$HRPAYJNL	EF 9/10/2020	SGC COMPULSORY - EMPLOYER	2,909.23
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	337.19
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	144.83
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	17.05
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	1,432.59
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	34.93
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	216.70
\$HRPAYJNL	F 9/10/2020	EMPLOYEE CONTRIBUTION - PRETAX (%)	5,912.83
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	749.43
\$HRPAYJNL	F 9/10/2020	CC SCHEME EMPLOYEE CONTRIBUTION - POSTTA	2,255.92
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	2,464.53
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	11.32
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	2,174.83
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	630.45
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	1,129.03
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	10,602.70
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	725.84
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	638.13
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	30.44
\$HRPAYJNL	EF 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	353.67
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	577.07
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	770.37
\$HRPAYJNL	EF 9/10/2020	CC SCHEME EMPLOYEE CONTRIBUTION - POSTTA	1,841.95
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	130.08
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	102.69
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	2,476.97
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	173.36
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	91.73
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	826.21
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	20.16
\$HRPAYJNL	EF 9/10/2020	EMPLOYEE CONTRIBUTION - PRETAX (%)	1,174.05
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	216.70
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	372.81
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	2,171.66
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	20.16
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	491.61

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\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	390.01
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,071.81
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	57.44
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	51.34
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	433.40
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	588.41
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	194.53
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	220.65
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,614.13
\$HRPAYJNL	EF 9/10/2020	SGC COMPULSORY - EMPLOYER	635.76
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	125.42
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	944.35
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	10.61
\$HRPAYJNL	F 9/10/2020	CC SCHEME EMPLOYEE CONTRIBUTION - PRETAX	22,597.52
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	210.47
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	102.69
\$HRPAYJNL	EF 9/10/2020	SGC COMPULSORY - EMPLOYER	226.92
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	501.68
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	271.68
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	487.04
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	91.73
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	10.61
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	2,167.28
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	254.12
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	10.61
\$HRPAYJNL	EF 9/10/2020	SGC COMPULSORY - EMPLOYER	1,294.40
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	682.46
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	1,253.70
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	41.51
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,137.85
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	313.20
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	130.82
\$HRPAYJNL	F 9/10/2020	CC SCHEME EMPLOYEE CONTRIBUTION - PRETAX	352.33
\$HRPAYJNL	EF 9/10/2020	SGC COMPULSORY - EMPLOYER	1,613.00
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	258.90
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	143.24
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	67.15

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\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	123.26
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	192.60
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	3,272.58
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	428.89
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	770.76
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,389.15
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	421.83
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	91.73
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,348.20
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	711.45
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,312.31
\$HRPAYJNL	EF 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	243.37
\$HRPAYJNL	F 9/10/2020	EMPLOYEE CONTRIBUTION - POST TAX (%)	228.10
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	245.62
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	198.39
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	858.61
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	488.90
\$HRPAYJNL	EF 9/10/2020	SGC COMPULSORY - EMPLOYER	3,318.04
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	82.64
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	194.53
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	30.44
\$HRPAYJNL	F 9/10/2020	EMPLOYEE CONTRIBUTION - PRETAX (\$)	300.00
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,502.97
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	366.51
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	280.77
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	1,935.33
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	286.83
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	91.73
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	35.29
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	405.46
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	340.09
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	216.70
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	80.17
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	67.05
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	91.33
\$HRPAYJNL	EF 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	1,406.79
\$HRPAYJNL	EF 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	334.61

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\$HRPAYJNL	EF 9/10/2020	SGC COMPULSORY - EMPLOYER	1,672.88
\$HRPAYJNL	EF 9/10/2020	SGC COMPULSORY - EMPLOYER	7,957.61
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	427.49
\$HRPAYJNL	EF 9/10/2020	CC SCHEME EMPLOYEE CONTRIBUTION - PRETAX	4,085.98
\$HRPAYJNL	EF 9/10/2020	SGC COMPULSORY - EMPLOYER	294.87
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	649.02
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	47.23
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	35.21
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	255.89
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	333.72
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,469.95
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	335.16
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,188.22
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	102.69
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	242.90
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	832.29
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	374.25
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	2,702.67
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	154.04
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	885.27
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	3,501.42
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	234.18
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	91.73
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	441.62
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	884.09
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	222.13
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	57.84
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	173.52
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	57.84
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	183.45
\$HRPAYJNL	EF 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	539.84
\$HRPAYJNL	EF 9/10/2020	SGC COMPULSORY - EMPLOYER	946.01
\$HRPAYJNL	EF 9/10/2020	SGC COMPULSORY - EMPLOYER	298.13
\$HRPAYJNL	EF 9/10/2020	SGC COMPULSORY - EMPLOYER	3,093.27
\$HRPAYJNL	EF 9/10/2020	SGC COMPULSORY - EMPLOYER	1,082.81
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	134.82
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	150.96



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\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	582.35
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	60.40
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	244.49
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	75.39
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	47.13
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	208.15
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	192.60
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	152.31
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	260.75
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	231.36
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	525.42
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	354.75
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,059.90
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	506.79
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,274.48
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	4,839.26
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	543.60
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,356.15
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,173.97
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	686.21
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	22.88
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	11.32
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	820.20
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	286.86
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	396.48
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,038.89
\$HRPAYJNL	F 9/10/2020	EMPLOYEE CONTRIBUTION - POST TAX (\$)	239.00
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,379.69
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	422.05
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	476.86
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,355.90
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	91.05
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	162.55
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	556.52
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	136.26
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,301.93
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	91.73

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\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION		347.49
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER		416.20
\$HRPAYJNL	EF 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION		569.91
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION		17.05
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION		245.62
\$HRPAYJNL	EF 9/10/2020	SGC COMPULSORY - EMPLOYER		3,337.95
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER		3,907.95
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION		167.49
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION		147.77
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER		272.16
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER		146.95
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION		10.61
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER		854.11
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION		152.21
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION		17.05
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER		664.69

208738	15/10/2020	MCLEODS BARRISTERS AND SOLICITORS		10,139.61
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	115125	ROOFTOP MOVIES LICENCE – ARTRAGE	2,209.94			
\$APINVCE	115807	RESPONSE TO PRAGMA LEGAL	4,896.21			
\$APINVCE	115501	RELINQUISHING MANAGEMENT ORDERS	1,818.90			
\$APINVCE	115571	ADVICE REGARDING COMPLIANCE WITH LOCAL G	1,060.84			
\$APINVCE	115472	ROOFTOP MOVIES LICENCE – ARTRAGE	153.72			

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208739	15/10/2020	ELECTRICITY GENERATION AND RETAIL CORPORATION	65,546.56
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	213267750	171 ST GEORGE'S TCE PERTH	449.15			
\$APINVCE	592723630	LOT 0 COOLGARDIE ST WEST PERTH	227.11			
\$APINVCE	374905150	1249 HAY STREET WEST PERTH	802.79			
\$APINVCE	389887300	LOT 0 MOUNT STREET WEST PERTH	151.28			
\$APINVCE	881106450	LOT 200 MOUNT ST PERTH	251.08			
\$APINVCE	847854270	STREETLIGHTS 25/5/20-24/9/20	43,105.14			
\$APINVCE	200162340	WELLINGTON STREET WEST PERTH	116.59			
\$APINVCE	476666600	LOT 650 MOUNTS BAY ROAD KINGS PARK	114.26			
\$APINVCE	139991590	LOT 901 MOUNTS BAY ROAD PERTH	165.92			
\$APINVCE	485633840	AUTOMATIC PUBLIC TOILETS 28/8-27/9	15,402.07			
\$APINVCE	222819450	U B 205 JAMES STREET NORTHBRIDGE	160.63			
\$APINVCE	645703790	LOT 1720 U A KINGS PARK ROAD WEST PERTH	132.09			
\$APINVCE	913188830	4 ROYAL STREET EAST PERTH	596.21			
\$APINVCE	283130220	351 WELLINGTON STREET PERTH	90.82			
\$APINVCE	179109720	13 KING STREET PERTH	267.65			
\$APINVCE	169385820	700 WELLINGTON STREET PERTH	869.90			
\$APINVCE	279419120	COLIN PLACE WEST PERTH	126.03			
\$APINVCE	264238670	KINGS PARK ROAD WEST PERTH	108.83			
\$APINVCE	836483610	LOT 483 U 2 TERRACE RD PERTH	77.94			
\$APINVCE	888499900	TERRACE ROAD PERTH	61.20			
\$APINVCE	274570640	339 WELLINGTON STREET PERTH	149.37			
\$APINVCE	505510190	LOT 7 BARRACK ST PERTH	107.00			
\$APINVCE	574370910	LOT 10 ARTHUR ST WEST PERTH	132.13			
\$APINVCE	293031550	1326 HAY STREET WEST PERTH	130.74			
\$APINVCE	310183150	3 THELMA STREET WEST PERTH	113.04			
\$APINVCE	340523300	1333 HAY ST WEST PERTH	127.67			
\$APINVCE	646325630	U 2 110 WILLIAM STREET	107.00			
\$APINVCE	336606330	U 3 81 ROYAL STREET EAST PERTH	70.04			
\$APINVCE	229267830	SUTHERLAND ST WEST PERTH	107.28			
\$APINVCE	256911520	LOT 8003 U CS WELLINGTON ST PERTH	333.04			
\$APINVCE	158062190	986 WELLINGTON ST WEST PERTH	278.98			
\$APINVCE	233372630	LOT 8000 TELETHON AVE PERTH	613.58			



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208740	15/10/2020	BLACKWOODS ATKINS	86.22				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE PE3744XS	STORES STOCK	29.24			
		\$APINVCE PE1175XR	STORES STOCK	56.98			
208741	15/10/2020	SOIL'N SAND PTY LTD	631.40				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE INV-8624	STORES YARD STOCK	631.40			
208742	15/10/2020	AUSBIOTECH LTD	3,000.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 65594	MEMBERSHIP FEES	3,000.00			
208743	15/10/2020	HERBERT SMITH FREEHILLS	4,608.74				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 51019365	COPYRIGHT AND USE OF THE ABORIGINAL FL	1,416.80			
		\$APINVCE 51019374	NORTHBRIDGE PIAZZA & COMMUNITY BUILDING	3,191.94			
208744	15/10/2020	KOTT GUNNING	4,950.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 248259	SHORT STAY PROSECUTIONS	4,950.00			
208745	15/10/2020	AUSTRALIAN HVAC SERVICES	1,988.80				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 57892	HVAC REACTIVE MAINTENANCE/ QUOTED WORKS	1,988.80			

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208746	15/10/2020	ALLPEST WA	1,955.26
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	6263313	VARIOUS SITES - PEST CONTROL - 2020/21 F	67.53			
\$APINVCE	6263084	VARIOUS SITES - PEST CONTROL - 2020/21 F	67.53			
\$APINVCE	6263318	VARIOUS SITES - PEST CONTROL - 2020/21 F	67.53			
\$APINVCE	6267665	VARIOUS SITES - PEST CONTROL - 2020/21 F	135.06			
\$APINVCE	6262675	VARIOUS SITES - PEST CONTROL - 2020/21 F	537.50			
\$APINVCE	6263083	VARIOUS SITES - PEST CONTROL - 2020/21 F	67.53			
\$APINVCE	6263082	VARIOUS SITES - PEST CONTROL - 2020/21 F	67.53			
\$APINVCE	6263321	VARIOUS SITES - PEST CONTROL - 2020/21 F	67.53			
\$APINVCE	6263078	VARIOUS SITES - PEST CONTROL - 2020/21 F	33.77			
\$APINVCE	6263081	VARIOUS SITES - PEST CONTROL - 2020/21 F	33.77			
\$APINVCE	6263322	VARIOUS SITES - PEST CONTROL - 2020/21 F	67.53			
\$APINVCE	6263080	VARIOUS SITES - PEST CONTROL - 2020/21 F	67.53			
\$APINVCE	6263079	VARIOUS SITES - PEST CONTROL - 2020/21 F	33.77			
\$APINVCE	6263304	VARIOUS SITES - PEST CONTROL - 2020/21 F	270.13			
\$APINVCE	6263310	VARIOUS SITES - PEST CONTROL - 2020/21 F	67.53			
\$APINVCE	6263319	VARIOUS SITES - PEST CONTROL - 2020/21 F	67.53			
\$APINVCE	6263077	VARIOUS SITES - PEST CONTROL - 2020/21 F	33.37			
\$APINVCE	6263320	VARIOUS SITES - PEST CONTROL - 2020/21 F	67.50			
\$APINVCE	6267666	VARIOUS SITES - PEST CONTROL - 2020/21 F	135.09			

208747	15/10/2020	WA VENUES & EVENTS PTY LTD	3,184.07
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	502307	CONCERT HALL ELECTRICAL POWER 2019/20 -	3,184.07			

208748	15/10/2020	DORMAKABA AUSTRALIA PTY LTD	2,576.75
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	35WA791087	UNPLANNED AUTODOOR MAINTENANCE FOR	640.75			
\$APINVCE	35WA780106	PLANNED AUTODOOR MAINTENANCE AS PER	1,936.00			

208749	15/10/2020	BROWNES FOODS OPERATIONS PTY LTD	79.04
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	15606946	DEPOT WEEKLY MILK DELIVERY 1 JULY 2020 -	79.04			

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208750	15/10/2020	ICONIC PROPERTY SERVICES	42,974.49
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	PSI011400	BATHROOM CONSUMABLES VARIOUS SITES	1,829.70			
\$APINVCE	PSI001351	BATHROOM CONSUMABLES VARIOUS SITES	220.61			
\$APINVCE	PSI010346	CLEANING OF THE CHILD CARE CENTRE	1,849.98			
\$APINVCE	PSI011334	CLEANING AND LOCK UP SERVICES VARIOUS PR	11,362.66			
\$APINVCE	PSI011350	BATHROOM CONSUMABLES VARIOUS SITES	557.54			
\$APINVCE	PSI011352	BATHROOM CONSUMABLES VARIOUS SITES	3,320.20			
\$APINVCE	PSI011389	COUNCIL HOUSE - ADDITIONAL CLEANER	6,091.51			
\$APINVCE	PSI011337	CLEANING AND LOCK UP SERVICES VARIOUS PR	15,509.84			
\$APINVCE	PSI011328	BATHROOM CONSUMABLES VARIOUS SITES	2,232.45			

208751	15/10/2020	CHAIN APPLICATIONS PTY LTD T/AS THE RIGGING SHED	203.50
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	98974	REPLACEMENT SLING + HARNESS FOR DEPOT WO	203.50			

208752	15/10/2020	AUSTRALIAN SERVICES UNION	440.30
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$HRPAYJNL	F 9/10/2020	AUSTRALIAN SERVICES UNION	414.40			
\$HRPAYJNL	EF 9/10/2020	AUSTRALIAN SERVICES UNION	25.90			

208753	15/10/2020	INTEGRITY SAMPLING (WA)	9,053.00
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	00002524	ALCOHOL & DRUG TESTING PER PR0019	4,229.50			
\$APINVCE	IV02484	ALCOHOL & DRUG TESTING PER PR0019	550.00			
\$APINVCE	IV02505	ALCOHOL & DRUG TESTING PER PR0019	4,273.50			

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208754	15/10/2020	MARK REISINGER T/AS MFR AUTOELECTRICS	4,771.13
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	1858	AUTO ELECTRICAL FAULT REPAIRS FOR LARGE	189.80			
\$APINVCE	1854	AUTO ELECTRICAL FAULT REPAIRS FOR LARGE	219.84			
\$APINVCE	1856	AUTO ELECTRICAL FAULT REPAIRS FOR LARGE	374.29			
\$APINVCE	1852	CALL OUR TO MODIFY BIN LIFTER / MAKE BAT	1,575.95			
\$APINVCE	1859	AUTO ELECTRICAL FAULT REPAIRS FOR LARGE	368.59			
\$APINVCE	1857	AUTO ELECTRICAL FAULT REPAIRS FOR LARGE	178.03			
\$APINVCE	1853	AUTO ELECTRICAL FAULT REPAIRS FOR LARGE	662.16			
\$APINVCE	1862	AUTO ELECTRICAL FAULT REPAIRS FOR LARGE	100.60			
\$APINVCE	1863	AUTO ELECTRICAL FAULT REPAIRS FOR LARGE	100.60			
\$APINVCE	1860	AUTO ELECTRICAL FAULT REPAIRS FOR LARGE	206.69			
\$APINVCE	1861	AUTO ELECTRICAL FAULT REPAIRS FOR LARGE	318.29			
\$APINVCE	1855	AUTO ELECTRICAL FAULT REPAIRS FOR LARGE	311.64			
\$APINVCE	1851	AUTO ELECTRICAL FAULT REPAIRS FOR LARGE	164.65			

208755	15/10/2020	ECOSPILL PTY LTD	187.28
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	INV00777978E	REPLENISHMENT OF SPILL KITS + ABSORBENT	187.28			

208756	15/10/2020	THE BRAND AGENCY	72,829.31
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	244962	SPRING CAMPAIGN - CREATIVE PRODUCTION	9,933.00			
\$APINVCE	244969	CIPE1068/01 - SPRING TV 15 SEC CIPE1067/	1,958.30			
\$APINVCE	245177	NETWORK AND SECURITY ENHANCEMENTS - AUG	1,253.98			
\$APINVCE	244968	CIPE1068/01 - SPRING TV 15 SEC CIPE1067/	5,105.19			
\$APINVCE	244971	MONTHLY BAU - AUG SEP - WEBSITE	3,037.38			
\$APINVCE	244972	ALWAYS ON - SEPT - PROJECT MANAGEMENT	7,392.00			
\$APINVCE	244973	BRAND PERTH PROJECT PHASE ONE REVISIONS	6,853.00			
\$APINVCE	244965	SITCORE 9.2 NETWORK LOAD TEST	962.50			
\$APINVCE	245135	ALWAYS ON - SEPT - DIGITAL MEDIA	4,873.00			
\$APINVCE	244975	SPRING CAMPAIGN - PROJECT MANAGEMENT	2,279.75			
\$APINVCE	244967	CIPE1069/01 SPRING INSTAGRAM & YOU TUBE	9,093.32			
\$APINVCE	244974	CITY OF PERTH CORPORATE WEBSITE RESKIN	11,245.91			
\$APINVCE	244966	CIPE1071/01 - SPRING FB & DV360	1,342.00			
\$APINVCE	244964	AZURE HOSTING COSTS - 9.2 UPGRADE	7,499.98			

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<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>	<i>Payment Amount</i>				
208757	15/10/2020	WESTERN METROPOLITAN REGIONAL COUNCIL	81.95				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	M-2010103	GREEN WASTE TIPPING FEES 20/21	81.95		
208758	15/10/2020	FLEETCARE PTY LTD	5,113.56				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APCREDT	M465822	TR BAL F212294 TO 1GSZ2836	(2,935.88)		
		\$APINVCE	643736	FLEETCARE AUG 20	8,049.44		
208759	15/10/2020	ELEMENT ADVISORY PTY LTD T/AS THE PLANNING GROUP	1,897.50				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	51848	POINT FRASER OVERFLOW PARKING	1,897.50		
208760	15/10/2020	THE TRUSTEE FOR THE SWIFT FLOW UNIT TRUST	12,409.39				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	10374	VARIOUS SITES - UNPLANNED PLUMBING MAINT	250.91		
		\$APINVCE	10370	VARIOUS SITES - UNPLANNED PLUMBING MAINT	274.48		
		\$APINVCE	10275	VARIOUS SITES - UNPLANNED PLUMBING MAINT	172.94		
		\$APINVCE	10372	CITY OF PERTH, CITIPLACE CHILD CARE CENT	10,164.46		
		\$APINVCE	10274	VARIOUS SITES - UNPLANNED PLUMBING MAINT	89.63		
		\$APINVCE	10271	VARIOUS SITES - UNPLANNED PLUMBING MAINT	184.85		
		\$APINVCE	10371	VARIOUS SITES - UNPLANNED PLUMBING MAINT	123.23		
		\$APINVCE	10267	VARIOUS SITES - UNPLANNED PLUMBING MAINT	246.47		
		\$APINVCE	10368	VARIOUS SITES - UNPLANNED PLUMBING MAINT	179.26		
		\$APINVCE	10375	VARIOUS SITES - UNPLANNED PLUMBING MAINT	723.16		
208761	15/10/2020	ROWSON'S PLUMBING SERVICES PTY LTD	299.13				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	817536	VARIOUS SITES - UNPLANNED PLUMBING MAINT	299.13		
208762	15/10/2020	THOMAS ROY PHOTOGRAPHY	4,606.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	IV02538	JULY SCHOOL HOLIDAY PHOTOS	350.00		
		\$APINVCE	IV02593	SPRING ACTIVATIONS AND SCHOOL HOLIDAY PH	723.00		
		\$APINVCE	IV02594	PARKS & GARDENS PHOTOSHOOT - VENUE BOOKI	2,750.00		
		\$APINVCE	IV02592	COCKTAIL CHRONICLES	783.00		

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208763	15/10/2020	WESTERN ENVIRONMENTAL PTY LTD	10,565.50				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	INV-1817 JH ABRAHAMS RIVERWALL ACID SULFATE SOILS	10,565.50			
208764	15/10/2020	ALLMAKES PTY LTD T/AS BRANDWORX AUSTRALIA	4,913.16				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	725498 UNIFORMS FOR 41 STAFF AT LIBRARY	442.97			
		\$APINVCE	725671 UNIFORMS FOR 41 STAFF AT LIBRARY	414.65			
		\$APINVCE	725670 UNIFORM PARKING INFORMATION OFFICERS & P	264.20			
		\$APINVCE	725560 UNIFORMS FOR 41 STAFF AT LIBRARY	152.17			
		\$APINVCE	725497 UNIFORMS FOR 41 STAFF AT LIBRARY	449.26			
		\$APINVCE	725652 UNIFORMS FOR 41 STAFF AT LIBRARY	273.06			
		\$APINVCE	725499 UNIFORMS FOR 41 STAFF AT LIBRARY	256.51			
		\$APINVCE	725496 UNIFORMS FOR 41 STAFF AT LIBRARY	442.92			
		\$APINVCE	725559 UNIFORMS FOR 41 STAFF AT LIBRARY	323.27			
		\$APINVCE	725558 UNIFORMS FOR 41 STAFF AT LIBRARY	271.46			
		\$APINVCE	725650 UNIFORMS FOR 41 STAFF AT LIBRARY	366.36			
		\$APINVCE	725129 UNIFORM FOR RANGERS 2020/21	158.60			
		\$APINVCE	725665 UNIFORMS FOR 41 STAFF AT LIBRARY	301.16			
		\$APINVCE	725493 UNIFORMS FOR 41 STAFF AT LIBRARY	406.26			
		\$APINVCE	725659 UNIFORMS FOR 41 STAFF AT LIBRARY	390.31			
208765	15/10/2020	SUBARU & VW OSBORNE PARK	69.30				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	74458V SPARE PARK LIGHT GLOBES FOR VW CADDY VAN	69.30			
208766	15/10/2020	REBECCA LOUISE KRAWCZUK	520.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	197 FITNESS CLASSES FOR CITIPLACE COMMUNITY	520.00			
208767	15/10/2020	JULIET LOUISE BORSHOFF T/AS DESIGN MERCHANTS	13,200.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	INV-001138 RAINE SQUARE ENTRY STATEMENTS	13,200.00			
208768	15/10/2020	ECLIPSE SOILS PTY LTD	7,623.55				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	PERT01044104 SUPPLY 20M3 BOUTIQUE MULCH	7,623.55			

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208769	15/10/2020	WINC AUSTRALIA PTY LTD	2,138.73				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 9033929171	AMENDMENT CREATED ON 11-AUG-2020 AMOUNT	116.03			
		\$APINVCE 9033833861	2021 DIARIES - L4 - ISA UNIT AND GM OFFI	17.62			
		\$APINVCE 9033918298	COMMUNITY DEVELOPMENT ALLIANCE	124.27			
		\$APINVCE 9033834120	STATIONERY AND KITCHEN SUPPLIES - LEVEL	54.25			
		\$APINVCE 9033928459	STATIONERY AND KITCHEN SUPPLIES - LEVEL	14.36			
		\$APINVCE 9033933003	ENVELOPES	212.72			
		\$APINVCE 9033931127	LETTER HEAD AND ENVELOPES FOR PARKING (P	116.03			
		\$APINVCE 9033918601	AMENDMENT CREATED ON 11-AUG-2020 AMOUNT	196.54			
		\$APINVCE 9033931314	STATIONERY SUPPLIES, NON GST FOOD SUPPLI	38.68			
		\$APINVCE 9033771920	WINC SUPPLIES CPP OPERATIONS INCLUDES BA	588.28			
		\$APINVCE 9033783531	CONTAINER DEPOSIT SCHEME OFFICE SUPPLIES	238.70			
		\$APINVCE 9033931121	LETTER HEAD AND ENVELOPES FOR PARKING (P	116.03			
		\$APINVCE 9033918667	DEPOT CATERING, CLEANING & STATIONERY SU	98.04			
		\$APINVCE 9033899823	AMENDMENT CREATED ON 11-AUG-2020 AMOUNT	39.11			
		\$APINVCE 9033954747	COMMUNITY DEVELOPMENT ALLIANCE	168.07			
208770	15/10/2020	SHRED-X PTY LTD	947.32				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 01501227	SECURE UNIFORM DISPOSAL (PARKING SERVICE	937.20			
		\$APINVCE 01503824	COLLECTION OF FULL 240L SECURE BIN	10.12			
208771	15/10/2020	FOOD TECHNOLOGY SERVICES PTY LTD	20,338.69				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 00004658	FOOD TECHNOLOGY SERVICES FOOD BUSINESS	20,338.69			
208772	15/10/2020	ACE SECURITY AND EVENTS SERVICES	12,249.62				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 00006605	SECURITY FOR LIBRARY DURING OPENING HOUR	12,249.62			



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Cheque/EFT Number	Payment Date	Payee	Payment Amount				
208773	15/10/2020	WINDOW WIPERS	25,740.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE WW24032	VARIOUS SITES -WINDOW CLEANING - 2020/21	5,500.00			
		\$APINVCE WW24003	VARIOUS SITES -WINDOW CLEANING - 2020/21	11,220.00			
		\$APINVCE WW23515	VARIOUS SITES -WINDOW CLEANING - 2020/21	8,250.00			
		\$APINVCE WW23496	VARIOUS SITES -WINDOW CLEANING - 2020/21	275.00			
		\$APINVCE WW24038	VARIOUS SITES -WINDOW CLEANING - 2020/21	495.00			
208774	15/10/2020	ESSENTIAL FIRE SERVICES PTY LTD	275.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 72462SM	TRAINING FOR NEXT EVACUATION DRILL CM RE	275.00			
208775	15/10/2020	HOBAN RECRUITMENT	7,386.81				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE H48480	HOBAN - LABOUR HIRE 20/21	2,689.43			
		\$APINVCE H48479	CAATHERINE MEREDITH, SUPPORT OFFICER (EN	1,841.96			
		\$APINVCE H47060	TRADE ASSIST FOR DEPOT WORKSHOP - JESSIE	770.11			
		\$APINVCE H47351	DEPOT WORKSHOP TA LABOUR HIRE FOR TA JES	2,085.31			
208776	15/10/2020	BARNETTS (WA)PTY LTD	185.63				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE POSS202895	VARIOUS SITES - UNPLANNED MAINTENANCE -	185.63			
208777	15/10/2020	TRAVIS HAYTO PHOTOGRAPHY	1,529.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 00001872	THE BOAT SHED VIDEO	885.50			
		\$APINVCE 00001869	AWESOME ARTS VIDEO	643.50			
208778	15/10/2020	JOELZ PTY LTD T/AS BAX SERVICES	9,845.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 00000250	CLAISEBROOK CHANNEL CLEANING SERVICE	9,845.00			
208779	15/10/2020	THE TRUSTEE FOR WALLIS FAMILY TRUST T/AS PLAYCE	21,780.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 19802_CD5	WELLINGTON SQUARE PLAYGROUND DESIGN	21,780.00			



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208780	15/10/2020	ENVIRO INFRASTRUCTURE PTY LTD	690.14				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 5945	WELD REPAIRS TO ISUZU RUBBISH COMPACTOR	690.14			
208781	15/10/2020	SITCORE AUSTRALIA PTY LIMITED	105,413.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE INVAU1205669	ANNUAL RENEWAL OF SITCORE LICENSE	105,413.00			
208782	15/10/2020	BATTERIES PLUS	9,570.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 641550	PURCHASE OF RITAR AND PANASONIC BATTERIE	9,570.00			
208783	15/10/2020	LOUISE RICHARDSON T/AS LOUISE RICHARDSON AND	2,266.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE INV-0151	RIVERFRONT FRAMEWORK STAKEHOLDER	742.50			
		\$APINVCE INV-0148	PROVISION OF STAKEHOLDER ENGAGEMENT	1,523.50			
208784	15/10/2020	CHEVRON AUSTRALIA DOWNSTREAM FUELS PTY LTD	12,878.26				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE ASIP1548776	SUPPLY & DELIVERY OF BULK FUEL TO CITY O	12,878.26			
208785	15/10/2020	CIRRUS NETWORKS PTY LTD T/AS CIRRUS	404.91				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE INV0006274	ADD CISCO 3850 NETWORK SWITCH S/N: FOC22	404.91			

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Number

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Payee

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208786	15/10/2020	TSTEE GREEN F/TRUST & TSTEE HOOD F/TRUST T/A OFFICE					2,270.12
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	140631	MILK SUPPLY FOR CITIPLACE REST CENTRE	47.52			
\$APINVCE	140539	LEVEL 8 MILK SUPPLIES	82.72			
\$APINVCE	140601	MILK SUPPLY CPP CARPARKS	238.48			
\$APINVCE	140532	LEVEL ONE MILK ORDER - JULY 2020 ONWARD	92.40			
\$APINVCE	140536	MILK SUPPLY FOR LEVEL 2	242.88			
\$APINVCE	140537	MILK - 2992 - LEVEL 7 (GOV & FIN)	153.81			
\$APINVCE	140541	MILK 2020/21 FOR PARKING CRIB ROOMS AND	201.87			
\$APINVCE	140531	MILK SUPPLIES FOR LG HUB 2020/21 - ICT A	251.35			
\$APINVCE	140535	MILK SUPPLIES LEVEL 6 KITCHEN	118.68			
\$APINVCE	140538	ICITY KIOSK MILK SUPPLY	26.40			
\$APINVCE	140544	MILK SUPPLY FOR 11TH FLOOR COMMISSIONERS	10.56			
\$APINVCE	140533	MILK SUPPLY FOR LEVEL 5	168.96			
\$APINVCE	138259	MILK 2020/21 FOR PARKING CRIB ROOMS AND	201.87			
\$APINVCE	140534	RED ROOM AND LEVEL 4 MILK 2020-21	305.90			
\$APINVCE	140540	CATERING MILK SUPPLIES	126.72			

208787	15/10/2020	DULUXGROUP(AUSTRALIA)PTY LTD T/AS DULUX					282.84
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	WC04-0315017	PAINT AND HARDWARE SUPPLIES FOR USE IN G	42.20			
\$APINVCE	314874	PAINT AND HARDWARE SUPPLIES FOR USE IN G	240.64			

208788	15/10/2020	J.H. FLUID TRANSFER SOLUTIONS PTY LTD T/AS PIRTEK					112.37
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	ML-T00036274	HOSE FOR CMAR PAVEMENT CLEANER WATER TAN	112.37			

208789	15/10/2020	DATACOM SYSTEMS (AU) PTY LTD					1,727.44
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	INV969905	FLEXERA MANAGED SERVICE - SOFTWARE REGIS	1,727.44			

208790	15/10/2020	RICOH AUSTRALIA PTY LTD					4,620.74
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	13529497	BLANKET ORDER FOR 2020/21 COP RICOH CONT	4,620.74			

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208791	15/10/2020	THE GRIFFITH FAMILY TRUST T/AS SUPERSTOCK SERVICES	165.82				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 40424516	MILK FOR CHILD CARE	79.53			
		\$APINVCE 40428096	MILK FOR CHILD CARE	86.29			
208792	15/10/2020	SELECT FRESH PTY LTD	225.69				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 282034	FRUIT AND VEGETABLES	92.80			
		\$APINVCE 282011	FRUIT AND VEG FOR CHILD CARE	132.89			
208793	15/10/2020	303 MULLENLOWE AUSTRALIA PTY LTD T/AS 303	5,445.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 5000729153	CONCEPT DEVELOPMENT - CHRISTMAS NYE	5,445.00			
208794	15/10/2020	ACCESS ICON PTY LTD T/AS CASCADA GROUP	589.60				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 10025	SUPPLY 2 X 3 SIDED ENCASED 850 X 1200 X	589.60			
208795	15/10/2020	OFFICEASY PTY LTD T/AS OFFICE BASE	369.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE INV-10708	1 X ELECTRIC SIT STAND RISER - QU15210 -	369.00			
208796	15/10/2020	INITIATIVE MEDIA AUSTRALIA PTY LTD	3,168.66				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 52757	MEDIA PLACEMENT FEES FOR ELECTION CAMPAI	9.77			
		\$APINVCE 52756	MEDIA PLACEMENT FEES FOR ELECTION CAMPAI	3,158.89			
208797	15/10/2020	ROCHDALE HOLDINGS PTY LTD T/AS HERRING STORER	726.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 00021691	ACOUSTIC CERTIFICATION AS PART OF THE DE	726.00			
208798	15/10/2020	THE TRUSTEE FOR THE QUITO PTY LTD T/AS BENARA	1,320.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 253926	TREE PROCUREMENT - HAY ST AND IRWIN ST	1,320.00			

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208799	15/10/2020	BARBARA SUSAN MATTERS (KARDA DESIGNS)	13,395.80				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 094	PS123 STIRLING GARDENS HERITAGE MANAGEME	13,395.80			
208800	15/10/2020	MODUS COMPLIANCE PTY LTD	1,650.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE C3465	ABERDEEN GARAGE BUILDING SURVEY	1,650.00			
208801	15/10/2020	DAVID YEUNG T/AS CAR CARE(WA)KEWDALE	140.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 2186	CLEANING OF POOL CARS AT COUNCIL HOUSE L	140.00			
208802	15/10/2020	EQUILIBRIUM INTERACTIVE PTY LTD T/AS EQUILIBRIUM	5,456.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 8246	SEO MONTHLY CHARGE - SEPTEMBER	5,456.00			
208803	15/10/2020	THE MARTINEZ, THE EAST, THE WARAT, THE MARIN HWL	2,921.60				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 1172254	GENERAL HR EMPLOYMENT ADVICE 2020	2,921.60			
208804	15/10/2020	ESTRIN SAUL LAWYERS PTY LTD T/AS ESTRIN SAUL	1,382.88				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 7887	MIGRATION CONSULTANT BUSINESS SPONSORSHI	1,382.88			
208805	15/10/2020	TYRES 4U PTY LIMITED	6,062.45				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE XX762894	NEW TYRES, PUNCTURE REPAIRS, WHEEL ROTAT	1,694.00			
		\$APINVCE XX762892	NEW TYRES, PUNCTURE REPAIRS, WHEEL ROTAT	126.01			
		\$APINVCE XX762897	NEW TYRES, PUNCTURE REPAIRS, WHEEL ROTAT	864.05			
		\$APINVCE XX761382	NEW TYRES, PUNCTURE REPAIRS, WHEEL ROTAT	387.20			
		\$APINVCE XX762895	NEW TYRES, PUNCTURE REPAIRS, WHEEL ROTAT	1,694.00			
		\$APINVCE XX760477	NEW TYRES, PUNCTURE REPAIRS, WHEEL ROTAT	78.65			
		\$APINVCE XX762898	NEW TYRES, PUNCTURE REPAIRS, WHEEL ROTAT	1,198.87			
		\$APINVCE XX761383	NEW TYRES, PUNCTURE REPAIRS, WHEEL ROTAT	19.67			

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208806	15/10/2020	AMD AUDIT & ASSURANCE PTY LTD	7,810.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 802006	VARIABLE OUTGOINGS AUDIT 2019/2020	7,810.00			
208807	15/10/2020	DELOITTE RISK ADVISORY PTY LTD	69,975.40				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 8001384134	REVIEW OF AUDIT AND RISK FUNCTIONS	69,975.40			
208808	15/10/2020	CREATED BY CLINT PTY LTD	27,500.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE INV-0220	COLOUR INSTALLATIONS - ENTRY STATEMENTS	27,500.00			
208809	15/10/2020	THE TRUSTEE FOR K.E.M. UNIT TRUST T/AS DUO EVENTS	22,000.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE INV-772	BROOKFIELD PLACE - PUBLIC REALM COLOUR	22,000.00			
208810	15/10/2020	DANIKA EADES T/AS DANIKA EADES	2,750.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 180920	197559/2020 INVOICE BYDANIKA ARTWORK FO	2,750.00			
208811	15/10/2020	BLJ AUSTRALIA	946.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE INV-3293	AUDIT SERVICES FOR IRON MOUNTAIN	946.00			
208812	15/10/2020	BLUE COLLAR PEOPLE	20,708.05				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 00148992	LABOUR HIRE NIGHTSHIFT W/E 20/9/20	8,460.21			
		\$APINVCE 00148993	WAC LABOUR COSTS DAY 14/09/20 - 20/09/20	10,112.32			
		\$APINVCE 00148994	SUPPLY OF TEAM LEADER CARPENTER JOHN CRE	2,135.52			
208813	15/10/2020	BOC GASES AUSTRALIA LTD	314.91				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 4026686583	HIRE OF GASES BOTTLES FOR DEPOT	144.72			
		\$APINVCE 4026634318	HIRE OF GASES BOTTLES FOR DEPOT	170.19			

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208814	15/10/2020	BUILDING & CONSTRUCTION INDUSTRY TRAININ	10,088.25				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 30092020	BCITF (100100003177) 30 SEPT 2020	10,088.25			
208815	15/10/2020	BUNNINGS BUILDING SUPPLIES P/L	267.50				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 2404/0136679	VARIOUS SITES - UNPLANNED MAINTENANCE -	45.92			
		\$APINVCE 2404/01384507	WASTE & CLEANING DAYSHIFT - SANITATION &	64.52			
		\$APINVCE 2404/99829664	STORES STOCK	67.96			
		\$APINVCE 2260/00867306	VARIOUS SITES - UNPLANNED MAINTENANCE -	89.10			
208816	15/10/2020	CABCHARGE AUSTRALIA PTY LTD	78.86				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 25078170P2009	TAXI FARES - CCU	41.16			
		\$APINVCE 25078170P2008	TAXI FARES	37.70			
208817	15/10/2020	CFMEU MINING & ENERGY DIVISION	288.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$HRPAYJNL F 9/10/2020	CFMEU	32.00			
		\$HRPAYJNL EF 9/10/2020	CFMEU	256.00			
208818	15/10/2020	CHILD SUPPORT AGENCY	1,950.88				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$HRPAYJNL EF 9/10/2020	ATO CHILD SUPPORT AGENCY	1,257.83			
		\$HRPAYJNL F 9/10/2020	ATO CHILD SUPPORT AGENCY	693.05			
208819	15/10/2020	PROSEGUR AUSTRALIA PTY LTD T/AS CHUBB SECURITY	8,390.95				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE M2759767	PARKING TICKET MACHINE CASH COUNTING AN	8,390.95			
208820	15/10/2020	CITY OF PERTH (PETTY CASH)	1,128.80				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 07102020	PETTY CASH REIMBURSEMENT OCTOBER 2020	1,128.80			

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208821	15/10/2020	CITY OF PERTH STAFF SOCIAL CLUB	896.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$HRPAYJNL F 9/10/2020	SOCIAL CLUB	868.00			
		\$HRPAYJNL EF 9/10/2020	SOCIAL CLUB	21.00			
		\$HRPAYJNL F 9/10/2020	SOCIAL CLUB	7.00			
208822	15/10/2020	CITY OF SOUTH PERTH	1,650.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 186113	ANIMAL CARE FACILITY 20-21	1,650.00			
208823	15/10/2020	CITY OF WANNEROO	28,616.51				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 3270184	2020/2021 RATES TAMALA PARK	28,616.51			
208824	15/10/2020	CLASSIC TREE SERVICES	17,181.33				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE INV-32324	STREET TREE PRUNING, REMOVAL AND ARBORIC	2,358.95			
		\$APINVCE INV-32433	STREET TREE PRUNING, REMOVAL AND ARBORIC	7,316.78			
		\$APINVCE INV-32551	STREET TREE PRUNING, REMOVAL AND ARBORIC	6,771.55			
		\$APINVCE INV-32543	STREET TREE PRUNING, REMOVAL AND ARBORIC	734.05			
208825	15/10/2020	DARDANUP BUTCHERING UNIT TRUST T/AS DARDANUP	199.94				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE BL543089	DARDANUP MEATS	199.94			
208826	15/10/2020	FAAC AUSTRALIA T/AS HUB PARKING TECHNOLOGY	5,727.59				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 14939	DATAPARK SLA 20/21	5,727.59			
208827	15/10/2020	LANDGATE	293.70				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 1046106	LANDGATE ENQUIRIES 2020/2021	293.70			
208828	15/10/2020	THE TRUSTEE FOR ILLION AUSTRALIA UNIT TRUST T/AS	154.67				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 935580	DEBT COLLECTION SERVICE TO RETRIEVE OVER	154.67			

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208829	15/10/2020	ELLENBY TREE FARM	2,183.49				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 26429	IRWIN ST PLAZA PLANTERS –TREE PRE-PROCUR	2,183.49			
208830	15/10/2020	FARINOSI & SONS PTY LTD	351.43				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 10973730	VARIOUS SITES - UNPLANNED MAINTENANCE -	142.80			
		\$APINVCE 10977892	VARIOUS SITES - UNPLANNED MAINTENANCE -	23.50			
		\$APINVCE 10978289	WASHER GAL 12MM (270 BOX )	16.80			
		\$APINVCE 10977455	VARIOUS SITES - UNPLANNED MAINTENANCE -	84.05			
		\$APINVCE 10977803	VARIOUS SITES - UNPLANNED MAINTENANCE -	35.80			
		\$APINVCE 10977977	VARIOUS SITES - UNPLANNED MAINTENANCE -	10.95			
		\$APINVCE 10977556	VARIOUS SITES - UNPLANNED MAINTENANCE -	37.53			
208831	15/10/2020	DANIELS PRINTING CRAFTSMEN	792.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 68541	SWEARING-IN CEREMONY AND RECEPTION INVIT	792.00			
208832	15/10/2020	HAYS PERSONNEL SERVICES (AUST) PTY LTD	9,495.78				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 9570679	SUPPLY OF MAINTENANCE WORKER	1,895.83			
		\$APINVCE 9568874	CONTRACT TECHNICIAN	1,647.12			
		\$APINVCE 9551893	CONTRACT TECHNICIAN	1,295.73			
		\$APINVCE 9473106	SENIOR PROJECT ENGINEER	587.80			
		\$APINVCE 9570678	SUPPLY OF MAINTENANCE WORKER	1,396.56			
		\$APINVCE 9473105	SENIOR PROJECT ENGINEER	2,672.74			
208833	15/10/2020	HEALTH INSURANCE FUND OF WA	201.65				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$HRPAYJNL F 9/10/2020	HEALTH INSURANCE FUND	201.65			
208834	15/10/2020	HOSPITAL BENEFIT FUND OF WA	368.30				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$HRPAYJNL F 9/10/2020	HOSPITAL BENEFIT FUND	112.60			
		\$HRPAYJNL EF 9/10/2020	HOSPITAL BENEFIT FUND	255.70			



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208835	15/10/2020	CHANDLER MACLEOD LTD	445.86				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 93371330	COP CATERING STAFF HIRE.	445.86			
208836	15/10/2020	HYDROQUIP PUMPS	638.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE INV-41786	CLAISEBROOK CDS BASKET CLEANING	638.00			
208837	15/10/2020	JOHN TIERNEY	3,126.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 00001749	VEHICLE CLEANING 20-21	1,726.00			
		\$APINVCE 00001752	VEHICLE CLEANING 20-21	225.00			
		\$APINVCE 00001751	VEHICLE CLEANING 20-21	675.00			
		\$APINVCE 00001750	RANGER CAR CLEANING SERVICES 20-21	500.00			
208838	15/10/2020	KONE ELEVATORS PTY LTD	1,047.16				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 191931960	CAR PARK AUTO DOORS UNPLANNED	401.04			
		\$APINVCE 191932683	CAR PARK AUTO DOORS UNPLANNED	646.12			
208839	15/10/2020	BUCHER MUNICIPAL PTY LTD	1,400.51				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 981114	CALL OUT TO SIDE LOADER BIN LIFTER FAULT	1,400.51			
208840	15/10/2020	MARKETFORCE LTD	12,823.50				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 35206	ROAD CLOSURE ADVERTISEMENT FOR ALL CAPIT	1,885.70			
		\$APINVCE 35207	ROAD CLOSURE ADVERTISEMENT FOR ALL CAPIT	2,416.61			
		\$APINVCE 35203	ABDERDEEN ST (MUSEUM ST - BEAUFORT ST) R	2,151.16			
		\$APINVCE 35202	GOVERNANCE - ADVERTISING / PUBLIC NOTICE	196.13			
		\$APINVCE 35208	STATUTORY ADVERTISING - TENDERS 2020/21	349.97			
		\$APINVCE 35211	STATUTORY ADVERTISING - TENDERS 2020/21	335.42			
		\$APINVCE 35205	WILLIAM ST (ST GEORGES TCE - ESPLANADE)	2,151.16			
		\$APINVCE 35209	STATUTORY ADVERTISING - TENDERS 2020/21	491.99			
		\$APINVCE 35210	STATUTORY ADVERTISING - TENDERS 2020/21	553.56			
		\$APINVCE 35204	WILLIAM & WELLINGTON ST PIT COVER REPLAC	2,291.80			

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208841	15/10/2020	MERCURY					213.32
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE	CIMM4357517/1	COUNCIL HOUSE COURIERS	6.14		
		\$APINVCE	CIMM4357517/5	COUNCIL HOUSE COURIERS	128.33		
		\$APINVCE	CIMM4357517/4	COUNCIL HOUSE COURIERS	72.71		
		\$APINVCE	CIMM4357517/2	COUNCIL HOUSE COURIERS	6.14		
208842	15/10/2020	MINDARIE REGIONAL COUNCIL					54,167.45
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE	SINV-042539	PROVISION OF LANDFILL TIPPING - 20/21	54,167.45		
208843	15/10/2020	LGRCEU					1,271.02
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$HRPAYJNL	EF 9/10/2020	LGRCEU	1,086.52		
		\$HRPAYJNL	F 9/10/2020	LGRCEU	184.50		
208844	15/10/2020	NOVA NEWSAGENCY					807.13
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE	2292	MAGAZINES & LOCAL AND INTERSTATE NEWSPAP	807.13		
208845	15/10/2020	PARALLAX PRODUCTIONS PTY LTD					4,972.00
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE	INV-0559	HANG WIRES (WHITE) AND CLUTCH HOOKS FOR	4,972.00		
208846	15/10/2020	RENTOKIL INIRIAL PTY LTD T/AS AMBIUS					4,240.38
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE	21433401	VARIOUS SITES - INDOOR PLANT HIRE & MAIN	4,240.38		
208847	15/10/2020	A RICHARDS PTY LTD T/AS RICHGRO GARDEN PRODUCTS					1,267.20
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE	806189	POTTING MIX AND MANURE FOR ROE ST CAR PA	1,267.20		
208848	15/10/2020	THE ROYAL LIFE SAVING SOCIETY WA INC					2,470.19
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE	121959	WATER FEATURE MAINTENANCE - LAKE ST , FL	2,470.19		

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208849	15/10/2020	RSEA PTY LTD	177.42				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 10769304	SUPPLY 2 PAIRS OUTSIDE WORKFORCE PANTS	45.46			
		\$APINVCE 10771963	SAFETY BOOTS - TERRY ARNOLD	131.96			
208850	15/10/2020	SCHINDLER LIFTS PTY LTD	14,108.05				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 4678772507	COUNCIL HOUSE - PLANNED LIFT MAINTENANCE	14,108.05			
208851	15/10/2020	STATEWIDE CLEANING SUPPLIES	91.34				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE SI398238	FLOOR SQUEEGEE HEADS TO CLEAN AWAY WATER	91.34			
208852	15/10/2020	CSP GROUP PTY LTD T/AS STIHL SHOP OSBORNE PARK	46.65				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 61355#3	SPARE PARTS FOR SMALL MINOR PLANT IN PAR	46.65			
208853	15/10/2020	TECHNOLOGY ONE LTD	9,226.25				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 194434	TECHNOLOGYONE PHASE 2 CORE SYSTEMS	9,226.25			
208854	15/10/2020	TELSTRA	19,542.05				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 4681945111	DATA CHARGES 16/8/20-15/9/20	2,997.87			
		\$APINVCE 2769413700	DATA CHARGES 16/8/20-15/9/20	8,874.37			
		\$APINVCE 1057776700	DATA CHARGES 16/8/20-15/9/20	3,617.90			
		\$APINVCE 4681945038	DATA CHARGES 16/8/20-15/9/20	45.50			
		\$APINVCE 2537275000	DATA CHARGES 16/8/20-15/9/20	2,902.75			
		\$APINVCE 4681945129	DATA CHARGES 16/8/20-15/9/20	1,078.00			
		\$APINVCE 4681945038	DATA CHARGES 16/7/20-15/8/20	25.66			
208855	15/10/2020	TOTAL EDEN PTY LTD	756.56				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 410923400	STORES STOCK	756.56			

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208856	15/10/2020	TOWN OF VICTORIA PARK	15,366.25				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 15102020	PARKING FEE COLCTN 1/10-7/10/2020	15,366.25			
208857	15/10/2020	TURF CARE WA PTY LTD	458.50				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE INV0779	LIQUID FERTILISE APPLICATION (PRODUCT SU	458.50			
208858	15/10/2020	WA HINO SALES & SERVICES	314.69				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 266386	REPLACEMENT REAR MUD GUARD REQUIRED FOR	257.97			
		\$APINVCE 266415	REPLACEMENT REAR MUD GUARD REQUIRED FOR	56.72			

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208859	15/10/2020	WA LOCAL GOVT SUPER PLAN P/L	80,246.98
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	170.81			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	478.22			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	182.08			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	73.15			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	73.15			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	938.37			
\$HRPAYJNL	F 9/10/2020	CC SCHEME EMPLOYEE CONTRIBUTION - PRETAX	38.24			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	95.57			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,855.00			
\$HRPAYJNL	EF 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	110.63			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	29.24			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	443.64			
\$HRPAYJNL	EF 9/10/2020	SGC COMPULSORY - EMPLOYER	371.19			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	29.24			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	827.42			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,001.15			
\$HRPAYJNL	EF 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	55.32			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	473.51			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	802.65			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	3.09			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	45.51			
\$HRPAYJNL	EF 9/10/2020	SGC COMPULSORY - EMPLOYER	247.11			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	612.03			
\$HRPAYJNL	EF 9/10/2020	SGC COMPULSORY - EMPLOYER	565.20			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	233.37			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	307.78			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	144.64			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,299.02			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	249.59			
\$HRPAYJNL	EF 9/10/2020	SGC COMPULSORY - EMPLOYER	931.89			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	3.25			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,593.05			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	233.36			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	195.19			

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\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	224.16
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,543.66
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	679.28
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	15.41
\$HRPAYJNL	EF 9/10/2020	SGC COMPULSORY - EMPLOYER	973.33
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	458.64
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	897.31
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	42.00
\$HRPAYJNL	F 9/10/2020	EMPLOYEE CONTRIBUTION - PRETAX (\$)	591.01
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	70.31
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	158.59
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	29.24
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	29.24
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	216.70
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	38.50
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	386.52
\$HRPAYJNL	F 9/10/2020	EMPLOYEE CONTRIBUTION - PRETAX (%)	24.12
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	626.99
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	96.54
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	49.40
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	29.24
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	691.41
\$HRPAYJNL	EF 9/10/2020	SGC COMPULSORY - EMPLOYER	1,853.42
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	344.43
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	29.24
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,178.42
\$HRPAYJNL	F 9/10/2020	EMPLOYEE CONTRIBUTION - PRETAX (%)	2,042.64
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	202.11
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	55.55
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	302.80
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	280.77
\$HRPAYJNL	EF 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	99.19
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	411.73
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	12.97
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	94.27
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	64.70
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	578.18

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\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	557.21
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	73.15
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	606.03
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	170.82
\$HRPAYJNL	EF 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	37.44
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	284.18
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	227.37
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	170.82
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	241.39
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	65.81
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	38.50
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	241.39
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	156.77
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	96.65
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	38.50
\$HRPAYJNL	EF 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	239.78
\$HRPAYJNL	EF 9/10/2020	SGC COMPULSORY - EMPLOYER	210.20
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	164.05
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	171.98
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	142.09
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	499.32
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	183.64
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	629.46
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	33.42
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	452.73
\$HRPAYJNL	F 2/10/2020	SGC COMPULSORY - EMPLOYER	293.93
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	96.07
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	174.64
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	29.24
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,235.28
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	425.91
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	33.39
\$HRPAYJNL	EF 9/10/2020	EMPLOYEE CONTRIBUTION - PRETAX (%)	533.53
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	466.07
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	6.18
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	6.49
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	12.97



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\$HRPAYJNL	EF 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	130.06
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	79.94
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	736.55
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	26.00
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	400.74
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	312.76
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	743.26
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	654.79
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	63.49
\$HRPAYJNL	EF 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	157.89
\$HRPAYJNL	EF 9/10/2020	CC SCHEME EMPLOYEE CONTRIBUTION - POSTTA	546.79
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	38.50
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	29.24
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	29.24
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	427.12
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	683.69
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	284.38
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	216.70
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	142.09
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	73.15
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	194.53
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	102.80
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	697.36
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	126.86
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	295.51
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	654.16
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,692.99
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	358.85
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	55.55
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	94.27
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	504.10
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	6.17
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	55.55
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	55.55
\$HRPAYJNL	F 9/10/2020	CC SCHEME EMPLOYEE CONTRIBUTION - POSTTA	1,404.11
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	369.61
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	1.63



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\$HRPAYJNL	EF 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	599.72
\$HRPAYJNL	EF 9/10/2020	SGC COMPULSORY - EMPLOYER	292.93
\$HRPAYJNL	EF 9/10/2020	SGC COMPULSORY - EMPLOYER	764.82
\$HRPAYJNL	EF 9/10/2020	SGC COMPULSORY - EMPLOYER	1,135.62
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	225.10
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	29.24
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	54.11
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	38.50
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	422.07
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	363.35
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	175.10
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	202.14
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	95.57
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	917.28
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	577.35
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	388.09
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	73.15
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	305.80
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,001.15
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	362.73
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,200.78
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	126.86
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	63.52
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	966.95
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	194.70
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	73.15
\$HRPAYJNL	EF 9/10/2020	CC SCHEME EMPLOYEE CONTRIBUTION - PRETAX	1,601.39
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	29.24
\$HRPAYJNL	EF 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	151.04
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	38.50
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	1.63
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	194.57
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	3.09
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	187.75
\$HRPAYJNL	F 9/10/2020	CC SCHEME EMPLOYEE CONTRIBUTION - PRETAX	8,117.98
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	126.86
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	191.66

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	\$HRPAYJNL	EF 9/10/2020	SGC COMPULSORY - EMPLOYER	105.10			
	\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	102.93			
	\$HRPAYJNL	EF 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	326.91			
	\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	378.26			
	\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	324.12			
	\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	38.50			
	\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	773.41			
	\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	1,779.53			
	\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	895.20			
	\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	293.76			
	\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	2,308.71			
208860	15/10/2020	W.C. CONVENIENCE MANAGEMENT PTY LTD			9,490.69		
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
	\$APINVCE	00011391	WELLINGTON SQUARE APT - CLEANING & MAINT	2,392.39			
	\$APINVCE	00011392	VARIOUS SITES - APT CLEANING & MAINTENAN	7,098.30			
208861	15/10/2020	STEFNA FAMILY TRUST T/AS WEST TIP WASTE			16,339.23		
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
	\$APINVCE	00051593	STREET SWEEPING COLLECTION & WASTE TIPPI	8,489.64			
	\$APINVCE	00051592	BULK INERT WASTE FOR SEPTEMBER	7,849.59			
208862	15/10/2020	DOWNER EDI WORKS			113,060.34		
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
	\$APINVCE	6009513	ROAD RENEWAL PROJECTS - DOWNER EDI WORKS	113,060.34			
208863	15/10/2020	BJ & LJ COUNSEL			159.00		
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
	\$APINVCE	230920	FOOTWEAR REIMBURSEMENT	159.00			
208864	15/10/2020	BRANDON ALLMARK			300.00		
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
	\$CANCHQ	208864	CBA	300.00			
208865	15/10/2020	BJ & LJ COUNSEL			22.60		
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
	\$APINVCE	260920	REIMBURSEMENT FOR DINNER BOWLS	22.60			

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208866	15/10/2020	CHICHESTER METALS PTY LTD	1,000.00				
	\$APINVCE	<u>Invoice Number</u> 30560	<u>Payment Details</u> BOND REFUND - PERTH TOWN HALL	<u>Amount</u> 1,000.00	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
208867	15/10/2020	CHRISTINE STEGMANN	1,751.75				
	\$APINVCE	<u>Invoice Number</u> A1070234	<u>Payment Details</u> RFND OVERPAID RATES-25/52-56 GODERICH ST	<u>Amount</u> 1,751.75	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
208868	15/10/2020	PRD PROPERTY MANAGEMENT	510.90				
	\$APINVCE	<u>Invoice Number</u> A1226141	<u>Payment Details</u> RATES REFUND - APT 910/11 BARRACK SQUARE	<u>Amount</u> 510.90	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
208869	15/10/2020	V NGUYEN	174.51				
	\$APINVCE	<u>Invoice Number</u> A1066141	<u>Payment Details</u> RFND OVERPAID RATES-28 JEWELL LANE	<u>Amount</u> 174.51	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
208870	15/10/2020	ALESSIO CONERDI	1,400.85				
	\$APINVCE	<u>Invoice Number</u> A1229749	<u>Payment Details</u> RFND OVERPAID RATES-602/63 ADELAIDE TCE	<u>Amount</u> 1,400.85	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
208871	15/10/2020	BROOKE KELLY	120.00				
	\$APINVCE	<u>Invoice Number</u> 150920	<u>Payment Details</u> HEALTHY LIFESTYLE PAYMENT	<u>Amount</u> 120.00	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
208872	15/10/2020	JACQUELINE ZANETTI	120.00				
	\$APINVCE	<u>Invoice Number</u> 030920	<u>Payment Details</u> HEALTHY LIFESTYLE PAYMENT	<u>Amount</u> 120.00	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
208873	15/10/2020	MENCHETTI CONSOLIDATED PTY LTD	5,058.90				
	\$APINVCE	<u>Invoice Number</u> BPC2018821	<u>Payment Details</u> WORKBOND REFUND - QEII MEDICAL CENTRE	<u>Amount</u> 5,058.90	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
208874	15/10/2020	WADE J BARNES	120.00				
	\$APINVCE	<u>Invoice Number</u> 070920	<u>Payment Details</u> HEALTHY LIFESTYLE PAYMENT	<u>Amount</u> 120.00	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>

# Payment Details by Invoice

# MUNICIPAL FUND



From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>	<i>Payment Amount</i>				
208875	15/10/2020	ERICA MUELLER	120.00				
	\$APINVCE	<i>Invoice Number</i> 03092020	<i>Payment Details</i> HEALTHY LIFESTYLE PAYMENT	<i>Amount</i> 120.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208876	15/10/2020	STUART P LEE	120.00				
	\$APINVCE	<i>Invoice Number</i> 041020	<i>Payment Details</i> HEALTHY LIFESTYLE PAYMENT	<i>Amount</i> 120.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208877	15/10/2020	YING PING COLIN MOK	120.00				
	\$APINVCE	<i>Invoice Number</i> 051020	<i>Payment Details</i> HEALTHY LIFESTYLE PAYMENT	<i>Amount</i> 120.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208878	15/10/2020	POH POH BAN	165.00				
	\$APINVCE	<i>Invoice Number</i> 300920	<i>Payment Details</i> FOOTCARE MNGMNT PROGRAMME	<i>Amount</i> 165.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208879	15/10/2020	SUSAN P REYNOLDS	120.00				
	\$APINVCE	<i>Invoice Number</i> 15092020	<i>Payment Details</i> HEALTHY LIFESTYLE PAYMENT	<i>Amount</i> 120.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208880	15/10/2020	TIMOTHY FREAR	120.00				
	\$APINVCE	<i>Invoice Number</i> 160920	<i>Payment Details</i> HEALTHY LIFESTYLE PAYMENT	<i>Amount</i> 120.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208881	15/10/2020	DEEPTI KAMAL	120.00				
	\$APINVCE	<i>Invoice Number</i> 1/10/20	<i>Payment Details</i> HEALTHY LIFESTYLE PAYMENT	<i>Amount</i> 120.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208882	15/10/2020	DONNA LAY	120.00				
	\$APINVCE	<i>Invoice Number</i> 021020	<i>Payment Details</i> HEALTHY LIFESTYLE PAYMENT	<i>Amount</i> 120.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208883	15/10/2020	SANDEEP SALWAN	120.00				
	\$APINVCE	<i>Invoice Number</i> 300920	<i>Payment Details</i> HEALTHY LIFESTYLE PAYMENT	<i>Amount</i> 120.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>

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From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>	<i>Payment Amount</i>				
208884	15/10/2020	LAUREN BROPHY	120.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 240920	HEALTHY LIFESTYLE PAYMENT	120.00			
208885	15/10/2020	ASHLEEN FRANZ	120.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 21092020	HEALTHY LIFESTYLE - A FRANZ	120.00			
208886	15/10/2020	BRUCE UREN	2.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 12102020	RFD MONEY NOT REGISTERED AS RECEIVED	2.00			
208887	15/10/2020	REFRESHING SETTLEMENTS TRUST ACCOUNT	2,356.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE A1061282	RFND OVERPAID RATES-4 FLAGSTAFF LANE	2,356.00			
208888	15/10/2020	LEE CHING WAN	2,257.05				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE A1231463	RFD RATES-2601/63 ADELAIDE TCE EAST PTH	2,257.05			
208889	15/10/2020	L NIU	2,164.65				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE A1231109	RFND OVERPAID RATES-2104/63 ADELAIDE TCE	2,164.65			
208890	15/10/2020	CHEYNE PEARCE	120.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 18092020	HEALTHY LIFESTYLE - C PEARCE	120.00			
208891	15/10/2020	ELAINE SUART	165.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$CANCHQ 208891	ING	165.00			
208892	15/10/2020	MIA RYAN MAGUIRE	15.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 38565	ACCESS CARD DEPOSIT REFUND - 38565	15.00			

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# MUNICIPAL FUND



From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>	<i>Payment Amount</i>				
208893	15/10/2020	ERNEST & YOUNG SERVICE PTY LTD	554.71				
	\$APINVCE	<i>Invoice Number</i> 5003157	<i>Payment Details</i> RFD OVERPAID INVOICE	<i>Amount</i> 554.71	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208894	15/10/2020	HOLLIE BOWD	120.00				
	\$APINVCE	<i>Invoice Number</i> 22092020	<i>Payment Details</i> HEALTHY LIFESTYLE - H BOWD	<i>Amount</i> 120.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208895	15/10/2020	ROBERTA CIRCOSTA	30.00				
	\$APINVCE	<i>Invoice Number</i> 091020	<i>Payment Details</i> REIMBURSEMENT FOR SUSTAINABLE DEVT	<i>Amount</i> 30.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208896	15/10/2020	HOWELL BUILDERS PTY LTD	105.61				
	\$APINVCE	<i>Invoice Number</i> 2020/357	<i>Payment Details</i> RFD APP 2020/357 8-10 THE ESPLANDE	<i>Amount</i> 105.61	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208897	15/10/2020	JESSICA RUTH HOLMES	30.00				
	\$APINVCE	<i>Invoice Number</i> 02102020	<i>Payment Details</i> RFD COURSE SUSTAINABLE DEVELOPMNT GOALS	<i>Amount</i> 30.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208898	15/10/2020	RIO TINTO SHARED SERVICES	951.91				
	\$APINVCE	<i>Invoice Number</i> 091020	<i>Payment Details</i> REFUND PARKING CARD 1119842/1121498	<i>Amount</i> 951.91	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208899	15/10/2020	SIEW TENG TAN	120.00				
	\$APINVCE	<i>Invoice Number</i> 220920	<i>Payment Details</i> HEALTHY LIFESTYLE PAYMENT	<i>Amount</i> 120.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208900	15/10/2020	MARLENA PEREIRA	2,000.00				
	\$APINVCE	<i>Invoice Number</i> 30092020	<i>Payment Details</i> RFD STUDY ASSISTANCE - M PEREIRA	<i>Amount</i> 2,000.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
208901	15/10/2020	WEI-EN LEE	2,174.55				
	\$APINVCE	<i>Invoice Number</i> A1170554	<i>Payment Details</i> RFND OVERPAID RATES-55/143 ADELAIDE TCE	<i>Amount</i> 2,174.55	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>

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# MUNICIPAL FUND



From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>	<i>Payment Amount</i>				
208902	15/10/2020	JORDAN SEAN TAYLOR	165.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 13052020	FOOTCARE MANAGEMENT - J TAYLOR	165.00			
208903	15/10/2020	GARRY GADENNE	165.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 08102020A	FOOTCAREMANAGEMENT - G GADENNE	165.00			
208904	22/10/2020	WRITING WA INC	3,300.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 1117	ARTS & CULTURE QRG PO FOR WRITING WA INC	3,300.00			
208905	22/10/2020	BIDFOOD WA PTY LTD	2,591.89				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 150480851.PER	CATERING SUPPLIES FOR CITIPLACE COMMUNIT	137.06			
		\$APINVCE 150442929.PER	CATERING SUPPLIES FOR CITIPLACE COMMUNIT	774.80			
		\$APINVCE 150352903.PER	CATERING SUPPLIES FOR CITIPLACE COMMUNIT	276.26			
		\$APINVCE 150480850.PER	CATERING SUPPLIES FOR CITIPLACE COMMUNIT	427.84			
		\$APINVCE 150516002.PER	CATERING SUPPLIES FOR CITIPLACE COMMUNIT	975.93			
208906	22/10/2020	RORIE SPARE	1,189.25				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 175	CSA AND PARKING SERVICE ANNUAL CAMERA CL	1,189.25			
208907	22/10/2020	PERTH BRAKE PARTS	995.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 00077152	NEW REAR BRAKE DRUMS + RELINE OF REAR SH	995.00			
208908	22/10/2020	ADVANCED TRAFFIC MANAGEMENT	1,849.91				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 00139553	HAY AND MURRAY ST MALL, BOLLARD	924.96			
		\$APINVCE 00139577	HAY AND MURRAY ST MALL, BOLLARD	924.95			
208909	22/10/2020	NESPRESSO	845.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 35526712	DEPOT NESPRESSO COFFEE PODS	845.00			

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<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>	<i>Payment Amount</i>				
208910	22/10/2020	DATA 3	15,169.44				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 01944284	AZURE USAGE CHARGES - BILLED QUARTERLY	63,385.52			
		\$APCREDT 01944008	DATA 3	(48,216.08)			
208911	22/10/2020	PUMPS AUSTRALIA	286.06				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 34549	MUFFLER COVER AND OIL SEAL KIT FOR H/P C	286.06			
208912	22/10/2020	DESIGN EDGE	561.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 12331	SUPPLY AND CUT 30 SIGN BLANKS 450 X 450	561.00			
208913	22/10/2020	WESTBOOKS	657.01				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 316803	ASSORTED CHILDREN'S LIBRARY STOCK	657.01			
208914	22/10/2020	THYSSENKRUPP ELEVATOR AUSTRALIA PTY LTD	8,566.46				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 8067115166	LIFT AND ESCALATOR MAINTENANCE SERVICES	1,715.31			
		\$APINVCE 8067115160	LIFT AND ESCALATOR MAINTENANCE SERVICES	1,261.70			
		\$APINVCE 8067115130	LIFT AND ESCALATOR MAINTENANCE SERVICES	2,455.13			
		\$APINVCE 8067115097	LIFT AND ESCALATOR MAINTENANCE SERVICES	996.90			
		\$APINVCE 8067115142	LIFT AND ESCALATOR MAINTENANCE SERVICES	2,137.42			
208915	22/10/2020	HOSPEQUIP PTY LTD	110.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 110522	CEILING HOIST AND ADULT CHANGE TABLE PER	110.00			
208916	22/10/2020	GLOBAL AUTO COAT PTY LTD	433.34				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE SINV393019	CENTARI 610 B/C GRP3 COLOUR 4LT GOLD AS	433.34			



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# MUNICIPAL FUND



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Number

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Payee

Payment Amount

208917	22/10/2020	ALINTA SALES PTY LTD	112,361.98
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	80014362	27 MAYFAIR ST WEST PERTH	2,222.11			
\$APINVCE	80014370	5/420 WELINGTON STREET	2,704.76			
\$APINVCE	80014376	VICTORIA AVENUE EAST PERTH	1,292.70			
\$APINVCE	80014342	BARRACK STREET PERTH WA	1,349.42			
\$APINVCE	80014378	ADELAIDE TCE PERTH	1,196.93			
\$APINVCE	80014341	UNIT A/160 HAY STREET EAST PERTH	121.62			
\$APINVCE	80014374	UNIT A MURRAY STREET PERTH	6,110.80			
\$APINVCE	80014343	HAY STREET PERTH	2,784.88			
\$APINVCE	80014382	HILL STREET EAST PERTH	106.81			
\$APINVCE	80014347	11 PLAIN ST EAST PERTH	764.39			
\$APINVCE	80014367	8/420 WELINGTON STREET PERTH	255.73			
\$APINVCE	80014379	UNIT CS ELDER STREET PERTH	7,827.66			
\$APINVCE	80014360	JEWELL LANE EAST PERTH	647.59			
\$APINVCE	80014344	BARRACK STREET PERTH	884.80			
\$APINVCE	80014377	UNIT 3 129 JAMES STREET PERTH	1,107.76			
\$APINVCE	80014384	NELSON CRESCENT EAST PERTH	704.20			
\$APINVCE	80014383	NELSON CRESCENT EAST PERTH	835.35			
\$APINVCE	80014357	579 HAY ST PERTH	8,032.61			
\$APINVCE	80014359	PARKWAY NEDLANDS	84.69			
\$APINVCE	80014353	81 ROYAL ST EAST PERTH	1,848.77			
\$APINVCE	80014356	85 FRANCIS ST NORTHBRIDGE	589.01			
\$APINVCE	80014349	UNIT A/2 PLAIN STREET EAST PERTH	1,748.03			
\$APINVCE	80014372	UNIT B 1 MOUNTS BAY ROAD PERTH	12,779.93			
\$APINVCE	80014380	SUITE B1 HAY STREET PERTH	317.66			
\$APINVCE	80014369	UNIT 13 420 WELLINGTON STREET	8,342.71			
\$APINVCE	80014381	2 LINWOOD COURT OSBORNE PARK	2,547.91			
\$APINVCE	80014345	HENRY LAWSON WALK EAST PERTH	862.82			
\$APINVCE	80014365	WELLINGTON STREET WEST PERTH	1,489.85			
\$APINVCE	80014346	83 ROYAL STREET EAST PERTH	2,128.96			
\$APINVCE	80014348	PLAIN STREET EAST PERTH	377.72			
\$APINVCE	80014425	MOUNTS BAY ROAD PERTH	65.67			
\$APINVCE	80014364	PARKER STREET NORTHBRIDGE	720.23			
\$APINVCE	80014351	27 ST GEORGE'S TCE PERTH	26,365.29			
\$APINVCE	80014354	OFFICE 0 LAKE STREET NORTHBRIDGE	1,731.70			

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Cheque/EFT Number	Payment Date	Payee	Payment Amount
\$APINVCE		80014355 JAMES ST NORTHBRIDGE	319.80
\$APINVCE		80014366 SUITE B2 683 HAY STREET PERTH	317.20
\$APINVCE		80014368 HAY STREET PERTH	875.90
\$APINVCE		80014363 U 16 420 WELLINGTON ST PERTH	350.62
\$APINVCE		80014375 PIER STREET PERTH	8,005.82
\$APINVCE		654999411 UNIT 0 420 WELLINGTON ST PERTH	1,144.75
\$APINVCE		80014361 UNIT 1 RIVERSIDE DVE PERTH	396.82
208918	22/10/2020	FOXTEL SUBSCRIBER PAYMENTS	155.00
		<u>Invoice Number</u> <u>Payment Details</u> <u>Amount</u> <u>Discount</u> <u>Retention</u> <u>PPS</u>	
		\$APINVCE 373610834 FOXTEL FOR CITY ARTS SPACE (A/C 6449301)	155.00
208919	22/10/2020	ACCESS BRICKPAVING CO	35,160.40
		<u>Invoice Number</u> <u>Payment Details</u> <u>Amount</u> <u>Discount</u> <u>Retention</u> <u>PPS</u>	
		\$APINVCE 00051023 ROAD RENEWALS PRAM RAMPS - PAVE WA WORKS	4,992.90
		\$APINVCE 00051025 ROAD RENEWALS PRAM RAMPS - PAVE WA WORKS	25,569.50
		\$APINVCE 00051021 QT HOTEL CROSSOVER LIFT AND RELAY CROSSO	5,109.39
			511.39
208920	22/10/2020	DEPARTMENT OF TRANSPORT	18,530.10
		<u>Invoice Number</u> <u>Payment Details</u> <u>Amount</u> <u>Discount</u> <u>Retention</u> <u>PPS</u>	
		\$APINVCE 4141271 VEHICLE REGISTRATION SEARCHES (WA)	18,530.10
208921	22/10/2020	SONIC HEALTHPLUS PTY LTD	353.10
		<u>Invoice Number</u> <u>Payment Details</u> <u>Amount</u> <u>Discount</u> <u>Retention</u> <u>PPS</u>	
		\$APINVCE 2152008 PRE EMPLOYMENT MEDICAL - TERRY ARNOLD	353.10
208922	22/10/2020	EOS ELECTRICAL	12,348.41
		<u>Invoice Number</u> <u>Payment Details</u> <u>Amount</u> <u>Discount</u> <u>Retention</u> <u>PPS</u>	
		\$APINVCE 00013521 ELECTRICAL MAINTENANCE OF STREET LIGHTS	1,477.30
		\$APINVCE 00013520 ELECTRICAL MAINTENANCE OF STREET LIGHTS	1,352.53
		\$APINVCE 00013522 ELECTRICAL MAINTENANCE OF STREET LIGHTS	135.30
		\$APINVCE 00013481 ELECTRICAL MAINTENANCE OF STREET LIGHTS	440.00
		\$APINVCE 00013496 ELECTRICAL MAINTENANCE OF STREET LIGHTS	8,943.28

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From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>						<i>Payment Amount</i>
208923	22/10/2020	DRAINFLOW SERVICES PTY LTD						26,463.22
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 00005883	PIT COVER REPLACEMENTS VARIOUS LOCATIONS	6,877.41	137.55			
		\$APINVCE 00006106	FORREST PLACE LOADING DOCK - GULLY PIT A	1,591.00				
		\$APINVCE 00005880	PIT COVER REPLACEMENTS VARIOUS LOCATIONS	9,651.77				
		\$APINVCE 00006059	OCTOBER 2020 CLEANING OF OZONE GPT	8,653.66	173.07			
					<b>310.62</b>			
208924	22/10/2020	JAMES BENNETT PTY LTD						1,273.67
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 4730804	LIBRARY STOCK PURCHASES OF ASSORTED BOOK	162.21				
		\$APINVCE 4730806	LIBRARY STOCK PURCHASES OF ASSORTED BOOK	116.98				
		\$APINVCE 4730805	LIBRARY STOCK PURCHASES OF ASSORTED BOOK	27.85				
		\$APINVCE PSO409998	LIBRARY STOCK PURCHASES OF ASSORTED BOOK	29.95				
		\$APINVCE 4730807	LIBRARY STOCK PURCHASES OF ASSORTED BOOK	410.86				
		\$APINVCE 4730669	ASSORTED E-BOOKS - PER AXS	366.89				
		\$APINVCE 4731113	ASSORTED E-BOOKS - PER AXS	158.93				

# Payment Details by Invoice

# MUNICIPAL FUND



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208925	22/10/2020	GILMOUR & JOOSTE ELECTRICAL	7,768.33
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	INV-10663	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	353.71			
\$APINVCE	INV-10720	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	126.70			
\$APINVCE	INV-10569	ELECTRICAL MAINTENANCE FOR STREET LIGHTI	2,470.02			
\$APINVCE	INV-10721	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	55.00			
\$APINVCE	INV-10578	ELECTRICAL MAINTENANCE FOR STREET LIGHTI	715.00			
\$APINVCE	INV-10658	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	244.20			
\$APINVCE	INV-10724	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	241.10			
\$APINVCE	INV-10722	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	64.99			
\$APINVCE	INV-10725	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	38.50			
\$APINVCE	INV-10728	INVESTIGATED POWER/DATE FAULT TO TOTEM L	220.00			
\$APINVCE	INV-10098	REMOVAL OF TM IN NEWCASTLE ST. CP FOR CO	166.25			
\$APINVCE	INV-10723	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	194.48			
\$APINVCE	INV-10662	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	256.08			
\$APINVCE	INV-10661	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	224.46			
\$APINVCE	INV-10625	ELECTRICAL MAINTENANCE FOR STREET LIGHTI	269.91			
\$APINVCE	INV-10664	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	1,577.93			
\$APINVCE	INV-10636	ELECTRICAL MAINTENANCE FOR STREET LIGHTI	550.00			

208926	22/10/2020	WA AUSTRALIAN HOTELS HOSPITALITY ASSOC INC (UNION	5,500.00
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	00043323	ECONOMIC DEVELOPMENT SPONSORSHIP PO - 2	5,500.00			

208927	22/10/2020	ST. LUCIA HOLDINGS PTY LTD T/AS ARTFORM SIGNS AND	880.00
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	11751	CHRISTMAS DECORATIONS - DESIGN FOR STORA	880.00			

208928	22/10/2020	ALFRED BOCK T/AS AGB CONSULTING	5,073.75
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	313	OMBUDSMAN SERVICES TO CITY OF PERTH - AL	5,073.75			

208929	22/10/2020	ALANA HALL	3,766.60
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	40A	PODIATRIST	3,766.60			

# Payment Details by Invoice

# MUNICIPAL FUND



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Cheque/EFT Number	Payment Date	Payee	Payment Amount				
208930	22/10/2020	D.B CUNNINGHAM PTY LTD T/AS ADVANTEERING CIVIL	173,592.36				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 00002105	WELLINGTON SQUARE PLAYGROUND	173,592.36			
208931	22/10/2020	IMAGE SOURCE DIGITAL SOLUTIONS	653.40				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 453341	CULTURAL CENTRE CAR PARK - CPP WINDOW DE	544.50			
		\$APINVCE 453754	EER VOUCHER BROCHURES TO SUPPORT	108.90			
208932	22/10/2020	GJK FACILITY SERVICES	74,508.10				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 389575	CAR PARK REACTIVE MAINTENANCE FOR 2020/2	557.70			
		\$APINVCE 388763	PLANNED CAR PARK CLEANING AS PER CONTRAC	73,950.40			
208933	22/10/2020	PREMIER WORKPLACE SOLUTIONS	748.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 171024	50 X WET FLOOR SIGNS	748.00			
208934	22/10/2020	METRIX CONSULTING PTY LTD	12,118.34				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE INV-1151	MARKETING IMPACT EVALUATION AND INSIGHTS	12,118.34			
208935	22/10/2020	AUSTRALIAN ACADEMY OF TAI CHI (WA)	260.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 20212	TAI CHI CLASSES	260.00			
208936	22/10/2020	MAIN ROADS WESTERN AUSTRALIA	7,519.26				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 8009814	MRWA LINE MARKING_ADELAIDE TCE FROM HILL	7,519.26			
208937	22/10/2020	MSS SECURITY PTY LTD	37,102.88				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 70406311	MSS SECURITY TILL 30TH SEPTEMBER 2020	36,948.78			
		\$APINVCE 70406757	MSS SECURITY TILL 30TH SEPTEMBER 2020	154.10			

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# MUNICIPAL FUND



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Cheque/EFT Number	Payment Date	Payee	Payment Amount				
208938	22/10/2020	EVENTS INDUSTRY ASSOCIATION(WA)INC	250.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE INV-0004426	COVID SAFE SEMINAR X 5 STAFF	250.00			
208939	22/10/2020	LATERAL(W.A)PTY LTD	181.50				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE INV-8121	CPAMS SUPPORT	181.50			
208940	22/10/2020	MCLEODS BARRISTERS AND SOLICITORS	17,315.91				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 115409	ELECTORAL PROCESSES - NEIL DOUGLAS/JENNI	16,169.25			
		\$APINVCE 115448	SETTLEMENT OF UNIT 100/ 403 NEWCASTLE ST	1,146.66			
208941	22/10/2020	MASTEC AUSTRALIA PTY LTD	8,080.38				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 00077070	STORES STOCK	8,080.38			
208942	22/10/2020	ELECTRICITY GENERATION AND RETAIL CORPORATION	907.53				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 354249880	SUPPLY ABOLISHMENT FEE	469.15			
		\$APINVCE 335251120	U 6 420 WELLINGTON STREET PERTH	57.76			
		\$APINVCE 339441180	U A 44 LAKE STREET NORTHBRIDGE	81.83			
		\$APINVCE 339441180	U A 44 LAKE STREET NORTHBRIDGE	298.79			
208943	22/10/2020	BLACKWOODS ATKINS	992.03				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE PE9071XS	DEPOT MAIN STORE STOCK	23.71			
		\$APINVCE PE4904XU	STORES STOCK	22.34			
		\$APINVCE PE4171XT	DEPOT MAIN STORE STOCK	303.93			
		\$APINVCE PE0338XT	DEPOT MAIN STORE STOCK	163.68			
		\$APINVCE PE5251XT	DEPOT MAIN STORE STOCK	143.35			
		\$APINVCE PE4206XU	STORE STOCK	335.02			
208944	22/10/2020	AUSTRALIAN HVAC SERVICES	231.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 57886	HVAC REACTIVE MAINTENANCE/ QUOTED WORKS	231.00			

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208945	22/10/2020	WSP AUSTRALIA PTY LTD	5,170.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 64072414	PRE-OPENING ROAD SAFETY AUDIT FOR SPRING	5,170.00			
208946	22/10/2020	ALLPEST WA	531.06				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 6263306	VARIOUS SITES - PEST CONTROL - 2020/21 F	135.06			
		\$APINVCE 6265052	VARIOUS SITES - PEST CONTROL - 2020/21 F	198.00			
		\$APINVCE 6265053	VARIOUS SITES - PEST CONTROL - 2020/21 F	198.00			
208947	22/10/2020	AUSTRALIA POST(677495)	4,850.60				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 677495	POSTAGE CHARGES SEPTEMBER 2020	4,850.60			
208948	22/10/2020	THE TRUSTEE FOR THE PROPERTY AUSTRALIA	5,277.40				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 7269	565 HAY STREET (LIBRARY) - 2020/2021	5,192.92			
		\$APINVCE 7263	565 HAY STREET (LIBRARY) - 2020/2021	84.48			
208949	22/10/2020	SURVEYTECH TRAFFIC SURVEYS PTY LTD	275.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 200929A	MILLIGAN STREET / SGT TRAFFIC COUNT - MI	275.00			
208950	22/10/2020	BROWNES FOODS OPERATIONS PTY LTD	42.12				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 15616151	DEPOT WEEKLY MILK DELIVERY 1 JULY 2020 -	42.12			
208951	22/10/2020	AUSTRALIAN INSTITUTE OF MANAGEMENT	2,904.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 7124685	EFFECTIVE PEOPLE MANAGEMENT (25-NOV-20)	968.00			
		\$APINVCE 7124684	EFFECTIVE PEOPLE MANAGEMENT (25-NOV-20)	968.00			
		\$APINVCE 7124683	EFFECTIVE PEOPLE MANAGEMENT (25-NOV-20)	968.00			
208952	22/10/2020	GLOBAL SPILL CONTROL PTY LTD	596.20				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 131273	AEROSOL CAN CAGE FOR DEPOT WORKSHOP DUE	596.20			



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Cheque/EFT Number	Payment Date	Payee	Payment Amount				
208953	22/10/2020	ICONIC PROPERTY SERVICES	21,387.55				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE	PSI011568	CLEANING AND LOCK UP SERVICES VARIOUS PR	21,387.55		
208954	22/10/2020	A E HOSKINS & SONS	1,622.12				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE	441498	VARIOUS SITES - UNPLANNED MAINTENANCE -	467.07		
		\$APINVCE	441390	VARIOUS SITES - UNPLANNED MAINTENANCE -	491.63		
		\$APINVCE	441419	VARIOUS SITES - UNPLANNED MAINTENANCE -	663.42		
208955	22/10/2020	MICKTRIC EVENTS	753.50				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE	INV11767	RAINBOW ARCH INSTALLATION YAGAN SQUARE	753.50		
208956	22/10/2020	FOX AND RABBIT	3,740.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE	INV-2304	FLOWER GIVEAWAY X 2 DATES	3,740.00		
208957	22/10/2020	AUSTRALIA POST	2,113.92				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE	9239593	AUSTRALIA POST OVER THE COUNTER INFRINGE	2,113.92		
208958	22/10/2020	ALL4CYCLING PTY LTD	347.60				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE	INV-1818	QUARTERLY SERVICE FOR FOUR BIKE REPAIR S	347.60		
208959	22/10/2020	THE BRAND AGENCY	7,238.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE	244970	CONCEPT DEVELOPMENT FOR 2021 SKYWORKS	7,238.00		
208960	22/10/2020	VIP SECURITY INDUSTRIES PTY LTD T/AS THREAT PROTECT	66.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE	V00197607	MONITORING OF ALARM SYSTEM FOR THE LIBRA	66.00		
208961	22/10/2020	FLEETCARE PTY LTD	8,049.44				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE	647079	NOVATED LEASE FOR STAFF	8,049.44		



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208962	22/10/2020	THE TRUSTEE FOR THE SWIFT FLOW UNIT TRUST	837.75
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	10373	VARIOUS SITES - UNPLANNED PLUMBING MAINT	837.75			

208963	22/10/2020	ROWSON'S PLUMBING SERVICES PTY LTD	9,721.08
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	817597	VARIOUS SITES - UNPLANNED PLUMBING MAINT	3,065.39			
\$APINVCE	817942	VARIOUS SITES - UNPLANNED PLUMBING MAINT	524.32			
\$APINVCE	817935	VARIOUS SITES - UNPLANNED PLUMBING MAINT	410.05			
\$APINVCE	817930	VARIOUS SITES - UNPLANNED PLUMBING MAINT	299.13			
\$APINVCE	817941	VARIOUS SITES - UNPLANNED PLUMBING MAINT	478.28			
\$APINVCE	817939	VARIOUS SITES - UNPLANNED PLUMBING MAINT	949.53			
\$APINVCE	818065	VARIOUS SITES - UNPLANNED PLUMBING MAINT	243.68			
\$APINVCE	817937	VARIOUS SITES - UNPLANNED PLUMBING MAINT	299.13			
\$APINVCE	818053	VARIOUS SITES - UNPLANNED PLUMBING MAINT	546.15			
\$APINVCE	818052	VARIOUS SITES - UNPLANNED PLUMBING MAINT	271.40			
\$APINVCE	818066	VARIOUS SITES - UNPLANNED PLUMBING MAINT	383.16			
\$APINVCE	817934	VARIOUS SITES - UNPLANNED PLUMBING MAINT	437.59			
\$APINVCE	817936	VARIOUS SITES - UNPLANNED PLUMBING MAINT	504.14			
\$APINVCE	817933	VARIOUS SITES - UNPLANNED PLUMBING MAINT	410.05			
\$APINVCE	817938	VARIOUS SITES - UNPLANNED PLUMBING MAINT	356.27			
\$APINVCE	817940	VARIOUS SITES - UNPLANNED PLUMBING MAINT	243.68			
\$APINVCE	818010	VARIOUS SITES - UNPLANNED PLUMBING MAINT	299.13			

208964	22/10/2020	SONTEC INTEGRATED SYSTEMS	313.50
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	17280	COMMUNITY CENTRE - WO302586 - CM136165/2	313.50			

208965	22/10/2020	DIVERSUS	136,155.80
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	00006616	RENEWALS FOR NINTEX WORKFLOW AND	136,155.80			

208966	22/10/2020	GISSA INTERNATIONAL PTY LTD	3,637.70
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	00048027	MEMBERSHIP AND ANNUAL SUBSCRIPTION A-SPE	3,637.70			

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208967	22/10/2020	ENVIRODRY TOWELS PTY LTD	484.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 601350	TOWEL SUPPLY FOR THE CITIPLACE REST CENT	484.00			
208968	22/10/2020	WINC AUSTRALIA PTY PTD	699.89				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 9033986023	ICT SERVICES UNIT - BLANKET ORDER FOR ST	419.41			
		\$APINVCE 9033955643	KITCHEN SUPPLIES AND STATIONERY - LEVEL	185.06			
		\$APINVCE 9033961444	CDS STATIONERY	67.20			
		\$APINVCE 9033962177	OFFICE/KITCHEN/CLEANING SUPPLIES - LEVEL	28.22			
208969	22/10/2020	ACE SECURITY AND EVENTS SERVICES	1,776.50				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 00006624	SECURITY FOR TOWN HALL EVENTS - ORDERED	1,776.50			
208970	22/10/2020	GMF CONTRACTORS	6,186.97				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE JINV626816	INSITU KERBING - MYERS ST, NEDLANDS, PJ_	6,186.97			
208971	22/10/2020	WINDOW WIPERS	1,023.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE WW23499	VARIOUS SITES -WINDOW CLEANING - 2020/21	880.00			
		\$APINVCE WW24027	WINDOW CLEANING TO VISAGE HAIR AND	60.50			
		\$APINVCE WW24026	WINDOW CLEANING TO VISAGE HAIR AND	82.50			

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208972	22/10/2020	ESSENTIAL FIRE SERVICES PTY LTD	4,567.20
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	72291SM	FIGURES ARE AN ESTIMATE ONLY, BASED ON A	181.50			
\$APINVCE	72729SM	FIGURES ARE AN ESTIMATE ONLY, BASED ON A	272.25			
\$APINVCE	72189SM	FIGURES ARE AN ESTIMATE ONLY, BASED ON A	330.55			
\$APINVCE	72862SM	FIGURES ARE AN ESTIMATE ONLY, BASED ON A	242.00			
\$APINVCE	72314SM	FIGURES ARE AN ESTIMATE ONLY, BASED ON A	236.50			
\$APINVCE	70971SM	FIGURES ARE AN ESTIMATE ONLY, BASED ON A	302.50			
\$APINVCE	71978SM	FIGURES ARE AN ESTIMATE ONLY, BASED ON A	91.30			
\$APINVCE	72037SM	FIGURES ARE AN ESTIMATE ONLY, BASED ON A	416.90			
\$APINVCE	72588SM	FIGURES ARE AN ESTIMATE ONLY, BASED ON A	556.60			
\$APINVCE	72188SM	FIGURES ARE AN ESTIMATE ONLY, BASED ON A	121.00			
\$APINVCE	72877ZSM	FIGURES ARE AN ESTIMATE ONLY, BASED ON A	272.25			
\$APINVCE	71785SM	FIGURES ARE AN ESTIMATE ONLY, BASED ON A	198.00			
\$APINVCE	71737SM	FIGURES ARE AN ESTIMATE ONLY, BASED ON A	181.50			
\$APINVCE	72928SM	FIGURES ARE AN ESTIMATE ONLY, BASED ON A	302.50			
\$APINVCE	71919SM	FIGURES ARE AN ESTIMATE ONLY, BASED ON A	181.50			
\$APINVCE	71920SM	FIGURES ARE AN ESTIMATE ONLY, BASED ON A	468.60			
\$APINVCE	72318SM	FIGURES ARE AN ESTIMATE ONLY, BASED ON A	211.75			

208973	22/10/2020	HOBAN RECRUITMENT	16,129.81
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	H48862	DEPOT WORKSHOP TA LABOUR HIRE FOR TA JES	2,085.31			
\$APINVCE	H48726	SUPPLY OF CARPENTER PATRICK O'CONNOR FOR	1,493.54			
\$APINVCE	H48722	SOPHIE MORRISON - ELECTORAL OFFICER	4,519.60			
\$APINVCE	H48723	HOBAN - LABOUR HIRE 20/21	8,031.36			

208974	22/10/2020	BARNETTS (WA)PTY LTD	234.85
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	POSS203256	VARIOUS SITES - UNPLANNED MAINTENANCE -	234.85			

208975	22/10/2020	PLANT FORCE INVESTMENTS PTY LTD T/AS PLANTRITE	609.40
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	00033667	PT FRASER SEDGES - SCHOOL VOLUNTEER DAY	609.40			

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208976	22/10/2020	SUEZ RECYCLING & RECOVERY PTY LTD	4,928.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 165284	SIDELIFT OPERATIONS OF CRAWLEY/NEDLANDS	4,928.00			
208977	22/10/2020	ENVIRO INFRASTRUCTURE PTY LTD	15,037.36				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 6059	WELD REPAIRS TO ISUZU RUBBISH COMPACTOR	1,615.38			
		\$APINVCE 5903	VARIOUS SITES - UNPLANNED MAINTENANCE -	2,767.81			
		\$APINVCE 5856	TREE GRATE CUTTING/MODIFYING	5,745.45			
		\$APINVCE 5944	TREE GRATE CUTTING/MODIFYING	4,908.72			
208978	22/10/2020	VOCUS PTY LTD	11,511.50				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE P626800	YEAR 2 OF VOCUS INTERNET SERVICES	11,511.50			
208979	22/10/2020	TAK SHUN DICKSON CHEUNG - TAKO PRINT SOLUTIONS	121.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE INV-T15936	10 COPIES A3 FULL COLOUR 1-SIDED ON 250	121.00			
208980	22/10/2020	BATTERIES PLUS	196.60				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 642822	NEW BATTERY FOR PARKS UTE	196.60			
208981	22/10/2020	THE TRUSTEE FOR THE SPRINGFORM INVESTMENTS TRUST	5,500.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$CANCHQ 208981	EVENTS & ACTIVATION QUICK RESPONSE GRANT	5,500.00			
208982	22/10/2020	DRY CLEANING EXPRESS PTY LTD T/AS DRYCLEAN &	115.50				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 1954	RANGER AND SURVEILLANCE DRY CLEANING 20-	30.80			
		\$APINVCE 1955	CPP OPS DRYCLEANING	30.80			
		\$APINVCE 1938	RANGER AND SURVEILLANCE DRY CLEANING 20-	23.10			
		\$APINVCE 1953	DRY CLEANING FOR PARKING INFORMATION OFF	30.80			
208983	22/10/2020	AUSTRALIAN PARKING AND REVENUE CONTROL PTY LTD	7,603.20				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE INV-00057388	PDA ENFORCEMENT SYSTEM HOSTING AND LICEN	7,603.20			

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208984	22/10/2020	KIRSTY PETRIDES	2,500.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$CANCHQ 208984	VISIT PERTH BLOGS X 10	2,500.00			
208985	22/10/2020	TSTEE GREEN F/TRUST & TSTEE HOOD F/TRUST T/A OFFICE	271.04				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 140542	LEVEL ONE MILK ORDER - JULY 2020 ONWARD	126.72			
		\$APINVCE 136939	LEVEL ONE MILK ORDER - JULY 2020 ONWARD	144.32			
208986	22/10/2020	THE TRUSTEE FOR EDGAR PITTEP FAMILY TRUST T/AS HIRE	50.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 160505	HIGH BAR TABLE CLOTH HIRE FOR CANDIDATE	50.00			
208987	22/10/2020	DULUXGROUP(AUSTRALIA)PTY LTD T/AS DULUX	401.54				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE WC04-0315362	PAINT AND HARDWARE SUPPLIES FOR USE	42.20			
		\$APINVCE WC04-0315366	PAINT AND HARDWARE SUPPLIES FOR USE	42.20			
		\$APINVCE 315483	PAINT AND HARDWARE SUPPLIES FOR USE	160.31			
		\$APINVCE 315430	PAINT AND HARDWARE SUPPLIES FOR USE IN G	156.83			
208988	22/10/2020	EAST PERTH COMMUNITY SAFETY GROUP T/AS EAST PERTH	3,000.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 2020_8	FOR CANDICE - APPROVED AT THE COUNCIL ME	3,000.00			
208989	22/10/2020	THE GRIFFITH FAMILY TRUST T/AS SUPERSTOCK SERVICES	209.46				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 40429793	MILK FOR CHILD CARE	79.53			
		\$APINVCE 40428869	MILK FOR CHILDCARE CENTRE	79.53			
		\$APINVCE 40427256	FRUIT JUICE AND DAIRY PRODUCTS FOR THE C	50.40			
208990	22/10/2020	KNOWN ASSOCIATES INVESTMENTS PTY LTD T/AS KNOWN	16,585.84				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE INV-0130	COLOUR INSTALLATION MALLS	16,585.84			
208991	22/10/2020	HEMOCRAFT TEXTILES (WA) PTY LTD	300.57				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE INV-0870	BLUE TREE PROJECT - MENTAL HEALTH WEEK W	300.57			

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208992	22/10/2020	SELECT FRESH PTY LTD	327.80				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 282343	FRUIT AND VEGETABLES	106.69			
		\$APINVCE 282228	FRUIT AND VEG FOR CHILD CARE	150.89			
		\$APINVCE 282397	FRUIT AND VEGETABLES	70.22			
208993	22/10/2020	303 MULLENLOWE AUSTRALIA PTY LTD T/AS 303	6,210.73				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 5000726802	PRODUCTION AND FILMING COSTS FOR ALWAYS	6,210.73			
208994	22/10/2020	ACCESS ICON PTY LTD T/AS CASCADA GROUP	5,440.60				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 10615	SUPPLY OF 1 X 803S9115D CVR&FRM 914 X	514.80			
		\$APINVCE 10548	4 X CONVERSION COVER WAVE GRATE 1200X120	2,142.80			
		\$APINVCE 10594	SUPPLY OF 1 X 803S9115D CVR&FRM 914 X	1,391.50			
		\$APINVCE 10603	SUPPLY OF 1 X 803S9115D CVR&FRM 914	1,391.50			
208995	22/10/2020	THE TRUSTEE FOR THE GLADWELL FAMILY TRUST T/AS	1,000.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 01284		1,000.00			
208996	22/10/2020	DRIVER RISK MANAGEMENT PTY LTD	792.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE DRM-0874	RANGER DRIVER TRAINING 4/8/20 – TYRON AN	792.00			
208997	22/10/2020	ALL FITNESS SOLUTIONS ATF THE TRUSTEE FOR SIMPSON	273.90				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE AFIT4572	DISINFECTANT WIPES BOX, 1200 WIPES PER R	273.90			
208998	22/10/2020	KERRY FAULKNER	3,000.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 011010	VISIT PERTH BLOGS X 10	3,000.00			

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208999	22/10/2020	TYRES 4U PTY LIMITED	8,108.46				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE XX763497	NEW TYRES FOR RUBBISH TRUCK AND SMALL ST	126.01			
		\$APINVCE XX755867	REPLACEMENT OF NEW TYRES, FITTING CHARGE	39.34			
		\$APINVCE XX755861	REPLACEMENT OF NEW TYRES, FITTING CHARGE	459.80			
		\$APINVCE XX757084	REPLACEMENT OF NEW TYRES, FITTING CHARGE	1,578.81			
		\$APINVCE XX756489	REPLACEMENT OF NEW TYRES, FITTING CHARGE	1,694.00			
		\$APINVCE XX765672	NEW TYRES FOR RUBBISH TRUCK AND SMALL ST	126.01			
		\$APINVCE XX757764	REPLACEMENT OF NEW TYRES, FITTING CHARGE	1,578.81			
		\$APINVCE XX755862	REPLACEMENT OF NEW TYRES, FITTING CHARGE	851.95			
		\$APINVCE XX756488	REPLACEMENT OF NEW TYRES, FITTING CHARGE	751.85			
		\$APINVCE XX756896	REPLACEMENT OF NEW TYRES, FITTING CHARGE	39.34			
		\$APINVCE XX765685	NEW TYRES FOR RUBBISH TRUCK AND SMALL ST	839.85			
		\$APINVCE XX754876	REPLACEMENT OF NEW TYRES, FITTING CHARGE	22.69			
209000	22/10/2020	REBECCA LOUISE HIGGIE	357.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 051020	PERFORMANCE FEE FOR SETTING BOOKS ON FIR	357.00			
209001	22/10/2020	ABILITY CENTRE AUSTRALASIA LTD T/AS GOODWILL	4,655.15				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE IN037455	4 X SORTING TABLES FOR CDS PROJECT GOODW	4,655.15			
209002	22/10/2020	THE TRUSTEE FOR THE TEMPESTT FAMILY TRUST T/AS	1,980.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 00004022	INSTALLATION OF ANTIGRAFFITI COATING TO	1,980.00			
209003	22/10/2020	ILLUMINANCE SOLUTIONS PTY LTD	5,500.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE INV-002253	ECONOMIC DEV SPONSORSHIP - PO FOR ILLUMI	5,500.00			
209004	22/10/2020	BOLINDA PUBLISHING PTY LTD	120.95				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 208022	EARBUDS FOR SALE TO PUBLIC	120.95			



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209005	22/10/2020	BUNNINGS BUILDING SUPPLIES P/L						593.19
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 2404/01319500	VARIOUS SITES - UNPLANNED MAINTENANCE/RE	167.20				
		\$APINVCE 2404/01283144	VARIOUS SITES - UNPLANNED MAINTENANCE -	35.19				
		\$APINVCE 2404/01385935	WASTE & CLEANING DAYSHIFT - SANITATION &	149.96				
		\$APINVCE 2404/9829731	SUPPLY 1 X NEBO 3200LM WATER PROOF FLASH	122.55				
		\$APINVCE 2404/01129527	SUPPLY 12 X STANLEY 12 X 300 MM SQUARE S	89.73				
		\$APINVCE 2404/01633726	SUPPLY 1 X 160MM AQUAPRO POND FILTER	19.06				
		\$APINVCE 2437/00543461	VARIOUS SITES - UNPLANNED MAINTENANCE -	9.50				
209006	22/10/2020	CABCHARGE AUSTRALIA PTY LTD						147.84
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 25074305P2010	TAXI FARES FOR STAFF WORKING AT EVENTS	147.75				
		\$APINVCE 25064641P2010	TRAVEL CHARGES CITYWATCH 20/21	0.09				
209007	22/10/2020	CALTEX AUSTRALIA PETROLEUM PTY LTD						1,889.32
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 9424678656	DIESEL FUEL FOR CITY WATCH DEPOT	1,889.32				
209008	22/10/2020	CENTRECARE CORPORATE						1,584.00
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 23616	CENTRECARE CORPORATE EAP PROGRAM	1,584.00				
209009	22/10/2020	CITY OF PERTH (PETTY CASH)						577.28
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 191020	PETTY CASH REIMBURSEMENT OCTOBER 2020	577.28				
209010	22/10/2020	CITY OF STIRLING						3,115.20
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 5348	WASTE DISPOSAL - TIPPING FEES 20/21	3,115.20				
209011	22/10/2020	CLASSIC TREE SERVICES						2,311.12
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE INV-32573	STREET TREE PRUNING, REMOVAL AND ARBORIC	1,777.17				
		\$APINVCE INV-32566	STREET TREE PRUNING, REMOVAL AND ARBORIC	533.95				



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209012	22/10/2020	DARDANUP BUTCHERING UNIT TRUST T/AS DARDANUP						1,201.01
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE BL543469	DARDANUP MEATS	385.02				
		\$APINVCE BL543855	DARDANUP MEATS	471.72				
		\$APINVCE BL544239	MEAT DELIVERY FOR CHILD CARE	233.58				
		\$APINVCE BL544065	DARDANUP MEATS	110.69				
209013	22/10/2020	DEPUTY COMMISSIONER OF TAXATION						615,510.00
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$HRPAYJNL F 9/10/2020	WITHHOLDING TAX (PAYG)	10,066.00				
		\$HRPAYJNL EF 9/10/2020	HELP	1,120.00				
		\$HRPAYJNL F 2/10/2020	ETP TAX (CODE O)	142.00				
		\$HRPAYJNL F 9/10/2020	WITHHOLDING TAX (PAYG)	458,025.00				
		\$HRPAYJNL F 9/10/2020	SFSS	482.00				
		\$HRPAYJNL F 9/10/2020	EXTRA TAX	1,765.00				
		\$HRPAYJNL F 9/10/2020	ETP TAX (CODE O)	5,456.00				
		\$HRPAYJNL F 2/10/2020	WITHHOLDING TAX (PAYG)	13,701.00				
		\$HRPAYJNL F 9/10/2020	ETP TAX (CODE O)	283.00				
		\$HRPAYJNL EF 9/10/2020	WITHHOLDING TAX (PAYG)	110,888.00				
		\$HRPAYJNL F 9/10/2020	HELP	12,982.00				
		\$HRPAYJNL EF 9/10/2020	EXTRA TAX	600.00				
209014	22/10/2020	FARINOSI & SONS PTY LTD						111.24
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 10978812	VARIOUS SITES - UNPLANNED MAINTENANCE -	63.48				
		\$APINVCE 10978313	SODAL GENIUS GUN EXPANDING FOAM 600/750	47.76				
209015	22/10/2020	STRATAGREEN						1,937.14
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 127737	STORES STOCK	1,937.14				

# Payment Details by Invoice

# MUNICIPAL FUND



From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

Cheque/EFT Number	Payment Date	Payee	Payment Amount				
209016	22/10/2020	HAYS PERSONNEL SERVICES (AUST) PTY LTD	17,342.64				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 9489625	SENIOR PROJECT ENGINEER	1,169.12			
		\$APINVCE 9551889	HAYS	1,653.73			
		\$APINVCE 9551888	HAYS	1,324.39			
		\$APINVCE 9570677	SENIOR PROJECT ENGINEER - ARUN	2,375.96			
		\$APINVCE 9489624	HAYS	1,324.39			
		\$APINVCE 9551890	SENIOR PROJECT ENGINEER - ARUN	2,564.52			
		\$APINVCE 9583865	HAYS	1,317.36			
		\$APINVCE 9536166	HAYS	1,324.39			
		\$APINVCE 9520833	HAYS	1,317.36			
		\$APINVCE 9504654	HAYS	1,653.73			
		\$APINVCE 9585651	CONTRACT TECHNICIAN	1,317.69			
209017	22/10/2020	HYDROQUIP PUMPS	29,181.90				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE INV-41818	OZONE RESERVE IRRIGATION PUMP REPAIRS	26,530.90			
		\$APINVCE INV-1817	OZONE RESERVE PUMP SERVICE (PUMPS 1,2,6,	2,651.00			
209018	22/10/2020	ID SUPPLIES PTY LTD	1,396.45				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 011595	HCX01-CUSTOM AUTHORITY CARD - CITY OF PE	1,396.45			
209019	22/10/2020	KONE ELEVATORS PTY LTD	217.23				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 191934441	CAR PARK AUTO DOORS UNPLANNED	217.23			
209020	22/10/2020	MERCURY	165.26				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE CMM4351435/6	COURIER FOR UNDER WARRANTY REPAIRS TO SA	68.68			
		\$APINVCE CMM4357517/3	BLANKET ORDER FOR COURIER SERVICES FOR I	96.58			
209021	22/10/2020	MINDARIE REGIONAL COUNCIL	54,862.02				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE INV-042595	PROVISION OF LANDFILL TIPPING - 20/21	124.03			
		\$APINVCE SINV-042565	PROVISION OF LANDFILL TIPPING - 20/21	54,737.99			

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# MUNICIPAL FUND



From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>						<i>Payment Amount</i>
209022	22/10/2020	LGISWA						473,993.30
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 100141079	FINAL 50 INSURANCE PREMIUM - LGIS PROPER	172,593.30				
		\$APINVCE 100-140664	FINAL 50% IF INSURANCE PREMIUM - LGIS LI	301,400.00				
209023	22/10/2020	NOVA NEWSAGENCY						833.18
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 2300	MAGAZINES & LOCAL AND INTERSTATE NEWSPAP	833.18				
209024	22/10/2020	PERROTT PAINTING						9,658.86
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE SINV16774	FOR THE SANDING AND PAINTING OF 6 X PICN	5,391.95				
		\$APINVCE SINV16782	UNPLANNED GRAFFITI REMOVAL & PAINTING SE	640.86				
		\$APINVCE SINV16781	CHRISTMAS DECORATIONS 2020 - PAINTING P	3,626.05				
209025	22/10/2020	CEI PTY LTD T/AS RAECO						1,173.61
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 559542	ASSORTED SLATWALL ACRYLIC SHELVES FOR DV	1,173.61				
209026	22/10/2020	THE ROYAL LIFE SAVING SOCIETY WA INC						6,350.06
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 119833	VARIOUS SITES -WATER FEATURE PLANNED MAI	2,840.24				
		\$APINVCE 119834	VARIOUS SITES -WATER FEATURE PLANNED MAI	3,509.82				
209027	22/10/2020	RSEA PTY LTD						827.07
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 10785925	3 PAIRS OF GUMBOOTS FOR PARKS TEAM MEMBE	103.40				
		\$APINVCE 10808827	SAFETY BOOTS FOR TYSON SITA (8421).	160.60				
		\$APINVCE 10807825	EMPLOYEE SAFETY BOOTS	137.50				
		\$APINVCE 10785925A	3 PAIRS OF GUMBOOTS FOR PARKS TEAM MEMBE	51.70				
		\$APINVCE 10797351	WAC DAYSHIFT - GRAFFITI - SAFETY BOOTS -	122.10				
		\$APINVCE 10792066	EMPLOYEE SAFETY BOOTS	158.36				
		\$APINVCE 10688255	SIGN SWING STAND 900X600MM SS9060 (X 2 U	93.41				

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From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>	<i>Payment Amount</i>				
209028	22/10/2020	SCOPE SPORTSWEAR	1,320.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE INV-4905	UNIFORM - CAPS FOR PARKING AND RANGERS	1,320.00			
209029	22/10/2020	STATEWIDE CLEANING SUPPLIES	108.94				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE SI402840	BLANKET ORDER FOR STATEWIDE CLEANING PRO	85.29			
		\$APINVCE SI401081	STORES AND MATERIALS	23.65			
209030	22/10/2020	CSP GROUP PTY LTD T/AS STIHL SHOP OSBORNE PARK	1,193.10				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 61390	MINOR PLANT SERVICING OF HEDGER AND WHIP	342.25			
		\$APINVCE 61395#0	PPE, 2 X HEDGE TRIMMER CHAPS AND 1 X BRU	617.00			
		\$APINVCE 61391	MINOR PLANT SERVICING OF HEDGER AND WHIP	233.85			
209031	22/10/2020	TELSTRA	18,232.72				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 4681944502	DATA CHARGES 16/8/20-15/9/20	4,758.97			
		\$APINVCE 4681945053	DATA CHARGES 16/8/20-15/9/20	13,473.75			
209032	22/10/2020	TENNANT AUSTRALIA	1,063.46				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 917266929	CYCLONE FAN + BEARINGS FOR COOLING HOPPE	1,063.46			
209033	22/10/2020	WATERLOGIC AUSTRALIA PTY LTD	62.70				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE CD-3005599	WATER COOLER RENTAL FOR COMMUNITY	62.70			
209034	22/10/2020	TOTAL EDEN PTY LTD	2,938.36				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 410950352	DEPOT MAIN STORE STOCK	2,822.86			
		\$APINVCE 409753472	IRRIGATION PARTS	115.50			
209035	22/10/2020	T QUIP	143.75				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 95610#7	REPLACEMENT PARTS FOR DECK PULLEY ON LAR	143.75			

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<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>	<i>Payment Amount</i>				
209036	22/10/2020	TOWN OF VICTORIA PARK	15,690.33				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 22	PARKING FEE COLLECTION 08/10/20-14/10/20	15,690.33			
209037	22/10/2020	TURF CARE WA PTY LTD	552.75				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE INV-1137	CITY WIDE MEDIAN ISLAND WEED CONTROL	552.75			
209038	22/10/2020	ULTIMO CATERING & EVENTS PTY LTD	548.90				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 00410146	COP CATERING SUPPLIES	548.90			
209039	22/10/2020	UNITED EQUIPMENT PTY LTD T/AS UNITED FORKLIFT AND	1,265.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 61IP083204	FORKLIFT EXTENSION ARM FOR GAS WORKS ASS	1,265.00			
209040	22/10/2020	WARP PTY LTD	1,245.66				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 115444	PROVIDE TRAFFIC MANAGEMENT	1,245.66			
209041	22/10/2020	WURTH AUSTRALIA PTY LTD	156.16				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 4307237924	STORES STOCK	156.16			
209042	22/10/2020	PATRICIA BENJAMIN	13.50				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 11092020	CRAFT STALL REIMBURSEMENT	13.50			
209043	22/10/2020	240 ADELAIDE TCE PTY LTD	208.65				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 2020/511	REFUND APP FEE 2020/511 238 ADELAIDE TCE	208.65			
209044	22/10/2020	SA & JL STABBACK	15.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 40055	RFND ACCESS CARD DEPOSIT - 40055 PIER ST	15.00			

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<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>	<i>Payment Amount</i>				
209045	22/10/2020	ARANDELL NOMINEES PTY LTD ATF JJ LEACH	76.70				
		<i>Invoice Number</i> \$APINVCE 2020/546	<i>Payment Details</i> SIGN LICENCE REFUND- 227 MURRAY ST MALL	<i>Amount</i> 76.70	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
209046	22/10/2020	FORMOSA (PERTH) PTY LTD	1,252.60				
		<i>Invoice Number</i> \$APINVCE A1212364	<i>Payment Details</i> RATES RFD-BIN ADJ A1212364/A1212372	<i>Amount</i> 1,252.60	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
209047	22/10/2020	GREGORY SMITH	165.00				
		<i>Invoice Number</i> \$APINVCE 220920	<i>Payment Details</i> FOOTCARE MNGMNT PROGRAMME	<i>Amount</i> 165.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
209048	22/10/2020	HIGHBURY HOMES (WA) PTY LTD	7,533.29				
		<i>Invoice Number</i> \$APINVCE BPC2019161	<i>Payment Details</i> WORKBOND REFUND - 140 BROADWAY CRAWLEY	<i>Amount</i> 7,533.29	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
209049	22/10/2020	CLAY MCSHANE	120.00				
		<i>Invoice Number</i> \$APINVCE 160920	<i>Payment Details</i> HEALTHY LIFESTYLE PAYMENT	<i>Amount</i> 120.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
209050	22/10/2020	JOHN G FISH	119.99				
		<i>Invoice Number</i> \$APINVCE 020920	<i>Payment Details</i> HEALTHY LIFESTYLE PAYMENT	<i>Amount</i> 119.99	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
209051	22/10/2020	ALDERTON INVESTMENTS	81.82				
		<i>Invoice Number</i> \$APINVCE 35180	<i>Payment Details</i> REFUND CANCELLED PERMIT 35180	<i>Amount</i> 81.82	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
209052	22/10/2020	RIO TINTO SHARD SERVICES	1,499.34				
		<i>Invoice Number</i> \$APINVCE 01119019	<i>Payment Details</i> REFUND PARKING CARDS 01119019/01000587	<i>Amount</i> 1,499.34	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
209053	22/10/2020	THIESS PTY LTD	131.80				
		<i>Invoice Number</i> \$APINVCE 35099	<i>Payment Details</i> REFUND PARKING PERMIT 35099	<i>Amount</i> 131.80	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>

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From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>	<i>Payment Amount</i>				
209054	22/10/2020	BEAUASH HOLDINGS PTY LTD	156.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	OB20201127 REFUND OBSTRUCTION PERMIT OB-2020/1127	156.00			
209055	22/10/2020	TALGA RESOURCES LTD	300.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	31366 REFUND VENUE BOOKING - 31366	300.00			
209056	22/10/2020	THE WEST AUSTRALIAN	99.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	EV2020215 APPLICATION FEE REFUND - TELETHON CHOIR	99.00			
209057	22/10/2020	RUSSELL MCCOURTS	85.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	051020 PARKING FEE REFUND - PIER ST CAR PARK	85.00			
209058	22/10/2020	GANAN CAPITAL PTY LTD	425.30				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	A1005875 RATES REFUND - 18 EMERALD TCE WEST PERTH	425.30			
209059	22/10/2020	REAL ESTATE 88 TRUST ACCOUNT	579.90				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	A1152933 RFND OVERPAID RATES-20/98 TERRACE ROAD	579.90			
209060	22/10/2020	HENRY NEWTON GROMAN PORTFOLIO ACCOUNT	2,054.55				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	A1002591 RFND OVERPAID RATES- A1002591	2,054.55			
209061	22/10/2020	DAVID WALLER	110.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	11092020 OPTITAL - D WALLER	110.00			
209062	22/10/2020	AWESOME ARTS	1,500.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	12102020 VALIDATOR BOND REFUND	1,500.00			

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<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>	<i>Payment Amount</i>				
209063	22/10/2020	JORDAN SEAN TAYLOR	120.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 011020	HEALTHY LIFESTYLE PAYMENT	120.00			
209064	22/10/2020	DANIEL GILBERT	120.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 101020	HEALTHY LIFESTYLE PAYMENT	120.00			
209065	22/10/2020	FARAH KABBANI	120.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 011020	HEALTHY LIFESTYLE PAYMENT	120.00			
209066	22/10/2020	M & S LAVRICK	120.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 300920	HEALTHY LIFESTYLE PAYMENT	120.00			
209067	22/10/2020	PHIL RASO & M KOCH	120.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 131020	HEALTHY LIFESTYLE PAYMENT	120.00			
209068	22/10/2020	STUART RICHARDS MATTHEWS	120.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 081020	HEALTHY LIFESTYLE PAYMENT	120.00			
209069	22/10/2020	CAMERON PAUL BROWN	500.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE EV2020231	BOND REFUND - LIAM'S PARTY 2020	500.00			
209070	22/10/2020	BRETT PEGLER	120.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 131020	HEALTHY LIFESTYLE PAYMENT	120.00			
209071	22/10/2020	COMBINED ENTERTAINMENT STRATEGIES	250.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE EV2020166	BOND REFUND EV-2020/166	250.00			



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<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>	<i>Payment Amount</i>				
209072	22/10/2020	TIM DAVIES LANDSCAPING PTY LTD	500.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	OB20201352	BOND REFUND OB-2020/1352	500.00		
209073	22/10/2020	ABDUL RAHIM BIN KASIM	1,500.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	29092020	REGONITION EMPLOYEE SERVICE	1,500.00		
209074	22/10/2020	UNITINGCARE WEST	3,605.50				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	A1036870	REFUND DUE TO BIN ADJ - A1036870/A103666	3,605.50		
209075	22/10/2020	LINDA S HUNTER	79.99				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	250920	HEALTHY LIFESTYLE PAYMENT	79.99		
209076	22/10/2020	CTI5 PTY LTD	10,000.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	211020	CONTAINER DEPOSIT SCHEME TOP UP	10,000.00		
209077	23/10/2020	ANIMATION ARTROOM PTY LTD	192,756.89				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	ARCOP1912SU	REIMBURSEMENT OF FILM RIGHTS /EVENT COST	10,581.89		
		\$APINVCE	ARCOP-FRING	REIMBURSEMENT OF FILM RIGHTS AND FLYER P	3,907.20		
		\$APINVCE	ARCOP1907-200	ANNUAL COST OF CONTRACTED SERVICES	173,373.20		
		\$APINVCE	ARCOP2002D	REIMBURSEMENT OF FILM RIGHTS FOR FREE FL	4,894.60		
209078	31/10/2020	INSTITUTE OF WEIGHT AND LIFE MANAGEMENT	1,452.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	00001078	COMMUNICABLE DISEASES TRAINING FOR SEPTE	1,452.00		
209079	31/10/2020	EUROPEAN FOODS PTY LTD	310.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	156545	COP COFFEE SUPPLIES : EUROPEAN FOODS	310.00		

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<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>	<i>Payment Amount</i>				
209080	31/10/2020	BROOK & MARSH PTY LTD	550.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 30009294	VALUATION - REGAL PLACE SURVEY PLAN TENA	550.00			
209081	31/10/2020	TAMALA PARK REGIONAL COUNCIL	32.11				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$JOURNAL J225945	DEV COST SUBJECT TO GST	(62,674.75)			
209082	31/10/2020	HOWARD AND SONS PYROTECHNICS DISPLAYS PTY LTD	99,000.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE INV-00010640	SKYWORKS 2021 FIREWORKS CONTRACT	99,000.00			
209083	31/10/2020	CTIS PTY LTD	7,641.75				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 01069018	COIN COLLECTION FROM TICKET MACHINES 202	7,797.70	155.95		
					<b>155.95</b>		
209084	31/10/2020	BIDFOOD WA PTY LTD	2,565.44				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE I50541053.PER	CATERING SUPPLIES FOR CITIPLACE COMMUNIT	283.10			
		\$APINVCE I50565667.PER	CATERING SUPPLIES FOR CITIPLACE COMMUNIT	18.83			
		\$APINVCE I50599257.PER	CATERING SUPPLIES FOR CITIPLACE COMMUNIT	378.06			
		\$APINVCE I50576262.PER	CATERING SUPPLIES FOR CITIPLACE COMMUNIT	315.83			
		\$APCREDIT C5679987.P	INVOICE I50438044.PER	(80.27)			
		\$APINVCE I50587676.PER	CATERING SUPPLIES FOR CITIPLACE COMMUNIT	365.48			
		\$APINVCE I50526507.PER	CATERING SUPPLIES FOR CITIPLACE COMMUNIT	414.72			
		\$APINVCE I50612577.PER	CATERING SUPPLIES FOR CITIPLACE COMMUNIT	156.80			
		\$APCREDIT C5680656.P	INVOICE I50442929.PER	(332.64)			
		\$APINVCE I50565666.PER	CATERING SUPPLIES FOR CITIPLACE COMMUNIT	1,045.53			
209085	31/10/2020	PARTOUT PTY LTD T/AS STATEWIDE BEARINGS	66.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE INV1372711	REPLACEMENT DRIVE BELT FOR LARGE WOOD SA	66.00			

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<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>	<i>Payment Amount</i>				
209086	31/10/2020	ADVANCED TRAFFIC MANAGEMENT	911.32				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 00139596	HAY AND MURRAY ST MALL, BOLLARD	911.32			
209087	31/10/2020	OFFICE WORKS	99.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 13183360	STATIONARY FOR FILMING THE LORD MAYOR SW	99.00			
209088	31/10/2020	NESPRESSO	1,514.50				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 35603397	REORDER COFFEE PODS FOR LEVEL 1	877.50			
		\$APINVCE 35645264	COFFEE SUPPLIES FOR LEVEL 7	637.00			
209089	31/10/2020	WESTBOOKS	861.62				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 317144	ASSORTED CHILDREN'S LIBRARY STOCK	861.62			
209090	31/10/2020	THE TRUSTEE FOR JONES FAMILY TRUST T/A ACCESS	17,039.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 1000150406	NEW GENIE AWP-30DC ELEVATING PLATFORM FO	17,039.00			
209091	31/10/2020	FOXTEL SUBSCRIBER PAYMENTS	155.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 37058980	FOXTEL FOR CITY ARTS SPACE (A/C 6449301)	155.00			
209092	31/10/2020	MENCHETTI CONSOLIDATED PTY LTD T/AS MG GROUP WA	330,312.82				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 00001921	HAY AND MURRAY STREET MALLS BOLLARD REPL	330,312.82			
209093	31/10/2020	THE TRUSTEE FOR BENNETT KELLY FAMILY TRUST	5,500.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 00001287	EVENTS QRG PO FOR CREATIVE MAZES - DINO	5,500.00			
209094	31/10/2020	CANON PRODUCTION PRINTING AUSTRALIA PTY LTD	142.93				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 1508283	MAINTENANCE TCS4SA STANDALONE SCANNER -	142.93			

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<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>						<i>Payment Amount</i>
209095	31/10/2020	ACCESS BRICKPAVING CO						17,895.63
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 16102028	28 TROODE ST LIFT AND RELAY PAVING 40 SQ	5,576.89				
		\$APINVCE 00051022	48 OUTRAM ST REPLACEMENT OF KERBING DUE	12,570.14	251.40			
					<b>251.40</b>			
209096	31/10/2020	SUNNY INDUSTRIAL BRUSHWARE						1,371.10
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 00022457	ANNUAL SWEEPER BRUSH BLANKET ORDER FOR 3	1,371.10				
209097	31/10/2020	UNIVERSAL MEDICAL SUPPLIES						459.10
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE T1215	PODIATRY EQUIPMENT	459.10				
209098	31/10/2020	EOS ELECTRICAL						10,482.40
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 00013425	ELECTRICAL MAINTENANCE OF STREET LIGHTS	4,495.79				
		\$APINVCE 00013523	ELECTRICAL MAINTENANCE OF STREET LIGHTS	4,790.78				
		\$APINVCE 00013510	GPO INSTALL WEST PERTH - CHRISTMAS LIGHT	836.18				
		\$APINVCE 00013533	ELECTRICAL MAINTENANCE OF STREET LIGHTS	359.65				
209099	31/10/2020	DRAINFLOW SERVICES PTY LTD						7,504.72
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 00005886	PIT COVER REPLACEMENTS VARIOUS LOCATIONS	5,913.72				
		\$APINVCE 00006183	FORREST PLACE LOADING DOCK - GULLY PIT A	1,591.00				

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209100	31/10/2020	JAMES BENNETT PTY LTD	1,847.90
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	PSO420235	LIBRARY STOCK PURCHASES OF ASSORTED BOOK	59.90			
\$APINVCE	4731240	LIBRARY STOCK PURCHASES OF ASSORTED BOOK	214.63			
\$APINVCE	4731114	E-BOOKS PER AXIS FOR YPS	191.70			
\$APINVCE	4731827	ASSORTED E-BOOKS - PER AXS	200.39			
\$APINVCE	4731238	LIBRARY STOCK PURCHASES OF ASSORTED BOOK	20.85			
\$APINVCE	4731239	LIBRARY STOCK PURCHASES OF ASSORTED BOOK	162.21			
\$APINVCE	PSO420236	LIBRARY STOCK PURCHASES OF ASSORTED BOOK	125.41			
\$APINVCE	4731255	LIBRARY STOCK PURCHASES OF ASSORTED BOOK	832.84			
\$APINVCE	4731254	LIBRARY STOCK PURCHASES OF ASSORTED BOOK	39.97			

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209101	31/10/2020	GILMOUR & JOOSTE ELECTRICAL	15,842.99
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	INV-10849	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	59.99			
\$APINVCE	INV-10772	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	55.00			
\$APINVCE	INV-10741	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	3,069.00			
\$APINVCE	INV-10250	A SINGLE QUOTE WAS SOUGHT FROM THE AREA	975.01			
\$APINVCE	INV-10856	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	55.00			
\$APINVCE	INV-10715	ELECTRICAL MAINTENANCE FOR STREET LIGHTI	154.00			
\$APINVCE	INV-10714	ELECTRICAL MAINTENANCE FOR STREET LIGHTI	496.82			
\$APINVCE	INV-10855	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	130.99			
\$APINVCE	INV-10854	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	110.00			
\$APINVCE	INV-10726	ELECTRICAL MAINTENANCE FOR STREET LIGHTI	165.00			
\$APINVCE	INV-10850	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	1,238.43			
\$APINVCE	INV-10845	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	455.46			
\$APINVCE	INV-10775	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	1,320.00			
\$APINVCE	INV-10750	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	398.74			
\$APINVCE	INV-10853	DISCONNECT & RECONNECT DATA OUTLETS AT C	880.00			
\$APINVCE	INV-10727	ELECTRICAL MAINTENANCE FOR STREET LIGHTI	77.00			
\$APINVCE	INV-9727	ELECTRICAL MAINTENANCE FOR STREET LIGHTI	550.00			
\$APINVCE	INV-10770	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	330.00			
\$APINVCE	INV-10851	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	67.21			
\$APINVCE	INV-9827	ELECTRICAL MAINTENANCE FOR STREET LIGHTI	1,214.26			
\$APINVCE	INV-10857	INSTALLED 2 X DATA POINTS IN ROE ST. CAR	404.72			
\$APINVCE	INV-10705	ELECTRICAL MAINTENANCE FOR STREET LIGHTI	110.00			
\$APINVCE	INV-10776	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	1,320.00			
\$APINVCE	INV-10570	ELECTRICAL MAINTENANCE FOR STREET LIGHTI	385.00			
\$APINVCE	INV-10729	AS PART OF CITY'S LIGHTING ENHANCEMENT P	1,650.00			
\$APINVCE	INV-10852	VARIOUS SITES - UNPLANNED ELECTRICAL MAI	171.36			

209102	31/10/2020	THE TRUSTEE FOR KANDIAH FAMILY TRUST NO 2 T/AS	484.00
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	INV211802	COUNCIL HOUSE DRINKING WATER SUPPLY. D	484.00			

209103	31/10/2020	TECHNICAL SERVICES GROUP	121.00
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	INV-00001846	BREAK/FIX REPAIRS FOR CITY OF PERTH PUBL	121.00			

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209104	31/10/2020	SMART URBAN PTY LTD	973.50				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 00030258	FLEXIBLE BOLLARDS STAINLESS STEEL AS PER	973.50			
209105	31/10/2020	SILVERSPRING TRUST T/AS TJ DEPIAZZI & SONS	3,360.50				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 110412	50M3 OF PINE BARK MULCH	3,360.50			
209106	31/10/2020	360 ENVIRONMENTAL PTY LTD	1,932.70				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 3414-44	COUNCIL HOUSE ASBESTOS TESTING	1,932.70			
209107	31/10/2020	JAPANESE TRUCK & BUS SPARES PTY LTD	1,069.10				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 383142	OCT SERVICE FILTERS FOR HINO RUBBISH TRU	1,069.10			
209108	31/10/2020	MARINOVICH FAMILY TRUST T/AS CARNIVAL	5,500.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE INV-1186	EVENT QRG PO FOR CARNIVAL AMUSEMENTS, EQ	5,500.00			
209109	31/10/2020	WHEN ADAM MET EVE	1,683.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE INV0029	ELECTED MEMBER INDUCTION MANUAL	1,683.00			
209110	31/10/2020	CNW PTY LTD T/AS CNW ELECTRICAL WHOLESALE &	1,769.90				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 118370819	STORES STOCK	353.10			
		\$APINVCE 118370818	STORE STOCK	1,416.80			
209111	31/10/2020	PROPEL YOUTH ARTS WA	8,250.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 28	ART GRANT PO - PROPEL YOUTH ARTS, MOSAIC	8,250.00			

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209112	31/10/2020	AUSTRALIAN SUPER	196,924.17
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,053.37			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	630.97			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,284.01			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	143.98			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,391.46			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,141.55			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	496.21			
\$HRPAYJNL	F 23/10/2020	CC SCHEME EMPLOYEE CONTRIBUTION - POSTTA	2,313.52			
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	526.92			
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	608.89			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	3,121.38			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	2,171.66			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	2,701.07			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	257.29			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	859.67			
\$HRPAYJNL	EF 23/10/2020	CC SCHEME EMPLOYEE CONTRIBUTION - PRETAX	4,022.43			
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	144.15			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	255.29			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	10,357.47			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	91.73			
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	487.48			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	102.69			
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	347.67			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,031.53			
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	440.17			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	257.35			
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	152.21			
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	10.61			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	368.56			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	230.58			
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	27.16			
\$HRPAYJNL	F 23/10/2020	EMPLOYEE CONTRIBUTION - PRETAX (\$)	300.00			
\$HRPAYJNL	F 23/10/2020	EMPLOYEE CONTRIBUTION - PRETAX (%)	5,814.98			
\$HRPAYJNL	EF 23/10/2020	SGC COMPULSORY - EMPLOYER	1,171.74			



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\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	20.16
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	533.55
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	91.73
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	2,316.66
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	493.86
\$HRPAYJNL	EF 23/10/2020	SGC COMPULSORY - EMPLOYER	8,001.12
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	872.89
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	890.29
\$HRPAYJNL	EF 23/10/2020	SGC COMPULSORY - EMPLOYER	584.38
\$HRPAYJNL	EF 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	243.37
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	17.05
\$HRPAYJNL	EF 23/10/2020	SGC COMPULSORY - EMPLOYER	219.47
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	468.58
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	47.23
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	10.61
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	91.05
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	10.41
\$HRPAYJNL	EF 23/10/2020	CC SCHEME EMPLOYEE CONTRIBUTION - POSTTA	1,819.08
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	10.41
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	184.74
\$HRPAYJNL	EF 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	466.31
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	812.62
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	656.17
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	591.48
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	565.19
\$HRPAYJNL	EF 23/10/2020	SGC COMPULSORY - EMPLOYER	1,589.34
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	205.34
\$HRPAYJNL	EF 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	484.74
\$HRPAYJNL	EF 23/10/2020	EMPLOYEE CONTRIBUTION - PRETAX (%)	1,086.22
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	3.47
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	140.47
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	630.45
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,348.20
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	952.28
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	878.46
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	280.39
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	209.32

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\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,306.94
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	31.81
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	78.27
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	2,196.93
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	128.92
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	124.01
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	460.46
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	277.63
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	740.59
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	349.76
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	640.62
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	121.36
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	198.25
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	102.69
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	216.70
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	20.16
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	10.61
\$HRPAYJNL	EF 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	1,146.04
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	244.49
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	10.61
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	199.34
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,758.83
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	164.61
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	102.69
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	433.40
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	197.94
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,192.00
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	952.93
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	125.81
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	46.89
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	173.01
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	1,272.32
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	258.81
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	1,332.88
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	194.53
\$HRPAYJNL	EF 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	306.21
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,469.13

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\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	405.15
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	269.92
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	2,417.41
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,224.68
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	67.85
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	406.19
\$HRPAYJNL	EF 23/10/2020	SGC COMPULSORY - EMPLOYER	959.54
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	704.48
\$HRPAYJNL	EF 23/10/2020	SGC COMPULSORY - EMPLOYER	2,837.21
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	146.19
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,249.11
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	4,406.78
\$HRPAYJNL	EF 23/10/2020	SGC COMPULSORY - EMPLOYER	3,237.86
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,015.09
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	38.17
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	3,181.66
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	280.77
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	618.72
\$HRPAYJNL	F 23/10/2020	EMPLOYEE CONTRIBUTION - POST TAX (\$)	239.00
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	789.26
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,502.97
\$HRPAYJNL	EF 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	146.72
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	4,143.08
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	134.37
\$HRPAYJNL	EF 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	319.26
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	241.39
\$HRPAYJNL	EF 23/10/2020	SGC COMPULSORY - EMPLOYER	3,407.74
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	426.86
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	565.29
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	68.71
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	60.40
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	1,118.21
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	133.01
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	125.80
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	125.42
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	57.56
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	147.77

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\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	766.32
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	227.26
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	255.65
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	406.16
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	324.97
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	154.04
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	432.83
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	587.41
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	977.30
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	20.16
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	318.17
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	333.59
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,480.69
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	372.42
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	238.30
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	91.73
\$HRPAYJNL	F 23/10/2020	CC SCHEME EMPLOYEE CONTRIBUTION - PRETAX	22,728.31
\$HRPAYJNL	F 23/10/2020	EMPLOYEE CONTRIBUTION - POST TAX (%)	218.24
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	10.41
\$HRPAYJNL	EF 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	281.37
\$HRPAYJNL	EF 23/10/2020	SGC COMPULSORY - EMPLOYER	1,787.16
\$HRPAYJNL	EF 23/10/2020	SGC COMPULSORY - EMPLOYER	581.79
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	17.05
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	1,736.94
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	344.40
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	345.80
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	34.93
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	35.52
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	216.70
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	445.39
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	216.70
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	1,296.21
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	341.07
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	361.31
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	863.95
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,164.46
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	656.17

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\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	889.57
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	770.49
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	396.48
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	51.61
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,058.10
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	79.83
\$HRPAYJNL	EF 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	524.61
\$HRPAYJNL	EF 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	505.03
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	10.61
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	148.70
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	199.34
\$HRPAYJNL	EF 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	1,428.14
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,162.73
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,001.15
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	31.42
\$HRPAYJNL	EF 23/10/2020	SGC COMPULSORY - EMPLOYER	278.76
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	214.99
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	81.63
\$HRPAYJNL	EF 23/10/2020	SGC COMPULSORY - EMPLOYER	280.77
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	51.34
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	17.05
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	2,468.02
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	265.74
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,779.50
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	115.31
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	241.39
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	774.53
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	10.41
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	25.29
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	130.08
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	435.70
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	221.77
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	144.83
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	823.64
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,593.28
\$HRPAYJNL	EF 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	695.85
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	10.41



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\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	658.69
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	405.52
\$HRPAYJNL	EF 23/10/2020	SGC COMPULSORY - EMPLOYER	931.42
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	3,562.55
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	827.83
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	368.35
\$HRPAYJNL	EF 23/10/2020	SGC COMPULSORY - EMPLOYER	2,630.21
209113	31/10/2020	MCLEODS BARRISTERS AND SOLICITORS	4,729.16
		<u>Invoice Number</u> <u>Payment Details</u> <u>Amount</u> <u>Discount</u> <u>Retention</u> <u>PPS</u>	
\$APINVCE	115649	FOOD ACT PROSECUTION - ROYAL SEAFOOD	2,513.15
\$APINVCE	115842	REDEVELOPMENT OF FORREST CHASE	2,216.01
209114	31/10/2020	KODAK ALARIS AUSTRALIA PTY LTD	2,464.00
		<u>Invoice Number</u> <u>Payment Details</u> <u>Amount</u> <u>Discount</u> <u>Retention</u> <u>PPS</u>	
\$APINVCE	AUP000005419	ANNUAL SERVICE CONTRACT WITH KODAK ALARI	2,464.00
209115	31/10/2020	ELECTRICITY GENERATION AND RETAIL CORPORATION	1,587.10
		<u>Invoice Number</u> <u>Payment Details</u> <u>Amount</u> <u>Discount</u> <u>Retention</u> <u>PPS</u>	
\$APINVCE	275104180	700 WELLINGTON STREET PERTH	717.15
\$APINVCE	344176920	U 1 110 WELLINGTON ST EAST PERTH	717.07
\$APINVCE	243363700	U A 1 WINGFIELD AVE CRAWLEY	152.88
209116	31/10/2020	BLACKWOODS ATKINS	755.39
		<u>Invoice Number</u> <u>Payment Details</u> <u>Amount</u> <u>Discount</u> <u>Retention</u> <u>PPS</u>	
\$APINVCE	PE1930XU	STORES STOCK	120.23
\$APINVCE	PE2800XW	STORES STOCK	96.87
\$APINVCE	PE1931XU	STORES STOCK	538.29
209117	31/10/2020	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	2,348.25
		<u>Invoice Number</u> <u>Payment Details</u> <u>Amount</u> <u>Discount</u> <u>Retention</u> <u>PPS</u>	
\$APINVCE	19,528	LG PROFESSIONALS STATE CONFERENCE - MICH	975.00
\$APINVCE	19523	ANNUAL MEMBERSHIP - MICHELLE REYNOLDS	398.25
\$APINVCE	19,243	LG ANNUAL STATE CONFERENCE REGISTRATON -	975.00
209118	31/10/2020	SOIL'N SAND PTY LTD	1,368.75
		<u>Invoice Number</u> <u>Payment Details</u> <u>Amount</u> <u>Discount</u> <u>Retention</u> <u>PPS</u>	
\$APINVCE	INV-8626	DEPOT STOCK	1,368.75

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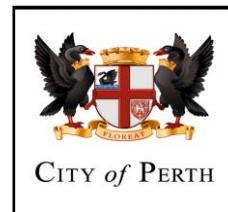


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209119	31/10/2020	AUSBIOTECH LTD	3,200.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 00005932	AUSBIOTECH + INVEST 2020 VIRTUAL EXHIBIT	3,200.00			
209120	31/10/2020	KOTT GUNNING	3,795.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 247548	AUSTRALIAN BIOME MOU MEETING	3,795.00			
209121	31/10/2020	MOW MASTER TURF EQUIPMENT	47.30				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 00059513	GASKET + VALVE COVER GASKET FOR SMALL PA	47.30			
209122	31/10/2020	WSP AUSTRALIA PTY LTD	550.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 64071575	WSP AUSTRALIA - BOLLARD REPLACEMENT PROJ	550.00			
209123	31/10/2020	MULTI FIX WA	7.48				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE S774907	SUPPLY OF 10 X M10 GRUB SCREWS X 20MM LO	7.48			
209124	31/10/2020	DEEP GREEN CORPORATION PTY LTD	3,640.45				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 23470	GREEN WALL MAINTENANCE - LIBRARY AND NOR	1,289.75			
		\$APINVCE 23471	GREEN WALL MAINTENANCE - LIBRARY AND NOR	2,350.70			
209125	31/10/2020	TREASURY WA PTY LTD	41,734.02				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 32010000544	CATHEDRAL SQUARE PRECINCT - ADMIN FUND	20,867.01			
		\$APINVCE 32010000511	CATHEDRAL SQUARE PRECINCT - ADMIN FUND	20,867.01			
209126	31/10/2020	DANIEL GRANT PHOTOGRAPHY	429.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 1325	SPECIAL COUNCIL MEETING PHOTOGRAPHY	429.00			
209127	31/10/2020	EMERGE ENVIRONMENTAL SERVICES PTY LTD	7,945.71				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 10450	ENVIRONMENTAL MONITORING PROGRAM	7,945.71			

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<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>						<i>Payment Amount</i>
209128	31/10/2020	BROWNES FOODS OPERATIONS PTY LTD						107.48
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE	15627881	DEPOT WEEKLY MILK DELIVERY 1 JULY 2020 -	107.48			
209129	31/10/2020	ICONIC PROPERTY SERVICES						42,358.60
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE	PSI011599	BATHROOM CONSUMABLES VARIOUS SITES	1,829.70			
		\$APINVCE	PSI011600	BATHROOM CONSUMABLES VARIOUS SITES	454.91			
		\$APINVCE	PSI011301	BATHROOM CONSUMABLES VARIOUS SITES	3,145.53			
		\$APINVCE	PSI011570	CLEANING AND LOCK UP SERVICES VARIOUS PR	15,509.84			
		\$APINVCE	PSI011333	CLEANING AND LOCK UP SERVICES VARIOUS PR	1,169.00			
		\$APINVCE	PSI011563	CLEANING AND LOCK UP SERVICES VARIOUS PR	6,543.50			
		\$APINVCE	PSI011565	CLEANING AND LOCK UP SERVICES VARIOUS PR	2,343.46			
		\$APINVCE	PSI011567	CLEANING AND LOCK UP SERVICES VARIOUS PR	11,362.66			
209130	31/10/2020	THE AUSTRALIAN INSTITUTE OF ENERGY T/AS AIE - PERTH						4,400.00
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE	20201209	ECONOMIC DEV SPONS - AIE, WA ENERGY AWAR	4,400.00			
209131	31/10/2020	CSE CROSSCOM PTY LTD						6,435.00
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE	430317	PROVISION OF TWO-WAY RADIOS - WAC DAY AN	1,787.50			
		\$APINVCE	430322	RANGER TWO WAY AIR TIME 20-21	220.00			
		\$APINVCE	430316	SURVEILLANCE TWO WAY AIR TIME 20-21	962.50			
		\$APINVCE	430321	CROSSCOM - 3 X RADIO RENTALS - ICITY KIO	82.50			
		\$APINVCE	430197	TWO-WAY RADIO - AIR TIME FOR 20/21 FINAN	2,172.50			
		\$APINVCE	430319	ANNUAL RADIO HIRE CHARGE FOR BOTH EH AND	110.00			
		\$APINVCE	430320	RANGER TWO WAY AIR TIME 20-21	522.50			
		\$APINVCE	430318	CSE CROSSCOM TWO WAY RADIO FEES - CPP OP	577.50			
209132	31/10/2020	WORKPOWER INC						232.00
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE	CF14445	CATERING FOR ACCESS AND INCLUSION ADVISO	232.00			



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209133	31/10/2020	AUSTRALIAN SERVICES UNION	440.30				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$HRPAYJNL EF 23/10/2020	AUSTRALIAN SERVICES UNION	25.90			
		\$HRPAYJNL F 23/10/2020	AUSTRALIAN SERVICES UNION	414.40			
209134	31/10/2020	COLLEAGUES NAGELS PTY LTD	13,297.59				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE R45060	DATAPARK TICKET PRINT PLATES	3,061.30			
		\$APINVCE R45470	INFRINGEMENT ROLLS	10,236.29			
209135	31/10/2020	WESTERN METROPOLITAN REGIONAL COUNCIL	53.24				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE M-2010403	GREEN WASTE TIPPING FEES 20/21	53.24			
209136	31/10/2020	AWESOME ARTS AUSTRALIA LTD	71,500.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE INV-1311	AWESOME FESTIVAL 2020- EVENT SPONSORSHIP	27,500.00			
		\$APINVCE INV-1315	AWESOME FESTIVAL 2020- EVENT SPONSORSHIP	44,000.00			
209137	31/10/2020	FLEETCARE PTY LTD	21,803.05				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 640406	FUEL AUG 2020 FLEETCARE	9,383.26			
		\$APINVCE 647078	FLEETACRE COSTS SEPT 20	12,419.79			
209138	31/10/2020	CENTRAL REGIONAL TAFE	26.56				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 10012328	INCREASED FEE TO INCLUDE LGACOM406A INVE	26.56			
209139	31/10/2020	GAYE MARIE MCMATH	47.54				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 16102020	REIMBURSEMENT EXPENSES-CC G MCMATH	47.54			
209140	31/10/2020	CARAT AUSTRALIA MEDIA SERVICES PTY LTD	18,417.82				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 580585	ALWAYS ON - SEPT - DIGITAL MEDIA	15,022.45			
		\$APINVCE 580584	ALWAYS ON - SEPT - DIGITAL MEDIA	3,395.37			

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209141	31/10/2020	ROWSON'S PLUMBING SERVICES PTY LTD						850.66
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 818081	VARIOUS SITES - UNPLANNED PLUMBING MAINT	410.05				
		\$APINVCE 818080	VARIOUS SITES - UNPLANNED PLUMBING MAINT	440.61				
209142	31/10/2020	JOHN FRANK HARMAN						12,650.00
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 4070	BUSINESS WRITING FOR CSA	12,650.00				
209143	31/10/2020	ALLMAKES PTY LTD T/AS BRANDWORX AUSTRALIA						711.75
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 726012	UNIFORMS FOR 41 STAFF AT LIBRARY	72.30				
		\$APINVCE 726016	UNIFORM TECHNICAL SERVICES	99.51				
		\$APINVCE 726011	UNIFORMS FOR 41 STAFF AT LIBRARY	282.29				
		\$APINVCE 726013	UNIFORMS FOR 41 STAFF AT LIBRARY	257.65				
209144	31/10/2020	DIVERSUS						14,768.60
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 00006678	SHAREGATE RENEWAL OF SHAREGATE	14,768.60				
209145	31/10/2020	DIAL BEFORE YOU DIG WA LTD						5,676.95
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 00162171	PURCHASING 1ST YEAR OF A THREE YEAR (COP	5,676.95				
209146	31/10/2020	NETSTAR AUSTRALIA PL T/AS PINPOINT COMMUNICATIONS						132.00
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 101983	INSPECTION AND REPLACE OF IN VEHICLE MON	132.00				
209147	31/10/2020	CLEANSWEEP (WA)PTY LTD						13,700.12
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE INV-6904	PLANNED CAR PARK SWEEPING FOR AN ADDITIO	13,700.12				
209148	31/10/2020	CLARE THERESA RYAN						200.00
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
		\$APINVCE 39	RETAIL CONTENT PILLAR - MONTHLY BLOG SER	200.00				

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209149	31/10/2020	WINC AUSTRALIA PTY LTD	1,897.88
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	9034048282	COMMUNITY DEVELOPMENT ALLIANCE	151.91			
\$APINVCE	9034035810	DEPOT CATERING, CLEANING & STATIONERY SU	218.20			
\$APINVCE	9034061867	STATIONERY SUPPLIES, NON GST FOOD SUPPLI	155.06			
\$APINVCE	9034063261	20/21 STATIONERY AND OFFICE SUPPLIES - G	72.99			
\$APINVCE	9034038832	20/21 STATIONERY AND OFFICE SUPPLIES - G	12.32			
\$APINVCE	9034065428	20/21 STATIONERY AND OFFICE SUPPLIES - G	77.18			
\$APINVCE	9033997312	STATIONERY, CATERING SUPPLIES, CLEANING	73.41			
\$APINVCE	9034030743	CPP OPERATIONS WINC 2020/2021	293.83			
\$APINVCE	9034019500	COMMUNITY DEVELOPMENT ALLIANCE	183.98			
\$APINVCE	9034061700	STATIONARY AND KITCHEN SUPPLIES FOR LG K	429.87			
\$APINVCE	9034061818	COMMUNITY DEVELOPMENT ALLIANCE	41.09			
\$APINVCE	9034007165	AMENDMENT CREATED ON 11-AUG-2020 AMOUNT	188.04			

209150	31/10/2020	DEPARTMENT OF LOCAL GOVERNMENT, SPORT AND	48,053.61
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	RI026924	POWER CHARGES	48,053.61			

209151	31/10/2020	ANTHONY COLLINS DISCRETIONARY TRUST & THE	5,907.00
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	SI038046	FURNISHINGS FOR COUNCIL HOUSE FOR L9	5,907.00			

209152	31/10/2020	RM SURVEYS PTY LTD	5,445.00
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	00024440	HDS CAPTURE 163 LORD ST	5,445.00			

209153	31/10/2020	ESSENTIAL FIRE SERVICES PTY LTD	586.30
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	72450SM	FIGURES ARE AN ESTIMATE ONLY, BASED ON A	225.50			
\$APINVCE	73319SM	FIGURES ARE AN ESTIMATE ONLY, BASED ON A	360.80			

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209154	31/10/2020	HOBAN RECRUITMENT	16,734.43				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE H48936	HOBAN - LABOUR HIRE 20/21	2,988.78			
		\$APINVCE H49213	DEPOT WORKSHOP TA LABOUR HIRE FOR TA JES	116.69			
		\$APINVCE H48938	JESSIE EDGE W/SHOP TA	2,085.31			
		\$APINVCE H48939	SOPHIE MORRISON - ELECTORAL OFFICER	4,572.94			
		\$APINVCE H48935	SUPPLY OF CARPENTER PATRICK O'CONNOR FOR	1,893.14			
		\$APINVCE H49214	CONTRACT STAFF FOR CDS SITE UNTIL 31/12/	5,077.57			
209155	31/10/2020	BUDO GROUP PTY LTD	4,127.64				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 0927-05	TECH DRY SEALING OF CLAISEBROOK CHANNEL	4,127.64			
209156	31/10/2020	METAL ARTWORK CREATIONS	83.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 79446	NAME BADGES FOR CITY OF PERTH STAFF AND	83.00			
209157	31/10/2020	BARKING GECKO THEATRE COMPANY	13,750.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 00001577	ART GRANT PO - BARKING GECKO THEATRE, NE	13,750.00			
209158	31/10/2020	WESTERN EDGE LANDSCAPES	308.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 4694	MAINTENANCE OF GARDEN BEDS ADJACENT TO B	308.00			
209159	31/10/2020	ASSEMBLY & CO PTY LTD	18,286.40				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 1192	QUARTER FOUR CLAUSE 4.3 (INSUFFICIENT SU	14,020.60			
		\$APINVCE 1193	QUARTER FOUR CLAUSE 4.3 (INSUFFICIENT SU	4,265.80			

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209160	31/10/2020	SUEZ RECYCLING & RECOVERY PTY LTD	183,782.98
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	37201746	COMMINGLE RECYCLE - TIPPING FEE	30,090.06			
\$APINVCE	38088204	PROVISION OF WASTE DISPOSAL COMMINGLE TI	32,128.47			
\$APINVCE	37643270	PROVISION OF WASTE DISPOSAL COMMINGLE TI	25,934.07			
\$APINVCE	38539693	COMMINGLE RECYCLE - TIPPING FEE	32,542.07			
\$APINVCE	389882377	COMMINGLE RECYCLE - TIPPING FEE	30,809.91			
\$APINVCE	39439491	COMMINGLE RECYCLE - TIPPING FEE	32,278.40			

209161	31/10/2020	CENTRAL CITY HEALTH PROFESSIONALS	85.00
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	0080306	PARKING OFFICER PODIATRY 20/21	85.00			

209162	31/10/2020	THE TRUSTEE FOR THE SPRINGFORM INVESTMENTS TRUST	5,500.00
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	00021650	EVENTS & ACTIVATION QUICK RESPONSE GRANT	5,500.00			

209163	31/10/2020	LENARA NOMINEES PTY LTD T/AS PERTH NEWS DELIVERY	143.00
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	0245	LENARA NOMINEES P/L - PERTH NEWS DELIVER	47.50			
\$APINVCE	30184	NEWSPAPERS - LEVEL 4, COUNCIL HOUSE	95.50			

209164	31/10/2020	ROWING ASSOCIATION OF WESTERN AUSTRALIA INC T/AS	3,850.00
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	20200351	EVENT GRANT - ROWING WA - EQ REGATTA APP	3,850.00			

209165	31/10/2020	KIRSTY PETRIDES	2,500.00
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	041	VISIT PERTH BLOGS X 10	2,500.00			

209166	31/10/2020	SHARON MAREE GREGORY	850.00
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	20152	TRANSLATION OF BARABAR BYNDER'S INTRODUC	850.00			

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209167	31/10/2020	DEAN GRAHAM T/AS NORLAP CREATIVE	412.50				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 0853	GRAPHIC DESIGN FOR EVENTS TEAM ABORIGINA	412.50			
209168	31/10/2020	T.J GREEN & D.A PARISH T/AS THE HYBRID MINDS	1,642.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 10188	2 X AWARD WINNING BUSINESS VIDEOS CBD NI	1,642.00			
209169	31/10/2020	TSTEE GREEN F/TRUST & TSTEE HOOD F/TRUST T/A OFFICE	26.40				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 136935	ICITY KIOSK MILK SUPPLY	26.40			
209170	31/10/2020	NEVERFAIL SPRINGWATER LIMITED	117.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 889149	DRINKING WATER FOR PARKS CRIB ROOMS	46.80			
		\$APINVCE 941216	DRINKING WATER FOR PARKS CRIB ROOMS	31.20			
		\$APINVCE 839185	DRINKING WATER FOR PARKS CRIB ROOMS	39.00			
209171	31/10/2020	DULUXGROUP(AUSTRALIA)PTY LTD T/AS DULUX	122.53				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 315683	GRAFFITI SUPPLIES ALL AREAS	39.74			
		\$APINVCE WC04-0316121	PAINT AND HARDWARE SUPPLIES FOR USE IN G	82.79			
209172	31/10/2020	THE TRUSTEE FOR THE D & J ROSE FAMILY TRUST T/A	225.24				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 00016567	DESK NAME PLATES AND FREIGHT - COP STAFF	225.24			
209173	31/10/2020	J.H. FLUID TRANSFER SOLUTIONS PTY LTD T/AS PIRTEK	1,269.53				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE MLT00036672	REPLACEMENT H/P HOSE WITH VINYL TUBING C	794.42			
		\$APINVCE ML-T00036455	REPLACED BLOWN HOSE FOR HINO RUBBISH TRU	475.11			
209174	31/10/2020	HERITAGE WAY PTY LTD (DOMUS NURSERY)	1,644.12				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 147099	NATIVE PLANTS FOR HEIRISSON ISLAND CAUSE	1,644.12			

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209175	31/10/2020	SUEZ RECYCLING AND RECOVERY (PERTH) PTY LTD					14,319.89
	\$APINVCE	<u>Invoice Number</u> 39439504	<u>Payment Details</u> BULK WASTE 14-9-20 TO 15-9-20	<u>Amount</u> 14,319.89	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
209176	31/10/2020	SELECT FRESH PTY LTD					506.80
	\$APINVCE	<u>Invoice Number</u> 282782	<u>Payment Details</u> FRUIT AND VEGETABLES	<u>Amount</u> 58.22	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
	\$APINVCE	<u>Invoice Number</u> 282924	<u>Payment Details</u> FRUIT AND VEGETABLES	<u>Amount</u> 115.50	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
	\$APINVCE	<u>Invoice Number</u> 282566	<u>Payment Details</u> FRUIT AND VEGETABLES	<u>Amount</u> 173.50	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
	\$APINVCE	<u>Invoice Number</u> 282573	<u>Payment Details</u> FRUIT AND VEG FOR CHILD CARE	<u>Amount</u> 159.58	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
209177	31/10/2020	ENVIRONMENTAL CONSULTANTS ASSOCIATION (WA) INC					1,650.00
	\$APINVCE	<u>Invoice Number</u> 00006341	<u>Payment Details</u> ART GRANT - ENVIRONMENTAL CONSULTANTS AS	<u>Amount</u> 1,650.00	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
209178	31/10/2020	ACCESS ICON PTY LTD T/AS CASCADA GROUP					925.09
	\$APINVCE	<u>Invoice Number</u> 10613	<u>Payment Details</u> DEPOT YARD STOCK	<u>Amount</u> 925.09	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
209179	31/10/2020	GPC ASIA PACIFIC PTY LTD T/AS COVS					1,048.98
	\$APINVCE	<u>Invoice Number</u> 1640244353	<u>Payment Details</u> ENGINE OIL FOR TOYOTA UTE AND FILTERS FO	<u>Amount</u> 1,048.98	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
209180	31/10/2020	DENSFORD CIVIL PTY LTD					1,389,207.15
	\$APINVCE	<u>Invoice Number</u> 1262	<u>Payment Details</u> WELLINGTON SQUARE ENHANCEMENT PROJECT -	<u>Amount</u> 1,389,207.15	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
209181	31/10/2020	THE TRUSTEE FOR THE QUITO PTY LTD T/AS BENARA					2,782.12
	\$APINVCE	<u>Invoice Number</u> 256914	<u>Payment Details</u> TREE PROCUREMENT - HAY ST AND IRWIN ST	<u>Amount</u> 1,441.00	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
	\$APINVCE	<u>Invoice Number</u> 257683	<u>Payment Details</u> SUPPLY 240 X DICONDRRA REPENS 130MM	<u>Amount</u> 1,341.12	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
209182	31/10/2020	CASILLI HOLDINGS PTY LTD T/AS AVANT EDGE					1,155.00
	\$APINVCE	<u>Invoice Number</u> 2020894	<u>Payment Details</u> 2019-20 ROADS TO RECOVERY ANNUAL REPORT	<u>Amount</u> 1,155.00	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>

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209183	31/10/2020	THE TRUSTEE FOR THE ML SEQUEIRA FAMILY TRUST	1,650.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 00002110	COMMUNITY CENTRE COMMERCIAL KITCHEN	1,650.00			
209184	31/10/2020	OPRA AUSTRALIA PTY LTD	2,541.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE OPSI02949	SAFE CITY RANGER CANDIDATE PSYCHOMETRIC	2,541.00			
209185	31/10/2020	RAVI KUMAR	1,800.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 0003	TEST ANALYST - BRAND APPLICATION	1,800.00			
209186	31/10/2020	THE TRUSTEE FOR THE TEMPESTT FAMILY TRUST T/AS	17,600.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 00004021	ABERDEEN STREET GARAGE MURAL - CHOSEN VI	17,600.00			
209187	31/10/2020	IKEA PTY LTD	2,081.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 171331588	PURCHASE OF NEW EVENT STOOLS FOR ANNUAL	2,081.00			
209188	31/10/2020	BLADON WA P/L	686.40				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE BWA145899	100 X WHITE LANYARDS - AS PER QUOTE BWAQ	686.40			
209189	31/10/2020	BLUE COLLAR PEOPLE	42,376.48				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 00149127	LABOUR HIRE NIGHTSHIFT WE 11/10/20	8,655.19			
		\$APINVCE 00149087	SUPPLY OF TEAM LEADER CARPENTER JOHN CRE	1,679.04			
		\$APINVCE 00149128	CONTRACT LABOUR COSTS FROM 05/10/20 TO 1	9,551.74			
		\$APINVCE 00149085	LABOUR HIRE NIGHTSHIFT W/ENDING 4/10/20	8,461.51			
		\$APINVCE 00149086	CONTRACT LABOUR COSTS FROM 28/09/20 TO 0	11,893.48			
		\$APINVCE 00149129	SUPPLY OF TEAM LEADER CARPENTER JOHN CRE	2,135.52			
209190	31/10/2020	BOFFINS BOOKSHOP PTY LTD	385.94				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE INV0138990	LIBRARY STOCK - ASSORTED JUNIOR BOOKS	89.98			
		\$APINVCE INV0138787	LIBRARY STOCK - ASSORTED JUNIOR BOOKS	295.96			



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209191	31/10/2020	BUNNINGS BUILDING SUPPLIES P/L	276.39				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 2404/99829790	DEPOT STORE STOCK	272.04			
		\$APINVCE 2260/00866801	VARIOUS SITES - UNPLANNED MAINTENANCE -	4.35			
209192	31/10/2020	BURGESS RAWSON (WA) PTY LTD	1,650.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 52624-60	VALUATION - 36-38 THOMAS STREET	1,650.00			
209193	31/10/2020	CALTEX AUSTRALIA PETROLEUM PTY LTD	11,444.40				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 9424702811	SUPPLY & DELIVERY OF BULK FUEL TO CITY O	11,444.40			
209194	31/10/2020	CENTRAL CITY MEDICAL CENTRE	176.30				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 0854268	HEP A & B VACCINATIONS FOR PARKING OFFIC	176.30			
209195	31/10/2020	CFMEU MINING & ENERGY DIVISION	328.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$HRPAYJNL F 23/10/2020	CFMEU	32.00			
		\$HRPAYJNL EF 23/10/2020	CFMEU	296.00			
209196	31/10/2020	CHILD SUPPORT AGENCY	1,801.35				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$HRPAYJNL EF 23/10/2020	ATO CHILD SUPPORT AGENCY	1,108.30			
		\$HRPAYJNL F 23/10/2020	ATO CHILD SUPPORT AGENCY	693.05			
209197	31/10/2020	CITY OF PERTH STAFF SOCIAL CLUB	896.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$HRPAYJNL F 23/10/2020	SOCIAL CLUB	875.00			
		\$HRPAYJNL EF 23/10/2020	SOCIAL CLUB	21.00			
209198	31/10/2020	CLASSIC TREE SERVICES	1,973.89				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE INV-32630	STREET TREE PRUNING, REMOVAL AND ARBORIC	1,973.89			

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209199	31/10/2020	DARDANUP BUTCHERING UNIT TRUST T/AS DARDANUP	1,501.61				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE BL545036	DARDANUP MEATS	627.78			
		\$APINVCE BL544573	DARDANUP MEATS	509.65			
		\$APINVCE BL544011	DARDANUP MEATS	364.18			
209200	31/10/2020	LANDGATE	378.47				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 359955-1000042	LANDGATE - VALUATIONS, TITLE SEARCHES &	378.47			
209201	31/10/2020	DIAMOND LOCK & KEY	53.20				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 256459	8 X CITY OF PERTH 66 KEYS TO BE CUT.	53.20			
209202	31/10/2020	ELLENBY TREE FARM	6,134.80				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 26536	WELLINGTON SQUARE ENHANCEMENT - TREES PR	6,134.80			
209203	31/10/2020	ELLIOTTS IRRIGATION PTY LTD	948.20				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE B19549	GROUNDWATER FILTRATION SYSTEM	948.20			
209204	31/10/2020	FARINOSI & SONS PTY LTD	519.51				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 10979692	VARIOUS SITES - UNPLANNED MAINTENANCE -	112.11			
		\$APINVCE 10979011	SUPPLY OF JARRAH 125 X 30 X 3000 DAR	159.90			
		\$APINVCE 10979131	VARIOUS SITES - UNPLANNED MAINTENANCE -	40.00			
		\$APINVCE 10979601	VARIOUS SITES - UNPLANNED MAINTENANCE -	81.25			
		\$APINVCE 10978752	VARIOUS SITES - UNPLANNED MAINTENANCE -	14.50			
		\$APINVCE 10979906	VARIOUS SITES - UNPLANNED MAINTENANCE -	44.68			
		\$APINVCE 10980679	SUPPLY OF 3 X 25 MM WALL PLUG 2 X 8G X2	67.07			
209205	31/10/2020	ELEMENT14 PTY LTD	346.81				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 6367308	SUPPLY OF ELECTRONIC COMPONENTS & PARTS	346.81			

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209206	31/10/2020	GRASSTREES AUSTRALIA	2,051.50
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	00009420	LARGE GRASS TREE FOR NATIVE LANDSCAPE.	2,051.50			

209207	31/10/2020	HAYS PERSONNEL SERVICES (AUST) PTY LTD	20,370.15
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	9600635	SUPPLY OF MAINTENANCE WORKER FROM TONY 2	1,489.66			
\$APINVCE	9522765	SENIOR PROJECT ENGINEER - ARUN	2,866.23			
\$APINVCE	9537944	SENIOR PROJECT ENGINEER - ARUN	2,866.23			
\$APINVCE	9506813	SENIOR PROJECT ENGINEER - ARUN	2,866.23			
\$APINVCE	9585648	SENIOR PROJECT ENGINEER - ARUN	2,564.52			
\$APINVCE	9598711	HAYS	1,653.73			
\$APINVCE	9600636	SUPPLY MAINTENANCE WORKER JASON FROM	1,895.83			
\$APINVCE	9600634	SENIOR PROJECT ENGINEER - ARUN	2,564.52			
\$APINVCE	9598712	CONTRACT TECHNICIAN	1,603.20			

209208	31/10/2020	HEALTH INSURANCE FUND OF WA	201.65
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$HRPAYJNL	F 23/10/2020	HEALTH INSURANCE FUND	201.65			

209209	31/10/2020	HOSPITAL BENEFIT FUND OF WA	368.30
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$HRPAYJNL	EF 23/10/2020	HOSPITAL BENEFIT FUND	255.70			
\$HRPAYJNL	F 23/10/2020	HOSPITAL BENEFIT FUND	112.60			

209210	31/10/2020	JASMAN ENTERPRISES	223.30
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	00025108	BRASS FITTINGS FOR HIGH PRESSURE HOSES O	223.30			

209211	31/10/2020	JASON SIGNMAKERS	21,855.24
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	213071	EAST END REVITALISATION - PPZ TOTEMS	21,855.24			

209212	31/10/2020	JONES LANG LASALLE (WA)PTY LTD	31,239.82
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	5294855	ENEX 100 RENT LOADING DOCK 14 -2020/2021	31,239.82			

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209213	31/10/2020	KONE ELEVATORS PTY LTD	1,596.47				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 191934638	CAR PARK AUTO DOORS UNPLANNED	1,596.47			
209214	31/10/2020	MAJOR MOTORS PTY LTD	223.67				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 960772	REPLACEMENT DRIVERS SEAT COVER ONLY	223.67			
209215	31/10/2020	MERCURY	13.95				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE CIMM4351435/2	COUNCIL HOUSE COURIERS	13.95			
209216	31/10/2020	MINDARIE REGIONAL COUNCIL	105,247.83				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE SINV-042648	PROVISION OF LANDFILL TIPPING - 20/21	87.95			
		\$APINVCE SINV-042617	PROVISION OF LANDFILL TIPPING - 20/21	50,654.18			
		\$APINVCE SINV-042589	PROVISION OF LANDFILL TIPPING - 20/21	54,505.70			
209217	31/10/2020	LGRCEU	1,271.02				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$HRPAYJNL F 23/10/2020	LGRCEU	184.50			
		\$HRPAYJNL EF 23/10/2020	LGRCEU	1,086.52			
209218	31/10/2020	LGISWA	717,589.61				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 100-141069	FINAL 50% OF INSURANCE CONTRIBUTION - LG	775,795.79			
		\$APCREDT 100-140919	INVOICE 100-140664	(58,206.18)			
209219	31/10/2020	PARALLAX PRODUCTIONS PTY LTD	1,771.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE INV0562	L9 HANG TRACK AND ARTWORK INSTALL - SATU	1,771.00			
209220	31/10/2020	PERROTT PAINTING	177.06				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE SINV16791	UNPLANNED GRAFFITI REMOVAL & PAINTING SE	177.06			

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209221	31/10/2020	QUALITY PRESS	1,309.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	INV039273 BANNERS FOR SIX CAR PARKS	1,309.00			
209222	31/10/2020	A RICHARDS PTY LTD T/AS RICHGRO GARDEN PRODUCTS	335.50				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	820795 5M3 OF TURF TOP DRESSING MIX	335.50			
209223	31/10/2020	THE ROYAL LIFE SAVING SOCIETY WA INC	12,735.98				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	119832 VARIOUS SITES -WATER FEATURE PLANNED MAI	3,496.27			
		\$APINVCE	121960 VARIOUS SITES -WATER FEATURE PLANNED MAI	2,864.43			
		\$APINVCE	121961 VARIOUS SITES -WATER FEATURE PLANNED MAI	3,544.49			
		\$APINVCE	119831 VARIOUS SITES -WATER FEATURE PLANNED MAI	2,830.79			
209224	31/10/2020	RSEA PTY LTD	483.41				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	10827295 SAFETY BOOTS NIGHTSHIFT - T. GARBETT	140.76			
		\$APINVCE	10816748 SAFETY BOOTS NIGHTSHIFT - S HARDINGHAM	162.25			
		\$APINVCE	10808663 SAFETY BOOTS FOR DAREN MEENEY (1911).	151.80			
		\$APINVCE	9589488A HI-VIS SHIRT - YAZI SHAHRUDIN	28.60			
209225	31/10/2020	R S COMPONENTS	108.44				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	3602027532 HEAT SHRINK FOR SAFETY COVERING OF H/P	108.44			
209226	31/10/2020	FUJI XEROX BUSINESSFORCE PTY LTD	7,748.73				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE	661090181 INFRINGEMENT REMINDER AND FINAL DEMAND N	936.97			
		\$APINVCE	662090181 INFRINGEMENT REMINDER AND FINAL DEMAND N	3,009.41			
		\$APINVCE	662090162 INFRINGEMENT REMINDER AND FINAL DEMAND N	1,230.12			
		\$APINVCE	662090112 INFRINGEMENT REMINDER AND FINAL DEMAND N	1,459.10			
		\$APINVCE	661090112 INFRINGEMENT REMINDER AND FINAL DEMAND N	581.72			
		\$APINVCE	661090162 INFRINGEMENT REMINDER AND FINAL DEMAND N	531.41			

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209227	31/10/2020	STANDARDS AUSTRALIA	2,881.60				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE INV803226	STANDARDS AUSTRALIA CONTRACT CONDITIONS	426.55			
		\$APINVCE INV803210	STANDARDS AUSTRALIA CONTRACT CONDITIONS	2,455.05			
209228	31/10/2020	DEPARTMENT PREMIER & CABINET - STATE LAW	287.37				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 163578	FIREBREAK NOTICE 2020-2021 BUSH FIRE CON	287.37			
209229	31/10/2020	STATEWIDE CLEANING SUPPLIES	1,059.39				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE SI400088	BLANKET ORDER FOR STATEWIDE CLEANING PRO	90.20			
		\$APINVCE SI476814	CLEANING CHEMICAL AND STORES SUPPLY FOR	587.36			
		\$APINVCE SI403394	CLEANING CHEMICAL AND STORES SUPPLY FOR	381.83			
209230	31/10/2020	CSP GROUP PTY LTD T/AS STIHL SHOP OSBORNE PARK	868.35				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 61418#3	MINOR PLANT SERVICING OF HEDGER AND WHIP	649.00			
		\$APINVCE 61777	HEDGER G/S AND SHARPENING FOR PARKS MINO	219.35			
209231	31/10/2020	STRUT SPECIALISTS	440.00				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 00079327	GAS STRUT FOR BIN LIFTERS ON LARGE RUBBI	440.00			
209232	31/10/2020	TOTAL EDEN PTY LTD	10,362.38				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 410854667	SUPPLY IRRIGATION PARTS QUOTE 20349812	4,060.67			
		\$APINVCE 411001464	STORES STOCK	53.05			
		\$APINVCE 410961392	3M MARKER BALLS - 90 (3 X BOXES)	4,493.61			
		\$APINVCE 410975832	JOHN OLDHAM WATERFALL PLC REPAIR	1,755.05			
209233	31/10/2020	T QUIP	803.90				
		<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
		\$APINVCE 95856	NEW REPLACEMENT SUCTION MOTOR FOR DEPOT	789.90			
		\$APINVCE 95756#7	REPLACEMENT DECK COVER PLUS MOWER	14.00			

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209234	31/10/2020	TOWN OF VICTORIA PARK	15,895.55				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 301020	PARKING FEE COLLECTION 15/10/20-21/10/20	15,895.55			
209235	31/10/2020	TURF CARE WA PTY LTD	400.68				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE INV-1212	KELPRO APPLICATION - SUPREME COURT GARDE	400.68			
209236	31/10/2020	ULTIMO CATERING & EVENTS PTY LTD	831.82				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 00410175	COP CATERING SUPPLIES	337.37			
		\$APINVCE 00410174	COP CATERING SUPPLIES	134.75			
		\$APINVCE 00410139	COP CATERING SUPPLIES	359.70			
209237	31/10/2020	UES (INT'L) PTY LTD T/AS UES INTERNATIONAL	405.77				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE INV60-00028463	PROTECTION RUBBER FOR CDS SORTING TRAY	405.77			
209238	31/10/2020	THE DEPARTMENT OF FIRE & EMERGENCY SERVICES(DFES)	613,001.54				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 151304	STATE GOVERNMENT CHARGES LG'S REQUIRED T	613,001.54			



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209239	31/10/2020	WA LOCAL GOVT SUPER PLAN P/L	79,287.43
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\$HRPAYJNL	F 23/10/2020	EMPLOYEE CONTRIBUTION - PRETAX (\$)	591.01			
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	159.52			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	5.96			
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	56.66			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	73.15			
\$HRPAYJNL	EF 23/10/2020	SGC COMPULSORY - EMPLOYER	973.33			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	917.28			
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	38.50			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	170.81			
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	38.50			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	771.45			
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	202.11			
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	91.32			
\$HRPAYJNL	EF 23/10/2020	SGC COMPULSORY - EMPLOYER	123.76			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	170.82			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	223.22			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	179.42			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	37.44			
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	281.56			
\$HRPAYJNL	F 23/10/2020	CC SCHEME EMPLOYEE CONTRIBUTION - PRETAX	7,769.64			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	850.67			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	12.97			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,001.15			
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	29.24			
\$HRPAYJNL	EF 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	130.27			
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	38.50			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	347.08			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	280.77			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	158.59			
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	78.81			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	98.72			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	37.44			
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	126.86			
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	19.71			



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\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	78.81
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	55.55
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	634.17
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	464.22
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	29.24
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	108.15
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	73.15
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	193.85
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,721.33
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	680.19
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	38.50
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,486.19
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	304.60
\$HRPAYJNL	EF 23/10/2020	SGC COMPULSORY - EMPLOYER	492.30
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	473.51
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	43.87
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	223.22
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	494.64
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	654.16
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	422.63
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	504.78
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	149.75
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	33.42
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	358.85
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	29.24
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	63.52
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	225.29
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	691.41
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	171.98
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	29.24
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	126.86
\$HRPAYJNL	F 23/10/2020	EMPLOYEE CONTRIBUTION - PRETAX (%)	1,984.42
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	38.50
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	805.13
\$HRPAYJNL	EF 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	239.78
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,001.15
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	312.76

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\$HRPAYJNL	EF 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	147.40
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	104.71
\$HRPAYJNL	EF 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	467.00
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	89.26
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	577.35
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	486.96
\$HRPAYJNL	EF 23/10/2020	SGC COMPULSORY - EMPLOYER	705.14
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	913.42
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	2,323.15
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	202.14
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	92.34
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	65.81
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	683.69
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,213.66
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,051.06
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	73.15
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	220.49
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	249.59
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	94.27
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	19.45
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	280.77
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	73.15
\$HRPAYJNL	EF 23/10/2020	SGC COMPULSORY - EMPLOYER	335.74
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	194.53
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	104.73
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	73.15
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	29.24
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	149.55
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,186.61
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	244.33
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	367.94
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	94.27
\$HRPAYJNL	EF 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	131.08
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	216.70
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	241.39
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	29.24
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	499.32

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\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	293.76
\$HRPAYJNL	EF 23/10/2020	CC SCHEME EMPLOYEE CONTRIBUTION - PRETAX	1,473.92
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	55.55
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	142.95
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	862.95
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	241.39
\$HRPAYJNL	EF 23/10/2020	SGC COMPULSORY - EMPLOYER	896.67
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	309.41
\$HRPAYJNL	EF 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	98.67
\$HRPAYJNL	EF 23/10/2020	SGC COMPULSORY - EMPLOYER	1,151.20
\$HRPAYJNL	EF 23/10/2020	EMPLOYEE CONTRIBUTION - PRETAX (%)	540.53
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	45.51
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	55.55
\$HRPAYJNL	EF 23/10/2020	SGC COMPULSORY - EMPLOYER	247.51
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	133.29
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	590.08
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	326.60
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	289.15
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	29.24
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	174.64
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	394.12
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	42.00
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	29.24
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	29.24
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	6.49
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	363.04
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,299.02
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	388.09
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,796.82
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	784.15
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	369.61
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	170.82
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	19.71
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	149.74
\$HRPAYJNL	EF 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	65.13
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	154.52
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	335.84

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\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	33.39
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	29.24
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	38.50
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	227.37
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	90.99
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	79.09
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	411.35
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,640.73
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	55.55
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	63.49
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	443.64
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	940.79
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	411.44
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	1,583.48
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	945.17
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	173.52
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	454.96
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	522.86
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	191.66
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	14.89
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	629.46
\$HRPAYJNL	EF 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	21.71
\$HRPAYJNL	EF 23/10/2020	SGC COMPULSORY - EMPLOYER	298.31
\$HRPAYJNL	EF 23/10/2020	SGC COMPULSORY - EMPLOYER	1,567.31
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	173.42
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	126.86
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	458.64
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	411.73
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	38.50
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	92.34
\$HRPAYJNL	EF 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	157.00
\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	29.24
\$HRPAYJNL	EF 23/10/2020	CC SCHEME EMPLOYEE CONTRIBUTION - POSTTA	513.61
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	490.12
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	194.57
\$HRPAYJNL	EF 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	308.40
\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER	12.97

# Payment Details by Invoice

# MUNICIPAL FUND



From Period 4 To Period 4  
From Date 1/10/2020 To Date 31/10/2020

<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>						<i>Payment Amount</i>
	\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER					73.15
	\$HRPAYJNL	F 23/10/2020	CC SCHEME EMPLOYEE CONTRIBUTION - POSTTA					1,450.71
	\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER					626.99
	\$HRPAYJNL	EF 23/10/2020	SGC COMPULSORY - EMPLOYER					532.87
	\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER					902.03
	\$HRPAYJNL	F 23/10/2020	CC SCHEME EMPLOYEE CONTRIBUTION - PRETAX					231.81
	\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER					845.92
	\$HRPAYJNL	F 23/10/2020	SGC COMPULSORY - EMPLOYER					83.37
	\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION					422.07
	\$HRPAYJNL	F 23/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION					329.68
209240	31/10/2020	ENGIE MECHANICAL SERVICES(WA) PTY LIMITED						118,632.80
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
	\$APINVCE	2328081	BOILER REPLACEMENT - CITY OF PERTH LIBRA	3,402.30				
	\$APINVCE	2321358	BOILER REPLACEMENT - CITY OF PERTH LIBRA	115,230.50				
209241	31/10/2020	WARP PTY LTD						1,351.30
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
	\$APINVCE	115496	PROVIDE TRAFFIC MANAGEMENT	1,351.30				
209242	31/10/2020	PUBLIC TRANSPORT AUTHORITY OF WA						931.25
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
	\$APINVCE	I5094171	ICITY KIOSK PUBLIC TRANSPORT AUTHORITY -	204.32				
	\$APINVCE	I50494687	ICITY KIOSK PUBLIC TRANSPORT AUTHORITY -	212.62				
	\$APINVCE	I5095341	ICITY KIOSK PUBLIC TRANSPORT AUTHORITY -	514.31				
209243	31/10/2020	WESTCARE INDUSTRIES						1,353.00
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
	\$APINVCE	115282	RANGER UNIFORMS 20/21	1,353.00				
209244	31/10/2020	DOWNER EDI WORKS						31,599.80
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
	\$APINVCE	6009629	ROAD RENEWAL PROJECTS - DOWNER EDI WORKS	31,599.80				
209245	31/10/2020	PEGGY HOLLINGSWORTH						15.75
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
	\$APINVCE	11092020	CRAFT STALL REIMBURSEMENT	15.75				

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# MUNICIPAL FUND



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<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>	<i>Payment Amount</i>				
209246	31/10/2020	BRANDON ALLMARK	300.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 29718	WEDDING BOOKING REFUND 29718	300.00			
209247	31/10/2020	ELAINE SUART	165.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 08102020	FOOTCARE MANAGEMENT - E SUART	165.00			
209248	31/10/2020	LINA P & GARTH A NUNES	112.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 211020	HEALTHY LIFESTYLE PAYMENT	112.00			
209249	31/10/2020	CARRIE COULSON	70.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 081020	HEALTHY LIFESTYLE PAYMENT	70.00			
209250	31/10/2020	FREYSSINET AUSTRALIA PTY LTD	37,000.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE HG2020/23	WORKBOND REFUND - PARMELIA HILTON	37,000.00			
209251	31/10/2020	DURATEC LIMITED	25,021.92				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE HG2019/18	WORKBOND REFUND - ENEX100 HG-2019/18	25,021.92			
209252	31/10/2020	KANSAI ELECTRIC POWER HOLDINGS	30.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 35271	ACCESS CARD REFUND - 35271 PCEC CP	30.00			
209253	31/10/2020	J S V & L N WONG	120.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 271020	HEALTHY LIFESTYLE PAYMENT	120.00			
209254	31/10/2020	OLIVER TWARDUN	120.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 221020	HEALTHY LIFESTYLE PAYMENT	120.00			



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# MUNICIPAL FUND



From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>	<i>Payment Amount</i>				
209255	31/10/2020	ANNA-LEE TESTAR	120.00				
	\$APINVCE	<i>Invoice Number</i> 27/10/20	<i>Payment Details</i> HEALTHY LIFESTYLE PAYMENT	<i>Amount</i> 120.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
209256	31/10/2020	TERRY BOSTOCK	120.00				
	\$APINVCE	<i>Invoice Number</i> 211020	<i>Payment Details</i> HEALTHY LIFESTYLE PAYMENT	<i>Amount</i> 120.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
209257	31/10/2020	EDWARD R NISKI	120.00				
	\$APINVCE	<i>Invoice Number</i> 211020	<i>Payment Details</i> HEALTHY LIFESTYLE PAYMENT	<i>Amount</i> 120.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
209258	31/10/2020	W KUSARDY	15.00				
	\$APINVCE	<i>Invoice Number</i> 01123741	<i>Payment Details</i> REFUND PARKING CARD 01123741	<i>Amount</i> 15.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
209259	31/10/2020	CRAIG & NICOLE WOOLRIDGE	99.00				
	\$APINVCE	<i>Invoice Number</i> EV2020224	<i>Payment Details</i> EVENT APPLICATION REFUND - QUEENS GARDEN	<i>Amount</i> 99.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
209260	31/10/2020	FLORIN PTY LTD	247.65				
	\$APINVCE	<i>Invoice Number</i> A1239110	<i>Payment Details</i> RATES REFUND-A1239110/A1239201/A123921	<i>Amount</i> 247.65	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
209261	31/10/2020	HAYLEY COOPER & MATTHEW HAROLD	500.00				
	\$APINVCE	<i>Invoice Number</i> 30361	<i>Payment Details</i> BOND REFUND - PERTH TOWN HALL 30361	<i>Amount</i> 500.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
209262	31/10/2020	ELIZA JAMIESON	1,000.00				
	\$APINVCE	<i>Invoice Number</i> 29944	<i>Payment Details</i> BOND REFUND - PERTH TOWN HALL 29944	<i>Amount</i> 1,000.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
209263	31/10/2020	SUBSEA ENERGY AUSTRALIA INC	1,000.00				
	\$APINVCE	<i>Invoice Number</i> 31253	<i>Payment Details</i> BOND REFUND - PERTH TOWN HALL 31253	<i>Amount</i> 1,000.00	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>

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From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>	<i>Payment Amount</i>				
209264	31/10/2020	ENEL FARIAS	120.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 12102020	HEALTHY LIFESTYLE - E FARIAS	120.00			
209265	31/10/2020	G J H MORRIS	747.70				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$CANCHQ 209265	WBC	747.70			
209266	31/10/2020	N TRIMBOLI & R TRIMBOLI ATF NIC & ROSE T	1,378.05				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE A1052588	RFD RATES-20-20A GORDON ST WEST PERTH	1,378.05			
209267	31/10/2020	FRAGRANCE WA PERTH PTY LTD	1,778.25				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 29102020	RFD RATES-611/380 MURRAY ST PERTH	1,778.25			
209268	31/10/2020	LESLIE FREDERICK CURRALL	715.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE A1160175	RFD RATES 33/145 NEWCASTLE ST PERTH	715.00			
209269	31/10/2020	TERRY BOSTOCK	165.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 21102020	FOOTCARE MANAGEMENT - T BOSTOCK	165.00			
209270	31/10/2020	EDWARD R NISKI	165.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 21102020A	FOOTCARE MANAGEMENT - E NISKI	165.00			
209271	31/10/2020	GERARD HEALY	295.28				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 26102020	DEED OF SETTLEMENT RELEASE 9188 2020	295.28			
J225855	8/10/2020	MERCER (AUSTRALIA) PTY LTD	21,455.62				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$JOURNAL J225648	14.5% MERCER SUPER PAID SURPLUS	(45,845.38)			



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# MUNICIPAL FUND



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J225863	8/10/2020	COMMONWEALTH BANK CORPORATE CHARGE CARD	14,536.28
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$APINVCE	SEP-20	A BANKS-MCALLISTER CREDIT CARD SEP 20	55.00			
	SEP-20	B FITZPATRICK CREDIT CARD SEP 20	173.39			
		C LIM-ABRAHAMS CREDIT CARD SEP 20	607.68			
		J MOLLOY CREDIT CARD SEP 20	367.1			
		K PARKER CREDIT CARD SEP 20	243.97			
		K SOSSI CREDIT CARD SEP 20	956.24			
		K WRIGGLESWORTH CREDIT CARD SEP 20	200.7			
		L MAYBERRY CREDIT CARD SEP 20	23.09			
		N LANGOULANT CREDIT CARD SEP 20	90.40			
		P ANASTAS CREDIT CARD SEP 20	71.50			
		R EATON CREDIT CARD SEP 20	(692.11)			
		R EATON CREDIT CARD SEP 20	211.99			
		R EATON CREDIT CARD SEP 20	96.90			
		S GLYNN CREDIT CARD SEP 20	677.06			
		S MCDUGALL CREDIT CARD SEP 20	1,283.88			
		S SINGH CREDIT CARD SEP 20	79.58			
		S TSEN CREDIT CARD SEP 20	10,089.91			

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Number

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Payee

Payment Amount

J225956	16/10/2020	MERCER (AUSTRALIA) PTY LTD	21,496.86
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	<u>Invoice Number</u>	<u>Payment Details</u>	<u>Amount</u>	<u>Discount</u>	<u>Retention</u>	<u>PPS</u>
\$HRPAYJNL	F 9/10/2020	CC SCHEME EMPLOYEE CONTRIBUTION - PRETAX	6,625.19			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	810.64			
\$HRPAYJNL	F 9/10/2020	EMPLOYEE CONTRIBUTION - PRETAX (%)	3,594.13			
\$HRPAYJNL	F 9/10/2020	EMPLOYEE CONTRIBUTION - POST TAX (%)	353.69			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	180.11			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	413.17			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	335.71			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	577.59			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	105.57			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	162.15			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	104.78			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	102.30			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	34.93			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	55.56			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	127.69			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	155.63			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	155.61			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	58.71			
\$HRPAYJNL	F 9/10/2020	EMPLOYEE CONTRIBUTION - PRETAX (\$)	133.89			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	45.50			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	217.46			
\$HRPAYJNL	F 9/10/2020	CC SCHEME EMPLOYEE CONTRIBUTION - POSTTA	4,195.38			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	151.44			
\$HRPAYJNL	F 9/10/2020	SGC COMPULSORY - EMPLOYER	419.50			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	52.50			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	63.00			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	160.89			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	233.35			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	17.50			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	174.64			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	591.77			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	38.09			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	241.39			
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	558.23			

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From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>						<i>Payment Amount</i>
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	14.88					
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	57.98					
\$HRPAYJNL	F 9/10/2020	5% COUNCIL MATCHED COMPANY CONTRIBUTION	180.75					
J225962	12/10/2020	TOPOS MAGAZINE	214.00					
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
\$APINVCE		0L0116205	URBAN DESIGN JOURNAL RENEWAL	214.00				
J225968	7/10/2020	FINES ENFORCEMENT REGISTRY	155.70					
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
\$APINVCE		2655265	FINES ENFORCEMENT REGISTRY LODGEMENT FEE	155.70				
J225973	7/10/2020	FINES ENFORCEMENT REGISTRY	155.70					
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
\$APINVCE		2655266	FINES ENFORCEMENT REGISTRY LODGEMENT FEE	155.70				
J225977	7/10/2020	FINES ENFORCEMENT REGISTRY	155.70					
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
\$APINVCE		2655254	FINES ENFORCEMENT REGISTRY LODGEMENT FEE	155.70				
J225978	7/10/2020	FINES ENFORCEMENT REGISTRY	155.70					
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
\$APINVCE		70598519443	FINES ENFORCEMENT REGISTRY LODGEMENT FEE	155.70				
J225979	9/10/2020	FINES ENFORCEMENT REGISTRY	38,500.00					
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
\$APINVCE		26561926	FINES ENFORCEMENT REGISTRY LODGEMENT FEE	38,500.00				
J225980	12/10/2020	FINES ENFORCEMENT REGISTRY	38,423.00					
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
\$APINVCE		26568931	FINES ENFORCEMENT REGISTRY LODGEMENT FEE	38,423.00				
J226002	7/10/2020	FINES ENFORCEMENT REGISTRY	155.70					
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>	
\$APINVCE		26555257	FINES ENFORCEMENT REGISTRY LODGEMENT FEE	155.70				
\$JOURNAL		J226002	FER LODGEMENT INVOICE 26555257	115.70				
\$JOURNAL		J225976	FER LODGEMENT DD INV 26555257	(115.70)				

# Payment Details by Invoice

## MUNICIPAL FUND



From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>	<i>Payment Amount</i>				
J226043	16/10/2020	TOPOS MAGAZINE	27.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 30L0116205	URBAN DESIGN JOURNAL RENEWAL	27.00			
J226060	7/10/2020	FINES ENFORCEMENT REGISTRY	155.70				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 26555261	FINES ENFORCEMENT REGISTRY LODGEMENT FEE	155.70			
J226099	26/10/2020	FINES ENFORCEMENT REGISTRY	38,500.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 26637211	FINES ENFORCEMENT REGISTRY LODGEMENT FEE	38,500.00			
J226100	29/10/2020	HENRICK (SINGAPORE) PTE LTD	36,500.00				
		<i>Invoice Number</i>	<i>Payment Details</i>	<i>Amount</i>	<i>Discount</i>	<i>Retention</i>	<i>PPS</i>
		\$APINVCE 16102020	REFUND WORD BOND DEMO 2019/612	36,500.00			

# Payment Details by Invoice

# MUNICIPAL FUND



From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

Cheque/EFT Number	Payment Date	Payee	Payment Amount
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## Cancelled Payments

208695	16/10/2020	PATRICIA BENJAMIN	(13.50)
		<u>Invoice Number</u> 208695 <u>Payment Details</u> CRAFT STORE SUPPLIES <u>Amount</u> (13.50) <u>Discount</u> <u>Retention</u> <u>PPS</u>	
208696	19/10/2020	PEGGY HOLLINGSWORTH	(15.75)
		<u>Invoice Number</u> 208696 <u>Payment Details</u> CRAFT STORE SUPPLIES <u>Amount</u> (15.75) <u>Discount</u> <u>Retention</u> <u>PPS</u>	
208864	27/10/2020	BRANDON ALLMARK	(300.00)
		<u>Invoice Number</u> 208864 <u>Payment Details</u> Wedding Booking refund - 29718 <u>Amount</u> (300.00) <u>Discount</u> <u>Retention</u> <u>PPS</u>	
208891	30/10/2020	ELAINE SUART	(165.00)
		<u>Invoice Number</u> 208891 <u>Payment Details</u> FOOTCARE MANAGEMENT-E SUART <u>Amount</u> (165.00) <u>Discount</u> <u>Retention</u> <u>PPS</u>	
208981	23/10/2020	THE TRUSTEE FOR THE SPRINGFORM INVESTMENTS TRUST	(5,500.00)
		<u>Invoice Number</u> 208981 <u>Payment Details</u> EVENTS & ACTIVATION QUICK RESPONSE GRANT <u>Amount</u> (5,500.00) <u>Discount</u> <u>Retention</u> <u>PPS</u>	
208984	23/10/2020	KIRSTY PETRIDES	(2,500.00)
		<u>Invoice Number</u> 208984 <u>Payment Details</u> VISIT PERTH BLOGS X 10 <u>Amount</u> (2,500.00) <u>Discount</u> <u>Retention</u> <u>PPS</u>	
TOTAL PAYMENTS			10,607,002.63 2,533.51 0.00 10,604,469.12

Warrant of Payments

MUNICIPAL FUND



From Date 1/10/2020

To Date 31/10/2020

Summary:

Payments - Municipal Fund	10,604,469.12
COP Payroll October 2020	3,259,664.65
Credit Card Sept 2020 (see separate report)	14,536.28
Bank Charges October 2020	83,239.22
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	13,961,909.27
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# AP Volume Report by Date Ledger

From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

A/C Number	Description	Current Month
09508	DENSFORD CIVIL PTY LTD	1,389,207.15
27100	DEPUTY COMMISSIONER OF TAXATION	1,287,700.00
59864	LGISWA	1,191,582.91
91770	THE DEPARTMENT OF FIRE & EMERGENCY	613,001.54
05260	AUSTRALIAN SUPER	395,590.41
02566	MENCHETTI CONSOLIDATED PTY LTD T/AS MG	330,312.82
06783	ICONIC PROPERTY SERVICES	328,385.93
57840	MINDARIE REGIONAL COUNCIL	214,277.30
07695	ANIMATION ARTROOM PTY LTD	192,756.89
08558	SUEZ RECYCLING & RECOVERY PTY LTD	188,710.98
03885	D.B CUNNINGHAM PTY LTD T/AS	173,592.36
99991	SUNDRY CREDITOR EFT	162,221.91
92195	WA LOCAL GOVT SUPER PLAN P/L	159,534.41
07783	DIVERSUS	150,924.40
96425	DOWNER EDI WORKS	144,660.14
04609	LIGHTSPEED COMMUNICATIONS AUSTRALIA	132,903.50
02256	MERCER (AUSTRALIA) PTY LTD	42,952.48
92199	ENGIE MECHANICAL SERVICES(WA) PTY	118,632.80
32837	FINES ENFORCEMENT REGISTRY	116,898.30
02260	ALINTA SALES PTY LTD	114,366.28
03301	ACCESS BRICKPAVING CO	107,726.15
08682	SITECORE AUSTRALIA PTY LIMITED	105,413.00
00295	HOWARD AND SONS PYROTECHNICS DISPLAYS	99,000.00
07268	THE BRAND AGENCY	80,787.81
04547	GJK FACILITY SERVICES	75,178.00
07378	AWESOME ARTS AUSTRALIA LTD	71,500.00
09800	DELOITTE RISK ADVISORY PTY LTD	69,975.40
05355	ELECTRICITY GENERATION AND RETAIL	69,709.49
11210	BLUE COLLAR PEOPLE	63,084.53
88110	TOWN OF VICTORIA PARK	60,571.48
03532	EOS ELECTRICAL	57,299.13
08333	HOBAN RECRUITMENT	56,294.97
85547	ABSOLUTE STONE	53,598.31
39620	HAYS PERSONNEL SERVICES (AUST) PTY LTD	52,896.06
03586	DRAINFLOW SERVICES PTY LTD	51,704.10
08066	DEPARTMENT OF LOCAL GOVERNMENT, SPORT	48,053.61
09827	PROMOPAL PTY LTD	46,200.00

# AP Volume Report by Date Ledger

From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

A/C Number	Description	Current Month
06476	TREASURY WA PTY LTD	41,734.02
03648	GILMOUR & JOOSTE ELECTRICAL	40,995.69
21580	COMMISSIONER OF STATE REVENUE	40,922.00
05160	MSS SECURITY PTY LTD	40,118.95
85030	TELSTRA	37,774.77
99999	SUNDRY CREDITOR	36,946.45
07382	FLEETCARE PTY LTD	34,966.05
09689	SANDRA LESLEY HILL T/AS	33,000.00
05281	MCLEODS BARRISTERS AND SOLICITORS	32,184.68
00337	CTI5 PTY LTD	31,874.62
46990	JONES LANG LASALLE (WA)PTY LTD	31,239.82
43391	HYDROQUIP PUMPS	29,819.90
03614	JAMES BENNETT PTY LTD	29,143.10
19450	CITY OF WANNEROO	28,616.51
09806	CREATED BY CLINT PTY LTD	27,500.00
08271	WINDOW WIPERS	26,763.00
08636	COMMONWEALTH BANK CORPORATE CHARGE	14,536.28
65855	PERROTT PAINTING	26,310.53
01376	ADVANCED TRAFFIC MANAGEMENT	25,164.47
07134	COLLEAGUES NAGELS PTY LTD	23,533.89
20180	CLASSIC TREE SERVICES	23,476.04
05869	OLEOLOGY	23,012.00
09810	THE TRUSTEE FOR K.E.M. UNIT TRUST T/AS	22,000.00
45920	JASON SIGNMAKERS	21,855.24
08457	THE TRUSTEE FOR WALLIS FAMILY TRUST T/AS	21,780.00
01755	INTERFLOW PTY LTD	21,569.42
75061	THE ROYAL LIFE SAVING SOCIETY WA INC	21,556.23
05167	DEPARTMENT OF MINES INDUSTRY	21,160.24
08568	ENVIRO INFRASTRUCTURE PTY LTD	20,489.51
08196	FOOD TECHNOLOGY SERVICES PTY LTD	20,338.69
04654	PERTH INTERNATIONAL JAZZ FESTIVAL INC	19,800.00
09817	THE TRUSTEE FOR THE TEMPESTT FAMILY	19,580.00
03478	DEPARTMENT OF TRANSPORT	18,530.10
07549	CARAT AUSTRALIA MEDIA SERVICES PTY LTD	18,417.82
08548	ASSEMBLY & CO PTY LTD	18,286.40
02378	THE TRUSTEE FOR JONES FAMILY TRUST T/A	17,039.00
09324	KNOWN ASSOCIATES INVESTMENTS PTY LTD	16,585.84



# AP Volume Report by Date Ledger

From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

A/C Number	Description	Current Month
94822	STEFNA FAMILY TRUST T/AS WEST TIP WASTE	16,339.23
31490	ELLENBY TREE FARM	15,492.61
07755	THE GROOTE FAMILY TRUST	15,466.00
01483	DATA 3	15,169.44
87710	TOTAL EDEN PTY LTD	14,552.30
09299	SUEZ RECYCLING AND RECOVERY (PERTH) PTY	14,319.89
09781	TYRES 4U PTY LIMITED	14,170.91
77020	SCHINDLER LIFTS PTY LTD	14,108.05
08226	ACE SECURITY AND EVENTS SERVICES	14,026.12
08391	BARKING GECKO THEATRE COMPANY	13,750.00
08017	CLEANSWEEP (WA)PTY LTD	13,700.12
07584	ROWSON'S PLUMBING SERVICES PTY LTD	13,605.81
09646	BARBARA SUSAN MATTERS (KARDA DESIGNS)	13,395.80
14611	CALTEX AUSTRALIA PETROLEUM PTY LTD	13,333.72
07583	THE TRUSTEE FOR THE SWIFT FLOW UNIT	13,247.14
00894	BIDFOOD WA PTY LTD	13,235.23
07820	JULIET LOUISE BORSHOFF T/AS DESIGN	13,200.00
08949	CHEVRON AUSTRALIA DOWNSTREAM FUELS	12,878.26
54945	MARKETFORCE LTD	12,823.50
07587	JOHN FRANK HARMAN	12,650.00
04736	METRIX CONSULTING PTY LTD	12,118.34
09373	303 MULLENLOWE AUSTRALIA PTY LTD T/AS	11,655.73
08613	VOCUS PTY LTD	11,511.50
07725	WESTERN ENVIRONMENTAL PTY LTD	10,565.50
13580	BUILDING & CONSTRUCTION INDUSTRY	10,088.25
92718	WARP PTY LTD	10,070.37
76200	FUJI XEROX BUSINESSFORCE PTY LTD	10,021.58
08414	JOELZ PTY LTD T/AS BAX SERVICES	9,845.00
08700	BATTERIES PLUS	9,766.60
93096	W.C. CONVENIENCE MANAGEMENT PTY LTD	9,490.69
84971	TECHNOLOGY ONE LTD	9,226.25
07173	INTEGRITY SAMPLING (WA)	9,053.00
09813	RAVI KUMAR	8,870.00
05734	KOTT GUNNING	8,745.00
01990	THYSENKRUPP ELEVATOR AUSTRALIA PTY	8,566.46
18525	PROSEGUR AUSTRALIA PTY LTD T/AS CHUBB	8,390.95
05072	PROPEL YOUTH ARTS WA	8,250.00

# AP Volume Report by Date Ledger

From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

A/C Number	Description	Current Month
05296	MASTEC AUSTRALIA PTY LTD	8,080.38
06597	EMERGE ENVIRONMENTAL SERVICES PTY LTD	7,945.71
09786	AMD AUDIT & ASSURANCE PTY LTD	7,810.00
07974	ECLIPSE SOILS PTY LTD	7,623.55
08896	AUSTRALIAN PARKING AND REVENUE	7,603.20
04830	MAIN ROADS WESTERN AUSTRALIA	7,519.26
07200	MARK REISINGER T/AS MFR AUTOELECTRICS	7,011.54
09410	ACCESS ICON PTY LTD T/AS CASCADA GROUP	6,955.29
09122	METRO TRAFFIC PLANNING PTY LTD	6,886.00
64286	PARALLAX PRODUCTIONS PTY LTD	6,743.00
04123	SILVERSPRING TRUST T/AS TJ DEPIAZZI & SONS	6,718.25
06948	CSE CROSSCOM PTY LTD	6,517.50
04826	ARUP	6,431.49
06142	C BAILEY & M BAILEY	6,325.00
05681	AUSBIOTECH LTD	6,200.00
08227	GMF CONTRACTORS	6,186.97
08057	WINC AUSTRALIA PTY LTD	6,116.21
08311	ANTHONY COLLINS DISCRETIONARY TRUST &	5,907.00
07751	ALLMAKES PTY LTD T/AS BRANDWORX	5,755.39
25626	FAAC AUSTRALIA T/AS HUB PARKING	5,727.59
06072	WSP AUSTRALIA PTY LTD	5,720.00
07812	DIAL BEFORE YOU DIG WA LTD	5,676.95
03200	THE TRUSTEE FOR BENNETT KELLY FAMILY	5,500.00
03688	WA AUSTRALIAN HOTELS HOSPITALITY ASSOC	5,500.00
04884	MARINOVICH FAMILY TRUST T/AS CARNIVAL	5,500.00
08630	CORPORATE GOVERNANCE RISK PTY LTD	5,500.00
08728	THE TRUSTEE FOR THE SPRINGFORM	5,500.00
09753	PERISCOPE CLOTHING PTY LTD	5,500.00
09822	ILLUMINANCE SOLUTIONS PTY LTD	5,500.00
09748	EQUILIBRIUM INTERACTIVE PTY LTD T/AS	5,456.00
08314	RM SURVEYS PTY LTD	5,445.00
08325	ESSENTIAL FIRE SERVICES PTY LTD	5,428.50
09258	DATAKOM SYSTEMS (AU) PTY LTD	5,366.58
06276	THE TRUSTEE FOR THE PROPERTY AUSTRALIA	5,277.40
92880	WATER CORPORATION	5,235.62
03731	ALFRED BOCK T/AS AGB CONSULTING	5,073.75
01314	IRON MOUNTAIN AUSTRALIA GROUP PTY LTD	5,012.01

# AP Volume Report by Date Ledger

From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

A/C Number	Description	Current Month
13120	BG & E PTY LTD	4,990.70
06241	AUSTRALIA POST(677495)	4,850.60
09018	SHARON MAREE GREGORY	4,850.00
09821	APAC DIRECT PTY LTD T/AS WHOLESALE	4,763.00
09801	ABILITY CENTRE AUSTRALASIA LTD T/AS	4,655.15
09269	RICOH AUSTRALIA PTY LTD	4,620.74
05732	HERBERT SMITH FREEHILLS	4,608.74
07664	THOMAS ROY PHOTOGRAPHY	4,606.00
03364	SUNNY INDUSTRIAL BRUSHWARE	4,569.11
09610	THE TRUSTEE FOR THE QUITO PTY LTD T/AS	4,553.12
60997	NATIONWIDE TRAINING PTY LTD	4,500.00
09823	ECO PALLETS PTY LTD T/AS ECO PALLETS	4,433.00
06889	THE AUSTRALIAN INSTITUTE OF ENERGY T/AS	4,400.00
92790	WATER DIRECT LTD	4,400.00
25423	DARDANUP BUTCHERING UNIT TRUST T/AS	4,357.92
68050	RENTOKIL INIRIAL PTY LTD T/AS AMBIUS	4,240.38
05026	WHEN ADAM MET EVE	4,158.00
08350	BUDO GROUP PTY LTD	4,127.64
06699	AUSTRALIAN INSTITUTE OF MANAGEMENT	4,036.00
89545	ULTIMO CATERING & EVENTS PTY LTD	3,957.14
01471	NESPRESSO	3,940.50
08840	ROWING ASSOCIATION OF WESTERN	3,850.00
03786	ALANA HALL	3,766.60
18110	CHILD SUPPORT AGENCY	3,752.23
06973	FOX AND RABBIT	3,740.00
06352	DEEP GREEN CORPORATION PTY LTD	3,640.45
07879	GISSA INTERNATIONAL PTY LTD	3,637.70
05762	AUSTRALIAN HVAC SERVICES	3,558.81
04422	IMAGE SOURCE DIGITAL SOLUTIONS	3,537.60
03691	THE TRUSTEE FOR KANDIAH FAMILY TRUST NO	3,349.90
00845	WRITING WA INC	3,300.00
38381	STRATAGREEN	3,279.58
82140	STATEWIDE CLEANING SUPPLIES	3,188.12
06377	WA VENUES & EVENTS PTY LTD	3,184.07
09473	INITIATIVE MEDIA AUSTRALIA PTY LTD	3,168.66
07954	DDL AUSTRALIA PTY LTD	3,135.00
46657	JOHN TIERNEY	3,126.00

# AP Volume Report by Date Ledger

From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

A/C Number	Description	Current Month
19445	CITY OF STIRLING	3,115.20
09198	EAST PERTH COMMUNITY SAFETY GROUP T/AS	3,000.00
09770	KERRY FAULKNER	3,000.00
09755	THE MARTINEZ, THE EAST, THE WARAT, THE	2,921.60
01961	AKCELIK & ASSOCIATES PTY LTD	2,904.00
81781	STANDARDS AUSTRALIA	2,881.60
49461	KONE ELEVATORS PTY LTD	2,860.86
09829	DANIKA EADES T/AS DANIKA EADES	2,750.00
44161	INFORMA AUSTRALIA PTY LTD	2,744.50
06436	DORMAKABA AUSTRALIA PTY LTD	2,576.75
09266	HERITAGE WAY PTY LTD (DOMUS NURSERY)	2,574.61
09057	TSTEE GREEN F/TRUST & TSTEE HOOD F/TRUST	2,567.56
59845	LGRCEU	2,542.04
09808	OPRA AUSTRALIA PTY LTD	2,541.00
08977	KIRSTY PETRIDES	2,500.00
06187	ALLPEST WA	2,486.32
05344	KODAK ALARIS AUSTRALIA PTY LTD	2,464.00
05421	BLACKWOODS ATKINS	2,404.49
26770	LANDGATE	2,352.98
05442	LOCAL GOVERNMENT PROFESSIONALS	2,348.25
09257	J.H. FLUID TRANSFER SOLUTIONS PTY LTD T/AS	2,283.11
08911	LOUISE RICHARDSON T/AS LOUISE	2,266.00
00469	GLENDALOUGH UNIT TRUST T/ AS BRITTONS	2,255.00
05035	CNW PTY LTD T/AS CNW ELECTRICAL	2,183.94
09026	T.J GREEN & D.A PARISH T/AS THE HYBRID	2,178.00
82282	CSP GROUP PTY LTD T/AS STIHL SHOP OSBORNE	2,128.45
07136	AUSTRALIA POST	2,113.92
09849	IKEA PTY LTD	2,081.00
37995	GRASSTREES AUSTRALIA	2,051.50
05671	SOIL'N SAND PTY LTD	2,000.15
76010	ST JOHN AMBULANCE AUSTRALIA	2,000.00
06892	CHAIN APPLICATIONS PTY LTD T/AS THE	1,980.66
00530	MCMULLEN NOLAN GROUP PTY LTD	1,980.00
04134	360 ENVIRONMENTAL PTY LTD	1,932.70
72960	A RICHARDS PTY LTD T/AS RICHGRO GARDEN	1,919.50
07383	ELEMENT ADVISORY PTY LTD T/AS THE	1,897.50
09774	KINOKUNIYA BOOK STORES OF AUSTRALIA	1,887.45

# AP Volume Report by Date Ledger

From Period 4 To Period 4

From Date 1/10/2020 To Date 31/10/2020

A/C Number	Description	Current Month
09695	THE TRUSTEE FOR CORNERSTONE LEGAL	1,817.80
19410	CITY OF PERTH STAFF SOCIAL CLUB	1,792.00
08994	INSIGHT ELECTRICAL TECHNOLOGY PTY LTD	1,742.40
19050	CITY OF PERTH (PETTY CASH)	1,706.08
09370	ENVIRONMENTAL CONSULTANTS ASSOCIATION	1,650.00
09661	MODUS COMPLIANCE PTY LTD	1,650.00
09788	THE TRUSTEE FOR THE ML SEQUEIRA FAMILY	1,650.00
13890	BURGESS RAWSON (WA) PTY LTD	1,650.00
19443	CITY OF SOUTH PERTH	1,650.00
75121	RSEA PTY LTD	1,646.26
62390	NOVA NEWSAGENCY	1,640.31
02242	GLOBAL AUTO COAT PTY LTD	1,630.70
06869	A E HOSKINS & SONS	1,622.12
06506	SURVEYTECH TRAFFIC SURVEYS PTY LTD	1,595.00
04594	JAPANESE TRUCK & BUS SPARES PTY LTD	1,594.95
17119	CENTRECARE CORPORATE	1,584.00
09624	COMPLETE OFFICE SUPPLIES PTY LTD	1,536.15
08403	TRAVIS HAYTO PHOTOGRAPHY	1,529.00
01982	WESTBOOKS	1,518.63
09337	SELECT FRESH PTY LTD	1,517.11
53220	BUCHER MUNICIPAL PTY LTD	1,516.01
13790	BUNNINGS BUILDING SUPPLIES P/L	1,461.74
00049	INSTITUTE OF WEIGHT AND LIFE	1,452.00
88970	TURF CARE WA PTY LTD	1,411.93
07275	FARQUHAR & FARQUHAR PTY LTD T/AS KWIK	1,398.19
43888	ID SUPPLIES PTY LTD	1,396.45
09773	ESTRIN SAUL LAWYERS PTY LTD T/AS ESTRIN	1,382.88
94320	WESTCARE INDUSTRIES	1,353.00
07336	PAULL & WARNER ACCIDENT REPAIR CENTRE	1,334.24
77082	SCOPE SPORTSWEAR	1,320.00
00427	SHADE ENGINEERING	1,314.50
70328	QUALITY PRESS	1,309.00
08825	CATSAT HOLDINGS PTY LTD T/AS CADSULT	1,287.00
09139	DULUXGROUP(AUSTRALIA)PTY LTD T/AS	1,272.37
91810	UNITED EQUIPMENT PTY LTD T/AS UNITED	1,265.00
04836	ASB MARKETING PTY LTD	1,230.35
01015	RORIE SPARE	1,189.25

# AP Volume Report by Date Ledger

From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

A/C Number	Description	Current Month
71085	CEI PTY LTD T/AS RAECO	1,173.61
09761	CASILLI HOLDINGS PTY LTD T/AS AVANT EDGE	1,155.00
09500	GPC ASIA PACIFIC PTY LTD T/AS COVS	1,123.23
81030	SPANDEX ASIA PACIFIC P/L	1,104.50
85320	TENNANT AUSTRALIA	1,063.46
03492	SONIC HEALTHPLUS PTY LTD	1,059.30
16995	CENTRAL CITY MEDICAL CENTRE	1,032.80
09546	THE TRUSTEE FOR THE GLADWELL FAMILY	1,000.00
01212	PERTH BRAKE PARTS	995.00
31850	FARINOSI & SONS PTY LTD	982.18
04018	SMART URBAN PTY LTD	973.50
31497	ELLIOTTS IRRIGATION PTY LTD	948.20
87853	T QUIP	947.65
08060	SHRED-X PTY LTD	947.32
10875	BLJ AUSTRALIA	946.00
94025	PUBLIC TRANSPORT AUTHORITY OF WA	931.25
07607	SONTEC INTEGRATED SYSTEMS	929.50
07080	AUSTRALIAN SERVICES UNION	880.60
03721	ST. LUCIA HOLDINGS PTY LTD T/AS ARTFORM	880.00
09589	DRIVER RISK MANAGEMENT PTY LTD	792.00
34425	DANIELS PRINTING CRAFTSMEN	792.00
01490	INTERNATIONAL ART SERVICES	791.65
06917	MICKTRIC EVENTS	753.50
01465	AIBS WA CHAPTER	750.00
04624	PREMIER WORKPLACE SOLUTIONS	748.00
42210	HOSPITAL BENEFIT FUND OF WA	736.60
09547	ROCHDALE HOLDINGS PTY LTD T/AS HERRING	726.00
09305	THE GRIFFITH FAMILY TRUST T/AS	717.05
29526	WORKPOWER INC T/A ECOSYSTEM	709.50
02305	MAJESTIC PLUMBING	702.90
02015	PERTH EDUCATION CITY	700.00
31912	ELEMENT14 PTY LTD	696.33
01057	ILLION AUSTRALIA PTY LTD T/AS	687.50
10950	BLADON WA P/L	686.40
56251	MERCURY	675.10
01131	ARCHIVAL SURVIVAL	630.85
17280	CFMEU MINING & ENERGY DIVISION	616.00

# AP Volume Report by Date Ledger

From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

A/C Number	Description	Current Month
07309	CORPORATE SCORECARD PTY LTD	611.82
08540	PLANT FORCE INVESTMENTS PTY LTD T/AS	609.40
06725	GLOBAL SPILL CONTROL PTY LTD	596.20
42218	CHANDLER MACLEOD LTD	567.12
01792	DESIGN EDGE	561.00
00150	BROOK & MARSH PTY LTD	550.00
91827	WA HINO SALES & SERVICES	549.38
07797	REBECCA LOUISE KRAWCZUK	520.00
01618	VISUAL INSPIRATIONS AUSTRALIA PTY LTD	518.54
05205	DATALINE VISUAL LINK PTY LTD	496.38
09763	THE TRUSTEE FOR PAM FAMILY TRUST T/AS	495.00
08005	ENVIRODRY TOWELS PTY LTD	484.00
02861	AFMA (AUST FLEET MANAGERS ASSOC)	465.00
09812	ANALYTICAL REFERENCE LABORATORY (WA)	462.00
03458	UNIVERSAL MEDICAL SUPPLIES	459.10
82735	STRUT SPECIALISTS	440.00
08660	INLOGIK PTY LIMITED	436.29
14601	CABCHARGE AUSTRALIA PTY LTD	431.40
06529	DANIEL GRANT PHOTOGRAPHY	429.00
04620	LINFOX ARMAGUARD PTY LTD T/AS	421.60
08390	BARNETTS (WA)PTY LTD	420.48
09703	DAVID YEUNG T/AS CAR CARE(WA)KEWDALE	420.00
09024	DEAN GRAHAM T/AS NORLAP CREATIVE	412.50
89689	UES (INT'L) PTY LTD T/AS UES INTERNATIONAL	405.77
09009	CIRRUS NETWORKS PTY LTD T/AS CIRRUS	404.91
40430	HEALTH INSURANCE FUND OF WA	403.30
11380	BOFFINS BOOKSHOP PTY LTD	385.94
04454	MESSAGENET PTY LTD	384.89
09437	OFFICEASY PTY LTD T/AS OFFICE BASE	369.00
09794	REBECCA LOUISE HIGGIE	357.00
07168	ALL4CYCLING PTY LTD	347.60
06607	BROWNES FOODS OPERATIONS PTY LTD	336.12
09678	MARK ERIC BRADLEY T/AS MB PLAY	330.00
09196	LIONEL SAMSON PACKAGING UNIT TRUST	323.40
11350	BOC GASES AUSTRALIA LTD	314.91
00079	EUROPEAN FOODS PTY LTD	310.00
02469	FOXTEL SUBSCRIBER PAYMENTS	310.00

# AP Volume Report by Date Ledger

**From Period 4 To Period 4**
**From Date 1/10/2020 To Date 31/10/2020**

<i>A/C Number</i>	<i>Description</i>	<i>Current Month</i>
08496	WESTERN EDGE LANDSCAPES	308.00
06587	BUNGAREE LAUNDRY SERVICES	305.03
09336	HEMOCRAFT TEXTILES (WA) PTY LTD	300.57
09764	DANIELA DOMENIQUE RUSSO	300.00
81990	DEPARTMENT PREMIER & CABINET - STATE	287.37
01712	PUMPS AUSTRALIA	286.06
09690	ALL FITNESS SOLUTIONS ATF THE TRUSTEE	273.90
04769	AUSTRALIAN ACADEMY OF TAI CHI (WA)	260.00
02472	ECOLO WA	250.25
05195	EVENTS INDUSTRY ASSOCIATION(WA)INC	250.00
00103	TOPOS MAGAZINE	241.00
07028	WORKPOWER INC	232.00
09177	THE TRUSTEE FOR THE D & J ROSE FAMILY	225.24
54400	MAJOR MOTORS PTY LTD	223.67
45880	JASMAN ENTERPRISES	223.30
08769	LENARA NOMINEES PTY LTD T/AS PERTH NEWS	210.90
08048	CLARE THERESA RYAN	200.00
07208	ECOSPILL PTY LTD	187.28
05219	LATERAL(W.A)PTY LTD	181.50
94835	WURTH AUSTRALIA PTY LTD	156.16
28911	THE TRUSTEE FOR ILLION AUSTRALIA UNIT	154.67
03287	CANON PRODUCTION PRINTING AUSTRALIA	142.93
07338	WESTERN METROPOLITAN REGIONAL COUNCIL	135.19
07321	YOGA VINE PTY LTD	132.00
07904	NETSTAR AUSTRALIA PL T/AS PINPOINT	132.00
09600	CORALIE(COS) APPS	121.05
03872	TECHNICAL SERVICES GROUP	121.00
08681	TAK SHUN DICKSON CHEUNG - TAKO PRINT	121.00
11445	BOLINDA PUBLISHING PTY LTD	120.95
09090	NEVERFAIL SPRINGWATER LIMITED	117.00
08865	DRY CLEANING EXPRESS PTY LTD T/AS	115.50
02197	HOSPEQUIP PTY LTD	110.00
75130	R S COMPONENTS	108.44
01433	OFFICE WORKS	99.00
04528	WINDCAVE PTY LTD T/AS PAYMENT EXPRESS	95.12
08631	CENTRAL CITY HEALTH PROFESSIONALS	85.00
08383	METAL ARTWORK CREATIONS	83.00



# AP Volume Report by Date Ledger

From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

A/C Number	Description	Current Month
02741	ATOM SUPPLY	72.27
07762	SUBARU & VW OSBORNE PARK	69.30
01134	PARTOUT PTY LTD T/AS STATEWIDE BEARINGS	66.00
07363	VIP SECURITY INDUSTRIES PTY LTD T/AS	66.00
85750	WATERLOGIC AUSTRALIA PTY LTD	62.70
02298	TYRES 4U PTY LTD	54.45
27520	DIAMOND LOCK & KEY	53.20
09116	THE TRUSTEE FOR EDGAR PITTEER FAMILY	50.00
07483	GAYE MARIE MCMATH	47.54
06037	MOW MASTER TURF EQUIPMENT	47.30
09594	JOAN HUNTER	42.30
09609	MARGARET FURNESS	40.50
01307	TNT	36.26
07440	CENTRAL REGIONAL TAFE	26.56
09652	SOW FONG KHOO	26.10
09596	YVONNE MARY PETHER	18.00
09604	MARGARET SOMERVILLE	18.00
09606	DOREEN WHEELER	13.50
09597	JOAN CRAIGIE	11.25
09608	JUNE BUSH	9.45
06099	MULTI FIX WA	7.48
09603	MAJ SUSANNE DOLVA	7.20
09607	ELSIE MAY ALLAN	4.50
00246	TAMALA PARK REGIONAL COUNCIL	32.11
<b>TOTAL</b>		<b>10,619,005.40</b>
<b>COP PAYROLL OCT 2020</b>		<b>3,259,664.65</b>
<b>BANK CHARGES</b>		<b>83,239.22</b>
<b>GRAND TOTAL</b>		<b>13,961,909.27</b>

# Payment Details By Invoice

## TRUST FUND



From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>	<i>Payment Amount</i>			
001129	27/10/2020	BASIL ZEMPILAS	80.00			
		<i>Invoice Number</i> T06593	<i>Payment Details</i> REFUND ELECTION NOMINATION	<i>Amount</i> 80.00	<i>Discount</i>	<i>PPS</i>
001130	27/10/2020	BRENT FLEETON	80.00			
		<i>Invoice Number</i> T06592	<i>Payment Details</i> NOMINATION FEE	<i>Amount</i> 80.00	<i>Discount</i>	<i>PPS</i>
001131	27/10/2020	BRODIE MCCULLOCH	80.00			
		<i>Invoice Number</i> T06592	<i>Payment Details</i> NOMINATION FEE	<i>Amount</i> 80.00	<i>Discount</i>	<i>PPS</i>
001132	27/10/2020	BRUCE REYNOLDS	80.00			
		<i>Invoice Number</i> T06592	<i>Payment Details</i> NOMINATION FEE	<i>Amount</i> 80.00	<i>Discount</i>	<i>PPS</i>
001133	27/10/2020	CATHERINE LEZER	80.00			
		<i>Invoice Number</i> T06592	<i>Payment Details</i> NOMINATION FEE	<i>Amount</i> 80.00	<i>Discount</i>	<i>PPS</i>
001134	27/10/2020	CLYDE BEVAN	80.00			
		<i>Invoice Number</i> T06592	<i>Payment Details</i> NOMINATION FEE	<i>Amount</i> 80.00	<i>Discount</i>	<i>PPS</i>
001135	27/10/2020	DI BAIN	160.00			
		<i>Invoice Number</i> T06592	<i>Payment Details</i> NOMINATION FEE	<i>Amount</i> 80.00	<i>Discount</i>	<i>PPS</i>
		<i>Invoice Number</i> T06592	<i>Payment Details</i> NOMINATION FEE	<i>Amount</i> 80.00	<i>Discount</i>	<i>PPS</i>

# Payment Details By Invoice

# TRUST FUND



From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>	<i>Payment Amount</i>			
001136	27/10/2020	LIAM GOBBERT	80.00			
		<i>Invoice Number</i> T06592	<i>Payment Details</i> NOMINATION FEE	<i>Amount</i> 80.00	<i>Discount</i>	<i>PPS</i>
001137	27/10/2020	MARK GIBSON	80.00			
		<i>Invoice Number</i> T06592	<i>Payment Details</i> NOMINATION FEE	<i>Amount</i> 80.00	<i>Discount</i>	<i>PPS</i>
001138	27/10/2020	REBECCA GORDON	80.00			
		<i>Invoice Number</i> T06592	<i>Payment Details</i> NOMINATION FEE	<i>Amount</i> 80.00	<i>Discount</i>	<i>PPS</i>
001147	27/10/2020	SANDY ANGHIE	160.00			
		<i>Invoice Number</i> T06592	<i>Payment Details</i> NOMINATION FEE	<i>Amount</i> 80.00	<i>Discount</i>	<i>PPS</i>
		<i>Invoice Number</i> T06592	<i>Payment Details</i> NOMINATION FEE	<i>Amount</i> 80.00	<i>Discount</i>	<i>PPS</i>
001148	27/10/2020	TIM SCHWASS	80.00			
		<i>Invoice Number</i> T06592	<i>Payment Details</i> NOMINATION FEE	<i>Amount</i> 80.00	<i>Discount</i>	<i>PPS</i>
001149	27/10/2020	VIKTOR KO	80.00			
		<i>Invoice Number</i> T06592	<i>Payment Details</i> NOMINATION FEE	<i>Amount</i> 80.00	<i>Discount</i>	<i>PPS</i>
<b>TOTAL PAYMENTS</b>				<b>1,200.00</b>	<b>1,200.00</b>	

Payment Details By Invoice

TRUST FUND



From Period 4 To Period 4 From Date 1/10/2020 To Date 31/10/2020

<i>Cheque/EFT Number</i>	<i>Payment Date</i>	<i>Payee</i>	<i>Payment Amount</i>
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Summary :

Payments - Trust Fund	1,200.00
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## City of Perth - Corporate Credit Card Transactions

Statement Period 22-08-2020 to 21-09-2020

Card Holder Name	Statement Date	Amount	Merchant Name	Transaction Description
Anne Banks-McAllister	4/09/2020	55.00	MYOB AUSTRALIA	MYOB Subscription
<b>Anne Banks-McAllister Total</b>		<b>55.00</b>		
[General Manager Community Development]				
Ben Fitzpatrick	31/08/2020	150.50	WANEWSDTI	Thewest.com.au digital subscription
Ben Fitzpatrick	8/09/2020	22.89	WANEWSDTI	The West and Sunday Times newspapers
<b>Ben Fitzpatrick Total</b>		<b>173.39</b>		
[Alliance Manager Marketing and Communications]				
Christine Lim-Abrahams	27/08/2020	11.47	SQ *NORTHBRIDGE	Meeting with StreetX
Christine Lim-Abrahams	27/08/2020	5.73	SQ *NORTHBRIDGE	Meeting with StreetX
Christine Lim-Abrahams	28/08/2020	17.95	SQ *LA VEEN COFFEE	WIP meeting and farewell to Emma Sadler
Christine Lim-Abrahams	28/08/2020	17.95	SQ *LA VEEN COFFEE	WIP meeting and farewell to Emma Sadler
Christine Lim-Abrahams	16/09/2020	554.58	MAILCHIMP *MONTHLY	Monthly email platform subscription
<b>Christine Lim-Abrahams Total</b>		<b>607.68</b>		
[Marketing Lead]				
Jy Molloy	8/09/2020	200.00	CAPITALRETRAVISION	Microwave for PCEC as requested by Mufid Sain
Jy Molloy	14/09/2020	88.00	CAPITALRETRAVISION	Request for staff sandwich press at PCEC carpark.
Jy Molloy	15/09/2020	79.10	OFFICEWORKS 0605	Water for L11 Paul Anastas while Zip tap was being repaired
<b>Jy Molloy Total</b>		<b>367.10</b>		
[Property Maintenance Officer]				
Kate Parker	24/08/2020	29.00	OMNY STUDIO	Podcast hosting
Kate Parker	10/09/2020	25.00	STATE LIBRARY OF WES	Online image fee for use on COP website
Kate Parker	15/09/2020	25.00	STATE LIBRARY OF WES	Online image fee
Kate Parker	21/09/2020	164.97	SITEGROUND HOSTING	Web hosting
<b>Kate Parker Total</b>		<b>243.97</b>		
[Coordinator Cultural Collections]				
Kate Sossi	24/08/2020	125.93	CANVA* 02789-2437183	Graphic Design tool
Kate Sossi	28/08/2020	111.83	POWR INC	Sitecore Plugin
Kate Sossi	28/08/2020	2.80	INTNL TRANSACTION FEE	Plugin bank fee
Kate Sossi	2/09/2020	60.62	FACEBK *Z3RREWJ2F2	Facebook advertising
Kate Sossi	2/09/2020	55.00	FACEBK *9VE4HUEX62	Facebook advertising
Kate Sossi	7/09/2020	8.17	LINKTREE* LINKTREE	Instagram plugin
Kate Sossi	7/09/2020	0.20	INTNL TRANSACTION FEE	Linktree bank fee
Kate Sossi	14/09/2020	110.12	POWR INC	Sitecore Plugin USD
Kate Sossi	14/09/2020	350.00	FACEBK *DQVS3X63F2	Facebook advertising.
Kate Sossi	14/09/2020	2.75	INTNL TRANSACTION FEE	Bank fee
Kate Sossi	18/09/2020	5.16	REV.COM	Subtitles for video content
Kate Sossi	18/09/2020	3.44	REV.COM	Subtitles for digital content
Kate Sossi	18/09/2020	120.00	191Pin* Schedugram Ske	Instagram social tool
Kate Sossi	18/09/2020	0.13	INTNL TRANSACTION FEE	Bank fee
Kate Sossi	18/09/2020	0.09	INTNL TRANSACTION FEE	Bank fee
<b>Kate Sossi Total</b>		<b>956.24</b>		
[Digital Channels Lead]				
Karen Wrigglesworth	26/08/2020	44.80	QUEENSLAND GOVT 2	Vehicle Registration Checks
Karen Wrigglesworth	1/09/2020	11.20	QUEENSLAND GOVT 2	Vehicle Registration Checks
Karen Wrigglesworth	1/09/2020	30.00	DPTI - EZYREG	Vehicle Registration Checks
Karen Wrigglesworth	2/09/2020	18.70	QUEENSLAND GOVT 2	Vehicle Registration Checks
Karen Wrigglesworth	10/09/2020	22.40	QUEENSLAND GOVT 2	Vehicle Registration Checks
Karen Wrigglesworth	15/09/2020	33.60	QUEENSLAND GOVT 2	Vehicle Registration Checks
Karen Wrigglesworth	15/09/2020	40.00	DPTI - EZYREG	Vehicle Registration Checks
<b>Karen Wrigglesworth Total</b>		<b>200.70</b>		
[Supervisor Legal Compliance and Infringements]				
Louise Mayberry (Vescovo)	31/08/2020	23.09	ZOOM.US 888-799-9666	Zoom Monthly Subscription Aug20
<b>Louise Mayberry Total</b>		<b>23.09</b>		
[Coordinator Activation]				
Natalie Langoulant	25/08/2020	8.50	WOOLWORTHS 4301	Simon Tsen, ICT, supra glue
Natalie Langoulant	26/08/2020	44.95	JB HI FI ST GEORGES	Corporate Services Alliance, iPhone 8 cover
Natalie Langoulant	4/09/2020	36.95	POST PERTH ST GEORGEPE	ICT, postage for sending back HP covers for laptops
<b>Natalie Langoulant Total</b>		<b>90.40</b>		
[Service Support Analyst]				
Paul Anastas	25/08/2020	16.50	BEANSPOUT CAFE QPS	Lunch for Deputy Chair Commissioner/CEO Meeting
Paul Anastas	1/09/2020	22.00	BEANSPOUT CAFE QPS	Lunch for Chair Commissioner/CEO regular meeting
Paul Anastas	8/09/2020	16.50	BEANSPOUT CAFE QPS	Lunch for Chair Commissioner/CEO regular meeting
Paul Anastas	15/09/2020	16.50	BEANSPOUT CAFE QPS	Lunch for Chair Commissioner/CEO regular meeting
<b>Paul Anastas Total</b>		<b>71.50</b>		
[Council Support Officer]				



## City of Perth - Corporate Credit Card Transactions

Statement Period 22-08-2020 to 21-09-2020

Card Holder Name	Statement Date	Amount	Merchant Name	Transaction Description
Rachel Eaton	27/08/2020 -	692.11	toggl	Testing time tracking tool
Rachel Eaton	4/09/2020	27.15	UNDERCONSIDERATION	Industry subscription for learning and development
Rachel Eaton	4/09/2020	0.68	INTNL TRANSACTION FEE	Industry subscription for learning and development
Rachel Eaton	9/09/2020	67.39	Epidemic Sound AB	Royalty free music subscription
Rachel Eaton	9/09/2020	1.68	INTNL TRANSACTION FEE	Royalty free music subscription
Rachel Eaton	14/09/2020	149.99	Super Retail Group Ltd	Weighted transportable pole for mounting time lapse cameras
Rachel Eaton	17/09/2020	13.00	PADDLE.NET* REMOVE.BG	Photo background removal tool
Rachel Eaton	18/09/2020	49.00	STK*Shutterstock	Royalty free image subscription
<b>Rachel Eaton Total</b>		<b>383.22</b>		
[Creative Services Lead]				
Siobhan Glynn	31/08/2020	12.25	CBD IGA PLUS LIQUORQPS	Milk for Staff
Siobhan Glynn	31/08/2020	67.14	SKEDDA PREMIUM	Skedda Room Booking System Fee
Siobhan Glynn	31/08/2020	1.68	INTNL TRANSACTION FEE	Skedda Room Booking Fee
Siobhan Glynn	7/09/2020	9.80	CBD IGA PLUS LIQUORQPS	Milk for Staff
Siobhan Glynn	16/09/2020	15.69	CBD IGA PLUS LIQUORQPS	Milk for Staff
Siobhan Glynn	18/09/2020	160.00	ST JOHN AMBULANCE AUST	Provide First Aid Training
Siobhan Glynn	21/09/2020	255.50	NESPRESSO	Coffee Pods for staff
Siobhan Glynn	18/09/2020	155.00	AUSTRALIAN RED CROSS	Provide First Aid Refresher Training
<b>Siobhan Glynn Total</b>		<b>677.06</b>		
[Administration Support Officer - Library]				
Steven McDougall	31/08/2020	165.00	PROPERTY COUNCI	Ticket for Property Council event - J.Miragliotta
Steven McDougall	7/09/2020	723.00	THE PERTH MINT	Commemorative coins from Perth Mint-International Engagement
Steven McDougall	7/09/2020	13.74	THE PERTH MINT	Commemorative coins from Perth Mint-International Engagement
Steven McDougall	7/09/2020	15.14	FAIRFAX SUBSCRIPTIONS	Digital subscription to WAToday
Steven McDougall	4/09/2020	36.00	NEWS LIMITED	Online subscription to The Australian
Steven McDougall	18/09/2020	330.00	TRYBOOKING* WESTERN SU	Tickets to attend Western Suburbs Business Association Dinner
Steven McDougall	18/09/2020	1.00	TRYBOOKING* WESTERN SU	Tickets to attend Western Suburbs Business Association Dinner
<b>Steven McDougall Total</b>		<b>1,283.88</b>		
[Principal Economic Development Officer]				
Surindar Singh	11/09/2020	2.02	CPP TEST PAY AND DIS	Network issues. Test credit card payments
Surindar Singh	14/09/2020	2.02	CITY OF PERTH PARKING-	Test Credit Card Payment due to network failure
Surindar Singh	14/09/2020	2.02	CITY OF PERTH PARKING-	Test Credit Card Payment due to network failure
Surindar Singh	14/09/2020	2.02	CITY OF PERTH PARKING-	Test Credit Card Payment due to network failure
Surindar Singh	18/09/2020	71.50	RON MACK MACHINERY	Replaced damaged blade guard for workshop cutter
<b>Surindar Singh Total</b>		<b>79.58</b>		
[Coordinator Technical Services]				
Simon Tsen	26/08/2020	375.00	QGATE CLOUD	QGATE CLOUD FAREHAM LND GBR
Simon Tsen	28/08/2020	50.05	PAYPAL *INDISCRPTS	PAYPAL *INDISCRPTS
Simon Tsen	28/08/2020	307.89	ZOOM.US 888-799-9666	ZOOM MTHLY SOFTWARE FOR CORPORATE
Simon Tsen	31/08/2020	83.68	Live Chat	LIVECHAT INTEGRATION WITH CRM-AUG20
Simon Tsen	31/08/2020	2.09	INTNL TRANSACTION FEE	INTNL TRANSACTION FEE
Simon Tsen	1/09/2020	144.00	SOLARWINDS	SOLARWINDS-AUD\$144.00-SR#118097.pdf
Simon Tsen	2/09/2020	96.80	COLES 0340	6xUSB STICK FOR CORPORATE USE
Simon Tsen	2/09/2020	69.95	JB HI FI ST GEORGES	1x10M LAN CABLE FOR PPM
Simon Tsen	11/09/2020	83.86	MAILCHIMP *MONTHLY	MAILCHIMP-SEPT20
Simon Tsen	14/09/2020	91.07	MAILCHIMP *MONTHLY	MAILCHIMP-\$91.07-SEPT20.pdf
Simon Tsen	14/09/2020	55.61	MAILCHIMP *MONTHLY	HERITAGEPERTH-MAILCHIMP-SEPT20
Simon Tsen	14/09/2020	68.84	BOTENGINE.AI	CHATBOT.COM-BOTENGINE.AI-US
Simon Tsen	14/09/2020	1.09	BOTENGINE.AI	CHATBOT.COM-BOTENGINE.AI-US
Simon Tsen	14/09/2020	31.90	STK*Shutterstock	SHUTTERSTOCK-\$31.90-SEPT20.pdf
Simon Tsen	14/09/2020	22.83	OFWKS ONLINE BENTLEIGH	1x10M LAN CABLE FOR PPM-\$23.83-SR#118504.pdf
Simon Tsen	14/09/2020	1.72	INTNL TRANSACTION FEE	CHATBOT.COM-BOTENGINE.AI-US\$50.00-SEPT20.pdf
Simon Tsen	14/09/2020	0.03	INTNL TRANSACTION FEE	CHATBOT.COM-BOTENGINE.AI-US\$0.79-SEPT20.pdf
Simon Tsen	14/09/2020	495.00	OFWKS ONLINE BENTLEIGH	OFFICEWORKS-RUGGEDCASE FOR IPAD-CDS PROJECT
Simon Tsen	15/09/2020	2,591.60	APPLE R386 PERTH CITY	4xAPPLEIPAD-CDS PROJECT-\$2,591.60-SR#118361.pdf
Simon Tsen	15/09/2020	2,215.00	POS BUSINESS SYSTEMS	ASSUIEPOS EPSON TM-M30II BT PRT-CDS PROJECT
Simon Tsen	17/09/2020	69.00	POS BUSINESS SYSTEMS	ASSUIEPOS PAPERROLL FOR EPSON-CDS PROJECT
Simon Tsen	17/09/2020	2,984.00	POS BUSINESS SYSTEMS	ASSUIEPOS ZEBRA DT-410 n PAPERROLL-CDS PROJECT
Simon Tsen	21/09/2020	242.83	Live Chat	LIVECHAT BUSINESS PLAN MONTH SEPT20-US\$177.00.pdf
Simon Tsen	21/09/2020	6.07	INTNL TRANSACTION FEE	INTNL TRANSACTION FEE
<b>Simon Tsen Total</b>		<b>10,089.91</b>		
[Service Support Analyst - ICT Services]				
<b>Grand Total</b>		<b>14,536.28</b>		

### 14.3 2020/21 Infrastructure Projects First Quarter Review and Reprioritization

Responsible Officer	Bill Parker, General Manager Corporate Services
Voting Requirement	Absolute Majority
Attachments	Attachment 14.3A – 2020/21 Infrastructure Projects First Quarter Review and Funding Reprioritization

#### Purpose

The purpose of this report is to present to Council the outcome from 2020/21 first quarter infrastructure projects review. The review aims to achieve following objectives:

- Identify changes in 2020/21 infrastructure projects including scope change and delivery timeframe change due to resource availability and other latent conditions,
- Free up and reprioritize resources
- Redeploy resources to new projects that offer synergies or external funding opportunities and projects with scope increments to facilitate timely delivery of projects within available financial resources.

A further city-wide statutory budget review will be undertaken in late January 2021 as required by regulation 33A of the *Local Government (Financial Management) Regulations 1996*.

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#### Recommendation

That Council:

1. APPROVES surplus funding of \$7,354,041 to be returned to the municipal fund
  2. APPROVES \$2,920,000 of that funding to be reprioritised to the identified projects with grant funding opportunity and projects with high risk rating as detailed in Attachment 14.3A
  3. APPROVES the transfer of \$605,000 from Public Art Reserve for Wellington Square Enhancement project and East End Revitalisation art component work.
-

## Background

1. Preparation of the City' budget commences in January each year to plan for the following year's services and projects. The long lead timeframe between budget preparation and final adoption, coupled with latent conditions associated with projects require regular review and refinement of the original adopted budget to achieve following outcomes:
  - a. Minimise delay in project and service delivery,
  - b. Reprioritize and redeploy funding sources to facilitate new projects with high risk rating or projects with grant funding opportunities attached
  - c. The net funding requirement will decrease by \$4,434,041 compared to the original council endorsed 2020/21 annual budget.

## Detail

2. The Administration has critically reviewed infrastructure related budgets to explore potential project deferral, cancellation, consolidation of projects to optimise and re-prioritise resource allocations. The infrastructure project delivery team, transport and urban design team have been actively engaged in the review, critically evaluating suggested funding reprioritization and identifying any unintended consequences and service impacts resulting from the proposed reductions in the 2020/21 budget to meet new projects and service needs.
3. The closing funds position for the City will decrease by \$4,434,041 to council originally endorsed annual budget associated with infrastructure projects in July 2020 as shown in column 5 of Table 1 below.

Key Delivery Outcome	2020-21 Budget	Additional Funds Required	Funding Surplus Identified	Funds to be returned (-) / Additional Funding (+) Required in 2020-21	Transfer from Reserve	2020-21 Total Project Funding Required	Confirmed External Funding
Buildings	9,539,130	1,400,000	5,632,380	(4,232,380.00)	-	5,306,750	
Furniture and Equipment - Irrigation	637,000	-	87,500	(87,500.00)	-	549,500	
Furniture and Equipment - Street Furniture	952,134	50,000	-	50,000.00	-	1,002,134	
Infrastructure - Electrical - Christmas Decoration	1,339,679	90,000	380,000	(290,000.00)	-	1,049,679	
Infrastructure - Electrical - Street Lighting	556,298	350,000	2,161	347,839.20	-	904,137	205,000
Infrastructure - Bridges and Civil	300,000	700,000	-	700,000.00	-	1,000,000	320,000
Infrastructure - Landscape	9,300	-	9,000	(9,000.00)	-	300	
Infrastructure - Playground	12,191,162	136,000	-	136,000.00	544,000	12,871,162	4,378,494
Infrastructure - Roads	623,969	73,000	50,000	23,000.00	-	646,969	455,000
Infrastructure - Streetscape	14,322,067	121,000	1,193,000	(1,072,000.00)	61,000	13,311,067	121,000
<b>Grand Total</b>	<b>40,470,739</b>	<b>2,920,000</b>	<b>7,354,041</b>	<b>(4,434,040.80)</b>	<b>605,000</b>	<b>36,641,698</b>	<b>5,479,494</b>

Table 1: Project Review Summary (Detail refer to Attachment 14.3A)

4. As part of the 20/21 infrastructure projects review, each project has been reviewed to determine changes to the approved budget, whether it be savings or increased funding requirements. In addition, projects that either need funds to undertake further scope or new projects that can be undertaken



during 2020/21 have been identified. The list of proposed adjustments is provided in Attachment 14.3A. Detail of the areas of reprioritization are provided below.

5. Building (Net Budget Impact \$4.2M Surplus)

a. Concert Hall Property Rectifications (Net \$3.5M Budget Surplus)

Due to state government funding arrangement for the Perth Concert Hall, City's original \$3.7M funding allocation is no longer required in 20/21 with exception of \$200K retained for minor works including window repair work and HVAC system update.

b. Council House Review and Depot Works (Net \$1.4M Budget Surplus)

Initial improvement works have been completed with further rectification work to address water leaks issue and improve security set to be undertaken this financial year. Further reviews including a concept design is underway. Future major funding requirement will subject to council consideration of the design report recommendations. Hence \$1.4M anticipated to be deferred for future council consideration.

c. PCEC Carpark Subsidence Renewal (Net Budget Increase \$1.4M)

Over the past ten years, various reactive contract work has been engaged to fill and resurface the subject site. Additional funding \$1.4M is to rectify ongoing long-term settlement which has resulted in a number of maintenance issues including movement of building services and the creation of trip hazards/uneven pavements.

6. Infrastructure - Streetscape (Net Budget Impact \$1M Surplus)

a. Winthrop Avenue/Thomas Street Shared Path (Net \$700K Budget Surplus)

Construction stage 1 delayed due to Perth Children Hospital footbridge over Winthrop Avenue. Construction is expected to commence in 2021/22. Hence \$700K is to be deferred to future year for council consideration.

b. Two Way Streets West End (Net \$350K Budget Surplus)

Project delayed due to Thomas Street widening requirements before construction can begin. Construction may not begin until 2024/25. Hence \$350k original funding allocation is to be deferred to future year.

7. Street Lighting (Net Budget Increase \$347,849)

a. East Peth Street Lighting Improvement (Net Budget Increase \$300K)

Following the community safety concerns raised around East Perth area, lighting survey to various roadways and streets throughout East Perth was undertaken in 2019. City has received the survey outcome in late 2019. It's generally concluded that the existing lighting to the majority of the surveyed streets is the absolute minimum standard for road reserves and an utilitarian arrangement that would be needed to illuminate suburban streets, with no trees impacting light distribution and no need to address criteria for increased safety illumination to pathways.

b. Main Roads WA Funded Street Lighting Replacement (Net \$50K Budget Increase \$50K)

Initial \$50K in 20/21 is for the preliminary work associated with 34 street lighting poles scheduled to be transferred to the City. Associated switchboards and wiring systems are also to be transferred to the City. Total \$528,243 grant funding has been received in May 2020 from Main Roads WA.

8. Infrastructure – Bridges and Civil Structure (Net Budget Increase \$700K)

a. JH Abraham river wall repair (Net Budget Increase \$600K)

\$600K is for remedial works on the existing river wall and adjacent footpaths located as JH Abrahams Reserve, Crawley. The Department of Planning, Lands and Heritage has provided the approval to the City to undertake the remedial work since the assets was handed over the City in July 2016 from the City of Nedlands. \$260K external funding is expected from the Department of Biodiversity, Conservation and Attractions to support this project.

## Stakeholder Engagement

9. As the contents of this report focus on infrastructure projects review and re-prioritization, the internal consultation is relevant to the preparation of this report was undertaken with Project Delivery team, Operation, Transport and Urban Design team.

## Decision Implications

10. In accordance with section 6.8 of the Local Government Act 1995, a local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure is authorized in advance by an absolute majority decision of Council.
11. The \$4,434,041 released through this review will be returned to the budget surplus pending a future Council workshop to consider Councils priorities for alternative projects or using the surplus to mitigate funding requirements for the 2021/22 budget. It is proposed that such a workshop could be conducted in January 2021 with the resulting financial implications being incorporated into the statutory budget review.

## Strategic, Legal and Policy Implication

Strategic	
Strategic Community Plan Aspiration:	Performance A city led by a Council and supported by an administration that is committed to sound strategy and governance, excellence in customer service an effective and sincere engagement with all stakeholders.

Strategic Community Plan Objective:	5.5 A financial business model underpinned by a culture of cost management, best value and strategic financial analysis that is subject to ongoing oversight, transparency and accountability.
Issue Specific Strategies and Plans:	Not applicable

Legal and Policy	
Legislation:	Part 3 of the Local Government (Financial Management) Regulations 1996 ( <a href="#">s33A</a> ) - budget review
Legal advice:	Not applicable

## Financial Implications

12. The capital works budget is decreased by \$4,434,041 compared to the original council endorsed 20/21 annual budget associated with those infrastructure projects. Detailed financials and reprioritization is provided in Attachment 14.3A to this report. All amounts quoted in this report are exclusive of GST.

## Relevant Documents

Not applicable

## Further information

Not applicable

## ATTACHEMENT A 2020-21 INFRASTRUCTURE PROJECTS FIRST QUARTER REVIEW AND FUNDING REPRIORITIZATION

Key Delivery Outcome	ID	2020-21 Budget	Additional Funds Required	Funding Surplus Identified	Funds return (-) / Required (+)	Transfer from Reserve	2020-21 Total Project Funding Required	Confirmed External Funding	Comment
<b>Building</b>		<b>9,539,130</b>	<b>1,400,000</b>	<b>5,632,380</b>	<b>(4,232,380)</b>	<b>-</b>	<b>5,306,750</b>	<b>-</b>	
Building - Council House Review and Depot Works	10444	2,437,000		1,400,000	(1,400,000)		1,037,000		Proceed with concept design this year. Pending to council decision prior to the implementation.
Building - 18 Stirling Street Roof Repairs	23419	46,000		46,000	(46,000)		-		
Building - Renewal - Community Facility Renewal Work	23415	899,550		134,550	(134,550)		765,000		Based on latest RFQ. Surplus funding is to be returned
Concert Hall Property Rectifications 20 21	14181	3,741,830		3,541,830	(3,541,830)		200,000		\$200K retained for window repairs and HVAC system update.
Container Deposit Scheme	23414	1,169,750		140,000	(140,000)		1,029,750		
External Rectification Works 20 21	10449	175,000		100,000	(100,000)		75,000		
Fixtures & Fittings Renewals 20 21	10451	75,000		75,000	(75,000)		-		Cancelled
Floor Covering Replacement 20 21	10453	320,000		120,000	(120,000)		200,000		Budget to be transferred and consolidated with Project 10444
Northbridge Piazza Infrastructure Upgrades	10483	75,000		75,000	(75,000)		-		Reprioritize to facility maintenance (Transfer)
PCEC Carpark Subsidence Renewal	10460	600,000	1,400,000		1,400,000		2,000,000		
<b>Furniture and Equipment - Irrigation</b>		<b>637,000</b>	<b>-</b>	<b>87,500</b>	<b>(87,500)</b>	<b>-</b>	<b>549,500</b>	<b>-</b>	
Irrigation Renewal Program	10485	637,000		87,500	(87,500)		549,500		Transport and Urban Design Masterplan has scheduled work in Russell Square hence irrigation work in 2020-21 is cancelled.
<b>Furniture and Equipment - Street Furniture</b>		<b>952,134</b>	<b>50,000</b>	<b>-</b>	<b>50,000</b>	<b>-</b>	<b>1,002,134</b>	<b>-</b>	
Street Furniture - Bollard Replacement - Hay and Murray St I	12178	952,134	50,000		50,000		1,002,134		Based on the latest RFQ
<b>Infrastructure - Electrical - Christmas Decoration</b>		<b>1,339,679</b>	<b>90,000</b>	<b>380,000</b>	<b>(290,000)</b>	<b>-</b>	<b>1,049,679</b>	<b>-</b>	
Christmas Decorations 2020	14150	1,339,679	90,000	380,000	(290,000)		1,049,679		\$90K to be allocated in OPEX following ELT decision to lease a storage warehouse for christmas décor items
<b>Infrastructure - Electrical - Street Lighting</b>		<b>556,298</b>	<b>350,000</b>	<b>2,161</b>	<b>347,839</b>	<b>-</b>	<b>904,137</b>	<b>205,000</b>	
Projects from Lighting Masterplan	12192	52,525		2,161	(2,161)		50,364		Project complete
NEW -Street Lighting - MRWA MOU lighting	10187	-	50,000		50,000		50,000		Design work. \$528K funding received from MRWA
Street Lighting - East Perth Motion 2 - Design & Implementa	14405	503,773	300,000		300,000		803,773	205,000	\$205K external grant funding LRCI (Local Roads Community Infrastructure Program)
<b>Infrastructure - Bridges and Civil</b>		<b>300,000</b>	<b>700,000</b>	<b>-</b>	<b>700,000</b>	<b>-</b>	<b>1,000,000</b>	<b>320,000</b>	
NEW -Civil Structure- JH Abrahams River wall repairs	10188	-	600,000		600,000		600,000	260,000	\$260k external funding contribution from DBCA
John Oldham Bridge Replacement	10469	300,000	100,000		100,000		400,000	60,000	\$60K external grant funding from MRWA
<b>Infrastructure - Landscape</b>		<b>9,300</b>	<b>-</b>	<b>9,000</b>	<b>(9,000)</b>	<b>-</b>	<b>300</b>	<b>-</b>	
Community Events Incl National Tree Day	10080	9,300		9,000	(9,000)		300		National Tree Day cancelled this year (operational)
<b>Infrastructure - Playground</b>		<b>12,191,162</b>	<b>136,000</b>	<b>-</b>	<b>136,000</b>	<b>544,000</b>	<b>12,871,162</b>	<b>4,378,494</b>	
Wellington Square Enhancements	11967	12,191,162	136,000		136,000	544,000	12,871,162	4,378,494	\$136k identified as going over from main contractor to cater for signage and CCTV. This will be taken from playground contingencies at this stage but revisited again in December. \$544K transfer from public art reserve
<b>Infrastructure - Roads</b>		<b>623,969</b>	<b>73,000</b>	<b>50,000</b>	<b>23,000</b>	<b>-</b>	<b>646,969</b>	<b>455,000</b>	
Roads - MRRG - Hampden Rd (SB)-Monash Ave to Gordon St	14414	168,969	23,000		23,000		191,969		Scope change
Roads - RTR - Fairway - Clark St to Myers St	10505	200,000	50,000		50,000		250,000	250,000	2 additional pram ramps to be included to meet City's Standards
Roads - RTR - Myers St - Braodway to Parkway	10506	255,000		50,000	(50,000)		205,000	205,000	
<b>Infrastructure - Streetscape</b>		<b>14,322,067</b>	<b>121,000</b>	<b>1,193,000</b>	<b>(1,072,000)</b>	<b>61,000</b>	<b>13,311,067</b>	<b>121,000</b>	
Two Way Streets West End	12305	350,000		350,000	(350,000)		-		Project delayed due to Thomas street widening requirements before construction can begin. Additionally resources to do project not available due to other priorities. Estimated that construction may not begin until 24/25 although it is hard to predict this with accuracy as multiple parties involved
Winthrop Avenue/Thomas Street Shared Path	14154	1,118,001		700,000	(700,000)		418,001		Construction Stage 1 delayed due to Childrens Hospital footbridge over Winthrop Ave. Expected to start construction next year
East End Revitalisation	14087	12,484,066		120,000	(120,000)	61,000	12,425,066		\$61K transfer from public art reserve. \$120K identified as project saving .
Moore St Pavement Works	10100	120,000		23,000	(23,000)		97,000		
Wellington Street Stage 2B	23426	250,000	121,000		121,000		371,000	121,000	\$121K external grant funding from LRIC (Local Roads Community Infrastructure Program)
<b>Grand Total</b>		<b>40,470,739</b>	<b>2,920,000</b>	<b>7,354,041</b>	<b>(4,434,041)</b>	<b>605,000</b>	<b>36,641,698</b>	<b>5,479,494</b>	

#### 14.4 Property Disposal – New Lease Suites 1, 2 and 3 City Station Concourse, 378 Wellington Street, Perth

Responsible Officer	Bill Parker General Manager Corporate Services
Voting Requirement	Simple Majority
Attachments	Not applicable

#### Purpose

This report seeks Council's final approval for the disposal (via lease) of suites 1, 2 and 3 City Station Concourse, 378 – 420 Wellington Street, Perth.

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#### Recommendation

That Council APPROVES the disposal of suites 1, 2 and 3 City Station Concourse, 378 Wellington Street, Perth to Health Management Systems Pty Ltd in accordance with the following terms:

- a. An initial term of five years and Eight (8) months commencing 1 November 2020
  - b. A further term of five years
  - c. A commencing rent of \$298,732 per annum
  - d. Annual rent reviews: CPI (All Groups) to apply annually from 1st July each year
  - e. Market rent review to apply at the commencement of the further term
-

## Background

1. In September 2020, Council approved the advertising via local public notice of a proposed disposition between the City of Perth and Health Management Systems Pty Ltd (lessee) over suites 1, 2 and 3 City Station Concourse, 420 Wellington Street, Perth (subject premises).
2. In response to the Council decision and in accordance with section 3.58 of the *Local Government Act 1995*, the disposal was advertised for a period of two weeks. No responses were received.
3. A final approval is now required to finalise the disposal process.

## Discussion

4. The City Station Concourse resides on Reserve 44312. The City of Perth holds the Management Order for the Concourse and subsequently has the power to lease the site (or portions of the site) for terms not exceeding 21 years. The Concourse comprises multiple tenancies and is a key source of rental income for the City of Perth.
5. Health Management Systems Pty Ltd have been long term tenants of the City and have occupied the subject premises since 18 May 1998. Health Management Systems Pty Ltd is currently occupying the premises on a holdover basis following the expiry of their lease in May 2018.
6. The subject property includes a total lettable area of 1,066.90 square metres and is approved for a retail shop for general medical practice, medical specialist rooms, paramedical uses or commercial offices and storage.
7. The agreed terms of the proposed disposal include;
  - a. Lease Term: five years and eight months
  - b. Further Term: one term of five years
  - c. Net rent: the commencing rent is \$298,732 per annum. This is in accordance with a Council resolution and market valuation dated 1 March 2020
  - d. Rent reviews: CPI (All Groups) to apply annually from 1st July each year. Market rent review to apply at the commencement of the further term

\*The advertised term was for five years and seven months. Subsequent discussions with the tenant has resulted in an extra month being added. This is considered a very minor variation.

## Stakeholder Engagement

8. Extensive consultation has occurred with Health Management Systems Pty Ltd. As part of the disposal process, the disposal has been advertised in accordance with section 3.58 of the *Local Government Act 1995*.

## Decision Implications

9. If Council agrees to the final stage of this disposal process, a lease will be prepared and executed in accordance with the agreed terms. This process will include seeking Ministerial consent.
10. If Council does not agree to the disposal, the lease will remain in holdover.

## Strategic, Legal and Policy Implications

Strategic	
Strategic Community Plan Aspiration:	Performance A city led by a Council and supported by an administration that is committed to sound strategy and governance, excellence in customer service and effective and sincere engagement with all stakeholders.
Strategic Community Plan Objective:	5.3 Commercial operations that are transparent, profitable and compete fairly and lawfully with private enterprise.
Issue Specific Strategies and Plans:	Nil

Legal and Policy	
Legislation:	Section 3.58 of the <a href="#">Local Government Act 1995</a> This section deals with the disposal of property (including leases)  Section 18 of the <a href="#">Land Administration Act 1997</a> Under this section, the lease will require Ministerial consent.
Legal advice:	Not applicable
Policy	Council Policy 'Disposal of Property' applies to this item.

## Financial Implications

11. There are no financial implications associated with this report. The forecast 2020/21 budget income reflects the new market rental for the subject property.

## Relevant Documents

Not applicable

## Further information

Not applicable



## 14.5 Request to transfer property – Public Transport Authority

Responsible Officer	Bill Parker General Manager Corporate Services
Voting Requirement	Simple Majority
Attachments	Attachment 14.5A – extract from the Roe Street Enhancement Plan

### Purpose

The Public Transport Authority (PTA) has requested that the City of Perth (CoP) consent to the transfer of two parcels of land for the purposes of the functions of their transit guards.

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### Recommendation

That Council:

1. In relation to Reserve 46304, REQUESTS the Minister for Planning, Lands and Heritage to issue a joint management order:
    - 1.1 maintaining the City of Perth's care, control and management for "landscaping and parking"
    - 1.2 providing the Public Transport Authority with control and management for "railway"
  2. In relation to the Portion of the Roe Street Road Reserve, REQUESTS the Minister for Planning, Lands and Heritage to issue a joint management order in relation to the relevant portion once excised from the Roe Street Road Reserve and defined as a separate Reserve:
    - 2.1 providing the Public Transport Authority with care, control and management for "transport" of either the whole of the separate Reserve (or a separately surveyed access way within same);
    - 2.2 providing the City of Perth with care, control and management for "landscaping and recreation" of either the whole of the Reserve (or the residual).
-

## Background

1. In relation to Reserve 46304:
  - a. The PTA requested that the City relinquish the management order in relation to Reserve 46304 for the primary purpose of expanding the geographical reach of the transit guards and to enhance the user experience of the station entry.
  - b. The Minister for Transport, supported the request by letter dated 23 March 2020.
  - c. The CoP, by letter dated 18 May 2020, gave an in-principle agreement to the proposal subject to progressing of an over-arching Central Transport Hub Master Plan including future re-development plans and ensuring that the CoP maintained the capacity to essentially care for, control and manage the Reserve 46304 as a CoP public space (by licence agreement).
  - d. By letter dated 9 June 2020, the PTA wrote to the City to thank them for agreeing to transfer the reserve subject to the community purpose licence.
  - e. By letter dated 13 September 2020, the PTA wrote to the City expressing concern regarding the CoP's design to maintain rights in relation to the Reserve to facilitate further development plans under a Central Transport Hub Master Plan, notwithstanding that this was an original condition of the CoP's in-principle agreement.
  - f. By letter dated 14 October 2020, the CoP wrote to the PTA stating that there was no intention to maintain a tie between future development plans and the management of the Reserve and that the proposed transfer would need to be considered by Council as the decision was not within the CEO's delegated authority.



Figure 1: Aerial image indicating location of Reserve 46304 and portion of Roe Street Road Reserve

2. In relation to the portion of Roe Street Road Reserve (Roe Reserve):
  - a. By email dated 30 October 2020, the PTA requested the CoP relinquish the Roe Reserve to allow it to be amalgamated into the adjoining Crown Reserve 44308 for the purpose of:
    - i. access to transport offenders to and from cells within the PTA security offices under the Horseshoe Bridge; and,
    - ii. parking for emergency response vehicles and service vehicles attending to system faults / outages and escalator / lift maintenance.
  - b. The Roe Reserve area is part of the Roe Street Enhancement Project, which has gone to public tender, was approved by Council at its October meeting, the tender has been awarded and construction will commence in March 2021. An extract from the Roe Street Enhancement Plan outlining the proposed Roe Reserve is Attachment 14.5A.

## Discussion

3. In relation to Reserve 46304:
  - a. The PTA's primary objective is to expand the jurisdiction of its transit guards into this area. PTA transit guards' powers extend over "Authority property". This includes areas the subject of a management order. It does not necessary extend to leases or licences.
  - b. The CoP's primary objective is to maintain the amenity of the public space. The CoP currently has that ability through its management order for landscaping and parking.
  - c. The Minister has the power to place a management order with any one or more parties jointly subject to such conditions as the Minister specifies.
  - d. The PTA and CoP both want to maintain management authority for separate but compatible purposes, thus a joint management order is the most practicable solution.
3. In relation to the Roe Reserve:
  - a. The PTA's objective to provide parking for emergency and service vehicles is incompatible with the Roe Street Enhancement Plan, for which a tender has already been accepted.
  - b. The PTA's objective to facilitate access to the holding cells under the horseshoe bridge may not be incompatible with the CoP's Roe Street Enhancement Plan and to that extent the Minister may issue a joint management order after first excising the area from the current Roe Street Road Reserve and designating it a separate reserve.
  - c. The most practicable time to implement this arrangement may be upon completion of the Roe Street Enhancement Plan works to allow the survey of the new Reserve boundaries to reference the works as-built.

## Stakeholder Engagement

4. Although all relevant parties have been in discussion in relation to the Reserve 46304 for some time, CoP staff have only recently raised the suggestion of a joint management order internally. The benefits of this solution have not been discussed with the PTA.
5. The Roe Reserve has been subject only to the PTA request to the CoP and the CoP have not yet advised the PTA of the Roe Street Enhancement Plan.

## Decision Implications

6. The CoP did not make an unconditional commitment by the prior correspondence to relinquish the Reserve 46304 to the PTA subject to the community purpose licence, so proposing a more mutually beneficial arrangement remains open.
7. This arrangement may then form a precedent for management of spaces over which the CoP and other public agencies have separate but compatible interests.
8. This solution is appropriate for the Roe Reserve after completion of the Roe Street Enhancement Plan.

## Strategic, Legal and Policy Implications

Strategic			
Strategic Aspiration:	Community	Plan	<p>People</p> <p>A safe, activated and welcoming city that celebrates its diversity and sense of community, providing unique educational, <i>cultural, sporting and lifestyle offerings.</i></p>
Strategic Objective:	Community	Plan	1.1 Safe, clean and inviting public places that are well patronised and enjoyed by all.
Issue Specific Strategies and Plans:			Not applicable

Legal and Policy	
Legislation:	<p>Section <a href="#">3 of the Public Transport Authority Act 2003</a></p> <p>Definition of “Authority property”</p> <p>Section <a href="#">46(1) of the Land Administration Act 1997</a></p> <p>Power to place management order with any one or more parties jointly subject to such conditions as the Minister specifies.</p>
Legal advice:	Legal advice is not required regarding this proposal
Policy	<a href="#">CP15.2 Protection and Enhancement of Open Space</a> applies to this item.

## Financial Implications

9. There are no financial implications of the recommendation(s) as they involve the City consenting to transactions that will be implemented by others (e.g. the Minister).

## Relevant Documents

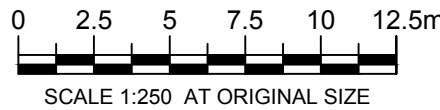
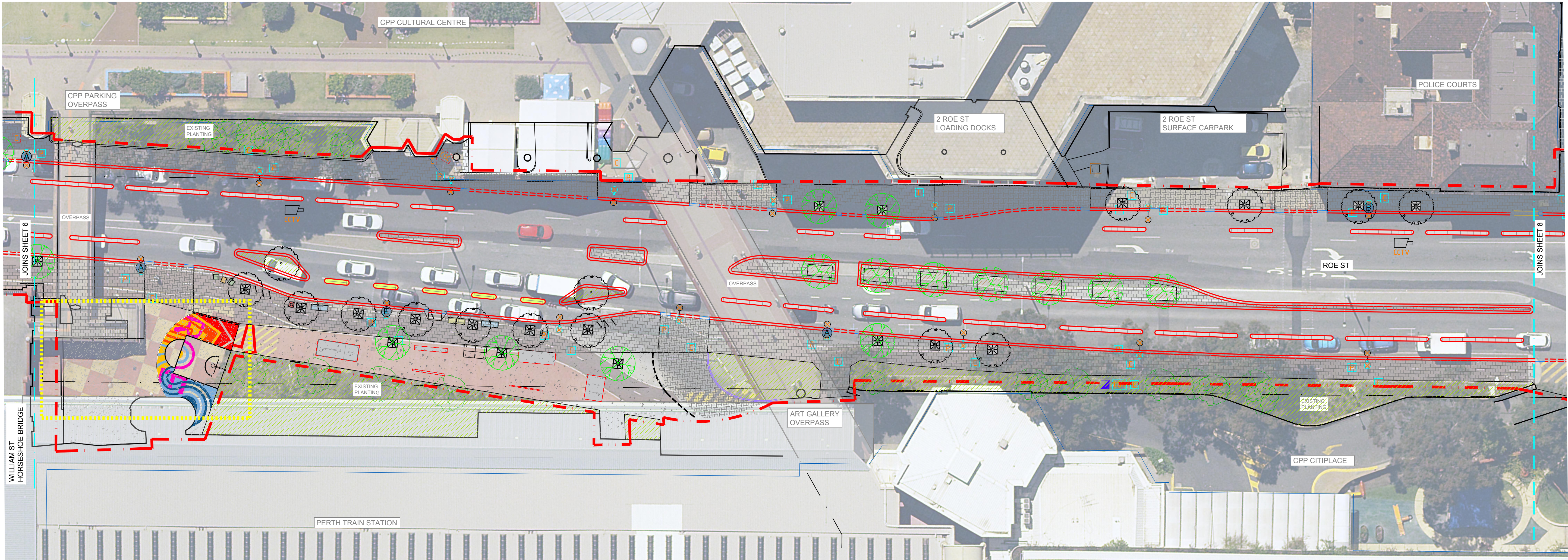
Not Applicable

## Further information

Not Applicable

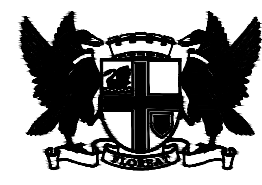


<b>EXISTING KEY</b>		<b>SURFACE FINISHES KEY</b>		<b>FURNITURE KEY</b>		<b>PLANTING KEY</b>	
	SCOPE OF WORK BOUNDARY		PAVING TYPE A: URBANSTONE CONCRETE UNIT PAVING - FOOTPATH		SEAT TYPE A: DOUBLE SEAT		TREE WELL TYPE A: S/S TREE GRATE, NON-IRRIGATED
	DRAWING SHEET BOUNDARY		PAVING TYPE B: URBANSTONE CONCRETE UNIT PAVING - TRAFFICABLE		SEAT TYPE B: SWIVEL CHAIR		STRUCTURAL CELL
	BUILDING OUTLINE		PAVING TYPE C: ASPHALT FOOTPATH		SEAT TYPE C: DOUBLE BENCH		TREE WELL TYPE B: POROUS PAVING, NON-IRRIGATED
	LOT BOUNDARY		PAVING TYPE D: GRANITE UNIT PAVING - FOOTPATH		SEAT TYPE D: FIXED CHAIR		TREE WELL TYPE C: RAIN HARVESTING, NON-IRRIGATED
<b>CIVIL KEY - KERB SCHEDULE</b>			PAVING TYPE E: GRANITE UNIT PAVING - TRAFFICABLE		DRINK FOUNTAIN		GARDEN BED TYPE A: IN GROUND, IRRIGATED, NATIVE SHRUBS & GROUNDCOVERS
	PROPOSED GRANITE BARRIER KERB		PAVING TYPE F: POROUS PAVING -		BIKE CHICANE		GARDEN BED TYPE B: RAISED PLANTER, IRRIGATED, NATIVE SHRUBS & GROUNDCOVERS
	PROPOSED GRANITE TRANSITION KERB		PAVING TYPE G: INSITU CONCRETE PAVING - 100MM THK		120L BIN ENCLOSURE		MULCH ONLY AREA
	PROPOSED GRANITE FLUSH KERB		PAVING TYPE H: INSITU CONCRETE PAVING - 100MM THK - PAINTED FINISH		BASKETBALL POST & BACKBOARD		CORYMBIA MACULATA POT SIZE: 200L / 100L
	PROPOSED GRANITE MOUNTABLE KERB				PING PONG TABLE		ERYTHRINA X SYKESII POT SIZE: 200L / 500L
	PROPOSED GRANITE 500mm WIDE CYCLE LANE BARRIER KERB				SIGNAGE TYPE A: FINGERBOARD		EUCALYPTUS LANE-POOLEI - WHITE GUM POT SIZE: 45L
	PROPOSED GRANITE 300mm WIDE CYCLE LANE BARRIER KERB				SIGNAGE TYPE B: BIKE SIGNAGE		EXISTING TREE: TO BE RETAINED & PROTECTED
	PROPOSED GRANITE 600mm WIDE CYCLE LANE BARRIER KERB				SIGNAGE TYPE C: WAYFINDING MODULE		EXISTING TREE: TO BE REMOVED
	PROPOSED CONCRETE BARRIER KERB				SIGNAGE TYPE D: INTERPRETATION SIGN		
	PROPOSED CONCRETE TRANSITION KERB						
	PROPOSED CONCRETE FLUSH KERB						
	PROPOSED CONCRETE SEMI-MOUNTABLE KERB						
	PROPOSED CONCRETE MOUNTABLE KERB						
	PROPOSED CONCRETE 500mm WIDE CYCLE LANE BARRIER KERB						



B	19/06/2020	ISSUED FOR TENDER	COP	J.L.
A	26/05/2020	ISSUED FOR REVIEW	COP	J.L.
REV	DATE	REVISION DETAILS	DWN	CHK

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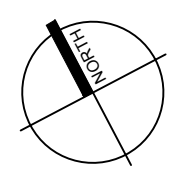


COUNCIL HOUSE  
27-29 ST. GEORGE'S TERRACE, PERTH.

AMANDA MANNOLINI - LEAD CITY DESIGNER

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GDA 94 / AHD  
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SCALE: AS SHOWN  
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ROE STREET ENHANCEMENT  
FITZGERALD ST - STIRLING ST  
GENERAL LAYOUT / ARRANGEMENT  
SHEET 7 of 8

PROJECT No: 10225  
DISPLN DWG TYPE: L - GL - 07  
SHEET No: B  
FDR: H:\CAD\1\_DR1\_PUB\ROE\170\_A1



## 15. Chief Executive Officer Reports

### 15.1 Annual Schedule of Council Meetings 2021

Responsible Officer	Michelle Reynolds, Chief Executive Officer
Voting Requirement	Absolute Majority
Attachments	Attachment 15.1A - Proposed Council and Committee Meeting Dates 2021

#### Purpose

To propose a schedule of meeting dates for the Ordinary Council Meeting, Agenda Briefing Session and Engagement Sessions for Council's adoption.

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#### Recommendation

That Council ADOPTS the Council Meeting Dates 2021 as detailed in Attachment 15.1A.

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## Background

1. Under Regulation 12 of the *Local Government (Administration) Regulations 1996*, the City is required to determine a schedule of Council meetings and to publish details of the date, time and place for each public meeting on the local government's website.

## Discussion

### Proposed meeting dates for Ordinary Council Meeting and Agenda Briefing Session

2. The Ordinary Council Meeting and Agenda Briefing Session dates outlined in Attachment 15.1A are proposed to be held on the final and second last Tuesday of each month respectively, excluding the month of January where no meetings will be held. The meetings will commence from 5pm and will be held in the Council Chamber.
3. The December meeting dates have been adjusted to align with the holiday season.
4. In addition to this regular schedule, it is proposed that different meeting times for each type be trialled so that members of the community have an opportunity to attend meetings held during the day, rather than only in the evening. The different meeting times be trailed will be for the months of May and August are as follows:

### Ordinary Council Meetings

Meeting Date	Day	Time	Location
25 May 2021	Tuesday	12pm	Council Chamber
31 August 2021	Tuesday	2pm	Council Chamber

### Agenda Briefing Session

Meeting Date	Day	Time	Location
18 May 2021	Tuesday	4pm	Council Chamber
24 August 2021	Tuesday	4pm	Council Chamber

### Proposed meeting dates for Elected Member Engagement Sessions

5. Elected Member Engagement Sessions are currently held on the first and second Tuesday of each month. It is now proposed that Elected Member Engagement Sessions are to be held on the final and second last Monday of each month, inclusive of January. These dates are outlined in Attachment 15.1A. These meetings are to be held in Committee Room 1 commencing at 4pm and are not open to the public.



## Stakeholder Engagement

6. Should Council resolve to adopt the proposed Ordinary Council Meeting and Agenda Briefing Session dates, local public notice will be provided.

## Decision Implications

7. If Council does not support the recommendation, the City will not comply with Regulation 12 of the *Local Government (Administration) Regulations 1996*.

## Strategic, Legal and Policy Implications

Strategic	
Strategic Community Plan Aspiration:	Performance A city led by a Council and supported by an administration that is committed to sound strategy and governance, excellence in customer service and effective and sincere engagement with all stakeholders.
Strategic Community Plan Objective:	5.6 Decision-making that is ethical, informed and inclusive.
Issue Specific Strategies and Plans:	Not applicable

Legal and Policy	
Legislation:	<a href="#"><u>Regulation 12 of the <i>Local Government (Administration) Regulations 1996</i></u></a> Requirement for publication of meeting dates prior to the commencement of the year
Legal advice:	Not applicable
Policy	Not applicable

## Financial Implications

There are no direct financial implications relating to the recommendation within this report.

## Relevant Documents

Not applicable.

## Further information

Not applicable.

## Proposed 2021 Meeting Dates

### Ordinary Council Meetings

Open to the public

Meeting Date	Day	Time	Location
23 February 2021	Tuesday	5pm	Council Chamber
30 March 2021	Tuesday	5pm	Council Chamber
27 April 2021	Tuesday	5pm	Council Chamber
25 May 2021	Tuesday	12pm	Council Chamber
29 June 2021	Tuesday	5pm	Council Chamber
27 July 2021	Tuesday	5pm	Council Chamber
31 August 2021	Tuesday	2pm	Council Chamber
28 September 2021	Tuesday	5pm	Council Chamber
26 October 2021	Tuesday	5pm	Council Chamber
30 November 2021	Tuesday	5pm	Council Chamber
21 December 2021	Tuesday	5pm	Council Chamber

### Agenda Briefing Sessions

Open to the public

Meeting Date	Day	Time	Location
16 February 2021	Tuesday	5pm	Council Chamber
23 March 2021	Tuesday	5pm	Council Chamber
20 April 2021	Tuesday	5pm	Council Chamber
18 May 2021	Tuesday	4pm	Council Chamber
22 June 2021	Tuesday	5pm	Council Chamber
20 July 2021	Tuesday	5pm	Council Chamber
24 August 2021	Tuesday	4pm	Council Chamber
21 September 2021	Tuesday	5pm	Council Chamber
19 October 2021	Tuesday	5pm	Council Chamber
23 November 2021	Tuesday	5pm	Council Chamber
14 December 2021	Tuesday	5pm	Council Chamber

## Elected Member Engagement Sessions

Closed to the public

Meeting Date	Day	Time	Location
18 January 2021	Monday	4pm	Committee Room 1
19 January 2021	Tuesday	4pm	Committee Room 1
15 February 2021	Monday	4pm	Committee Room 1
22 February 2021	Monday	4pm	Committee Room 1
22 March 2021	Monday	4pm	Committee Room 1
29 March 2021	Monday	4pm	Committee Room 1
19 April 2021	Monday	4pm	Committee Room 1
26 April 2021	Monday	4pm	Committee Room 1
24 May 2021	Monday	4pm	Committee Room 1
31 May 2021	Monday	4pm	Committee Room 1
21 June 2021	Monday	4pm	Committee Room 1
28 June 2021	Monday	4pm	Committee Room 1
19 July 2021	Monday	4pm	Committee Room 1
26 July 2021	Monday	4pm	Committee Room 1
23 August 2021	Monday	4pm	Committee Room 1
30 August 2021	Monday	4pm	Committee Room 1
20 September 2021	Monday	4pm	Committee Room 1
27 September 2021	Monday	4pm	Committee Room 1
18 October 2021	Monday	4pm	Committee Room 1
25 October 2021	Monday	4pm	Committee Room 1
22 November 2021	Monday	4pm	Committee Room 1
29 November 2021	Monday	4pm	Committee Room 1
13 December 2021	Monday	4pm	Committee Room 1
20 December 2021	Monday	4pm	Committee Room 1

## 15.2 Nomination of an elected member to the Perth Theatre Trust Board

Responsible Officer	Michelle Reynolds, Chief Executive Officer
Voting Requirement	Simple Majority
Attachments	Not applicable

### Purpose

To nominate an elected member to the Perth Theatre Trust Board for appointment by the Governor.

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### Recommendation

That Council NOMINATES one elected member to the Perth Theatre Trust Board.

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## Background

1. Following the cessation of former Commissioners Andrew Hammond and Gaye McMath's terms on the Perth Theatre Trust Board (Board), Council nominated Councillors Gobbert and Bevan to the Board, at the Ordinary Council Meeting held on 3 November 2020.
2. Subsequently, the administration was advised that a third nomination is required as the term of the current occupant to the City of Perth third position on the Board, Ms Tanya Sim, ends on 31 December 2020.
3. Section 5(1)(b) of the *Perth Theatre Trust Act 1979* (Act) states that three people are to be nominated by the City of Perth Council to be appointed by the Governor to the Board. Section 5(3) of the Act states that if Council fails to nominate a person within a time frame specified by the Minister for Local Government, the Governor will appoint a person in the vacant position on the recommendation of the Minister.
4. In 2016, Council did not nominate a third person to the Board within the required timeframe, following correspondence from the Minister. The Governor subsequently appoint Ms Tanya Sim to the Board in accordance with Section 5(3) of the *Perth Theatre Trust Act 1979*.
5. The objective of the Perth Theatre Trust Board is to manage and operate theatre vested in or leased to the Perth Theatre Trust.
6. Venues currently managed by the Trust are:
  - a. His Majesty's Theatre
  - b. Subiaco Arts Centre
  - c. State Theatre Centre of Western Australia
  - d. Albany Entertainment Centre
7. The Trust's venues are used by local, national and international performing arts companies, performers and artists, both professional and amateur. School and children's performances and activities are also presented at these venues.
8. Funded arts organisations presenting regular seasons in Trust venues include the Barking Gecko Theatre Company, Black Swan State Theatre Company, Yirra Yaakin Theatre Company, West Australian Ballet and West Australian Opera, as well as the Perth International Arts Festival.
9. The Trust supports the presentation or co-production of some events in its theatres. The Trust operates in Culture and Arts (WA), a division of the Department of Local Government, Sport and Cultural Industries. Culture and the Arts (WA) provides corporate support to the Trust, including human resources, financial and information system support.
10. Meetings are held on the first Thursday of every second month, usually at midday.
11. Board members are paid \$700 for meetings of four hours or longer or \$460 for meeting of less than four hours.

## Discussion

12. The [Arts and Culture Trust Bill 2020](#) passed the Legislative Assembly and proceeded to the second reading stage in the Legislative Council prior to Parliament rising ahead of the March 2021 State election. The Bill proposes both the repeal of the *Perth Theatre Trust Act 1979* and the Perth Theatre Trust. The Bill also provides for how the Arts and Culture Board membership will be constituted, with no provision for City of Perth representation. As the likelihood and timing of the Bill being reintroduced into Parliament following the March 2021 is unknown, it is prudent the City to nominate a representative to the Perth Theatre Trust.

## Stakeholder Engagement

13. The Administration has been with liaising staff from the Perth Theatre Trust regarding Board membership.

## Decision Implications

14. If Council does not nominate an additional elected member to the Board, the Governor will appoint a person in the vacant position on the recommendation of the Minister.

## Strategic, Legal and Policy Implications

Strategic	
Strategic Community Plan Aspiration:	Performance A city led by a Council and supported by an administration that is committed to sound strategy and governance, excellence in customer service and effective and sincere engagement with stakeholders.
Strategic Community Plan Objective:	5.6 Decision making that is informed and inclusive.
Issue Specific Strategies and Plans:	Nil

Legal and Policy	
Legislation:	<a href="#">Section 5 of the Perth Theatre Trust Act 1979</a> This section outlines the composition of the Perth Theatre Trust
Legal advice:	Not applicable
Policy	Governance Framework Policy

	This policy details the external bodies that require elected member representation.
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## Financial Implications

There are no direct financial implications relating to the recommendation within this report.

## Relevant Documents

Not Applicable

## Further information

Not Applicable.

## 15.3 Inquiry into the City of Perth Recommendation Progress

Responsible Officer	Michelle Reynolds, Chief Executive Officer
Voting Requirement	Simple Majority
Attachments	Attachment 15.3A – Inquiry into the City of Perth Recommendation Implementation Plan Attachment 15.3B – Recommendations of the Inquiry into the City of Perth Oversight Group Terms of Reference

### Purpose

To consider the proposed Implementation Plan to progress relevant recommendations from the Inquiry into City of Perth, and to endorse the Terms of Reference of the Recommendations of the Inquiry into the City of Perth Oversight Group.

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### Recommendation

That Council:

1. ENDORSES the Inquiry into the City of Perth Recommendation Implementation Plan included in Attachment 15.3A
  2. NOTES the establishment of the Recommendations of the Inquiry into the City of Perth Oversight Group, and the Terms of Reference included in Attachment 15.3B.
-



## Background

1. The final report of the Inquiry into the City of Perth (the Inquiry) was tabled at State Parliament on 11 August 2020. The report detailed recommendations for both the City of Perth and Local Government.
2. The City's response was approved by Council at a Special Council Meeting held on 15 September 2020.
3. As part of the Special Council Meeting Report on 15 September 2020 the next steps outlined within the response were:
  - a. Implementation Plan – commitment to an Implementation Plan, by December 2020, that aims to address the recommendations, with input from the newly elected Council
  - b. Oversight and Reporting – commitment to establish a committee consisting of independent oversight representatives, to monitor progress of the implementation plan and provide support and input where necessary. Ongoing progress reports will be provided to Council and the community.
4. The Inquiry into the City of Perth Recommendation Implementation Plan (the Implementation Plan) and proposed Recommendations of the Inquiry into the City of Perth Oversight Group (the Oversight Group) was discussed with elected members at an Engagement Session on 1 December 2020.

## Discussion

5. The City of Perth has actively been progressing improvements as recommended in the Inquiry Report. A status of the recommendations is provided with the Implementation Plan as detailed in Attachment 15.3A.
6. A Terms of Reference for the Oversight Group has been proposed, as detailed in Attachment 15.3B.
7. The Oversight Group and Implementation Plan demonstrates the strong commitment and leadership by the City of Perth to strengthen the governance of both the City of Perth and local government.

## Stakeholder Engagement

8. External Stakeholder Engagement was undertaken through discussion with Officers from the Department of Local Government, Sport and Cultural Industries. Initial contact regarding the Oversight Group has also occurred with the Public Sector Commission and the Office of Auditor General through the Department of Local Government, Sport and Cultural Industries.

## Decision Implications

9. If Council supports this recommendation the City will provide the Department of Local Government, Sport and Cultural Industries with the Implementation Plan.
10. Once Council note the Terms of Reference for the Oversight Group the scheduling of meetings will occur in conjunction with the Department of Local Government, Sport and Cultural Industries.

## Strategic, Legal and Policy Implications

Strategic	
Strategic Community Plan Performance:	Performance A city led by a Council and supported by an administration that is committed to sound strategy and governance, excellence in customer service and effective and sincere engagement with all stakeholders
Strategic Community Plan Objective:	Objective 5.6 Decision-making that is ethical, informed and inclusive.
Issue Specific Strategies and Plans:	Not applicable

Legal and Policy	
Legislation:	<i>Local Government Act 1995</i>
Legal advice:	Not applicable
Policy	Not applicable

## Financial Implications

There are no direct financial implications relating to the recommendation within this report.

## Relevant Documents

Report of the Inquiry into the City of Perth.

## Further information

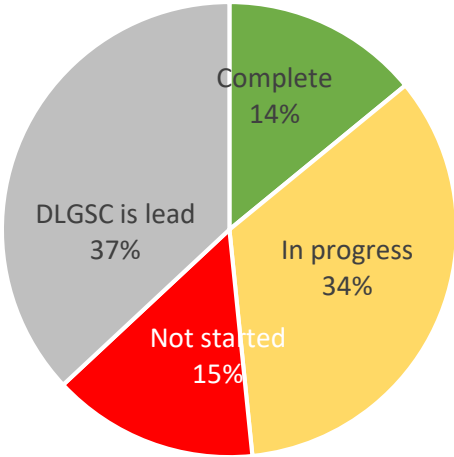
Not applicable.

Progress Summary

Recommendation #	Theme
1 - 10	A) Statutory roles and responsibilities
11 - 56	B) Culture, conduct and leadership
57 - 68	C) Council and committee decision-making
69 - 103	D) Disclosure, personal interest and entitlements
104 - 139	E) Appointing, managing and terminating employment of a CEO
140 - 155	F) Local government elections
156 - 262	G) People management
188 - 262	H) Financial management
263 - 291	I) Procurement and contracting
292 - 322	J) Complaints and misconduct prevention
323 - 341	K) External oversight
	<b>TOTAL</b>

Lead agency & status of City of Perth actions			
City of Perth			State Govt.
Complete	In progress	Not started	DLGSC is lead
7	0	0	3
0	15	7	24
0	1	5	6
3	6	2	24
1	5	2	28
7	1	0	8
5	25	0	2
18	39	7	11
6	20	3	0
1	3	24	3
0	2	0	17
48	117	50	126

Status on the 341 inquiry recommendation actions



THEME: Statutory roles and responsibilities <i>(recommendations 1-10)</i>	Complete	7
	In progress	0
	Not started	0
	N/A (Dept action)	3

Rec. No.	Sub-theme	CoP/Dept	Recommendation	Intent	Response CoP provided to Dep	Comments November 2020	City of Perth Deadline	Status
1	Council Members	City of Perth	The City provide the newly elected Lord Mayor and councillors with an independent course of education (City Council Induction Programme), with an assessment component , on the special role, functions, duties and responsibilities of their respective offices within six months of each City of Perth ordinary or special local government election.	<i>The Lord Mayor and councillors must be provided with a comprehensive understanding of their statutory roles and responsibilities in order for Council to function, including instruction as to their special roles as articulated by the City of Perth Act 2016, in addition to the universal training provided to all newly elected council members regarding their roles as prescribed by local government.</i>	Agreed	EM Induction manual and booklet and process finalised	Mar-21	Complete
2	Council Members	City of Perth	City Council Induction Programme to include instruction as to obligations – relevant legislation including but not limited to the: <ul style="list-style-type: none"> <li>Local Government Act 1995</li> <li>Corruption, Crime and Misconduct Act 2003</li> <li>State Records Act 2000</li> <li>Equal Opportunity Act 1984</li> <li>Occupational Safety and Health Act 198</li> </ul>	<i>These statutes contain regimes which are critical for the Council to understand in order to govern properly</i>	Agreed	EM Induction manual and booklet and process finalised	Mar-21	Complete
3	Council Members	City of Perth	The City Council Induction Programme also include education on the integrated planning and reporting framework , its components and undertaking community consultation and engagement. This would include the vision and strategic direction that it sets for the City, its resourcing implications, and the alignment of the framework with both the aspirations of the community, medium and long term, and the City's objectives under the City of Perth Act 2016.	<i>The City's integrated planning and reporting framework is fundamental to the governance role of Council and is the primary means by which both the aspirations of the community, medium and long term, and the objectives of the City, as prescribed by the City of Perth Act 2016, ore translated into effective, affordable, and achievable strategic directions and actions by Council.</i>	Agreed	EM Induction manual and booklet and process finalised	Mar-21	Complete
4	Council Members	City of Perth	An independent training provider be engaged, by the City, to assist the City's CEO to develop the City Council Induction Programme; independently deliver the programme, including all training and assessment components; and report on the outcomes of compliance with the programme to Council.	<i>To enhance the quality and integrity of the City Council Induction Programme through the involvement of a suitably experienced independent training provider.</i>	Agreed	EM Induction manual and booklet and process finalised	Mar-21	Complete
5	Council Members	City of Perth	The independent training provider be selected and engaged by the City in a fair and transparent manner and, in so far as is practicable, the provider is not to have any professional or personal affiliations with the CEO, the Lord Mayor or councillors. historic or otherwise.	<i>To prevent the politicisation of the training programme, perceived or otherwise, in the absence of a preferred supplier panel for training providers in local government.</i>	Agreed	EM Induction manual and booklet and process finalised	Mar-21	Complete
6	CEO	Local Govt.	Any newly appointed CEO of a local government undertake an independent course of education established by the Department d (CEO Induction Programme), with an assessment component, on the role, functions and duties and responsibilities of local government CEOs. The CEO Induction Programme should be required regardless of whether the new appointee has been previously employed as a CEO, but with some provision for advanced standing, where appropriate.	<i>Knowledge of the role is critical to the discharge of its functions.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
7	CEO	Local Govt.	CEO Induction Programme to include instruction as to obligations under, including but not limited to: <ul style="list-style-type: none"> <li>Local Government Act 1995 and regulations;</li> <li>Corruption, Crime and Misconduct Act 2003;</li> <li>State Records Act 2000;</li> <li>Equal Opportunity Act 1984; and</li> <li>Occupational Safety and Health Act 1984.</li> </ul>	<i>These statutes contain regimes which are critical for the CEO to understand in order to properly fulfil his or her role.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
8	CEO	Local Govt.	A panel of independent training providers be established by the Department to deliver the CEO Induction Programme, including all training and assessment components, and report on the outcomes of compliance with the programme to the council of the local government.	<i>To enhance the quality and integrity of the CEO Induction Programme through the involvement of a suitably experienced independent training provider.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
9	CEO	City of Perth	In the absence of a CEO Induction Programme established by the Department, the City engage an independent training provider to develop and deliver the program me described in Recommendations 6-7 for each newly appointed CEO of the City.	<i>Knowledge of the role is critical to the discharge of its functions</i>	Agreed	CEO LG induction 1-day course has been delivered to the incoming CEO. It did not include an assessment component. Further training to be considered as required and as per the recommendation in this report.	Mar-21	Complete

10	CEO	City of Perth	The City's CEO is to undertake and complete the CEO Induct ion Programme within six months of commencement and the outcomes be included in the CEO's probationary performance agreement and reported to the City of Perth Council as part of the performance review.	<i>To enhance the quality and integrity of the CEO Induction Programme and support the continuing professional development of the City's CEO.</i>	Agreed	LG induction 1-day course has been delivered to the incoming CEO. It did not include an assessment component. Further training to be considered as required and as per the recommendation in this report.	Mar-21	Complete
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THEME: Culture, Conduct and Leadership ( <i>recommendations 11-56</i> )	Complete	0
	In progress	15
	Not started	7
	N/A (Dept action)	24

Rec. No.	Sub-theme	CoP/Dept	Recommendation	Intent	Response CoP provide	Comments November 2020	City of Perth Deadline	Status
11	Culture	City of Perth	The City engage an accredited provider to undertake a review, guided by the 'Organisational Cultural Inventory ' or some other appropriate system, of the culture of the City, including the City of Perth Council and the Administration (Cultural Assessment).	<i>To identify and assess, in on holistic way, the City's organisational culture.</i>	Agreed	The City has engaged Catalyse to undertake internal culture surveys over the last two years. Outcomes of the 2020 staff culture survey were made available in October 2020. The Council has not been engaged in the past two surveys. The involvement of Council in the survey may be considered for 2021.	Jan-21	In progress
12	Culture	City of Perth	The accredited provider be engaged for a minimum of three years to provide a baseline, progress and closing assessment, in the form of an assessment report for each assessment to the CEO, of the cultural change performance within the City.	<i>A three -year period would ordinarily cut across election cycles and give a more representative view.</i>	Agreed	The City will undertake a further survey in 2022. At this time, the provider will be engaged for a period of 3 years.	Jun-22	In progress
13	Culture	City of Perth	The City is to conduct the baseline Cultural Assessment survey within three months of the commencement of the new Council, and it is to be undertaken by council members, the CEO, and the Administration.	<i>This sets the timing of the survey and who is required to participate in the assessment.</i>	Agreed	The culture survey conducted in 2020 and released in October 2020, will comprise the baseline.	Jan-21	In progress
14	Culture	City of Perth	The accredited provider should also provide the City with organisational development advice to guide actions in response by the City of Perth Council and the CEO to the Cultural Assessment findings.	<i>An accredited provider will hove on appropriate tool to make the assessment and provide operational development advice.</i>	Agreed	This element will be included when the City procures services for the 2022 survey.	Jun-22	In progress
15	Culture	City of Perth	The reports containing the results of the Cultural Assessment and proposed actions to address findings in each report is to be provided to the City of Perth Council by the CEO for consideration, endorsement and action no later than three months after the results are received by the CEO.	<i>The City consider what organisational cultural improvements con and should be implemented following the assessment.</i>	Agreed	This will occur within 3 months of the 2022 survey being completed.	Jun-22	In progress
16	Culture	City of Perth	The report, and the City of Perth Council's response to it, is to be communicated appropriately to staff and made available to the public.	<i>Reporting and disclosures facilitate transparency and accountability in local government.</i>	Agreed	This will occur within 3 months of the 2022 survey being completed.	Jun-22	In progress
17	Culture	City of Perth	In the years subsequent to the baseline report, the accredited provider is to provide in the report a view on the effectiveness of the strategies implemented by the City and any barriers to their implementation, as well as ongoing organisational development strategies to address areas in nee d of improvement.	<i>Constant re-assessment as to whether strategies are working and where issues remain will facilitate organisational improvement.</i>	Agreed	This recommendation can be included in the process to procure an accredited provider.	Jun-22	Not started
18	Culture	City of Perth	The Cultural Assessment is to be supported by and integrated with an accredited Executive 360-degree cultural and leadership assessment for the City's council members, the CEO and the executive of the Administration.	<i>To provide an avenue for individuals in a leadership role to gain insight into their leadership skills.</i>	Agreed	The City to embark on such an assessment process early in 2021.	Jun-22	Not started
19	Culture	City of Perth	Key performance indicators from the Cultural Assessment and Executive 360 -degree programme are to form part of the City's CEO and each executive's performance and development agreement	<i>Individuals are held accountable for their behaviours. areas of improvement and contribution to the team and City outcomes for culture.</i>	Agreed	The City to embark on such an assessment process early in 2021.	Jun-22	Not started





27	Code of Conduct	City of Perth	If Recommendations 20-22 [for local government] are not adopted, the City of Perth Council review and amend the City's Code of Conduct (Council Policy "CP10.1 to give effect to those recommendations.	<i>The City's Code of Conduct should, wherever possible, broadly state and explain what is required of council members, committee members and employees, rather than prohibiting improper or unethical behaviour.</i>	Agreed	A new Code of Conduct has been presented to EMs. A report on the new Code of Conduct will be on the agenda for the 30 November 2020 Policy Committee and the December OCM.	Dec-20	In progress
28	Code of Conduct: Training	Local Govt.	Local governments be required to provide all newly elected council members, committee members and newly recruited employees with training on the Code, including an assessment component, as part of their induction process.	<i>Those bound by the Code should understand it.</i>	N/A (as state govt. action)		Mar-21	N/A (Dept. action)
29	Code of Conduct: Training	Local Govt.	All council members and employees undergo training on the Code when it is introduced and refresher training on the Code, including an assessment component, at no less than 12-month intervals.	<i>To maintain currency of understanding.</i>	N/A (as state govt. action)		Mar-21	N/A (Dept. action)
30	Code of Conduct: Training	Local Govt.	The Department establish the training programmes described in Recommendations 28-29, and publish comprehensive training materials on its website, for use by internal and external facilitators, in delivering the programme to council members and employees.	<i>Training content is to be accessible and enable local governments to deliver the training internally and directly through the use of free, centralised training materials.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
31	Code of Conduct: Training	Local Govt.	The Department consider establishing a standardised method for the assessment component of the training programme which is low burden, for both the facilitator and recipients of the training, and to allow the content to be easily updated.	<i>Training content is to be accessible and to enable local governments to deliver the training internally, and directly, using free, centralised training materials.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
32	Code of Conduct: Training	Local Govt.	The training programmes and materials be reviewed annually by the Department, and where possible, include recent examples and case studies which are relevant to the training content.	<i>Training content is to be relevant and current and is seen as such.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
33	Code of Conduct: Training	Local Govt.	The Department to consider the inclusion of reporting against compliance with the Code training requirement in a local government's compliance audit return, split by category, namely, council members, committee members, candidates, the CEO, "senior employees" 1 or equivalent and employees.	<i>To encourage compliance, transparency and accountability</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
34	Code of Conduct: Training	Local Govt.	Local governments be required to publish in their Annual Report their percentage of compliance for the financial year with the Code training requirement, according to the specified categories (as described in Recommendations 33).	<i>To encourage transparency and accountability for the local government's performance.</i>	N/A (as state govt. action)	The City's online learning platform provides new staff with training on the code and an assessment component. The City needs to customise, so it can be applied to the elected group and the new Code of Conduct.	Mar-21	N/A (Dept. action)
35	Code of Conduct: Training	City of Perth	If Recommendation 28 is not adopted, the City is to provide all newly elected council members, newly appointed committee members and newly recruited employees with training on the Code, including an assessment component, as part of their induction process.	<i>Those bound by the Code of Conduct should understand it.</i>	Agreed		Mar-21	In progress
36	Code of Conduct: Training	City of Perth	If Recommendation 29 is not adopted, all council members and employees undergo training on the Code when it is introduced and re fresher training on the Code, including an assessment component, at no less than 12-month intervals.	<i>To maintain currency of understanding.</i>	Agreed		Mar-21	Not started
37	Code of Conduct: Training	City of Perth	If Recommendation 34 is not adopted, the City is to publish in its Annual Report its percentage of compliance for the financial year with the Code training requirement, according to the specified categories (as described in Recommendations 363).	<i>To encourage transparency and accountability for the City's performance.</i>	Agreed		Dec-21	Not started
38	Leadership: Lord Mayor, Mayors & Presidents	Local Govt.	The Department establish a Mayoral Leadership Coaching Programme for newly elected mayors and presidents of local governments, delivered by accredited coaching providers, to support mayors and presidents build their non-technical and leadership skills as part of continuing professional development.	<i>A mayor or president as a leader needs to have good leadership skills.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)



39	Leadership: Lord Mayor, Mayors & Presidents	Local Govt.	An independent accredited executive coach, with formal experience in leadership coaching, be appointed to support and mentor a newly elected mayor or president in his or her transition into the role and for continuing professional development, particularly the development of skills necessary to provide effective community leadership and manage relationships within and between the City of Perth Council and the CEO. The coach to be selected by the mayo r or president from a panel of suppliers provided by the Department.	<i>Professional expertise assists to improve capability and provided objective insights.</i>	N/A (as state govt. action)
40	Leadership: Lord Mayor, Mayors & Presidents	City of Perth	In the absence of a Mayoral Leadership Coaching Programme established by the Department, the City establish the equivalent of the Mayoral Leadership Coaching Programme described at Recommendation 38, within three months of the Lord Mayor commencing in the role.	<i>The Lord Mayor is to receive professional coaching that is effective, appropriate, and provides for development of his or her leadership capability.</i>	To be Considered
41	Leadership: Lord Mayor, Mayors & Presidents	City of Perth	An independent accredited executive coach, with formal experience in leadership coaching, be appointed by the City to support any newly elected Lord Mayor in his or her transition into the role and for continuing professional development , particularly the development of skills necessary to provide effective community leadership and manage relationships within and between the City of Perth Council and the CEO. The coach to be selected by the Lord Mayor from a panel of suppliers provided by the City.	<i>Professional coaching enhances and develops leadership skills.</i>	Agreed
42	Leadership: CEO	Local Govt.	The Department establish a CEO Professional Leadership Coaching Programme for CEOs of local governments, delivered by accredited coaching providers, to support CEOs to build their non-technical and leadership skills both in their transition into the role and for continuing professional development.	<i>A CEO, as a leader, needs to have leadership skills.</i>	N/A (as state govt. action)
43	Leadership: CEO	Local Govt.	An independent accredited executive coach, with formal experience in leadership coaching, be appointed, to support and mentor a CEO (including new and current CEOs) in his or her role and continuing professional development, particularly the development of skills necessary to provide effective community leadership and manage relationships within and between the council and the CEO. The coach to be selected by the CEO from a panel of suppliers provided by the Department.	<i>Professional expertise assists to improve capability and provided objective insights.</i>	N/A (as state govt. action)
44	Leadership: CEO	City of Perth	In the absence of a CEO Professional Leadership Coaching Programme established by the Department in Recommendation 42, the City engage an independent accredited coaching provider to support the City's CEO to build non-technical and leadership skills bot h in his or her transition into the role and for continuing professional development.	<i>The CEO is to receive professional coaching that is effective, appropriate , and provides for development of his or her leadership capability.</i>	To be Considered
45	Leadership: CEO	City of Perth	An independent accredited executive coach, with formal experience in leadership coaching, be appointed, to support and mentor a newly appointed City CEO in his or her role and for continuing professional development, particularly the development of skills necessary to provide effective community leadership and manage relationships within and between the Council and the CEO. The coach to be selected by the CEO from a panel of suppliers provided by the City.	<i>Professional expertise assists to improve capability and provided objective insights.</i>	To be Considered

N/A	N/A (Dept. action)
Jan-21	Not started
Jan-21	Not started
N/A	N/A (Dept. action)
N/A	N/A (Dept. action)
Jan-21	In progress
Jan-21	In progress

46	Leadership: CEO	City of Perth	The Council is to facilitate the appointment of the independent accredited executive coach described in Recommendation 45, within three months of the new CEO commencing at the City.	<i>It is important for the newly appointed CEO to commence with the rights support and coaching.</i>	To be Considered		Jan-21	In progress
47	Leadership: Council Member essential training	Local Govt.	To the extent these matters are not sufficiently dealt with in the Council Member Essentials training, regulation 35(2) of the Local Government (Administration) Regulations 1996 be amended to require council members to undergo training on: <ul style="list-style-type: none"><li>the statutory roles and functions of, and the relationships between, the council, Mayor or President, council members, the CEO and other employees of the local government, including:<ul style="list-style-type: none"><li>council's role as the governing body of the local government and the administration's role in managing the local government's operations;</li><li>decision-making processes of local governments, including council and committee meeting procedures;</li><li>how council, the CEO and the administration can and should work constructively; and</li><li>how council can and should monitor and manage the CEO's and the local government's performance;</li></ul></li><li>conduct and integrity in decision-making, including declaring and managing conflicts of interests;</li><li>financial management and the Integrated Planning and Reporting Framework; and</li><li>leadership, including council members' role as elected representatives of the community.</li></ul>	<i>Training is to be targeted and relevant to support council members of a local government to properly perform their roles.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
48	Leadership: Council Member essential training	City of Perth	Council members of the City are to be trained in those areas described in Recommendation 47.	<i>Training is to be targeted and relevant. These matters are integral to council members at the City properly performing their roles and directly relates to areas of deficiency identified by this Inquiry</i>	Agreed	Governance is currently developing induction sessions for new Elected Members in accordance with this report and Local Government Operational Guideline Number 04 – Elected Member Induction	Mar-21	In progress
49	Leadership: Continuing professional development	Local Govt.	The State Government consider amending section 5.128 of the Local Government Act 1995 and prescribing regulations to require local governments, in preparing and adopting policy on continuing professional development: <ul style="list-style-type: none"><li>to extend that policy to committee members and senior employees;</li><li>to consider the individual training and professional development needs of council members, committee members and senior employees; and</li><li>to require training and professional development courses be delivered by independent and qualified training providers who are members of a panel of training providers established by the Department, with assessment undertaken as part of the course.</li></ul>	<i>To provide for essentials in local government training and development for persons of the local government other than council members.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
50	Leadership: Continuing professional development	Local Govt.	Committee members, including those who are council members, as part of their continuing professional development, receive training in respect of the specialised skills and knowledge required to competently carry out that committee function.	<i>Council members and others should receive specialised training relevant to the effective discharge of their roles.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
51	Leadership: Continuing professional development	Local Govt.	The training described in Recommendation 50 be received before the committee member serves on the relevant committee or, if that is not practicable, as soon as practicable after appointment to the committee .	<i>Decision-making is to be informed by the training.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
52	Leadership: Continuing professional development	Local Govt.	Local governments to report all continuing professional development compliance to the Department.	<i>Decision-making is to be informed by the training.</i>	N/A (as state govt. action)	The City to establish a mechanism for the ongoing tracking of progress with professional development requirements.	Apr-21	N/A (Dept. action)
53	Leadership: Continuing professional development	Local Govt.	The Salaries and Allowances Tribunal consider whether the hours undertaken for continuing professional development be provided for under council members' sitting fees or whether a further allowance be granted for this purpose.	<i>To appropriately meet the time impost on council members.</i>	N/A (as state govt. action)	N/A	N/A	N/A (Dept. action)

54	Leadership: Continuing professional development	City of Perth	54. If Recommendation 49 is not adopted, the City prepare and adopt a policy on continuing professional development: <ul style="list-style-type: none"> <li>• To extend that policy to committee members and senior employees;</li> <li>• To consider the individual training and professional development needs of council members , committee members and senior employees; and</li> <li>• To require training and professional development courses be delivered by independent and qualified training providers who are members of a panel of training providers established by the Department, with assessment undertaken as part of the course.</li> </ul>	<i>To provide for essentials in local government training and development for persons of the City other than council members.</i>	Agreed	A policy on continuing professional development for Council and Committee members is currently being developed. It is anticipated that this will be presented to Council for adoption by December 2020.	Jan-21	In progress
55	Leadership: Continuing professional development	City of Perth	If Recommendation 50 is not adopted, the City arrange for all committee members, as part of their continuing professional development , to receive training in respect of the specialised skills and knowledge required to competently carry out that committee function.	<i>Council members and others should receive specialised training relevant to the effective discharge of their roles.</i>	Agreed	A policy on continuing professional development for Council and Committee members is currently being developed. It is anticipated that this will be presented to Council for adoption by December 2020.	Apr-21	In progress
56	Leadership: Continuing professional development	City of Perth	The training described in Recommendation 55 be received before the committee member serves on the relevant committee or, if that is not practicable, as soon as practicable after appointment to the committee.	<i>Decision-making is to be informed by the training.</i>	Agreed	A policy on continuing professional development for Council and Committee members is currently being developed. It is anticipated that this will be presented to Council for adoption by December 2020.	Apr-21	In progress

THEME: Council and committee decision-making ( <i>recommendations 57-68</i> )	Complete	0
	In progress	1
	Not started	5
	N/A (Dept action)	6

Rec. No.	Sub-theme	CoP/Dept	Recommendation	Intent	Response CoP provide	Comments November 2020	City of Perth Deadline	Status
57	n/a	Local Govt.	Part 2 of the Local Government (Administration) Regulations 1996 be amended to require all council meetings and committee meetings of Council be audio-visually recorded in their entirety, which recordings should be kept in compliance with the State Records Act 2000.	<i>To improve transparency and accountability. and by those measures the quality of local government decision-making.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
58	n/a	Local Govt.	Audio-visual recordings of all parts of meetings of a council or a committee of the council that were open to members of the public be prescribed pursuant to section 5.96A{1}(i) of the Local Government Act 1995 as information which the CEO must publish on a local government's official website.	<i>To improve transparency and accountability.</i>	N/A (as state govt. action)	The City has appropriate infrastructure to support audio-visual recording of Council meetings and is awaiting consultation with the newly elected Council prior to proceeding with any enhancements.  A discussion paper is being prepared by Governance to investigate audio visual recordings of Council Meetings.	N/A	N/A (Dept. action)
59	n/a	Local Govt.	Audio-visual recordings of all parts of meetings of a council or a committee of the council that were open to members of the public be prescribed pursuant to section 5.94{u}{ii) of the Local Government Act 1995 as information which a person attending the office of a local government during business hours may inspect.	<i>To improve transparency and accountability.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
60	n/a	Local Govt.	Regulation 11(da) of the Local Government (Administration) Regulations 1996 be amended to require the reasons for all decisions of council or a committee of council be recorded in writing in the minutes of the meeting in sufficient detail to explain why the decision was made.	<i>To improve transparency and accountability. and to avoid the situation where a committee and council reach the same view on a proposal, but for unexplained and possibly different reasons.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
61	n/a	Local Govt.	Local governments ensure that their policies make clear that all communications; sent or received by any council member relating to any decision of a council or a committee of the council (Decision-Making Correspondence) are records which must be forwarded to the CEO and stored in accordance with the State Records Act 2000 and the State Records Commission 's guidance on local government elected members' records .	<i>To improve compliance with the State Records Act 2000, to facilitate transparent and accountable decision-making, and to aid auditing, investigation and oversight</i>	Agreed	Although a Local Government recommendation the CoP have incorporated this in revised Code of Conduct	N/A	N/A (Dept. action)
62	n/a	Local Govt.	The Code require all council members, committee members and employees of a local government where information technology facilities are provided by the local government, to use those facilities for any matter relating to the business of the local government or the performance of the duties or functions of their office or employment.	<i>To facilitate transparent and accountable decision-making, and to aid auditing, investigation and oversight.</i>	Agreed	Although a Local Government recommendation the CoP have incorporated this in revised Code of Conduct	N/A	N/A (Dept. action)
63	n/a	City of Perth	Recommendation 58 be adopted as better practice transparency by the City of Perth Council, in the absence of broader local government legislative reforms.	<i>To improve transparency and accountability at the City.</i>	Agreed	A discussion paper is being prepared by Governance to investigate audio visual recordings of Council Meetings.	Jul-21	In progress
64	n/a	City of Perth	The decisions of the City of Perth Council, a committee and the CEO, including related correspondence, be audited for compliance with statutory and policy requirements and obligations, no less than once every 24 months by an independent, qualified auditor.	<i>An independent report providing oversight on the City's ability to act and make decisions in accordance with the legislation and policy provides accountability, transparency and improvement.</i>	Agreed	To be developed by Internal Audit with assistance from Governance.	Aug-21	Not started
65	n/a	City of Perth	The results of the audit be reported to the City of Perth Council's Audit Committee (Audit Committee) and the Council.	<i>The Audit Committee has oversight for the audit activities of the City</i>	Agreed	To be developed by Internal Audit with assistance from Governance.	Aug-21	Not started
66	n/a	City of Perth	The first audit described at Recommendation 64 be conducted for the financial year ending 30 June 2021.	<i>The City to use the first audit as a mechanism to inform the new Council and CEO of areas of compliance and for potential improvement.</i>	Agreed	To be developed by Internal Audit with assistance from Governance.	Aug-21	Not started
67	n/a	City of Perth	If an audit conducted under Recommendation 64 identifies serious deficiencies in the City's compliance with statutory and policy obligations, sanctions should be imposed immediately, a report to Council on an improvement programme be developed, that programme be adopted by the City of Perth Council within two months of the audit report being presented and the audit be repeated at 12 months.	<i>Where an audit identifies non-compliance or process weaknesses, action should be taken to address (including sanction and improvement actions control framework weaknesses).</i>	Agreed	To be developed by Internal Audit with assistance from Governance (dependent on 64/65).	Within 2 months of the audit Report released	Not started

Note that City of Perth is progressing in anticipation of this change.

68	n/a	City of Perth	A copy of the independent audit report for the financial year ended 30 June 2021 and the City of Perth Council's response to that report (Recommendation 67) be provided to the Minister for Local Government by no later than 31 December 2021. Confidence in the City to act in accordance with its legislative and policy	<i>Confidence in the City to act in accordance with its legislative and policy responsibilities is strengthened with transparency and accountability to the Minister for Local Government.</i>	Agreed	To be developed by Internal Audit with assistance from Governance.	Dec-21	Not started
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THEME: Disclosure, Personal Interest and Entitlements <i>(recommendations 69-103)</i>	Complete	3
	In progress	6
	Not started	2
	N/A (Dept action)	24

Rec. No.	Sub-theme	CoP/Dept	Recommendation	Intent	Response CoP provide	Comments November 2020	City of Perth Deadline	Status
69	Disclosure and Conflicts	Local Govt.	The Code require council members, committee members and employees of a local government to disclose any actual or perceived conflicts of interest (conflict of interest) that arise in the discharge of their duties and functions; and in sufficient detail so as to: <ul style="list-style-type: none"> <li>• identify what the conflicting interest is and the reason why it gives rise to an actual or perceived conflict; and</li> <li>• enable a third-party to assess the nature and extent of the conflict.</li> </ul>	<i>The detailed definitions of "financial interest" and "closely associated person" in the Local Government Act 1995 ore complex and confusing. Furthermore, the different consequences which attach to the declaration of a "financial interest" under the Local Government Act 1995 in comparison to the consequences which attach to a declaration of on "impartiality interest"&gt;n under the Local Government (Rules of Conduct) Regulations 2007 con lead to inconsistent and absurd results. By unifying the concept of a conflict of interest with reference to we/I-defined principles, the system should be simpler to understand and easier to comply with and lead to better governance outcomes.</i>	Agreed	To be included in the revised CoP Code of Conduct.	N/A	N/A (Dept. action)
70	Disclosure and Conflicts	Local Govt.	Where a council member, committee member or employee has a conflict of interest in relation to a matter before a council or committee meeting, the Code require the council member, committee member or employee to disclose that conflict: <ul style="list-style-type: none"> <li>• to the CEO in writing and as soon as practicable prior to that meeting; or</li> <li>• if that is not practicable, orally at the commencement of the meeting and then in writing to the CEO as soon as practicable after the conclusion of the meeting.</li> </ul>	<i>Conflicts of interest should be made and recorded appropriately and transparently.</i>	Agreed	To be included in the revised CoP Code of Conduct.	N/A	N/A (Dept. action)
71	Disclosure and Conflicts	Local Govt.	71.The Code prohibit council members, committee members and employees who declare a conflict of interest from discharging any of their duties or functions in relation to that conflict, unless: <ul style="list-style-type: none"> <li>i)in the case of a council member at a council meeting or a committee member at a committee meeting, <ul style="list-style-type: none"> <li>•at the meeting the council member or committee member discloses the conflict orally and in sufficient detail; and</li> <li>•the council or committee, having regard to the disclosure, the nature and extent of the conflict and the advice of the CEO, resolves by absolute majority vote: that it is appropriate to permit that council member or committee member to participate in discussions or decision -making processes at the meeting in relation to that matter; and the extent to which it is appropriate for that council member or committee member to participate in discussions or decision-making processes at the meeting in relation to that matter; and</li> <li>•the council member or committee member only participates in discussions or decision-making processes at the meeting to the extent of the council's or the committee's resolution;</li> </ul> </li> <li>ii)in the case of a council member who declares a conflict of interest in relation to any other aspect of their role, for example, in relation to their attendance at a council briefing session: <ul style="list-style-type: none"> <li>•the CEO, having regard to the council member's disclosure and the nature and extent of the conflict, decides: that it is appropriate to permit that council member to discharge his or her duties and functions in the matter; and the extent to which it is appropriate for that council member to discharge his or her duties and functions in the matter ; and</li> <li>•the council member or committee member only discharge his or her duties and functions in the matter to the extent decided by the CEO;</li> </ul> </li> <li>iii)in the case of an employee:</li> </ul>	<i>Conflicts of interest should be made, recorded and managed appropriately and transparently</i>	Agreed	To be included in the revised CoP Code of Conduct.	N/A	N/A (Dept. action)
72	Disclosure and Conflicts	Local Govt.	Where the council, a committee, the CEO or an employee makes a decision in relation to a disclosure of a conflict of interest, including a decision that it is not appropriate for a council member, committee member or employee to participate in discussions or decision-making processes or to exercise duties and functions, detailed reasons for that decision or determination must be given.	<i>Conflicts of interest should be managed and documented appropriately and transparently when connected to decision-making.</i>	Agreed	To be included in the revised CoP Code of Conduct.	N/A	N/A (Dept. action)

73	Disclosure and Conflicts	Local Govt.	All disclosures of conflicts of interest and any decision or determination in Recommendation 71 on that conflict, including the reasons for that decision or determination, be recorded in full in an Expenditure, Interests and Gifts Register.	<i>To reflect the position in section 5.88 of the Local Government Act 1995.</i>	Agreed	To be included in the revised CoP Code of Conduct.	N/A	N/A (Dept. action)
74	Disclosure and Conflicts	Local Govt.	Where a disclosure of a conflict of interest is made in relation to a council or committee meeting, the disclosure and any decision or determination in Recommendation 71 on that conflict, including the reasons for that decision or determination, be recorded in full in the minutes of the meeting.	<i>To increase transparency and accountability</i>	Agreed	To be included in the revised CoP Code of Conduct.	N/A	N/A (Dept. action)
75	Disclosure and Conflicts	Local Govt.	The Department is to provide examples of, and the Code is to provide guidance on, what constitutes a conflict of interest, what information and level of detail a disclosure of a conflict of interest should contain and how conflicts of interest are to be managed.	<i>To assist council members, committee members and employees in meeting their obligations under the Code.</i>	Agreed	To be included in the revised CoP Code of Conduct.	N/A	N/A (Dept. action)
76	Disclosure and Conflicts	Local Govt.	The Code should incorporate Section 5.69 of the <i>Local Government Act 1995</i> .	<i>To enable council meetings to consider and vote on an item where a majority of council members have declared conflicts of interest, where the Minister of Local Government is of the opinion that it is in the public interest to do so.</i>	Agreed	To be included in the revised CoP Code of Conduct.	N/A	N/A (Dept. action)
77	Disclosure and Conflicts	Local Govt.	Council members, committee members and employees should consult the Expenditure, Interests and Gifts Register as soon as practicable after receipt of an agenda for a council or committee meeting and notify the CEO of any interests which may be required to be declared in relation to any items before the meeting.	<i>To assist council members to meet their responsibility to disclose conflicts of interest.</i>	Agreed	To be included in the revised CoP Code of Conduct.	N/A	N/A (Dept. action)
78	Primary and Annual Returns	Local Govt.	The Code incorporate the current obligations in Part 5, Division 6, Subdivision 2 of the Local Government Act 1995 and require council members, the CEO and designated employees to disclose their financial interests in a primary and annual returns.	<i>The primary and annual return documents are complex; requiring continuous disclosure in each return improves transparency and accountability by reducing or eliminating the need to reconcile different returns across different periods of time.</i>	Agreed	To be included in the revised CoP Code of Conduct.	N/A	N/A (Dept. action)
79	Primary and Annual Returns	Local Govt.	The Code require council members, the CEO and senior employees to disclose all financial interests in the primary and then each subsequent annual return and not permit information to be excluded because it was recorded in a previous return.	<i>The primary and annual return documents are complex; requiring continuous disclosure in each return improves transparency and accountability by reducing or eliminating the need to reconcile returns across periods of time.</i> <i>Section 5.78(2)(0) of the Local Government Act 1995 does not require a council member, the CEO or senior employees to disclose any information that has been disclosed in a previous return. That reduces</i>	Agreed	To be included in the revised CoP Code of Conduct.	N/A	N/A (Dept. action)
80	Primary and Annual Returns	Local Govt.	80. The Code require the use of the current forms for primary and annual returns (Form 2 and Form 3, Schedule 1, Local Government (Administration) Regulations 1996) with the following amendments: i) The forms specifically identify the common types of income required to be disclosed, namely, "income from an occupation", "income from a trust", "rent", "share dividends and other income from investments", "bank interest", "commissions" and "sources of other income", with a separate disclosure space for each income type; and ii) The Code and the forms require the person completing the form to provide the name and address of the person or body corporate providing each income source and a description of the relationship between the person completing the form and the person or body corporate providing the income.	<i>The primary and annual return documents are complex. The amendments will promote and improve clarity and accountability</i>	Agreed	To be included in the revised CoP Code of Conduct.	N/A	N/A (Dept. action)
81	Primary and Annual Returns	Local Govt.	The financial interests disclosed in primary and annual returns be disclosed in an Expenditure, Interests and Gifts Register.	<i>To increase transparency and accountability. This is consistent with section 5.88 of the Local Government Act 1995.</i>	Agreed	To be included in the revised CoP Code of Conduct.	N/A	N/A (Dept. action)
82	Primary and Annual Returns	Local Govt.	If Recommendations 78-80 are not adopted, the Local Government Act 1995 and associated regulations be amended to give effect to the specific changes proposed in those recommendations.	<i>The primary and annual return documents are complex. The amendments will promote and improve clarity and accountability.</i>	Agreed	To be included in the revised CoP Code of Conduct.	N/A	N/A (Dept. action)
83	Primary and Annual Returns	Local Govt.	The Department give consideration to further amending the regulated forms for primary and annual returns to require council members and "designated employees" to disclose the names of close family members and entities that they or their close family member control or jointly control, in compliance with Australian Accounting Standard AASB 124 Related Party Disclosures.	<i>To improve transparency and administrative efficiency.</i>	Agreed		N/A	N/A (Dept. action)
84	Primary and Annual Returns	Local Govt.	The Department provide guidance to local governments in relation to the disclosure requirements of financial interests in primary and annual returns, consistently with Recommendation 79.	<i>To assist the person making the return to do so accurately.</i>	Agreed	Provided to Elected Members. Training material to be created for City staff.	N/A	N/A (Dept. action)
85	Primary and Annual Returns	Local Govt.	The CEO of a local government or his or her nominee is to be involved, in a substantive way, and responsible for maintaining an Expenditure, Interests and Gifts Register (Recommendation 97), maintaining the local government's conflicts of interest framework (including policies, procedures and training) and identifying potential risks to the integrity of decision-making within the local government.	<i>Without governance expertise and accountability to guide the process, conflicts of interest may not be properly addressed and managed.</i>	Agreed		N/A	N/A (Dept. action)

86	Primary and Annual Returns	City of Perth	If Recommendation 84 is not adopted, the City should provide guidance to all Relevant Persons in relation to the disclosure requirements of Relevant Persons' income sources in primary and annual returns. consistent with Recommendation 79.	<i>To assist the person making the return to do so accurately.</i>	Agreed	Provided to Elected Members. Training material to be created for City staff.	Feb-21	In progress
87	Use of Councillor Title	Local Govt.	The Department develop guidelines for local governments about the circumstances in which a council member may use his or her councillor title.	<i>The highest standards of integrity are expected in local government decision-making.</i>	N/A (as state govt. action)	Mentioned in the Code of Conduct.	N/A	N/A (Dept. action)
88	Gifts	Local Govt.	The Code require: • Council members , committee members and employees; and any person or entity who: - requires , or who it is reasonable to believe may require, a decision from the local government; and or - has, or who it is reasonable to believe may have, directly or indirectly , commercial dealings or a commercial relationship with the local government, to disclose in full any gift that a council member, committee member or employee receives from that person.	<i>The highest standards of integrity are expected in local government decision-making.</i>	N/A (as state govt. action)	As a matter of priority, the Code of Conduct and all Conflicts of Interest processes are being reviewed and giving consideration to the applicable recommendations.  The newly elected Council will be provided with extensive training on their legal obligations, inclusive of Conflicts of Interest requirements, as part of their induction.  The Council are being engaged and consulted as part of the review of the Code of Conduct.	N/A	N/A (Dept. action)
89	Gifts	Local Govt.	Alternatively, if Recommendation 88 is not adopted:  i) the State Government consider lowering the prescribed minimum value for gifts that must be declared pursuant to regulation 20A(1) of the Local Government (Administration) Regulations 1996 from \$300.00 to \$0.00;  ii) local governments adopt policies requiring any person declaring a gift to take reasonable steps to ascertain the actual value of the gift and to attach evidence of the value of the gift to the declaration; and  iii) the declaration form be prescribed by the Local Government (Administration) Regulations 1996; and  iv) all gift declarations be recorded on the Expenditure, Interests and Gifts Register.	<i>To provide for transparency and accountability for gifts received.</i>	Agreed	To be considered by CoP as appropriate.	N/A	N/A (Dept. action)
90	Gifts	Local Govt.	Specific information from the Expenditure, Interests and Gifts Register be published on the local government's website, comprising:  • conflicts of interest, or impartiality, financial and proximity interests, if Recommendation 69 is not adopted, declared by council members, committee members, the CEO and senior employees;  • interests disclosed in primary and annual returns by council members, the CEO and senior employees; and  • any failures by council members, committee members, the CEO and senior employees to declare gifts or interests, together with the explanation given by that person for the failure.	<i>To promote transparency and accountability.</i>	Agreed	To be considered by CoP as appropriate and published accordingly.	N/A	N/A (Dept. action)
91	Gifts	Local Govt.	The Expenditure, Interests and Gifts Register be independently audited by an independent auditor once each financial year, with the results of the audit published on the local government's website as soon as they become available.	<i>To promote transparency and accountability.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)



92	Gifts	Local Govt.	That Section 5.62(1B)(a) of the <i>Local Government Act 1995</i> be repealed.	<i>It is not appropriate for council members, the CEO and employees to accept gifts in the form of tickets but be exempt from disclosing that gift as an interest or be treated as not having a conflict of interest when the organisation that is the source of those tickets has an interest in matters before council.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
93	Entitlements	Local Govt.	Section 5.98 of the Local Government Act 1995 and Part 8 of the Local Government (Administration) Regulations 1996 be amended to enable the Salaries and Allowances Tribunal to set categories of, and caps on, permissible council member allowances or entitlements.	<i>To improve clarity, and provide external setting , of council member allowances and entitlements.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
94	Entitlements	City of Perth	The amendments to City of Perth Council Policy - "CP10.6: Elected Members - Reimbursement of Expenses on 25 September 2018, which restricts the amount and categories of permissible reimbursement for expenses incurred by council members, be	<i>A claim for reimbursement by a council member is to have a proper connection to the discharge of that council member's functions and duties.</i>	Agreed	On 30 June 2020, Council resolved to retain CP10.6 Elected Members - Reimbursement of Expenses. Review now occurring for new Council Policy committee	Jun-21	In progress
95	Entitlements	City of Perth	The City's CEO only authorise council members to be reimbursed, at the City's cost, where the sole purpose of the expenditure is for the proper discharge of the council member's role as a representative of the City.	<i>A claim for reimbursement by a council member is to have a proper connection to the discharge of that council member's functions and duties.</i>	Agreed	New reimbursement of expenses claim created.	Jun-21	In progress
96	Entitlements	City of Perth	City of Perth Council Policy - "CP10.6: Elected Members - Reimbursement of Expenses " be further reviewed and amended by the end of September 2020 to: <ul style="list-style-type: none"> <li>• clearly articulate the process and financial controls in place for reimbursement of expenses, including actions required by council members;</li> <li>• articulate that council members cannot commit City funds or incur expenses on behalf of the City;</li> <li>• provide a requirement for evidence of the expenditure, namely, a receipt paid by the council member;</li> <li>• prov ide that council members must complete the required declaration regarding the expenditure and that where the declaration is not made and complete, the reimbursement will not occur;</li> <li>• articulate the CEO and/or delegated employee responsibilities for the acquittal of claims for expenses by council members;</li> <li>• articulate that the allowance of one council member cannot be used by another if that council member's allowance has been exceeded; and</li> <li>• state that making a false or fraudulent claim may be a criminal offence and reported to the Western Australian Police Force and/or the Corruption and Crime Commission.</li> </ul>	<i>A clearly articulated policy ensures all persons involved in claiming and approving claims for reimbursement understand the process, roles and responsibilities and reduces the likelihood of potential fraud or misuse.</i>	Agreed		Jun-21	In progress
97	Entitlements	City of Perth	All expenditure claims, including the council member's name, claim category, parties or connection to the City, amount and date approved will be recorded in a register maintained by the City's CEO or his or her delegate immediately after the claim has been incurred by an authorised officer and be contained in the Expenditure, Interests and Gifts Register. (Footnote to this recommendation: Refer to Recommendations 101-103 for additional information required for the dining room.)	<i>For transparency and accountability, and to aid audit, investigation and oversight.</i>	Agreed	Register to be created.	Jun-21	In progress
98	Entitlements	City of Perth	The City engage an independent qualified auditor to conduct an audit of the Expenditure, Interests and Gifts Register, supporting evidence and governance processes for incurring the expenditure, as part of the annual internal audit programme .	<i>Misconduct risks associated with these claims requires independent oversight to establish appropriate behaviours and processes at the City</i>	Agreed		Dec-21	Not started
99	Entitlements	City of Perth	The results of the audit are to be reported to the Audit Committee and the Council.	<i>he Audit Committee has oversight for the audit activities of the City</i>	Agreed		Dec-21	Not started
100	Entitlements	City of Perth	The City is to publish in its Annual Report each year, the total reimbursement provided to each council member under “CP10.6: Elected Members – Reimbursement of Expenses”.	<i>Confidence in the City to act in accordance with its legislative responsibilities is strengthened with transparency and accountability to the Minister for Local Government.</i>	Agreed		Dec-21	In progress
101	Council Dining Room	City of Perth	The City's dining and function facilities be used only by the City to discharge its unique civic responsibilities.	<i>The City's civic and function facilities (including the dining room) should be for the benefit of the City and the community it serves, with proper regard to the status of the City as the capital of Western Australia.</i>	Subject to further consideration.		Sep-20	Complete
102	Council Dining Room	City of Perth	The use of these civic and function facilities must be authorised by the City's CEO, who must record in writing that he or she is satisfied that its use meets the unique responsibilities that the City has, as the State's capital city local government, and that the costs of the use will be incurred in the City's best interests.	<i>To provide a degree of oversight to the use of the dining room</i>	Subject to further consideration.		Sep-20	Complete
103	Council Dining Room	City of Perth	A quarterly report to the Council be submitted containing the costs associated with the dining room facility including events and meetings held, those parties that attended, the council members who attended, the number that attended each event or dining service and the cost per person to host, as public information.	<i>To clarify expectations around the transparency and accountability.</i>	Subject to further consideration.		Sep-20	Complete

**THEME: Appointing, managing and terminating employment of a CEO**  
**(recommendations 104-139)**

Complete	1
In progress	5
Not started	2
N/A (Dept action)	28

Rec. No.	Sub-theme	CoP/Dept	Recommendation	Intent	Response CoP provide	Comments November 2020	City of Perth Deadline	Status
104	Model contract and minimum professional competencies	Local Govt.	The Local Government (Administration) Regulations 1996 be amended to provide for the contract of employment for a CEO to be based on a model contract' to be developed by the Department.	<i>To standardise minimum specifications for CEO employment contracts across the sector, enhancing the ability of Councils to successfully fulfil their obligations as the employer of the CEO.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
105	Model contract and minimum professional competencies	Local Govt.	The Department establish standardised professional leadership competencies for local government CEOs in each classification band.	<i>Professional leadership competencies outline role expectations, standards and key accountabilities deemed critical to overall individual, organisation and whole of sector performance.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
106	Model contract and minimum professional competencies	Local Govt.	106. The Department adopt guidelines for the use of those standardised professional leadership competencies of a CEO (Recommendation 105) in respect of: , the CEO's initial recruitment; and , his or her ongoing performance and the review of that performance (including termination of employment).	<i>To set a baseline for CEO professional and performance competencies across the sector and to assist Councils in recruiting, selecting and managing performance, having regard to the different sizes, needs and capabilities of local governments .</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
107	Model contract and minimum professional competencies	Local Govt.	The CEO model standards prescribed pursuant to section 5.39A of the Local Government Act 1995 require local governments to develop and use criteria for the selection and employment of a CEO and the review of a CEO's performance that, at a minimum, include the professional leadership competencies articulated by the Department pursuant to Recommendation 105.	<i>To provide a mechanism for councils and CEOs to have a common understanding of expectations and performance standards.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
108	Model contract and minimum professional competencies	Local Govt.	Section 5.39Bv of the Local Government Act 1995 be amended to require local governments to comply with the requirements of the CEO model standards	<i>Good governance must occur for the appointment, performance management and termination of employment of CEOs.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
109	Model contract and minimum professional competencies	Local Govt.	The up-to-date version of the professional leadership competencies and the most recent CEO selection criteria used by the local government, as adopted by the local government, be publicly available on the local government's website .	<i>The role and expectations of the CEO of a local government must be available for public scrutiny and to inform the community</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
110	Model contract and minimum professional competencies	Local Govt.	The Department consider requiring local governments to publish in their annual reports the details related to the employment of a CEO, including the total value of the annual remuneration, the term of the contract and the documented reasons for the decision on the salary to be paid .	<i>Employment of a CEO is a significant decision both financially and strategically and transparency on the decision ensures accountability to the community</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
111	Model contract and minimum professional competencies	Local Govt.	The Department establish a panel of professionals with demonstrated expertise in the recruitment and selection and management of performance of executive employees, to assist local governments to recruit, establish key performance indicators for and manage the performance of the CEO.	<i>For compliance, performance monitoring and accountability across the sector.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
112	Model contract and minimum professional competencies	City of Perth	The City develop within 6 months of this Report, a Council Policy articulating the Council's principles, procedures and decision-making processes for the recruitment, selection, performance management and termination of employment of the City's CEO.	<i>To provide for better practice recruitment, selection and performance management and termination of employment of the City's CEO, while transparently articulating the process and principles of the decision-making adopted.</i>	Agreed.	Policy to be developed through the Policy Committee	Mar-21	In progress
113	Model contract and minimum professional competencies	City of Perth	In the absence of sector-wide leadership competencies for CEO's the CoP Council develop, in consultation with independent expert advice, professional leadership competencies for the City's CEO in line with the City's classification as "Band 1" LG. (See recommendation 131).	<i>To provide for better practice performance management of a CEO, while transparently articulating the standards and competencies expected.</i>	Agreed.	CEO Key Focus Areas and KPI's were adopted by resolution of the Commissioners at Ordinary Council Meeting 29 September 2020	Sep-20	Complete
114	Model contract and minimum professional competencies	City of Perth	In the absence of the adoption of Recommendation 121 by the Department, the City of Perth Council develop and use a standard format for the CEO Performance and Development Agreement and Assessment.	<i>To provide a consistent format, structure and assessment.</i>	Agreed.	To be developed.	Sep-21	In progress
115	Model contract and minimum professional competencies	City of Perth	The City of Perth Council engage a professional, with expertise in performance management to assist it, as a newly formed council, to establish the performance criteria (Recommendation 131) for the City's CEO and to provide the required knowledge and skills to council members on undertaking better practice performance management and assessment.	<i>The City's newly elected Council should have access to expert professional assistance to develop the agreement and assess the performance of the CEO.</i>	Agreed.		Sep-21	In progress
116	Recruitment	Local Govt.	The CEO model standards require the recruitment and selection process for a local government CEO be undertaken by a panel (CEO Recruitment Panel), which shall make a recommendation to the council of a local government on the candidate to be appointed as CEO. The CEO Recruitment Panel is to comprise: <ul style="list-style-type: none"><li>• a member of the council, appointed to the panel by the council;</li><li>, an independent third party, with demonstrated expertise in local government; and</li><li>, a member of the panel described in Recommendation 111, appointed by the Department, with experience in the recruitment and selection and managing the performance of executive employees, who shall provide guidance and advice to the CEO Recruitment Panel.</li></ul>	<i>The selection and recruitment process for local government CEOs should adhere to good governance principles through transparent, consistent and independent people management and recruitment practices, with the mandated involvement of a Department representative as an experienced third party</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)



117	Recruitment	Local Govt.	The CEO model standards prescribe that the council of a local government: <ul style="list-style-type: none"> <li>• must not employ a CEO in the absence of a recommendation from a CEO Recruitment Panel;</li> <li>• must allow the members of the CEO Recruitment Panel to be present during discussions of the Panel's recommendation;</li> <li>• may accept the CEO Recruitment Panel's recommendation;</li> <li>• may reject the CEO Recruitment Panel's recommendation and appoint another person as CEO, but must provide detailed reasons for doing so; and</li> <li>• may require further information before deciding whether to accept or reject the CEO Recruitment Panel's recommendation.</li> </ul>	<i>The selection and recruitment process for local government CEOs is to be fair and transparent.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
118	Recruitment	Local Govt.	The appointee of the Department to a CEO Recruitment Panel prepare the report to council on the recruitment and selection process for a local government CEO, including the decision of council to accept or reject the Panel's recommendation and the reasons given by the Council for that decision .	<i>Independent oversight of the appointment of local government CEOs provides for fairness, greater accountability and better transparency</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
119	Recruitment	Local Govt.	The appointee of the Department to raise any probity concerns, with the Department, including potential breaches of the legislation.	<i>Independent oversight of the appointment of local government CEOs provides for fairness, greater accountability and better transparency</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
120	Recruitment	Local Govt.	The Department monitor trends in CEO recruitments and selections and provide advice to local governments on areas for improvement.	<i>Oversight of the local government sector performance supports better practices into the future .</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
121	Reviews of Performance	Local Govt.	The Department consider developing a sector -wide standard format for the CEO Performance and Development Agreements and Assessments.	<i>To provide for a consistent format, structure and assessment for a CEO's performance agreement and assessment.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
122	Reviews of Performance	Local Govt.	The CEO model standards require the review of the performance of a local government CEO be facilitated by a panel (CEO Performance Advisory Panel), which shall make a recommendation and provide a report to the council of a local government on the outcome of that review. The CEO Performance Advisory Panel is to comprise: <ul style="list-style-type: none"> <li>• a member of the council, appointed to the committee by the council;</li> <li>• an independent third party with demonstrated expertise in local government, and/or the recruitment and selection and managing the performance of executive staff. appointed by the council; and</li> </ul> one of whom is a member of the panel described in Recommendation 111 nominated by the Department, who shall be experienced in the recruitment and selection and managing the performance of executive employees and provide guidance and advice to the CEO Performance Advisory Panel.	<i>Performance reviews for local government CEOs should adhere to good governance principles through transparent, consistent and independent people management and recruitment practices, with the mandated involvement of a Department representative as an experienced third party</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
123	Reviews of Performance	Local Govt.	The CEO model standards prescribe the council of a local government: <ul style="list-style-type: none"> <li>• review a CEO's performance guided by a recommendation from a CEO Performance Advisory Panel ;</li> <li>• must allow the members of the CEO Performance Advisory Panel to be present during council's discussions of the Panel 's recommendation;</li> <li>• may accept the CEO Performance Advisory Panel's recommendation with or without modifications, but if the Panel's recommendation is modified must provide detailed reasons for doing so;</li> <li>• may reject the CEO Performance Advisory Panel's recommendation and adopt an alternative outcome for the review, but must provide detailed reasons for doing so; and</li> </ul>	<i>The performance review process for local government CEOs is to be transparent.</i>	N/A (as state govt. action)	This process was developed and followed for the appointment of the current CEO.	N/A	N/A (Dept. action)
124	Reviews of Performance	Local Govt.	The appointee of the Department to a CEO Performance Advisory Panel prepare the report to council on the local government CEO's performance review assessment and outcome, including the decisions of council, the reasons for them and the process undertaken.	<i>Independent oversight of the appointment of local government CEOs provides for fairness, greater accountability and better transparency</i>	N/A (as state govt. action)	This process was developed and followed for the appointment of the current CEO.	N/A	N/A (Dept. action)
125	Reviews of Performance	Local Govt.	The council is to afford the CEO procedural fairness by providing: <ul style="list-style-type: none"> <li>• the CEO Performance Advisory Panel's report to the CEO prior to the council meeting at which council will decide the outcome of the review; and</li> <li>• sufficient time for the CEO to respond to any adverse statements in the report.</li> </ul>	<i>To afford the CEO procedural fairness.</i>	N/A (as state govt. action)	This process was developed and followed for the appointment of the current CEO.	N/A	N/A (Dept. action)
126	Reviews of Performance	Local Govt.	The report to council is to include the report of the CEO Performance Advisory Panel and any response provided by the CEO, as described in Recommendation 125.	<i>To afford the CEO procedural fairness and ensure that all council members receive all the relevant information to make their decision.</i>	N/A (as state govt. action)	This process was developed and followed for the appointment of the current CEO.	N/A	N/A (Dept. action)
127	Reviews of Performance	Local Govt.	Immediately following the council meeting where the report described in Recommendation 126 is considered, the CEO be provided with written advice from the council on the decision and any reasons for that decision and any areas for improvement.	<i>To afford the CEO procedural fairness.</i>	N/A (as state govt. action)	This process was developed and followed for the appointment of the current CEO.	N/A	N/A (Dept. action)
128	Reviews of Performance	Local Govt.	All records related to Recommendations 124-127 are to be recorded in accordance with the requirements of the State Records Act 2000.	<i>To provide for review, transparency and accountability</i>	N/A (as state govt. action)	This process was developed and followed for the appointment of the current CEO.	N/A	N/A (Dept. action)
129	Reviews of Performance	Local Govt.	The appointee of the Department to raise any probity concerns with the Department, including potential breaches of the legislation.	<i>Independent oversight of performance management of local government CEOs is necessary for good governance and good government.</i>	N/A (as state govt. action)	This process was developed and followed for the appointment of the current CEO.	N/A	N/A (Dept. action)
130	Reviews of Performance	Local Govt.	The Department monitor trends in CEO recruitments and provide advice to local governments on areas for improvement.	<i>Oversight of the local government sector performance supports better practices into the future</i>	N/A (as state govt. action)	This process was developed and followed for the appointment of the current CEO.	N/A	N/A (Dept. action)
131	Reviews of Performance	City of Perth	The City of Perth Council develop CEO performance criteria to be included in the City's CEO Performance and Development Agreement and Assessment, which include but are not limited to: <ul style="list-style-type: none"> <li>• at a minimum, the professional leadership competencies described in Re commendation 113;</li> <li>• specific and measurable key performance indicators across areas of responsibility, including the CEO's legal responsibilities, service delivery outcomes and deliverables, financial management, people management, culture, and implementation of council plans and decisions;</li> <li>• behavioural ('soft' skills) and developmental indicators; and</li> <li>• developmental l requirements informed by training and coaching programmes (including the CEO Induction Programme at Recommendation 6 and the CEO Professional Leadership Coaching Programme at Recommendation 42).</li> </ul>	<i>The performance review criteria should be fair, and the CEO should be aware of the performance criteria against which he or she will be assessed.</i>	Agreed	Policy to be developed.	Mar-21	In progress

132	Reviews of Performance	City of Perth	The Council Policy described in Recommendation 131 provide that performance review criteria be set in a timely manner, to allow the CEO the 12-month period to meet the performance objectives.	<i>The CEO have an adequate opportunity to meet the performance expectations.</i>	Agreed	Policy to be developed.	Mar-21	In progress
133	Termination of Employment	Local Govt.	The CEO model standards require that before a local government terminates a CEO's employment, the Council of the local government must record in writing, and provide to the CEO, the reasons for the termination, including: <ul style="list-style-type: none"> <li>the date on which the decision was made;</li> <li>if the termination was by consent, the reasons given by the Council and the CEO for consenting to the termination;</li> <li>if the termination was for serious misconduct or other conduct justifying summary dismissal, the precise conduct said to give rise to the termination; and</li> <li>if the termination was for poor performance or non-performance of the CEO's duties or functions: <ul style="list-style-type: none"> <li>the precise way in which the CEO's performance was poor, expressed by reference to the criteria for performance described in Recommendation 107;</li> <li>the impact that performance had on the good government of the local government;</li> <li>the steps which were taken by the council to remedy that poor performance ; and</li> <li>any comment or response provided by the CEO in respect of his or her performance, which comment or response the council must seek.</li> </ul> </li> </ul>	<i>To provide a procedurally fair process.</i>	N/A (as state govt. action)	N/A	N/A	N/A (Dept. action)
134	Termination of Employment	Local Govt.	The written statement of reasons described in Recommendation 133: <ul style="list-style-type: none"> <li>where it concerns termination of the CEO's employment other than with the CEO's consent, be prepared with the professional assistance of an independent third- party described in Recommendation 111; and</li> <li>be kept as a record of the local government in accordance with the State Records Act 2000.</li> </ul>	<i>While the cessation of the employment of the CEO is properly a matter for council, evidence received by the Inquiry indicates that the "at the council's pleasure" character of that employment, and the potential for it to be politicised, contributed to a range of dysfunctional outcomes within the City, suggesting a degree of independent interrogation of termination decisions is warranted for the security of the role and the stability of local government.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
135	Termination of Employment	Local Govt.	The Local Government (Administration) Regulations 1996 be amended to provide that no decision to terminate the employment of a CEO may be made within three months after a local government election, except in the case of serious misconduct or mutual agreement.	<i>To limit political interference in the appointment of a CEO, and to maintain organisational continuity across electoral cycles.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
136	Termination of Employment	Local Govt.	The State Government consider amending section 7A of the Salaries and Allowances Act 1975 to replace the words "paid or provided" with the words "offered, paid or provided".	<i>To improve probity and compliance with legislative requirements.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
137	Termination of Employment	Local Govt.	The State Government consider amending regulation 18F of the Local Government (Administration) Regulations 1996 to replace the word "paid" with the words "paid or offered".	<i>To improve probity and compliance with legislative requirements.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
138	Termination of Employment	City of Perth	If Recommendation 133 is not adopted, and if the City terminates a CEO's employment, it must record in writing, and provide to the CEO, the reasons for the termination, including: <ul style="list-style-type: none"> <li>the date on which the decision was made;</li> <li>if the termination was by consent, the reasons given by the Council and the CEO for consenting to the termination ;</li> <li>if the termination was for serious misconduct or other conduct justifying summary dismissal, the precise conduct said to give rise to the termination; and</li> <li>if the termination was for poor performance or non-performance of the CEO's duties or functions: <ul style="list-style-type: none"> <li>the precise way in which the CEO's performance was poor, expressed by reference to the criteria for performance described in Recommendation 13 4;</li> <li>the impact that performance had on the good government of the local government;</li> <li>the steps which were taken by the council to remedy that poor performance; and</li> <li>any comment or response provided by the CEO in respect of his or her performance, which comment or response the council must seek.</li> </ul> </li> </ul>	<i>To provide a procedurally fair process.</i>	Agreed	Policy to be developed.	Mar-21	Not started
139	Termination of Employment	City of Perth	The written statement of reasons described in Recommendation 138: <ul style="list-style-type: none"> <li>where they concern termination of the CEO's employment other than with the CEO's consent, be prepared with the professional assistance of an independent third-party described in Recommendation 111; and</li> <li>be kept as a record of the local government in accordance with the State Records Act 2000.</li> </ul>	<i>While the cessation of the employment of the CEO is properly a matter for council, evidence received by the Inquiry indicates that the "at the council's pleasure" character of that employment, and the potential for it to be politicised, contributed to a range of dysfunctional outcomes within the City, suggesting a degree of independent interrogation of termination decisions is warranted for the security of the role and the stability of local government.</i>	Agreed	Policy to be developed.	Mar-21	Not started



THEME: Local Government elections ( <i>recommendations 140-155</i> )	Complete	7
	In progress	1
	Not started	0
	N/A (Dept action)	8

Rec. No.	Sub-theme	CoP/Dept	Recommendation	Intent	Response CoP provide	Comments November 2020	City of Perth Deadline	Status
140	n/a	Local Govt.	Section 4.31(1G) of the Local Government Act 1995 be amended so that a body corporate owning or occupying rateable property can only nominate officers of the body corporate to vote on its behalf.	<i>The body corporate is to exercise a vote, consistent with the position in local government elections in South Australia, Victoria and the City of Sydney.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
141	n/a	Local Govt.	The Local Government (Elections) Regulations 1997 be amended so that ballot papers can only be sent to the elector's address as shown on the State electoral roll and or the Commonwealth electoral roll.	<i>The elector should receive the ballot paper directly and exercise the voting right.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
142	n/a	Local Govt.	Section 4.32(3) of the Local Government Act 1995 and the Local Government (Elections) Regulations 1997 be amended to prescribe that an occupier must either: i) pay a minimum amount of rent; or ii) have the right to occupy a minimum amount of floor space, in relation to a property, in order to be eligible to be enrolled on the owners and occupiers roll by reason of the occupation of that property.	<i>The right of occupation entitling a person to enrol as a voter is to be genuine.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
143	n/a	Local Govt.	Section 4.31(1C) of the Local Government Act 1995 be amended to add, as an additional criterion of eligibility to enrol to vote as a non-resident occupier, that the person uses and intends to continue to use the relevant rateable property for a genuine purpose.	<i>The right of occupation entitling a person to enrol as a voter is to be genuine and to ensure that electors and candidates do not enter into agreements to occupy premises for the sole purpose of being eligible to vote or nominate as a candidate in a local government election.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
144	n/a	Local Govt.	If Recommendations 142-143 are not adopted, the State Government consider whether to amend the Local Government Act 1995, so non-resident occupiers of property are not eligible to vote or nominate as candidates in elections.	<i>The integrity of City of Perth elections is to be preserved.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
145	n/a	Local Govt.	Before each biennial local government election cycle, the Department audit the eligibility of candidates and electors across local governments.	<i>To strengthen the integrity and oversight of local government elections</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
146	n/a	Local Govt.	The Western Australian Electoral Commission (WAEC) consider and review the adequacy of its practices and procedures regarding to the handling and investigation of electoral complaints.	<i>Effective mechanisms to deal with complaints during local government elections need to be in place, given the issues identified by the Inquiry</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
147	n/a	Local Govt.	Section 4.98 of the Local Government Act 1995 be re pealed and section 94 of the Criminal Code be amended so that Chapter XIV of the Criminal Code applies to local government elections.	<i>Electoral offences are generally able to be prosecuted without a limitation period. This provides for the integrity of the electoral process. Misconduct in relation to local government elections should be capable of being dealt with under the electoral offence provisions in Chapter XIV of the Criminal Code. Proceedings for breaches of electoral offence provisions under the Local Government Act 1995 must currently be brought within two years, which may prevent instances of electoral misconduct, when discovered, from being prosecuted.</i>	N/A (as state govt. action)	Cost of the independent audit was to prohibitive , therefore the Audit was conducted by the City's internal Audit Team	N/A	N/A (Dept. action)
148	n/a	City of Perth	The City of Perth engaged an independent qualified auditor to conduct an audit of the owners and occupiers roll as a matter of urgency prior to the October 2020 election to mitigate the risks of misconduct in the election process.	<i>The integrity of the City owners and occupiers roll, given the matters discovered by this Inquiry, is to be preserved.</i>	Agreed		Oct-20	Complete
149	n/a	City of Perth	The results of the audit described in Recommendation 148 be reported to the Audit Committee and the Council (City of Perth Commissioners).	<i>The Audit Committee has oversight for the audit activities of the City.</i>	Agreed		Oct-20	Complete
150	n/a	City of Perth	The City and the WAEC establish a clear division of responsibilities in the conduct of Council elections, including the handling of complaints.	<i>Clarity on roles and responsibilities will ensure integrity and accountability in the local government election process.</i>	Agreed		Oct-21	In progress
151	n/a	City of Perth	The City's returning officer scrutinise each candidate for the City of Perth local government elections to confirm that he or she is eligible to enrol as an elector for the City and where a candidate who is enrolled on the owners and occupiers roll does not appear to be entitled to be so enrolled, to refer the matter to the City's CEO.	<i>Candidates who are successfully elected are to be eligible to hold office.</i>	N/A (as state govt. action)		Oct-20	Complete
152	n/a	City of Perth	Applications for enrolment to vote by occupiers of rateable property within the City: <ul style="list-style-type: none"> <li>be accompanied by adequate proof of that occupation, for example, copies of the lease of the property and proof of payment of rent; and</li> <li>be carefully scrutinised by properly trained scrutineers at the City, to ensure the right of occupation is genuine and applicants meet the criteria in the Local Government Act 1995 for enrolment.</li> </ul>	<i>To prevent ineligible electors from voting in elections.</i>	Agreed.	Procedural review already complete. Eligibility checklist prepared by independent legal expertise that staff are working to that includes lease verification.	Oct-20	Complete

153	n/a	City of Perth	The City engage the WAEC to provide adequate training to persons assisting with the City's 2020 local government elections commensurate with their roles and responsibilities (including returning officer and scrutineers).	<i>Persons are to be appropriately skilled and qualified to perform the roles and responsibilities assigned to them.</i>	Agreed.		Oct-20	Complete
154	n/a	City of Perth	The City conduct an audit of its systems and processes regarding the owners and occupiers roll, including processes related to applying to be on the roll, acceptance of nominations, inclusion on the roll and release of information on that roll to parties including council members.	<i>The integrity of the system is to be strengthened by identifying control weakness and areas for improvement.</i>	Agreed.	This Audit was conducted by the City's internal Audit Team in October as part of the recommendation 148	Oct-20	Complete
155	n/a	City of Perth	The results of the audit are to be reported to the Audit Committee and the Council (City of Perth Commissioners).	<i>The Audit Committee has oversight for the audit activities of the City.</i>	Agreed	This Audit was conducted by the City's internal Audit Team in October as part of the recommendation 148	Oct-20	Complete

THEME: People management <i>(recommendations 156-187)</i>	Complete	5
	In progress	25
	Not started	0
	N/A (Dept action)	2

Rec. No.	Sub-theme	CoP/Dept	Recommendation	Intent	Response CoP provided	Comments November 2020	City of Perth Deadline	Status
156	General	City of Perth	\The City's CEO is to review all human resources policies and procedures within 12 months of this Report and consider the development of policy for areas of deficiency.	<i>Human resources policies are to be current and based on contemporary practices for public officers.</i>	Agreed	HR has reviewed all policies. Except for the policy required under 5.50, all HR policies will be considered by ELT over the coming weeks. All to be done within 12 months from the release of the report	Jun-21	In progress
157	General	City of Perth	The City conduct an audit of the human resources function's record-keeping compliance, specifically related to recruitment, termination of employment, performance management and grievance and complaint handling.	<i>The City is to comply with the State Records Act 2000 and the City's Record-Keeping Plan.</i>	Agreed	Audit to be initiated.	Dec-21	In progress
158	General	City of Perth	The City take steps to accurately measure and report to Council on the growth or contraction in labour numbers and costs.	<i>To facilitate workforce planning and associated service regimes, including, for example, setting the budget, resource allocation and priority setting.</i>	Agreed		Jun-21	Complete
159	General	City of Perth	The City take steps to develop key people management metrics and associated performance targets during the development of the City's Corporate Business Plan and Workforce Plan, based on human resource best practice.	<i>Measurement of people management activities provides quantifiable evidence on developments in the workforce, including impacts from initiatives such as organisational change, and can also provide an indication of the health of the organisation.</i>	Agreed	This work will be captured through the update of the City's Corporate Performance Dashboard.	Jun-21	In progress
160	General	City of Perth	A report to Council be provided by the CEO on the City's performance against the reporting targets for key people management metrics on a quarterly basis, including any actions taken to correct performance which is not on target.	<i>Targets and benchmarks assist with the monitoring of performance.</i>	Agreed	This work will be captured through the update of the City's Corporate Performance Dashboard.	Jun-21	In progress
161	General	City of Perth	The City's Annual Report contain performance assessment in the key people management metrics.	<i>People are the City's most significant asset and this provides transparency and accountability for workforce initiatives.</i>	Agreed	To be included in the December 2021 Annual Report.	Jun-21	In progress
162	Recruitment	Local Govt.	Section 5.37(2) of the <i>Local Government Act 1995</i> be repealed.	<i>To remove the capacity for a council to be involved in the employment of senior staff, maintaining the delineation in roles between the Council and the CEO and Administration.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
163	Recruitment	Local Govt.	The State Records Office give consideration to whether the requirement to retain recruitment records of "other staff" for 12 months is sufficient or whether recruitment records should be retained for a greater time of period to enable better scrutiny of the process.	<i>The current 12-month timeframe in the disposal schedule', had the City complied with it, would have meant that records would not have been available for the Inquiry to examine as port of its Terms of Reference.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
164	Recruitment	City of Perth	The City to examine all recruitment records held in the City's human resource systems, including the 'BigRedSky' platform and ensure they are recorded, retained and disposed of, in accordance with the State Records Act 2000, the City's Record-Keeping Plan and the State Records Office's "General Disposal Authority for Local Government Records".	<i>The City is to comply with the State Records Act 2000.</i>	Agreed	Review and update to be conducted by the City as per the Recommendations. In process of reviewing information in BigRedSky and incorporating in Content Manager	Jun-21	In progress
165	Recruitment	City of Perth	All recruitment decisions, relating to permanent appointments and/or contracts greater than 12 months, at the City should be made by a panel of at least two persons, comprising the direct line manager for the advertised position and: <ul style="list-style-type: none"> <li>for senior employees and management positions, a person independent of the local government with the necessary skills and knowledge to assess the suitability of the candidate for the advertised role; and</li> <li>for all other positions, a person who is independent of the business area for the position being recruited.</li> </ul>	<i>To improve probity and ensure objectivity in the recruitment process.</i>	Agreed	Recommendations from the Inquiry in relation to any HR Policies will be incorporated into the recruitment guideline review currently being undertaken by HR.	Jun-21	In progress
166	Recruitment	City of Perth	A City employee is not to participate on a recruitment panel until he or she have undertaken suitable selection and recruitment training provided by an independent industry accredited provider to industry best practice standards.	<i>Good people management practices are necessary to ensure a recruitment process which meets the objectives of the Local Government Act 1995</i>	Agreed	Recommendations from the Inquiry in relation to any HR Policies will be incorporated into the recruitment guideline/handbook review currently being undertaken by HR.	Jun-21	In progress
167	Recruitment	City of Perth	The training to be provided in a direct format, with assessments conducted at the end of the training to ensure comprehension.	<i>Outcomes are best achieved with the quality of teaching.</i>	Agreed	Same as above.	Jun-21	In progress
168	Recruitment	City of Perth	Refresher training is to occur at least every three years.	<i>Outcomes are best achieved with the quality of teaching.</i>	Agreed	Same as above.	Jun-24	In progress



169	Recruitment	City of Perth	The role, duties, functions, discretions and other terms of employment be clearly and consistently defined for each City employee.	<i>For clarity of roles, to the benefit of the prospective employee and the City.</i>	Agreed	Same as above.	Jun-21	In progress
170	Recruitment	City of Perth	The City selection process for employment be based on a measurable and objective assessment of suitability, competence and ability to satisfy the requirements of the position description, and on no other basis.	<i>To improve probity and ensure merits-based recruitment.</i>	Agreed	Same as above.	Jun-21	In progress
171	Recruitment	City of Perth	Each selection and recruitment process be recorded in writing, with sufficient detail, to ensure the recruitment decision can be audited if required and retained as a record of the City in accordance with the State Records Act 2000.	<i>To aid probity, transparency, accountability and audit.</i>	Agreed	Same as above.	Jun-21	In progress
172	Recruitment	City of Perth	The City establish in policy that late applications will not be considered.	<i>In the interests of fairness to all applicants and to guard against interference in the process.</i>	Agreed	Late applications will not be accepted, this is indicated in the recruitment handbook	Jun-21	In progress
173	Recruitment	City of Perth	The City consider establishing a complaints and grievances procedure for recruitment and selection processes, with a qualified external professional engaged where appropriate.	<i>To provide a fair process for all applicants and detect potential breaches of process.</i>	Subject to further consideration	Recommendations from the Inquiry in relation to recruitment will be incorporated into the recruitment policy review currently being undertaken by HR.	Jun-21	In progress
174	Recruitment	City of Perth	The City review its human resources policy, procedure and forms to prescribe a process for assessing and managing any declared conflicts of interest and confidentiality and require employees to: <ul style="list-style-type: none"> <li>• complete a declaration of conflicts of interest form; and</li> <li>• acknowledge, in a separate document, an understanding of the confidentiality provisions and confirm agreement to them.</li> </ul>	<i>To provide a fair process and aid probity, transparency, accountability and audit.</i>	Agreed	Recommendations from the Inquiry in relation to any HR Policies will be incorporated into the recruitment guideline review currently being undertaken by HR.	Jun-21	In progress
175	Performance Management	City of Perth	Every employee has specified key performance indicators, based on the position description, established within one month of commencing at the City.	<i>Clear and effective performance monitoring will benefit the employee and the City.</i>	Agreed	KPI's currently in place. Reviewed at the start of a new Financial year and then tracked throughout the year.	Dec-20	Complete
176	Performance Management	City of Perth	An employee's probationary performance be assessed against the requirements of his or her key performance indicators, prior to the expiry of the probationary period.	<i>A fair assessment process will provide feedback to the employee and the City.</i>	Agreed	KPI's currently in place. Reviewed at the start of a new Financial year and then tracked throughout the year.	Jun-21	In progress
177	Performance Management	City of Perth	The performance assessment of the employee be recorded in writing and kept by the City as a written record of that employee's performance assessment in accordance with the <i>State Records Act 2000</i> .	<i>To aid probity, transparency, accountability and audit.</i>	Agreed	<p>Last performance shaping the City obtained a 100% completion rate.</p> <p>Performance Assessment process and documentation review currently underway (in final stages).</p> <p>New process will be rolled out in the last couple of months of 2020 and at the same time going forward cascading key performance indicators from the CEO's annual review process (due August each year).</p>	Dec-21	In progress
178	Performance Management	City of Perth	If any employee, whether on probation or not, is assessed as not satisfying the requirements of his or her position description and/or key performance indicators, the employee be: <ul style="list-style-type: none"> <li>• advised of the nature and extent of the deficiency:</li> <li>• invited to respond to the deficiency within a reasonable time: and</li> <li>• after consideration of the employee's response, advised of the manner in which the employee is required to improve on the deficiency, if that is the case, in order to satisfy his or her key performance indicators.</li> </ul>	<i>To promote transparency and accountability in human resourcing decisions.</i>	Agreed	The Performance Management process has been reviewed ensure a robust process for managing employee performance against position descriptions and key performance indicators.	Dec-20	Complete
179	Performance Management	City of Perth	The nature of the deficiency described in Recommendation 178 be recorded in writing, provided to the employee, and kept as a record of the City in accordance with the <i>State Records Act 2000</i> .	<i>To aid probity, transparency, accountability and audit.</i>	Agreed	The Performance Management process has been reviewed ensure a robust process for managing employee performance against position descriptions and key performance indicators.	Dec-20	Complete
180	Performance Management	City of Perth	The City to examine all current and historical complaint and grievance records held in unregistered hard copy files or the City's local drives to ensure that they are recorded, retained and disposed of, in accordance with the State Records Act 2000, the City's Record-Keeping Plan and the State Records Office's "General Disposal Authority for Local Government Records".	<i>The City is to comply with the State Records Act 2000</i>	Agreed	Complete Review of historical complaints and grievance, and handled in accordance with the State Records Act.	Nov-20	Complete



181	Performance Management	City of Perth	Auditing of the City's compliance with Council Policy 12.4 "Payments under section 5.50 of the Local Government Act 1995 " be undertaken as part of the City's annual internal audit programme to ensure compliance, proper documentation and record -keeping.	<i>Accountability and oversight for financial decisions of the City is necessary.</i>	Agreed	Audit on payments to be arranged.	Dec-21	In progress
182	Termination of Employment	City of Perth	The employment of an employee shall only be terminated in accordance with that employee's contract or prescribed conditions of employment.	<i>For clarity and accountability, to benefit the City and the employee.</i>	Agreed	Recommendations from the Inquiry in relation to employment and termination will be incorporated into the recruitment policy review currently being undertaken by HR.	Jun-21	In progress
183	Termination of Employment	City of Perth	Where an employee's employment is terminated, he or she will be afforded procedural fairness, where required by law, and the reasons for the termination of employment will be recorded in writing and kept by the City in accordance with the <i>State Records Act 2000</i> .	<i>For fairness, accountability and compliance with the State Records Act 2000.</i>	Agreed	Recommendations from the Inquiry in relation to employment and termination will be incorporated into the recruitment policy review currently being undertaken by	Jun-21	In progress
184	Termination of Employment	City of Perth	The City develop a framework for the termination of employment, including the terms of separation, and resolving actual or potential legal claims from current or former employees arising out of their employment, including: <ul style="list-style-type: none"> <li>the circumstances in which it is appropriate for the City to enter into Deeds of Settlement; and</li> <li>the appropriateness of the terms of such Deeds, such as; <ul style="list-style-type: none"> <li>- whether it is appropriate for the City to make payments in excess of an employee's statutory and contractual entitlements and the amount of any such payments; and</li> <li>- whether it is appropriate for the City to agree to any obligations of confidentiality or non-disparagement.</li> </ul> </li> </ul>	<i>The City is to strike an appropriate balance between managing its exposure to risk from legal claims and its accountability to the community, including its use of community funds.</i>	Agreed	Recommendations from the Inquiry in relation to employment and termination will be incorporated into the recruitment policy review currently being undertaken by HR.	Jun-21	In progress
185	Termination of Employment	City of Perth	The City engage an independent, external and qualified auditor to conduct an audit of the recruitment, performance management and termination of employment processes, as part of the annual internal audit programme.	<i>Misconduct risks associated with these claims requires independent oversight to establish appropriate behaviours and processes at the City</i>	Agreed	Audit on payments to be arranged.	Dec-21	In progress
186	Termination of Employment	City of Perth	The results of the audit are to be reported to the Audit Committee and the Council.	<i>The Audit Committee has oversight for the audit activities of the City.</i>	Agreed	Audit on payments to be Arranged	Dec-21	In progress
187	Termination of Employment	City of Perth	The City examine all current and historical termination of employment records held in unregistered hard copy files or the City's local drives to ensure that they are recorded, retained and disposed of in accordance with the State Records Act 2000, the City's Record-Keeping Plan and the State Records Office's "General Disposal Authority for Local Government Records.	<i>The City is to comply with the State Records Act 2000.</i>	Agreed	Complete Review of historical complaints and grievance and handled in accordance with the State Records Act.	Jun-21	In progress

THEME: Financial management (recommendations 188-262)	Complete	18
	In progress	39
	Not started	7
	N/A (Dept action)	11

Rec. No.	Sub-theme	CoP/Dept	Recommendation	Intent	Response CoP provide	Comments November 2020	City of Perth Deadline	Status
188	General	Local Govt.	The State Government consider amendments to the Local Government Act 1995 to provide for better practice financial management through the establishment of Local Government Financial Management Instructions (similar to the Treasurer's Instructions for State Government) that establish a minimum set of standards and requirements for the financial administration of local government (Financial Management Instructions).	<i>To set a base standard of financial management and reporting.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
189	General	Local Govt.	The "WA Accounting Manual" be reviewed, updated and promulgated by the Department within the next 12 months .	<i>The WA Accounting Manual is dated 3 September 2012. It should be current and relevant.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
190	General	Local Govt.	The Minister for Local Government consider prescribing the format of the annual budget and financial report to provide consistency across local government.	<i>For consistency and ease of comprehension and comparison by the community</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
191	General	Local Govt.	The Department consider issuing a better practice guide for business plans for major trading undertakings required under regulation 10 of the Local Government (Functions and General) Regulations 1996.	<i>Guidance will facilitate and provide a template for better planning and disclosure relating to the trading enterprises.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
192	General	Local Govt.	The Department increase its regulatory role in the oversight of compliance audit returns and the issuing of directions to local governments who have not established business plans for major trading undertakings required under regulation 10 of the Local Government (Functions and General) Regulations 1996.	<i>To encourage compliance with statutory obligations and in so doing to promote better business and accountability practices.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
193	General	Local Govt.	The Department consider an amendment to the annual compliance return for the declaration of the date of the last review of the appropriateness and effectiveness of the City's financial management systems and procedures, as required by regulation 5(2)(c) of the Local Government (Financial Management) Regulations 1996.	<i>To encourage compliance with statutory obligations. and in so doing to promote better business and accountability practices.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
194	General	Local Govt.	Regulation 13 of the Local Government (Audit) Regulations 1996 be amended to require a local government to report on whether the CEO has complied with regulation 5(2)(c) of the Local Government (Financial Management) Regulations 1996.	<i>To promote and record the undertaking by CEOs of reviews of the appropriateness and effectiveness of the local government's financial management system, as required by regulation 5(2)(c) of the Local Government (Financial Management) Regulations 1996</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
195	General	Local Govt.	The Department publish better practice examples of plans required under the integrated planning and reporting framework.	<i>To facilitate and encourage the preparation of best practice integrated planning and reporting frameworks by local governments</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
196	General	Local Govt.	The Department develop a guide on better practice cost allocation mode ls for the allocation of internal costs within financial budgeting, planning and reporting.	<i>To facilitate the preparation of better cost allocation models by local governments.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
197	General	Local Govt.	The Department consider developing sector professional capabilities for local government finance employees.	<i>Capability frameworks articulate expected skills and behaviours required across the sector; while complementing the skills and job requirements specific to particular local governments.</i>	N/A (as state govt. action)		N/A	N/A (Dept. action)
198	General	City of Perth	The City consider employing an appropriately qualified chief finance officer.	<i>To provide specialist leadership, strategic advice and oversight of the City's finances and financial management practices (including commercial functions), given the City's size and financial base.</i>	Agreed	The Project Director Strategic Finance is currently fulfilling this role that has been incorporated into the City's structure	Oct-20	Complete
199	General	City of Perth	If Recommendation 197 is not adopted, professional capabilities for finance employees be developed and adopted as better practice by the City in the absence of broader local government reforms.	<i>Capability frameworks articulate expected skills and behaviours required for specific roles or job types. It also supports ongoing professional development.</i>	Agreed	Approach is embedded in the relevant Position Descriptions and Workforce Plan.	Oct-20	Complete
200	General	City of Perth	All City employees who are, or who are likely to be, involved in any aspect of its financial management, including those with a delegated financial authority and incurring limits and authorities, receive training provided by an industry accredited provider on those aspects of financial management necessary for the performance of that employee's role and the discharge of his or her duties and functions, and be assessed by that provider on understanding and competency in those matters on which the training has been received.	<i>To promote the professional development of financial management staff and to improve the quality of financial services delivery.</i>	Agreed	The City to develop an approach in line with the recommendation.	Jun-21	Not started
201	General	City of Perth	The training and assessment be repeated, as part of a continuing professional development programme, according to industry best practice at no less than 12-month intervals.	<i>To promote the continuing professional development of financial management staff and to maintain the quality of financial services delivery within the City.</i>	Agreed	The City to develop an approach in line with the recommendation.	Jun-22	Not started

202	General	City of Perth	The City's CEO maintain an accurate and up-to-date register of all training and assessment in financial management, recording in writing the details of who has undergone what training and assessment, when it occurred in each case and the extent to which that employee was compliant with the necessary assessment standard.	<i>To maintain the quality of financial services delivery within the City, and to aid audit.</i>	Agreed	Training Register is recorded for all City employees	Oct-20	Complete
203	General	City of Perth	Any City employee who is not fully qualified in the financial management described in Recommendations 200-201 be restricted from engaging in those aspects of financial management for which he or she is not qualified.	<i>To maintain the quality of financial services delivery for the City, and to aid audit.</i>	Agreed	The City to develop an approach in line with the recommendation.	Dec-21	Not started
204	General	City of Perth	The City of Perth Council and the City's CEO review the delegation framework to ensure it provides sufficiently clear direction to council members, committee members, the CEO and employees on delegated limits and documents they are permitted to sign and the financial arrangements they can enter into on behalf of the City.	<i>All council members, committee members and employees should be able to clearly identify the limitation of their delegated authority to commit funds or services and sign documents, contracts or agreements for the City.</i>	Agreed	The Statutory delegation review was completed in June 2020. A more comprehensive review and comprehensive training is required.	Dec-21	In progress
205	General	City of Perth	The City institute a mechanism to ensure employees understand and confirm their understanding of their delegated authority, documents they are permitted to sign and the limit of any financial management authorities, including when employees are acting in other roles.	<i>Employees are to understand and act within their delegated authority</i>	Agreed	The Statutory delegation review was completed in June 2020. A more comprehensive review and comprehensive training is required.	Jun-21	In progress
206	General	City of Perth	The City implement a financial control which prevents an officer approving contracts, agreements and purchase orders outside of his or her delegated authority.	<i>To improve expenditure control.</i>	Agreed	New procurement system has controls in place that limits payment/approval authority. Finance Team will provide screenshot of System as evidence	N/A	Complete
207	General	City of Perth	Key financial processes and systems be process mapped and documented to support consistent decision making and ensure accountability.	<i>To minimise business continuity risks and ensure consistency and transparency in decision-making.</i>	Agreed	All procedures across the City are being mapped as part of Promapp.	Dec-21	In progress
208	General	City of Perth	The CEO review the activity-based costing model for the allocation of direct service costs and other overhead costs.	<i>The City's activity-based costings model is to be based on best practice methodology.</i>	Agreed	ABC model has been applied from 01/07/2020.	Oct-20	Complete
209	General	City of Perth	The CEO conduct a root-cause analysis, to be presented to City of Perth Council as a report for action, of its consistent underspend in capital works projects, to identify improvements to the City's capital works planning, budget setting, asset management, capabilities, project execution and financial management practices.	<i>The City consistently underspends its capital works programme by approximately 30-40 per cent each year, for which it collected rates it did not spend.</i>	Agreed	Change to project planning process implemented that the project procurement process commences prior to the FY budget adoption, making use of the full FY to deliver. New model underway where project reviews release un-needed capital as early as possible to allow new works to commence regardless of time in the FY.  Change in delivery model for Detailed Design and selected Superintendent roles to outsourced model decreasing design process significantly and increasing capacity and skill level of contract management.  Further analysis is required to be documented and report to Council be presented	Dec-21	In progress
210	General	City of Perth	A copy of the report for Recommendation 209 and the City of Perth Council's response to the report be provided to the Minister for Local Government no later than 30 June 2021.	<i>Confidence in the City to act in accordance with its legislative responsibilities is strengthened with transparency and accountability to the Minister for Local Government.</i>	Agreed	Report can be a review of the FY completed and success or failure of initiatives implemented now to improve the situation.	Dec-21	In progress
211	Governance	City of Perth	The City progress the implementation of the Corporate Governance Framework (as tendered to the Inquiry) with it to be monitored and continually reviewed (and where necessary, updated) by employees and council members.	<i>A sound Corporate Governance Framework articulates expectations, rules and processes in place to ensure integrity, transparency and accountability focussed on advancing in the best interests of the community of the City of Perth and positioning it well for the future.</i>	Agreed	The Framework will be reviewed on an ongoing basis over the next 12 months.	Jun-21	In progress



212	Governance	City of Perth	The CEO undertake a functional review of the governance function to identify: <ul style="list-style-type: none"> <li>the current capability and maturity of the governance function within the City;</li> <li>the services provided and resources required by the governance unit, compared against similar local governments and industry benchmarks;</li> <li>the adequacy or otherwise of current compliance measures in relation to relevant local government governance obligations;</li> <li>key performance indicators which are used to monitor ongoing performance; and</li> <li>any gaps and prepare a gap analysis and recommendations.</li> </ul>	<i>The City spent a significant amount annually on its governance function. The Inquiry has made multiple findings related to deficiencies in the policies, processes and practices of the governance function. The City should align its governance function, processes, systems, operations and organisational design to its legislative purposes and performance expectations.</i>	Agreed	A Review to be arranged by the City.	Jun-21	Not started
213	Integrated Planning and Reporting Framework	City of Perth	The City of Perth Council and the CEO review the City's approach to the integrated planning and reporting framework to shift the focus to a planning for the future approach, rather than a compliance and financially driven internal process.	<i>An effective integrated planning and reporting framework is essential to future planning and financial management, providing transparency and accountability to the community.</i>	Agreed	SCP, CBP and LTFP adopted by Council in June 2020.	Oct-20	Complete
214	Integrated Planning and Reporting Framework	City of Perth	The City engage, for the next planning cycle, a suitably qualified service provider to assist in the development of best practice plans, including the Corporate Business Plan, the Workforce Plan, the Asset Management Plan and the Long Term-Financial Plan.	<i>Sound financial and service delivery planning should ensure the City's resources are directed, monitored and managed efficiently and are effective with regard to its current and future needs.</i>	Agreed	Not required. This has been achieved through in-house expertise. Further refinement will be applied in the next cycle.	Oct-20	Complete
215	Integrated Planning and Reporting	City of Perth	The City take steps to engage appropriate employees in the annual planning and budgeting process.	<i>To improve staff understanding of financial matters, and to generate a sense of ownership and accountability</i>	Agreed	Not required. This has been achieved through in-house expertise. Service planning process involves staff at all levels of the organisation. Further refinement will be	Oct-20	Complete
216	Performance Measures	City of Perth	The City of Perth Council develop, in consultation with key stakeholders, effectiveness and efficiency key performance indicators which are specific and measurable for key programmes, services, functions and outcomes.	<i>This is important to aid a proper understanding of the effectiveness and efficiency of service delivery.</i>	Agreed	The Corporate Performance Dashboard is currently being reviewed and optimised. Stakeholder engagement still to be performed.	Jun-21	In progress
217	Performance Measures	City of Perth	The City of Perth Council set reporting targets for key performance indicators on an annual and recurrent basis.	<i>Targets and benchmarks assist with the monitoring of performance against the indicators.</i>	Agreed	This is currently tracked and maintained through the Corporate Performance Dashboard.	Jun-21	In progress
218	Performance Measures	City of Perth	Key performance indicators and their targets or benchmarks form part of the City Corporate Business Plan and/or Annual Budget and the performance against the targets be reported in the City's Annual Report.	<i>Targets and benchmarks are to be monitored and reported.</i>	Agreed	The Corporate Performance Dashboard is currently being reviewed and optimised for this purpose.	Dec-21	In progress
219	Performance Measures	City of Perth	A report to Council be provided by the CEO on the City's performance against the reporting targets for key performance indicators on a quarterly basis, including any actions taken to correct performance that is not on target.	<i>Targets and benchmarks assist with the monitoring of performance against the indicators.</i>	Agreed	The Corporate Performance Dashboard is currently being reviewed and optimised for this purpose.	Jun-21	In progress
220	Financial System, Processes and Capability	City of Perth	The CEO undertake a functional review of the finance function to identify: <ul style="list-style-type: none"> <li>the current capability and maturity of the finance unit and other financial areas within the City;</li> <li>the services provided and resources required by the finance unit, compared against similar local governments and industry benchmarks;</li> <li>the adequacy or otherwise of current compliance measures in relation to relevant local government financial regulations, including tax obligations;</li> <li>the potential impact of industry and technological changes on the finance unit;</li> <li>the impact of the City 's projected growth on the unit;</li> <li>key performance indicators which are used to monitor ongoing performance; and</li> <li>any gaps and prepare a gap analysis and recommendations.</li> </ul>	<i>The City is to align its finance function, processes, systems, operations and organisational design to its legislative purposes and performance expectations</i>	Agreed	The initiatives proposed by this initiative are fundamental platforms of the Financial Systems & Process Transformation Plan adopted by Council in August 2019 and now substantially progressed.  All matters relating to projected growth and commercial operations are incorporated into the City's Long-Term Financial Plan.	Jun-21	In progress
221	Rate setting	City of Perth	The City of Perth Council take steps to improve transparency when setting rates and clearly document its reasons for differential rate increases and articulate the extent of any cross-subsidisation.	<i>For transparency and accountability to the community.</i>	Agreed	Full analysis of cross subsidisation categories About to issue an EOI for Independent review of differential rate increases	Jun-21	In progress
222	Major Trading Undertaking	City of Perth	The City of Perth Council develop and publish its business plan for the City of Perth Parking (CPP), as a matter of urgency.	<i>This is a requirement of section 3.59(2) of the Local Government Act 1995 for a major trading undertaking.</i>	Agreed	A Business Plan is currently being developed. Once adopted, the Business Plan will be reviewed annually. Major Trading Business Plan has been advertised to the public and is now to be reviewed by ELT and Council before submission to the Minister by 31.12.20	Dec-20	In progress
223	Major Trading Undertaking	City of Perth	The CPP business plan and the City's Annual Budget account for and document competitive neutrality in the pricing of services provided by the CPP.	<i>The management of the unique position of the City as a business operator should be recognised through a documented position on competitive neutrality.</i>	Agreed	A business plan has been developed for CPP. The business plan has been reviewed externally by an independent company, ACIL Allen. The Business plan will be submitted	Dec-20	In progress
224	Major Trading Undertaking	City of Perth	The City set and adopt key performance indicators with targets or benchmarks for the CPP business, with them to be included in the City's Corporate Business Plan and the CPP business plan and reported on in the City's Annual Report.	<i>Arguably required by section 11(2)(f)(iii) of the City of Perth Act 2016, and important to aid a proper understanding of the effectiveness and efficiency of service delivery.</i>	Agreed	With the support on independent company, ACIL Allen, the City is preparing a business plan on the future operations of CPP. The business plan will investigate alternative management options and identify performance criteria for the parking business e.g. ROI etc This additional detail will	Jun-21	In progress

225	Major Trading Undertaking	City of Perth	Following its establishment, the business plan be reviewed annually as part of the process to develop the Annual Budget, Corporate Business Plan and Long-Term Financial Plan.	<i>The requirement for a business plan should not be seen simply as a compliance obligation, rather as better practice financial and business planning. Incorporation into the integrated planning and reporting framework activities ensures integration and aligns effort.</i>	Agreed	The Business plan will be submitted to Council in September and then reviewed on an Annual basis. The City of Perth business units of Parking and Finance will annually develop budgets inline with the City's Corporate Business Plan and Long-term Financial Plan and report to council for approval in the annual budgets.	Dec-21	In progress
226	Major Trading Undertaking	City of Perth	The City of Perth Council's first business plan for CPP is to be provided to the Minister for Local Government by no later than 31 December 2020.	<i>Confidence in the City to act in accordance with its legislative responsibilities is strengthened with transparency and accountability to the Minister for Local Government.</i>	Agreed		Dec-20	In progress
227	Grants, Sponsorships and Partnerships	City of Perth	The City of Perth Council review its policies and procedures on partnerships, grants, sponsorships and donations to ensure better practice and that its policies and procedures: <ul style="list-style-type: none"> <li>cover all types of discretionary funding provided in these categories, regardless of where the spend is approved;</li> <li>clearly articulate who has authority and to what level to approve funding arrangements; and</li> <li>describe the process for acquittal of funding arrangements.</li> </ul>	<i>The City's policies and procedures are to be inclusive of all activities; that Council, committees and employees understand the level of delegated authority to enter into arrangements; and accountability for the release and acquittal of funds</i>	Agreed	Sponsorship policy and processes review underway and will include:  1. Review and amend current Sponsorship and Grants 18.13 and Donations 18.14 policies to ensure the following:  a. In-kind sponsorship is included, and no funding is awarded to an external party outside of the purview of these Policies.  b. Delegations and appeal process for decisions made under delegations in are included in these polices.  c. Acquittal requirements are included in these policies in and in the guidelines.	Jun-21	In progress
228	Grants, Sponsorships and Partnerships	City of Perth	The City to develop a partnership policy for arrangements with external organisations which, like its historic arrangement with the Perth Public Art Foundation, are not captured by Council Policy "CP18.8 – Provision of Sponsorship and Donations" .	<i>There is to be a process for the management of partnerships exists to guide expenditure, assessment and acquittal.</i>	Agreed	No Action Required. The City no longer enters into partnership arrangements but are still working on cleaning up some legacy issues. The highest priority issues (PPAF), referenced in the inquiry report, have already been resolved.  All funding arrangements are now covered within the terms of Policies 18.13 and 18.14 and Purchasing Policy (CM 151159/19).	Oct-20	Complete
229	Grants, Sponsorships and Partnerships	City of Perth	The City establish appropriate systems and processes to accurately record, monitor and report on all partnership, grant, sponsorship and donation funding arrangements, be it a single instance of funding or multi-year funding. These should be reported in the Annual Report and include the type, the activity, the entity funded, the funding approved, who approved the funding and the amount acquitted as spent.	<i>There is to be full transparency on the funding provided to other individuals or organisations through these programmes, because current reporting is deficient or inconsistent and doesn't enable the community to understand the full extent of funding provided.</i>	Agreed	The systems review is complete; system is primarily Smartygrants, supported by corporate reporting systems.  Sponsorship process review and development underway (see above 227) to ensure everything is covered, transparent, and documented as per recommendation.	Jun-21	In progress
230	Grants, Sponsorships and Partnerships	City of Perth	The City allocate a specified, pre-determined part of its Annual Budget to discretionary spending on partnership, grant, sponsorship and donation funding arrangements (Discretionary Grant Funding Arrangements), having ap propriate regard to the relative expenditure of other capital city local governments on these categories of funding and the City's Strategic Community Plan.	<i>To provide for certainty and discipline in discretionary expenditure.</i>	Agreed	Collate information on other capital city local government funding allocations and categories to inform the Annual Budget process.  Currently developing a holistic, cross-organisational approach to in-kind sponsorship, to be included in the Sponsorship Policy and guidelines.	Jun-21	In progress
231	Grants, Sponsorships and Partnerships	City of Perth	Discretionary Grant Funding Arrangements entered into by the City be independently audited at least every 12 months for compliance and better practice grant funding management.	<i>Funding arrangements and associated expenditure is required to meet the requirements set for it.</i>	Agreed	Procure an auditing agency to undertake this work as required. Grants and Sponsorship have previously been included in standard auditing processes, using a sample approach. This implies a full annual audit.	Sep-21	In progress
232	Grants, Sponsorships and Partnerships	City of Perth	The results of the audit be reported to the Audit Committee and the Council.	<i>The Audit Committee has oversight for the audit activities of the City.</i>	Agreed	Reports compiled in line with standard Audit & Risk Committee procedure.  Sponsorship has been identified as a high Legal and Regulatory/ Ethical risk on the City's risk register.	Sep-21	In progress

233	Grants, Sponsorships and Partnerships	City of Perth	The City of Perth amend its policy dealing with the attendance of council members and CEO to require that a council member, committee member or employee only be permitted to accept a ticket and attend an event under a Discretionary Grant Funding Arrangement when that person is performing an official role at the event or discharging the functions and duties of their office or employment, unless the person pays the cost of the ticket.	<i>To improve transparency and accountability, and through those mechanisms the quality of decision-making.</i>	Subject to further consideration	Attendance at Events Policy will be considered by Council	Feb-21	In progress
234	Grants, Sponsorships and Partnerships	City of Perth	The City continues to facilitate the transition of the employment of the Executive Director, Perth Public Art Foundation from the City to the Foundation and do likewise with any similar arrangements.	<i>To separate the City from the organisations it funds and place it at arms-length for accountability, transparency and independence, thereby allowing the City to appropriately manage the relationship and funding arrangement.</i>	Agreed	Partnership with the Perth Public Art Foundation terminated.	Dec-20	Complete
235	Grants, Sponsorships and Partnerships	City of Perth	The City to conduct and retain complete and fully executed copies of all funding arrangements to which it is a party.	<i>To improve transparency, accountability and oversight of the arrangement.</i>	Agreed	No Action Required. This is now BAU practice.	Dec-20	Complete
236	Grants, Sponsorships and Partnerships	City of Perth	The City examine all current Discretionary Grant Funding Arrangements to ensure that fully executed copies, signed by an appropriately delegated officer, of all funding arrangements are recorded and retained in accordance with the <i>State Records Act 2000</i> and the City's Record-Keeping Plan.	<i>To improve transparency, accountability, oversight and contract management, as well as ensuring the City complies with the State Records Act 2000.</i>	Agreed	Conduct an audit of current funding agreements across the organisation (including CPP and Community Services).	Dec-21	In progress
237	Grants, Sponsorships and Partnerships	City of Perth	All Discretionary Grant Funding Arrangements, including the entity funded, category of funding (partnership, grant, sponsorship and donation), amount approved (in-kind and cash reported separately), date approved, approval authority, date of agreement, date acquitted, final expenditure and linkage to any other operational funding to the same activity, will be recorded in a single register maintained by the CEO or his or her delegate.	<i>For transparency and accountability, and to aid audit, investigation and oversight.</i>	Agreed	No Action Required. This is now BAU practice. Register being managed as part of Core Service processes. CM 97189/17.	Dec-20	Complete
238	Grants, Sponsorships and Partnerships	City of Perth	A report to Council be provided by the CEO on the City's Discretionary Grant Funding Arrangements on a quarterly basis.	<i>For transparency and accountability, and to aid reporting and audit.</i>	Agreed	No Action Required, currently stipulated as a requirement under the new Governance Framework (all decisions made under delegated authority). All other sponsorships approved directly by Council.	Dec-20	Complete
239	Grants, Sponsorships and Partnerships	City of Perth	The City review its funding agreements and arrangements before execution or renewal and consider whether it should take legal advice, having regard to the value of the agreement and its terms.	<i>The City is to know the legal effect of the agreement or arrangement it is executing or extending.</i>	Agreed	Review all funding agreements and arrangement prior to execution or renewal, based on legal advice.	Jun-21	Not started
240	Grants, Sponsorships and Partnerships	City of Perth	The City to review its policies and practices regarding the provision of funding in accordance with agreement or arrangement terms and acquittal of funds provided to external parties under partnership or other similar agreements or arrangements.	<i>Acquittal processes are to be understood and properly conducted.</i>	Agreed	Organisation-wide audit to ensure partnerships are captured and align with sponsorship policy. Continue to terminate or convert to sponsorship any existing partnerships as per CM 151159/19	Dec-21	Not started
241	Grants, Sponsorships and Partnerships	City of Perth	The City amend its policies and practices to require an entity funded on a multiyear Discretionary Grant Funding Arrangement to provide an annual financial report, containing a Statement of Income and Expenditure, relating to activity funded which must be signed by the Chairperson or Chief Executive Officer or equivalent and the Treasurer or Chief Finance Officer or equivalent of the funded entity, and be certified by a qualified auditor who is: <ul style="list-style-type: none"> <li>not an officer or employee of the organisation;</li> <li>not an employee of the City;</li> <li>registered as a company auditor or equivalent under a law in force in Western Australia; or</li> <li>a Member or Fellow of the Institute of Chartered Accountants, the Australian Society or Certified Practising Accountants or the National Institute of Accountants.</li> </ul>	<i>To provide for good financial management and ensure funding claimed by a funded entity was spent on the purpose described in the funding agreement or arrangement.</i>	Agreed	Determine a tiered approach to acquittal requirements that would see this approach forming the top tier (for example, agreements over \$100,000).	Jun-21	Not started
242	Grants, Sponsorships and Partnerships	City of Perth	In the case of a partnership arrangement, such as the one with the Perth Public Art Foundation, a review of all the City's expenditure and acquittal processes for that entity should be conducted before the arrangement ends and a new one is approved by the City of Perth Council, to ensure the funds have been properly applied.	<i>This would be sound grant and financial management practice, providing accountability for the spending of funds by the City.</i>	Agreed	No partnership arrangements of this kind should continue under the current policy. No Action Required.	Dec-20	Complete
243	Grants, Sponsorships and Partnerships	City of Perth	Partnership arrangements to be acquitted by an appropriately qualified or experienced officer, having regard to any segregation of duties between an advisory/facilitation role and a grants management role, with the results of the acquittal to be provided to the Audit Committee.	<i>To encourage ownership of expenditure, to improve reporting, and to facilitate audit.</i>	Agreed	No partnership arrangements of this kind should continue under the current policy. No Action Required.	Dec-20	Complete



244	Risk, Assurance and Audit	Local Govt.	The Department review, update and promulgate its publication “ <i>Risk Management Resources</i> ”, including the “ <i>Model Risk Management Policy</i> ”, having regard to current industry standard and best practice.	“ <i>Risk Management Resources</i> ” is dated March 2013.	N/A (as state govt. action)		N/A	N/A (Dept. action)
245	Risk, Assurance and Audit	City of Perth	The City’s risk, audit and assurance management frameworks be comprehensively reviewed and a report to Council prepared by an independent consultant with expertise in current industry best practice, working collaboratively with a senior employee designated responsibility by the CEO, providing a schedule of actions to improve the City’s maturity in risk, audit and assurance. (See recommendations 246 and 247).	<i>The City’s risk management framework needs to be appropriate to the scale, scope and complexity of the City and its local government activities.</i>	Agreed	Review completed and provided to Audit & Risk Committee October 2020.	Oct-20	Complete
246	Risk, Assurance and Audit	City of Perth	The report described in Recommendation 245 be submitted by the CEO to Council within 12 months of this Report.	<i>The City’s risk management framework needs to be appropriate to the scale, scope and complexity of the City and its local government activities.</i>	Agreed	Review completed and provided to Audit & Risk Committee October 2020.	Dec-20	Complete
247	Risk, Assurance and Audit	City of Perth	The City review its Crisis Management Plan, Crisis and Business Continuity Management Framework and Business Continuity Plan for consistency of process, roles and responsibilities, which review be undertaken along with Recommendations 245-246.	<i>The roles, responsibilities and processes are to be consistently expressed across these governing documents and understood by those relying on them.</i>	Agreed	Review occurring	Jun-21	In progress
248	Risk, Assurance and Audit	City of Perth	The City take steps to improve the capability of the Council, committees and employees in risk, audit and assurance, so that the City’s business planning, project management, capital planning and service delivery policies and practices are consistent with leading international standards for risk and audit management.	<i>The City as part of its everyday activities should identify, consider, monitor and manage risks.</i>	Agreed	New Manager Role - IIA training schedule for Elected Members and Audit, Broader training will be progressed to the rest of the organisation to increase capability in risk, audit and assurance	Dec-21	In progress
249	Risk, Assurance and Audit	City of Perth	The City’s CEO, supported by the Audit Committee, implement the ‘lines of defence’ Model to manage risk and improve governance practices within the City.	<i>This provides a framework for officers at the City to identify and understand and view risks, identify existing controls and strengthen or add controls where they are absent.</i>	Agreed	The “line of Defence” model has been applied in the City’s new Risk Management Framework and incorporated into training practices.	Jun-21	In progress
250	Risk, Assurance and Audit	City of Perth	City employees to receive risk management training, appropriate to their roles and responsibilities, together with guidance on the ‘lines of defence’ model.	<i>Risk management is to be properly understood and applied by the broader organisation.</i>	Agreed	The City’s new Risk Management Framework and incorporated Service Unit Planning.	Dec-21	In progress
251	Risk, Assurance and Audit	City of Perth	The City to integrate risk management practices into all annual planning activities.	<i>The City, as a whole, needs to achieve a better understanding of its service costs and risks to inform corporate and operational planning and budgets.</i>	Agreed	The “line of Defence” model has been applied in the City’s new Risk Management Framework and incorporated into training practices	Jun-21	In progress
252	Risk, Assurance and Audit	City of Perth	The Audit Committee develop, with appropriately qualified external assistance, a Strategic Internal Audit Plan that relates to the focus areas of internal audit over the medium term.	<i>The City does not currently have a Strategic Internal Audit Plan.</i>	Agreed	Both the internal and external audit function is being reviewed in accordance with Western Australian Public Sector Audit Committees – Better Practice Guide	Jun-21	In progress
253	Risk, Assurance and Audit	City of Perth	The City consider adopting a co-sourcing internal audit model to use the experience of external professional providers to complement the current internal audit team.	<i>The Council should have an effective internal audit function that provides independent assurance that the City is functioning effectively and the internal controls the City has put into place to manage risk are working.</i>	Agreed	Both the internal and external audit function is being reviewed in accordance with Western Australian Public Sector Audit Committees – Better Practice Guide	Jun-21	In progress
254	Risk, Assurance and Audit	City of Perth	The internal audit function be reviewed and, if necessary, expanded to consider opportunities for the adoption of better practices, continuous improvement and compliance with professional standards.	<i>The City needs to approach better practice in its audits.</i>	Agreed	Both the internal and external audit function is being reviewed in accordance with Western Australian Public Sector Audit Committees – Better Practice Guide	Jun-21	In progress
255	Risk, Assurance and Audit	City of Perth	The City consider adopting a professional development programme for its internal audit team, as part of the co-sourced model, to improve the team’s capability and capacity.	<i>A more effective and efficient audit team should increase the number of audits that can be conducted per year and should improve audit rigour.</i>	Agreed	Both the internal and external audit function is being reviewed in accordance with Western Australian Public Sector Audit Committees – Better Practice Guide	Jun-21	In progress
256	Risk, Assurance and Audit	City of Perth	The City review its Internal Audit Charter to ensure it is based on internationally accepted standards and best practice.	<i>The City’s Charter was last reviewed in 2015.</i>	Agreed	Both the internal and external audit function is being reviewed in accordance with Western Australian Public Sector Audit Committees – Better Practice Guide	Jun-21	In progress
257	Risk, Assurance and Audit	City of Perth	The Audit Committee develop, with appropriately qualified external assistance, an Assurance Map to understand the nature, scope and extent of assurance activities across the City.	<i>The City does not currently have an assurance map.</i>	Agreed	Both the internal and external audit function is being reviewed in accordance with Western Australian Public Sector Audit Committees – Better Practice Guide	Jun-21	In progress
258	Risk, Assurance and Audit	City of Perth	As part of the Strategic Internal Audit Plan and Annual Internal Audit Plan, and to supplement compliance audit, the Audit Committee introduce performance audits or reviews to assess the efficiency and effectiveness of activities, services and programmes undertaken or delivered by the City.	<i>Performance audits determine whether a local government is carrying out its activities effectively and doing so economically and efficiently and in compliance with all relevant laws.</i>	Agreed	Both the internal and external audit function is being reviewed in accordance with Western Australian Public Sector Audit Committees – Better Practice Guide.	Jun-21	In progress

259	Risk, Assurance and Audit	City of Perth	The City consider establishing an independent chief audit officer role to oversee the City’s audit activities, whose role is similar to and guided by Treasurer’s Instruction 1201(4) for State Government agencies.	<i>For the internal audit function to be effective, it must be able to carry out its responsibilities independently and objectively, without interference.</i>	Agreed		Dec-20	Complete
260	Risk, Assurance and Audit	City of Perth	The Audit Committee establish appropriate industry benchmarks against which to monitor and measure audit performance of the internal audit function.	<i>The absence of formal measurement of an internal audit’s performance may result in missed opportunities to maximise its effectiveness</i>	Agreed	Both the internal and external audit function is being reviewed in accordance with Western Australian Public Sector Audit Committees – Better Practice Guide.	Jun-21	In progress
261	Risk, Assurance and Audit	City of Perth	The City should establish a guide which clearly describes and distinguishes the roles of probity auditor and probity advisor, used during procurement processes, including: <ul style="list-style-type: none"><li>• where the procurement is complex and/or sensitive, a probity advisor should be engaged to establish the probity management framework; and</li><li>• a probity auditor should then be engaged to provide an independent scrutiny of the procurement process and express an objective opinion on whether the prescribed probity requirements have been followed.</li></ul>	<i>This clarification will ensure roles and responsibilities are clear and services engaged are fit for purpose.</i>	Agreed	Both the internal and external audit function is being reviewed in accordance with Western Australian Public Sector Audit Committees – Better Practice Guide.	Jun-21	In progress
262	Risk, Assurance and Audit	City of Perth	The engagement and use of probity auditors be overseen by the chief audit officer.	<i>Professional standards are compromised when staff not experienced in audit take a lead role in using the services for unrelated purposes.</i>	Agreed		Jun-21	In progress



THEME: Procurement and contracting (recommendations 263-291)	Complete	6
	In progress	20
	Not started	3
	N/A (Dept action)	0

Rec. No.	Sub-theme	CoP/Dept	Recommendation	Intent	Response CoP provide	Comments November 2020	City of Perth Deadline	Status
263	Procurement and Contracting Systems, Processes and Capability	City of Perth	The City's CEO undertake a functional review of the procurement and contracting function to identify: <ul style="list-style-type: none"> <li>• improvements since the Deloitte Organisational Capability and Compliance Assessment (June 2017);</li> <li>• the current capability and maturity of the City for procurement and contracting;</li> <li>• the adequacy or otherwise of current compliance measures in relation to relevant local government procurement and contracting;</li> <li>• key performance indicators, which are used to monitor ongoing performance; and</li> <li>• any gaps and prepare a gap analysis and recommendations.</li> </ul>	<i>The City is to align its procurement and contracting function, processes, systems, operations and organisational design to its legislative purposes and performance expectations.</i>	Agreed	This is an ongoing activity in relation to the ELT approved Procurement Transformation Plan.	Ongoing	In progress
264	Procurement and Contracting Systems, Processes and Capability	City of Perth	The City continue to advance its adoption of a centralised procurement model and establish a centralised procurement team.	<i>Centralising procurement will improve supervision, improve accountability and audit, and provide a ‘one stop’ shop for staff with procurement and contracting issues.</i>	Agreed	Centralised Procurement Model -presented in 2017, adopted in January 2019 by ELT. Reference Report	Ongoing	Complete
265	Procurement and Contracting Systems, Processes and Capability	City of Perth	The City adopt a consistent approach in relation to whether and in what circumstances, a bill of quantities is to be supplied as part of a request for tender.	<i>To avoid similar instances to the recall and re-issue of the tender for the construction of the Railway Street and Market Street Shared Path Extension do not occur in the future.</i>	Agreed		Jan-21	In progress
266	Procurement and Contracting Systems, Processes and Capability	City of Perth	The City consider establishing a centralised project management office to provide organisation-wide leadership, resources and integration of better practice project management within functions and activities.	<i>To provide resources to assist in improving the City’s capacity to scope, manage and report on projects, as well as support better financial management of project planning and delivery.</i>	Agreed	An appropriate Project Management Framework, is still to be developed and support by an effective training program, system and procedures to support the organisation in project management capabilities	Ongoing	In progress
267	Procurement and Contracting Systems, Processes and Capability	City of Perth	City of Perth Council Policy “CP9.7 – Purchasing” and the Sole Supplier Justification Procedure be amended to provide a clear process to follow in circumstances where the CEO wishes to engage on behalf of the City a person or an organisation with whom the CEO has an interest or conflict of interest (actual or perceived) as a result of a personal or business relationship.	<i>Council Policy “CP9.7 – Purchasing” and the Sole Supplier Justification Procedure is currently silent as to the process to follow in these circumstances.</i>	Agreed	The Purchasing policy is currently being reviewed. This recommendation can be incorporated into the review.	Jun-21	In progress
268	Procurement and Contracting Systems, Processes and Capability	City of Perth	City of Perth Council Policy “CP9.7 – Purchasing” be amended to expressly require all engagements, even those resulting from a verbal quotation process, to be fully documented.	<i>While this requirement is implicit in Council Policy 9.7, making it express will help prevent the requirement from being overlooked and ensures compliance with the State Records Act 2000.</i>	Agreed	Draft purchasing policy has been prepared and Policy will go up to Council in February 2021	Jun-21	In progress
269	Procurement and Contracting Systems, Processes	City of Perth	City of Perth Council Policy “CP9.7 – Purchasing” be amended to make price and value for money a specific criterion of assessment.	<i>Price has historically been treated inconsistently in procurement activity, leading to inappropriate results which may not reflect the City’s overarching focus on value for money.</i>	Agreed	The Purchasing policy is currently being reviewed. This recommendation can be incorporated into the review.	Jun-21	In progress
270	Procurement and Contracting Systems, Processes and Capability	City of Perth	Employees of the centralised procurement team should not be a member of an evaluation panel for requests for tenders or quotations.	<i>Being a panel member for requests for tenders or quotations process compromises the independence of the function, including providing advice and guidance, conducting reviews of process or approving and authorising process.</i>	Agreed	Amendment to the evaluation handbook and procedures internally.	Dec-20	Complete
271	Confidentiality and Conflicts of Interests in Procurement and Contracting	City of Perth	The City separate its “Declaration of Confidentiality and Interest” form into two separate documents, one dealing with obligations of confidence and the other dealing with the issue of conflicts of interests.	<i>Separating the components of the declaration will help the person completing the forms focus on what should be declared.</i>	Agreed	The forms have been separated and each has their own workflow requirements	Oct-20	Complete
272	Confidentiality and Conflicts of Interests in Procurement and Contracting	City of Perth	The City require each panel member, technical advisor and decision-maker in a procurement process to complete a Declaration of Interest Form, declaring any conflict of interest, before undertaking any role or taking any step in the procurement process.	<i>To limit the prospect of a procurement process being adversely affected by conflicts of interests.</i>	Agreed	Decision making component is still being investigated References in the Code of Conduct Evaluation Workbook - Procurement	Mar-21	In progress
273	Evaluation of Quotations and Tenders	City of Perth	All City procurement activities above \$150,000.00 be supported with a risk assessment and, for those identified as high risk, the City consider the specific risks associated with that procurement and develop treatment plans to mitigate those risks, including probity of the procurement process.	<i>In a fiscal environment that is increasingly characterised by independent contract or resource availability and economic pressures and constraints, effective corruption and misconduct management is paramount to ensure value for money is obtained for ratepayers in all decision-making.</i>	Agreed	A risk-based approach to procurement is fully supported - subject to noting that the threshold for tenders is now \$250K not \$150K as referenced in the recommendation.	Dec-20	Complete

274	Evaluation of Quotations and Tenders	City of Perth	City of Perth Council Policy “CP9.7 – Purchasing” be amended to prescribe the circumstances in which a procurement process requires an independent probity advisor or auditor to be involved in the process.	<i>A specialised probity officer being involved “at the coalface” of tendering decisions should minimise the prospects of misconduct or process failure and provide a first port of call for staff on evaluation panels who have probity questions.</i>	Agreed	The Purchasing policy has been drafted and will go to the Policy Committee in February 2021	Jun-21	In progress
275	Evaluation of Quotations and Tenders	City of Perth	The City make clearer to the members of evaluation panels which requirements of a tender are “compliance criteria”, the mandatory criteria which tender submissions must meet to be considered as part of the tender process, and which requirements are “selection criteria”, the criteria against which tender submissions are assessed.	<i>Evaluation panel members are to understand the requirements which will be assessed during a tender process and assess accordingly.A256:A262</i>	Agreed	Included in the procurement plan	Dec-20	Complete
276	Evaluation of Quotations and Tenders	City of Perth	If a comparative price analysis is to be retained by the City, as part of request for tender or quotation assessment, then: * a policy or procedure should be adopted setting out the methodology to be applied; and * the comparative price analysis is to be independently verified by a senior member of the procurement team.	<i>Comparative price analysis can be a source of data manipulation or miscalculation, without reference to the tenderers, which can result in unsatisfactory or corrupt tender or quotation outcomes.</i>	Subject to further consideration	Develop a procedure on Comparative Price Analysis	Jun-21	Not started
277	Evaluation of Quotations and Tenders	City of Perth	Where possible, evaluation panels should include more than one person with specialised technical knowledge relevant to the evaluation to be undertaken.	<i>Where an evaluation panel defers to a single technical expert, there is potential for that expert to inappropriately, or inadvertently, influence the evaluation leading to inappropriate outcomes.</i>	Agreed	Identified in the Procurement Plan	Jun-21	Complete
278	Evaluation of Quotations and Tenders	City of Perth	The City adopt a clear process by which an evaluation panel can obtain guidance or input from a non-panel member about issues that arise during the tender evaluation process. For example, about aspects of tender submissions which may be outside their areas of expertise.	<i>Panel members should be provided with the ability to seek guidance outside the panel without jeopardising the integrity of the tender evaluation process</i>	Agreed		Jun-21	In progress
279	Evaluation of Quotations and Tenders	City of Perth	Evaluation panel members to score tenders by consensus, rather than by averaging the scores of each panel member.	<i>To reduce the risk that the evaluation of tenders is manipulated by members of the panel.</i>	Agreed	The Purchasing procedures have been reviewed and this recommendation has been incorporated	Jun-21	In progress
280	Capital Works Contracts	City of Perth	The City develop, adopt and communicate to staff a plain-English procedure about the application of carry forwards to capital works projects.	<i>Inconsistent knowledge of carry forwards at a project officer level, and the poor or inconsistent communication of the attitude of the executive towards carry forwards in capital works projects, has the capacity to adversely affect capital works.</i>	Agreed	Internal process in place between the GM I&OA and Strategic Finance, results of this work are going to the Council in December 2020.  A procedure will be developed on this Capital Works - Carry Forwards Program to incorporate and share as part of the organisations corporate knowledge.	Jun-21	In progress
281	Training and Development	City of Perth	The City create and implement a procurement and contract management training and development programme (P&CM Programme) for employees, including but not limited to finance staff, employees who have a delegated authority to incur liabilities on behalf of the City, employees who procure goods and services or have the potential to be a member of or a technical advisor to an evaluation panel and any other employee who has a role in procurement and contract management processes.	<i>Policies and processes are only as good as their implementation, and proper implementation is reliant on competent, confident and informed staff.</i>	Agreed	The City to update its procurement and contract management training programme with consideration of the requirements in Recommendations 281 to 286, and implement accordingly.  Once the Purchasing Policy is endorsed by Council a training program will be refreshed to align to this new Policy and Procedures and will be delivered to the employees of the organisation 281 - 284 part of the same program	Jun-21	In progress
282	Training and Development	City of Perth	The P&CM Programme should be customised to the needs of the relevant groups of employees, based on their roles and responsibilities, including, at a minimum, training on: • Integrity in procurement and contract management: declaring and managing conflicts of interest, confidentiality, record-keeping and decision-making (including delegations, financial limits and incurring and certifying processes). • Planning to procure: how to define requirements, analyse the supply market, understanding the procurement framework and developing and obtaining approval for a request for quotation or tender. • Forming a contract: advertising the request, the evaluation and negotiation processes, the role of panel members and technical advisors, the role of appraisers and contract award. • Managing a contract: ensuring suppliers fully meet their obligations as efficiently and effectively as possible to achieve the contract outcomes, as well as arranging payment for services.	<i>Understanding the basics of procuring and managing goods and services arrangements are essential to sound financial management and service provision to the community.</i>	Agreed	The City to update its procurement and contract management training programme with consideration of the requirements in Recommendations 281 to 286, and implement accordingly.  As above	Jun-21	In progress
283	Training and Development	City of Perth	The City consider, as part of the P&CM Programme, exploring case studies of where previous issues have arisen in the procurement area, for example; * Where City officers have engaged in corrupt conduct and the consequences for those officers of engaging in that conduct; or * Where an issue was identified early and corrected before it could corrupt the process.	<i>Case studies help ground theoretical instruction in real world facts.</i>	Agreed	The City to update its procurement and contract management training programme with consideration of the requirements in Recommendations 281 to 286 and implement accordingly.	Jun-21	Not started
284	Training and Development	City of Perth	The City require employees involved in procurement and contracting activity to undertake refresher training, at least annually, as part of the P&CM Programme.	<i>To be useful, the training must be current.</i>	Agreed	The City to update its procurement and contract management training programme with consideration of the requirements in Recommendations 281 to 286 and implement accordingly.	Jun-21	In progress

285	Training and Development	City of Perth	An employee is not permitted to sit on an evaluation panel or make a procurement decision, unless the employee has successfully completed all training required by the P&CM Programme, and the relevant refresher training.	<i>Procurement processes are only to be undertaken by properly trained employees.</i>	Agreed	The City to update its procurement and contract management training programme with consideration of the requirements in Recommendations 281 to 286 and implement accordingly.	Jun-21	In progress
286	Training and Development	City of Perth	The City compile and maintain a contracting and procurement handbook, comprising: * All relevant City processes, policies and procedures; * Reference materials for the P&CM Programme; * Contact information for places or people to whom staff can turn when faced with procurement or contracting management issues; and * A frequently asked questions section.	<i>To provide a single source of reliable information for procurement and contracting management matters, and to assist staff to properly deal with issues as they arise.</i>	Agreed	The city is in progress of developing a procurement handbook that comprises all relevant reference materials for the P&CM Programme and incorporates a frequently asked questions on the City's intranet	Jun-21	In progress
287	Training and Development	City of Perth	The City improve the skills and knowledge of project manager, project officers and other staff responsible for or involved in construction, maintenance or other works, including internal works, in the requirements for development approval, heritage advice and building permits, including in respect of buildings or other assets owned or managed by the City.	<i>Confusion over matters of this type is embarrassing for the City, frustrating for relevant staff, potentially exposes the City to liabilities under relevant legislation, and affects the programme and budget for capital works.</i>	Agreed	The City to update its procurement and contract management training programme with consideration of the requirements in Recommendations 281 to 286 and implement accordingly.	Jun-21	In progress
288	Reporting	City of Perth	The City to publish monthly on its website the contracts register for all contracts awarded above \$50,000.00 (in value), including: <ul style="list-style-type: none"> <li>the contract details;</li> <li>the mechanism of procurement;</li> <li>the party to whom the contract was awarded;</li> <li>the value of the contract;</li> <li>the date the contract was awarded;</li> <li>the period or duration of the contract;</li> <li>any variations to the contract; and</li> <li>the funds the City actually spent under the contract</li> </ul>	<i>To provide transparency and accountability on the contracted work, effective contract management and final expenditure for compliance with the legislation and policy.</i>	Subject to further consideration	The City will consider practicalities of this initiative and the suggested threshold and implement as appropriate.	Dec-21	Not started
289	Risk and Audit	City of Perth	Procurement and contracting risks to be reviewed annually and included in a report to the Audit Committee.	<i>To provide transparency to procurement and contract risks and enable consideration to be given to target areas as part of an annual audit plan.</i>	Agreed	The updated Risk Management Framework involves regular updates (at least monthly) of all Risks in the Register, especially the High and Extreme Risks such as Procurement and Contracting.	Dec-21	In progress
290	Risk and Audit	City of Perth	Procurement and contracting activities of the City be independently audited at least every 12 months, as part of the City's internal audit programme with representative and random sampling across all levels of expenditure, procurement types and all business units, giving consideration to risk, for compliance, misconduct and better practice grants management.	<i>Random audits combat complacency, tend to identify systemic failures and facilitate the identification of misconduct.</i>	Agreed	The updated Risk Management Framework involves regular updates (at least monthly) of all Risks in the Register, especially the High and Extreme Risks such as Procurement and Contracting. The Risks controls are audited at least annually, an in the high-risk areas even more regularly.	Jun-21	In progress
291	Risk and Audit	City of Perth	The results of the audit are to be reported to the Audit Committee and the Council.	<i>The Audit Committee has oversight for the audit activities of the City.</i>	Agreed	This is already done.	Jun-21	In progress



THEME: Complaints and Misconduct Prevention ( <i>recommendations 292-322</i> )	Complete	1
	In progress	3
	Not started	24
	N/A (Dept action)	3

Rec. No.	Sub-theme	CoP/Dept	Recommendation	Intent	Response CoP provide	Comments November 2020	City of Perth Deadline	Status
292	General	Local Govt.	Local governments are required to develop a complaints resolution procedure based on the Australian/New Zealand <i>Guidelines for complaint managements in organisations</i> AS/NZS 10002:2014.	<i>Local governments are to deal with complaints properly and fairly. It would also reduce recurring complaints, improve standards of service to the community and raise the standard of decision-making. Part B of the draft “Mandatory Code of Conduct for Council Members, Committee Members and Candidates” requires local governments to have a complaints resolution procedure.</i>	N/A (as state govt. action)	The City to update and review its complaints resolution procedure and map it in Promapp.	N/A	N/A (Dept. action)
293	General	Local Govt.	The Department establish better practice guidelines for councils and CEOs on complaint handling in local government.	<i>To provide an industry standard for better practice in Western Australian local governments.</i>	N/A (as state govt. action)	Note that City of Perth is progressing in anticipation of this change.	N/A	
294	General	Local Govt.	All council members and employees of local governments be trained and assessed on the complaints handling process, as part of any training on the Code, by an industry-accredited provider on the commencement of the policy.	<i>All public officers are to understand the policy and the processes to lodge, manage, determine and refer complaints.</i>	N/A (as state govt. action)	The handling of complaints and the procedure to be followed will be included in the new Elected Member training package.	N/A	
295	Corruption and Misconduct Risks	City of Perth	The City adopt a policy which clearly states it has a zero-tolerance of fraud and corruption and develop a holistic fraud and corruption control framework.	<i>To establish the City’s stance on fraud and corruption and then manage it.</i>	Agreed	Council has developed a Fraud and Corruption Control Policy that states it has zero tolerance to fraud and corruption.	Mar-21	In progress
296	Corruption and Misconduct Risks	City of Perth	The City adopt a process, in accordance with industry best practice and standards, to identify and document the City’s misconduct and fraud risks and implement treatment plans.	<i>To eliminate, mitigate and manage identified risks.</i>	Agreed	These risks are already considered within the City’s Risk Management Framework.	Mar-21	In progress
297	Corruption and Misconduct Risks	City of Perth	The City undertake within three months of this report a corruption and misconduct risk assessment, including, for example, areas such as contracting and procurement, financial management, human resources, information management and service delivery areas.	<i>The City is to have a robust framework to identify, manage and mitigate misconduct and corruption risks.</i>	Agreed	A corruption and misconduct risk assessment will be done.	Mar-21	Not started
298	Corruption and Misconduct Risks	City of Perth	The first City corruption and misconduct risk assessment be conducted by an independent and suitably qualified provider and the outcome be reported to the Audit Committee and the Council.	<i>To establish a baseline against which to measure corruption and misconduct risk.</i>	Agreed	The corruption and misconduct risk assessment will be performed by an independent service provider	Mar-21	Not started
299	Corruption and Misconduct Risks	City of Perth	Corruption and misconduct risk assessment be reviewed annually and included in a report to the Audit Committee and the Council.	<i>To provide transparency to procurement and contract risks and enable consideration to be given to target areas as part of an annual audit plan.</i>	Agreed	Annual reviews of corruption and misconduct risk assessments will be performed and reported to the Audit and Risk Committee and Council	Mar-22	Not started
300	Corruption and Misconduct Risks	City of Perth	The City’s CEO develop comprehensive, organisation-wide strategies (education and awareness, policy and compliance), based on the risk assessment (as described at Recommendation 2465) to combat fraud and corruption.	<i>The City is to have a robust framework to counteract misconduct and corruption risks.</i>	Agreed	Organisation-wide strategies (education and awareness, policy and compliance) will be developed to address the outcomes of the corruption, fraud and misconduct risk analysis	Dec-21	Not started
301	Corruption and Misconduct	City of Perth	An external audit be conducted every two years on the City’s approach to misconduct and fraud.	<i>The approach needs to be current and appropriate to the risks facing the City.</i>	Agreed	An audit will be done on the City’s approach to misconduct and fraud every two years and the results reported to the	June 2022 and every 2 <sup>nd</sup> year	Not started
302	Corruption and Misconduct	City of Perth	The results of the review be reported to the Audit Committee and the Council.	<i>The approach needs to be current and appropriate to the risks facing the City.</i>	Agreed	An audit will be done on the City’s approach to misconduct and fraud every two years and the results reported to the	June 2022 and every 2 <sup>nd</sup> year	Not started
303	Complaints Handling Framework	City of Perth	A centralised complaint handling policy, based on industry best practice, and an appropriately confidential system be developed for the management and recording of complaints and grievances by or against any council member, committee member or employees of or contractors to the City, including the outcome of any investigations. (See recommendation 204).	<i>To provide a central and consistent method of receiving, recording, investigating and reporting on complaints and grievances, including the identification of trends and accountability for corrective actions. The database should contain controls to protect the integrity and confidentiality of the information on it.</i>	Agreed	The City to update and review its complaints resolution procedure and map it in Promapp	Jun-21	In progress
304	Complaints Handling Framework	City of Perth	The City to keep a record of these complaints and grievances in a centralised system (Recommendation 303), detailing the persons involved, the nature and extent of the complaint or grievance, actions taken and the outcome, which records are to be retained in accordance with the <i>State Records Act 2000</i> .	<i>To aid probity, transparency, accountability and audit.</i>	Agreed	The City’s CRM system has a record of all interactions.	Jun-21	Complete
305	Complaints Handling Framework	City of Perth	The City to adopt, maintain and publish on its website clear complaints and grievances handling policies and procedures, dealing with how the City will: * As a matter of process, deal with misconduct complaints against or grievances about council members, committee members or employees of or contractors to the City; * As a matter of process, deal with referrals to and from the Corruption and Crime Commission, the Public Sector Commission and any other relevant authority; and * Conduct internal investigations.	<i>Clear policies and procedures promote understandable, efficient, consistent and transparent outcomes.</i>	Agreed	The City will consider publishing its grievance handling policies and procedures and FAQ’s on the website.	Jun-21	Not started

306	Complaints Handling Framework	City of Perth	Publication of the policies and procedures described in Recommendation 305 on the City’s website be accompanied by a frequently asked questions (FAQ) section.	<i>To assist in understanding the procedures and how they operate.</i>	Agreed	The City will consider publishing its grievance handling policies and procedures and FAQ’s on the website.	Jun-21	Not started
307	Complaints Handling Framework	City of Perth	The policies, procedures, records and FAQ section described in Recommendations 303-306 be prepared by an industry accredited expert in accordance with industry best practice standards.	<i>The City’s complaints handling policy, procedures, records and FAQ should be at an industry best practice standard.</i>	Agreed	The City will consider resourcing an industry expert with the preparation of its grievance handling policies and procedures and FAQ’s.	Jun-21	Not started
308	Complaints Handling Framework	City of Perth	The City require a person with appropriate governance experience be designated to be involved, in a substantive way, in maintaining the complaints and grievances handling framework, dealing with complaints, grievances, referrals and internal investigations and reporting.	<i>Without governance expertise and accountability to guide the process, complaints of misconduct may not be properly addressed.</i>	Agreed	The City will determine to what extent Governance can play a role in overseeing the complaints and grievances framework.	Jun-21	Not started
309	Complaints Handling Framework	City of Perth	The City’s CEO or his or her designated officer be responsible for ensuring that all complaints and grievances are processed in accordance with the policies and procedures described in the above Recommendations.	<i>Oversight by properly skilled officers is required to be in place.</i>	Agreed	The City will determine to what extent Governance can play a role in overseeing the complaints and grievances framework.	Jun-21	Not started
310	Complaints Handling Training	City of Perth	Council members and employees of the City to be trained and assessed on the complaints and grievances handling policies and procedures by an industry-accredited provider on the commencement of the policies and procedures.	<i>All public officers need to properly understand the policies and the procedures to lodge, manage, determine and refer complaints and grievances.</i>	Agreed	The training modules will be updated to incorporate training on complaints and grievances handling policies and procedures.	Jun-21	Not started
311	Investigations	City of Perth	The City to ensure any employee dealing with complaints, grievances, referrals or internal investigations is independent of the subject matter of the investigation, is appropriately trained and is, where necessary, supervised or assisted by a similarly independent person with specialist governance experience	<i>Without independence, and without governance expertise to guide the process, complaints and grievances may not be properly addressed.</i>	Agreed	The City will determine to what extent Governance can play a role in overseeing the complaints and grievances framework.  CEO Comments – The above action not the intention of recommendations 311-318. More qualifications/experience required (see recommendation 312). We can arrange a panel.	Jun-21	Not started
312	Investigations	City of Perth	The City ensure the engagement of a third-party consultant to advise or assist with any complaint, grievance or probity matter (Consultant Engagement) be clearly documented, including as to scope and budget.	<i>Failure to properly document engagements, and the scope of engagements, contributed to the issues identified in the Project Percy and Western Irrigation sections of this Report.</i>	Agreed	The City will determine to what extent Governance can play a role in overseeing the complaints and grievances framework.	Jun-21	Not started
313	Investigations	City of Perth	All Consultant Engagements be reviewed for potential or actual conflicts of interest by a suitably qualified person with appropriate governance experience.	<i>An employee with an actual or potential conflict in the engagement of a third party is not to be involved in procurement activities involving that party.</i>	Agreed	The City will determine to what extent Governance can play a role in overseeing the complaints and grievances framework.	Jun-21	Not started
314	Investigations	City of Perth	All Consultant Engagements be on terms specifying, by name or office, those within the City who have authority to give instructions to the consultant.	<i>The absence of clear and appropriate lines of communication between consultants and the City contributed to the issues identified in the Project Percy section of this Report.</i>	Agreed	The City will determine to what extent Governance can play a role in overseeing the complaints and grievances framework.	Jun-21	Not started
315	Investigations	City of Perth	City employees managing the Consultant Engagements should not involve themselves in the subject of the engagement, so as to substantially influence or appear to influence the results of that investigation or the advice given to the City.	<i>To maintain the integrity of the procurement process.</i>	Agreed	The City will determine to what extent Governance can play a role in overseeing the complaints and grievances framework.	Jun-21	Not started
316	Investigations	City of Perth	The City adopt and encourage the practice of critically reviewing the accuracy and cogency of outcomes, conclusions and findings produced under Consultant Engagements.	<i>For probity, accountability, transparency and value for money.</i>	Agreed	The City will determine to what extent Governance can play a role in overseeing the complaints and grievances framework.	Jun-21	Not started
317	Investigations	City of Perth	Any systemic, endemic or high-risk issues identified by Consultant Engagements be captured in the complaints and grievances handling system by the designated officer responsible for complaints and grievances handling and reported as part of the quarterly reporting requirement described in Recommendation 319.	<i>To baseline and inform a “lessons learned” process.</i>	Agreed	The City will determine to what extent Governance can play a role in overseeing the complaints and grievances framework.	Jun-21	Not started
318	Investigations	City of Perth	The City to cease the practice of splitting investigations into employee matters and other matters for separate investigation.	<i>Better practice investigation involves an holistic review of the allegations or complaint to ensure that individual and systemic issues are identified</i>	Agreed	The City will determine to what extent Governance can play a role in overseeing the complaints and grievances framework.	Jun-21	Not started
319	Reporting and Audit	City of Perth	Trend and outcome reporting on complaints and grievances be reported in writing and at least quarterly to the City’s executive and the Council.	<i>To provide the City’s leadership with information on the number, nature and outcome of the complaints and grievances across the City.</i>	Agreed	The City will determine to what extent Governance can play a role in overseeing the complaints and grievances framework.	Jun-21	Not started
320	Reporting and Audit	City of Perth	An audit of the City’s complaints and grievance handling framework, including the management of individual employee-related matters, the system data and compliance with the policies and procedures be undertaken annually by an independent qualified auditor as part of the internal audit programme. This is to review the City’s compliance with policies and procedures, the effectiveness of the training programme and areas for improvement. (See recommendation 317)	<i>To determine whether the procedures are being consistently and fairly applied in a timely way and to aid probity, transparency, accountability and audit</i>	Agreed	The City will determine to what extent Governance can play a role in overseeing the complaints and grievances framework.	Dec-21	Not started
321	Reporting and Audit	City of Perth	The results of the audit are to be reported to the Audit Committee and the Council. (See recommendation 322).	<i>The Audit Committee has oversight for the audit activities of the City</i>	Agreed		Dec-21	Not started
322	Reporting and Audit	City of Perth	The City publish in its Annual Report the findings of the audit described in Recommendation 321, along with the City’s trend and outcome reporting on complaints and grievances.	<i>To promote transparency and accountability, and through those mechanisms drive improvements in process and compliance.</i>	Agreed		Dec-21	Not started



THEME: External oversight and intervention ( <i>recommendations 323-341</i> )	Complete	0
	In progress	2
	Not started	0
	N/A (Dept action)	17

Rec. No.	Sub-theme	CoP/Dept	Recommendation	Intent	Comments November 2020	City of Perth Deadline	Status
323	Local Government Inspector	Local Govt.	An office of Inspector of Local Government (Inspector) be established as an independent statutory office, responsible to the Minister for Local Government.	<i>The current system for monitoring, promoting and enforcing the integrity, efficiency and effectiveness of local governments is fragmented and can be cumbersome. Centralising and better defining the functions dealing with these matters will promote consistent, fair and timely resolutions .</i>	N/A (as state govt. action)	N/A	N/A (Dept. action)
324	Local Government Inspector	Local Govt.	The Inspector have the following duties and functions, namely, to: i)Improve the decision-making, integrity, efficiency, effectiveness and accountability of local governments; ii)Assume the regulatory and advisory functions of the Department, including any additional functions of the Department arising from these recommendations; iii)Assist local governments by providing guidance, education and advice, as requested by local governments, or as the Inspect or thinks it; iv)Receive, investigate, assess and mediate complaints or referrals about local government matters, including about council members and employees, including in relation to the Code; v)Of his or her own motion, conduct investigations into and audits of local governments, including council members and employees; vi)Decide what matters should be investigated or audited, how they should be investigated or audited, what actions should be taken in respect of any investigation , what records or things will be require d to be produced, who will be required to be examined under oath or affirmation and who will conduct the examination of any such person in the course of any investigation; vii)Inquire into local government matters at the direction of the Minister for Local Government and assume the functions of authorised inquiries under Part 8, Division 1 and the functions of Inquiry Panels under Part 8, Division 2 of the Local Government Act 1995, as appropriate; viii)Report to the Minister for Local Government where, in the Inspector's opinion, a local government may be failing to provide good government, or one or more council members are impeding the ability of the local government to provide good government; and ix)Bring legal proceedings against council members and employees for failing to comply with their obligations under the Code.	<i>These are the duties and functions required for the effective monitoring, promotion and enforcement of the integrity, efficiency and effectiveness of local governments.</i>	N/A (as state govt. action)	N/A	N/A (Dept. action)
325	Local Government Inspector	Local Govt.	The Inspector be conferred with powers to: i)Issue Standards establishing minimum standards that local governments must comply with, for example, in relation to procurement and contracting, governance, human resources and strategic planning; ii)Require, by notice in writing, a person to produce any record or thing relating to the Inspector's investigations, audits or examinations; iii)Require, by notice in writing, a local government, council member or employee to produce a written statement of information relating to the Inspector 's investigations , audits or examinations; iv)Require a person to attend and be examined on oath or affirmation; v)Conduct examinations in public or private, as the Inspector thinks fit, having regard to the public interest and the matter before the Inspector; vi)Prohibit any person examined in private from disclosing the requirement to attend for the examination or the content of that examination to any other person without the Inspector's express prior written authorisation; vii)To issue improvement notices on local governments, requiring local governments to remedy any failures to comply with the Local Government Act 1995 or other statutory instruments or any matter which, in the reasonable opinion of the Commissioner, amounts to a failure to provide good government or good governance; viii)Require parties to a complaint, an allegation of breach, or referred matter, to attend a mediation of the complaint, breach or matter, or to undertake another form of alternative dispute resolution that, in the opinion of the Inspector, is best suited to the matter before him or her; ix)Refer suspected contraventions of the law to an appropriate external agency, such as the Corruption and Crime Commission or the Western Australia Police Force; x)Delegate any of his or her functions to officers holding prescribed offices within the office of the Inspector; and xi)Do all things that are necessary for or incidental to the discharge of the Inspector's duties and functions.	<i>These are the powers necessary for the Inspector to discharge the conferred duties and functions.</i>	N/A (as state govt. action)	N/A	N/A (Dept. action)
326	Local Government Inspector	Local Govt.	The Inspector be a legal practitioner of at least 10 years' experience, with sufficient skills and experience in local government to properly discharge the roles and duties associated with the office.	<i>Sufficient and relevant experience will be necessary to the proper and effective discharge of the role.</i>	N/A (as state govt. action)	N/A	N/A (Dept. action)
327	Local Government Inspector	Local Govt.	The office of the Inspector be appropriately resourced and staffed with personnel having the necessary skills and experience to support the Inspector to carry out his or her statutory duties and functions, including investigative, regulatory and legal expertise.	<i>The office must be adequately resourced to be effective.</i>	N/A (as state govt. action)	N/A	N/A (Dept. action)
328	Local Government Inspector	Local Govt.	The office of the Inspector be independently audited at no less than three-year intervals to assess whether he or she is meeting his or her objectives and properly discharging his or her duties and functions.	<i>The effectiveness of the office should be regularly assessed.</i>	N/A (as state govt. action,)	N/A	N/A (Dept. action)
329	Local Government Inspector	Local Govt.	The Inspector report to the Minister for Local Government annually, and otherwise on request by the Minister, on the performance of the Inspector's functions or the discharge of his or her duties.	<i>The Minister for Local Government should be kept properly informed of the Inspector's performance and effectiveness.</i>	N/A (as state govt. action)	N/A	N/A (Dept. action)
330	Local Government Inspector	Local Govt.	Consequential amendments be made to Part 8 of the <i>Local Government Act 1995</i> to give effect to Recommendations 323-329.	<i>Note - no intent comment provided.</i>	N/A (as state govt. action)	N/A	N/A (Dept. action)
331	Local Government Inspector	Local Govt.	If Recommendations 323-32930 are not adopted : • the proposed functions of the Inspector be conferred on the Department; and/or • the State Government consider alternative mode ls used in other States and Territories in Australia for regulating the local government sector.	<i>The duties and functions are important and need to be done by some other authority, if it is not the Inspector.</i>	N/A (as state govt. action)	N/A	N/A (Dept. action)
332	Compliance and Enforcement	Local Govt.	The Local Government Act 1995 be amended to: • abolish the Local Government Standards Panel; and • give the State Administrative Tribunal jurisdiction to deal with alleged failures by council members to comply with their obligations under the Code.	<i>To simplify the regime for dealing with complaints against and disciplining council members. Under the current statutory framework and the framework proposed by the State Government's Local Government Act Review, failures by council members to comply with statutory obligations in different statutory instruments will be dealt with by different bodies with different consequences.</i>	N/A (as state govt. action)	N/A	N/A (Dept. action)
333	Compliance and Enforcement	Local Govt.	On a finding that a council member has failed to comply with his or her obligations under the Code, the State Administrative Tribunal have the power to make an order that the council member be publicly censured, be made to apologise publicly, undertake training, be suspended for a period of not more than six months, be disqualified for a period of not more than five years and/or be made to pay a fine.	<i>To retain the sanctions currently available to the Tribunal under section 5.117(1) of the Local Government Act 1995 and to give the Tribunal the additional power to order that a council member pay a fine.</i>	N/A (as state govt. action)	N/A	N/A (Dept. action)
334	Compliance and Enforcement	Local Govt.	The Magistrates Court be given jurisdiction to deal with serious failures of council members and employees of local governments to comply with designated obligations under the Code, including, for example, serious failures to disclose conflicts of interest or financial interests.	<i>To align with the current position under the Local Government Act 1995, where the failure to comply with certain provisions may be the subject of criminal proceedings: see, for example, sections 5.65, 5.67, 5.70, 5.71, 5.71A, 5.76, 5.78, 5.89 and 5.93.</i>	N/A (as state govt. action)	N/A	N/A (Dept. action)
335	Compliance and Enforcement	Local Govt.	On a finding that there has been a serious failure by a council member or employee of a local government to comply with a designated obligation under the Code, the Magistrates Court have the power to order a term of imprisonment or that the council member or employee be made to pay a fine.	<i>To align with the current position under the Local Government Act 1995, where the failure to comply with certain provisions may be the subject of criminal proceedings: see, for example, sections 5.65, 5.67, 5.70, 5.71, 5.71A, 5.76, 5.78, 5.89 and 5.93.</i>	N/A (as state govt. action)	N/A	N/A (Dept. action)
336	Inquiries under the Local Government Act 1995	Local Govt.	In the event that Recommendations 323-324 30 are not adopted, the State Government consider appointing a suitably qualified person or panel of persons to prepare and publish a 'bench book' for inquiries conducted by Inquiry Panels under Part 8, Division 2 of the <i>Local Government Act 1995</i> to provide guidance to inquiries of that type and to provide model documentation including, for example, model practice directions, model notices to produce documents, and the like.	<i>Time and resources can be used most effectively in future local government inquiries by building upon the practical knowledge acquired through the conduct of such an inquiry</i>	N/A (as state govt. action)	N/A	N/A (Dept. action)

337	Inquiries under the Local Government Act 1996	Local Govt.	<p>The Royal Commissions Act 1968 be amended to:</p> <ul style="list-style-type: none"><li>• clarify the Royal Commission's power to make orders of non-disclosure; and</li><li>• enable a Royal Commission, when issuing a summons or a notice to produce, to prohibit the recipient from disclosing the summons or the notice to any other person.</li></ul>	<p><i>There is currently no express power under the Royal Commissions Act 1968 to restrain parties from disclosing the evidence in private hearings to other parties.</i></p> <p><i>Further, there is no power under the Royal Commissions Act 1968 to restrain parties from disclosing that they have been served with a notice to produce documents or a summons to give evidence or the contents of that notice or summons.</i></p> <p><i>Witnesses before the Inquiry admitted disclosing their evidence in private hearings to other witnesses. The ability of Royal Commissions or other inquiries exercising the powers of a Royal Commission to conduct investigations would be greatly enhanced with powers similar to those held by other investigative bodies.</i></p>	N/A (as state govt. action)	N/A	N/A (Dept. action)
338	Inquiries under the Local Government Act	Local Govt.	The <i>Royal Commissions Act 1968</i> be amended to give a Royal Commission the power to examine documents over which legal professional privilege is claimed for the purposes of verifying the claim of privilege.	<p><i>This reflects the position in section 6AA of the Royal Commissions Act 1902 (Cth).</i></p>	N/A (as state govt. action)	N/A	N/A (Dept. action)
339	Reporting on recommendations of this Inquiry	City of Perth	The Minister for Local Government receive a detailed report from the City of Perth Council annually within four-months of the close of the financial year on the progress against recommendations contained within this Report, including reasons for any decisions taken to not implement recommendations.	<p><i>Provides for accountability for actions to address matters identified in this Inquiry.</i></p>	Involvement planned with Working Group and Oversight Committee	Dec-22	In progress
340	Reporting on recommendations of this Inquiry	Local Govt.	The Minister for Local Government to determine the nature and timing of reporting by the Department on the progress against recommendations contained within this Report, including reasons for any decisions taken to not implement recommendations.	<p><i>Provides for accountability for actions to address matters identified in this Inquiry.</i></p>	N/A (as state govt. action)	N/A	N/A (Dept. action)
341	Reporting on recommendations of this Inquiry	City of Perth	<p>Unless otherwise determined by the Minister for Local Government:</p> <p>i) <del>The</del> City of Perth Council and the City's CEO are to report on performance against recommendations contained in this Report annually in the Annual Report until such time as all relevant recommendations have been addressed;</p> <p>ii) <del>The</del> City of Perth Council to receive and consider, at a minimum on a six-monthly basis, a report on progress against the recommendations of this Inquiry;</p> <p>iii) <del>The</del> City of Perth Council minutes are to document any decisions taken in regard to the recommendations in this Report; and</p> <p>iv) <del>Any</del> report on progress described in Recommendation 341(i) is to be publicly available and provide sufficient detail for a member of the community to understand the actions taken as a result, including any decision to not undertake and action in the recommendation.</p>	<p><i>Provides for accountability for actions to address matters identified in this Inquiry to the community and regular reporting to the Minister for Local Government.</i></p>	Involvement planned with Working Group and Oversight Committee	Dec-22	In progress



## Recommendations of the Inquiry into the City of Perth Oversight Group: Terms of Reference

### Purpose

The purpose of the Recommendations of the Inquiry into the City of Perth Oversight Group (the Group):

- 1 Review completed actions that have satisfied the recommendations of the Inquiry.
- 2 Provide independent guidance in the development of improvement actions for the City of Perth and Local Government.
- 3 Monitor the integrity of the verification process.
- 4 Seek and obtain outside advice and secure the attendance of external professionals with relevant experience and expertise if considered necessary.
- 5 Support measures to improve performance and internal controls.
- 6 Ensure synergy of improvement between City of Perth and broader Local Government recommendations.
- 7 Provide formal reports that can be provided to the Minister and Council on overall progress of completion of recommendations.

### Roles and Functions

The role of the Group is to monitor progress of the Implementation Plan for responding to the Recommendations of the Inquiry into the City of Perth, and provide support and input where necessary.

This Group is not a Committee of Council and therefore has no delegated authority and no authority to instruct any member organisation on their approach or operations.

Any amendment to the Terms of Reference needs to be by consensus of all members of the Group.

### Membership

The Group shall be comprised of

- 1 The City of Perth CEO, or their nominee.
- 2 General Manager Corporate Services, City of Perth.
- 3 Internal Audit and Risk Manager, City of Perth.
- 4 Representatives from the Department of Local Government, Sport and Cultural Industries.
- 5 Representative from the Public Sector Commission.
- 6 Representative from the Office of Auditor General.
- 7 City of Perth administrative support.

### Meetings

The Group will be chaired by the City of Perth Chief Executive Officer, or their nominee.

A schedule of meetings will be developed and agreed to by the Group, with agenda and minutes to be provided through the City of Perth administrative support.



## 16. Committee Reports

### Policy Committee Reports

#### 16.1 Council Policy Review Program and Policy Committee Meetings Schedule

Responsible Officer	Michelle Reynolds, Chief Executive Officer
Voting Requirement	Simple Majority
Attachments	Attachment 16.1A – Proposed Council Policy Review Program Attachment 16.1B – Council Policy – Policy Framework

### Purpose

To present the proposed Council Policy Review Program and the Policy Committee Meeting Schedule to be adopted at Council.

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### Recommendation from the Policy Committee

That Council:

1. ADOPTS the proposed Council Policy Review Program (Attachment 16.1A)
  2. ADOPTS the proposed 2021 Policy Committee Meeting Schedule (Table 1)
  3. REVOKES Council Policy – Policy Framework (Attachment 16.1B)
-

## Background

1. At its meeting held 3 November 2020, Council endorsed the establishment of a Policy Committee with the direction to review all Council policies by 1 September 2021. The purpose of the Policy Committee is to support Council by strengthening four priority pillars of the City's operating framework regarding Council policies and local laws.
2. Council also requested at its meeting on 3 November 2020 that the Policy Committee considers the following items at its first meeting on 30 November 2020:
  - a. Development of a policy review workplan to prioritise the review of local laws and policies for the tenure of the Policy Committee and set a meeting schedule to achieve the workplan
  - b. Development of the Event Attendance Policy
  - c. Development of the Professional Development Policy
3. This report provides a proposed Council Policy Review program as well as a meeting schedule for 2021 to support delivery of this program. Revocation of Council Policy – Policy Framework is also proposed to assist with the program being practically delivered by 1 September 2021.

## Discussion

### Prioritisation for Policy Review

4. The City has undertaken a desktop analysis on all 78 Council Policies and developed a proposed review program for the Policy Committee to have reviewed all by 1 September 2021. This is provided in Attachment 16.1A for consideration.

### 2021 Policy Committee Meeting Schedule

5. To support the delivery of this review program, it is recommended the Policy Committee meet monthly in-line with Council Decision Making meeting processes. Policy Committee meeting dates proposed are detailed in Table 1 below.
6. Note a report detailing the proposed 2021 Ordinary Council Meeting Dates will be presented to Council at its meeting on 15 December 2020 and if Council were to amend these meeting dates, the proposed dates below will be impacted.

Meeting Dates (Mondays)		
30 November 2020	15 March 2021	14 June 2021
18 January 2021	12 April 2021	12 July 2021
8 February 2021	10 May 2021	16 August 2021

*Table 1 – Proposed Policy Committee Meeting Schedule 2020-2021*

## Revocation of Council Policy – Policy Framework

7. In-line with Council’s resolution at its meeting held 3 November 2020, the City has 78 Council policies to be reviewed by 1 September 2021. The review process for all new or substantially amended Council policies is provided in Council Policy – Policy Framework (Attachment 16.1B, also see Figure 1 below).

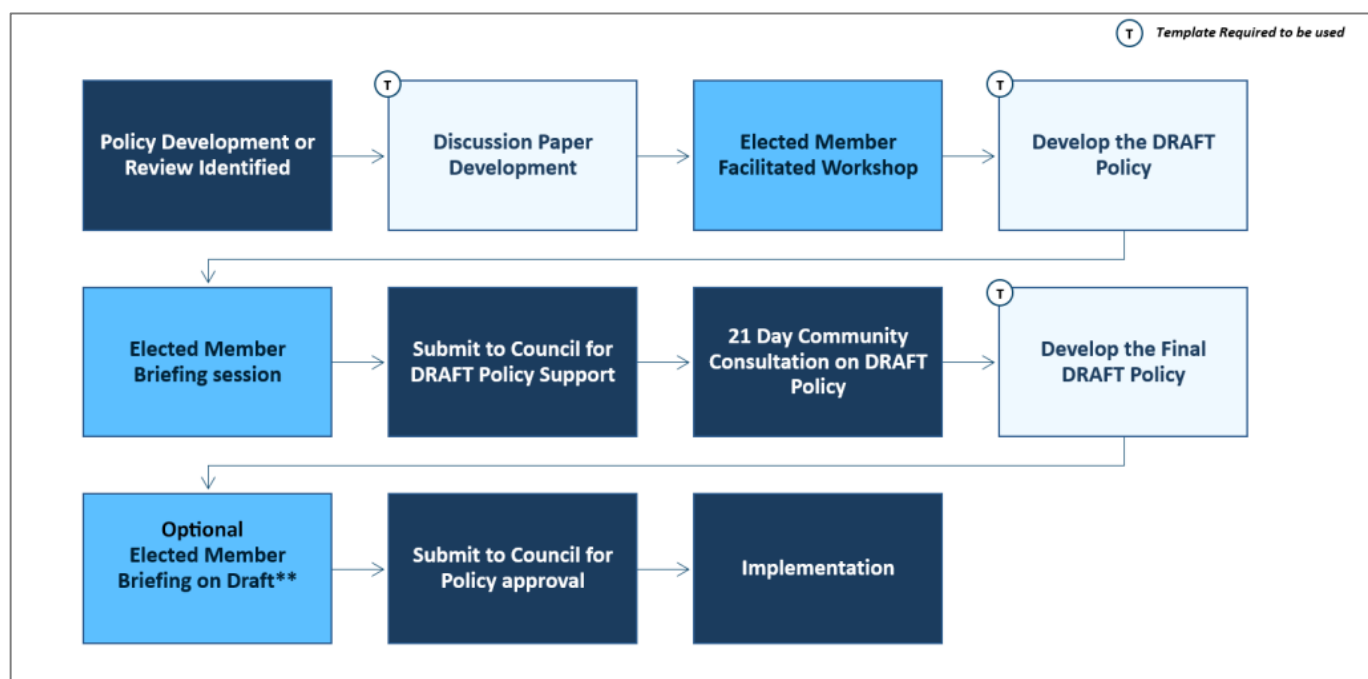


Figure 1 – Current Policy Framework Process (excerpt from City of Perth Policy Framework)

8. To enable the City to conduct the full review of the 78 Council Policies within the proposed timeframe, it is recommended that Council Policy – Policy Framework be revoked to achieve the requirements of Council’s resolution on 3 November 2020.
9. Council Policy – Policy Framework was adopted by Commissioners at the Council meeting held on 28 April 2020. Its purpose is intended to guide the development and review policies as an administrative process. However, with the establishment of the Policy Committee and its terms of reference at the 3 November 2020 Council meeting, policy matters are now guided by the Policy Committee who represent the interests of the community and make appropriate policy recommendations through to Council.
10. Furthermore, new processes resulting from the establishment of the Policy Committee and terms of reference now require discussion papers and relevant documents used to develop and/or review proposed Council policies be transparent and included with proposed Council policies presented to Council. Council Policy – Policy Framework does not require these discussion papers to be publicly available and therefore, the new Policy Committee process is considered to provide greater transparency, governance and rigour to the Council policy development and review process.

11. Additionally, while the Council Policy – Policy Framework details how community engagement is to be conducted for Council Policies, it is an inflexible, 21-day public consultation approach, which arguably can lead to compliant, rather than meaningful community engagement. It is suggested therefore that a tailored approach be taken for community engagement on Council policies, depending on the nature and intent of the policy and whether it is a minor or major amendment to a policy.
12. It is noted that since the Council Policy – Policy Framework was adopted on 28 April 2020, 35 Council policies have been promoted on City’s Engage Perth platform for public feedback and these received no public commentary.

## Stakeholder Engagement

13. The approach proposes that the review of Council policies will go through the Policy Committee in the first instance and a tailored approach to public consultation will be recommended based on the policy’s purpose and intent to effectively incorporate feedback from the community.

## Decision Implications

14. If Council does not support the recommendation to approve revocation of Council Policy – Policy Framework, the 21-day public consultation period will remain intact and therefore will impact the timeline for of the proposed Council Policy Review Program.

## Strategic, Legal and Policy Implications

Strategic	
Strategic Community Plan Aspiration:	Performance A city led by a Council and supported by an administration that is committed to sound strategy and governance, excellence in customer service and effective and sincere engagement with all stakeholders.
Strategic Community Plan Objective:	Objective 5.6 Decision-making that is ethical, informed and inclusive.
Issue Specific Strategies and Plans:	Not applicable.
Legal and Policy	
Legislation:	Not applicable.
Legal Advice:	Not applicable.
Policy	Policy Framework All Council Policies

## Financial Implications

15. There are no direct financial implications relating to the recommendation within this report.

## Relevant Documents

Not applicable.

## Further information

16. This report was presented to the Policy Committee at its meeting held on 30 November 2020. The Policy Committee supported that the Officers Recommendation be presented to Council for consideration.

## Proposed Council Policy Review Program

Policy #	Policy Title	Alliance		Proposed Policy Committee
NEW	Attendance at Events Policy	CEO Alliance	1	Nov-20
NEW	Professional Development Policy	CEO Alliance	1	Nov-20
11.2	Council of Capital City Lord Mayors - Attendance	CEO Alliance	1	Nov-20
10.3	Elected Members - Interstate and Overseas Travel and Expenses	CEO Alliance	1	Nov-20
11.4	World Energy Cities Partnership - Attendance at Meetings	CEO Alliance	1	Nov-20
10.1	Code of Conduct	CEO Alliance	1	Nov-20
Nil	Policy Framework Policy	CEO Alliance	2	Nov-20
Nil	Governance Framework Policy	CEO Alliance	2	Jan-21
9.3	Management of Investments	Corporate Services Alliance	2	Jan-21
9.7	Purchasing Policy	Corporate Services Alliance	2	Jan-21
14.11	Approval of Events on Roads	Community Development Alliance	3	Feb-21
9.2	Heritage Rate Concession	Community Development Alliance	3	Feb-21
14.14	Mobile Food Trading Policy	Community Development Alliance	3	Feb-21
18.14	Donations	Community Development Alliance	3	Feb-21
18.13	Sponsorship and Grants	Community Development Alliance	3	Feb-21
12.4	Payments under Section 5.50 of the Local Government Act 1995	Corporate Services Alliance	3	Feb-21
22.6	Resident On-Street Parking Policy	Infrastructure and Operations Alliance	3	Feb-21
20.8	Street Trees - Planting, Pruning and Removal	Infrastructure and Operations Alliance	3	Feb-21
18.3	Concerts at the WACA Ground	Community Development Alliance	3	Feb-21
10.5	Council Member Allowance and Meeting Attendance Fees	CEO Alliance	4	Mar-21
10.4	Elected Members - Administrative Support	CEO Alliance	4	Mar-21
10.6	Elected Members - Reimbursement of Expenses	CEO Alliance	4	Mar-21
13.6A	Motor Vehicle and Transport Services for the Lord Mayor	CEO Alliance	4	Mar-21
10.10	Parking and Access to Council House - Councillors	CEO Alliance	4	Mar-21
1.9	Public Relations & Social Media Policy - Media Statements & Press Statements	CEO Alliance	4	Mar-21
3.5	Sending Delegations to External Bodies	CEO Alliance	4	Mar-21
11.3	Sister City Relationships	CEO Alliance	4	Mar-21
1.6	Commemorative Works	Community Development Alliance	4	Mar-21
1.8	Provision of Plaques at Official Openings	Community Development Alliance	4	Mar-21
9.8	Contract Variations - Authority to incur a liability	Corporate Services Alliance	4	Mar-21
10.16	Legal Representation for Members and Employees	Corporate Services Alliance	4	Mar-21
12.5	Recognition of Employees - Service Presentations	Corporate Services Alliance	4	Mar-21
8.0	Environment Policy	Planning and Economic Development Alliance	4	Mar-21
Nil	Public Lighting	Infrastructure and Operations Alliance	4	Mar-21
8.1	Circuses and the Use of Performing Animals	Community Development Alliance	5	Apr-21
18.2	Cultural Collections	Community Development Alliance	5	Apr-21
1.2	Community Consultation	Community Development Alliance	5	Apr-21
1.3	Community Participation Policy	Community Development Alliance	5	Apr-21
9.1	Budget Policies	Corporate Services Alliance	5	Apr-21

## Proposed Council Policy Review Program

Policy #	Policy Title	Alliance		Proposed Policy Committee
9.6	Budget Variations	Corporate Services Alliance	5	Apr-21
9.10	Management of Leases	Corporate Services Alliance	5	Apr-21
9.13	Not Rateable Properties (Rate Exemptions)	Corporate Services Alliance	5	Apr-21
9.9	Overdue Rates Policy	Corporate Services Alliance	5	Apr-21
6.12	Safer Design	Planning and Economic Development Alliance	5	Apr-21
22.9	On Street Parking	Infrastructure and Operations Alliance	5	Apr-21
3.1	Coat of Arms (Council Crest) and City of Perth title - Use Of	CEO Alliance	6	May-21
1.11	Freedom of Entry	CEO Alliance	6	May-21
1.10	Freeman of the City	CEO Alliance	6	May-21
1.13	Honorary Citizenship	CEO Alliance	6	May-21
1.12	Keys to the City	CEO Alliance	6	May-21
18.1	Arts and Culture	Community Development Alliance	6	May-21
1.7	Naming of Reserves and Buildings	Planning and Economic Development Alliance	6	May-21
Nil	Community Waste Services	Infrastructure and Operations Alliance	7	Jun-21
7.1	Electricity Supply - Undergrounding of Supply Cables	Infrastructure and Operations Alliance	7	Jun-21
14.13	Management of Private Use of Boat pens in Claisebrook Cove	Corporate Services Alliance	7	Jun-21
15.2	Protection and Enhancement of Open Space	Infrastructure and Operations Alliance	7	Jun-21
9.5	Sponsorship of City of Perth Activities	Community Development Alliance	7	Jun-21
12.6	Appointment of Acting Chief Executive Officer	CEO Alliance	8	Jul-21
10.15	Caretaker Policy - City of Perth Election	CEO Alliance	8	Jul-21
10.9	City of Perth Common Seal and Document Signing Authority	CEO Alliance	8	Jul-21
3.4	Recording Votes at Meetings of the Council and its Committees	CEO Alliance	8	Jul-21
10.13	Reimbursement of Expenses for Non-Council Committee Members	CEO Alliance	8	Jul-21
14.10	Issue of Certificates and Permits under the Liquor Control Act 1988	Community Development Alliance	8	Jul-21
Nil	Outdoor Dining	Community Development Alliance	8	Jul-21
6.3	State Register of Heritage Places	Community Development Alliance	8	Jul-21
Nil	Financial Hardship Policy	Corporate Services Alliance	8	Jul-21
Nil	Fraud and Corruption Control Policy	CEO Alliance	8	Jul-21
19.1	Risk Management	CEO Alliance	8	Jul-21
Nil	Strategy Development Policy	Corporate Services Alliance	8	Jul-21
6.20	Comment and Recommendations on Development Proposals referred to the City by Statutory Authorities	Planning and Economic Development Alliance	8	Jul-21
6.5	Hay Street - Colonnading	Planning and Economic Development Alliance	8	Jul-21
9.12	Asset Management Policy	Infrastructure and Operations Alliance	8	Jul-21
18.9	Street Entertainment (Busking)	Community Development Alliance	9	Aug-21
Nil	Neighbourhood Place Planning and Engagement Policy	Community Development Alliance	9	Aug-21
1.5	Public Art	Community Development Alliance	9	Aug-21
6.17	Affordable Housing	Planning and Economic Development Alliance	9	Aug-21
6.2	Building Sites Adjacent to Forrest Place, Hay Street & Murray Street Malls	Planning and Economic Development Alliance	9	Aug-21

## Proposed Council Policy Review Program

Policy #	Policy Title	Alliance		Proposed Policy Committee
8.5	Towards an Energy Resilient City	Planning and Economic Development Alliance	9	Aug-21





# Council Policy Manual

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## Policy Framework

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### Policy Objective

To ensure that Elected Members are effectively engaged with all aspects of policy development and review and appropriate levels of transparency and engagement with the community are undertaken.

### Policy Scope

This policy applies to all employees, stakeholders and Elected Members involved in the development, review or revocation of policy.

### Policy Statement

The City has two types of policy being Council Policy and Executive Policy. Council policies are either a General Council Policy or Legislative Policy. Executive policies consist of standards and guidelines related to operational matters.

#### Council Policy

A Council policy is adopted by Council to provide the Chief Executive Officer with direction in respect to a particular matter requiring action. A Council policy guides the City's actions and decision making.

- a) General Council Policy: A policy adopted by Council that is not statutory or legislative in nature. This includes Council 'directives' on general matters not specifically originating from a legislative head of power.
- b) Legislative Policy: A policy that is either required by law or created to supplement the City's Local Planning Scheme or a City Local Law.

#### Executive Policy

An Executive policy governs the day-to-day operations of the City and does not require Council approval. Executive policies are not made available for public comment or publication as they are internally focussed in nature.

#### Policy Format

With the exception of a policy developed under the Local Planning Scheme or a format prescribed by legislation, a Council or Executive Policy will adhere to the following format;

- Policy Name
- Policy Objective
- Policy Scope
- Policy Statement
- Document Control Box (Containing definitions, relevant legislation, links to supporting documents, risk rating and the review schedule).

#### Policy Development and Review Timelines

## Council Policies

A Policy review process is to be followed for all new or substantially amended Council Policies as outlined in Figure 1.

The initiation of any policy development or review will require the development of a discussion paper covering the current situation, available approaches, risks and issues. Upon completion of the discussion paper, Elected Members will have no less than 7 days to consider the paper prior to a facilitated workshop being held that will help inform policy development prior to drafting of a Council Policy.

After consideration of any draft policy by Council, the new or amended policy will undergo a minimum of 21 days community consultation via the website, social media and through identified stakeholder engagement.

Legislative Policies may be prescribed with their own format and public consultation process. If the prescribed consultation period does not meet the City's minimum consultation period of 21 days, then the City's requirement shall be applied.

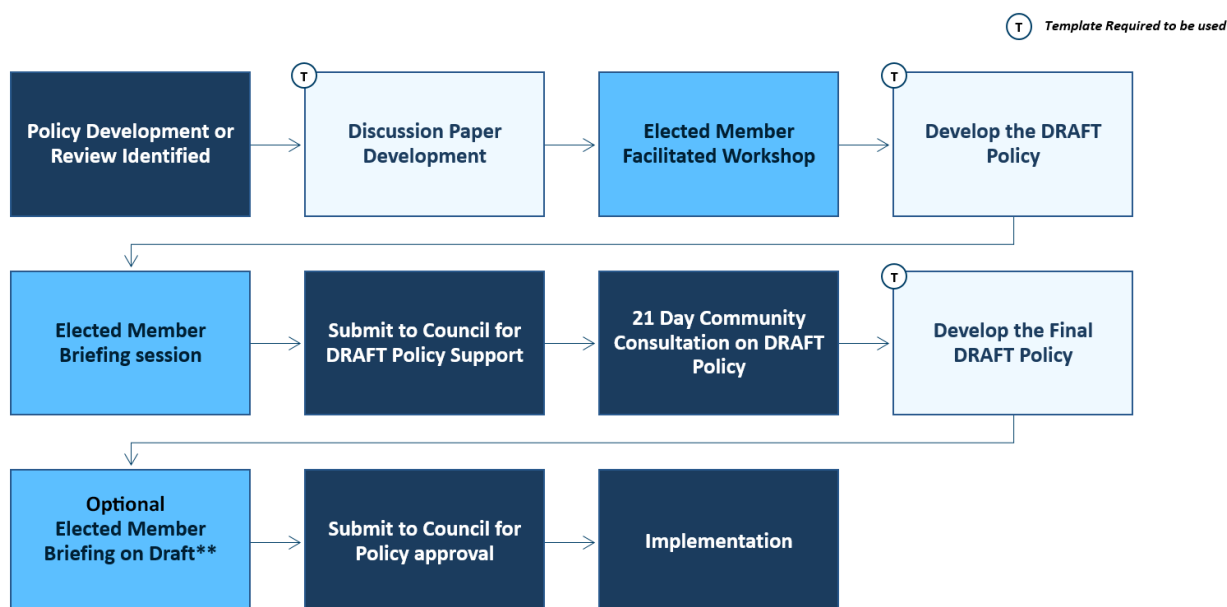


Figure 1: Policy Development and Review Process (Council policies)

\*\* - This optional briefing is only required if in the opinion of the CEO the public consultation process highlights issues that may result in a revised policy approach or material changes to the draft policy.

## Approvals, Reviews and Monitoring

The Chief Executive Officer is to ensure the effectiveness of policies and systems.

Council and Executive policies shall be reviewed in accordance with their risk ratings. Policies identified as extreme or high risk will be reviewed annually, medium risks every two years and low risk every four years.

Policies may be reviewed or revoked at an earlier date due to:

- Legislative changes (Act/Regulations/Local Laws) which have a bearing on a policy; or
- Decisions of Council which affect the continued validity or applicability of policies.

### **Related Supporting Documents to Policy:**

#### **Policy Guidelines**

When applicable, Council policies will be supported by policy guidelines which provide general rules and information on how a policy is to be implemented. Guidelines should be written for the assistance of external stakeholders and customers and outline how the policy objectives will be met. They will include useful links to enabling documents such as application forms and external authority websites.

#### **Procedures**

Policies can be supported by procedures. Procedures are the steps undertaken to implement the policy. Procedures should be prescriptive but able to be amended when needed, for example when a legislative change comes into effect or via process improvement methods.

<b>Document Control Box</b>							
<b>Document Responsibilities:</b>							
<b>Custodian:</b>	Governance			<b>Custodian Unit:</b>	Governance		
<b>Decision Maker:</b>	Council						
<b>Strategic Alignment:</b>							
<b>Aspiration:</b>	Performance						
<b>Objective:</b>	5.6 Decision-making that is ethical, informed and inclusive						
<b>Compliance Requirements:</b>							
<b>Legislation:</b>	Local Government Act 1995 – Section 2.7 Role of Council – (2)(b) determine the local government policies						
<b>Industry:</b>							
<b>Organisational:</b>							
<b>Document Management:</b>							
<b>Risk Rating:</b>		<b>Review Frequency:</b>		<b>Next Due:</b>		<b>CM Ref:</b>	
<b>Version #</b>	<b>Decision Reference:</b>		<b>Synopsis:</b>				
1.							

## 16.2 Local Law Reviews

Responsible Officer	Michelle Reynolds, Chief Executive Officer
Voting Requirement	Simple Majority
Attachments	Attachment 16.2A – City of Perth Local Law Register

### Purpose

To seek direction on local law reviews.

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### Recommendation from the Policy Committee

That Council:

1. NOTES the status of the City of Perth local laws
  2. NOTES the budget, timeframe and resource commitments required to review local laws
  3. REQUESTS the Chief Executive Officer to present a local law review plan at the first Ordinary Council Meeting in 2021
-

## Background

1. Council, at its meeting held 3 November 2020, endorsed the establishment of a Policy Committee with the direction to review all Council Policies by 1 September 2021. The purpose of the Policy Committee is to support Council by strengthening four priority pillars of the City's operating framework regarding Council policies and local laws.
2. Council also requested at its meeting on 3 November 2020 that the Policy Committee considers the following items at its first meeting on 30 November 2020:
  - a. Development of a policy review workplan to prioritise the review of local laws and policies for the tenure of the Policy Committee and set a meeting schedule to achieve the workplan;
  - b. Development of the Event Attendance Policy
  - c. Development of the Professional Development Policy
3. This report provides an overview of the local law review process and the list of Local Laws (Attachment 16.2A) to be considered for development on an appropriate review schedule.

## Discussion

### Current Situation

4. The City of Perth has 16 local laws to be reviewed by 1 September 2021. The local law review process is a statutory process and requires a series of steps to be followed in accordance with section 3.12 of the *Local Government Act 1995*. The Department of Local Government and Communities (the Department) Operational Guideline Number 16 provides a flow chart (Figure 1) of the statutory local law-making process which has been updated by the City to reflect the amendments to the *Local Government Act 1995* in 2019; that only local public notice is required for local laws and that a National Competition Policy (NCP) statement is no longer required.

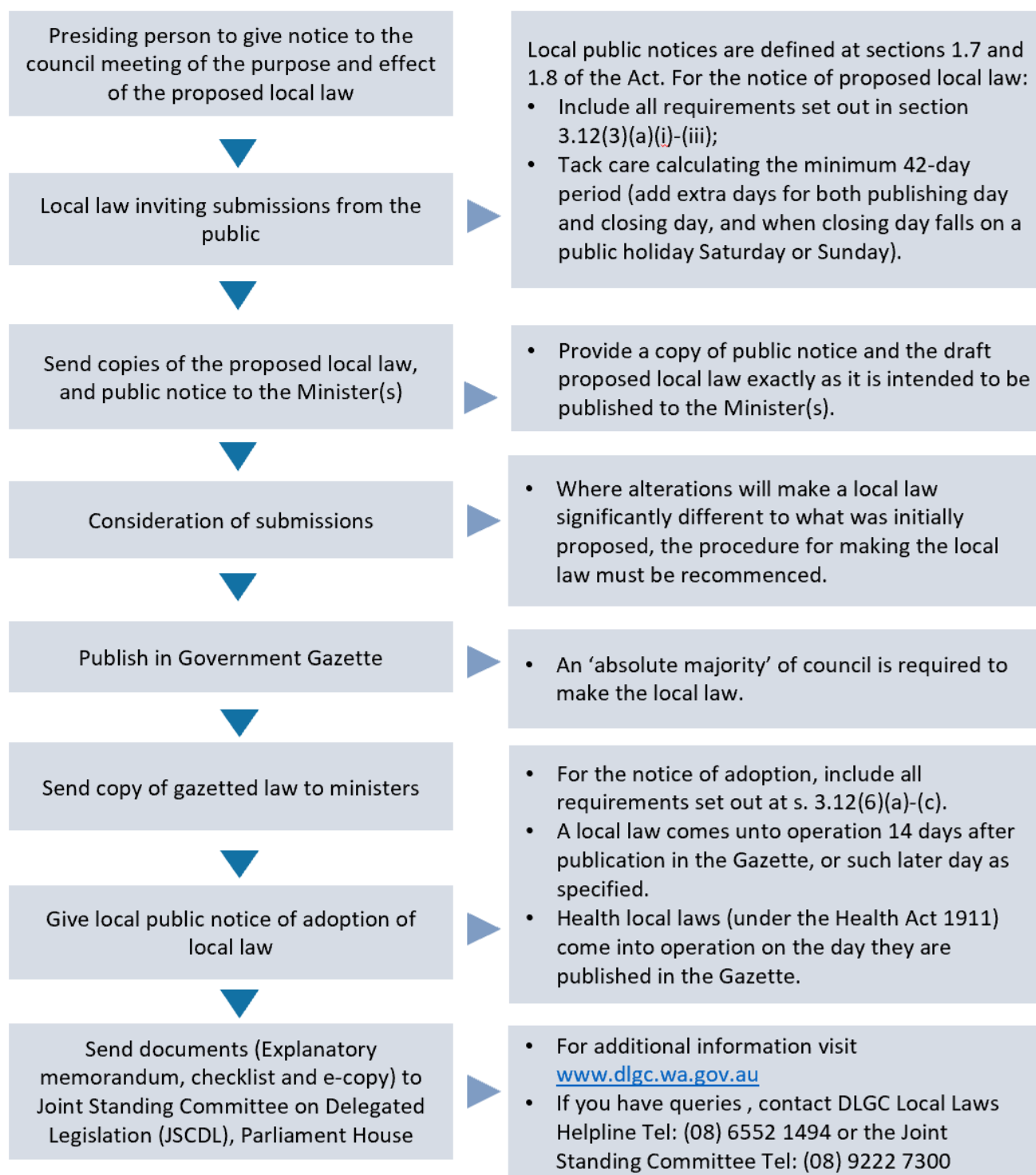


Figure 1 – Flow Chart Local Law Making-Process  
(Updated excerpt from the Departments Operational Guideline Number 16 – Local Laws)

5. Section 3.16 of the *Local Government Act 1995* also requires that all the local laws must be reviewed within an eight-year period after their commencement to determine if they should remain unchanged or be repealed or amended. Amendments or repealed Local Laws are new local laws in themselves and must therefore follow the full statutory process as indicated in the flow chart above.
6. The City currently has 10 local laws that have superseded their legislative required review date and are therefore non-compliant in accordance with the *Local Government Act 1995*.
7. Whilst local laws remain valid, the risk of local laws not being reviewed within the prescribed period will mean the City is non-complaint with the *Local Government Act 1995*. Additionally, Local Laws may become inconsistent with changing legislation without regular review. Local laws that are inconsistent with legislation will be inoperative to the extent of the inconsistency. Offences related to inconsistent clauses may be unenforceable or open the City to be challenged or appealed. Furthermore, lack of regular review may result in local laws that do not meet current community expectations.

#### **Role of the Department of Local Government and Communities**

8. The Department examines proposed local laws on behalf of the Minister. This is done when, pursuant to section 3.12(3)(b) of the *Local Government Act 1995*, local governments provide a copy of the proposed local law and a copy of the notice to the Minister.
9. The Department gives specific consideration to the following:
  - a. whether the proposal is adopted under the correct Act of Parliament;
  - b. whether the proposal is in conflict with the Act and any other law;
  - c. National Competition Policy issues;
  - d. whether an application for the extension of a local government boundary, to enable a local law to apply outside its district, has received approval by the Governor;
  - e. matters raised previously by the Joint Standing Committee on Delegated Legislation; and
  - f. State Government policy issues.
10. The Department works closely with Western Australian Local Government Association (WALG) and the Joint Standing Committee on Delegated Legislation (JSCDL) of the Parliament to ensure that the proposed content of the local laws will be generally acceptable to all concerned.

#### **Role of the Joint Standing Committee on Delegated Legislation**

11. The JSCDL is a committee of the Western Australian Parliament. Once a local law is gazetted, it is referred to the JSCDL Committee to consider under its terms of reference. Where the committee finds that a local law is inconsistent with the statutory procedure or other laws, it will usually seek a written undertaking from the local government to amend or repeal the local law in question.



12. Where a local government does not comply with the committee's request for an undertaking, the committee may, as a last resort, resolve to report to the Parliament recommending the disallowance of the instrument in the Legislative Council. A local law will therefore cease to have effect from the date on which it is disallowed. Where the local law amended or repealed another local law the earlier local law will be revived on and after the day of disallowance.

## Decision Implications

### Time Limits

13. The procedure for proposing to make, amend or repeal local laws requires a minimum 42-day public consultation period per local law, and a further 42-day public consultation is required to adopt the local law. Therefore, on average a local law review can take the City six-months from initiation to gazettal.
14. While the *Local Government Act 1995* does not expressly prescribe a timeframe in which the procedural requirements for making local laws are to be completed, the procedures should be undertaken with 'all convenient speed' in-line with the *Interpretation Act 1984*. The Department proposes that if a local law procedure takes more than a year to complete, it could be subject to questions of legal validity and the local law-making procedure should be restarted, accordingly.

### Resource Implications

15. Each local law requires appropriate resources to initiate and undertake the review including drafting reference to external legal providers, consideration of public comments, reports and engagement with the Policy Committee and Council. Irrespective of a proposed review schedule and depending on the decision to prioritise this review program, additional resourcing will be required to effectively review, draft and publish the respective local laws to ensure they meet operational needs.

## Financial Implications

16. Each local law requires appropriate advertising by way of public notice. Public notices are required when a review is commenced, when Council determines it intends to make to a local law, and when the local law is advertised. There are also costs to publishing each new local law or amendment local law in the Government Gazette, these budget implications are included in the table below:

Description / Type	Cost
Advertising – Perth Voice	Advertising through Market Force on average costs \$500 per notice, with each individual local law requiring three notices in total.  Alternatively, a combined notice that captures all local laws could be considered and costs approximately \$1,616, however this would require all local laws to progress concurrently at all stages. Three notices would still be required in this instance.
Publishing to the Government Gazette	Current rates:  \$108.70 per page for entirely new local laws that are required to be advertised separately.

Description / Type	Cost
	<p>Where amendment local laws are introduced they are included in a standard gazette with standard costs of \$282.75 per page but if able to be timed to coincide with a new local law it may be able to be incorporated into the special edition rate with the reduced rate.</p> <p>On 1 June there will be a yearly price increase. The City's local laws range from two pages to 43 pages in gazette format. Therefore, costs at the reduced rate range from \$217.40 to \$4,674.10.</p>
Approximate cost per local law	<p>\$1,500 advertising (Based on three public notices required)</p> <p>\$2,174 gazette (Figure based on a 20-page local law, therefore the cost may vary per local law)</p> <p><b>Approximate Total per local law = \$3,674</b></p> <p><b>Approximate Total to review 17 local laws = \$62,475</b></p>

Table 1 – Budget Implications

17. Given the highly enforceable nature of the City's local laws such as Parking, it is likely legal advice will need to be obtained for the review and development of several local laws. Costs will be subject to the complexity of the changes required and an appropriate procurement process to obtain quotes for this service will be required.

## Stakeholder Engagement

18. The statutory process requires all local laws to go through a six-week public consultation period when proposing to make, repeal or amend a local law and a further six-week public consultation when proposing to adopt the local law. This procedure is set out in accordance with the *Local Government Act 1995* to incorporate formal submissions and feedback from the community during the local law-making process.

## Strategic, Legal and Policy Implications

Strategic	
Strategic Community Plan Aspiration:	<p>Performance</p> <p>A city led by a Council and supported by an administration that is committed to sound strategy and governance, excellence in customer service and effective and sincere engagement with all stakeholders.</p>
Strategic Community Plan Objective:	<p>Objective 5.6</p> <p>Decision-making that is ethical, informed and inclusive.</p>
Issue Specific Strategies and Plans:	Not applicable.

Strategic	
Legal and Policy	
Legislation:	<a href="#">Section 3.12 of the <i>Local Government Act 1995</i></a> <i>Procedure for making local laws.</i>
Legal Advice:	Not applicable.
Policy	Not applicable.

## Relevant Documents

Not applicable.

## Further information

19. This report was presented to the Policy Committee at its meeting held on 30 November 2020. The Policy Committee supported that the Officers Recommendation be presented to Council for consideration.

Local Laws  
Prioritisation for Review Program

No.	Local Law	Local Law Purpose and Intent	Strategic Alignment	Year Last Reviewed	Alliance	Legislative Requirement for Review
1	By-Law No. 73 – Verandahs over Streets 1962	Nil Stated	Place	Government Gazette #14 - 15/02/1962	Planning and Economic Development Alliance	1/02/2004
2	Health Local Law 2000	Under the powers conferred by the Health Act 1911 and under all other powers enabling it, the Council of the City of Perth resolved on 23 January 2001 to make the following local law.	People	Government Gazette #107 - 5/6/2001 Effective - 19/6/2001 State Government Amendment Government Gazette #189 - 23/10/2009 effective - 06/11/2009	Community Development Alliance	19/06/2009
3	Activities on Land Local Law 2002	This local law has been made by the Council to enable infringement notices to be issued on a failure to comply with a notice issued under section 3.25(1) of the Act and to create further offences relating to land.	People	Government Gazette #40 - 08/03/2002 Effective - 22/03/2002	Community Development Alliance	22/03/2010
4	Repeal Local Law 2004	(1) The purpose of this local law is to repeal those local laws made obsolete by new legislation or considered no longer relevant within the City of Perth. (2) The effect of this local law is to repeal obsolete or outdated local laws within the City of Perth	Performance	Government Gazette #190 - 09/11/2004	CEO Alliance	23/11/2012
5	Air Conditioning Units Local Law 2004	(1) The purpose of this local law is to provide for the regulation, management and control of the installation of air conditioning units to buildings within the City of Perth. (2) The effect of this local law is to control the installation of air conditioning units to a specified standard within the City of Perth.	Place	Government Gazette #220 - 17/12/2004 Effective - 31/12/2004	Planning and Economic Development Alliance	31/12/2012
6	New Street Alignments Local Law 2005	(1) The purpose of this local law is to facilitate the development of various streets into high quality pedestrian and vehicular thoroughfares throughout the City of Perth. (2) The effect of this local law is to provide new building lines in various streets within the City of Perth to facilitate better pedestrian and vehicular movement.	Place	Government Gazette #64 - 20/04/2005 Effective - 04/05/2005	Planning and Economic Development Alliance	4/05/2013

## Local Laws

### Prioritisation for Review Program

No.	Local Law	Local Law Purpose and Intent	Strategic Alignment	Year Last Reviewed	Alliance	Legislative Requirement for Review
7	Special Events Local Law 2007	(1) The purpose of this local law is to provide for the regulation, control and management of the possession and consumption of liquor and the possession and use of large objects and sound equipment at special events held in public places within the district, and a means of enforcing those provisions. (2) The effect of this local law is to establish the requirements with which any person attending a special event in the district with liquor, sound equipment and large objects, must comply.	People	Government Gazette #249 - 27/11/2007 Effective 11/12/2007		11/12/2015
8	City of Perth Amendment Local Law 2007	The purpose of this local law is to amend various clauses in the Health, Fencing, Public Trading, Local Government Property, Thoroughfares and Public Places, Alfresco Dining and Signs local laws to ensure information is current with prevailing legislation and better clarify the requirements of the local laws.	Performance	Government Gazette #36 - 29/02/2008 Effective - 14/03/2008	CEO Alliance	14/03/2016
9	Repeal Local Law 2009	(1) The purpose of this local law is to repeal those local laws made obsolete by new legislation or considered no longer relevant within the City of Perth. (2) The effect of this local law is to repeal obsolete or outdated local laws within the City of Perth.	Performance	Government Gazette #130 - 10/07/2009 Effective - 24/07/2009	CEO Alliance	24/07/2017
10	Standing Orders Local Law 2009	The purpose of the local law is to provide the rules for the conduct of meetings of the Council, Committees and electors. (2) The effect of the local law is intended to result in - (a) better decision-making at meetings; (b) the orderly and efficient conduct of meetings; and (c) greater community understanding of the business of the Council.	Performance	Government Gazette #82 - 29/05/2012 Effective - 12/06/2012	CEO Alliance	27/10/2018
11	Dog Local Law 2011	(1) The purpose of this local law is to provide for the regulation, control and management of the keeping of dogs within the district of the City of Perth. (2) The effect of this local law is to establish the requirements with which owners and occupiers of land within the district of the City of Perth must comply in order to keep dogs and provides the means of enforcing the local law.	People	Government Gazette #47 - 21/03/2013 Effective - 4/3/2012	Community Development Alliance	4/03/2020

## Local Laws Prioritisation for Review Program

No.	Local Law	Local Law Purpose and Intent	Strategic Alignment	Year Last Reviewed	Alliance	Legislative Requirement for Review
12	Public Trading Local Law 2005	(1) The purpose of this local law is to provide for the regulation, control and management of trading activities and street entertainment in any street or public place within the district. (2) The intent of this local law is to control trading activities and street entertainment in any street or public place within the district so that they do not conflict with the City's fixed site retail and service base.	<b>Prosperity</b>	Government Gazette #36 - 29/02/2008 Effective - 14/03/2008  Reviewed - 1/0/12/2013 - No amendments identified therefore no gazettal required	Community Development Alliance	10/12/2021
13	Local Government Property Local Law 2005	(1) The purpose of this local law is to provide for the regulation, control and management of activities and facilities on local government property within the district of the City of Perth. (2) The effect of this local law is to establish the requirements with which any persons using or being on local government property within the district of the City of Perth, must comply.	<b>Place</b>	Gazettal - 14/11/2014 Government Gazette #181 – 14/11/2014 Effective - 28/11/2014	Community Development Alliance	28/11/2022
14	Fencing Local Law 2015	(1) The purpose of this local law is to prescribe a sufficient fence and the standard for the construction of fences throughout the district of the City of Perth. (2) The effect of this local law is to establish the requirements for fencing within the district of the City of Perth.	<b>Place</b>	Government Gazette #26 - 16/02/2016 Effective - 01/03/2016	Planning and Economic Development Alliance	Feb-23
15	Parking Local Law 2017	(1) The purpose of this local law is to provide for the management and regulation of parking within the district; (2) The effect of this local law is to manage parking throughout the district to ensure safe, fair and equitable use and access of parking facilities under the care and management of the local government.	<b>Place</b>	Government Gazette #48 – 28/2/2017 Effective - 14/03/2017	Infrastructure and operations Alliance	14/03/2025
16	Thoroughfares and Public Places Local Law 2017	(1) The purpose of this local law is to provide for the regulation, management and control of activities on thoroughfares and public places throughout the district. (2) The effect of this local law is to establish the requirements with which any persons using, or on, thoroughfares and public property within the district, must comply.	<b>People</b>	Government Gazette #102 – 26/05/2017 Effective 10/06/2017	Community Development Alliance	10/06/2025
17	Outdoor Dining Local Law 2019	The purpose of this local law is to regulate the management of outdoor dining areas in any public place within the district. (2) This local law is intended – (a) to enable outdoor dining areas to be managed so that they	<b>Place</b>	Gazettal - 24/04/2020 No. 63 Effective- 8 May 2020	Community Development Alliance	10/06/2027



## 16.3 Adoption of City of Perth Code of Conduct for Council Members, Committee Members and Candidates and Revocation of Redundant Associated Policies

Responsible Officer	Michelle Reynolds – Chief Executive Officer
Voting Requirement	Simple Majority
Attachments	Attachment 16.3A – Proposed City of Perth Code of Conduct for Council Members, Committee Members and Candidates Attachment 16.3B – Local Government (Model Code of Conduct) Regulations 2020 (Consultation Draft) Attachment 16.3C – Council Policy 10.1 Code of Conduct Attachment 16.3D – Council Policy 1.9 Media Policy – Media Statements, Press Releases and Social Media Attachment 16.3E – Council Policy 10.4 Elected Members – Administrative Support Attachment 16.3F – Council Policy 10.15 Caretaker Policy – City of Perth Elections

### Purpose

To present the proposed City of Perth Code of Conduct for Council Members, Committee Members, and Candidates to the Policy Committee to recommend adoption by Council.

Council Policies “1.9 Media Policy – Media Statements, Press Releases and Social Media” and “10.4 Elected Members – Administrative Support” are also presented to the Committee to recommend revoked by Council.

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### Recommendation from the Policy Committee

That Council:

1. ADOPTS the City of Perth Code of Conduct, as included in Attachment 16.3A, in relation to the conduct of council members, committee members and candidates, subject to the self-assessment tool under each section being removed
  2. REVOKES Council Policies “10.4 Elected Members – Administrative Support” and “1.9 Media Policy – Media Statements, Press Releases and Social Media”
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## Background

1. Section 5.103 of the *Local Government Act 1995* (“Act”) requires every local government to adopt a code of conduct to be observed by elected members, committee members and employees.
2. The purpose of a code of conduct is to provide guidance and requirements to ensure decisions, actions and behaviours are ethical and lawful.
3. Council Policy “10.1 Code of Conduct” sets out the standards of ethical and professional behaviour expected of the City’s elected members, external members and employees.
4. The current policy version was adopted by Council on 6 June 2017.
5. Council Policy 10.1 has not been reviewed since the commencement of the ongoing legislative reform process by the Department of Local Government, Sport and Cultural Industries (“Department”), the adoption of the resulting *Local Government Amendment Act 2019* (“Amending Act”), and the Inquiry into the City of Perth (“Inquiry”) being appointed and delivering its final report.

## Gifts

6. In October 2019, the Amending Act made significant changes to the legislative requirements for the disclosure and management of gifts by elected members and CEOs.
7. In summary, the relevant changes applicable to elected members were:
  - a. Elected members must declare any gift received in their capacity as an elected member valued at \$300 or above (or where the cumulative value of gifts from the one donor exceeds \$300 in a 12-month period), and the donor becomes a closely associated person unless it is an excluded gift. If the donor has a matter before council, the elected member must disclose an interest and remove themselves from the meeting unless approval is granted by the council or the Minister, depending on the value of the gift.
  - b. Excluded gifts are gifts relating to the elected members attendance at a prescribed event where the local government approves the persons attendance at the event in accordance with the local government’s policy for attendance at events. Local governments are required to prepare and adopt a policy for this purpose. These gifts must still be disclosed.
  - c. The former gift exemption categories no longer apply.
  - d. The former definition of a gift has been replaced, and now includes contributions to travel.
8. The Council Policy 10.1 is inconsistent with legislation and presents a risk of inadvertently informing non-compliant behaviours - for example, it makes a distinction between a ‘gift’ and a ‘travel contribution’, and discusses “prohibited” and “notifiable” gift requirements which now only apply to employees.

## Rules of Conduct

9. On 15 August 2020, regulation 9 of the *Local Government (Rules of Conduct) Regulations 2007* (Rules of Conduct Regulations) was amended to remove reference to authorisation by the council or by the CEO for a council member to undertake a task that contributes to the administration of the local government.
10. A discussion paper regarding the code of conduct was tabled at the Elected Member Engagement Session held 10 October 2020. The discussion paper identified the amendment to regulation 9 as a legislative inconsistency in the City's code at that time.
11. On 17 November 2020, that amendment was disallowed and the previous wording of regulation 9 was reinstated. Council Policy 10.1 is therefore no longer inconsistent with the Rules of Conduct Regulations.

## Proposed Legislative Amendments concerning the Preparation and Adoption of Codes of Conduct by Local Governments

12. Further legislative changes concerning the preparation and adoption of codes of conduct by local governments will occur once sections 48 to 51 of the Amending Act their associated regulations come into operation.
13. Section 50 of the Amending Act will delete and replace sections 5.103 and 5.104 of the Act. The replacement provisions will require local governments to adopt a model code for council members, committee members and candidates ("model code") which is to be prescribed by regulations.
14. In December 2019, the Department undertook public consultation on a draft model code of conduct for council members, committee members, and candidates.
15. On 2 November 2020, the Department published the draft Local Government (Model Code of Conduct) Regulations 2020 ("draft regulations") for public consultation. The consultation period closes on 6 December 2020.
16. The draft regulations contain a proposed model code of conduct ("model code") for council members, committee members and candidates, and provide for the repeal of the *Local Government (Rules of Conduct) Regulations 2007* as the rules of conduct will instead form part of the model code.
17. The model code proposed by the draft regulations consists of:

### Schedule 1 – Model Code of Conduct      Summary of content

- |  |  |
|--|--|
| <b>Division 1 - Preliminary provisions</b> | <ul style="list-style-type: none"><li>• Provides that it is the "...[insert name of local government] Code of Conduct for Council Members, Committee Members and Candidates" (cl 1).</li><li>• Defines terms used, including that candidate "...means a candidate for election as a council member." (cl 2).</li></ul> |
|--|--|

## Division 2 - General principles

- Sets three general principles to guide the behaviour of council members, committee members and candidates –
  - Personal integrity
  - Relationships with others
  - Accountability
- These are the same three principles that form the “*Public Sector Commissioners Instruction No. 7 – Code of Ethics*”, which set the minimum standards of conduct and integrity by all public sector bodies and employees.
- This division incorporates the general principles provisions of regulation 3 the Rules of Conduct Regulations, except for regulation 3(1)(h) which provides that council members should not be impaired by mind affecting substances in their capacity as a council member. This is instead captured in Division 3 of the model code, which requires council members and committee members to not be impaired by alcohol or drugs in their performance of their official duties (clause 8(2)(a)).
- Section 5.104 of the Act, once replaced through section 50 of the Amending Act (“amended section 5.104”), will prohibit local governments from including any provisions to the principles of the code which are additional to those prescribed by the model code.

## Division 3 - Behaviour

- Prescribes requirements relating to the behaviour of council members, committee members and candidates and the mechanism for dealing with alleged breaches of those requirements.
- The behaviours are grouped by the guiding principles of personal integrity (cl 8) and relationships with others (cl 9), and whether or not it applies to candidates. The principle of accountability is not directly addressed.
- Complaints about breaches of these behaviours are to be made to the local government, and the local government must make a finding as to whether the alleged breach occurred, unless the complaint is dismissed because the behaviour occurred at a Council or Committee meeting and the behaviour was dealt with by the presiding member or the responsible person undertook remedial action in accordance with a meeting procedures local law.
- If the local government finds that a breach has occurred, they may decide to take no further action, or consult with the responsible person to develop and implement a plan to address their behaviour which may include actions such as requiring the responsible person to participate in training, mediation or counselling.
- The amended section 5.104 will enable local governments to include additional behaviour requirements to apply to council members or committee members.

**Division 4 - Rules of conduct**

- This section effectively replaces the rules of conduct regulations.
  - A breach under this section may constitute a minor breach, which is consistent with a breach of the rules of conduct regulations currently. Minor breaches may be referred by the CEO to the Local Government Standards Panel to make findings and determine the appropriate recourse.
  - Whilst there are some minor amendments, the proposed rules of conduct are largely a reproduction of the current rules of conduct regulations.
  - The amended section 5.104 of the Act will prohibit local governments from including any additional rules of conduct in their adopted codes.
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18. Once this legislation takes effect, the model code will be taken to be the local governments code of conduct until the local government prepares and adopts a code that incorporates it.
19. The impacts of this on the City can be minimised through Council adopting a Code for council members, committee members, and candidates which is based on the draft regulations and model code and prevails over Council Policy 10.1 in relation to the conduct of the relevant individuals.
20. The draft regulations are proposed to come into operation on the day that sections 48 to 51 of the Amendment Act come into operation – except Part 1 (the preliminary provisions), which is to come into operation on the day the regulations are gazetted.
21. No timeframe has been announced as to when sections 48 to 51 of the Amendment Act are expected to come into operation.

**Recommendations of the Inquiry into the City of Perth**

22. The Inquiry made 35 recommendations relating to codes of conduct, of which 11 are recommendations that the City is potentially able to give effect to through the City's Code and the provision of training on the Code to elected members.
23. The Inquiry's recommendations aim to ensure that codes of conduct broadly state and explain what is required of council members and committee members, rather than prohibiting improper or unethical behaviour.
24. These recommendations should be incorporated into the City's code in so far as practicable in accordance with legislation.

**City of Perth Code of Conduct Review**

25. In October 2020, the administration commenced a holistic review of the City's Code and drafted a new Code of Conduct for council members, committee members, and candidates ("proposed City Code") which is informed by recent and proposed legislative reforms, the recommendations of the Inquiry, the City's policies, and better practice documents.

26. The structure and content of the proposed City Code is based on a number of publications in addition to the draft model code and recommendations of the Inquiry, such as:
- a. *"Developing a code of conduct: Local government"*, Public Sector Commission
  - b. *"Developing a code of conduct: Boards and committees"*, Public Sector Commission
  - c. *"Commissioners Instruction No. 7 – Code of Ethics"*, Public Sector Commission
  - d. *"Gifts, benefit and hospitality – A guide to good practice"*, Integrity Coordinating Group
  - e. *"Local Government Elected Members' Records"*, State Records Office
  - f. *"Model code of conduct for local councils in NSW – 2020"*, New South Wales Department of Planning, Industry and Environment
  - g. *"Councillor code of conduct structure"*, Local Government Victoria
  - h. *"Code of conduct"*, City of Sydney
  - i. *"Councillor code of conduct"*, City of Melbourne
  - j. *"Councillor protocol"*, City of Melbourne
  - k. *"Employee code of conduct"*, City of Melbourne
27. The proposed City Code was provided to council members for feedback at the Elected Member Engagement Session held 10 November 2020. The opportunity for elected members to provide comments closed on 23 November 2020.
28. It is now recommended that Council adopt the proposed City Code as the City's Code of Conduct for council members, committee members, and candidates and revoke the "Media Policy – Media Statements, Press Releases and Social Media" and "Elected Members – Administrative Support" Council Policies, which are effectively redundant as the policy matters are incorporated into the proposed City Code.

## Discussion

29. The proposed City Code aims to enable Council to:
- a. to take ownership of the Code early into their tenure as a newly elected Council by playing an active role in its formulation.
  - b. align with the relevant outcomes of the Department's local government legislation process to date.
  - c. incorporate the fundamental elements of the proposed model code and the relevant provisions of the Amendment Act ahead of time, thereby minimising any potential non-compliance risks.
  - d. give effect to the relevant recommendations of the Inquiry into the City of Perth.
  - e. centralise the requirements of elected member conduct set by Council through Council policies.
  - f. establish a code that can be presented to the Department to help to inform the model code for the sector.

### **Compliance with Current Legislation**

30. The proposed City Code complies with all current legislative requirements concerning elected member, committee members, and candidate conduct, including the requirements for the disclosure and management of gifts as amended in October 2019.
31. Section 5.103 of the *Local Government Act 1995* (“Act”) currently requires every local government to prepare and adopt a code of conduct to be observed by elected members, committee members and employees.
32. This will be replaced once section 50 of the Amending Act comes into effect, and local governments will be required to prepare and adopt a code for council members, committee members, and candidates.
33. Until these legislative changes occur, Council Policy 10.1 must remain in effect to ensure that the City meets its current obligations under section 5.103 of the Act to have a single code for elected members, committee members and employees.
34. To ensure that the proposed City Code can take effect without compromising the City’s compliance with section 5.103 of the Act, it is recommended the proposed Code prevail over Council Policy 10.1 in relation to the conduct of elected members and committee members, without any amendment or repeal of that policy.
35. Once the model code is prescribed and the City has additionally adopted a code of conduct for employees, Council Policy 10.1 should be revoked.

### **Proposed Legislative Amendments concerning the Preparation and Adoption of Codes of Conduct by Local Governments**

36. To ensure the continuity of the proposed City Code following a prescribed model code coming into effect, the provisions of the draft model Code are incorporated so far as practicable whilst still aligning with current legislation and reflecting better practice.
37. It appears unlikely that the draft regulations will undergo significant amendments prior to adoption, however once the regulations come into effect the City’s Code may require amending to fully incorporate the model Code as prescribed and to fully comply with the amended Act.
38. If the draft regulations are adopted in their current form, the necessary amendments to the Code are likely to be minor in nature.
39. A copy of the proposed City Code is to be provided to the Department as a submission to the consultation period on the draft regulations, as it evidences the benefits of allowing local governments more freedom than is currently proposed to build on the provisions of the model Code in accordance with better practice.

40. A summary of how each section of the model code of conduct is incorporated into the proposed City Code is provided below:

Code of Conduct section	Incorporation into proposed City of Perth Code of Conduct for council members, committee members, and candidates
<b>Division 1 – Preliminary provisions</b>	<ul style="list-style-type: none"> <li>Whilst these sections have not been replicated in the proposed City Code, the proposed City Code is consistent with this division.</li> </ul>
<b>Division 2 - General principles</b>	<ul style="list-style-type: none"> <li>The principles of accountability, personal integrity, and relationships with others are incorporated as the principles on which the proposed City Code is based.</li> <li>'Relationships with others' is instead referred to as 'effective relationships with others' in the proposed City Code to ensure clarity and proper syntax.</li> <li>The provisions for each principle differ from the draft model code as the proposed Code aims to incorporate these principles in a way that better reflects of the expectations of the community and facilitates a clear and developed shared understanding between council members, committee members, and candidates as to what ideals will inform their behaviour. This includes the use of first person phrasing, and the avoidance of prohibitive provisions.</li> <li>These provisions for each principle are consistent with those of the draft model code.</li> <li>If section 50 of the Amending Act comes into effect in its current form, the principles section of the City's Code may need to be amended to simply replicate Division 2 of the model code, and the City will be prohibited from including any additional provisions under amended section 5.104 of the Act.</li> </ul>
<b>Division 3 - Behaviour</b>	<ul style="list-style-type: none"> <li>The proposed City Code sets behavioural requirements and expectations against each key area of conduct, rather than grouping them by the most relevant principle.</li> <li>The provisions of Division 3 are wholly incorporated into the Code, excluding clauses 11 and 12, as each behaviour is listed under the relevant area of conduct. For example, behaviour requirements relating to bullying harassment are included as enforceable behaviours under personal conduct.</li> <li>As failure to act in accordance with these provisions may constitute a breach of the Code, they are included in the code as numbered clauses for referencing purposes.</li> <li>The behaviours are supported by guiding information including first-person statements outlining the applicable expectations and requirements for the relevant conduct area, self-assessment questions and tools, and links to other helpful resources.</li> <li>Elected members were invited in the consultation process to suggest any additional behavioural requirements they wished to include in the Code.</li> <li>Additional enforceable behaviour provisions have been included based on existing City policies, and therefore do not constitute additional or new</li> </ul>



requirements for the City's elected members, and the recommendations of the Inquiry into the City of Perth.

- Clauses 10 and 11 of the draft model Code outline the processes, obligations and authority of the local government to receive and handle complaints about alleged breaches.
- These clauses are not replicated in the proposed City Code, however the 'Enforcing the Code' section outlines information relating to breaches. This section can be updated with further details once the framework for managing complaints of alleged breaches of the Code is developed and adopted by the City.
- A policy for the management of issues, complaints or allegations made to the local government regarding breaches of the Code is to be developed as a priority. The framework will outline how complaints are to be made, handled, recorded, responded to, and dealt with by the local government, including the appropriate actions that may be taken.
- If section 50 of the Amending Act comes into effect in its current form, the City's Code may need to be amended to replicate clauses 10 and 11 of the model code.

**Division 4 –  
Rules of conduct**

- As the rules of conduct regulations remain in effect until the draft regulations are adopted, the proposed Code references the relevant rule of conduct regulations where relevant.
- The provisions of the rules of conduct are not replicated in the Code, each rule is instead referenced as being applicable as part of the relevant area of conduct. For example, regulation 11 ('Disclosure of Interest') is stated as being applicable in relation to conflicts and disclosures.
- This is to prevent the Code unnecessarily reiterating legislation where doing so will not add value, and to clearly present what rules of conduct are applicable to each area of conduct along with any other behavioural requirements and the relevant expectations, responsibilities, self-assessment questions, and tools and resources.
- Once the model Code is adopted, the City's Code must be updated to refer to the relevant rules of conduct as per the model Code.

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**Recommendations of the Inquiry into the City of Perth**

41. All relevant recommendations of the Inquiry into the City of Perth have been considered in drafting the proposed City Code and have been incorporated where possible, including as additional enforceable behaviours where appropriate.
42. A summary of how each of these recommendations impacts on the content and management of the proposed City Code is provided below.

## Recommendation (R)

## Impact on the proposed City Code

R25. The Department arrange for an independent review of the Code, at three-yearly intervals, to determine whether it remains effective and relevant and whether it should be updated and amended.

*To maintain the efficacy and relevance of the Code to allow for iterative improvement and the implementation of best practice.*

- In the absence of the Department arranging such a review of the model Code, the City can give effect to the intent of this recommendation through arranging its own independent review of the City's Code at three-yearly intervals.
- It is currently unclear whether Department will undertake any form of regular reviews of the model Code.
- The City should consider whether it will seek to implement this recommendation once a model Code is prescribed and the intentions of the Department in relation to its ongoing management are clear.

R26. Any breach of the Code be subject to the imposition of a sanction commensurate with the breach.

*To encourage compliance, it is important that any breaches of the Code be subject to the imposition of appropriate sanctions by an independent adjudicative body: Recommendations 332-333. (...)*

- Whilst this recommendation is targeted towards the statutory framework concerning breaches of the Code, the City should consider this recommendation when developing its framework for managing alleged or actual breaches of the Code to ensure that any action taken by the CEO in dealing with a breach is appropriate.

R27. If Recommendations 20-22 are not adopted, the City of Perth Council review and amend the City's Code of Conduct (Council Policy "CP10.1") to give effect to those recommendations.

*The City's Code of Conduct should, wherever possible, broadly state and explain what is required of council members, committee members and employees, rather than prohibiting improper and unethical behaviour.*

- See recommendations R20-R22 below.

R20. The Local Government Act 1995 be amended to provide for the Director-General of the Department to prescribe a single mandatory Code of Conduct (Code) for all council members, members of council committees (committee members) and employees of a local government, which will set minimum standards to comprehensively regulate all conduct engaged in by council members, committee members and employees in the discharge of their duties and functions, including, but not limited to, the disclosure of conflicts of interest, financial interests and gifts.

*Key conduct obligations for council members and employees across local governments are the same. While roles and delegations may differ, the fundamental way an officer of the local government should act and make decisions should be the same and should, where practicable, be articulated in one instrument. The standard should not be different or separated. (...)*

R21. The provisions of the Code be principles-based and incorporate the principles of integrity, diligence, fairness, service, transparency and accountability.

*The Code should, wherever possible, broadly state and explain what is required of council members and employees rather than prohibiting improper or unethical behaviour. (..)*

- The City will be unable to adopt a single code of conduct for council members, committee members, and employees once section 50 of the Amending Act comes into operation.
- The code of conduct for employees is yet to be developed, however it will align with and be based on the proposed Code of Conduct (if adopted) to ensure consistency, in line with this recommendation

- The proposed City Code is principles-based rather than prescriptive.
- Amended section 5.104 will prohibit the City from including any additional principles to those prescribed by the model Code.
- The principles of accountability and integrity align with two of the three principles in the draft model code (accountability and personal integrity).

R22. The Code should mandate compliance with the standards that the community expects from public officers, namely, to act in the best interests of the community, with reasonable care and diligence and with honesty, integrity and transparency having regard to relevant and factually correct information.

*Those serving the community should represent it and live up to the community's expectations of them.*

- This recommendation has been incorporated as an enforceable behaviour relating to personal conduct –

“1.1 As a council member or committee member for the City of Perth, I must –  
(..)

c. act in the best interests of the community, with reasonable care and diligence and with honesty, integrity and transparency, having regard to relevant and factually correct information.”

R35. If Recommendations 28 is not adopted, the City is to provide all newly elected council members, newly appointed committee members and newly recruited employees with training on the Code, including an assessment component, as part of their induction process.

*Those bound by the Code of Conduct should understand it.*

- See recommendation R28 below.

R28. Local governments be required to provide all newly elected council members, committee members and newly recruited employees with training on the Code, including an assessment component, as part of their induction process.

*Those bound by the Code should understand it.*

- Council Policy 10.1 was considered as part of the induction programme for elected members, as delivered in October 2020.
- Training on the Code will also be provided to any newly elected council members subsequent to the 2021 City of Perth elections.

R36. If Recommendations 29 is not adopted, all council members and employees undergo training on the Code when it is introduced and re fresher training on the Code, including an assessment component, at no less than 12-month intervals.

*To maintain currency of understanding.*

- See recommendation R29 below.

R29. All council members and employees undergo training on the Code when it is introduced and refresher training on the Code, including an assessment component, at no less than 12-month intervals.

*Those bound by the Code should understand it.*

- Once the regulations prescribing a model code of conduct and the relevant provisions of the Amending Act come into effect, training should be provided for elected members.
- This recommendation should be considered in developing the annual learning and development programs for elected members.

R37. If Recommendation 34 is not adopted, the City is to publish in its Annual Report its percentage of compliance for the financial year with the Code training requirement, according to the specified categories (as described in Recommendations 363) *[sic]*

*To encourage transparency and accountability for the City's performance.*

- See recommendation R34 below.

R34. Local governments be required to publish in their Annual Report their percentage of compliance for the financial year with the Code training requirement, according to the specified categories (as described in Recommendations 33)

*To encourage transparency and accountability for the local government's performance.*

- Should the annual training at recommendation R29 be implemented, this recommendation can be adopted commencing with the 2020/2021 Annual Report.

R62. The Code require all council members, committee members and employees of a local government, where information technology facilities are provided by the local government, to use those facilities for any matter relating to the business of the local government or the performance of the duties or functions of their office or employment.

*To facilitate transparent and accountable decision-making, and to aid auditing, investigation and oversight.*

- This recommendation has been incorporated as an enforceable behaviour relating to disclosure and management of information –  
“4.1 As a council member or committee member for the City of Perth, I must –  
a. where information technology facilities are provided by the City, use those facilities for any matter relating to the business of the City or the performance of the duties or my office or appointment.”

R70. Where a council member, committee member or employee has a conflict of interest in relation a matter before a council or committee meeting, the Code require the council member, committee member or employee to disclose that conflict:

- to the CEO in writing and as soon as practicable prior to that meeting; or
- if that is not practicable, orally at the commencement of the meeting and then in writing to the CEO as soon as practicable after the conclusion of the meeting.

*Conflicts of interest should be made and recorded appropriately and transparently.*

R75. The Department is to provide examples of, and the Code is to provide guidance on, what constitutes a conflict of interest, what information and level of detail a disclosure of a conflict of interest should contain and how conflicts of interest are to be managed.

*To assist council members, committee members and employees in meeting their obligations under the Code.*

R86. If Recommendation 84 is not adopted, the City should provide guidance to all Relevant Persons in relation to the disclosure requirements of Relevant Persons' income sources in primary and annual returns. consistent with Recommendation 79.

*To assist the person making the return to do so accurately.*

R84. The Department provide guidance to local governments in relation to the disclosure requirements of financial interests in primary and annual returns, consistently with Recommendation 79.

*To assist the person making the return to do so accurately.*

- The conflicts and disclosures section of the proposed City Code states that it is a responsibility of elected members to disclose interests in accordance with legislation at meetings and provide disclosures of interest in writing to the CEO.
- This recommendation is made in relation to the prescribed code for local governments, and it does not appear to recommend that the City adopt any further requirements relating to the timing and process for making disclosures of conflicts of interests than what is prescribed by legislation.

- The conflicts and disclosures section of the proposed City Code outlines the expectations and responsibilities of elected members in relation to conflicts of interest, in addition to a self-assessment tool developed by the Public Sector Commission, and links to multiple City of Perth and external tools and resources.
- This information is also supported by the Disclosure of Interest Protocol.

- The proposed City Code contains useful information that is relevant to this recommendation (see recommendation R75).

- See recommendation R86 above.

R79. The Code require council members, the CEO and senior employees to disclose all financial interests in the primary and then each subsequent annual return and not permit information to be excluded because it was recorded in a previous return.

*The primary and annual return documents are complex; requiring continuous disclosure in each return improves transparency and accountability by reducing or eliminating the need to reconcile returns across periods of time.*

*Section 5.78(2)(a) of the Local Government Act 1995 does not require a council member, the CEO or senior employees to disclose any information that has been disclosed in a previous return. That reduces transparency and accountability*

- This recommendation is made in relation to the prescribed code for local governments, and it does not appear to recommend that the City adopt any further requirements relating to primary and annual returns.
- The proposed City Code states that it is a responsibility of elected members to wholly complete and lodge primary and annual returns and related party disclosures in a timely fashion and in accordance with legislation.

R87. The Department develop guidelines for local governments about the circumstances in which a council member may use his or her councillor title.

*Council members are not use their councillor title when it is not appropriate to do so, whether deliberately or inadvertently.*

- Whilst this recommendation does not specifically relate to the Code, it has been partially incorporated as an enforceable behaviour relating to improper use of office –  
 “3.1 As a council member for the City of Perth, I must –  
 a. only use my Lord Mayor or councillor title when fulfilling the official functions of my elected office.”



R88. The Code require:

- council members, committee members and employees; and
- any person or entity who:
  - requires, or who it is reasonable to believe may require, a decision from the local government; and or
  - has, or who it is reasonable to believe may have, directly or indirectly, commercial dealings or a commercial relationship with the local government,

to disclose in full any gift that a council member, committee member or employee receives from that person.

*The highest standards of integrity are expected in local government decision-making.*

- This recommendation has been incorporated as an enforceable behaviour relating to gifts -

“6.1 As a council member or committee member for the City of Perth, I must –

- a. In addition to my obligations to declare gifts in accordance with the Local Government Act 1995, declare in full **any gift** that I receive from any person who entity who -
- i. is a City of Perth council member, committee member or employee;
- ii. requires, or who it is reasonable to believe may require, a decision from the local government; and or
- iii. has, or who it is reasonable to believe may have, directly or indirectly, commercial dealings or a commercial relationship with the City.”

- This introduces new disclosure requirements for council members, as under legislation only gifts over the value of \$300 are required to be disclosed.

R294. All council members and employees of local governments be trained and assessed on the complaints handling process, as part of any training on the Code by an industry-accredited provider on the commencement of the policy.

*All public officers are to understand the policy and the processes to lodge, manage, determine and refer complaints.*

- This recommendation is to be considered as part of the future development of the learning and development programs for elected members, and as part of the development of the framework for managing complaints of alleged breaches of the Code.

## Policies concerning conduct of elected members

43. The proposed City Code aims to centralise the conduct requirements of elected members, committee members and candidates set by Council.
44. All Council Policies were reviewed to identify any such conduct requirements and incorporate them into the proposed City Code as enforceable behaviours.
45. The Council Policies found to contain such provisions were “10.4 Elected Members – Administrative Support” and “1.9 Media Policy – Media Statements, Press Releases and Social Media”.

### Proposed revocation of Policy 10.4 Elected Members – Administrative Support

- 46. Council Policy 10.4 is highly procedural in nature and is no longer current or consistent with current practices (as outlined in the Communication Protocol).
- 47. The content of the policy is also already addressed by regulation 9 of the Rules of Conduct Regulations, and the enforceable behaviours of the draft model Code more broadly.
- 48. The provision that enquiries and complaints regarding service delivery and requests for work to be undertaken are to be directed to the Chief Executive Officer is already considered by the Communication Protocol.

### Proposed revocation of Policy 1.9 Media Policy – Media Statements, Press Releases and Social Media

- 49. Council Policy 1.9 replicates legislation in relation to the role of the Lord Mayor as the spokesperson for the City. The remaining provisions are either procedural in nature or relate to the conduct of elected members.
- 50. The provisions of the policy relating to elected member conduct overlap significantly with the rules of conduct and the principles and enforceable behaviours of the proposed model code.
- 51. All conduct provisions which are not already addressed by the rules of conduct or the enforceable behaviours of the proposed model code have been incorporated into the proposed City Code as the following additional enforceable behaviours relating to communications and leadership:

*“2.3 As a council member or committee member for the City of Perth, I must –*

- a. clearly preface any personal opinions or views I express publicly as my own and not the City’s, including when using social media.*
- b. not make any adverse reflection on council members, committee members, the CEO, employees, or decisions of Council and committees.”*

- 52. The adoption of the proposed City Code will therefore render Policies 10.4 and 1.9 redundant, and their repeal is recommended.

### Proposed development of Ethics and Accountability Policy

- 53. To ensure that the process in which alleged breaches of the Code is transparent, it is proposed the Council develop a policy that deals with this matter. This policy should also include the determining body, person or persons, for such allegations and include potential sanctions for breach.

### Stakeholder Engagement

- 54. The proposed City Code was made available to elected members to provide feedback at the Elected Member Engagement Session held 10 November 2020.

55. Elected members were able to provide comments on the document via Word online from 10-23 November 2020.

## Decision Implications

56. If the City Code is not adopted, the prescribed model code will be taken as being the City's Code once in effect. The City will be required to prepare and adopt a code of conduct for council members, committee members and candidates that incorporates the model code within 3 months of the regulations prescribing the model code coming into operation.
57. Adoption of the proposed City Code will address the risk that the existing Council Policy 10.1 presents of potentially informing non-compliant behaviours where the policy is out of date and inconsistent with current legislation.
58. The proposed City Code will also minimise the work required to bring the City's Code inline with legislation once a prescribed model code comes into effect, and ensure the City is best placed to have a Code that remains in continuous effect.
59. Several recommendations of the Inquiry will also be addressed through the adoption of the proposed City's Code.
60. Its adoption also enables Council to revoke Council Policies 10.4 and 1.9, which are both highly procedural in nature.

## Strategic, Legal and Policy Implications

Strategic	
Strategic Community Plan Aspiration:	Performance A city led by a Council and supported by an administration that is committed to sound strategy and governance, excellence in customer service and effective and sincere engagement with all stakeholders.
Strategic Community Plan Objective:	Objective 5.6 Decision-making that is ethical, informed and inclusive.
Issue Specific Strategies and Plans:	Not applicable.

Legal and Policy	
Legislation:	Sections 48-51, <i>Local Government Amendment Act 2019</i> Part 5, division 9 of the <i>Local Government Act 1995</i> <i>Local Government (Rules of Conduct) Regulations 2007</i>

	The proposed Code of Conduct aims to align with these legislative provisions to ensure that the City meets its statutory obligations.
Legal Advice:	Not applicable.
Policy	10.1 Code of Conduct The policy is directly impacted by the legislative changes considered in this report, and the recommended adoption of the proposed Code of Conduct seeks to address various non-compliances within the policy.

## Financial Implications

61. There are no direct financial implications relating to the recommendation within this report.

## Relevant Documents

[Developing a code of conduct: Local Government](#)

[Report of the Inquiry into the City Perth, volume 3](#)

## Further Information

62. This report was presented to the Policy Committee at its meeting held on 30 November 2020. Resulting from that meeting, some changes to the Code have been proposed and are outlined below.
63. The original proposed Code of Conduct included self-assessment questions in relation to each area of conduct considered under 'Living the Code', however the Policy Committee resolved at its meeting held 30 November 2020 to recommend that Council adopt the code subject to their changes (as per the tracked changes within Attachment 16.3A)
64. The Inquiry into the City of Perth recommended that the City provide guidance to all Relevant Persons in relation to the disclosure requirements of Relevant Persons' income sources in primary and annual returns (recommendations 84 and 86). The self-assessment questions were designed to constitute such guidance, and thereby contribute to the implementation of those recommendations.
65. The Policy Committee also resolved at that meeting to not recommend that Council develop an Ethics and Accountability Policy concerning the definition and management of breaches of the Code of Conduct.
67. When a model Code is enacted in regulations, the City's Code will need to be revised and amended to incorporate the provisions of that Code. The draft model Code includes provisions regarding complaints about alleged breaches of the Code which do not constitute a minor or serious breach, and how they are to be dealt with by the local government (cl 11-12). This includes that the local government will have

responsibility for determining whether an alleged breach has occurred (cl 11(1)), and the authority to develop and implement a plan to address the person's behaviour should a breach be found to have occurred (cl 11(5)). The local government will have the authority to require the person to participate in training, mediation, counselling or any other action the local government considers appropriate (cl 11(6)).

- 68 The Policy Committee expressed support for matters relating to the management of breaches to be included in the Code rather than a standalone policy. When the Code is reviewed upon the enactment of a model Code, Council may wish to give consideration as to how it will manage breaches of the Code (other than minor or serious breaches) and its responsibilities and authority for doing so under any new breach system.
- 69 A copy of the draft proposed Code of Conduct has been provided to the PSC and the Department of Local Government, Sport and Cultural Industries for their consideration.
- 70. The tools and resources components of the Code have been moved to an addendum to the Code to centralise all reference materials for each section.

# Integrity at the City of Perth

Code of Conduct for Council Members, Committee Members and Candidates

DRAFT

DRAFT



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# Using the Code

As the capital city local government authority for Western Australia, the City of Perth is responsible for providing effective and high-quality government for residents, ratepayers and visitors, as mandated in the *Local Government Act 1995* (LG Act) and *City of Perth Act 2016* (Perth Act). This Code of Conduct (Code) establishes the standards and principles that outline expected behaviour and relevant legal responsibilities for each appointed and prospective elected member, committee member and candidate. It facilitates the delivery of good governance by Council and the Chief Executive Officer (CEO) by supporting:

- Decision making processes that are responsible, inclusive, participatory and representative and deliver outcomes which are in the best interests of community and our stakeholders.
- Developing and strengthening public trust in the integrity of the City and local government.
- Strong, effective relationships between Councillors, committee members, candidates, the CEO, and employees of the City based on clear roles and responsibilities and shared principles.

This Code focuses on principles and gives general guidance, rather than detailed policies and procedures. It does not describe every requirement of legislation, policies, and procedures, or all rights and obligations that would ordinarily apply under law. It is to be read in conjunction with the LG Act, its subsidiary legislation and the Perth Act.

It is your responsibility to seek information if you are unclear on any area of conduct. Misunderstanding or being unaware of laws does not relieve a person from the obligation to comply.

This Code is subsidiary to (and informed by) personal responsibilities and compliance obligations under legislation. The laws that apply to your conduct include, but is not limited to:

- |  |   |
|--|---|
| • <i>Local Government Act 1995</i>                                 | • <i>Equal Opportunity Act 1984</i>                   |
| ○ <i>Local Government (Rules of Conduct) Regulations 2007</i>      | • <i>Freedom of Information Act 1992</i>              |
| ○ <i>Local Government (Elections) Regulations 1997</i>             | • <i>Industrial Relations Act 1979</i>                |
| ○ <i>Local Government (Functions and General) Regulations 1996</i> | • <i>Public Interest Disclosure Act 2003</i>          |
| ○ <i>Local Government (Administration) Regulations 1996</i>        | • <i>Occupational Safety and Health Act 1984</i>      |
| • <i>Corruption, Crime and Misconduct Act 2003</i>                 | • <i>State Records Act 2000</i>                       |
| • <i>Criminal Code</i>   | • <i>City of Perth Standing Orders Local Law 2009</i> |
| ○ Chapter XII - Corruption and abuse of office                     | • <i>Racial Discrimination Act 1975</i>               |
|  | • <i>Disability Discrimination Act 1992</i>           |
|  | • <i>Sex Discrimination Act 1984</i>                  |
|  | • <i>Environmental Protection Act 1986</i>            |

# Our principles

## Accountability

As a City of Perth council member, committee member, or candidate, I will –

- take personal responsibility for my decisions and actions.
- be open to scrutiny and understand the consequences that may occur from personal behaviour that does not align with the Code, and the actions that may be taken by the City should I breach the Code.
- fulfil my own and the City's statutory purposes and requirements
- use and manage City resources effectively, efficiently and respectfully to deliver clear benefits to the community and stakeholders.
- express any concerns to the CEO or other relevant authority about consultations, decisions or actions I believe may be contrary to the public duty of myself and the City.

## Personal integrity

As a City of Perth council member, committee member, or candidate, I will –

- act reliably, professionally and ethically in conducting activities, decision making and in all dealings with others.
- actively learn and stay informed about:
  - the role and purpose of the statutory, regulatory and policy requirements that apply when carrying out public duties.
  - the political and social environment in which the City operates.
  - all relevant issues and activities affecting the City.
- exercise my powers and discharge my duties responsibly and in the best interests of the City
- make decisions fairly, impartially and promptly and consider all available information, legislation, policies, procedures and advice.
- serve the community lawfully, with reasonable care and diligence and as efficiently and effectively as possible.
- diligently prepare for meetings by reading and considering papers circulated with the agenda

## Effective working relationships with others

As a City of Perth council member, committee member, or candidate, I will –

- treat members of the public, stakeholders, my fellow council members, committee members, candidates and the employees of the City with respect, courtesy, honesty and fairness; having proper regard for their interests, rights, safety and welfare.
- maintain and contribute to a harmonious, safe and productive work environment and foster professional relationships

These principles align with the Public Sector Commissioner's Instruction No. 7 – Code of Ethics, which expresses the minimum standards of conduct and integrity for all public sector bodies and employees through the principles of accountability, personal integrity, and relationships with others. They are also consistent with and complementary to the general principles prescribed by section 3 of the *Local Government (Rules of Conduct) Regulations 2007*.

# Living the Code

## 1. Personal conduct

### General conduct

As a current or prospective representative and leadership figure of the City of Perth, you are a role model and your behaviours shape the culture of what is acceptable and expected at the City. By acting in accordance with our principles, you can foster a positive culture in the City and provide effective leadership to the organisation and community.

Your conduct at meetings is particularly important in effective, democratic, and ethical decision making. It is a statutory obligation of an elected member to vote on every item of business considered at a Council meeting, except where prevented from doing so by the *Local Government Act 1995* due to a conflict of interest.

The following are the enforceable provisions under this Code, and failure to act accordingly may constitute **a breach** and be responded to appropriately by the local government.

- 1.1. As a council member or committee member for the City of Perth, I must –
  - a. not be impaired by alcohol or drugs in the performance of my official duties.
  - b. comply with all policies, procedures and resolutions of the City.
  - c. act in the best interests of the community, with reasonable care and diligence and with honesty, integrity and transparency, having regard to relevant and factually correct information.
- 1.2. As a council member or committee member for the City of Perth, when attending a council or committee meeting, I must –
  - a. not act in an abusive or threatening manner towards another person.
  - b. not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading.
  - c. not repeatedly disrupt the meeting.
  - d. comply with any requirements of a local law of the local government relating to the procedures and conduct of council or committee meetings.
  - e. comply with any reasonable direction given by the person presiding at the meeting.
  - f. immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting.

Expectations	Responsibilities
<ul style="list-style-type: none"><li>I impartially exercise my responsibilities in the interests of the local community.</li><li>I do not engage in any fraudulent or corrupt behaviour, and I report any information about actual or potentially fraudulent, corrupt, or illegal activities to the CEO or, if necessary, the Corruption and Crime Commission.</li></ul>	<ul style="list-style-type: none"><li>Acting in accordance with the letter and intent of legislation such as the <i>Corruption, Crime and Misconduct Act 2003</i>, <i>Public Interest Disclosure Act 2003</i>, <i>Local Government (Rules of Conduct) Regulations 2007</i>.</li><li>Understanding the different types of breaches and misconduct findings and sanctions that may be made against me should I fail to comply with applicable legislation and the Code.</li></ul>

- I endeavour to foster a culture of good governance, risk awareness, health and safety, and equal opportunity within the City and the community.
- I act honestly and avoid statements (whether oral or in writing) or actions that will or are likely to mislead or deceive a person.
- I understand that ethical behaviour is an integral part of responsible, effective and accountable government.
- I am committed to ensuring that elections conducted by the City are conducted fairly and democratically and in accordance with the highest standards of governance.
- Taking all reasonable steps to become familiar with policies and protocols and participate in any reviews of these documents.
- Understanding and upholding the *City of Perth Standing Orders Local Law 2009*, and acting professionally, democratically, and respectfully at all meetings, briefings, forums, workshops, and training sessions.
- Using a good governance and risk management focused approach when making decisions and in all other official duties.

### Diversity and inclusion

The City aims to foster within the community and the workplace an environment of trust, mutual respect and appreciation where everyone is treated fairly, with respect and can realise their full potential.

All individuals have a right to feel confident that the diversity of their experiences will be valued and supported, regardless of their gender, age, language, ethnicity, cultural background, ability, religious belief, identification as gay, lesbian, bisexual, transgender, intersex or queer (LGBTIQ), education, work and life experiences, socio-economic background, opinions, job function, geographical location, marital status and family.

Expectations	Responsibilities
<ul style="list-style-type: none"> <li>• I recognise and embrace the diversity each person brings to the City, and value and consider diversity in decision-making, program and policy development.</li> <li>• I recognise that there is no place for unlawful discrimination, harassment (sexual or otherwise), racial and religious vilification and victimisation of any individual.</li> <li>• I am committed to treating all people with dignity and respect, and have due regard to the opinions, identities, beliefs, rights and experiences of other elected members, City staff and other persons.</li> </ul>	<ul style="list-style-type: none"> <li>• Acting in accordance with the letter and intent of legislation such as the <i>Equal Employment Opportunity Act 1984</i> and other anti-discrimination legislation.</li> <li>• Identifying my own needs and the needs of my colleagues to undertake training or activities to further develop awareness and understanding.</li> <li>• Valuing diversity and considering diversity in decision making, program and policy development.</li> <li>• Recognising the characteristics of the whole person and treating all individuals with fairness and respect.</li> </ul>

## Bullying and harassment

Harassment occurs when someone engages in conduct that would make a reasonable person feel offended, humiliated or intimidated because of their age, race, religion, gender or gender expression, sexual orientation or some other attribute specified under anti-discrimination legislation. Bullying is repeated, unreasonable behaviour directed toward an individual or group of individuals that creates a risk to health and safety.

There is no place for bullying or harassment at the City, and it will not be tolerated. It is unlawful, breaches our policies, and goes against our values.

The following are the enforceable provisions under this Code, and failure to act accordingly may constitute **a breach** and be responded to appropriately by the local government.

- 1.3. As a council member, committee member or candidate for the City of Perth, I must –
- not bully or harass another person in any way.
  - not use offensive or derogatory language when referring to another person.

Expectations	Responsibilities
<ul style="list-style-type: none"><li>I uphold the City's obligations to support a safe workplace and will not engage in unreasonable behaviour toward another Council member, committee member, the general public, the CEO or any City employee that creates a risk to the health and safety of that person.</li><li>I report harassment and bullying, and do not behave in a manner that may be perceived as intimidating, offensive, or inappropriate.</li></ul>	<ul style="list-style-type: none"><li>Taking responsibility for personal health and safety and the health and safety of others and fulfilling my obligations under the <i>Occupational Health and Safety Act 1984</i> and <i>Fair Work Act 2009</i>.</li></ul>

## Self-assessment

If you're not sure whether your personal behaviour aligns with the Code, ask yourself:

- Does it feel like the right thing to do?
- What would be the reaction if it was reported in the newspaper?
- What might be the consequences for me if I engage in this behaviour?
- Is my conduct consistent with our values and desired culture?

## Diversity and inclusion

- Am I being fair and respectful?
- Are my personal feelings, prejudices or preferences influencing my decisions?
- Am I using inclusive language?
- How will I respond if I witness behaviour that is not respectful?

## Harassment and bullying

- Have I behaved in an intimidating or threatening manner?
- Have I made inappropriate jokes or comments?
- Have I distributed or displayed potentially offensive material? If I'm witnessing behaviour that goes against our values, do I need to step in and say something?
- Am I supporting a culture of inclusion?

## Tools and resources

### City of Perth publications and local laws

- City of Perth Standing Orders Local Law 2009
- Corporate Governance Framework
- Reconciliation Action Plan
- Cultural Development Plan 2019 – 2029
- Disability Access and Inclusion Plan 2016 – 2020

### Department of Local Government, Sports and Cultural Industries publications

- The role of a council member
- Council members responsibilities and rights
- Rights and obligations in campaigning
- Local government operational guidelines:
  - Clarity in council motions
  - Council forums

### Other external tools and resources

- Equal Opportunity Commission fact sheets and other resources
- Fair Work Guide – Anti-bullying
- Australian Human Rights Commission – Rights and freedoms: right by right
- Racism. It Stops With Me
- Reconciliation Australia
- Corruption and Crime Commission resources
- Public Sector Commission
  - Don't be afraid to speak up: Guide for disclosers



## 2. Communications and leadership

### Involvement in administration

As an elected member, your prescribed role includes providing leadership and guidance to the community. The *Local Government (Rules of Conduct) Regulations 2007* prohibits your involvement in the administration of the City. This separation of duties between the representative decision makers (council and committee members) and the administrators responsible for implementing those decisions (local government employees) is a fundamental good governance principle.

The following rules of conduct as prescribed by the *Local Government (Rules of Conduct) Regulations 2007* apply to this area of conduct. Failure to comply with these rules may constitute **a minor breach** and dealt with by the Local Government Standards Panel.

- Regulation 9 – ‘Prohibition against involvement in administration’

Expectations	Responsibilities
<ul style="list-style-type: none"><li>• I accept that my role is to provide leadership, and not to interfere or involve myself in administrative matters.</li><li>• I respect the role that each elected member, committee member and employee plays to achieve the City’s objectives and deliver effective service to the community and our stakeholders.</li><li>• I do not approach staff directly about matters unless given authority to do so, or make vexatious or inappropriate queries to the administration, as I understand and value the time spent by City employees in responding to requests and questions from elected and committee members.</li></ul>	<ul style="list-style-type: none"><li>• Adhering to the <i>Local Government Act 1995</i> and the City’s Communication Protocol, and fulfilling my prescribed role and responsibilities without seeking to involve myself in the responsibilities of others.</li><li>• Not undertaking tasks that contribute to the administration of the City.</li><li>• Not directing (except as part of an established council or committee meeting process) or attempting to influence a local government employee in their capacity as a local government employee.</li></ul>

## Relations with council members, committee members, the CEO and City administration

Effective working relationships based on clear roles and responsibilities are crucial to the ability of the City to effectively serve the community and its stakeholders.

Given the open nature of local government and the absence of party-based political structures, elected members and committee members must work together to achieve outcomes. It is also critical to good governance to maintain an appropriate relationship between council members, committee members, the CEO and City administration. Working relationships should be characterized by mutual respect and an acknowledgement that, while all parties may not agree on all issues, they are all doing important, and often challenging work, and each have a clear role to play in serving the community.

The following rules of conduct as prescribed by the *Local Government (Rules of Conduct) Regulations 2007* apply to this area of conduct. Failure to comply with these rules may constitute **a minor breach** and dealt with by the Local Government Standards Panel.

- Regulation 10 – ‘Relations with local government employees’

The following are the enforceable provisions under this Code, and failure to act accordingly may constitute **a breach** and be responded to appropriately by the local government.

- 2.1. As a council member, committee member or candidate for the City of Perth, I must –
- a. not disparage the character of another council member, committee member or candidate or a local government employee.
  - b. not impute dishonest or unethical motives to another council member, committee member, or candidate or local government employee in connection with the performance of their official duties.
  - c. direct to the CEO any request for a query or complaint to be dealt with, or other work or action to be undertaken, by a local government employee.

Expectations	Responsibilities
<ul style="list-style-type: none"><li>• I communicate with my fellow council and committee members openly, equitably and without bias or favouritism.</li><li>• I work constructively with my fellow council, committee members, candidates, the CEO and the City’s employees and respect their perspectives and input.</li><li>• I do not seek to restrict or place undue influence on the ability of employees to give professional advice to Council.</li><li>• I act according to legal requirements, policies and all other lawful directives regarding communication with my fellow council members, committee members, and candidates, the CEO, employees of the City, media, and community.</li><li>• I express my disagreements with others in ways that are not personal attacks and do not cause detriment to individuals.</li></ul>	<ul style="list-style-type: none"><li>• Following all procedures and protocols which set out interaction between council members, committee members, candidates, the CEO and the City administration.</li><li>• Ensuring I have effective working relationships with other council members, committee members, the CEO, and City employees to succeed individually and collectively.</li><li>• Treating others with respect and courtesy.</li><li>• Allowing others to freely express their opinions, and swiftly resolving any conflicts that may rise.</li></ul>

## Communications

As an appointed or prospective council or committee member, you are seen to be representing the City of Perth in your interactions with the community and our stakeholders.

These expectations are applicable whenever you are speaking or communicating on behalf of the City, and when using channels such as:

- social media
- websites
- electronic direct mail (EDM)
- publications, such as local newspapers (print and electronic)
- advertising (print, electronic and digital)
- media communications and releases
- promotional items
- displays and exhibitions promotional items.

The following are the enforceable provisions under this Code, and failure to act accordingly may constitute a **breach** and be responded to appropriately by the local government.

- 2.2. As a council member, committee member or candidate for the City of Perth, I must –
- a. ensure that my use of social media and other forms of communication complies with this code; and
  - b. only publish material that is factually correct.
  - c. deal with the media in a positive, informative and appropriate manner and in accordance with any relevant policy of the local government.
- 2.3. As a council member or committee member for the City of Perth, I must –
- a. clearly preface any personal opinions or views I express publicly as my own and not the City's, including when using social media.
  - b. not make any adverse reflection on council members, committee members, the CEO, employees, or decisions of Council and committees.

Expectations	Responsibilities
<ul style="list-style-type: none"><li>• I abide by the Communications Protocol.</li><li>• I understand that the Lord Mayor is the authorised spokesperson for the City, and do not make unauthorised public representations about the City, its activities or its views.</li><li>• I only make public comment or representation on behalf of the City with appropriate prior approval.</li><li>• Any comments or representations I make publicly will be factually correct and not cause detriment to my fellow Council members, committee members, candidates, the CEO, the City administration, the City as an entity, or any other person.</li><li>• When expressing my personal views and opinions, I clearly identify them as my own and not the City's.</li></ul>	<ul style="list-style-type: none"><li>• Acting in accordance with the Communications Protocol, and respecting that the Lord Mayor is the authorised spokesperson for the City.</li><li>• Respecting decisions of Council and committees by not criticising or actively undermining any decisions which have been made.</li><li>• Not bringing the City into disrepute through any of my words or actions</li><li>• Not speaking on behalf of the City without prior approval.</li><li>• Ensuring any personal opinions or views I express publicly are identified as my own and not the City's.</li><li>• Ensuring any communications I make are not offensive, derogatory, insulting or otherwise damage the reputation of Council.</li></ul>

### Self-assessment

- If another council member, committee member or candidate was interacting with the community or our stakeholders in this way, would I think their behaviour was appropriate?
- If I were a member of the community, how would I feel if a council member, committee member or candidate was communicating and interacting with me in this way?
- Am I acting as a leader or as a process manager?
- Do I have appropriate permission to make comment on behalf of the City?
- Am I avoiding my personal biases and representing the City in a professional way?
- Is what I am saying, printing, publishing or presenting accurate? Will it risk or damage the City's reputation and brand in any way?

### Tools and resources

#### City of Perth publications

- Communications Protocol
- Corporate Governance Framework

#### Department of Local Government, Sports and Cultural Industries publications

- The role of a council member
- Running an election campaign

### 3. Improper use of office

#### Personal advantage or disadvantaging others

The position of council member or committee member is inherently a position of power. The community rightfully expects you to use your office to fairly and faithfully represent and act in their best interests, and properly dispel your duties. If you improperly use your office to gain a personal advantage for yourself or another person or to cause detriment to the City or any other person, community trust in the City and local government broadly is damaged.

The following rules of conduct as prescribed by the *Local Government (Rules of Conduct) Regulations 2007* apply to this area of conduct. Failure to comply with these rules may constitute **a minor breach** and dealt with by the Local Government Standards Panel.

- Regulation 7 – ‘Securing personal advantage or disadvantaging others’

The following are the enforceable provisions under this Code, and failure to act accordingly may constitute **a breach** and be responded to appropriately by the local government.

- 3.1. As a council member for the City of Perth, I must –
- a. only use my Lord Mayor or councillor title when fulfilling the official functions of my elected office.

Expectations	Responsibilities
<ul style="list-style-type: none"><li>• I honour the trust placed in me by the community and our stakeholders to serve fairly and transparently, and do not seek to gain advantage directly or indirectly for myself or any other person.</li><li>• I act equitably, without seeking to cause detriment to the City or any other person.</li><li>• I do not make improper use of information obtained in the course of my official duties, or use it for direct or indirect, personal or commercial gain, or to do harm to others.</li><li>• As a sitting council member, during an election period:<ul style="list-style-type: none"><li>○ I will abide by the requirements of the applicable legislation and policies.</li><li>○ whether or not I am standing for re-election, I will always act respectfully towards all candidates for the election.</li></ul></li></ul>	<ul style="list-style-type: none"><li>• Not making improper use of my position as a council or committee member to directly or indirectly gain an advantage for myself or any other person.</li><li>• Not making improper use of my position as a council or committee member to cause detriment to the City or any other person.</li></ul>

## Use of City resources

You have a responsibility to the community to ensure the City operates efficiently and effectively. This extends to your own behaviours, which means that you are expected to act only in the public interest, and without self-interest, and to use the City's resources carefully and transparently.

The following rules of conduct as prescribed by the *Local Government (Rules of Conduct) Regulations 2007* apply to this area of conduct. Failure to comply with these rules may constitute a **minor breach** and dealt with by the Local Government Standards Panel.

- Regulation 8 – 'Misuse of local government resources'

The following are the enforceable provisions under this Code, and failure to act accordingly may constitute a **breach** and be responded to appropriately by the local government.

3.2. As a council member or committee member for the City of Perth, I must –

- a. not use City resources (including services and equipment) for purposes which are, or may be perceived to be, for election related purposes.

Expectations	Responsibilities
<ul style="list-style-type: none"><li>• I use City resources, facilities, funds and equipment (including employee time) effectively and economically, and only for official duties.</li><li>• I use these resources in the accordance with public interest, and not for personal gain.</li><li>• I report any damage or loss of property or equipment immediately to the City.</li><li>• I ensure requests by an external party, such as charitable organisations, to use City facilities are referred to the City for approval.</li><li>• I ensure the City's resources are to be utilised only for authorised activities.</li></ul>	<ul style="list-style-type: none"><li>• Understand and comply with the City's provisions for the reimbursement of expenses, including travel and accommodation.</li><li>• Ensuring the responsible and efficient expenditure of ratepayer funds.</li><li>• Using Council resources, which may include equipment, information, email address, premises, staff resources, property of any kind and other assets, which have been provided to me only for the purposes of my duties as a Councillor and not for private purposes unless properly authorised to do so.</li><li>• Maintaining adequate security over Council property, facilities and resources in my possession or control.</li><li>• Ensuring that any claim for expenses that I may make is in accordance with all legislative obligations and Council policies.</li></ul>

## Self-assessment

- ~~Will the public derive clear benefit from this use of my position and resources? If the public were aware of this, would they be supportive?~~
- ~~Would a ratepayer be likely to feel that this is good use of their money?~~
- ~~Is this how I would use my own personal funds or assets?~~
- ~~Am I serving the public interests before my own? How would I feel if my elected representative used their position or public resources in this way?~~

## Tools and resources

[Australian Public Service Commission](#)

- [APS Values and Code of Conduct in practice, Section 7: Using Commonwealth resources](#)

## 4. Disclosure and management of information

### Record keeping

All public officers, including council members and committee members, are responsible under the *State Records Act 2000* for creating and managing government records appropriately. Correspondence and documents created or received in the course of official business are official records.

The State Records Commission requires that records of council member communications and transactions which constitute evidence affecting the accountability of the Council and the discharge of its business be created and retained, regardless of the record's format or where it was received. This includes messages sent via text or applications such as WhatsApp, Messenger, or WeChat.

Making and maintaining proper records assists with accountability and transparency by demonstrating the basis for decisions and the process used to make them. Documentation enables decisions to be reviewed, including by an independent person or authority. The *Freedom of Information Act 1992* gives members of the public the right to access the City's documents, subject to some limitations. All documents created by council members and the administration can be subject to a Freedom of Information request.

The following are the enforceable provisions under this Code, and failure to act accordingly may constitute a **breach** and be responded to appropriately by the local government.

- 4.1 As a council member or committee member for the City of Perth, I must –
- Where information technology facilities are provided by the City, use those facilities for any matter relating to the business of the City or the performance of the duties or my office or appointment.

Expectations	Responsibilities
<ul style="list-style-type: none"><li>I follow meeting procedures and disclosure processes to facilitate the accurate recording of decision-making practices (including motions and questions), events, and activities.</li><li>I ensure information and records within my control are kept in a secure place.</li><li>I diligently handle City records and secure sensitive documents.</li><li>I dispose of duplicate copies of records and confidential waste in accordance with record keeping and archive procedures.</li><li>I do not falsify, destroy, alter or damage any public records or back-date information or remove information from files.</li><li>I respect and facilitate the rights of the public to gain access to documents and to check personal information in documents.</li><li>I allow prompt access and ensure personal information held is accurate, complete, up to date and not misleading.</li><li>I record salient facts in documents.</li><li>I avoid recording inappropriately disparaging remarks and unsubstantiated personal opinions about individuals on official documents.</li></ul>	<ul style="list-style-type: none"><li>Complying with the letter and intent of the <i>State Records Act 2000</i>, <i>Freedom of Information Act 1992</i>, and the City's Recordkeeping Plan and practices.</li><li>Ensuring records are properly organised and securely stored.</li><li>Understanding and fulfilling my record keeping obligations, including by only using approved City systems to discuss official Council business and decision-making.</li><li>Ensuring that records I create or receive that relate to official City business be captured in the City's record keeping systems in accordance with the City's Recordkeeping Plan.</li></ul>

## Disclosure of information

Council and committee members are privy to confidential and highly sensitive information such as information relating to commercial matters and legal issues, notably when considering meeting items deemed to be confidential under the *Local Government Act 1995*. The confidentiality of information must be maintained unless determined otherwise.

It is important that you do not inappropriately or unlawfully disclose information acquired in the course of your official duties or for personal, commercial, or political gain for yourself or others, or to the detriment of others. You should be particularly cautious when information to which you are privy could be seen to involve any conflict of interest you may have.

The following rules of conduct as prescribed by the *Local Government (Rules of Conduct) Regulations 2007* apply to this area of conduct. Failure to comply with these rules may constitute **a minor breach** and be dealt with by the Local Government Standards Panel.

- Regulation 6 – ‘Use of Information’

Expectations	Responsibilities
<ul style="list-style-type: none"><li>• I avoid discussing confidential matters in public places where there is a likelihood of being overheard.</li><li>• I maintain and respect confidentiality and don't divulge information deemed confidential or sensitive, other than as required by law or where proper authorisation is given.</li><li>• I don't make improper use of information obtained in the course of my official duties, or use for direct or indirect personal or commercial gain, or to do harm to others.</li><li>• I respect the privacy of individuals, and the security of personal information.</li><li>• I protect intellectual property.</li><li>• I raise concerns of improper communications or use of information with the CEO or relevant authority.</li></ul>	<ul style="list-style-type: none"><li>• I will comply with any legislative provisions and Council policies concerning my access to, use of, or disclosure of Council information, whether confidential or otherwise.</li></ul>

## Self-assessment

- ~~What would the repercussions be if someone overheard this information?~~
- ~~Is this note, email or document sensitive, should I secure it? If in doubt, secure it.~~
- ~~Does the contents of this correspondence or information relate to—~~
  - ~~Council business?~~
  - ~~An action being required?~~
  - ~~Business need (for future reference by myself or others)?~~
  - ~~Historical matters (identifies Council activity over time)?~~
  - ~~Confidential and or sensitive matters such as commercial interests, personal information, or recruitment?~~
- ~~If yes to any of the above, it most likely is a relative and needs to be managed in accordance with the City's Recordkeeping Plan.~~



State Records Office of Western Australia's Information Management Advice, Local Government Elected Members' Records: Which records to capture?

**Yes — this record should be captured:**

**Communications, such as —**

- ~~complaints and compliments.~~
- ~~correspondence concerning corporate matters.~~
- ~~submissions, petitions and lobbying.~~
- ~~information for Council's interest relating to City business activity and functions.~~

**No — this record does not need to be captured:**

~~Duplicate copies of Council meeting agendas, minutes and papers.~~

~~Lobbying — correspondence or petitions relating to lobbying matters.~~

~~Draft documents or working papers which are already captured by the City.~~

~~Telephone, meetings and other verbal conversations regarding City projects or business activities.~~

~~Telephone, meetings and other verbal conversations which convey routine information only or do not relate to City business or functions.~~

**Social media posts that —**

- ~~create interest from the public or media.~~
- ~~communicate decisions or commit the City to an action.~~
- ~~seek feedback.~~
- ~~address issues of safety.~~
- ~~relate to sensitive or contentious issues.~~

~~Invitations to events where I am not representing the City.~~

~~Work diaries and appointment books containing information that may be significant to my conduct on behalf of the City.~~

~~Publications such as newsletters, circulars and journals.~~

~~Allowances, benefits and gift records~~

~~Electioneering or party political information.~~

~~Address, speeches and presentations delivered as part of my official duties.~~

~~Personal records not related to my official duties.~~

**Tools and resources**

City of Perth publications

- ~~Recordkeeping Plan~~
- ~~Information Statement~~

Department of Local Government, Sport and Cultural Industries publications

- ~~Council members responsibilities and rights~~

State Records Office publications

- ~~Local Government Elected Members' Records: Which records to capture?~~
- ~~Local Government Elected Members' Records~~
- ~~Office of the Information Commissioner~~

## 5. Conflicts and Disclosures

Decisions can arise that an elected member or committee member has an actual or perceived interest in a matter.

When decisions are made and there is the perception of a conflict of interest the community may doubt the integrity of the decision. The validity of decisions made with an actual or perceived conflict can be challenged. To ensure conflicts do not undermine public trust, it is important to transparently disclose them and leave meetings when required.

Sections 5.65 of the *Local Government Act 1995* requires elected members and committee members to disclose financial and proximity interests of themselves and people they are closely associated with. Council members must complete primary and annual returns in accordance with the requirements of Division 6 of Part 5 of the *Local Government Act 1995*

The *Local Government (Rules of Conduct) Regulations 2007* requires the disclosure of any interest which could, or could reasonably be perceived to, adversely affect the impartiality of the elected member.

The following rules of conduct as prescribed by the *Local Government (Rules of Conduct) Regulations 2007* apply to this area of conduct. Failure to comply with these rules may constitute a **minor breach** and dealt with by the Local Government Standards Panel.

- Regulation 11 – ‘Disclosure of interest’

Expectations	Responsibilities
<ul style="list-style-type: none"><li>• I carefully identify and appropriately manage potential conflicts and keep my private commercial or political interests separate from my role.</li><li>• I openly and transparently disclose interests in matters before Council or committee in accordance with the <i>Local Government Act 1995</i>.</li><li>• I ensure there is no actual or perceived conflict of interest between my personal interests and the impartial fulfilment of my public duties and functions.</li><li>• I ensure the details and extent of my interests and any conflicts are fully and faithfully recorded in any disclosures I make.</li><li>• I diligently review meeting agendas and papers to identify and disclose any conflicts prior to meetings.</li><li>• I understand that conflict and bias can arise from my personal and professional relationships, and this can potentially lead or be seen to lead to decisions I make as a Councillor being made for reasons other than the public interest.</li></ul>	<ul style="list-style-type: none"><li>• Disclosing interests in accordance with legislation at meetings and providing a written disclosure of interests to the CEO.</li><li>• Ensuring I do not participate, even informally, in decisions where I have any interest unless my interest has been disclosed and my participation is authorised.</li><li>• Wholly completing and lodging primary and annual returns and related party disclosures in a timely fashion and in accordance with legislation.</li><li>• Familiarising myself with the different types of interests under legislation and the disclosure requirements that apply to them.</li><li>• Seeking assistance if I am unsure about a possible conflict of interest.</li></ul>

## Self-assessment

Asking yourself the following questions may help to identify conflicts of interest and whether you are managing them appropriately:

Consideration	Guidance
Public duty vs. private interest	Am I completely free of any interests — real or that someone may perceive — in relation to this matter? Does this conflict with my role at the City?
Potential	Could there be benefits for me now or in the future that could cast doubt on my objectivity?
Perception	How will my involvement in the decision or action will be viewed by others? Would a reasonable person think there may be a conflict? If the story appeared in a newspaper or social media would you feel comfortable with the decision whether to declare a potential interest or not? Are there perception risks associated with this for the organisation?
Presence of mind	What are the consequences if I fail to mention a real or perceived conflict of interest? Is it completely defensible if my involvement was questioned publicly?
Promises	Am I free of any promises or commitments (whether actual or implied) in relation to the matter? Am I free of gaining or losing from the proposed action or decision?
Values	Does this fit with the values of the organisation (respect, courage, commitment and teamwork) and the values of the public sector?
Compliance	Is it legal and in line with our policies, procedures and guidelines?

## Tools and resources

### City of Perth publications and resources

- Disclosure of Interest Form
- Disclosure of Interest Protocol

### Department of Local Government, Sports and Cultural Industries publications

- Electoral gifts and crowdfunding
- Council members responsibilities and rights
- Rights and obligations in campaigning
- Local government operational guidelines:
  - Disclosure of financial interests in meetings
  - Disclosure of gifts and disclosure of interests relating to gifts
  - Disclosure of interests affecting impartiality
  - Primary and annual returns

## 6. Gifts

Elected members may be offered gifts from organisations and individuals as a result of their role. Gifts can include items such as goods, discounts, hospitality, attendance at events or contributions to travel.

The full definition of a gift is included under section 5.57 of the *Local Government Act 1995*.

Whenever an elected member accepts (or in some instances, is offered) a gift, there is a risk of real or perceived influence arising. Even though this might not be your intention, or the intention of the donor, impressions and perceptions are important.

Sections 5.87A and 5.87C of the *Local Government Act 1995* require declaration of any gift received in **a person's capacity as an elected member** where the value of the gift (or the cumulative value of gifts from the same donor in a 12-month period) is over \$300. Gifts must be declared within ten days of receipt to the CEO.

Interests can arise from accepting a gift. This may require a disclosure of interest and affect voting.

The following are the enforceable provisions under this Code, and failure to act accordingly may constitute **a breach** and be responded to appropriately by the local government.

- 6.1. As a council member or committee member for the City of Perth, I must –
- a. In addition to my obligations to declare gifts in accordance with the Local Government Act 1995, declare in full **any gift** that I receive from any person who entity who –
    - i. is a City of Perth council member, committee member or employee;
    - ii. requires, or who it is reasonable to believe may require, a decision from the local government; and or
    - iii. has, or who it is reasonable to believe may have, directly or indirectly, commercial dealings or a commercial relationship with the City.

Expectations	Responsibilities
<ul style="list-style-type: none"><li>• I strive to build and maintain public trust and understand that accepting gifts can give the impression that decisions could be influenced by the gift.</li><li>• I openly and transparently declare gifts received and meet the requirements of the <i>Local Government Act 1995</i>.</li><li>• I do not expect or seek gifts and benefits.</li><li>• I consider the appropriateness of the gift, including its potential impact on future decision making and community perception before accepting.</li><li>• I consider whether there is a benefit to the City when accepting a gift.</li><li>• I commit to compliance with my statutory obligations in relation to gifts, benefits and hospitality.</li></ul>	<ul style="list-style-type: none"><li>• Refusing offers of gifts that could reasonably be perceived as influencing me or undermining the integrity of the City or myself.</li><li>• Declaring relevant gifts within 10 days of receipt to the Chief Executive Officer via Attain.</li><li>• When relevant gifts under \$300 are received either:<ul style="list-style-type: none"><li>○ declaring relevant gifts under the threshold when received.</li><li>○ keeping personal records and declaring when the threshold is reached.</li></ul></li><li>• Complying with the relevant provisions of the <i>Local Government 1995</i>, <i>Local Government (Election) Regulations 1996</i>, <i>Criminal Code</i>, <i>State Records Act 2000</i> and <i>Corruption, Crime and Misconduct Act 2003</i>.</li></ul>

## Elections

- All electoral candidates must comply with the *Local Government Act 1995* and the *Local Government (Elections) Regulations 1997* in disclosing electoral donations or 'gifts'. A candidate must disclose to the CEO information about any electoral or related gift with a value of \$200 or more that is promised or received within 6 months before election day.
- Requirements relating to the disclosure of electoral gifts are set out in the *Local Government (Elections) Regulations 1997*, particularly Part 5A.

### Self-assessment

The decision of whether to accept or reject a gift is at each individual's discretion. The appropriateness of the gift, including its potential impact on future decision making and community perception, should be considered before accepting.

To help with determining the appropriateness of a gift, a summary of the GIFT test<sup>1</sup> is provided below.

Consideration	Guidance
<b>G—Giver</b>	<b>Who is providing the gift, benefit or hospitality and what is their relationship to me?</b> My role requires me to vote on matters such as awarding tenders, determining development approvals, awarding grants and sponsorships, and determining policies. Could the person or organisation benefit from a decision I will make?
<b>I—Influence</b>	<b>Is the provider seeking to influence my decisions or actions?</b> Has the gift, benefit or hospitality been offered to me publicly or privately? Is it a courtesy, a token of appreciation or highly valuable? Does its timing coincide with a decision I am about to make?
<b>F—Favour</b>	<b>Is the provider seeking a favour in return for the gift, benefit or hospitality?</b> Has the gift, benefit or hospitality been offered honestly? Has the person or organisation made several offers over the last 12 months? Would accepting it create an obligation to return a favour by way of a decision before Council or advocating on the donor's behalf?
<b>T—Trust</b>	<b>Will public trust be enhanced or diminished?</b> Could you publicly explain the rationale for the gift?

### Tools and resources

City of Perth publications and resources

- Attain
- Declaring Gifts Protocol for elected members

Department of Local Government, Sports and Cultural Industries publications

- Electoral gifts and crowdfunding
- Rights and obligations in campaigning
- Local government operational guidelines:
  - Disclosure of gifts and disclosure of interests relating to gifts

Other external publications

- The Integrity Coordinating Group's Gifts, benefits and hospitality: A guide to good practice

<sup>1</sup>—Corruption and Crime Commission, Office of the Information Commissioner, Office of the Auditor General, Public Sector Commission, and Office of the Parliamentary Commissioner for Administrative Investigations 2016. *Gifts, benefits and hospitality: A guide to good practice* page 28. Accessed from <https://www.wa.gov.au/sites/default/files/2020-05/Gifts%20benefits%20and%20hospitality%20-%20A%20guide%20to%20good%20practice.pdf>

# Enforcing the Code

## Breaches

You are encouraged to refer any suspected breaches of the Code or rules of conduct to the CEO in writing – this is your code, and you have a role in upholding it and ensuring others adhere to it.

### Breaches of the Code

If you or any other person has reason to believe a council member, committee member or candidate has breached the enforceable provisions of this Code, the matter is to be referred to the CEO and will be dealt with by, by on behalf of, the local government. ~~The process for determining whether a breach of the Code has occurred and any sanctions arising therefrom are to be in line relevant Council policies.~~

### Breaches of the rules of conduct

Failure to act in accordance with the *City of Perth Standing Orders Local Law 2009* or the prescribed rules of conduct under the *Local Government (Rules of Conduct) Regulations 1996* may constitute a minor breach under the *Local Government Act 1995*.

If you or any other person has reason to believe a minor breach has occurred, the matter may be referred to the CEO by completing a minor breach form with all supporting evidence. Complaints of this nature may be forwarded to the Local Government Standards Panel (Standards Panel) for determination.

# Commitment to the Code

I, as an elected representative of the community charged with decision making for the City of Perth, am committed to undertaking the duties and responsibilities of my office by working together with my fellow Councillors in a respectful and constructive manner to achieve the goals and vision for our city.

I recognise the importance of acting in the highest standards of governance, and that it is essential to honest, accountable and effective government. My behaviour towards my colleagues, the community and the City's administration is critical to the teamwork required to be a successful and highly functioning public authority.

I acknowledge that I have been elected by the community to a position of significant responsibility with the expectation that I will act in accordance with accepted values of our society.

I also acknowledge that Council is committed to our principles of accountability, personal integrity, and effective relationships with others. These principles and associated obligations are set out in this Code. The Code is supported by specified protocols, policies and procedures which underpin the values and provide guidance for the implementation and management of elected member conduct.

As an elected representative of the City of Perth, I agree to:

- act in accordance with the principles of good governance and respectful conduct and associated obligations set out in the Code and legislation;
- provide civic leadership and contribute effectively to the interests and advancement of Council and its community;
- contribute to the strategic vision for Council;
- uphold the public trust in the office of Councillor by refraining from any action or behaviour that would bring Council into disrepute; and
- act in accordance with all my obligations to the best of my skill and judgment.

This Code sets out my commitment to my fellow elected members and the community to govern the City in a manner which accords with the expressed behaviours, standards and values.

This Code will be reviewed in accordance with relevant legislative obligations. Additionally, [at least once](#) every two years elected members will review this Code to ensure that it meets and continues to meet community standards and expectations.

By signing below, I declare to my fellow elected members and to the community that I have read, understood and will abide by this Code of Conduct.

---

Lord Mayor Basil Zempilas

---

Deputy Lord Mayor Sandy Anghie

---

Councillor Di Bain

---

Councillor Clyde Bevan

---

Councillor Brent Fleeton

---

Councillor Liam Gobbert

---

Councillor Rebecca Gordon

---

Councillor Viktor Ko

---

Councillor Catherine Lezer

---

**Witnessed by:**

Chief Executive Officer Michelle Reynolds



# Code of Conduct for Council Members, Committee Members and Candidates - Addendum

## Tools and resources

Living the Code section	Relevant tools and resources
1. Personal conduct	<p><u>City of Perth publications and local laws</u></p> <ul style="list-style-type: none"><li>• <a href="#">City of Perth Standing Orders Local Law 2009</a></li><li>• Corporate Governance Framework</li><li>• <a href="#">Reconciliation Action Plan</a></li><li>• <a href="#">Cultural Development Plan 2019 - 2029</a></li><li>• <a href="#">Disability Access and Inclusion Plan 2016 - 2020</a></li></ul> <p><u>Department of Local Government, Sports and Cultural Industries publications</u></p> <ul style="list-style-type: none"><li>• <a href="#">The role of a council member</a></li><li>• <a href="#">Council members responsibilities and rights</a></li><li>• <a href="#">Rights and obligations in campaigning</a></li><li>• Local government operational guidelines:<ul style="list-style-type: none"><li>○ <a href="#">Clarity in council motions</a></li><li>○ <a href="#">Council forums</a></li></ul></li></ul> <p><u>Other external tools and resources</u></p> <ul style="list-style-type: none"><li>• <a href="#">Equal Opportunity Commission fact sheets and other resources</a></li><li>• <a href="#">Fair Work Guide – Anti-bullying</a></li><li>• <a href="#">Australian Human Rights Commission – Rights and freedoms: right by right</a></li><li>• <a href="#">Racism. It Stops With Me</a></li><li>• <a href="#">Reconciliation Australia</a></li><li>• <a href="#">Corruption and Crime Commission resources</a></li><li>• <a href="#">Public Sector Commission</a><ul style="list-style-type: none"><li>○ <a href="#">Don't be afraid to speak up: Guide for disclosers</a></li></ul></li></ul>
2. Communications and leadership	<p><u>City of Perth publications</u></p> <ul style="list-style-type: none"><li>• <a href="#">Communications Protocol</a></li><li>• Corporate Governance Framework</li></ul> <p><u>Department of Local Government, Sports and Cultural Industries publications</u></p> <ul style="list-style-type: none"><li>• <a href="#">The role of a council member</a></li><li>• <a href="#">Running an election campaign</a></li></ul>

3. Improper use of resources	<p><u>Australian Public Service Commission</u></p> <ul style="list-style-type: none"> <li>• <a href="#">APS Values and Code of Conduct in practice, Section 7: Using Commonwealth resources</a></li> </ul>
4. Disclosure and management of information	<p><u>City of Perth publications</u></p> <ul style="list-style-type: none"> <li>• Recordkeeping Plan</li> <li>• <a href="#">Information Statement</a></li> </ul> <p><u>Department of Local Government, Sport and Cultural Industries publications</u></p> <ul style="list-style-type: none"> <li>• <a href="#">Council members responsibilities and rights</a></li> </ul> <p><u>State Records Office publications</u></p> <ul style="list-style-type: none"> <li>• <a href="#">Local Government Elected Members' Records: Which records to capture?</a></li> <li>• <a href="#">Local Government Elected Members' Records</a></li> <li>• <a href="#">Office of the Information Commissioner</a></li> </ul>
5. Conflicts and disclosures	<p><u>City of Perth publications and resources</u></p> <ul style="list-style-type: none"> <li>• <a href="#">Disclosure of Interest Form</a></li> <li>• <a href="#">Disclosure of Interest Protocol</a></li> </ul> <p><u>Department of Local Government, Sports and Cultural Industries publications</u></p> <ul style="list-style-type: none"> <li>• <a href="#">Electoral gifts and crowdfunding</a></li> <li>• <a href="#">Council members responsibilities and rights</a></li> <li>• <a href="#">Rights and obligations in campaigning</a></li> <li>• Local government operational guidelines: <ul style="list-style-type: none"> <li>○ <a href="#">Disclosure of financial interests in meetings</a></li> <li>○ <a href="#">Disclosure of gifts and disclosure of interests relating to gifts</a></li> <li>○ <a href="#">Disclosure of interests affecting impartiality</a></li> <li>○ <a href="#">Primary and annual returns</a></li> </ul> </li> </ul>
6. Gifts	<p><u>City of Perth publications and resources</u></p> <ul style="list-style-type: none"> <li>• <a href="#">Attain</a></li> <li>• <a href="#">Declaring Gifts Protocol for elected members</a></li> </ul> <p><u>Department of Local Government, Sports and Cultural Industries publications</u></p> <ul style="list-style-type: none"> <li>• <a href="#">Electoral gifts and crowdfunding</a></li> <li>• <a href="#">Rights and obligations in campaigning</a></li> <li>• Local government operational guidelines: <ul style="list-style-type: none"> <li>○ <a href="#">Disclosure of gifts and disclosure of interests relating to gifts</a></li> </ul> </li> </ul> <p><u>Other external publications</u></p> <ul style="list-style-type: none"> <li>• <a href="#">The Integrity Coordinating Group's Gifts, benefits and hospitality: A guide to good practice</a></li> </ul>

Western Australia

# Local Government (Model Code of Conduct) Regulations 2020

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## **Local Government (Model Code of Conduct) Regulations 2020**

Made by the Governor in Executive Council.

### **Part 1 — Preliminary**

#### **1. Citation**

These regulations are the *Local Government (Model Code of Conduct) Regulations 2020*.

#### **2. Commencement**

These regulations come into operation as follows —

- (a) Part 1 — on the day on which these regulations are published in the *Gazette*;
- (b) the rest of the regulations — on the day on which the *Local Government Legislation Amendment Act 2019* sections 48 to 51 come into operation.

## **Part 2 — Model code of conduct**

### **3.        Model code of conduct (Act s. 5.103(1))**

The model code of conduct for council members, committee members and candidates is set out in Schedule 1.

Consultation Draft

## **Part 3 — Repeal and consequential amendments**

### **Division 1 — Repeal**

**4.     *Local Government (Rules of Conduct) Regulations 2007*  
repealed**

The *Local Government (Rules of Conduct) Regulations 2007* are repealed.

### **Division 2 — Other regulations amended**

**5.     *Local Government (Administration) Regulations 1996*  
amended**

- (1) This regulation amends the *Local Government (Administration) Regulations 1996*.
- (2) Delete regulation 29(1)(baa).
- (3) After regulation 34C insert:

## **Part 9A — Minor breaches by council members**

**34D.    **Contravention of local law as to conduct**  
(Act s. 5.105(1)(b))**

- (1) In this regulation —  
*local law as to conduct* means a local law relating to the conduct of people at council or committee meetings.
- (2) The contravention of a local law as to conduct is a minor breach for the purposes of section 5.105(1)(b) of the Act.

**6. Local Government (Audit) Regulations 1996 amended**

- (1) This regulation amends the *Local Government (Audit) Regulations 1996*.
- (2) In regulation 13 in the Table:
- (a) under the heading “**Local Government Act 1995**” delete “s. 5.103” and insert:

s. 5.104

- (b) delete:

<b>Local Government (Rules of Conduct) Regulations 2007</b>		
r. 11		

**7. Local Government (Constitution) Regulations 1998 amended**

- (1) This regulation amends the *Local Government (Constitution) Regulations 1998*.
- (2) In Schedule 1 Form 7 delete “*Local Government (Rules of Conduct) Regulations 2007*.” and insert:

code of conduct adopted by the <sup>3</sup> ..... under section 5.104 of the *Local Government Act 1995*.



## **Schedule 1 — Model code of conduct**

[r. 3]

### **Division 1 — Preliminary provisions**

#### **1. Citation**

This is the *[insert name of local government] Code of Conduct for Council Members, Committee Members and Candidates*.

#### **2. Terms used**

- (1) In this code —

*Act* means the *Local Government Act 1995*;

*candidate* means a candidate for election as a council member;

*publish* includes to publish on a social media platform.

- (2) Other terms used in this code that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

### **Division 2 — General principles**

#### **3. Overview of Division**

This Division sets out general principles to guide the behaviour of council members, committee members and candidates.

#### **4. Personal integrity**

- (1) A council member, committee member or candidate should —

- (a) act with reasonable care and diligence; and
- (b) act with honesty and integrity; and
- (c) act lawfully; and
- (d) identify and appropriately manage any conflict of interest, including by the refusal of gifts that may give the appearance of a conflict of interest or an attempt to corruptly influence behaviour; and
- (e) avoid damage to the reputation of the local government.

- (2) A council member or committee member should —
- (a) act in accordance with the trust placed in council members and committee members; and
  - (b) participate in decision-making in an honest, fair, impartial and timely manner; and
  - (c) actively seek out and engage in training and development opportunities to improve the performance of their role; and
  - (d) attend and participate in briefings, workshops and training sessions provided or arranged by the local government in relation to the performance of their role.

**5. Relationships with others**

- (1) A council member, committee member or candidate should —
- (a) treat others with respect, courtesy and fairness; and
  - (b) respect and value diversity in the community.
- (2) A council member or committee member should maintain and contribute to a harmonious, safe and productive work environment.

**6. Accountability**

A council member or committee member should —

- (a) base decisions on relevant and factually correct information; and
- (b) make decisions on merit, in the public interest and in accordance with statutory obligations and principles of good governance and procedural fairness; and
- (c) read all agenda papers given to them in relation to council or committee meetings; and
- (d) be open and accountable to the public and represent all constituents.

### **Division 3 — Behaviour**

#### **7. Overview of Division**

This Division sets out —

- (a) requirements relating to the behaviour of council members, committee members and candidates; and
- (b) the mechanism for dealing with alleged breaches of those requirements.

#### **8. Personal integrity**

- (1) A council member, committee member or candidate —
  - (a) must ensure that their use of social media and other forms of communication complies with this code; and
  - (b) must only publish material that is factually correct.
- (2) A council member or committee member —
  - (a) must not be impaired by alcohol or drugs in the performance of their official duties; and
  - (b) must comply with all policies, procedures and resolutions of the local government.

#### **9. Relationships with others**

A council member, committee member or candidate —

- (a) must not bully or harass another person in any way; and
- (b) must deal with the media in a positive, informative and appropriate manner and in accordance with any relevant policy of the local government; and
- (c) must not use offensive or derogatory language when referring to another person; and
- (d) must not disparage the character of another council member, committee member or candidate or a local government employee in connection with the performance of their official duties; and
- (e) must not impute dishonest or unethical motives to another council member, committee member or candidate or a local

government employee in connection with the performance of their official duties; and

- (f) when attending a council or committee meeting —
  - (i) must not act in an abusive or threatening manner towards another person; and
  - (ii) must not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading; and
  - (iii) must not repeatedly disrupt the meeting; and
  - (iv) must comply with any requirements of a local law of the local government relating to the procedures and conduct of council or committee meetings; and
  - (v) must comply with any direction given by the person presiding at the meeting; and
  - (vi) must immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting;
- and
- (g) must direct to the CEO any request for a query or complaint to be dealt with, or other work or action to be undertaken, by a local government employee.

**10. Complaints about alleged breach**

- (1) A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this Division.
- (2) A complaint must be made —
  - (a) in writing in the form approved by the local government; and
  - (b) to a person authorised under subclause (3); and
  - (c) within 1 month after the occurrence of the alleged breach.
- (3) The local government must, in writing, authorise 1 or more persons to receive complaints made under subclause (1).

**11. Local government to deal with complaints**

- (1) After considering a complaint, the local government must, unless it dismisses the complaint under subclause (2), make a finding as to whether the alleged breach the subject of the complaint has occurred.
- (2) The local government must dismiss the complaint if it is satisfied that —
  - (a) the behaviour to which the complaint relates occurred at a council or committee meeting; and
  - (b) either —
    - (i) the behaviour was dealt with by the person presiding at the meeting; or
    - (ii) the person responsible for the behaviour has taken remedial action in accordance with a local law of the local government that deals with meeting procedures.
- (3) Before making a finding in relation to the complaint, the local government must give the person to whom the complaint relates a reasonable opportunity to be heard.
- (4) A finding that the alleged breach has occurred must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.
- (5) If the local government makes a finding that the alleged breach has occurred, the local government may —
  - (a) decide to take no further action; or
  - (b) in consultation with the person to whom the complaint relates, develop and implement a plan to address the person's behaviour.
- (6) A plan under subclause (5)(b) may include requirements for the person to participate in training, mediation or counselling or to take any other action the local government considers appropriate.
- (7) The local government must give written notice to the complainant and to the person to whom the complaint relates of —
  - (a) its finding in relation to the complaint under subclause (1) or its decision to dismiss the complaint under subclause (2); and
  - (b) its reasons for the finding or decision.

**12. Other provisions about complaints**

- (1) A complaint made under clause 10(1) about an alleged breach by a candidate cannot be dealt with by the local government unless the candidate has been elected as a council member.
- (2) The procedure for dealing with complaints made under clause 10(1) may be determined by the local government to the extent that it is not provided for in clause 11.

**Division 4 — Rules of conduct**

**13. Overview of Division**

- (1) This Division sets out rules of conduct for council members and candidates.
- (2) A reference in this Division to a council member includes a council member when acting as a committee member.

**14. Misuse of local government resources**

- (1) In this clause —  
*electoral purpose* means the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the Act, the *Electoral Act 1907* or the *Commonwealth Electoral Act 1918*;  
*resources of a local government* includes —
  - (a) local government property; and
  - (b) services provided, or paid for, by a local government.
- (2) A council member must not, directly or indirectly, use the resources of a local government for an electoral purpose or other purpose unless authorised under the Act, or by the local government or the CEO, to use the resources for that purpose.

**15. Securing personal advantage or disadvantaging others**

- (1) A council member must not make improper use of their office —
  - (a) to gain, directly or indirectly, an advantage for the council member or any other person; or

- (b) to cause detriment to the local government or any other person.

- (2) Subclause (1) does not apply to conduct that contravenes section 5.93 of the Act or *The Criminal Code* section 83.

**16. Prohibition against involvement in administration**

- (1) A council member must not undertake a task that contributes to the administration of the local government.
- (2) Subclause (1) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

**17. Relations with local government employees**

- (1) In this clause —  
*local government employee* means a person —
  - (a) employed by a local government under section 5.36(1) of the Act; or
  - (b) engaged by a local government under a contract for services.
- (2) A council member or candidate must not —
  - (a) direct or attempt to direct a local government employee to do or not to do anything in their capacity as a local government employee; or
  - (b) attempt to influence, by means of a threat or the promise of a reward, the conduct of a local government employee in their capacity as a local government employee; or
  - (c) act in an abusive or threatening manner towards a local government employee.
- (3) Subclause (2)(a) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.
- (4) If a council member or candidate, in their capacity as a council member or candidate, is attending a council or committee meeting or other organised event at which members of the public are present, the council member or candidate must not orally, in writing or by any other means —

- (a) make a statement that a local government employee is incompetent or dishonest; or
  - (b) use an offensive or objectionable expression when referring to a local government employee.
- (5) Subclause (4)(a) does not apply to conduct that is unlawful under *The Criminal Code* Chapter XXXV.

**18. Disclosure of information**

- (1) In this clause —
  - closed meeting** means a council or committee meeting, or a part of a council or committee meeting, that is closed to members of the public under section 5.23(2) of the Act;
  - confidential document** means a document marked by the CEO, or by a person authorised by the CEO, to clearly show that the information in the document is not to be disclosed;
  - document** includes a part of a document;
  - non-confidential document** means a document that is not a confidential document.
- (2) A council member must not disclose information that the council member —
  - (a) derived from a confidential document; or
  - (b) acquired at a closed meeting other than information derived from a non-confidential document.
- (3) Subclause (2) does not prevent a council member from disclosing information —
  - (a) at a closed meeting; or
  - (b) to the extent specified by the council and subject to such other conditions as the council determines; or
  - (c) that is already in the public domain; or
  - (d) to an officer of the Department; or
  - (e) to the Minister; or
  - (f) to a legal practitioner for the purpose of obtaining legal advice; or
  - (g) if the disclosure is required or permitted by law.



**19. Disclosure of interests**

- (1) In this clause —  
*interest* means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.
- (2) A council member who has an interest in any matter to be discussed at a council or committee meeting attended by the council member must disclose the nature of the interest —
- (a) in a written notice given to the CEO before the meeting; or
  - (b) at the meeting immediately before the matter is discussed.
- (3) Subclause (2) does not apply to an interest referred to in section 5.60 of the Act.
- (4) Subclause (2) does not apply if a council member fails to disclose an interest because the council member did not know —
- (a) that they had an interest in the matter; or
  - (b) that the matter in which they had an interest would be discussed at the meeting and the council member disclosed the interest as soon as possible after the discussion began.
- (5) If, under subclause (2)(a), a council member discloses an interest in a written notice given to the CEO before a meeting, then —
- (a) before the meeting the CEO must cause the notice to be given to the person who is to preside at the meeting; and
  - (b) at the meeting the person presiding must bring the notice and its contents to the attention of the persons present immediately before any matter to which the disclosure relates is discussed.
- (6) Subclause (7) applies in relation to an interest if —
- (a) under subclause (2)(b) or (4)(b) the interest is disclosed at a meeting; or
  - (b) under subclause (5)(b) notice of the interest is brought to the attention of the persons present at a meeting.

- (7) The nature of the interest must be recorded in the minutes of the meeting.

Clerk of the Executive Council

Consultation Draft



# Council Policy Manual

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## CP10.1 Code of Conduct

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### POLICY OBJECTIVE

The primary objective of this Code of Conduct is to set out the standards of ethical and professional behaviour expected of the City's Elected Members, External Members and Employees.

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## POLICY STATEMENT

### PART 1 - INTRODUCTION

#### 1.1 Application

This Code of Conduct applies to:

- Elected Members;
- External Members who are not Elected Members or Employees; and



# Council Policy Manual

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## CP 10.1 Code of Conduct

- Employees.

### 1.2 Definitions

In this Code:

**“CEO”** means the Chief Executive Officer of the City

**“City”** means the City of Perth

**“Clear intention”** in relation to a **“dealing in land”** occurs when an individual concerned either:

- a) accepts an offer; or
- b) makes an offer; or
- c) enters into any contract for a dealing in land.

**“Closely associated person”** has the meaning given in section 5.62 of the *Local Government Act 1995*

**“Committee”** means a committee established by the Council

**“Council”** means the council of the City

**“Dealing in land”** means, for the purposes of clause 3.1, a dealing of a person that involves:

- a) acquiring or selling real property;
- b) acquiring or selling a lease or other interest in real property; or
- c) a proposal to develop land or a building;

that is within the City, other than a dealing related to the person’s principal place of residence.

**“Designated Employee”** is defined in section 5.74 of the *Local Government Act 1995* (Act) to mean:

- a) the CEO;
- b) an employee, other than the CEO, to whom any power or duty has been delegated under Division 4 of the Act;
- c) an employee who is a member of a Committee comprising Council members and employees; or
- d) an employee nominated by the City to be a designated employee.

**“Elected Member”** means an elected member of the Council

**“Employee”** means an employee at the City of Perth including agency staff.

**“External Member”** means a member of a Committee who is not an Elected Member.



# Council Policy Manual

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## CP 10.1 Code of Conduct

“**Secondary Employment**” means any work, employment, or engagement in a business unconnected to an Employee’s role at the City of Perth.

### 1.3 Rules of Conduct

This Code must be read with the Rules of Conduct which are made under the *Local Government (Rules of Conduct) Regulations 2007* and apply to all elected members in Western Australia. The Rules of Conduct have their own enforcement regime. A breach by an Elected Member of a Rule of Conduct may be reported to the City’s Complaints Officer (the CEO). If so, it will be dealt with under Part 5, Division 9 of the *Local Government Act 1995*.

However, it is important to note that a breach, or suspected breach, of this Code of Conduct by an Elected Member can be the subject of a complaint to the Standards Panel.

### 1.4 Legislative Obligations

This Code is not a complete statement of the obligations that Elected Members, External Members and Employees must observe. Legislative obligations, such as those included in the *Local Government Act 1995* and its subsidiary legislation, must be complied with.

## PART 2 - VALUES AND ETHICAL PRINCIPLES

### 2.1 Values

These values establish the broad parameters within which Elected Members, External Members and Employees are expected to work in order to deliver the Council’s Strategic Plan. The City’s values are:

#### 1. Trust and Respect

- Be Honest
- Keep your promises
- Respect others
- Be fair
- Support each other
- Appreciate each others’ contributions
- Recognise that we are all different
- Share information and communicate openly

#### 2. Strive for excellence

- Do your best
- Be enthusiastic
- Be outcome-focussed
- Take ownership (be accountable and responsible)



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- Take pride

### 3. Be Creative

- Look for new ways
- Think laterally
- Seek opportunities
- Be flexible and adaptive
- Be receptive to ideas and feedback

## 2.2 Ethical principles

This Code of Conduct is also governed by three ethical principles - justice, respect for persons, and responsible care.

**Justice** A responsibility to:

- be fair and equitable in our treatment of others, not treating people as a means to an end;
- use and share power for the common good of both individuals and society; and
- avoid discrimination, abuse or exploitation of others.

**Respect for persons** A responsibility to:

- respect the rights of individuals and groups allowing them their opinion and their right to be different;
- enable and empower others to achieve their potential by promoting their physical, mental and social wellbeing; and
- encourage honest working relationships by being truthful and sincere when dealing with others.

**Responsible Care** A responsibility to:

- contribute to the wellbeing of individuals and society by exercising due diligence and a duty of care to others;
- treat others as they would like to be treated, doing good and not doing harm;
- uphold the rights of those who are unable to do so, advocating for others where required; and
- protect and responsibly manage the resources of the City of Perth.

## 2.3 Rules of Conduct Principles



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The following principles (set out in the *Local government (Rules of Conduct) Regulations 2007*) should be used to guide Elected Members, External Members and Employees in their conduct:

- (a) act with reasonable care and diligence;
- (b) act with honesty and integrity;
- (c) act lawfully;
- (d) avoid damage to the reputation of the local government;
- (e) be open and accountable to the public;
- (f) base decisions on relevant and factually correct information;
- (g) treat others with respect and fairness; and
- (h) not be impaired by mind affecting substances.

In carrying out their respective functions, Elected Members, External Members and Employees of the City will use their best endeavours to meet the needs of current and future generations through the integration of environmental protection, social advancement and economic prosperity.

Regulation 3 of the *Local Government (Rules of Conduct) Regulations 2007* sets out principles to guide the behaviour of Elected Members which includes the principles listed above. For the purposes of this Code, the guiding principles set out in the Rules of Conduct apply to Elected Members, External Members and Employees of the City.

## PART 3 - CONFLICT AND DISCLOSURE OF INTERESTS

### 3.1 Conflict of interests

Elected Members are bound by the provisions of the *Local Government (Rules of Conduct) Regulations 2007* and the *Local Government Act 1995* in relation to conflicts of interests and must comply with those provisions. Employees are bound by the provisions of the *Local Government Act 1995* and the provisions of this Code in relation to conflicts of interest and must comply with those provisions.

All Elected Members, External Members and Employees must ensure there is no actual or perceived conflict of interest between their personal interests and the impartial fulfilment of their public duties and functions.

In applying this principle, Elected Members, External Members, and Employees must:

- (a) familiarise themselves with the different types of interests that are regulated by legislation and this Code and the disclosure requirements that apply to them;
- (b) understand in what circumstances gifts, benefits and hospitality may be accepted or rejected in accordance with legislation, this Code and the City's policies and procedures;





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- (c) exercise diligence in identifying, and making timely disclosure of, any interests requiring disclosure as they perform their duties;
- (d) not engage in private work with or for any person or body with an interest in a proposed or current contract with the City, without first making written disclosure to the CEO. Elected Members, External Members and Employees undertaking private works shall under no circumstances use City equipment, premises, time, resources or consumables to conduct or undertake activities associated with private works;
- (e) lodge written notice with the CEO describing an intention to undertake a dealing in land which either occurs within the district or which may otherwise be in conflict with the City's functions. The notice must be received within 10 days of the individual concerned forming a clear intention to undertake a dealing in land. It is intended that the Elected Member, External Member, or Employee will be removed by the City from any City process related to that dealing and should act accordingly;
- (f) if they exercise a discretionary function, make written disclosure to the CEO before dealing with any matter where they have an interest that could affect, or could reasonably be perceived to affect, their impartiality. This includes interests arising from kinship, friendship, or membership of an association, and will disqualify themselves from dealing with the matter unless the CEO has authorised their continued involvement and there is no other prohibition under law or the Code which precludes their involvement. Where the CEO has authorised an Employee who has an actual or perceived conflict of interest in the matter to continue acting in some capacity, that Employee must follow all conditions and limitations that the CEO has placed on their involvement; and
- (g) if disclosure is required under any law or this Code, complete a disclosure form in writing and submit it to the CEO, or where the disclosure is by the CEO to the Director Corporate Services.

In addition, an Employee must:

- (h) refrain from partisan political activities associated with City of Perth local government elections which could cast doubt on their neutrality and impartiality in carrying out their public duties and functions. This does not include non-partisan activity such as work associated with the administration of a local government election; and
- (i) lodge a notice with Human Resources prior to undertaking any Secondary Employment. An Employee must not undertake secondary employment without CEO approval, or approval from Human Resources in line with the City's procedures. If an Employee is already undertaking secondary employment they must ensure a notice is lodged immediately.



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Employees should refer to **PR0026** in relation to lodging notices prior to undertaking Secondary Employment.

### 3.2 Financial and non-financial interests

Elected Members must comply with the laws governing financial interests, including the disclosure of financial interests, as set out in the *Local Government Act 1995*. Elected Members must also comply with the laws governing the disclosure of impartiality interests, as set out in the *Local Government (Rules of Conduct) Regulations 2007*.

External Members and Employees must comply with the laws governing financial interests, including the disclosure of financial interests, set out in the *Local Government Act 1995*. External Members and Employees must also comply with the rules governing the disclosure of impartiality interests, as set out in this Code, which are consistent with Part 6 of the *Local Government (Administration) Regulations 1996*.

The onus is on Elected Members, External Members and Employees to identify possible financial interests and other interests (such as proximity interests and non-financial interests), to determine whether an interest exists, what disclosure is required by this Code or applicable laws and whether any statutory exemption applies.

Sections 5.59-5.90 of the *Local Government Act 1995* establish the requirements for disclosure by Elected Members, External Members or Employees of financial interests, non-financial interests, indirect financial interests and proximity interests.

Section 5.60A of the Act states that a person has a financial interest in a matter if it is reasonable to expect that the matter will, if dealt with by the local government (or by an Employee, Elected Member, Council, or Committee of local government) in a particular way, result in a financial gain, loss, benefit or detriment for the person.

A financial interest may be direct or indirect. An indirect financial interest includes where a financial relationship exists between a relevant person and another person who requires a local government decision in relation to the matter.

A relevant person is also required to disclose (unless the matter is exempt) if a closely associated (as defined by section 5.62 of the Act) person has either a financial or proximity interest.

### 3.3 Proximity Interests

A proximity interests is defined by section 5.60B of the *Local Government Act 1995*. Elected Members, External Members and Employees, are bound by the disclosure requirements of the Act.



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Section 5.60B of the *Local Government Act 1995* states a person has a proximity interest if the matter concerns:

- (a) a proposed change to a planning scheme affecting land that adjoins the person's land; or
- (b) a proposed change to the zoning or use of land that adjoins the person's land; or
- (c) a proposed development (as defined in section 5.63(5)) of land that adjoins the person's land.

Land is considered to adjoin the person's land if it:

- (a) has a common boundary with the person's land; or
- (b) any part of the land is directly across a thoroughfare from the person's land.

The term land includes any land owned by the person or in which the person has any estate or interest.

### 3.4 Impartiality Interests

Elected Members are bound by the impartiality provisions of the *Local Government (Rules of Conduct) Regulations 2007*. This Code is intended to accurately reflect those provisions and Elected Members must also comply with the impartiality interest provisions contained within the Code.

External Members and Employees must comply with the impartiality interest provisions set out in this Code.

#### 3.4.1 Meaning of impartiality interest

For the purposes of this Code, an impartiality interest means:

"an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association" (see regulation 34(C)(1) of the *Local Government (Administration) Regulations 1996* and regulation 11(1) of the *Local Government (Rules of Conduct) Regulations 2007*).

An 'impartiality interest' does not include a 'financial interest' that is subject to the requirements of the *Local Government Act 1995*.

#### 3.4.2 Requirement to Disclose

An Elected Member, External Member or Employee who has an impartiality interest in any matter to be discussed at a Council or Committee meeting attended by that person must disclose the nature of the impartiality interest:

- (a) in a written notice given to the CEO before the meeting; or
- (b) at the meeting immediately before the matter is discussed.



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In addition, an External Member or Employee who has given, or will give, advice in respect of any matter to be discussed at a Council or Committee meeting not attended by the External Member or Employee must disclose the nature of any impartiality interest he or she has in the matter:

- (a) in a written notice given to the CEO before the meeting; or
- (b) at the time the advice is given.

An Elected Member, External Member or Employee is excused from the requirement to disclose an impartiality interest if the failure to disclose occurs because the person:

- (a) did not know he or she had an impartiality interest in the matter; or
- (b) did not know the matter in which he or she had an impartiality interest would be discussed at the meeting **and** the person discloses the nature of the impartiality interest as soon as possible after becoming aware of the discussion of that matter.

The disclosure of an impartiality interest does not necessarily affect the ability of the Elected Member or External Member to discuss or vote on the matter.

Where a verbal disclosure is made at a meeting without a prior written disclosure being made, a written disclosure form must be completed in relation to the impartiality interest disclosed. The completed disclosure form must be submitted as soon as practicable following the meeting.

### 3.4.3 Notice and Recording

Where an impartiality interest is disclosed in a written notice given to the CEO before a meeting, then:

- (c) before the meeting the CEO is to ensure that the notice is given to the person who is to preside at the meeting; and
- (d) at the meeting, the person presiding is to bring the notice and its contents to the attention of the persons present immediately before the matter to which the disclosure relates is discussed.

Where an impartiality interest is disclosed or brought to the attention of the persons present at a meeting, the nature of the impartiality interest must be recorded in the minutes of the meeting.

Regulation 11 of the *Local Government (Rules of Conduct) Regulations 2007* contains detailed provisions relating to the disclosure by Elected Members of impartiality interests.



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An Elected Member who does not comply with an impartiality 'interest provision' would be in breach of this regulation.

Employees and External Members who do not comply with an 'impartiality interest' provision would be in breach of this Code of Conduct.

### 3.5 Disclosure of Information in Returns

Elected Members and Designated Employees must provide primary and annual returns in accordance with the requirements of Division 6 of Part 5 of the *Local Government Act 1995*.

Employees should refer to City of Perth Procedure PR0934 Financial Interest in Returns – Primary and Annual Returns for further information and guidance on completing Returns.

## PART 4 - PERSONAL BENEFIT

### 4.1 Disclosure of Confidential Information

An Elected Member, External Member or Employee must not disclose to another person, unless it is required for the performance of their duties at the City, written or oral information that is provided to them, or obtained by them, in confidence or, in the case of a document, is marked by the CEO to be confidential.

Regulation 6 of the *Local Government (Rules of Conduct) Regulations 2007* also prohibits an Elected Member from disclosing confidential information, or information acquired at a closed meeting.

### 4.2 Improper use of information

An Elected Member, External Member or Employees must not make improper use of any information acquired in the performance by the person of any of his or her functions under the *Local Government Act 1995* or any other written law. Elected Members, External Members and Employees shall use discretion with information and avoid improperly causing harm or detriment to any person, organisation or the City.

Due discretion must be exercised by all those who have access to confidential or sensitive information. This applies not only to the proper disclosure of that information, but also to the appropriate measures to be taken to ensure that the security of the information is not compromised.



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Elected Members, External Members and Employees must not use information, whether assigned confidential status or not, to gain improper advantage for themselves or for any other person or body, or in ways which are inconsistent with their obligation to act impartially.

Section 5.93 of the *Local Government Act 1995* prohibits an Elected Member, External Member or Employee from making 'improper use of any information acquired in the performance by the person of any of his or her functions under this Act or any other written law:

- (a) to gain directly or indirectly an advantage for the person or any other persons; or
- (b) to cause detriment to the local government or any other person.

The penalty, on conviction, is a fine of \$10,000 or imprisonment for 2 years.

### 4.3 Improper Use of Position

An Elected Member, External Member or Employee must not make improper use of his or her office or position:

- (a) to gain directly or indirectly an advantage for him or her, or for any other person; or
- (b) to cause detriment to the City or any other person.

Regulation 7 of the *Local Government (Rules of Conduct) Regulations 2007* prohibits, in similar terms, the improper use by an Elected Member of his or her office.

### 4.4 Improper or undue influence

An Elected Member, External Member or Employee must not take advantage of his or her position to improperly influence any other person:

- (a) to gain directly or indirectly an advantage for him or her, or any other person; or
- (b) to cause detriment to the City or any other person.

Regulation 10(1) and (2) of the *Local Government (Rules of Conduct) Regulations 2007* prohibit an Elected Member from:

- (a) directing or attempting to direct a local government employee; or
- (b) attempting to influence, by means of a threat or the promise of a reward, the conduct of a local government employee.



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### 4.5 Gifts

#### 4.5.1 General

In general, an Elected Member, External Member or Employees must not seek or accept (either directly or indirectly) any immediate or future gift (including any financial benefit, reward, donation or hospitality) for themselves, or for any other person or body, as a result of their role with the City. In particular, an Employee must not accept any act of hospitality without prior approval of the CEO or a Director, as appropriate.

Despite the general prohibition against seeking or accepting gifts or acts of hospitality, an Elected Member, External Member or Employee may accept some types of gifts which are excluded from this Code's coverage.

For the purposes of this Code, a '**gift**' has the extended meaning set out in section 5.82(4) of the *Local Government Act 1995* and includes:

"any disposition of property, or the conferral of any other financial benefit, made by one person in favour of another otherwise than by will (whether with or without an instrument in writing), without consideration in money or money's worth passing from the person in whose favour it is made to the other, or with such consideration so passing if the consideration is not fully adequate, but does not include any financial or other contribution to travel."

However, a '**gift**' does not include a gift from a relative as defined in section 5.74(1) of the *Local Government Act 1995*.

An Elected Member, External Member or Employee, should carefully consider if the Act, regulations, or this Code requires disclosure of a gift or prohibits accepting it.

Nothing in this Code prevents a gift from being received on behalf of the City, where it is retained by the City.

#### 4.5.2 Prohibited gifts

An Elected Member, External Member or Employee must not accept a **prohibited gift** from a person who:

- (a) is undertaking or seeking to undertake an **activity involving a local government discretion**; or



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- (b) it is reasonable to believe is intending to undertake an **activity involving a local government discretion**.

For the purpose of this clause:

- (a) a **'prohibited gift'** means:
  - (i) a gift worth \$300 or more; or
  - (ii) a gift that is one of 2 or more gifts given to the Elected Member, External Member or Employee by the same person within a period of 6 months that are in total worth \$300 or more; and
- (b) **'activity involving a local government discretion'** is an activity:
  - (i) that cannot be undertaken without an authorisation from the City; or
  - (ii) by way of a commercial dealing with the City; and
- (c) a **'gift'** has the meaning set out in section 5.82(4) of the *Local Government Act 1995* but does not include:
  - (i) a gift from a relative as defined in section 5.74(1); or
  - (ii) a gift that must be disclosed under regulation 30B of the *Local Government (Elections) Regulations 1997*; or
  - (iii) a gift from a statutory authority, government instrumentality or non-profit association for professional training; or
  - (iv) a gift from WALGA, the Australian Local Government Association Limited (ABN 31 008 613 876) or the Local Government Managers Australia WA Division Incorporated (ABN 91 208 607 072).

Any gift valued at \$300 or more should be declined politely. If it is considered inappropriate to reject a gift worth \$300 or more (such as in the case of a gift from a foreign dignitary), the gift should be received on behalf of the City and provided to the CEO at the first possible opportunity. At the CEO's discretion, these gifts will be placed in an appropriate position within the City and/or registered in the City's memorabilia collection.

The value of a gift can be estimated if you believe its value is low. However, if it is believed its value approaches \$300, the precise value of the gift should be checked before accepting to ensure compliance with this Code.

It is also important to ensure that the full value of the gift is taken into account.

Regulation 12 of the *Local Government (Rules of Conduct) Regulations 2007* prohibits an Elected Member from accepting a prohibited gift.





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### 4.5.3 Notifiable gifts

An Elected Member, External Member or Employee may accept a **'notifiable gift'**. However, if he or she accepts a **notifiable gift** from a person who:

- (c) is undertaking or seeking to undertake an **activity involving a local government discretion**; or
- (d) it is reasonable to believe is intended to undertake **an activity involving a local government discretion**,

he or she must notify the CEO within 10 days of accepting the gift.

For the purposes of this clause:

- (a) a **'notifiable gift'** means
  - (i) a gift worth between \$50 and \$300; or
  - (ii) a gift that is one of two or more gifts given to an Elected Member, External Member or Employee by the same person within a period of six months that are in total worth between \$50 and \$300
- (b) **'activity involving a local government discretion'** has the same meaning as referred to in 4.5(2)(b) above.
- (c) a **'gift'** has the meaning set out in section 5.82(4) of the *Local Government Act 1995* but does not include:
  - (i) a gift from a relative as defined in section 5.74(1); or
  - (ii) a gift that must be disclosed under regulation 30B of the *Local Government (Elections) Regulations 1997*; or
  - (iii) a gift from a statutory authority, government instrumentality or non-profit association for professional training; or
  - (iv) a gift from WALGA, the Australian Local Government Association Limited (ABN 31 008 613 876) or the Local Government Managers Australia WA Division Incorporated (ABN 91 208 607 072).

The notification to the CEO of the acceptance of a **'notifiable gift'** must be in writing and must include:

- (a) the name of the person who gave the gift;



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- (b) the date on which the gift was accepted;
- (c) a description, and the estimated value, of the gift; and
- (d) the nature of the relationship between the person who is an Elected Member, External Member or Employee and the person who gave the gift.

Regulation 12 of the *Local Government (Rules of Conduct) Regulations 2007* contains similar requirements relating to the acceptance and notification of a 'notifiable gift' by an Elected Member.

### 4.5.4 Disclosure of Gifts

An Elected Members or Designated Employees must disclose, within 10 days of receipt, gifts valued at over \$200 (either as an individual gift or the total of two or more gifts received within a year period) except where they are exempt by section 5.82(2) of the *Local Government Act 1995*

The disclosure must be made in writing to the CEO and include:

- (a) a description of the gift;
- (b) the name and address of the person who made the gift;
- (c) the date on which the gift was received;
- (d) the estimated value of the gift at the time it was made; and
- (e) the nature of the relationship between the Elected Member or Employee and the person who made the gift.

### 4.5.5 Register of Notifiable gifts and Disclosed Gifts

The CEO must maintain a register of notifiable gifts and record any details of notifications given to comply with the disclosure requirements.

## 4.6 Travel Contribution

### 4.6.1 General

Elected Members and Employees must disclose, within 10 days of receipt, any financial or other contribution made towards any travel undertaken unless that contribution is exempt from disclosure under section 5.83(2) of the *Local Government Act 1995*

'travel' includes 'accommodation incidental to a journey' (as defined in section 5.83(4) of the *Local Government Act 1995*).



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**‘travel contribution’**, in relation to a person, means a financial or other contribution that has been made to any travel undertaken by the person.

A contribution to travel will be something that facilitates such a journey(s) and may include the following:

- Airline ticket price;
- Visa fees;
- Travel insurances;
- Accommodation; and
- Taxi costs.

Travel contribution does not need to be disclosed in the following cases:

- the contribution was made from Commonwealth, State or local government funds;
- the contribution was made by a ‘relative’ of the person (as defined in section 5.74(1) of the *Local Government Act 1995*);
- the contribution was made in the ordinary course of an occupation of the person which is not related to his or her duties as an Elected Member or Employee;
- the contribution was made by a political party of which the person was a member and the travel was undertaken for the purpose of political activity of the party, or to enable the person to represent the party. A political party is defined as a body or organization, whether incorporated or unincorporated, having as one of its objects or activities the promotion of the election to the Parliament of the Commonwealth or of the State of a candidate or candidates endorsed by it or by a body or organisation of which it forms part;
- the value of the contribution does not exceed the prescribed amount (\$200) or where there are multiple contributions from the same donor in a year, the aggregate value does not exceed \$200. The amount of a contribution (other than a financial contribution) is to be treated as being an amount equal to the value of the contribution at the time the contribution was made.

The disclosure must be made in writing to the CEO and include:

- (a) a description of the contribution;



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- (b) the name and address of the person who made the contribution;
- (c) the date on which the contribution was received;
- (d) the estimated value of the contribution at the time it was made;
- (e) the nature of the relationship between the relevant person and the person who made the contribution;
- (f) a description of the travel; and
- (g) the date of travel.

### 4.6.2 Third Party Travel Contributions

Any travel contribution from a third party related to the City of Perth or an individual's role (as an Employee, External Member or Committee Member) must be approved by Council prior to acceptance. The recipient must ensure the online third party travel register is updated with the details of their travel.

### 4.7 Disclosure of Election Campaign Contributions

All electoral candidates must comply with the *Local Government Act 1995* and the *Local Government (Elections) Regulations 1997* in disclosing electoral donations or 'gifts'. A candidate must disclose to the CEO information about any electoral or related gift with a value of \$200 or more that is promised or received within 6 months before the relevant election day.

Requirements relating to the disclosure of electoral gifts are set out in the *Local Government (Elections) Regulations 1997*, particularly Part 5A.

## PART 5 - CONDUCT OF ELECTED MEMBERS, EXTERNAL MEMBERS AND EMPLOYEES

### 5.1 Objectives

High standards of professional conduct are required of Elected Members, External Members and Employees, to ensure that a positive image of the City is conveyed when the City interacts with its stakeholders and the general public. The conduct displayed should encourage fair, equitable and lawful management and operation of the City.



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### 5.2 Personal Behaviour

An Elected Member, External Member or Employee must:

- (a) act, and be seen to act, properly and in accordance with the requirements of the law and City of Perth policies and procedures including the terms of this Code;
- (b) perform their duties impartially and in the best interests of the City uninfluenced by fear or favour;
- (c) act in good faith in the interests of the City and the community;
- (d) make no allegations which are improper or derogatory and refrain from any form of conduct, in the performance of their official or professional duties, which may cause any person unwarranted offence or embarrassment;
- (e) treat others with respects, courtesy, honesty and fairness, having regard for their interests, rights, safety and welfare;
- (f) be open and accountable to the public;
- (g) not harass or intimidate others in the conduct of the City's functions, duties or business;
- (h) make decisions that are based on relevant and factually correct information;
- (i) always act in accordance with their obligation of fidelity to the City and not publicly reflect adversely upon any decision of Council or Employees; and
- (j) be fit for work or any other duties associated with the role of the Elected Member, External Member or Employee.

Regulation 10(3) of the *Local Government (Rules of Conduct) Regulations 2007* prohibit an Elected Member from:

- (a) making a statement that a local government employee is incompetent or dishonest; or
- (b) using offensive or objectionable expressions in reference to a local government employee.

### 5.3 Honesty and Integrity

An Elected Member, External Member or Employee must:

- (a) observe the highest standards of honesty and integrity;
- (b) bring to the notice of the Lord Mayor any dishonesty or possible dishonesty on the part of the CEO;



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- (c) bring to the notice of the CEO any dishonesty or possible dishonesty on the part of any Elected Member, External Member or Employee (other than the CEO); and
- (d) be frank and honest in their official dealings with each other.

A notice under paragraph 5.3(b) or 5.3(c) must be given strict confidentiality and the City will give appropriate support to all parties during any investigation.

## 5.4 Performance of Duties

While on duty, an Employees must give their whole time and attention to the City's business and ensure that their work is carried out efficiently and effectively, so that their standard of work reflects favourably both on them and on the City.

In addition, an Employee must:

- (a) act within the limits of their delegations; and
- (b) ensure recommendations to Council or Committees of Council are made with due diligence and care taken in the collation and inclusion of relevant information.

An Elected Member or External Member must at all times exercise reasonable care and diligence in the performance of their duties, being consistent in their decision making but treating all matters on individual merits. Elected Members and External Members will be as informed as possible about the functions of the City and will treat all members of the community honestly and fairly. They shall ensure they are well informed on matters before Council by reading all agendas and reports provided.

The *Local Government Act 1995* limits the delegation of certain powers and duties from the local government to the Chief Executive Officer. The limits are detailed in section 5.43 of the Local Government Act.

## 5.5 Quasi-Judicial Role and Principles

### 5.5.1 Role

'Quasi-judicial' functions are those which involve the making of a decision by the Council or an Employee in the exercise of a discretionary power. The City performs quasi-judicial functions when



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deciding to approve or not approve applications for planning approval, and for other approvals, licences, consents and permits.

### 5.5.2 Principles

- (a) The community expects Elected Members, External Members and Employees to act in a quasi-judicial manner when exercising discretionary power. To act in a quasi-judicial manner, an Elected Member, External Member or Employee must apply the principles of natural justice and, without bias or conflict of interest, make decisions in a judicial manner based on:
  - (i) the law and Council policies as they exist; and
  - (ii) the facts and the merits of the case.
- (b) Applicants submitting approval documents may attempt to persuade individual Elected Members or Employees in favour of their proposals. An Elected Member, External Member or Employees must remain objective and deal with applicants or affected persons impartially.
- (c) Decisions must be made on sound legislative rationale and not based on small public interest groups that do not represent the wider community.
- (d) All Elected Members are to have equal access to relevant information and the opportunity to participate effectively throughout the decision making process.

### 5.5.3 Non-compliance

Non-compliance with quasi-judicial principles could result in Council decisions being invalidated. An Elected Member acting when biased and without disclosing an interest affecting impartiality, may breach regulation 11 of the *Local Government (Rules of Conduct) Regulations 2007*.

### 5.5.4 Procedures for Elected Members

- (a) When acting in a quasi-judicial role, an Elected Member must not actively gather information independent of the official process by canvassing, liaising or initiating site visits with an applicant or affected person.
- (b) If contacted by an applicant or an affected person, an Elected Members will:



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## CP 10.1 Code of Conduct

- (i) listen and endeavour to understand the reason for the applicant or affected person making contact;
  - (ii) advise the applicant or affected person of the role and principles of an Elected Member in the role of quasi-judicial decision maker [refer to clauses 5.5.1 and 5.5.2 above];
  - (iii) encourage the applicant or affected person to make their views known through the relevant formal City and statutory processes, such as through a Council Meeting Statement, Question Time, Deputations, public submission periods, in writing or direct to the City's administration; and
  - (iv) ensure that they do not commit their vote, or give an impression that they have committed their vote, on the matter. Elected Members may offer support or otherwise, but are obliged to consider all relevant facts and have regard to the debate at the meeting, prior to making their decision.
- (c) An Elected Member will contact the CEO if they believe a site visit would be beneficial or if they have been requested by an applicant or an affected person to visit a site. Where appropriate and if circumstances permit, a site visit shall be arranged to facilitate the opportunity for all Elected Members to attend as well as at least one Employee. Elected Members visiting sites shall ensure they comply with clause 5.5.2.
- (d) Where an applicant or affected person provides information to an Elected Member which is substantive to the decision making process, the Elected Member must communicate that information to all other Elected Members and the CEO prior to the meeting where a decision is proposed on the matter.
- (e) If an Elected Member believes that additional information is required to make an informed decision, such information must be sought in a written request to the CEO or obtained by resolution of Council.

Where requested, the CEO will consider requests for additional information in light of its relevancy to the decision and determine whether or not the information should be provided.

## 5.6 Binding Caucus Votes

Elected Members and External Members must not participate in binding caucus votes in relation to matters to be considered at a Council or Committee meeting.

A binding caucus vote is a process whereby a group of members are compelled by a threat of disciplinary or other adverse action, or by the promise of a reward or benefit, to comply with a predetermined position on a matter before the Council or Committee irrespective of the personal views of individual members of the group on the merits of the matter before the Council or Committee.





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This clause does not prohibit members from discussing a matter before the Council or Committee prior to considering the matter in question at a Council or Committee meeting or from voluntarily holding a shared view with other members on the merits of a matter.

### 5.7 Compliance with local laws and policies

An Elected Member, External Member or Employees must comply with the adopted local laws and policies of the City, whether or not they agree with or approve of them.

### 5.8 Management Practices

An Elected Member, External Member or Employee must comply with the City's management practices and administrative procedures, whether or not they agree with or approve of them.

### 5.9 Communication and Public Relations

All aspects of communication by Employees (including verbal, written, electronic or personal), involving the City's activities must be accurate, polite and professional, and in accordance with the City's policies and procedures.

As a representative of the community, an Elected Member needs to be not only responsive to community views, but to adequately communicate the attitudes and decisions of the Council. In doing so an Elected Member must abide by the Media Policy. An Employee is not permitted to make any comment to the media about any Council or City matter unless prior approval has been granted by the CEO.

### 5.10 Views during Public Consultation Period

An Elected Member, External Member or Employees:

- (a) must refrain from making public comment expressing a personal opinion which is biased, or may be perceived as biased or prejudging a matter whilst the matter is being advertised for public comment and/or is yet to be considered and determined by the Council;
- (b) may encourage members of the public to make a formal submission to the City.

The Lord Mayor and/or the CEO will take appropriate action (including issuing a statement to the media) correcting any misinformation or erroneous information which is in the public arena.



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### 5.11 Relationships between Elected Members and Employees

An effective Elected Member will work as part of the City's team with the CEO and other Elected Members, Members and Employees. That teamwork will occur only if Elected Members, Members and Employees have mutual respect for, and co-operate with, each other to achieve the City's corporate goals and implement the City's strategies. To achieve that position all parties need to understand each other's roles as specified in the Act and any relevant agreements.

To achieve this effectiveness in teamwork, all Elected Members must:

- (a) accept that their role is one of leadership, and not a management or administrative role;
- (b) refrain from criticising an Employee in a way that casts aspersions on their professional competence or credibility, except where that criticism is directed to the CEO in a confidential manner;
- (c) ensure that no restriction or undue influence is placed on the ability of an Employee to give professional advice to the Council;
- (d) undertake their day-to-day communications with the City directly through the CEO or relevant Director, unless the CEO has established a protocol for communications on particular matters to occur directly with specified Employees;
- (e) not direct or instruct an Employee other than that related to the administrative support roles when undertaking duties in support of the role as Elected Member; and
- (f) not undertake a task that contributes to the administration of the local government, unless the task is undertaken in relation to a meeting or the express authority of the Council or the CEO has been obtained prior to undertaking the task.

At the same time, Employees recognise that an Elected Members' views and opinions often reflect valid community viewpoints that should be considered in conjunction with professional opinion. Employees must therefore make every effort to assist Elected Members in the performance of their role, and to achieve the satisfactory resolution of issues that may arise in the performance of their role.

All Elected Members, External Members and Employees must acknowledge that the City of Perth is a safe workplace where everyone has a duty of care to ensure that bullying and other hazards to wellbeing do not occur. This duty of care should inform the behaviour and relations between all Elected Members, Members and Employees.

Regulations 9 and 10 of the *Local Government (Rules of Conduct) Regulations 2007* prohibit an Elected Member from:



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- (a) undertaking a task that contributes to the administration of the local government, unless authorised by the Council or by the CEO to undertake that task;
- (b) directing or attempting to direct a local government employee;
- (c) attempting to influence, by means of a threat or the promise of a reward, the conduct of a local government employee;
- (d) making a statement that a local government employee is incompetent or dishonest; or
- (e) using offensive or objectionable expressions in reference to a local government employee.

### 5.12 Appointments to External Organisations

An Elected Member, External Member or Employee representing the City on an external organisation is to ensure that they:

- (a) clearly understand the basis of their appointment;
- (b) provide regular reports on the activities of the organisation in accordance with the confidentiality requirements of that organisation; and
- (c) represent the City's interests on all matters relating to that organisation, while maintaining the confidentiality requirements of the City.

### 5.13 Defamation

Comments by an Elected Members or Employee at a meeting of the Council or Committee may be covered by qualified privilege against defamation. Qualified privilege does not apply where a comment is made maliciously, or without due regard for whether they represent the truth.

An Elected Member or Employee is able to rely on the defence of qualified privilege only while exercising the proper discharge of his or her duties, and doing so in the public interest.

An Elected Member, External Member or Employee may also be protected by the provisions of section 9.56(2) of the *Local Government Act 1995* in relation to all tort actions (including defamation). The provision applies to anything a person has, in good faith, done in the performance or purported performance of a function under the *Local Government Act 1995* or any other written law.

### 5.14 Dress Standards

The appearance and dress of Elected Members, External Members and Employees, whilst conducting City business, should be in accordance with the standards appropriate to their duties and the people with whom they are dealing.



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## CP 10.1 Code of Conduct

An Elected Member, External Member, or Employee is required to behave in a way that upholds the good reputation of the City, and as such they are required to dress professionally, reflecting pride in the City and respect for those that they deal with, particularly the public.

In some circumstances, Elected Members, External Members and Employees may be required to adopt a particular dress standard, which may include wearing a uniform, safety clothing or formal attire. Where such standards are required, they must be complied with.

Employees should refer to Organisational Policy OP8

### 5.15 Official Information

An Employee must:

- (a) maintain accurate and trustworthy records; and
- (b) ensure information is recorded accurately and in accordance with the City's recordkeeping policies and legislative requirements.

## PART 6 - Bullying and inappropriate behaviour

### 6.1 Bullying

Bullying is repeated unreasonable, inappropriate or aggressive behaviour that is directed towards an individual or group and creates a risk to health or safety. The City is committed to providing a safe work environment that is free from bullying and encourages the reporting of any evidence of bullying.

Bullying behaviour breaches this Code and is also prohibited by the *Occupational Safety and Health Act 1984* (in relation to conduct within a workplace or during the course of employment) and other legislation. Bullying includes both direct and indirect actions and both are in breach of this Code. An Elected Member, External Member or Employee must not engage in bullying.

It is important to note that bullying does not normally include management of an Employee (such as allocating tasks or providing performance feedback). Exceptions may apply to unreasonable management practices.

**Direct bullying** refers to obvious public acts. Examples include:

- o Physical or sexual assault;
- o Name calling or other abusive, offensive, frightening, or degrading language;
- o Beginning or spreading rumours; and
- o Teasing someone in an offensive manner or subjecting them to regular practical jokes.



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## CP 10.1 Code of Conduct

**Indirect bullying** refers to subtle, behaviour that undermines, treats less favourably or disempowers others. Examples include:

- o Ignoring or excluding a person;
- o Denying access to information or resources;
- o Preventing a person from expressing their opinion or ridiculing their contribution;
- o Setting tasks that are beyond or below a person's skill level.

Employees can refer to the following City of Perth procedures for further information and guidance in the resolution of bullying:

**PR0441** – Prevention and Management of Workplace Bullying Administrative Policy;

**PR0442** – Workplace Grievance Management and Resolution Procedure

**PR0020** – Employee Assistance Program (EAP) Procedure

## 6.2 Single Instances

To be considered bullying, repeated behaviour is required. However, while behaviour may not be considered bullying where it violates legislation, City Policies or Procedures, or other provisions in this Code it will still be considered a breach of the Code and will be treated accordingly.

## 6.3 Discrimination

Discrimination is dealt with by the *Equal Opportunity Act 1984* (and other legislation) and means treating someone less favourably than another, in circumstances that are the same (or are not materially different), on the basis of a ground such as race, sex, impairment, age, religious or political conviction, family status, pregnancy or gender history.

An Elected Member, External Member or Employee must not discriminate against or harass any person due to a discriminatory ground.

## PART 7 - DEALING WITH THE CITY'S PROPERTY

### 7.1 Use of Resources

An Elected Member, External Member or Employee must:

- (a) be honest in their use of the City's resources and must not misuse them or permit their misuse by any other person or body;



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## CP 10.1 Code of Conduct

- (b) use City's resources entrusted to them effectively and efficiently in the course of their duties;
- (c) ensure the City's resources are to be utilised only for a proper purpose. The City's resources must not be used in a manner that improperly causes direct or indirect personal gain or detriment to another;
- (d) not make unauthorised use of information and other intellectual property, produced or registered by Employees or external contractors for the City. The title to intellectual property in all official duties must be assigned to the City on its creation;
- (e) take due care when using resources to avoid any potential damage;
- (f) report immediately to management any damage to, or loss of, City property or equipment; and
- (g) ensure that the use and commitment of City resources and expenditure is in accordance with the City's policies and complies with applicable legislation.

Regulation 8 of the *Local Government (Rules of Conduct) Regulations 2007* prohibits an Elected Member from using the resources of a local government for electoral purposes, or for any other purpose, unless authorised under the *Local Government Act 1995* or by the Council or the CEO.

## 7.2 Reimbursement of Expenses

An Elected Member, External Member or Employee may claim for reimbursement of expenses only in accordance with the relevant policy.

## PART 8 - BREACHES AND MISCONDUCT

### 8.1 Reporting Breaches

A person may internally report a breach, or suspected breach, of this Code:

- (a) by an Elected Member, External Member or an Employee (other than the CEO) – to the CEO; or
- (b) by the CEO – to the Lord Mayor.

Each report of a breach is to be dealt with quickly and fairly in accordance with the principles of procedural fairness.



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## CP 10.1 Code of Conduct

As indicated earlier (at clause 1.3), the Rules of Conduct have their own enforcement regime. A breach by an Elected Member of a Rule of Conduct may be reported to the CEO. If so, it will be dealt with under Part 5, Division 9 of the *Local Government Act 1995*.

It is important to note that an alleged breach, or suspected breach, of this Code of Conduct by an Elected Member can be the subject of a complaint to the Standards Panel.

### 8.2 Internal Referral to Mediation

The CEO, may, in appropriate cases, refer an alleged breach of this Code relating to values or conduct (other than an alleged breach of any law) by an Elected Member to an independent mediator who will attempt to resolve the matter via a mediation process. For example, this may occur where mediation may assist in resolving an alleged case of rudeness.

If a matter is referred for mediation each party is to engage in the process in good faith.

### 8.3 Internally Reporting Misconduct

When an Elected Member, External Member or Employee believes or suspects that misconduct may occur, is occurring, or has occurred, he or she should report the matter to the CEO.

Alternatively, if the matter falls within the ambit of the *Public Interest Disclosure Act 2003*, the internal or external process for making a public interest disclosure may be followed.

The *Public Interest Disclosure Act 2003* facilitates the reporting of public interest information and provides protection for those who report this information under the Act.

The City:

- (a) does not tolerate corrupt or other improper conduct, including mismanagement of public resources, in the exercise of the public functions of the City, by its Elected Members, External Members, or Employees;
- (b) is committed to the aims and objectives of the *Public Interest Disclosure Act 2003*;
- (c) strongly supports disclosures being made by an Elected Member, External Member or Employee as to corrupt or other improper conduct;
- (d) will take all reasonable steps to provide protection for an Elected Member, External Member or Employee who makes a public interest disclosure from any detrimental action in reprisal for the making of a the disclosure; and



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## CP 10.1 Code of Conduct

- (e) does not tolerate any of its Elected Members, External Members, Employees or contractors engaging in acts of victimisation or reprisal against a person who makes a public interest disclosures.

Elected Members, External Members and Employees are encouraged to contact one of the City's nominated Public Interest Disclosure Officers to seek guidance on reporting misconduct, their disclosure, and to lodge completed Public Interest Disclosure forms.

A person who makes an appropriate disclosure of public interest information to the City's nominated Public Interest Disclosure Officer under section 5 of the *Public Interest Disclosure Act 2003*:

- (a) incurs no civil or criminal liability for doing so; and
- (b) is not, for doing so, liable:
  - (i) to any disciplinary action under a written law;
  - (ii) to be dismissed;
  - (iii) to have his or her services dispensed with or otherwise terminated; or
  - (iv) for any breach of duty of secrecy or confidentiality or any other restriction on disclosure (whether or not imposed by a written law) applicable to the person (section 13).

## 8.4 Externally Reporting Misconduct

All persons have the option to report a matter of misconduct directly to the Corruption and Crime Commission (CCC) or the Public Sector Commissioner (PSC) under the *Corruption and Crime, and Misconduct Act 2003*.

- (a) Any person may report to the CCC any matter which that person suspects, on reasonable grounds, concerns or may concern serious misconduct that:
  - (i) has or may have occurred; or
  - (ii) is or may be occurring; or
  - (iii) is or may be about to occur; or
  - (iv) is likely to occur.
- (b) Any person may report to the PSC any matter which that person suspects, on reasonable grounds, concerns or may concern minor misconduct that:
  - (i) has or may have occurred; or
  - (ii) is or may be occurring; or
  - (iii) is or may be about to occur; or





# Council Policy Manual

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## CP 10.1 Code of Conduct

- (iv) is likely to occur

A report directly to the CCC or the PSC may be made in several ways.

- (a) If you wish to personally report serious misconduct direct to the Corruption and Crime Commission, you can:
- (i) submit an online report on the CCC website ([www.ccc.wa.gov.au](http://www.ccc.wa.gov.au)); or
  - (ii) email [info@ccc.wa.gov.au](mailto:info@ccc.wa.gov.au); or
  - (iii) call 1800 803 186.
- (b) If you wish to personally report minor misconduct direct to the PSC, you can:
- (i) submit an online report on the PSC website ([publicsector.wa.gov.au](http://publicsector.wa.gov.au)); or
  - (ii) email [minormisconduct@psc.wa.gov.au](mailto:minormisconduct@psc.wa.gov.au); or
  - (iii) send a letter to Locked Bag 3002, WEST PERTH WA 6872; or
  - (iv) refer to the PSC website ([publicsector.wa.gov.au/conduct-integrity/minor-misconduct/reporting-minor-misconduct-psc](http://publicsector.wa.gov.au/conduct-integrity/minor-misconduct/reporting-minor-misconduct-psc)) for more options.

To get more information on serious misconduct reporting and processes, please refer to the CCC website ([www.ccc.wa.gov.au](http://www.ccc.wa.gov.au)) or call the CCC on: **(08) 9215 4888 or 1800 803 186**.

To get more information on minor misconduct reporting and processes, please refer to the PSC website ([publicsector.wa.gov.au/conduct-integrity/minor-misconduct](http://publicsector.wa.gov.au/conduct-integrity/minor-misconduct)) or call the PSC on: **(08) 6552 8888**.

## 8.5 CEO Obligation to Report Misconduct

The CEO has a statutory obligation to report to the Corruption and Crime Commission:

- (a) any allegation of serious misconduct; or
- (b) any situation that otherwise comes to his or her attention involving serious misconduct,

where the CEO considers on reasonable grounds that serious misconduct may have occurred.

The CEO has a statutory obligation to report to the Public Sector Commissioner:

- (c) any allegation of minor misconduct; or
- (d) any situation that otherwise comes to his or her attention involving minor misconduct,



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## CP 10.1 Code of Conduct

but not minor misconduct by an Elected Member.

*Note: For these purposes, 'misconduct,' 'minor misconduct,' and 'serious misconduct' are defined in section 4, and the definitions section, of the Corruption, Crime and Misconduct Act 2003.*

### *Corruption, Crime and Misconduct Act 2003 – section 4*

Misconduct occurs if —

- (a) a public officer corruptly acts or corruptly fails to act in the performance of the functions of the public officer's office or employment; or
- (b) a public officer corruptly takes advantage of the public officer's office or employment as a public officer to obtain a benefit for himself or herself or for another person or to cause a detriment to any person; or
- (c) a public officer whilst acting or purporting to act in his or her official capacity, commits an offence punishable by 2 or more years' imprisonment; or
- (d) a public officer engages in conduct that —
  - (i) adversely affects, or could adversely affect, directly or indirectly, the honest or impartial performance of the functions of a public authority or public officer whether or not the public officer was acting in their public officer capacity at the time of engaging in the conduct; or
  - (ii) constitutes or involves the performance of his or her functions in a manner that is not honest or impartial; or
  - (iii) constitutes or involves a breach of the trust placed in the public officer by reason of his or her office or employment as a public officer; or
  - (iv) involves the misuse of information or material that the public officer has acquired in connection with his or her functions as a public officer, whether the misuse is for the benefit of the public officer or the benefit or detriment of another person, and constitutes or could constitute —
- (vi) a disciplinary offence providing reasonable grounds for the termination of a person's office or employment as a public service officer under the *Public Sector Management Act 1994* (whether or not the public officer to whom the allegation relates is a public service officer or is a person whose office or employment could be terminated on the grounds of such conduct).



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## CP 10.1 Code of Conduct

**minor misconduct means:** misconduct of a kind described in section 4(d) that is not any of the following —

- (a) police misconduct;
- (b) conduct engaged in by a member of a House of Parliament or the Clerk of a House of Parliament;
- (c) conduct engaged in by —
  - (i) a member of a local government or council of a local government; or
  - (ii) a member of a council of a regional local government;

**serious misconduct means:**

- (a) misconduct of a kind described in section 4(a), (b) or (c) by a public officer; or
- (b) police misconduct;

### Document Control Box

#### Document Responsibilities:

<b>Custodian:</b>	Manager Governance	<b>Custodian Unit:</b>	Governance
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<b>Decision Maker:</b>	Council
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#### Compliance Requirements:

<b>Legislation:</b>	<i>Local Government Act 1995</i> Part 5, Division 6, Division 7 and Division 9 <i>Local Government (Administration) Regulations 1996</i> <i>Local Government (Rules of Conduct) Regulations 2007</i> <i>Corruption, Crime, and Misconduct Act 2003</i> <i>Public Interest Disclosure Act 2003</i>
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<b>Industry:</b>	Department of Local Government & Regional Development Guideline No. 12 Elected Member Relationship with Developers WA Local Government Association – Model Code of Conduct Public Sector Commission – Developing a Code of Conduct
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<b>Organisational:</b>	Gift Declaration Process and Forms Disclosure of Interest Forms
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#### Document Management:

<b>Risk Rating:</b>	Medium	<b>Review Frequency:</b>	Two years	<b>Next Due:</b>	2019	<b>TRIM Ref:</b>	75522/04
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Version #	Decision Reference:	Synopsis:
1.	Council 15/10/90	Previous Policy No. CS29
2.	Council 10/06/97	
3.	Council 23/10/01	
4.	Council 11/02/03	
5.	Council 11/05/04	
6.	Council 19/02/08	
7.	Council 27/01/10	
8.	Council 06/06/17	
9.	Administrative Amendment 03/09/18	Reference to Procedure PR0934 Financial Interests in Returns – Primary and Annual Return included in 3.5



# Council Policy Manual

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## CP1.9 Media Policy - Media Statements, Press Releases and Social Media

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### POLICY OBJECTIVE

To provide the Lord Mayor and the Council with a professional internal/external public relations service to ensure that the Council's decisions and activities are accurately and fully advised to the media and reinforce that the Lord Mayor is the authorised spokesperson of the City of Perth as prescribed in legislation.

This policy outlines the protocols and obligations for City of Perth Elected Members when using social media and applies to all social media accounts managed by an Elected Member, regardless of whether the account states the person is an Elected Member of the City of Perth or not.

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### POLICY STATEMENT

#### Media Statements & Press Releases

The Council's policy on delivery, content and availability of press releases and media statements is as follows:-

1. The Lord Mayor, or in his/her absence the Deputy Lord Mayor or the Chief Executive Officer, are the only persons authorised to provide comment to members of the media on behalf of Council and the City of Perth.
2. Elected Members may make their own personal position known about any matter, which is pertinent to the business of the City, including Council decisions provided that it cannot be construed to be a statement on behalf of the Council.
3. Elected Members will refrain from making personal statements to the media without clearly prefacing such remarks that they are personal views and not those of the Council;
4. There shall not be any adverse reflection on Elected Members, External Members, Employees or a Council/Committee decision.
5. All Elected Members of the Council shall be able to inspect and/or obtain a copy of any press release so filed, at any time.
6. Media statements and press releases must not include information of an electioneering or personal promotional purpose.



# Council Policy Manual

## CP 1.9 Media Policy - Media Statements, Press Releases and Social Media

7. Press releases will be made available to Elected Members and the general public by publishing on the City's website on the day of release.

### Social Media

Elected Members when using personal social media must:

- Expressly state on all social media platforms that the views stated are their own and are not those of the City of Perth or the Council;
- Not disclose confidential information;
- Ensure that all content published is accurate and not misleading and complies with all relevant City policies and legislative requirements;
- Not adversely reflect on Elected Members, External Members, Employees or a Council/Committee decision;
- Adhere to the guidelines of the relevant social media platform/website, as well as copyright, privacy, defamation, contempt of court, discrimination, harassment and other applicable law.

**Notes:** The Media Unit does not respond to questions on behalf of Elected Members, or Employees in their personal capacity. The role of the Media Unit is to represent the City of Perth as a whole.

This Policy should be read in conjunction with the Elected Member Code of Conduct and any breach of this Policy may also be considered a breach of the City of Perth Code of Conduct.

Document Control Box									
Document Responsibilities:									
Custodian:	Corporate Communications				Custodian Unit:	Corporate Communications			
Decision Maker:		Council							
Compliance Requirements:									
Legislation:		2.8(1)(d) and 2.10 (c) of the Local Government Act 1995							
Industry:									
Organisational:		PR0275							
Document Management:									
Risk Rating:		High	Review Frequency:		Annual	Next Due:		2018	TRIM Ref: P1007039
Version #	Decision Reference:			Synopsis:					
1.	11/12/89 (1437/89)			Previous Policy No. F23, ST7, ST4					
2.	20/08/90 (1202/90)								



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## CP 1.9 Media Policy - Media Statements, Press Releases and Social Media

3.	28/04/98 (353/98)	
4.	30/01/07 (72/07)	
5.	04/07/17 (13.10)	
6.	15/11/18 (emails)	GOV confirm change of custodian unit



# Council Policy Manual

## CP10.4 ELECTED MEMBERS – ADMINISTRATIVE SUPPORT

### POLICY OBJECTIVE

To establish parameters for Elected Members to follow when seeking advice or action on an issue.

### POLICY STATEMENT

Enquiries and complaints regarding service delivery and requests for work to be undertaken are to be directed to the Chief Executive Officer or responsible Director in the first instance. If the Director is unavailable approaches may be made to Section Managers, but no requests should be made to other staff.

Complaints in relation to staff are to be directed to the Chief Executive Officer who may require the complaint to be in writing.

Document Control Box							
Document Responsibilities:							
Custodian:		Custodian Unit:		Executive Services			
Decision Maker:							
Compliance Requirements:							
Legislation:							
Industry:							
Organisational:							
Document Management:							
Risk Rating:		Review Frequency:		Next Due:		TRIM Ref:	P1013568
Version #	Decision Reference:	Synopsis:					
1.	04/04/95	Previous Policy No. CS26, CS9					
2.	25/04/98 (353/98)	.					
3.	01/02/11 (33/11)						

# Council Policy Manual

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## CP10.15 CARETAKER POLICY – CITY OF PERTH ELECTIONS

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### POLICY OBJECTIVE

The primary objective of this Caretaker Policy is to avoid the Council of the City of Perth making major decisions, prior to an election, that would bind an incoming Council, prevent the use of public resources in ways that are seen as advantageous or disadvantageous to, or promoting, sitting Elected Members who are seeking re-election or new candidates, and recognising the requirement for the City of Perth administration to act impartially in relation to all candidates.

This Policy applies during a ‘Caretaker Period’ (see below for a definition) to cover:

- a. decisions that are made by the Council;
- b. materials published by the City;
- c. attendance and participation in functions and events;
- d. use of the City’s resources;
- e. access to information held by the City.

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### POLICY STATEMENT

#### 1. INTRODUCTION

##### 1.1 Objective

The primary objective of this Caretaker Policy is to avoid the Council of the City of Perth making major decisions, prior to an election, that would bind an incoming Council, prevent the use of public resources in ways that are seen as advantageous or disadvantageous to, or promoting, sitting Elected Members who are seeking re-election or new candidates, and recognising the requirement for the City of Perth administration to act impartially in relation to all candidates.

This Policy applies during a ‘Caretaker Period’ (see below for a definition) to cover:

- a. decisions that are made by the Council;
- b. materials published by the City;
- c. attendance and participation in functions and events;
- d. use of the City’s resources;
- e. access to information held by the City.





# Council Policy Manual

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## CP10.15 Caretaker Policy – City of Perth Elections

### 1.2 Application

This Caretaker Policy applies to Elected Members and employees of the City of Perth.

Whilst electoral candidates that are not sitting Elected Members cannot be compelled to comply with a policy of the Council, such candidates will be made aware of the Caretaker Policy and encouraged to cooperate with its implementation.

### 1.3 Definitions

**‘Caretaker Period’** means the period of time when the caretaker practices are in place prior to the election. The caretaker practices will apply from the close of nominations (37 days prior to the Election Day – Section 4.49 (a) of the Local Government Act 1995) until 6.00pm on Election Day.

**‘Election Day’** means the day fixed under the Local Government Act 1995 for the holding of any poll needed for an election but excludes an extraordinary election other than an extraordinary election to elect a new Lord Mayor

**‘Electoral Material’** means any advertisement, handbill, pamphlet, notice, letter or article that is intended or calculated to affect the result in an election but does not include:

- a. An advertisement in a newspaper announcing the holding of a meeting (Section 4.87 (3) of the *Local Government Act 1995*).
- b. Any materials exempted under Regulation 78 of the *Local Government (Elections) Regulations 1997*.
- c. Any materials produced by the City relating to the election process by way of information, education or publicity, or materials produced by or on behalf of the Returning Officer for the purposes of conducting an election.



# Council Policy Manual

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## CP10.15 Caretaker Policy – City of Perth Elections

**‘Extraordinary Circumstances’** means a situation that requires a major policy decision of the Council because:

- a. in the CEO’s opinion, the urgency of the issue is such that it cannot wait until after the election;
- b. of the possibility of legal and/or financial repercussions if a decision is deferred; or
- c. in the CEO’s opinion, it is in the best interests of the Council and/or the City of Perth for the decision to be made as soon as possible.

**‘Major Policy Decision’** means any:

- a. Decisions relating to the employment, termination or remuneration of the CEO or any other designated senior officer, other than a decision to appoint an Acting CEO, or suspend the current CEO (in accordance with the terms of their contract), pending the election.
- b. Decisions relating to the City entering into a sponsorship arrangement with a total City contribution that would constitute substantial expenditure unless that sponsorship arrangement has previously been granted “in principle” support by the Council and sufficient funds have been included in the Council’s annual budget to support the project.
- c. Decisions relating to the City entering into a commercial enterprise as defined by Section 3.59 of the *Local Government Act 1995*.
- d. Decisions that would commit the City to substantial expenditure or actions that, in the CEO’s opinion, are significant, such as that which might be brought about through a Notice of Motion by an Elected Member.
- e. Decisions that, in the CEO’s opinion, will have a significant impact on the City of Perth or the community.
- f. Reports requested or initiated by an Elected Member, candidate or member of the public that, in the CEO’s opinion could, be perceived within the general community as an electoral issue and has the potential to call into question whether decisions are soundly based and in the best interests of the community.

**‘Public Consultation’** means a process which involves an invitation to individuals, groups or organisations or the community generally to comment on an issue, proposed action or proposed policy but does not include consultation required to be undertaken in order to comply with a written law.



# Council Policy Manual

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## CP10.15 Caretaker Policy – City of Perth Elections

**‘Substantial Expenditure’** means expenditure that exceeds 0.1% of the City’s annual budgeted revenue (inclusive of GST) in the relevant financial year.

### 1.4 Scheduling Consideration of Major Policy Decisions

So far as is reasonably practicable, the CEO should avoid scheduling major policy decisions for consideration during a Caretaker Period, and instead ensure that such decisions are either:

- a. considered by the Council prior to the Caretaker Period; or
- b. scheduled for determination by the incoming Council.

Where extraordinary circumstances prevail, the CEO may submit a major policy decision to the Council (refer to Part 3).

### 1.5 Decisions Made Prior to a Caretaker Period

This Policy only applies to decisions made during a Caretaker Period, not the announcement of decisions made prior to the Caretaker Period. Whilst announcements of earlier decisions may be made during a Caretaker Period, as far as practicable any such announcements should be made before the Caretaker Period begins or after it has concluded.

## 2. IMPLEMENTATION OF CARETAKER PRACTICES

### 2.1 Role of the CEO in Implementing Caretaker Practices

The role of the CEO in implementing the caretaker practices outlined in this policy is as follows:

- a. The CEO will ensure as far as possible, that all Elected Members and staff are aware of the Caretaker Policy and practices at least 30 days prior to the start of the Caretaker Period.
- b. The CEO will ensure that all candidates in an election are aware of the City’s voluntary ‘Candidate Code of Conduct’ upon acceptance of their nomination.
- c. The CEO will ensure, as far as possible, that any major policy or significant decisions required to be made by the Council are scheduled for Council resolution prior to the Caretaker Period or deferred where possible for determination by the incoming Council.



# Council Policy Manual

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## CP10.15 Caretaker Policy – City of Perth Elections

- d. The CEO will endeavour to make sure all announcements regarding decisions made by the Council, prior to the Caretaker Period, are publicised prior to the Caretaker Period.
- e. The CEO will provide guidelines for all relevant staff on the role and responsibilities of staff in the implementation of this policy.

### 3. EXTRAORDINARY CIRCUMSTANCES REQUIRING EXEMPTION

#### 3.1 Extraordinary Circumstances

Despite clause 1.4, the CEO may, where extraordinary circumstances exist, permit a matter defined as a 'major policy decision' to be submitted to the Council for determination during the Caretaker Period.

#### 3.2 Appointment or Removal of The CEO

Whilst part 1.3 above establishes that a CEO may not be appointed or dismissed during a Caretaker Period, the Council may, where the substantive officer is on leave, appoint an Acting CEO, or in the case of an emergency, suspend the current CEO (in accordance with the terms of their contract) and appoint a person to act in the position of CEO, pending the election, after which date a permanent decision can be made.

### 4. CARETAKER STATEMENT

To assist the Council to comply with its commitment to appropriate decision making during the Caretaker Period, a Caretaker Statement will be included in each report submitted to the Council where the Council's decision would, or could, be a Major Policy Decision. The Caretaker Statement will state:

"The decision the Council may make in relation to this item could constitute a 'Major Policy Decision' within the context of the City of Perth Caretaker Policy, however, an exemption should be made because, (insert the circumstances for making the exemption)".



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## CP10.15 Caretaker Policy – City of Perth Elections

### 5. CITY OF PERTH PUBLICATIONS

#### 5.1 City of Perth Website

During the Caretaker Period the City's website will not contain any material which is precluded by this policy. Any references to the election will only relate to the election process. Information about Elected Members will be restricted to names, contact details, titles, membership of special committees and other bodies to which they have been appointed to by the Council.

### 6. PUBLIC CONSULTATION DURING THE CARETAKER PERIOD

#### 6.1 Prohibition

It is prohibited under this policy for public consultation to be undertaken during the Caretaker Period (either new consultation or existing) on an issue which, in the CEO's opinion, could be perceived as intended or calculated to affect the result of an election, unless authorised by the CEO.

This Policy does not prevent any mandatory public consultation required by the *Local Government Act 1995* or any other relevant Act which is required to be undertaken to enable the City to fulfil its functions.

#### 6.2 Approval for Public Consultation

Given the prohibition under Part 6.1 of this policy, the Council should not commission or approve any public consultation where it is likely that such consultation will continue into the Caretaker Period.

Where public consultation is approved to occur during the Caretaker Period, the results of that consultation will not be reported to the Council until after the Caretaker Period, except where otherwise approved by the CEO or necessary for the performance of the City's functions as prescribed in the *Local Government Act 1995* or any other relevant Act.

### 7. ATTENDANCE AND PARTICIPATION AT EVENTS/FUNCTIONS



# Council Policy Manual

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## CP10.15 Caretaker Policy – City of Perth Elections

### 7.1 Public Events Hosted by External Bodies

Elected Members may continue to attend events and functions hosted by external bodies during the Caretaker Period.

### 7.2 City of Perth Organised Civic Events/Functions

Events and/or functions organised by the City and held during the Caretaker Period will be limited to only those that the CEO considers essential to the operation of the City, and should not in any way be associated with any issues that in the CEO's opinion, are considered relevant to, or likely to influence the outcome of, an election.

All known candidates are to be invited to civic events/functions organised by the City during the Caretaker Period.

### 7.3 Addresses by Elected Members

Excluding the Lord Mayor and Deputy Lord Mayor fulfilling their functions as prescribed by sections 2.8 and 2.9 of the *Local Government Act 1995*, respectively, Elected Members that are also candidates should not, without the prior approval of the CEO, be permitted to make speeches or addresses at events/functions organised or sponsored by the City during the Caretaker Period.

## 8. THE USE OF CITY OF PERTH RESOURCES

The City's Code of Conduct and the *Local Government (Rules of Conduct) Regulations 2007* provide that the City's resources are only to be utilised for authorised activities (for example - no use of employees for personal tasks or no use of equipment, stationery, or hospitality for non-Council business). This includes the use of resources for electoral purposes. It should be noted that the prohibition on the use of the City's resources for electoral purposes is not restricted to the Caretaker Period.

The City's staff must not be asked to undertake any tasks connected directly or indirectly with an election campaign and should avoid assisting Elected Members in ways that could create a perception that they are being used for electoral purposes. In



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## **CP10.15 Caretaker Policy – City of Perth Elections**

any circumstances where the use of City resources might be construed as being related to a candidate's election campaign, advice is to be sought from the CEO.

### **9. ACCESS TO COUNCIL INFORMATION AND ASSISTANCE**

#### **9.1 Electoral Information and Assistance**

All candidates will have equal rights to access public information, such as the electoral rolls (draft or past rolls), monthly enrolment details, and information relevant to their election campaigns from the City administration.

Any assistance and advice provided to candidates as part of the conduct of the Council election will be provided equally to all candidates.

#### **9.2 Media Advice**

Any requests for media advice or assistance from Elected Members during the Caretaker Period will be referred to the CEO. No media advice will be provided in relation to election issues or in regard to publicity that involves specific Elected Members. If satisfied that advice sought by an Elected Member during the Caretaker Period does not relate to the election or publicity involving any specific Elected Member(s), the CEO may authorise the provision of a response to such a request.

#### **9.3 Publicity Campaigns**

During the Caretaker Period, publicity campaigns, other than for the purpose of conducting (and promoting) the election will be avoided wherever possible. Where a publicity campaign is deemed necessary for a City activity, it must be approved by the CEO. In any event, the City's publicity during the Caretaker Period will be restricted to communicating normal City activities and initiatives.

#### **9.4 Media Attention**

Elected Members will not use or access City staff or resources to gain media attention in support of their or any other candidate's election campaign.



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## CP10.15 Caretaker Policy – City of Perth Elections

### 9.5 Election Process Enquiries

All election process enquiries from candidates, whether current Elected Members or not, will be directed to the Returning Officer or, where the matter is outside of the responsibilities of the Returning Officer, to the CEO.

Document Control Box									
Document Responsibilities:									
Custodian:	Manager Governance				Custodian Unit:	Governance			
Decision Maker:		Council / CEO							
Compliance Requirements:									
Legislation:									
Industry:									
Organisational:									
Document Management:									
Risk Rating:			Review Frequency:			Next Due:			TRIM Ref: P1010528
Version #	Decision Reference:			Synopsis:					
1.	OCM 22/04/08 (237/08)			Original					
2.	OCM 27/01/10 (34/10)			Amended.					
3.									



## 16.4 Proposed Council Policy – Attendance at Events

Responsible Officer	Michelle Reynolds, Chief Executive Officer
Voting Requirement	Absolute Majority
Attachments	Attachment 16.4A – Proposed Council Policy – Attendance at Events Discussion Paper Attachment 16.4B – Proposed Council Policy – Attendance at Events Policy Attachment 16.4C – Council Policy – Council of Capital City Lord Mayors – Attendance Attachment 16.4D – Council Policy – World Energy Cities Partnership – Attendance at Meetings

### Purpose

To present the proposed Council Policy – Attendance at Events to be adopted at Council.

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### Recommendation from the Policy Committee

That Council:

1. ADOPTS the proposed Council Policy – Attendance at Events
  2. REVOKES Council Policy – Council of Capital City Lord Mayors – Attendance Council
  3. REVOKES Council Policy – World Energy Cities Partnership – Attendance at Meetings
-

## Background

1. On 27 June 2019, the *Local Government Legislation Amendment Act 2019* (the Act), was passed by the Western Australian Parliament, coming into effect on 6 July 2019. The Act included several amendments including the requirement for local governments to have a Council policy for Council members and the Chief Executive Officer to represent their local government at events.
2. To respond to this legislative amendment, the City has researched several approaches identified in a discussion paper (Attachment 16.4A) and provides a proposed Council Policy – Attendance at Events Policy (Attachment 16.4B) for consideration.

## Discussion

3. A discussion paper (Attachment 16.4A) is provided to support Council members in providing feedback on the proposed Council Policy – Attendance at Events Policy (Attachment 16.4B) in order that the administration may update the proposed Council Policy to reflect the strategic intent of Council members on these matters.
4. The discussion paper provides an overview of what the Council Policy – Attendance at Events Policy must include to meet legislative requirements. It includes relevant information from the Department, Sport and Cultural Industries (the Department), as well as a comparison of 'Attendance at Events' policies from the following Band 1 WA local governments:
  - a. City of Albany
  - b. City of Busselton
  - c. City of Cockburn
  - d. City of Gosnells
  - e. City of Mandurah
  - f. City of Melville
  - g. City of Stirling
5. To further assist Council members in making an appropriate determination, a proposed Council Policy – Attendance at Events (Attachment 16.4B) has been developed in-line with the legislative requirements and includes appropriate approaches from the benchmarking exercise for review and advice by the Policy Committee.

## Stakeholder Engagement

6. No external stakeholder engagement (other than information gathering from other local governments) has been undertaken. However, following feedback from the Policy Committee, the proposed Council Policy – Attendance at Events Policy (Attachment 16.4B) will be amended to incorporate Council members' feedback. Following this, the proposed Council policy and tailored approach to public consultation will be submitted to Council for consideration.

## Decision Implications

7. Local governments that do not have an approved Council Policy – Attendance at Events are non-complaint with section 5.128 of the *Local Government Act 1995*. Note that Council's approval of this Council policy must be by Absolute Majority.
8. In addition, if the City fails to have an approved Council Policy – Attendance at Events Policy, Council members and the CEO lack appropriate direction to guide decision making with regards to representing the City of Perth at events.

## Strategic, Legal and Policy Implications

Strategic	
Strategic Community Plan Aspiration:	<p>Performance</p> <p>A city led by a Council and supported by an administration that is committed to sound strategy and governance, excellence in customer service and effective and sincere engagement with all stakeholders.</p> <p>Partnership</p> <p>A City that has earned the respect and support of the local industry through strong partnerships with state bodies, industry and community groups and other key stakeholders.</p>
Strategic Community Plan Objective:	<p>Objective 5.6</p> <p>Decision-making that is ethical, informed and inclusive.</p> <p>Objective 6.4</p> <p>The City of Perth seen as an active contributor to the national agenda for capital cities by its participation in the Council of Capital City Lord Mayor's Forum.</p> <p>Objective 6.5</p> <p>Meaningful and sincere engagement with associations and organisations that represent various interest groups, to facilitate and promote a shared vision for Perth as a city.</p> <p>Objective 6.6</p> <p>Collaboration, support and communication with neighbouring local governments, peak industry associations and community groups to optimise outcomes for wider Perth areas served by all these stakeholders.</p>
Issue Specific Strategies and Plans:	N/A

Legal and Policy	
Legislation:	<a href="#">Section 5.90A of the <i>Local Government Act 1995</i></a> <i>Policy for attendance at events.</i>
Legal advice:	Not applicable.
Policy	<p>Proposed Council Policy – Professional Development</p> <p>Attendance at Events Policy references the travel and accommodation provisions in the proposed Council Policy – Professional Development.</p> <p>Council Policy – Council of Capital City Lord Mayors – Attendance</p> <p>Recommended that this policy to be revoked, given that the Council of Capital City Lord Mayors event is captured in the proposed Council Policy – Attendance at Events.</p> <p>Council Policy – World Energy Cities Partnership – Attendance at Meetings</p> <p>Recommended that this policy to be revoked, given that the World Energy Cities Partnership meetings are captured in the proposed Council Policy – Attendance at Events.</p>

## Financial Implications

9. There are no direct financial implications relating to the recommendation within this report.

## Relevant Documents

Not applicable.

## Further Information

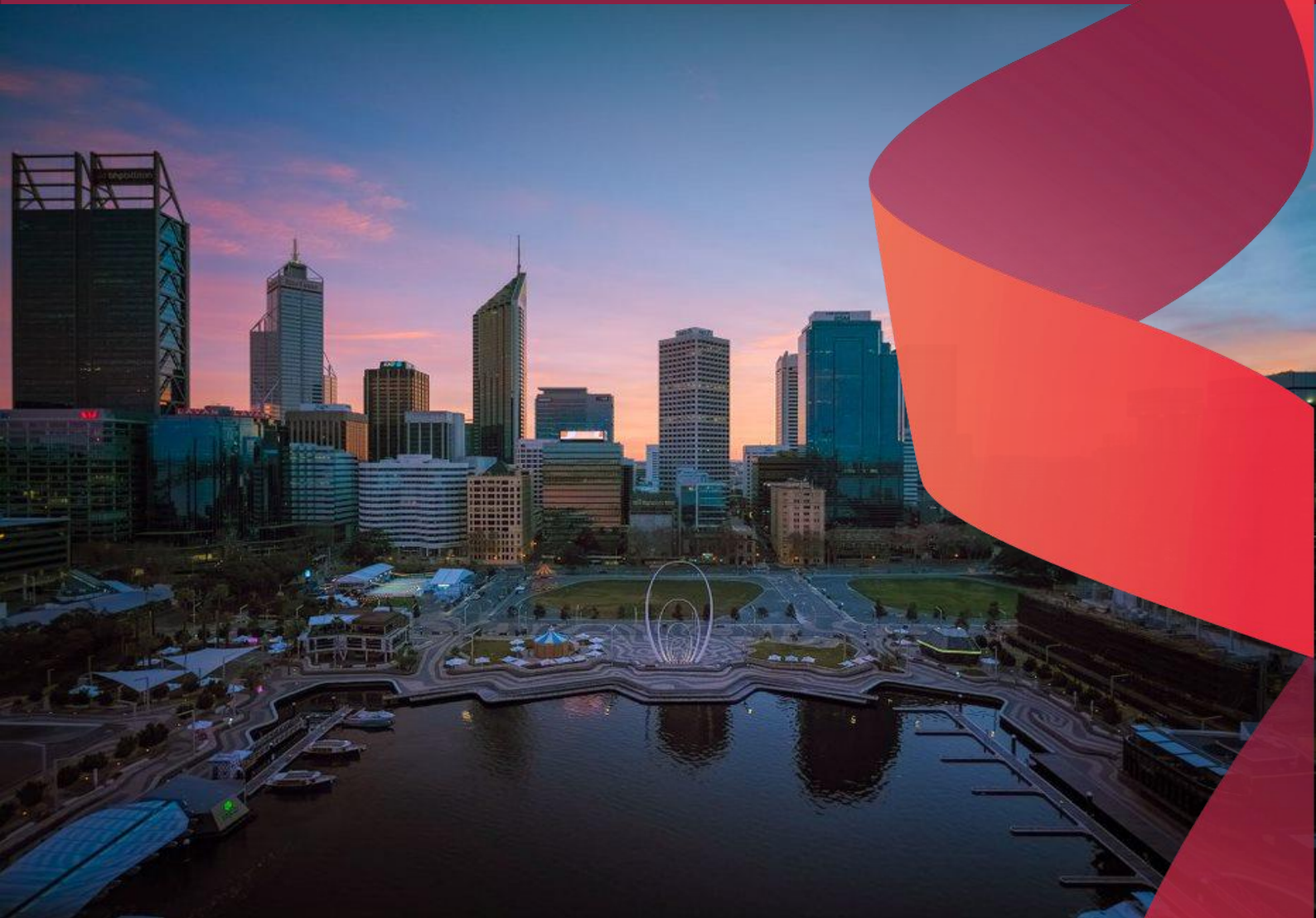
10. This report was presented to the Policy Committee at its meeting held on 30 November 2020. The Policy Committee supported that the Officers Recommendation be presented to Council for consideration.
11. The Policy Committee however made two minor amendments to Attachment 16.4B – Proposed Council Policy – Attendance at Events Policy (Attachment 16.4B) as follows:
- Correction of spelling error shown as tracked on line 57 in Attachment 16.4B
  - Amended wording as shown as tracked on lines 68-68 in Attachment 16.4B



City of Perth

Attendance at Events Policy

# Discussion Paper



03 November 2020

Prepared by:  
Tracey Hirst

**Contact details**

Phone Number: +61 8 9461 3463  
CM Number:

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## Appendix

Appendix A: Draft Attendance at Events Policy

Appendix B: Council Policy – Council of Capital City Lord Mayors – Attendance

Appendix C: Council Policy – World Energy Cities Partnership – Attendance at Meetings

## 1. Executive Summary

Following a legislative change, as of June 2019 the *Local Government Act 1995* has required all local governments to have an 'Attendance at Events policy'. This policy must deal with matters relating to the attendance of council members and the Chief Executive Officer (CEO) at events in respect to;

- The approval of attendance to events as a representative of the local government, including criteria for approval
- The provision of tickets to events
- Payments in respect of attendance, including declaration of gifts.

While understanding that there can be benefit to organisations and communities from local government representation at events, the potential benefit needs to be considered in balance with the perceived or actual influence of decision-makers.

A perceived influence may arise through a financial relationships, personal relationship or receipt of gifts. Therefore, a 'best-practice' *Attendance at Events policy* would pay regard to both these concepts and provide transparency of council decision-making pertaining to council member and CEO event attendance.

In order to support elected members in the development of the City of Perth's inaugural Attendance at Events policy, a sample of other WA local government Attendance at Events policies have been researched to identify areas of commonality and highlight issues that are advantageous to consider in development of the City's policy.

As provided in more detail later in this discussion paper, areas of commonality were evident in:

- Providing a comprehensive list of the types of events that were pre-authorised or may be approved for local government council member/CEO representation
- Criteria to be considered for approval of attendance at events as a representative
- Delegating attendance (e.g. from Mayor to other council members or CEO to staff)

Areas that only some of the policies included related to the processes regarding:

- The allocation/distribution of event tickets amongst council members/CEO
- Partner attendance
- Disclosure of financial interest
- Disclosure on the gift register
- Specifying that attendance at events should not unduly interfere with the business of Council

This paper also provides council members with relevant sections from legislation, the Department of Local Government, Sport and Cultural Industries guidance documents, City of Perth plans and the City of Perth Inquiry Report.

In consideration of all these elements, a draft Attendance at Events Policy is submitted. While all matters in the draft policy are open for discussion and amendment from elected members, the draft policy highlights areas where specific direction is sought from elected members to inform final



drafting of the policy and subsequent submission to Council for approval to release for public comment.

## 2. Definitions

Gift Definition from the *Local Government Act 1995*, Section 5.57: 5.87

(a) “a conferral of a financial benefit (including a disposition of property) made by 1 person in favour of another person unless adequate consideration in money or money’s worth passes from the person in whose favour the conferral is made to the person who makes the conferral; or

(b) a travel contribution”

Excerpt from the Local Government Operational Guidelines: Attendance at Events Policy:

“For the purposes of both disclosure of receipt and disclosing an interest when a matter comes before council, a gift is any gift valued at over \$300 or a cumulative value of \$300 where the gifts are received from the same donor in a 12-month period”

Policy A high-level statement of intent articulating strategic objectives. Policies strengthen good governance and support consistency in decision-making and outcomes.

*Definition adapted from Davis, G., Althaus, C., & Bridgman, P. (2017). The Australian Policy Handbook: A practical guide to the policy making process.*

Council Policy – Definition from the City of Perth Policy Framework Policy:

“A Council policy is adopted by Council to provide the Chief Executive Officer with direction in respect to a particular matter requiring action. A Council policy guides the City’s actions and decision making”

## 3. Relevant links with legislation, City of Perth plans and City of Perth inquiry

### 3.1. Legislative requirements for the Attendance at Events policy

On 27 June 2019, the *Local Government Legislation Amendment Act 2019* (Amendment Act), was passed by the Parliament. The Amendment Act inserted a new section (section 5.90A) into the *Local Government Act 1995* (Act) that requires a local government to prepare and adopt an attendance at events policy.

#### ***Local Government Act 1995, Section 5.90A. Policy for attendance at events***

1) *In this section — event includes the following —*

a) *a concert;*

b) *a conference;*

c) *a function;*

d) *a sporting event;*

e) *an occasion of a kind prescribed for the purposes of this definition.*



- 2) *A local government must prepare and adopt\* a policy that deals with matters relating to the attendance of council members and the CEO at events, including —*
  - a) *the provision of tickets to events; and*
  - b) *payments in respect of attendance; and*
  - c) *approval of attendance by the local government and criteria for approval; and*
  - d) *any prescribed matter.*

*\* Absolute majority required.*

### 3.2. Related legislative requirements

Excerpt from the Local Government Operational Guidelines, Attendance at Events policy, Dec 2019.

‘The basic principle is, that unless the gift is an excluded gift (section 5.62(1B) and Administration Reg. 20B), the council member who has received the gift is not to participate in any part of the meeting dealing with the matter. They must be absent from any deliberations (unless approval is granted by the council or the Minister).

If the council member has such an interest they must disclose this interest before the meeting to the CEO or to the presiding member before the matter is discussed. If it is the CEO who has the interest due to receipt of a gift, they are not to provide advice to council or prepare reports for council, either directly or indirectly. They must disclose their interest to the mayor or president. Any gift received over \$300 is specifically excluded from the conflict of interest provisions if:

- the gift relates to attendance at an event where attendance has been approved by the council
- in accordance with the council endorsed Attendance at Events policy, or the gifts is from specified entities.

Regulation 20B of the Local Government (Administration) Regulations 1996 prescribes the specified entities as the Western Australian Local Government Association (WALGA), Australian Local Government Association (ALGA), Local Government Professionals (LGPWA), a State public service department, a Commonwealth, State or Territory government department or another local government or regional local government.

Excluded gifts are still a gift that must be disclosed and published on the gifts register if over the value of \$300 and received in the capacity of council member or CEO.’

### 3.3. Local Government Operational Guidelines

The Department of Local Government, Sport and Cultural Industries (Department of Local Government) has provided an operational guideline on this matter. Section 4 of the guideline provides the following comments to guide considerations when developing an Attendance at Events policy (emphasis of bold text is shown as per the guideline).

*‘In developing the [attendance at events] policy, there are a number of matters which need to be considered. Principally, the council needs to consider what is the benefit to the community or local government in having members of council or the CEO attend the event.*

***The attendance at events policy is to enable council members to attend events as a representative of council without restricting their ability to participate in council meetings. It is not intended to be used as a mechanism to avoid conflict of interest provisions where significant matters are likely to come before council from the provider of the invitation.***

*While attending events is generally considered an important function for council members and the CEO to represent the local government, if there are costs involved, especially significant costs, it can lead to criticism from the community for spending ratepayer's money if the tangible benefits are not identified. Similarly, if the council is accepting tickets, including those as a result of sponsorship, there can be a perception of bias when matters affecting that organisation come before council.*

*The policy should also consider the role that the person attending will have at the event - for example, speaking, giving an award or being a member of the audience – especially if there are significant costs associated with attendance. The community perception will be different for a person attending to undertake a specific role or function versus being a member of the audience.*

*Note that examples are provided in the legislation of what constitutes an event: concerts, conferences, functions and sporting events. This is not an exhaustive list and councils should consider the full range of events that may be relevant to their local government, such as agricultural shows, field days, school awards nights and cultural events.*

*Ultimately, it is the decision of the council as to what is contained within the policy and this will vary between local governments.'*

### 3.3 Related City of Perth plans and policies

The City of Perth's **Strategic Community Plan**, which captures the aspirations of our community, states the desired approach is for the City to employ:  
'decision-making that is ethical, informed and inclusive' (aspiration 5.6).

The City of Perth's **Corporate Business Plan** states that the expected outcome under the area of leadership is for:

- 'A good governance approach that drives appropriate Council and organisational behaviours
- Governance, HR and Procurement practices and procedures that reduce organisational risk and establishes the City as a leading example in these fields'

As the City of Perth does not yet have an attendance at events policy, attendance at events for elected members and the CEO are currently assessed in accordance with the Act's gift provisions. As a consequence of this, the 'excluded gift' exemption in the Act that relates to attendance at events is not applicable.

Other related City of Perth Council Policies are as follows.

#### **Policy 11.2 Council of Capital City Lord Mayors – Attendance**

By including this national meeting (the Council of Capital Lord Mayors) within the Attendance at Events Policy, Policy 11.2 can be revoked.

## **Policy 11.4 World Energy Cities Partnership – Attendance at Meetings**

By including this international meeting within the Attendance at Events Policy, Policy 11.4 can be revoked.

### **3.4 Related recommendation in the City of Perth inquiry report**

There was one recommendation in the City of Perth inquiry report under the heading of grants, sponsorships and partnerships, namely Recommendation #233 (volume 3, page 92).

‘To improve transparency and accountability, and through those mechanisms the quality of decision making’ it is recommended that: ‘The City of Perth amend its policy dealing with the attendance of council members and CEO\* to require that [they] only be permitted to accept a ticket and attend an event under a Discretionary Grant Funding Arrangement [i.e. discretionary spending on partnership, grant, sponsorship and donation funding] when that person is performing an official role at the event or discharging the functions and duties of their office or employment, unless the person pays the cost of the ticket.

*\* Pursuant to section 5.90A of the Local Government Act 1995’ (For your convenience, Section 5.90A of the Act provided in Section 3.1 of this discussion paper).*

## **4. Results of the research on other ‘Attendance at Events’ policies**

In order to inform the development of the City of Perth’s inaugural Attendance at Events policy, research was conducted on Attendance at Events policies that have already been adopted by Councils of a sample of ‘band 1’ (as determined by the Salaries and Allowances Tribunal) local governments and the Department of Local Government, Sport and Cultural Industries’ template policy.

The key elements of these are compared in Table 1 (following).

**Table 1: Comparison of Attendance at Events Policies at a sample of ‘Band 1’ local governments and Department of Local Government template**

**1. Provision of tickets to events (Pre-authorised/Pre-approved events)**

	Dept of Local Govt.	City of Busselton	City of Mandurah	City of Stirling	City of Melville	City of Gosnells
Event includes the following — (a) a concert; (b) a conference; (c) a function; (d) a sporting event; (e) an occasion of a kind prescribed for the purposes of this definition. [i.e. uses Section 5.90A of the Act definition of event]	✓					
A list of established pre-authorised Events and attendees is provided in an Attachment to the Policy		✓				
All Elected Members and the Chief Executive Officer are entitled to attend the pre-approved events... Any expenses, including travel and accommodation associated with a preapproved event will be paid for in accordance with existing policies.					✓	
<b>Events hosted, owned or sponsored, awards/funding given/received by the LG</b>						
<i>Mandurah &amp; Stirling: City hosted ceremonies and functions Melville: Ceremonies, functions, events or tournaments hosted by the City Gosnells: Events hosted by the City</i>			✓	✓	✓	✓
<i>City run tournaments or events</i>				✓		
<i>Mandurah: City owned and/or sponsored functions or events Stirling: City sponsored functions or events Gosnells: Events sponsored by the City</i>			✓	✓		✓
<i>City hosted events with employees</i>				✓	✓	
<i>Events held at any facility owned by the City (including facilities on land vested in the City)</i>						✓
<i>Announcement of funding, donations and awards events, including where the City is receiving an award or providing an award</i>			✓			
<b>Community events</b>						
<i>Mandurah: Community art exhibitions or cultural events Stirling: community art exhibitions Melville: Community art exhibitions, cultural events and festivals</i>			✓	✓	✓	
<i>Cultural events/festivals</i>				✓		
<i>Any free event held within the City</i>			✓	✓	✓	
<b>Events hosted by clubs, NFPs, educational facilities or organisations</b>						
<i>Events hosted by Clubs or Not for Profit Organisations</i>			✓			
<i>Events hosted by Clubs or Not for Profit Organisations within the City to which the Mayor, EM or CEO has been officially invited</i>				✓	✓	

RSL club events				✓		
Mandurah: Events run by schools and educational facilities within the City Stirling & Melville: Events run by schools and universities within the City			✓	✓	✓	
Meetings of clubs or organisations within the City				✓		
Opening or launch of an event or facility within the City			✓	✓		
Business invited events within WA, where the business has a presence in the [Peel] Region			✓			
Events hosted by any incorporated associations or not-for-profit organisations.						✓
<b>Events directly related to government</b>						
Mandurah: Events run by a Local, State or Federal Govt within Australia or New Zealand Stirling: Events run by a local, state or federal government Gosnells: Events hosted by a local government, regional local government, state or federal local government, department or agency Melville: Events run by a local government, regional local government, state or federal local government			✓	✓	✓	✓
Australian or WA local government events				✓		
Advocacy lobbying or Ministerial briefings/events			✓	✓	✓	
Mandurah: ALGA or WALGA events Melville: ALGA or WALGA events (but not LGIS) Gosnells: Events hosted by WALGA			✓		✓	✓
Mandurah: Major professional bodies associated with local government at a local, State and Federal level Melville: Local Government Professionals (WA)			✓		✓	
<b>Other</b>						
Where CEO or Mayor representation has been formally requested			✓	✓	✓	
Events or conferences outside Australia where there is no cost to the City			✓			
Recognition of service events				✓	✓	

## 2 Approval of attendance by the local government and criteria for approval

### a. Criteria to be considered when assessing attendance at events that are not on the pre-approved list

CRITERIA (note, where there are variations in the wording by a LG compared to the Dept. template, this has been shown)	Dept's template policy	City of Busselton	City of Mandurah	City of Stirling	City of Melville
Who is providing the ticket to the event	✓	✓			✓
The location of the event (within the district or out of the district)	✓	✓			✓
<i>Dept. wording:</i> The role of the EM or CEO when attending the event and the value of their contribution <i>Mandurah wording:</i> The role of the EM or CEO when attending the event (e.g. observer, presenter) <i>Melville wording:</i> The role of the council member or CEO when attending the event (participant, observer, presenter) and the value of their contribution	✓	✓	✓		✓
Whether the event is sponsored by the City	✓	✓	Included this in pre-approved events		
<i>Dept. wording:</i> The benefit of local government representation at the event <i>Busselton wording:</i> The benefits or importance of Council and/or CEO representation at the event. <i>Mandurah wording:</i> Be of benefit and relevance to the City and the community <i>Stirling wording:</i> The benefit to the City <i>Melville wording:</i> The benefit of City representation at the event	✓	✓		✓	✓
- Busselton: The relevance of the event to the City's adopted policy objectives - Mandurah: Demonstrate alignment with the City's Strategic Community Plan, Long Term Financial Plan and Corporate Business Plans - Stirling: Alignment to strategic objectives		✓	✓	✓	
<i>Dept wording:</i> The cost to attend the event, including the cost of the ticket (or estimated value of the event per invitation) and any other expenses such as travel and accommodation. <i>Busselton wording:</i> The cost to attend the event and/or the public value of attendance if the ticket is being provided at no cost <i>Mandurah wording:</i> The cost involved for attendance (including travel or accommodation)	✓	✓	✓		✓
The number of invitations/tickets received	✓	✓	✓		✓
The number of City representatives already approved to attend				✓	

## b. Process for pre-approved events

Process	LG
All invitations or offers of tickets of a council member or CEO to attend an event should be in writing and addressed to xxx	Dept's template policy
Invitations and events should be received by the City	City of Mandurah
EMs and/or the CEO are entitled to attend a pre-approved event where there is no cost to the City. Where a set number of tickets or invitations are received by the City, the Mayor and CEO shall allocate the invitations or tickets. A register of an allocation of events will be maintained to ensure equity and opportunity for EMs to represent Council. The Office of the Mayor and Councillors will coordinate this process and distribute the invitations or tickets in accordance with this policy.	City of Mandurah
Where there is a cost to the City for the pre-approved event, two Council/City representatives may attend. In the first instance the Mayor and CEO will represent the City. The Mayor may delegate another EM to attend where appropriate. The CEO may delegate another officer to attend where appropriate. For significant State and National award events where the Mayor and CEO (or delegates) attend, payment of accompanying persons to attend the conference dinner will be met by the City.	City of Mandurah

## c. Process for approval of events that are not on the pre-approved list

Who decides	Notes	LG
Council (Simple Majority) or CEO in accordance with this policy	Decisions to attend events in accordance with this policy will be made by simple majority or by the CEO in accordance with any authorisation provided in this policy.	Dept's template policy
Council (Simple Majority)		City of Melville
Council (or the CEO under delegation)		City of Busselton
Council	"Where a Councillor or the CEO wishes to attend an event not covered by this policy, attendance will be subject to Council approval."	City of Gosnells
The Mayor/EM that the event invitation has specifically been invited	"Where an invitation, including tickets, is extended to a specified EM the relevant individual EM is able to accept or decline, the invitation in their own right."	City of Cockburn
CEO contract (re: conferences CEO attending)		City of Gosnells
CEO		City of Albany
For events for the Mayor: The Deputy Mayor		City of Stirling
For events for EMs: The Mayor		City of Stirling
For events for the CEO: The Mayor		City of Stirling

#### d. Delegating attendance

Who can delegate attendance	Who can delegate to	Notes	Dept/LG
Council	Any EM, CEO or officer	"For any events where a member of the public is required to pay, unless previously approved and listed in Attachment A, the council will determine whether it is in the best interests of the local government for a council member or the CEO or another officer to attend on behalf of the council."	Dept. of Local Govt., Sport and Cultural Industries
Mayor	Any EM of their choosing	"The Mayor can delegate their approved attendance to any EM"	City of Busselton
Mayor (if the one invited)	Deputy Mayor in the first instance, and if declined any other EM of their choosing	"Where an invitation to attend an event, including tickets, is extended to the City of Cockburn and is addressed to the Mayor, the Mayor will have the right to accept the invitation, or to offer the invitation to the Deputy Mayor in the first instance."	City of Cockburn & City of Melville
Mayor if multiple unspecified EMs invited/ticket received	EMs of Mayor's choosing		City of Stirling & City of Melville
Mayor if multiple unspecified EMs invited	EMs of Mayor's choosing		City of Cockburn
EMs (other than Mayor) who has been invited to attend by event organiser	Any EM of their choosing	Cockburn: "If an EM is unable, or does not wish, to attend the event to which the invitation relates, the EM is to advise the event organiser of their unavailability or may distribute it to another EM of their choosing, if the event organiser agrees. Otherwise, it is at the sole discretion of the event organiser, whether the invitation, or tickets, can be redistributed to another EM" Melville: "If an Elected Member is unable, or does not wish to attend the event to which the invitation relates, the Elected Member is to advise the event organiser of their inability to attend or may, if the event organisation agrees, distribute the invitation to another Elected Member of their choosing"	City of Cockburn, City of Melville
CEO (if the one invited)	Another staff member (if event organiser agrees)	Cockburn: "The CEO is to advise the event organiser of their unavailability or may distribute it to another staff member of their choosing, if the event organiser agrees. Otherwise, it is at the sole discretion of the event organiser, whether the invitation, or tickets, can be redistributed to another staff member." Melville: "Where an invitation, including tickets, is extended to the Chief Executive Officer, and the Chief Executive Officer is unable, or does not wish to attend the event, the Chief Executive Officer is to advise the event organiser of their inability to attend or may, if the event organisation agrees, distribute the invitation to another staff member of their choosing."	City of Cockburn, City of Melville
CEO (if multiple invitations to staff received)	Staff members of their choosing	Where multiple invitations, including tickets, are received by the CEO to attend an event, the CEO will have the right to distribute the invitation, including tickets, to staff members of their choosing.	City of Cockburn



### 3. Payments in respect of attendance

#### Grouping by whether event is free (free to all who attend, or offered free to local government council member or CEO) or paid

Attendance to the event is free of charge	The local government may contribute to appropriate expenses for attendance, such as travel and accommodation, for events outside the district if the council determines attendance to be of public value.	Dept. of LG template, City of Melville
Events where a member of the public is required to pay	Unless previously approved and listed in Attachment A, the council will determine whether it is in the best interests of the local government for a council member or the CEO or another officer to attend on behalf of the council.	Dept. of LG template
	<ul style="list-style-type: none"> <li>- Unless listed in the pre-approved list, the council will determine whether it is in the best interests of the local government for an elected member or the CEO or another officer to attend on behalf of the council.</li> <li>- If the Council determines that an Elected Member or CEO should attend a paid event, the City will pay the cost of attendance and reasonable expenses, such as travel and accommodation.</li> </ul>	City of Melville
Paid events	The local government will pay the cost of attendance and reasonable expenses, such as travel and accommodation.	Dept. of LG template

#### Grouping by type of event

Commercial Entertainment Events	... [if] in the interests of the City for one or more EMs or employees to attend to assess and understand the impacts on the community or business, then one or more of the tickets for that event will be purchased for the relevant EM or employee by the City at full cost.	City of Albany
Other Commercial (Non-Entertainment) Events, e.g. conference or seminar	<ul style="list-style-type: none"> <li>- For [these events] which a member of the public is required to pay ... then one or more registrations or other benefits for that event will be purchased at full cost by the City.</li> <li>- If the City does not pay for the event, free registration/hospitality given to an EM or employee would be classified as a 'gift' unless the contribution of the EM or employee to the event (e.g. speaking engagement) is considered to outweigh the value of registration or other benefit given.</li> </ul>	City of Albany
Community/Local Business Events	Acceptance of reasonable hospitality by an EM or employee at an unpaid event run by a local community group for local business would not generally be classified as a 'gift' where the contribution by the EM or employee to the event is reasonably considered to outweigh the value of the hospitality.	City of Albany

#### Other

All events	In addition to invitations/tickets provided [by the event organisers], the City may purchase tickets for the purposes of representation at an Event.	City of Busselton
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#### **a. Partner attendance**

Where partners of an authorised local government representative attend an event, any tickets for that person, if paid for by the local government, must be reimbursed by the representative unless expressly authorised by the council.	Dept. of LG template, City of Melville
It is considered appropriate for an EM or CEO's partner to accompany them to an event held outside of normal business hours. While the City will not generally pay for such attendance, invitations/tickets received by the City may be provided for this purpose where available.	City of Busselton
Where partners of an authorised City representative attend an event, any tickets for that person, if paid for by the local government, must be reimbursed by the representative unless expressly authorised by the council.	City of Melville

### **4. Other issues**

#### **a. Disclosure of financial interest**

Where attendance is approved in accordance with the policy, the requirement to disclose a financial interest under the Act will not apply.	City of Albany
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#### **b. Disclosure on gift register**

Where an EM attends any ticketed function in accordance with this Policy, the value of the ticket is to be declared and entered in the City's Gift Register.	City of Cockburn
If the event is ticketed and the EM or CEO pays a discounted rate or is provided with a free ticket, then the EM or CEO must disclose receipt of the tickets as a gift within the City's gift register.	City of Mandurah

#### **b. Attendance at events not to unduly interfere with the business of Council**

Attendance at events specified under this policy should not unduly interfere with the business of the Council (i.e. affects a quorum for a Council or Committee meeting).	City of Melville
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## 5. Risks and Issues

The Attendance at Events Policy provides Council with the opportunity to actively consider the purpose of and benefits to the community from council members and CEOs attending events. Matters such as the community importance of elected members and CEOs attending events versus the costs incurred by a local government, and perceptions of influence on decision-makers through the financial relationships, personal relationships and the receipt of gifts for enabling attendance at an event must be carefully considered.

## 6. Direction sought from the Policy Committee

Although all matters in the draft policy are open to discussion and amendment, there are areas where specific direction is sought from the Policy Committee to inform the final draft of the policy and subsequent submission to Council for approval. These areas are highlighted in the Draft Attendance Policy (Attachment B) with an 'Author Comment'.

Note that when the draft policy is submitted to Council, it will need to be adopted by absolute majority.

## 7. References

Department of Local Government, Sport and Cultural Industries, 'Local Government Operational Guidelines – Attendance at events policy', December 2019.

Department of Local Government, Sport and Cultural Industries, Report of the Inquiry into the City of Perth, June 2020.

City of Albany, 'Attendance at Events and Functions Policy', December 2019.

City of Busselton, 'Events', February 2020.

City of Cockburn, 'Attendance at Conferences, Seminars, Events & Training', March 2020.

City of Gosnells, 'Attendance by Councillors and the Chief Executive Officer at Events', March 2020.

City of Mandurah, 'Elected Member and CEO Training, Professional Development, Travel and Events', January 2020.

City of Melville, 'Attendance at Events, CP-113', July 2020.

City of Perth Council Policy 11.2: Council of Capital City Lord Mayors – Attendance

City of Perth Council Policy 11.4: World Energy Cities Partnership – Attendance at Meetings

City of Stirling, 'Elected Member and Chief Executive Officer Attendance at Events Policy', November 2019.



Council Policy

<Policy Number> | Attendance at Events

Policy Objective

The purpose of this policy is to meet legislative requirements of Section 5.90A of the *Local Government Act 1995* (the Act) and to provide transparency regarding events attended by council members and the Chief Executive Officer (CEO) in respect to the:

- Approval process for attendance at events as a representative of the City of Perth (the City), including criteria for approval
- Provision of tickets
- Payments in respect of attendance, including declaration of gifts.

Policy Scope

This policy covers invitations addressed to the CEO, City of Perth, that invite City council member/s or the CEO to attend an event. Any invitation or offer of tickets not addressed in this manner is not captured by this policy and must be disclosed in accordance with the gift and interest provisions in the Act.

Gifts refers to free, subsidised and discounted tickets to an event or any travel and accommodation that is related to attending the event.

As per Section 5.90A of the *Local Government Act 1995* (the Act), the definition of ‘events’ includes, but is not limited to: concerts, conferences, functions, sporting events.

Policy Statement

The City recognises that council members and the CEO may attend events as a representative of the City.

Attendance at an event in accordance with this policy will exclude the gift holder from the requirement to disclose an interest if the ticket is above \$300 and the donor has a matter before council. Any gift received that is less than \$300 (either one gift or cumulative over 12 months from the same donor) also does not need to be disclosed as an interest. Receipt of the gift will still be required under the gift register provisions.

Pre-approved events	
Council approval to attend as a representative is not required for council members and CEO where nominated or appointed as representatives by Council. <b>No gift declaration is required for these events.</b>	
Events listed in regulation 20B of the <i>Local Government (Administration) Regulations 1996</i> : <ul style="list-style-type: none"><li>Western Australian Local Government Association (WALGA)</li></ul>	Other events: <ul style="list-style-type: none"><li>City convened working groups</li><li>Council of Capital City Lord Mayors (attended by the Lord Mayor and CEO)</li></ul>

**Commented [A1]:** Inclusion of this event allows in this policy allows the ‘Council of Capital City Lord Mayors – Attendance Policy’ to be rescinded



## Council Policy

<ul style="list-style-type: none"><li>• Australian Local Government Association Ltd (ALGA)</li><li>• Local Government Professionals Australia WA</li><li>• A department of the Public Service</li><li>• A government department of another State, a Territory or the Commonwealth</li><li>• A local government or regional local government</li></ul>	<ul style="list-style-type: none"><li>• World Energy Cities Partnership (attended by the Lord Mayor, or nominated council member on behalf of the Lord Mayor, and the CEO)</li></ul>
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**Commented [A2]:** Inclusion of this event allows in this policy allows the 'World Energy Cities Partnership Policy' to be rescinded

### Criteria for events requiring Council approval (by simple majority)

Matters to be considered by Council in the deliberation of whether to have City of Perth representation at an event include:

- a) Who is providing the ticket to the event
- b) The location of the event (within the City of Perth or outside the City)
- c) The benefit of City representation at the event, particularly the relevance to the City of Perth's Corporate Business Plan
- d) The cost to attend the event, including the cost of the ticket and any other expenses, such as travel and accommodation
- e) The number of invitations/tickets received
- f) The number of representatives that may already be approved to attend

**Commented [A3]:** Page 10 of the Discussion Paper shows the research on other local government approaches and comparison with the Department of Local Government, Sport and Cultural Industries' template policy in relation to the criteria.

### Events related to Discretionary Grant Funding

Council members and CEO may only be permitted to accept a ticket and attend an event under a Discretionary Grant Funding Arrangement (i.e. discretionary spending on partnership, grant, sponsorship and donation funding) when that person is performing an official role at the event or discharging the functions and duties of their office or employment, unless the person pays the cost of the ticket.

**Commented [A4]:** Uses wording from Recommendation #233 of the City of Perth Inquiry

### Events that council members and the CEO are prohibited from attending as a representative of the City

These are:

- political party events and fundraisers
- events that primarily benefit a council member or CEO in a personal capacity or role unrelated to the City.

### Accommodation and Travel

Any expenses, including travel and accommodation associated with events will be paid for in accordance with existing policies.

### Delegating attendance

For any events where a member of the public is required to pay, unless a pre-approved event, the council will determine whether it is in the best interest of the City for a council member or the CEO or another officer to attend on behalf of the council.

**Commented [A5]:** Page 12 of the Discussion Paper shows the research on other local government approaches and comparison with the Department of Local Government, Sport and Cultural Industries' template policy in relation to delegation of attendance.



Council Policy

Partner attendance

Where partners of an authorised City representative attend an event, any tickets for that person, if paid for by the local government, must be reimbursed by the representative unless expressly authorised by the council.

Attendance register

Events attended by a council member or the CEO are to be recorded on the attendance register. These events will be publicly listed on the City of Perth website for ~~five financial years in order to cover the elected period of council members~~the duration of a council member’s term or CEO’s employment.

Attendance at events not to unduly interfere with the business of Council

Attendance at events specified under this policy should not unduly interfere with the business of the Council (i.e. affects a quorum for a Council or Committee meeting).

**Commented [A6]:** Table a on page 14 of the Discussion Paper shows the research on other local government approaches and comparison with the Department of Local Government, Sport and Cultural Industries’ template policy relation to partner attendance.

**Commented [A7]:** An attendance register template is provided with the Department’s template for the Attendance at Events Policy, however, no time period for public availability of this information is suggested.

**Commented [A8]:** This requirement was only included the City of Melville’s Attendance at Events policy.

Document Control

Other relevant/related documents

Legislation:	Section 5.90A of the <i>Local Government Act 1995</i> Regulation 20B of the <i>Local Government (Administration) Regulations 1996</i>
City Policies:	Professional Development Policy
City Procedures and Processes:	Form: Attendance at Events Register

Document responsibilities

Custodian:	Alliance Manager Governance	Custodian Unit:	Office of the CEO	Decision Maker:	Council (Absolute Majority required)
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Review management

Next review due:		Document Management Ref:	
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Document management

Version	Decision reference	Synopsis of changes
1.0	OCM <insert meeting date> Absolute Majority required	Initial policy submitted for approval



# Council Policy Manual

## CP11.2 Council of Capital City Lord Mayors – Attendance

### POLICY OBJECTIVE

To authorise City of Perth attendance at the Council of Capital City Lord Mayors' meetings.

### POLICY STATEMENT

As the Capital City in Western Australia the Council acknowledges the need to participate at all meetings of the Council of Capital City Lord Mayors.

1. The Lord Mayor (or in the absence of the Lord Mayor then the Deputy Lord Mayor) and Chief Executive Officer (or in the absence of the Chief Executive Officer his/her nominated representative) to attend meetings of the Council of Capital City Lord Mayors.
2. Sufficient funds are to be approved in the Council's Annual Budget to meet the costs associated with attendance at meetings of the Council of Capital City Lord Mayors without further reference to the Council.

Document Control Box									
Document Responsibilities:									
Custodian:	Manager Executive Support				Custodian Unit:	Executive Support			
Decision Maker:		Council							
Compliance Requirements:									
Legislation:		Nil							
Industry:		n/a							
Organisational:		Nil							
Document Management:									
Risk Rating:		Low	Review Frequency:		Triennially	Next Due:		2016	TRIM Ref: 75522/04
Version #	Decision Reference:		Synopsis:						
1.	OCM 28/04/13 – 353/13		Policy adopted						
2.	OCM 01/02/11 – 33/11		Amended						
3.	OCM 10/12/13 – 590/13		Policy amended to provide for deputising to DLM and CEO’s nominee.						
4.	OCM 30/04/15 – 161/15		Custodian position title amended due to organisational restructure						



# Council Policy Manual

## CP 11.4 World Energy Cities Partnership – Attendance at Meetings

### POLICY OBJECTIVE

To authorise the Lord Mayor's and Director Economic Development and Activation's attendance at the World Energy Cities Partnership meetings.

### POLICY STATEMENT

The City of Perth is a member of the World Energy Cities Partnership and the Council acknowledges the need for participation by the Lord Mayor and the Director Economic Development and Activation.

1. The Lord Mayor and Director Economic Development and Activation are authorised to attend the Annual General Meeting and the Annual Working Group Meeting of the World Energy Cities Partnership.
2. Sufficient funds are to be approved in the Council's Annual Budget to meet the costs associated with the Lord Mayor and Director Economic Development and Activation's attendance at the Annual General Meeting and the Annual Working Group Meeting of the World Energy Cities Partnership without further reference to the Council.

Document Control Box											
Document Responsibilities:											
Custodian:	Economic Development				Custodian Unit:	Economic development					
Decision Maker:		Council									
Compliance Requirements:											
Legislation:											
Industry:											
Organisational:											
Document Management:											
Risk Rating:		Low		Review Frequency:		Biannual	Next Due:		2017	TRIM Ref:	75522/04
Version #	Decision Reference:			Synopsis:							
1.	OCM 01/02/11 (33/11)										
2.	OCM 09/10/12 (484/12)			Policy amended							
3.	OCM 15/07/14 (309/14)			Transitional arrangements in place as per Council resolution							
4.	OCM 30/04/15 (161/15)			Transitional period concluded							
5.	OCM 15/12/15 (579/15)			Policy amended							



## 16.5 Proposed Council Policy – Professional Development

Responsible Officer	Michelle Reynolds, Chief Executive Officer
Voting Requirement	Absolute Majority
Attachments	Attachment 16.5A – Proposed Council Policy – Professional Development – Discussion Paper Attachment 16.5B – Proposed Council Policy – Professional Development Attachment 16.5C – Council Policy – Elected Members – Interstate and Overseas Travel and Expenses

### Purpose

To present the proposed Council Policy – Professional Development to be adopted at Council.

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### Recommendation from the Policy Committee

That Council:

1. ADOPTS the proposed Council Policy – Professional Development, noting that the cost for the Australian Institute of Company Directors (AICD) Company Directors' Course to be reimbursed on successful completion of the course
  2. REVOKES Council Policy – Elected Members – Interstate and Overseas Travel and Expenses
-

## Background

1. On 27 June 2019, the *Local Government Legislation Amendment Act 2019* (the Act), was passed by the Western Australian Parliament, coming into effect on 6 July 2019. The Act included several amendments to better equip council members to undertake their complex and significant role including the requirement of a universal training reform for Council members. This universal training reform was separated into three components:
  - a. Universal candidate induction
  - b. Universal council member training
  - c. Continuing professional development
2. To effectively respond to this legislative amendment, the City has researched several approaches identified in a discussion paper (Attachment 16.5A) and provides a proposed Council Policy – Professional Development (Attachment 16.5B) outlining the mandatory training and continuing professional development for Council members for consideration.

## Discussion

3. As in all professions, it is important that Council members continue to develop their skills and keep up-to-date with new developments. Importantly, Council members have a unique and challenging role overseeing multi-million-dollar budgets and making difficult decisions that impact the wellbeing of communities. A Council policy is to be determined by the Council to ensure there is clear direction in how to identify and access any individual professional development needs or skills that may be required to effectively fulfil the role of a City of Perth Council member.
4. The discussion paper (Attachment 16.5A) provides an overview of what the policy is to include at a baseline level to meet legislative requirements and includes a benchmark comparison on other professional development policies in the following Band 1 WA local governments:
  - a. City of Stirling
  - b. City of Albany
  - c. City of Swan
  - d. City of Melville
  - e. City of Wanneroo
5. The discussion paper seeks Council members feedback on matters within the Council policy that can be tailored to suit the needs of the Council including the criteria for continuing professional development, the appropriate allocation of training expenditure, the criteria for conference attendance and the conditions of approval.
6. To further assist Council members in making an appropriate determination, a proposed Council Policy – Professional Development (Attachment 16.5B) has been developed in-line with the legislative requirements and includes appropriate approaches from the benchmarking exercise for review and advice by the Policy Committee.

## Stakeholder Engagement

7. No external stakeholder engagement (other than information gathering from other local governments) has been undertaken. However, following feedback from the Policy Committee, the proposed Council Policy – Professional Development (Attachment 16.5B) will be amended to incorporate Council members' feedback. Following this, the proposed Council policy and tailored approach to public consultation will be submitted to Council for consideration.

## Decision Implications

8. If Council does not support the recommendation to approve a Council Policy – Professional Development Policy, the City will be non-compliant with section 5.128 of the *Local Government Act 1995* and Council members will not have appropriate direction to guide decision making with regards to the scope and accessibility for future professional development opportunities.

## Strategic, Legal and Policy Implications

Strategic	
Strategic Community Plan Aspiration:	<p>Performance</p> <p>A city led by a Council and supported by an administration that is committed to sound strategy and governance, excellence in customer service and effective and sincere engagement with all stakeholders.</p>
Strategic Community Plan Objective:	<p>Objective 5.4</p> <p>Human resources, both elected and employed, that is committed to professional development and improvement within a safe, happy and productive workplace.</p> <p>Objective 5.6</p> <p>Decision-making that is ethical, informed and inclusive.</p>
Issue Specific Strategies and Plans:	Not applicable.

Legal and Policy	
Legislation:	<p><a href="#">Section 5.128 of the <i>Local Government Act 1995</i></a></p> <p><i>Policy for continuing professional development.</i></p>
Legal Advice:	Not applicable.
Policy	<p>Proposed Council Policy – Attendance at Events</p> <p>The proposed Council Policy – Professional Development aligns with sections of the proposed Council Policy – Attendance at Events, particularly attendance at conferences and events.</p> <p>Council Policy – Elected Members – Interstate and Overseas Travel and Expenses</p>

#### Legal and Policy

	Recommended that this Council Policy be revoked given that it is to be superseded by the Proposed Council Policy – Professional Development Policy.
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### Financial Implications

9. There are no direct financial implications relating to the recommendation within this report. Once the Policy Committee has provided its recommendation on the proposed allowance for professional development, this will need to be reflected in the final report to Council as a financial implication and identified in the Council training budget.

### Relevant Documents

Not applicable.

### Further Information

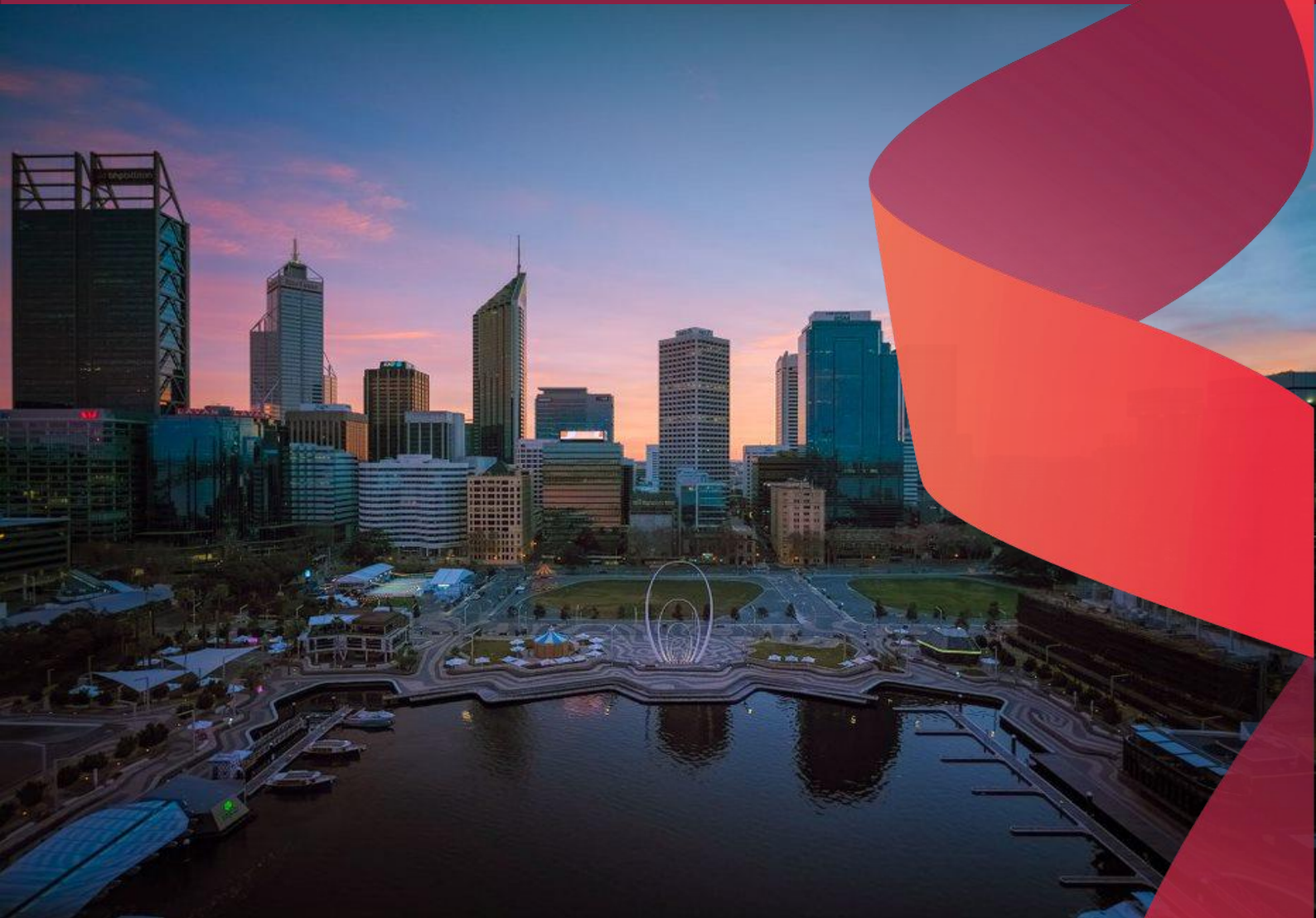
10. This report was presented to the Policy Committee at its meeting held on 30 November 2020. The Policy Committee amended that the Officers Recommendation for consideration at Council.



City of Perth

Professional Development Policy

# Discussion Paper



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## 1. Executive Summary

Section 5.128 of the *Local Government Act 1995* requires a local government to prepare and adopt a Professional Development Policy. The purpose of this discussion paper is to provide the guidelines for council member participation and entitlements to professional development in line with the recent changes to legislation and to consider policy options for discussion.

## 2. Introduction

On 27 June 2019, the *Local Government Legislation Amendment Act 2019* (the Act), was passed by the Western Australian Parliament, coming into effect on 6 July 2019. The Act included several amendments to better equip council members to undertake their complex and significant role including new council member inductions, training and continual professional development.

Importantly, phase one of the Act review process included a four-month consultation process which identified the requirement of a universal training reform for council members. This universal training reform was separated into three components;

1. Universal candidate induction;
2. Universal council member training; and
3. Continuing professional development.

The first component requires every person nominating for council to declare that they have participated in a candidate induction session at the time of nomination. The second component is designed to provide council members with the basic skills and knowledge to perform their role through completing five foundational units within 12 months of being elected, set out in the regulations and provided to the City's council members during the online induction process.

The third component requires each local government to adopt a policy providing for council member professional development. To effectively respond to this training reform and Act amendments, the City is proposing the development of a Professional Development Policy outlining the requirements and approval process for mandatory training and continuing professional development available to the council members.

### 2.1 Legislation

#### 5.126. Training for council members

- (1) *Each council member must complete training in accordance with regulations.*
- (2) *Regulations may —*
  - (a) *prescribe a course of training; and*
  - (b) *prescribe the period within which training must be completed; and*
  - (c) *prescribe circumstances in which a council member is exempt from the requirement in subsection (1); and*
  - (d) *provide that contravention of subsection (1) is an offence and prescribe a fine not exceeding \$5 000 for the offence.*



### **5.127. Report on training**

- (1) *A local government must prepare a report for each financial year on the training completed by council members in the financial year.*
- (2) *The CEO must publish the report on the local government's official website within 1 month after the end of the financial year to which the report relates.*

### **5.128. Policy for continuing professional development**

- (1) *A local government must prepare and adopt\* a policy in relation to the continuing professional development of council members*
- (2) *A local government may amend\* the policy.*

*\*Absolute majority required.*

- (3) *When preparing the policy or an amendment to the policy, the local government must comply with any prescribed requirements relating to the form or content of a policy under this section.*
- (4) *The CEO must publish an up-to-date version of the policy on the local government's official website.*
- (5) *A local government —*
  - (a) *must review the policy after each ordinary election; and*
  - (b) *may review the policy at any other time*

## **2.2 Related City of Perth plans, documents and policies**

The Professional Development Policy is aligned with the Strategic Aspiration - Performance as indicated in the Strategic Community Plan 2019-2029 and relates to the following objectives:

- Objective 5.4 - Human resources, both elected and employed, that is committed to professional development and improvement within a safe happy and productive workplace.
- Objective 5.6 - decision-making that is ethical informed and inclusive

Other related City of Perth Council Policies are listed below.

### **Policy 10.3 – Elected Members - Interstate and Overseas Travel and Expenses**

By including the requirements for interstate and overseas travel and expenses in the new Professional Development Policy, Policy 10.3 can be rescinded.

## **2.3 Related recommendation/s in the City of Perth Inquiry Report**

The City of Perth Inquiry Report detailed findings in representing failings of good government and operations which were suggested to be rooted in two causes; poor behaviour and poor decision-making. As a result, the Inquiry produced 341 recommendations to the City of Perth and Local government in general. The following recommendations are relevant and should be considered in the review of the proposed Professional Development Policy:



## City of Perth Inquiry Report – Recommendations

<b>47</b> (Local government)	<p><i>To the extent these matters are not sufficiently dealt with in the Council Member Essentials training regulation 35(2) of the Local Government (Administration) Regulations 1996 be amended to require council members to undergo training on:</i></p> <ul style="list-style-type: none"> <li>- <i>The statutory roles and functions of and the relationships between, the council, Mayor or president, council members, the CEO and other employees of the local government including:</i></li> <li>- <i>Conduct and integrity in decision making, including declaring and managing conflicts of interests;</i></li> <li>- <i>Financial management and the integrated Planning and Reporting Framework; and</i></li> <li>- <i>Leadership, including council members' role as elected representatives of the community.</i></li> </ul>
<b>48</b> (City of Perth)	<p><i>Council members of the City are to be trained in those areas describe in Recommendation 47.</i></p>
<b>54</b> (City of Perth)	<p><i>The City prepare and adopt a policy on continuing professional development:</i></p> <ul style="list-style-type: none"> <li>- <i>To extend that policy to committee members and senior employees;</i></li> <li>- <i>To consider the individual training and professional development needs of council members, committee members and senior employees; and</i></li> <li>- <i>To require training and professional development courses be delivered by independent and qualified training provides who are members of a panel of training providers established by the Department, with assessment undertaken as part of the course.</i></li> </ul>
<b>52</b> (Local government)	<p><i>Local governments to report all continuing professional development compliance to the Department.</i></p>

### 2.3. Department of Local Government Operational Guidelines

The Department of Local Government, Sport and Cultural Industries (Department) does not currently have an operational guideline on this matter. However, during the Local Government Act Review process the Department sought consultation on this matter to inform this new policy direction. The consultation paper canvassed ideas about how to better prepare council members for their challenging role. It explored the following topics:

- competencies required to be a council member;
- funding training;
- mandatory training; and
- continuing professional development.

Submissions from this consultation process identified knowledge of the Local Government Act, meeting procedures, community engagement, understanding local government context, conflict of interests, and financial management as critical competencies and that while basic knowledge of matters such as financial

management and planning was required, it was not essential for council members to be experts in these fields.

The consultation outlined the importance of council members continuing to develop their skills and keeping up-to-date with new developments in the local government sector. Therefore, the third component is for each local government to adopt a policy providing for the continuation of elected member professional development. The Department's Information Sheet on this consultation proposes that the professional development policy is to:

- emphasise the important role of training and embedded professional development in local government practice;
- be determined by the individual local governments within broad parameters set out in regulations;
- be tailored to the needs of the district, the council and the individual council member;
- be published on the local government's websites; and
- outline reporting requirements for training undertaken by each council member.

Ultimately, it is the decision of the Council as to what is contained within the policy and this will vary between local government authorities.

### **3. Current Situation**

The City of Perth (City) does not have a Professional Development Policy. Induction and training of council members are currently developed in accordance with the Department's universal training program and compulsory training which was updated before the 2020 City of Perth Council Election. The mandatory training modules were scheduled in the first month of the council members induction process however, the City does not have a professional development policy to outline the accessibility and continuation of training and development opportunities to support council members in fulfilling their role. Therefore, a policy that suits the current Council's professional development is proposed for review and discussion.

### **4. Results of research on other 'Professional Development' Policies**

Several Western Australian local governments have adopted a professional development policy to respond to the changes in legislation. Key elements of each Policy are outlined in the Tables 1 and 2 below and are to be considered in informing the City's policy direction:

- City of Stirling – Elected Member Continuing Professional Development Policy & Elected Members Conference and Training Development Policy
- City of Albany – Elected Member Professional Development & Training Policy
- City of Swan – Councillor Professional Development and Training Policy
- City of Melville - Elected Members Professional Development Policy
- City of Wanneroo - Council Member Continuing Professional Development Policy

Table 1: Comparison of Local Governments Professional Development Policies

Criteria	City of Stirling - Elected Member Continuing Professional Development Policy & Elected Members Conference and Training Development Policy
<b>Professional Development / Training - Criteria and Guidelines</b>	<p><b>Elected Member Continuing Professional Development (CPD) Policy</b>  The opportunities will be in line with the strategic direction of the City, in addition to the strategic objectives of the City it is important to recognise the following categories as opportunities: Health and Wellbeing; Leadership and Professional Skills Development. The City will investigate opportunities for professional skill development based on the direction of Council or individual Elected Member requests. Each Elected Member must complete 10 CPD hours every two years from Ordinary election to Ordinary election.</p> <p><b>Elected Members' Conferences and Training Development Policy</b>  Elected Members shall be entitled to attend the following training and development events met by the Elected Members Training allocation:</p> <ul style="list-style-type: none"> <li>• Western Australian Local Government Association Annual Conference;</li> <li>• Major professional bodies associated with local government and accredited organisations offering professional training relating to the role of an Elected Member;</li> <li>• Training courses, workshops and seminars provided by the Western Australian Local Government Association and/or Australian Local Government Association</li> <li>• Elected Members training allocation may be used to meet 50% of the cost of an Elected Member attending a Company Directors Course (Australian Institute of Company Directors).</li> </ul> <p>An Elected Member may attend a training and development event provided that it benefits their role as an Elected Member.</p>
<b>Budget Allocation</b>	No Amount Specified - All training will be funded by the City of Stirling at no cost to Elected Members. Where training is completed through attendance at a conference, the cost of the conference will be from the Elected Members' Conference Allowance as per Council policy.
<b>Require Registered Training Organisation</b>	Not Specified
<b>Conference Criteria / Guidelines</b>	<p>Elected Members shall each be provided with a biennial conference allowance and a training allocation to attend a conference and/or professional training development of their choice. The Mayor shall be entitled to attend the following annual conferences events met from the biennial Mayoral Conference Allowance and without referral to Council:</p> <ul style="list-style-type: none"> <li>• Local Government Professionals National Congress and Business Expo</li> <li>• Australian Local Government Association National General Assembly of Local Government</li> </ul>

- Western Australian Local Government Association WA Local Government Convention
- Local Government Professionals State Conference
- Conference event where Mayoral Representation is requested within Australia

Elected Members may attend a state or interstate conference without referral to Council and in accordance with the following conditions:

- The conference is an eligible event;
- An Elected Member has sufficient conference allowance available to meet the costs;
- Council approval has been given where the eligible conference is being held in the final six months of the Elected Member's term of office; and
- Council approval has been given for three or more Elected Members who have requested to attend the same conference.

<b>Travel Costs</b>	No amount specified – All flights will be Business Class, however elected members may nominate economy class. Where travel is involved, the cost of travel will be determined by the most practical route to and from the event venue, unless agreed upon by the Manager Governance, and will be met by the Elected Members' conference allowance.
<b>Accommodation and Meal Expenses</b>	Providing conference requests meet all the conditions, Council authorises reimbursement of expenses to be deducted from the Elected Members' conference allowance. Meals and Incidentals expenses will be met from the Elected Members' conference allowance in accordance with the Public Service Award 1992.
<b>Extending Travel Provisions</b>	Should an Elected Member wish to upgrade their travel standard or extend their visit for personal reasons, all additional costs associated with the travel, are to be met by the Elected Members' personal funds.
<b>Sharing of Knowledge</b>	Where an Elected Member attends an Interstate or International event of more than two days, the Elected Member shall provide a written report or a composite report when attending with another Elected Member and/or employee for publication on the internal Elected Member's Portal. The report must be submitted within 30 days of return from the conference and must detail the proceedings, knowledge gained and outcomes for the City.
<b>Criteria</b>	<b>City of Albany - Elected Member Professional Development &amp; Training Policy</b>
<b>Professional Development / Training - Criteria and Guidelines</b>	The training undertaken must be relevant to the role of an elected member, and enhance or develop their knowledge, understanding and performance of their role, in order to make informed decisions and effectively represent their constituents.
<b>Budget Allocation</b>	\$4,000 per elected member - Unspent funds for individual elected members from each year will carry over for a maximum of two years, after which time any unspent funds may be returned to the general training budget.

<b>Require Registered Training Organisation</b>	Not Specified
<b>Conference Criteria / Guidelines</b>	<p>Conferences and seminars where attendance is of benefit to the City will be uploaded to Diligent Boards as soon as they are available and by email. Councillors who wish to attend a conference or seminar, may make application in writing to the Chief Executive Officer as early as possible to take advantage of early registration discounts and in any event in a reasonable time to meet the conference registration deadline.</p> <p>A total allocation for all travel, registration, accommodation and reimbursement costs to the maximum of \$5,000 per annum per Councillor. An annual budget of \$17,500 will be provided for Councillors who have exhausted their individual allocation and identify relevant conferences/seminars to attend.</p>
<b>Travel Costs</b>	Economy class air travel arrangements shall apply to both domestic and international air travel including standard baggage allowance and a preferential seat allocation.
<b>Accommodation and Meal Expenses</b>	Accommodation costs for Councillor delegates shall be paid for the duration of the conference (interstate, out of Metropolitan area, intrastate and New Zealand), including allowing delegates to arrive the day prior to the start of the conference and to depart the day following the close of the conference.
<b>Extending Travel Provisions</b>	In the event that a Councillor wishes to extend their visit for personal reasons not associated with approved Council business, any extended stay is to be at the cost of the Councillor.
<b>Criteria</b>	<b>City of Swan - Councillor Professional Development and Training Policy</b>
<b>Professional Development / Training - Criteria and Guidelines</b>	<p>Identified as courses relevant to the Councillors' role and responsibilities at the City of Swan and do not require specific CEO approval:</p> <ul style="list-style-type: none"> <li>a) Western Australian Local Government Association endorsed training courses;</li> <li>b) Western Australian Local Government Diploma of Local Government;</li> <li>c) Courses run by the Australian Institute of Management;</li> <li>d) The AICD Company Directors' Course; and</li> <li>e) Courses organised by the Local Government Managers' Australia.</li> </ul>
<b>Budget Allocation</b>	No Amount Specified - An annual budget will be provided for costs associated with these courses and is separate to the annual conference allocation for individual Councillors.
<b>Require Registered Training Organisation</b>	Not Specified
<b>Conference Criteria / Guidelines</b>	Conferences and seminars where attendance is of benefit to the City will be uploaded to Diligent Boards as soon as they are available and by email. Councillors who wish to attend a conference or seminar, may make application in writing to the Chief

	<p>Executive Officer as early as possible to take advantage of early registration discounts and in any event in a reasonable time to meet the conference registration deadline.</p> <p>The Chief Executive Officer and the Mayor are jointly authorised to approve the attendance by Councillors at intrastate, interstate and New Zealand conferences and seminars only, subject to: a) A total allocation for all travel, registration, accommodation and reimbursement costs to the maximum of \$5,000 per annum per Councillor; and b) Budgeted funds being available.</p> <p>An annual budget of \$17,500 will be provided for Councillors who have exhausted their individual allocation and identify relevant conferences/seminars to attend. The Chief Executive Officer and the Mayor are jointly authorised to approve attendance.</p>
<b>Travel Costs</b>	Economy class air travel arrangements shall apply to both domestic and international air travel including standard baggage allowance and a preferential seat allocation. An individual Councillor delegate has the option to upgrade to business class if the cost of the upgrade to business class is covered by the individual Councillor delegate.
<b>Accommodation and Meal Expenses</b>	Accommodation costs for Councillor delegates shall be paid for the duration of the conference (interstate, out of Metropolitan area, intrastate and New Zealand), including allowing delegates to arrive the day prior to the start of the conference and to depart the day following the close of the conference.
<b>Extending Travel Provisions</b>	In the event that a Councillor wishes to extend their visit for personal reasons not associated with approved Council business, any extended stay is to be at the cost of the Councillor.
<b>Sharing of Knowledge</b>	<p>Upon return from an interstate or overseas conference where registration and other associated costs are met by the City, the attending Councillor is required to:</p> <ul style="list-style-type: none"> <li>a) Provide Council Support business unit with the web link and password for the conference material as soon as it becomes available from the conference organiser;</li> <li>b) With the assistance of the Council Support business unit, prepare a memo outlining any specific areas of interest from the conference material for distribution to Councillors; and</li> <li>c) If requested, present a verbal report on their attendance and benefits to them and the City, at the next available briefing session.</li> </ul>
<b>Criteria</b>	<b>City of Melville - Elected Members Professional Development Policy</b>
<b>Professional Development / Training - Criteria and Guidelines</b>	Elected Member training arranged by the CEO in order for Elected Members to be inducted into the role of Elected Member and further training in order to keep up-to-date with their obligations and duty of care responsibilities as contained in the Local Government Act 1995, Planning & Development Act 2005 and other relevant legislation and guidelines relevant to their role.

<b>Budget Allocation</b>	\$4,750 per elected member per year - The unspent funds will be carried forward for a maximum of two years, after which time any remaining amounts will be returned to the Municipal Fund.
<b>Require Registered Training Organisation</b>	Not Specified
<b>Conference Criteria / Guidelines</b>	<p>The following training and development opportunities will be provided to Elected Members from the Elected Members Corporate Training budget:</p> <ul style="list-style-type: none"> <li>• Attendance at the Annual Western Australian Local Government Association conference and/or Annual General Meeting.</li> <li>• Attendance of the Mayor or Deputy Mayor or delegate at the Annual Local Government Professionals Australia National Congress or the Annual Australian Local Government Association Conference.</li> </ul> <p>The Chief Executive Officer is authorised to approve requests from Elected Members for professional development opportunities, and make the associated arrangements (including registration, air fares, accommodation, sustenance and reimbursement of approved expenses) utilising their Training and Development allocation subject to:</p> <ul style="list-style-type: none"> <li>• the training, development or conference is organised by an identified, industry recognised training provider;</li> <li>• the number of Elected Members attending a particular conference, seminar or training does not impact the quorum required for Council or Committee meetings; and</li> </ul> <p>sufficient funds being available in the Elected Members Training and Development allocation.</p>
<b>Travel Costs</b>	<p>Travel, accommodation and sustenance costs will only be paid or reimbursed for the duration of the professional development event and will be exclusive of accommodation/meals where such services are already supplied within the professional development event or travel arrangements.</p> <p>Air travel shall be on the basis of an economy class fare with standard baggage allowance.</p>
<b>Accommodation and Meal Expenses</b>	Accommodation reimbursement shall be on the basis of an appropriate room in an appropriate standard hotel recommended by the conference organisers or one located within close proximity to the conference facility. Any upgrades or extensions shall be at the expense of the Elected Member.
<b>Extending Travel Provisions</b>	Should an Elected Member extend their stay either side of the professional development event, they will be wholly responsible for all additional costs, including but not limited to accommodation, meals and incidentals during that period.
<b>Sharing of Knowledge</b>	Within a reasonable timeframe, which should not exceed 60 days from the return from the conference/training/seminar the Elected Member: shall provide a written report relating to the event for the information of other Elected Members and for the City's records and are encouraged to provide a brief presentation (no more than 15 minutes) to other Elected Members at an Elected Member Information Session.



Criteria	City of Wanneroo - Council Member Continuing Professional Development Policy
<b>Professional Development / Training - Criteria and Guidelines</b>	<p>The following professional development categories are recognised as relevant to the role of Council Member:</p> <ul style="list-style-type: none"> <li>a) Leadership and Management;</li> <li>b) Corporate Governance</li> <li>c) Risk Management;</li> <li>d) Policy and Evaluation;</li> <li>e) Town Planning;</li> <li>f) Emergency Management;</li> <li>g) Environmental Management;</li> <li>h) Strategic Planning and monitoring;</li> <li>i) Financial Management - Understanding and application of financial policy and</li> <li>j) budgeting processes;</li> <li>k) Information &amp; Communications Technology (including Social Media);</li> <li>l) Community Consultation;</li> <li>m) Public Speaking;</li> <li>n) Chairing Meetings;</li> <li>o) Time Management;</li> <li>p) Conflict Resolution; and</li> <li>q) Legislative Framework within which the City operates including but not limited to Codes of Conduct, Standards Panel, State Administrative Tribunal, Public Interest Disclosures, Corruption and Crime and Misconduct Act 2003.</li> </ul>
<b>Budget Allocation</b>	<p>Costs to undertake mandatory training are determined by the Training Providers. The City shall meet the costs of all mandatory training courses for Council Members, including reasonable travel and parking expenses (if required), as determined by the Chief Executive Officer (or nominee).</p>
<b>Require Registered Training Organisation</b>	<p>Yes - Professional development is to be completed through a registered training organisation or recognised industry body, unless approved otherwise by the Chief Executive Officer.</p>
<b>Conference Criteria / Guidelines</b>	<p>To enable members to develop and maintain skills and knowledge relevant to their role as a Member, the CEO (or nominee) may authorise attendance of a Member at a professional conference (including interstate and international) which is:-</p> <ul style="list-style-type: none"> <li>i. considered by the CEO to be directly relevant to the City's affairs; and/or</li> <li>ii. is attended by employees of the City; and/or</li> <li>iii. is convened by the Western Australian Local Government Association (WALGA) including the Convention; and/or</li> <li>iv. the ALGA National Congress, and/or</li> <li>v. the LGMA National Congress; and/or</li> <li>vi. the National Roads Forum; and/or</li> <li>vii. relevant to the National Growth Area Alliance; and/or</li> </ul>



	<ul style="list-style-type: none"> <li>viii. as part of the Western Australian Local Government Week; and/or</li> <li>ix. a study tour/official delegation.</li> </ul> <p>A maximum annual CMPCA of \$5,000 per Councillor and \$10,000 for the Mayor, is available for professional development as outlined in this Policy (allowance amount set July 2013 and is to be inflated by the Consumer Price Index (All Groups Perth) Rate on 1 July each year and rounded to the nearest \$100).</p>
<b>Travel Costs</b>	<p>A maximum annual CMPCA of \$5,000 per Councillor and \$10,000 for the Mayor, is available for professional development as outlined in this Policy includes;</p> <ul style="list-style-type: none"> <li>i. Registration for the conference dinner and welcome reception for the Member and one person accompanying the Member;</li> <li>ii. Accommodation for the Council Member being in a standard room at a reasonably priced hotel near the conference venue for the duration of the conference;</li> <li>iii. Food and beverages consumed by the Council Member during the conference;</li> <li>iv. Taxi fares incurred as a result of the Council Member attending the conference;</li> <li>v. Airfares to attend the conference if required.</li> </ul>
<b>Accommodation and Meal Expenses</b>	<p>Accommodation for the Council Member being in a standard room at a reasonably priced hotel near the conference venue for the duration of the conference; An advance of \$130 per day for interstate travel and \$200 per day for overseas travel will be made available for food, beverages and travel costs during the conference.</p>
<b>Extending Travel Provisions</b>	Not specified
<b>Sharing of Knowledge</b>	Not specified

Table 2 - Comparison of the approval process in each Policy

Local Government	Approval Process / Conditions of Approval
<b>City of Stirling</b>	The City will organise training sessions that meet the intent of the policy where all Elected Members are invited to attend to meet their obligations as a Council group at the City of Stirling.
<b>City of Albany</b>	<p>Subject to budgeted funds being available, the Chief Executive Officer is provided with the authority to approve and arrange the registration and associated travel, accommodation and reimbursement of approved expenses necessary for an elected member to attend training. Approval should be obtained from Council where:</p> <ul style="list-style-type: none"> <li>• Training is requested after 30 June in the year an elected members term of office ends;</li> <li>• Where two or more elected members have requested to attend the same training; or</li> <li>• Where the elected member does not have sufficient funds available in their Professional Development allocation to meet all training and associated costs</li> </ul>
<b>City of Swan</b>	Councillors who wish to attend any other training or attend any course for a second time may make application to the Chief Executive Officer in writing for approval accompanied with justification for attending the training.
<b>City of Melville</b>	<p>The Chief Executive Officer is authorised to approve requests from Elected Members for professional development opportunities, and make the associated arrangements (including registration, air fares, accommodation, sustenance and reimbursement of approved expenses) utilising their Training and Development allocation subject to:</p> <ul style="list-style-type: none"> <li>• the training, development or conference is organised by an identified, industry recognised training provider;</li> <li>• the number of Elected Members attending a particular conference, seminar or training does not impact the quorum required for Council or Committee meetings; and</li> <li>• sufficient funds being available in the Elected Members Training and Development allocation.</li> </ul> <p>Prior approval must be obtained from the Council:</p> <ul style="list-style-type: none"> <li>• For attendance at Conferences/Training/Seminars after 30 June in the year an Elected Member's term of office ends;</li> <li>• Where two or more Elected Members have requested to attend the same conference outside of Western Australia at the same time;</li> <li>• Where the Elected Member does not have sufficient funds available in their Training and Development allocation to meet all associated event costs.</li> </ul>
<b>City of Wanneroo</b>	<p>All requests are subject to approval by the CEO (or nominee)</p> <p>Requests received from the Mayor will be processed as first priority. Other requests will be processed in the order of receipt. If more than three (3) requests are received for the same opportunity or event, then those requests received after the first three (not including the Mayor), will be referred to Council for consideration.</p>

Where any request received exceeds the Council Members available allowance as outlined in this Policy, the request will be referred to Council for consideration. 6.5 Any requests from Council Members to attend professional conferences, education or speaking engagements that will be held within the last three months of a Council Members term of office, will be referred to Council for consideration. To clarify, the date for which this clause shall take effect will be the date for which the professional conferences, education or speaking engagement commences.

## 5. WALGA Recommended Courses

The Western Australia Local Government Association also offers a variety of Nationally-Accredited Elected Member professional development courses that have been designed to provide the essential knowledge and skills to support council members to perform their role as defined in the *Local Government Act 1995*. This Learning and Development Pathway is detailed below:

Stage One – Council Member Essentials\* includes

- Understanding Local Government
- Conflicts of Interest
- Service on Council
- Understanding Financial Reports and Budgets
- Meeting Procedures

\*the Council Member Essentials was completed by City of Perth council members within their induction program.

The following stages two and three have been recommended for council members and includes:

Stage Two:

- Effective Community Leadership
- Dealing with Conflict
- Integrated Strategic Planning – The Essentials
- Planning Practices – The Essentials

Stage Three:

- Planning Practices – Advanced
- CEO Performance Appraisals
- Integrated Strategic Planning – Policy
- Infrastructure Asset Management

Completion of training and assessment activities from all three Stages of WALGAs Learning and Development Pathway, will result in the achievement of the 52756WA Diploma of Local Government (Elected Member) qualification. There is an opportunity to consider inclusion of WALGA's learning and development pathway and diploma of Local Government in the City of Perth Professional Development Policy.

## 6. Other Recommended Courses

The Policy has proposed a broader scope with regards to listing other recommended training providers and courses which are identified as relevant to the council members role. These include:

- a) Western Australian Local Government Association endorsed training courses (stages two and three above);
- b) Western Australian Local Government Diploma of Local Government;
- c) Courses run by the Australian Institute of Management;
- d) The Australian Institute of Company Directors (AICD) Company Directors' Course; and
- e) Courses organised by the Local Government Professionals' Western Australia.

These courses range in cost up to \$6,869 (AICD Company Directors Course). This should be factored in when considering the proposed professional development allowance for individual council members.

## 7. Legislative Requirements

The following will be included in the Professional Development Policy as a legislative requirement:

### Compulsory Training

Council members are required to complete the compulsory / mandatory training in accordance with section 5.126 of the *Local Government Act 1995* and Regulations 35 and 36 of the *Local Government (Administration) Regulations 1996*.

### Reporting

The *Local Government Act 1995* requires local governments to report annually on completed training. This report must be published on the City's website for that financial year. This will include the Council Member Essentials Course and any continuing professional development undertaken by council members for the year.

A commitment to quarterly reporting of any professional development undertaken by council members has been included in the proposed policy. This will increase transparency and demonstrate the ongoing commitment that Council has to developing and maintaining their ability to fulfil the roles in which they are elected.

### Review

Council must review the Professional Development Policy after each ordinary election.

## 8. Risks and Issues

The Professional Development Policy is designed to provide council members guidance on how to access appropriate professional development programs, conferences and training as required to understand and fulfil their role as a council member.

The policy should encompass the requirements for City council members to effectively fulfil their role including identifying the appropriate professional development criteria or focus areas. Council members are to consider the costs incurred by the local government to effectively enable attendance of professional development including a robust approval process for interstate and international conferences to effectively balance the cost vs benefits associated with attendance.

## 9. Questions/Input from Council

Council member feedback is sought on the proposed draft Professional Development Policy (Appendix B) with the following matters as specific areas that can be tailored to suit the needs of the City of Perth Council in effectively leading the local government district. These areas have been highlighted in the Policy for convenience:

### Point 2 – Continuing Professional Development

- General feedback on the professional development criteria.
- Whether key areas of focus be included in the Policy rather than identifying specific professional development courses, or a mixture of both?
- Whether the Policy is to include the recommended courses in the continuing professional development criteria to expand council members understanding in their role as leaders of Council and prominent leaders in the community?

- Whether the Policy specifies the appropriate industries and corporations that training and professional development opportunities can be obtained from?
- Should training and conference opportunities be limited to those within the Western Australia and/or Australia?

### **Point 3 – Professional Development Allowance**

- The annual allowance to be allocated to council members for individual professional development each year?
- Whether the funds will carry over to future years and how many?

### **Point 4 – Professional Development – Conferences**

- General feedback on the conference attendance requirements.
- Whether Council approval be required for any conference attendance that involves interstate or international travel?
- The inclusion of Council approval being required if the conference is held in the final six months of the council member's term of office, noting they will need to provide a report within 60 days to outline the knowledge gained and outcomes for the City.

### **Point 5 - Professional Development Conferences – Allowance**

- The annual allowance to be allocated to council members for conference attendance each year?
- The requirement to provide information sharing post conference attendance via a written report on the proceedings, knowledge gains and outcomes?

### **Point 6 – Travel**

- The conditions and arrangements of interstate and international travel?

Noting the Guidelines for official air travel by Ministers, Parliamentary Secretaries and Governance Offices states the following:

*“Economy Class is to be used for all official domestic and overseas air travel, with the exceptions set out in 3.7.*

*3.7 Business Class travel may be used for official air travel by:*

- 3.7.1 Ministers and Parliamentary Secretaries*
- 3.7.2 Chief Executive Officers*
- 3.7.3 Chairpersons of statutory bodies and Government boards and committees as approved by the responsible Minister*
- 3.7.4 One additional Government officer accompanying a person listed in 3.7.1 to 3.7.3 where this will facilitate the performance of that person's duties at the destination*
- 3.7.5 Government officers who have an entitlement to travel business class explicitly guaranteed by contractual obligation; and*
- 3.7.6 Judicial Officers and Commissioners.*

*Ministers, Parliamentary Secretaries or those officers entitled to Business class travel may choose a less expensive equivalent to Business class, such as Premium Economy, if available. Officers who are not entitled to Business class travel are not permitted to choose these alternatives.”*

### **Point 9 – Conditions of Approval**

The preferred approval process for professional development events and programs including how the decision is made for a council member to attend an event that involves interstate or international travel?

### **Point 10 – Reporting**

Whether to include a requirement for quarterly reporting of training attendance which is over and above the legislative requirement of every financial year?

Lastly, it is recommended that Council Policy 10.3 - Elected Members - Interstate and Overseas Travel and Expenses is rescinded and incorporated into the Proposed Professional Development Policy to avoid duplication.

## 10. References

The *Local Government Act 1995* and *Local Government (Administration) Regulations 1996*

Department of Local Government, Sport and Cultural Industries, 'Universal Training Policy Position' Information Sheet

City of Stirling – Elected Member Continuing Professional Development Policy & Elected Members Conference and Training Development Policy

City of Albany – Elected Member Professional Development & Training Policy

City of Swan – Councillor Professional Development and Training Policy

City of Melville - Elected Members Professional Development Policy

City of Wanneroo - Council Member Continuing Professional Development Policy





Council Policy

<Policy Number>| Professional Development Policy

Policy Objective

Section 5.90A of the Local Government Act 1995 (Act) requires a local government to prepare and adopt a Professional Development Policy. This policy is made in accordance with those provisions.

Policy Scope

This policy provides the guidelines for council member participation and entitlements to professional development in accordance with the Local Government Act 1995 and Local Government (Administration) Regulations 1996. It clarifies the accessibility and scope within which council members can seek professional development opportunities to effectively fulfil their role.

Policy Statement

The City of Perth (the City) recognises the important role of council members and is committed to supporting the continuation of opportunities for professional development and training in areas needed to assist them to carry out their role effectively.

1. Mandatory Training

Council members are required to complete the mandatory training in accordance with section 5.126 of the Local Government Act 1995 and Regulations 35 and 36 of the Local Government (Administration) Regulations 1996. This mandatory training is provided by WALGA and is to be completed within 12 months from the day on which the council member is elected. This Council Essentials Course involves five specific modules:

- a) Understanding Local Government;
- b) Serving on Council;
- c) Meeting Procedures;
- d) Conflicts of Interests; and
- e) Understanding financial reports and budgets.

The cost of mandatory training shall be met by the City, including reasonable travel and parking expenses (if required), as determined by the Chief Executive Officer. Any internal courses organised by the City of Perth for access to all council members and staff shall also be met by the City.

2. Continuing Professional Development

The following key focus areas have been identified as examples of relevant professional development opportunities to council members role at the City of Perth:



## Council Policy

1. Leadership and Management
2. Community consultation and communication
3. Roles and Functions of council members
4. Relationships between Council and the local government
5. Governance and integrity in decision making
6. Local Government Legislative framework
7. Determination of Policy Reviews
8. Financial Management
9. Integrated Planning and Reporting Framework
10. Advocacy
11. Risk management
12. Town planning practices
13. Social Media communication

In addition to the key focus areas above, the following courses are recommended as relevant to a council members role:

- a) Western Australian Local Government Association endorsed training courses (stages two and three);
- b) Western Australian Local Government Diploma of Local Government;
- c) Courses run by the Australian Institute of Management;
- d) The Australian Institute of Company Directors (AICD) Company Directors' Course; and
- e) Courses organised by the Local Government Professionals' Australia.

The City of Perth will investigate opportunities for professional skill development based on the direction of Council or individual Council Member requests. Where practical, professional development requests should be through a registered, independent and qualified training provider or a recognised industry body, unless approved otherwise by the Chief Executive Officer.

## 14. Professional Development Allowance

Professional Development costs will be funded by the City of Perth at no cost to council members. Council members will be provided with an annual allowance of \$1,000 and if the funds are not used within the financial year for each council member, they will carry over for a maximum of two years after which will be returned to the corporate training budget. This allocation includes any conference or event attendance for individual council members.

## 15. Professional Development - Conferences

The City of Perth recognises that attendance at professional conferences, seminars, conventions and events also contributes to council members continuing professional development. The Chief Executive Officer may authorise attendance of a council member at a conference (including interstate and international) which meets the following guidelines:



## Council Policy

- a) The conference is considered by the CEO to be directly relevant to the City's affairs;
- b) Council approval has been given if attendance at the conference involves interstate and international travel;
- c) Council approval has been given where the conference is being held in the final six months of the council member's term of office;
- d) Professional conference attendance is subject to sufficient funds being available in the council member Professional Conference Allowance.
- e) Where there is interstate or international travel, the council member shall provide a written report within 60 days of return detailing the proceedings, knowledge gained and outcomes for the City;
- f) A list of all council member interstate and overseas travel is to be maintained and published on the City of Perth website.

Providing the conference requests meet all the conditions, Council authorises reimbursement of expenses to be deducted from the council members' conference allowance.

## 16. Professional Development Conferences – Allowance

The costs of conference attendance including travel, registration, accommodation and reimbursement costs are to be covered under the council member's professional development allowance. The extent to which a council member can be reimbursed for intrastate and interstate travel and accommodation costs incurred in any of the circumstances referred to in regulation 32(1) of the *Local Government (Administration) Regulations 1996* is as set by the Salaries and Allowances Tribunal through a determination published in the *Government Gazette* from time to time.

## 17. Travel

Where travel is involved, the travel is to be undertaken by the shortest most practical route, to and from the professional development location and venue. The following conditions apply:

- a) Business class air travel arrangements shall apply to the Lord Mayor for both domestic and international air travel, where available, including standard baggage allowance and a preferential seat allocation.
- b) Economy class air travel arrangements shall apply to all council members for both domestic and international air travel including standard baggage allowance and a preferential seat allocation. The City will take advantage of any available discount fares including advance purchase fares.
- c) Costs of transport (bus, train, and taxi fares), vehicle hire and parking which are reasonable, required and incurred in attending professional development, will be reimbursed by the City, on production of receipts.
- d) Should a council member wish to upgrade their travel standard or extend their visit for personal reasons, all additional costs associated with the travel, are to be met by the council members' personal funds.
- e) In the event that a council member wishes to extend their visit for personal reasons or add travel arrangements not associated with approved Council business, is to be at the cost of the council member.



## Council Policy

### 18. Accommodation and Meal Expenses

Accommodation shall be on the basis of an appropriate room in an appropriate standard hotel recommended by the training providers, or one located in close proximity to the venue. Any upgrades, extensions, or activities offered as part of the registration that are not related to the professional development shall be paid for at the expense of the council member.

The costs incurred for meals and beverages may be claimed where it is reasonable for the council member to have incurred the expense as a result of Professional Conference attendance. Claims for costs will not be accepted where meals are provided as part of the event or activity or where the expense is incurred outside of reasonable travelling times.

### 19. Accompanying Person

No allowances or entitlements will be provided by the City in respect of accompanying person costs. Any additional costs resulting from a council member being accompanied by their partner will not be borne by the City.

### 20. Conditions of Approval

Prior approval must be obtained from the Council where:

- a) Attendance at training or conference is within the last six months of when a council members term of office ends;
- b) Two or more council members have requested to attend the same training event;
- c) The council member does not have sufficient funds available in their professional development allocation to meet all training and associated costs;
- d) A council member is seeking to attend training that involves either interstate or international travel.

### 21. Reporting

Professional development undertaken by council members will be subject to quarterly reporting on the City's website, this will include the Council Member Essentials Course and any continuing professional development undertaken by council members throughout the year.

### 22. Review

Council is to review the Professional Development Policy after each ordinary election.



## Council Policy

### Document Control

#### Other relevant/related documents

Legislation:	Sections 5.126 of the <i>Local Government Act 1995</i> and Regulations 35 and 36 of the <i>Local Government (Administration) Regulations 1996</i> Department of Local Government, Sport and Cultural Industries & WA Local Government Association
City Policies:	Attendance at Events Policy
City Procedures and Processes:	

#### Document responsibilities

Custodian:	Manager Governance	Custodian Unit:	Governance	Decision Maker:	CEO
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#### Review management

Next review due:	October 2021	Document Management Ref:	
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#### Document management

Version	Decision reference	Synopsis of changes
1.0	OCM <insert meeting date> Absolute Majority required	Initial policy submitted for approval



# Council Policy Manual

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## CP10.3 Elected Members - Interstate and Overseas Travel and Expenses

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### POLICY OBJECTIVE

To determine the nature and extent of the Council's representation by Elected Members at international/interstate conferences, study tours, seminars or conventions and the travel and accommodation expenses payable.

### POLICY STATEMENT

The following authority and guidelines are applicable in the determination of Elected Member attendance at conferences, study tours, seminars and conventions:

1. Interstate and overseas travel may be undertaken with the authority of the Council.
2. All reimbursement of expenses must comply with the current determination of the Salaries and Allowances Tribunal for Local Government Chief Executive Officers and Elected Members.
3. A list of all Elected Member interstate and overseas travel (including class of travel) is to be maintained and published on the City of Perth website.
4. Travel and accommodation standards will apply as follows:

#### **Transport**

Up to business class for flights in excess of 3 hours travel time. (Noting that an Elected Member has the option of choosing economy or premium economy rather than business class).

#### **Accommodation**

Where applicable, accommodation will be booked at or near the event venue.

Accommodation standards are to be consistent with the current relevant Salaries and Allowances Tribunal determination.



# Council Policy Manual

## CP10.3 Elected Members – Interstate and Overseas Travel and Expenses

Document Control Box			
<b>Document Responsibilities:</b>			
<b>Custodian:</b>	Manager Governance	<b>Custodian Unit:</b>	Governance
<b>Decision Maker:</b>			
<b>Compliance Requirements:</b>			
<b>Legislation:</b>	s . 5.98(2)(b) and s 5.101A of the <i>Local Government Act 1995</i> ; regs. 31, 32, 34AD of the <i>Local Government (Administration) Regulations 1996</i> ; <i>Salaries and Allowances Act 1975</i>		
<b>Industry:</b>			
<b>Organisational:</b>	PR0545		
<b>Document Management:</b>			
<b>Risk Rating:</b>	High	<b>Review Frequency:</b>	Annual
		<b>Next Due:</b>	2019
		<b>TRIM Ref:</b>	P1001324
<b>Version #</b>	<b>Decision Reference:</b>	<b>Synopsis:</b>	
1.	08/04/03 (269/03)	Previous Policy No. 10.3, CS30	
2.	02/08/05 (533/05)		
3.	08/08/06 (554/06)		
4.	30/01/07 (72/07)		
5.	29/01/08 (46/08)		
6.	01/02/11 (33/11)		
7.	25/09/18 (Item 13.16)	Amended	

## 17. Matters for which the meeting may be closed

### 17.1 Media Booking, Buying and Planning– EXM000046

Responsible Officer	Anne Banks-McAllister, General Manager Community Development
Voting Requirement	Simple Majority
Attachments	Confidential Attachment 17.1A – Evaluation Report Confidential Attachment 17.1B - Schedule of Rates

### Purpose

To recommend appointment of a suitably qualified and experienced contractor for the supply of Media Booking, Buying and Planning.

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### Recommendation

That Council ACCEPTS the most suitable proposal, being that submitted by Initiative Media for the Media Booking, Buying and Planning (Proposal EXM000046) for a period of two years six months in accordance with their submitted schedule of rates in Confidential Attachment 17.1B with an anticipated total contract value of \$4,500,000, subject to approved budgets.

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## Background

1. The City of Perth currently plans, books and purchases media through contracts due to expire on January 31, 2021.
2. The contracts are currently held with The Brand Agency and 303MullenLowe.
3. The City requires specialised media booking, buying and planning services in the future to support any paid marketing or promotional activity that the City may want to conduct. The City does not have these specialist software or skillsets in-house.
4. The provision of Marketing Creative Services is not part of this procurement and subject to a separate procurement process currently occurring in parallel.
5. Review of previous years' expenditure on media booking, buying and planning services indicates an estimated spend of up to \$1.9m per annum. There is no minimum required spend in any given year.
6. The City's preferred new approach is procurement through pre-approved suppliers on the State Government Department of Finance Common Use Arrangement CUAMBBP2018.
7. This is an exempt process that does not require a public tender process under Regulation 11 (2) (e) of the *Local Government (Functions and General) Regulations 1996*.
8. The Request for Proposal was released on the City's e-Tendering Portal Tenderlink at <https://www.tenderlink.com/cityofperth/> and closed on 29 October 2020 at 2pm.
9. The scope of this request for proposal included:
  - a. CATEGORY A2: Media Booking and Buying – campaign
  - b. CATEGORY B: Media Strategy and Channel Planning
  - b. CATEGORY C: Additional Advertising Services

## Discussion

10. Respondents were required to address the following qualitative selection criteria as set out in the RFP specifications:
  - a. The media planning, buying and performance reporting process (30%)
  - b. Account personnel (15%)
  - c. Value added services (15%)
  - d. Presentation on the organisation, services on offer and client portfolio (40%)
11. There are two specialist media organisations on the CUAMBBP2018 managed by the Department of Finance, Initiative Media and Carat who both submitted a response to the City's RFP.
12. Both respondents met all compliance criteria as set out in the specifications document issued by the City.

13. In addition, as pre-approved suppliers on the CUAMBBP2018, both respondents have passed stringent compliance and background checks through the Department of Finance separately to the City's compliance requirements.
14. In response to the assessment criteria, Initiative Media scored 75% ranking first and Carat scored 71% ranking second. Based on these assessed scores, both respondents represent high quality suppliers that are low risk to the City.
15. Initiative Media outlined their own proprietary media planning and buying process called Infinity – an end to end process. The booking and buying process is geared towards maximum value for the client beyond set industry discounts. Initiative do not offer creative services and can therefore remain truly independent and agnostic across agencies. All resources working on the account would be based in Perth, Leederville, and have significant industry experience. Initiative demonstrated a comprehensive focus on and overview of data and technology which is available for the City to utilise to strengthen audience segments and improve measurement and reporting of outcomes. Demonstration of some good examples and methodology of use of data tracking and addressable media. Great use of case studies to demonstrate their skills and experience in delivering outcomes for the client.
16. Carat, part of the Dentsu global network, advised their planning process is separated into five stages called “Designing for People” and goes beyond just simple demographics. The approach is data driven using their own proprietary 10,000-person consumer survey and then fused with Roy Morgan data. All staff are based in Perth at Brookfield Place. Key client resources have over 15 years’ experience with notable clients. Carat as an agency have 10 years’ experience managing the WA Government media account and demonstrated \$6.1m of savings off Government rates in previous 12-month period. Case studies presented were considered high level and lacked any significant detail or explanation beyond the showcased metrics. Carat did not provide any significant detail of use of smart data and technology stacks which could add value to the scope of work outside of reference to an ongoing trial. This was considered a key point of difference to the Initiative Media presentation and a potential lack of capability in this space in the short term compared to the other respondent.
17. Both respondents submitted a schedule of rates for services to be provided within the scope of work. An analysis of the rates indicates similar pricing across key line items. Both respondents charge a % on nett media cost across media booking and buying. The City’s technical experts on the assessment panel are satisfied that both respondents would provide value for money based on the schedule of rates provided and comparable if not better than value than current arrangements in place. The nature of media buying means that the City is guaranteed the Government rate negotiated through the CUA as our maximum price, however each supplier negotiates their own pricing, often at much cheaper rates than the Government rate which are passed on as savings to the City. It is not possible to compare these rates across suppliers as it is wholly dependent on the supplier, the relationship with the media seller and the volume of media purchased in any given campaign.
18. In order for the panel to be satisfied that we are receiving value for money based on the submitted price schedules, a comparative analysis was undertaken using sample spend data for items where there was a comparable % of nett media charge levied. It indicated that in two charge categories Carat Media would be cheaper, however on two additional categories Initiative Media would be cheaper. As the City is likely to purchase media from all four of the analysed categories in any given campaign, the overall

costs are likely to be very similar and provide the same value for money offering no matter which respondent is contracted.

19. Initiative Media were assessed by the panel as having the best qualitative criteria score and a schedule of rates that would provide value for money to the City over the life of the contract. In addition, their demonstrated smart data technology capabilities would provide opportunities for the City to significantly enhance our audience segmentation, measurement, tracking and efficiency of marketing spend and they are recommended as the preferred supplier.

## Stakeholder Engagement

20. As part of COVID-19 Strategy development, external stakeholders were consulted and supported marketing campaigns continuing as part of the strategy

## Decision Implications

21. If Council does not support the recommendation, the City of Perth will have no arrangements in place to be able to plan media, book media and purchase advertising. The provision of these services under existing contracts will expire on 31 January 2021. Beyond this, the City will not be able to plan and book any advertising as part of marketing campaigns or promotional support for City managed events. There are no in-house specialist systems or skills to be able to provide this service.

## Strategic, Legal and Policy Implications

Strategic	
Strategic Community Plan Aspiration:	Prosperity A city with a diverse and resilient economy capitalising upon its unique competitive advantages and creative reputation, attracting sustainable investment in education, tourism, entertainment, commerce, technology and trade.
Strategic Community Plan Objective:	4.1 A sustained increase in leisure and business tourism visitation  4.3 Strategic brand positioning for Perth as a city that is internationally recognisable, unique and inviting  4.4 Attract and support new and existing business to create a CBD retail experience that is superior to suburban competition.
Issue Specific Strategies and Plans:	Corporate Business Plan CBP4.5 Marketing Campaign to promote Perth as Safe & Open

Legal and Policy	
Legislation:	Regulation 11 (2) (e) of the Local Government (Functions and General) Regulations 1996
Legal advice:	Not Applicable.
Policy	<a href="#">9.7 Purchasing</a> The proposal process has been conducted in accordance with Council Policy 9.7.

## Financial Implications

The financial implications of the recommendation(s) are accommodated within the existing budget.

Account Number	1014-100-50-10027 1014-100-50-10031 1014-100-50-10049 1014-100-50-10064 1014-100-50-10072 1014-100-50-10183 1014-100-50-10300 1014-100-50-10274	Operating
Account Description	Various Marketing Campaign Projects	
Total Budget	\$2,245,000	
Budget – This report	\$700,000 (FY20/21 only)	
Remaining Budget	\$610,000	
Budget Impact	Projected to meet budget	

## Relevant Documents

Not applicable.

## Further information

Not Applicable.



City of **Perth**

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Confidential Attachment 17.1A – 17.1B

Item 17.1 – Media Booking, Buying and  
Planning – EXM000046

Agenda Briefing Session  
8 December 2020

Distributed to elected members under  
separate cover

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## 18. Motions of which notice has been given

This item will be dealt with at the Ordinary Council Meeting.

## 19. Urgent Business

This item will be dealt with at the Ordinary Council Meeting.

## 20. Closure